

SHIRE OF CUBALLING

*A progressive, diverse and caring community,
with access to modern services and infrastructure,
in a unique part of the world*

MINUTES

of the

Ordinary Meeting of Council

held

WEDNESDAY 20th FEBRUARY 2019

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Cuballing for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Cuballing disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person’s or legal entity’s own risk.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

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1. **DECLARATION OF OPENING:**

The Shire President, Cr Conley, declared the meeting open at 2.03pm.

2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

2.1.1 Attendance

Cr Mark Conley	President
Cr Eliza Dowling	Deputy President
Cr Roger Newman	
Cr Tim Haslam	
Cr Dawson Bradford	

Mr Gary Sherry	Chief Executive Officer
Ms Bronwyn Dew	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services

Mr John Robertson
Ms Helen Elliott
Mr Paul Lewis

2.1.2 Apologies

Cr Scott Ballantyne

2.1.3 Leave of Absence

Nil.

3. **STANDING ORDERS:**

COUNCIL DECISION – 2019/01:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 5/0

4. **PUBLIC QUESTION TIME:**

4.1 **RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:**

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

4.3.1 Fence at 79 Alton Street Cuballing

Mr John Robertson advised that he is intending to construct a fence on the southern boundary of his 79 Alton Street property. This boundary borders Shire land that has several large trees and a chain mesh fence. Before Mr Robertson builds his fence, he would like the Shire of Cuballing to remove the trees and mesh fence.

The Shire President, Cr Conley, noted Mr Robertson's intentions.

4.3.2 Aged Person Units - 81 Alton Street & 192 Campbell Street Site

Mr John Robertson noted Council's intentions to construct Aged Person's units at 81 Alton Street & 192 Campbell Street. Mr Robertson noted that this was a poor location because:

- Campbell Street is a busy road;
- the sites are close to the Cuballing Tavern;
- they are located in the heritage/civic precinct and housing will detract from this purpose;
- the units will bring low income tenants into Cuballing; and
- aged units should not be located in the town centre.

Mr Robertson also expressed concern about the cost of the units.

The Shire President, Cr Conley, advised that Council was seeking funding to construct either 2 or 4 aged persons units. This grant funding would significantly offset the cost to Council of such aged person's units.

4.3.3 Cuballing War Memorial

Mr John Robertson noted that he had discussed renovating the Cuballing War Memorial some two years ago and he had offered to construct a cruciform shelter on the site for the cost of \$12,000 materials. Mr Robertson believed that Council should complete:

- removing the drainage feature on the site. This area is rough and unsightly;
- construct a limestone wall against the railway side of the memorial area and inscribe the names of Cuballing service men on this wall;
- remove the copper logs that define the area;
- install a kerb against the road and relevel the Memorial area
- remove the granite plinth added to the front of the memorial recognising the service of World War Two veterans. Mr Robertson believes this addition is of ordinary quality and doesn't fit with the original memorial;
- remove the dead trees on the site; and
- replace the bench seating dedicated to Ms Campbell that has deteriorated significantly.

The Shire President, Cr Conley, advised that Council had considered completing works at the Cuballing Memorial in 2017/18 financial year, however a reduction in funding saw this project

delayed for financial prudence. Council has again allocated funding for this year and Council expects work to progress.

4.3.4 74 Austral Street – Future Development

Mr John Robertson queried the Council's proposed future development plan for 74 Austral Street. Mr Robertson believes that:

- the previously proposed Council stockpile is not missed by anyone and a local business has opened to provide this service;
- Council should focus on developing residential land at 74 Austral Street. Mr Robertson believes that Cuballing needs more residents to combat the rural decline in population. If Cuballing has more residents, businesses will follow into town;
- Council should not have any type of camping on this site. Mr Robertson believes that a preferable site is the Reserve vested in Council for the purpose of Camping on Cuballing East Road. This site was the historical site of camping in Cuballing.

The Shire President, Cr Conley, noted Mr Robertson's comments.

4.3.5 Chief Executive Officer's Employment Contract Renewal

Mr John Robertson noted that Council was reviewing the CEO's Employment Contract at this meeting. Mr Robertson noted that in the term of his current employment contract the CEO had:

- failed to achieve the demolition of the Popanyinning School;
- failed to achieve the establishment of a regional waste site in the Shire of Cuballing;
- failed to achieve a satisfactory camping policy;
- achieved considerable improvement at Yornaning Dam; and
- achieved the construction of entry statements to Cuballing.

Mr Robertson believe that Council need to have a CEO that fitted into the community like the previous CEO Peter Naylor. Mr Robertson believed that CEO contracts, after an initial term, should only have extensions for single year at a time to prevent complacency.

The Shire President, Cr Conley, noted Mr Robertson's comments.

4.3.6 Cuballing Volunteer Group

Ms Helen Elliott noted the Cuballing Volunteer Group had completed two clean up exercises in Cuballing but were feeling discouraged because Council did not wish to entertain the Group's idea regarding a sign at the Cuballing Cemetery. Ms Elliott noted a Council delegate had only attend one meeting and that the CEO intended to attend the Group's Meeting in March.

The Shire President, Cr Conley, advised that Council would be willing to review any plans for the Cuballing Cemetery or any other area. Cr Conley, while noting that the group don't wish to move to a formal group, the preparation of minutes or notes would assist in communicating with Council. Cr Conley advised he supported a Council Delegate attending the Group's meetings.

4.3.7 Development Approval - Lot 120 (No. 1) Ridley Street, Cuballing

Mr Paul Lewis noted the approval granted by Council for a development at 1 Ridley Street Cuballing. Mr Lewis advised that the approval allowed for location of stockpiles of product on the northern property boundary and this was not how the construction was proceeding.

The Shire President, Cr Conley, advised that the Shire of Cuballing would review this matter.

4.3.8 Insurance Claim – Cuballing Golf Club

Mr Paul Lewis noted the Council process to replace the storage shed at the Cuballing Golf Club and expressed his concerns over:

- the cost to ratepayers of the shed replacement;
- the Cuballing Golf Club being an exclusive organisation that denies access to other residents/ratepayers;
- the Cuballing Golf storing hazardous flammable materials in the new shed that risked another recurrence of the fire that destroyed the old shed; and
- the Cuballing Golf Club being permitted to have electrical equipment operating in the storage shed when members are not at the premises; and
- the Shire of Cuballing directly supporting the Cuballing Golf Club to replace destroyed machinery or to maintain the Cuballing Golf Club.

The Shire President, Cr Conley, advised that he supported Council's actions in replacing the storage shed at the Cuballing Golf Club and that community organisations such as the Cuballing Golf Club support and enhance the Cuballing community.

The Chief Executive Officer, Mr Sherry, advised that:

- the cost to ratepayers of the shed replacement was \$1,000 insurance excess. This would remain the same if the cost of the shed replacement changed;
- there are no plans for the Shire to assist the Golf Club in any way other than to replace the storage shed through the insurance claim;
- he was not aware of any Council input into the Cuballing Golf Club's construction of both the Cuballing Golf Club club house and storage shed. This work by the Cuballing Golf Club had resulted in a transfer of value to the Shire of Cuballing of assets valued for approximately \$850,000. That Council now provided the \$1,000 insurance excess appeared to be value for money for ratepayers/residents.

Mr Robertson and Ms Elliott left the Meeting at 2:54pm.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Wednesday 19th December 2018

COUNCIL DECISION – 2019/02:

That the minutes of the Ordinary Meeting of Council held on Wednesday 19th December 2018 be confirmed as a true record of proceedings.

Moved: Cr Bradford

Seconded: Cr Haslam

Carried 5/0

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/
SUBMISSIONS:**

Nil

8. DISCLOSURE OF FINANCIAL INTEREST:

Mr Sherry declared a Direct Financial Interest in 12.1.1 in that it is his employment contract that is being considered.

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1	List of Accounts Submitted for Council Approval and Payment – December 2018
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File Ref. No: NA
Disclosure of Interest: Nil
Date:
Author: Nichole Gould
Attachments: 9.1.1A List of December 2018 Trust Accounts
9.1.1B List of December 2018 Municipal Accounts

Summary

Council is to consider the December 2018 List of Accounts.

Background – Nil

Comment

Council is provided at Attachments 9.1.1A and 9.1.1B with a list of payments made from each of Council's bank accounts during the month of December 2018.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/03:

That authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:

1. **Trust Fund in December 2018 totalling \$26,055.95 included at Attachment 9.1.1A; and**
2. **Municipal Fund in December 2018 totalling \$323,161.71 included at Attachment 9.1.1B.**

Moved: Cr Newman

Seconded: Cr Dowling

Carried 5/0

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
DECEMBER 2018**

Chq/EFT	Name	Description	Amount
20181203	Licensing Payments	Police Licensing Payments	1,170.15
20181204	Licensing Payments	Police Licensing Payments	3,034.75
20181205	Licensing Payments	Police Licensing Payments	1,210.50
20181207	Licensing Payments	Police Licensing Payments	2,111.35
20181210	Licensing Payments	Police Licensing Payments	1,386.00
20181211	Licensing Payments	Police Licensing Payments	6,114.40
20181212	Licensing Payments	Police Licensing Payments	66.65
20181213	Licensing Payments	Police Licensing Payments	387.55
20181214	Licensing Payments	Police Licensing Payments	82.35
20181218	Licensing Payments	Police Licensing Payments	394.00
20181219	Licensing Payments	Police Licensing Payments	242.95
20181220	Licensing Payments	Police Licensing Payments	488.60
20181221	Licensing Payments	Police Licensing Payments	7,918.95
20181224	Licensing Payments	Police Licensing Payments	24.55
20181227	Licensing Payments	Police Licensing Payments	1,323.20
2148	Shire of Cuballing	Donation to NSHS Commodine Award	100.00
TOTAL			26,055.95

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
DECEMBER 2018**

Chq/EFT	Description	Amount
20181206	Rent on Austral Street	660.00
20181207	Interest on Graders	495.11
20181207	Loan Repayment No. 63 Graders	3,219.17
20181212	Rent for Grader Driver House	360.00
20181220	Rent on Austral Street	660.00
20181220	ATO Clearing Account BAS	13,633.00
20181226	Rent for Grader Driver House	360.00
EFT4011	Gas Bottle	130.00
EFT4013	Repair Tyre Bomag Roller	105.26
EFT4014	Supply, Lay and Spread Bitumen as per quote 8086 Wandering Narrogin Rd WALGA Preferred Supplier	25,666.08
EFT4015	1 x New wall urn	1,571.90
EFT4016	Prior year Assets Calculations Review	99.00
EFT4017	Remove Asbestos from Cuballing Transfer Station	1,041.70
EFT4018	1 x Fauna Specialist Survey	5,764.00
EFT4019	1 x roll of 7 line wire	480.00
EFT4020	Long sleeve shirts 10 x size 3xl	2,688.64
EFT4021	Freight Charges for Delivery from Corsign	252.40
EFT4022	SLIP Subscription Services and Land Packages - Small.	2,411.60
EFT4023	Adjustment to workers compensation insurance premium 17/18	348.03
EFT4024	Local Planning Strategy Bushfire Hazard Level Assessment	495.00
EFT4025	Contract Building Services	3,233.30
EFT4026	Account for November 2018	218.60
EFT4027	Monthly Computer Licenses	898.79
EFT4028	Back Flow Testing lot 9 Austral St	110.00
EFT4029	Air conditioner repairs /blower and re gas	2,613.13
EFT4030	1 x Deep Socket	21.38
EFT4031	Hire of Steel drum Bomag Roller for 2 days	1,672.00
EFT4032	20 x PGJ sprinklers (Hunters)	570.00
EFT4033	1 x BW 365 HR 3 inch transfer pump	1,276.86
EFT4034	1 x hand held WAERN two way for Popanyinning Fire	701.25
EFT4035	Contract Ranger Service - Labour	393.00
EFT4036	Monthly Printer Readings	496.64
EFT4037	Cement Stabilise Wandering Narrogin Rd	37,612.61

Chq/EFT	Description	Amount
EFT4038	Freight Charges	322.63
EFT4039	NNT LGC Uniform Order - Leanne Shields, Pack F	191.47
EFT4040	2019 WALGA desk blotters	65.10
EFT4041	2 x New Steer tyres fitted and balanced for Hino CN 157	660.00
EFT4042	Install pipes and Headwalls on Wandering Narrogin	9,020.00
EFT4043	Sanitary bin service.	445.47
EFT4044	Freight pipes to Popanyinning West Rd	660.00
EFT4045	Fuel & Oils	816.52
EFT4046	1000m ³ of gravel for Reeds Rd	1,540.00
EFT4047	Plumbing Mens Shed toilet block	6,677.00
EFT4048	1 x Driver's side door blister with indicator Isuzu Giga	274.39
EFT4049	NNT LGC Uniform Order - Michelle Atwell, Pack F	180.00
EFT4050	Monthly Gas Bottle Rental	25.22
EFT4051	Legal Costs - A25 & A2479	293.04
EFT4052	66x 15cm Hotdog Rolls	47.50
EFT4053	Supply and Lay Bitumen Reseal	106,171.12
EFT4054	Fitting parts and getting vibe roller back to original specs	2,066.20
EFT4055	Accommodation for visiting Building Officer - 1/11/18 - 20/11/18, Synergy Reimbursement	587.70
EFT4056	October 2018 Building	882.71
EFT4057	Water Usage at Cuballing War Memorial Oct 2018 to June 2019	222.87
EFT4058	Safety Signage	976.80
EFT4059	Postage & Freight	738.28
EFT4060	Supply and install BBQ at Yornaning Dam	2,549.75
EFT4062	Installation of culvert at Clifford St Cuballing	1,012.00
EFT4063	75,000km Service CNO	423.35
EFT4064	Local Planning Strategy Development	1,548.80
EFT4065	Monthly Account	12,273.43
EFT4066	Rubbish Removal - Household Service x 256	6,260.65
EFT4067	Supply and deliver 80 ton 10mm washed granite to MRD spec	3,255.87
EFT4068	UV Schedule: R2018/5 1/9/2018 - 9/11/2018	66.50
EFT4069	LGIS Peel/Central Wheatbelt Regional Risk Coordination Programme	2,483.80
EFT4070	Repair Bomag Steel Drum Roller Brakes locked on	126.50

Chq/EFT	Description	Amount
EFT4071	Set up of new account for remote access and Synergy setup.	412.50
EFT4072	Grease nipples and bolts for mower. 2 x steel wheels	266.94
EFT4073	Repair leak at Popanyinning standpipe	248.16
EFT4074	Inspection of new multi message board for license	117.35
EFT4075	Remove Abandoned car from outside Cuballing Hotel	165.00
EFT4076	Council Meal	106.81
EFT4077	2 x Boxes of Toilet paper 2 x Boxes of Hand Towels	296.70
EFT4078	Commission on debt recovery	37.13
EFT4079	8 x 11R 22.5 Drive Tyres for Isuzu Giga	3,600.00
EFT4081	Contract Ranger Service - Labour	186.00
EFT4082	Conduct Service to Photocopier	176.00
EFT4083	2 x Number 2 padlocks	140.88
EFT4084	Freight - SOS Office Equipment	10.73
EFT4085	Narrogin Observer Advertising - Bushfire Information	150.00
EFT4086	50 Standpipe Swipe Cards	907.50
EFT4087	1 x Hydraulic driven 3000lpm water pump for main water tank	4,476.49
EFT4088	Excess Payment for Claim No - CL;633614240	578.64
EFT4089	Dawson Bradford Councillor Sitting Fee July - December 2018	750.00
EFT4090	Eliza Dowling Councillor Sitting Fee July - December 2018	1,837.50
EFT4091	Mark Conley - President - Councillor Sitting Fee July - December 2018	4,950.00
EFT4092	Scott Ballantyne Councillor Sitting Fee July - December 2018	900.00
EFT4093	Roger Newman Councillor Sitting Fee July - December 2018	900.00
EFT4094	Tim Haslam Councillor Sitting Fee July - December 2018	900.00
14704	Building Surveyor Charges for October 2018	1,853.00
14705	DF5367 Self Inking Rubber Stamp	195.00
14706	Mobile Charge - Works Crew Mobile 1	324.11
14707	Groceries	519.00
14708	Monthly Electricity Charge Street Lightning x 42 Lights	619.30
14709	Building Surveyor Services November 2018	5,133.90

Chq/EFT	Description	Amount
14710	Mobile Charge - New iPhone for Building Surveyor	2,550.44
14711	Water Charges - Park Ridley St Cuballing	1,342.10
14712	Christmas Function	2,036.50
DD1797.1	Monthly Wireless Limitless Inc Calls Internet	90.59
DD1800.1	Superannuation contributions	224.35
DD1800.2	Payroll deductions	4,900.53
DD1800.3	Superannuation contributions	437.17
DD1800.4	Superannuation contributions	437.17
DD1800.5	Superannuation contributions	224.14
DD1800.6	Superannuation contributions	69.93
DD1800.7	Superannuation contributions	193.17
DD1800.8	Superannuation contributions	124.89
DD1818.1	Superannuation contributions	224.35
DD1818.2	Payroll deductions	4,704.80
DD1818.3	Superannuation contributions	437.17
DD1818.4	Superannuation contributions	437.17
DD1818.5	Superannuation contributions	224.14
DD1818.6	Superannuation contributions	69.93
DD1818.7	Superannuation contributions	193.17
DD1818.8	Superannuation contributions	128.19
DD1831.1	MWS Credit Card - Pump & Accessory Kit	230.05
TOTAL		323,161.71

9.1.2 List of Accounts Submitted for Council Approval and Payment – January 2019

File Ref. No: NA
Disclosure of Interest: Nil
Date:
Author: Nichole Gould
Attachments: 9.1.2A List of January 2019 Trust Accounts
9.1.2B List of January 2019 Municipal Accounts

Summary

Council is to consider the January 2019 List of Accounts.

Background – Nil

Comment

Council is provided at Attachments 9.1.2A and 9.1.2B with a list of payments made from each of Council's bank accounts during the month of January 2019.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/04:

That Council receives the List of Accounts for January 2019 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:

1. **Trust Fund in January 2019 totalling \$54,309.05 included at Attachment 9.1.2A; and**
2. **Municipal Fund in January 2019 totalling \$153,921.13 included at Attachment 9.1.2B.**

Moved: Cr Newman

Seconded: Cr Bradford

Carried 5/0

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
JANUARY 2019**

Chq/EFT	Name	Description	Amount
20190104	Licensing Payments	Police Licensing Payments	552.75
20190107	Licensing Payments	Police Licensing Payments	66.65
20190108	Licensing Payments	Police Licensing Payments	238.35
20190109	Licensing Payments	Police Licensing Payments	9,904.35
20190110	Licensing Payments	Police Licensing Payments	777.85
20190111	Licensing Payments	Police Licensing Payments	945.05
20190114	Licensing Payments	Police Licensing Payments	1,511.45
20190115	Licensing Payments	Police Licensing Payments	1,315.85
20190116	Licensing Payments	Police Licensing Payments	609.05
20190117	Licensing Payments	Police Licensing Payments	35.40
20190118	Licensing Payments	Police Licensing Payments	503.75
20190121	Licensing Payments	Police Licensing Payments	432.10
20190122	Licensing Payments	Police Licensing Payments	1,650.25
20190123	Licensing Payments	Police Licensing Payments	1,557.65
20190125	Licensing Payments	Police Licensing Payments	6,070.05
20190129	Licensing Payments	Police Licensing Payments	26,078.60
20190130	Licensing Payments	Police Licensing Payments	1,716.30
20190131	Licensing Payments	Police Licensing Payments	143.60
EFT4098	Robert Webster	Return of Bond Payment - Hall Hire 23 rd December 2018	200.00
			54,309.05

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
JANUARY 2019**

Chq/EFT	Description	Amount
EFT4095	Reimbursement of Expense for Pre-Employment Medical	180.30
EFT4096	100 x Grader Blades for Komatsu Graders	8,915.03
EFT4097	Shire of Cuballing Minute Books Binding 2015- 2017	475.20
EFT4099	Cylinder Fee Rental Acetylene	26.06
EFT4100	Legal Fees - PS WA Judgement Professional Fees - A25 & A2479	110.00
EFT4101	Repair roller tyre	234.47
EFT4102	Supply and lay Bitumen Prima seal to Stratherne Road 6170m2 at \$2.00per m2	15,125.00
EFT4103	50% Reimbursement Synergy - B Brennan	112.45
EFT4104	December 2018 Building Forms	176.96
EFT4105	2 x 45 kg gas bottles	234.00
EFT4106	20 Confined Spaces Stickers	244.20
EFT4107	Remove and replace shed at golf club - Deposit	3,500.00
EFT4108	Postage & Freight	548.73
EFT4109	Excavator hire Drainage	1,848.00
EFT4110	protective phone covers	40.15
EFT4111	Local Planning Strategy Development - December 2018	2,816.00
EFT4112	1 x Mt Wrangle Picnic Shelter	4,870.80
EFT4113	Pickup and deliver 100 grader blades	523.95
EFT4114	Monthly Fuel & Oil Account	7,692.78
EFT4115	Rubbish Removal - Household Service x 256	6,118.11
EFT4116	Clean all carpets in the Shire Administration Building	396.00
EFT4117	Excavator and Grab hire for removing trees Stratherne Road	5,390.00
EFT4118	Freight charges for delivery from Corsign	159.72
EFT4119	PC for Admin Officer.	1,404.85
EFT4120	50 x 20kg bags of high grade NPK fertiliser	2,502.50
EFT4121	Account for December 2018 - sundry supplies	37.70
EFT4122	roll road tube, vent plugs, battery packs	1,028.50
EFT4123	Monthly Computer Licenses	1,175.88
EFT4124	Repair back flow valve Ridley Street.	99.00
EFT4125	2 x 55d23l 12 volt batts	579.55
EFT4126	Embroidery on 24 staff shirts	336.00

Chq/EFT	Description	Amount
EFT4127	10 x Hunter I25 Sprinklers	1,088.50
EFT4128	3-inch transfer pump BW 365 hfr/ gx200 Honda	1,232.96
EFT4129	2019 Music License for multiple events	178.78
EFT4130	Remove and fit 4 x supplied tyres to grader	595.00
EFT4131	Paint the exterior of Popanyinning Toilet Block as per quote 590	3,520.00
EFT4132	Contract Ranger Service - Labour 13/12/18 1.5hrs @ \$84.00 per hr	246.00
EFT4133	Quarterly Alarm Monitoring	110.00
EFT4134	Photocopier Charges as per copies	633.92
EFT4135	1 x Name Badge - Bronwyn Dew	39.00
EFT4136	Fixing the Throttle rear - Hatz motor. Exhaust repair. 3/4 Hose with stortz fittings Check over truck and look at intercoms. Driver's side door seal repair	712.45
EFT4137	Cement stabilise Stratherne Road - 5070m2 x \$3.74	23,547.15
EFT4138	2 x Road Broom Bobbins	2,391.40
EFT4139	Freight Charges for delivery from OCP Sales	35.32
EFT4140	NNT LGC Uniform Order - Nichole Gould, Pack F	168.53
EFT4141	1 x Evap aircon assy for UD truck	729.28
EFT4142	1 x 100m roll ag drainage pipe with geo sock	424.59
EFT4143	Use of Weighbridge for waste management	99.00
EFT4144	6x Boxes A4 Paper	123.55
14713	Electricity Charge - Lot 124 Campbell St Cuballing	4,428.00
14714	Building Services December 2018 24.50hrs @ \$121.00 per hr & 167kms @ \$0.95 per km	3,335.78
14715	Mobile Enhanced SMS Message Harvest Ban Service	662.44
14716	Water Charges - Standpipe Ridley St Cuballing	705.37
DD1835.1	Superannuation contributions	224.35
DD1835.2	Payroll deductions	4,968.87
DD1835.3	Superannuation contributions	437.17
DD1835.4	Superannuation contributions	437.17
DD1835.5	Superannuation contributions	224.14
DD1835.6	Superannuation contributions	69.93
DD1835.7	Superannuation contributions	193.17
DD1835.8	Superannuation contributions	124.89

Chq/EFT	Description	Amount
DD1839.1	Superannuation contributions	224.35
DD1839.2	Payroll deductions	5,413.90
DD1839.3	Superannuation contributions	437.17
DD1839.4	Superannuation contributions	437.17
DD1839.5	Superannuation contributions	224.14
DD1839.6	Superannuation contributions	72.26
DD1839.7	Superannuation contributions	193.17
DD1839.8	Superannuation contributions	124.89
DD1843.1	Monthly Wireless Limitless	89.99
DD1848.1	MWS Credit Card - Midland Tools Pty Ltd - Platform Step Ladder	739.44
20190103	Rent on Austral Street	990.00
20190107	Interest on Graders	483.28
20190107	Loan Repayment No. 63 Graders	3,231.00
20190109	Rent for Grader Driver House	360.00
20190121	ATO Clearing Account Bas	21,447.00
20190123	Rent for Grader Driver House	360.00
20190123	Interest on Graders	504.77
		153,921.13

9.1.3 Statement of Financial Activity – 31st December 2018

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	1 st February 2019
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.3A Statement of Financial Activity for the period ending 31 st December 2018

Summary

Council is to consider the Statement of Financial Activity for the period ending 31st December 2018.

Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment

Revenue from operating activities exceeded year to date budget estimates to 31st December 2018 in a positive manner. Some key points include;

- General Purpose Funding – Rates revenue is within 1% of the budget as at 31 December 2018;
- Governance – Unbudgeted return of membership fees from the Great Southern Regional Business Association (\$3,373);
- Community Amenities – Received Department of Veterans Affairs book grant of \$6,002;
- Transport – MRWA Direct Grant amount received \$98,183 being greater than the \$57,535 budgeted and earlier than budgeted also.
- Economic Services – Standpipe charges and Building Licenses and Building Surveyor fees are less than budgeted.
- Non Operating Grants & Subsidies – Regional Road Group claims have been submitted as construction projects have reached completion.

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget. The calculation of depreciation in 2018/19 will commence after the signoff of asset values at June 30 by the auditor.

There have been no transfers either to or from reserves to date.

Detailed breakdown of all variances is provided in Note 2 of the Statement of Financial Activity.

Depreciation expense is not calculated in December 2018 due to the ongoing finalisation of audit adjustments.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/05:

That the Statement of Financial Activity, as included at Attachment 9.1.3A for the Shire of Cuballing for period ending 31st December 2018 be received.

Moved: Cr Newman

Seconded: Cr Dowling

Carried 5/0

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 December 2018

LOCAL GOVERNMENT ACT 1995
 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2018

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2018
Prepared by: Martin Whitely, LG Corporate Solutions
Reviewed by: Gary Sherry, Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

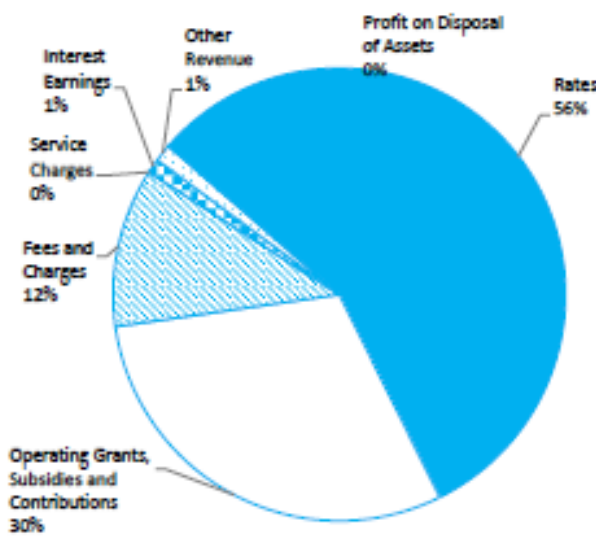
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

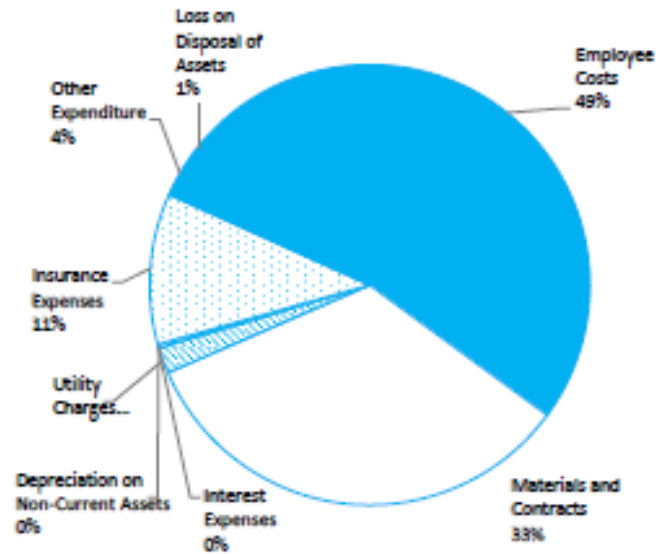
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2018**

SUMMARY GRAPHS

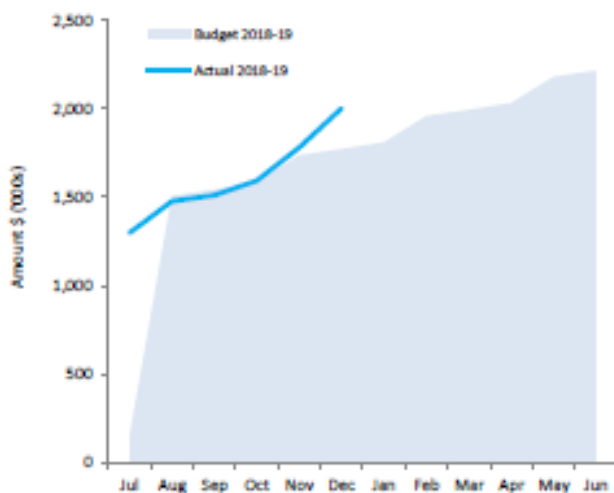
OPERATING REVENUE



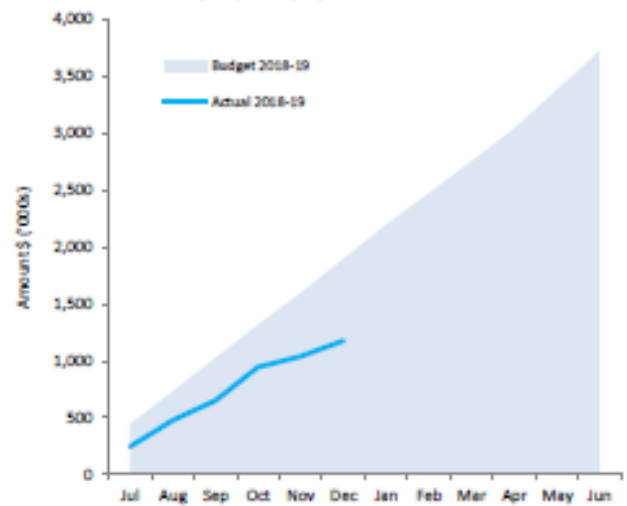
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

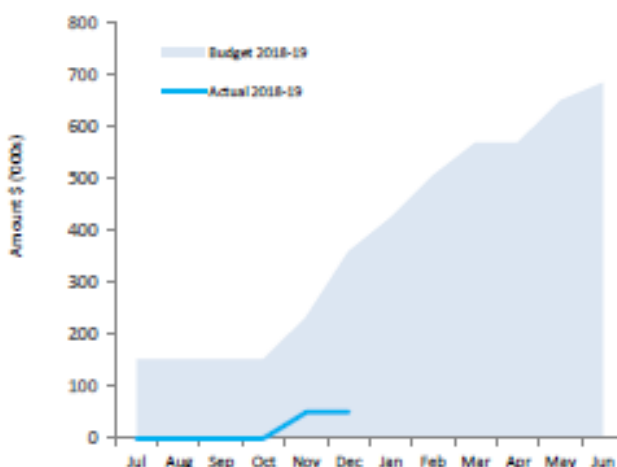


Budget Operating Expenses -v- YTD Actual



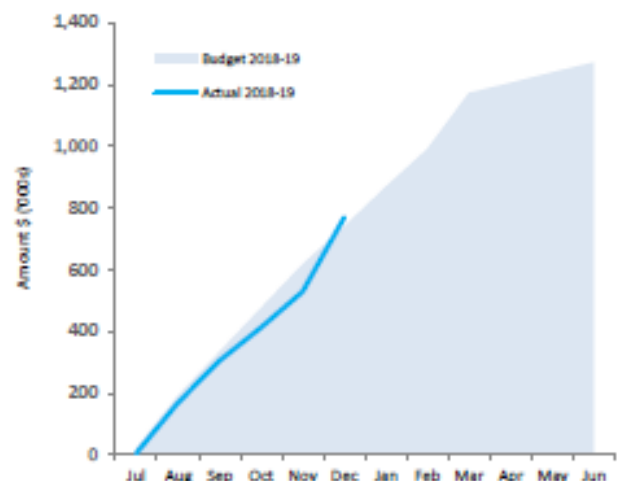
CAPITAL REVENUE

Budget Capital Revenue -v- Actual



CAPITAL EXPENSES

Budget Capital Expenses -v- Actual



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2018

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	Administration and operation of facilities and services to members of council, other costs that relate to tasks of elected members and ratepayers on matters which do not concern specific council activities	Complete Council meetings, Complete all Administration activities, Lobby other levels of government to support the aims of the Shire of Cuballing
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
LAW, ORDER, PUBLIC SAFETY	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
HEALTH	Inspections of septics and food control	Inspect food premises.
EDUCATION AND WELFARE	Support school activities	Provide activities of support of local schools
HOUSING	Provision and maintenance of staff housing	Provide staff & other housing
COMMUNITY AMENITIES	Operation of refuse sites, noise control and administration of Town community.	Operate Cuballing transfer station Operate Popenyinning transfer station Provide kerbside waste & recycling services Provide town planning approvals Complete town planning enforcement Complete town planning amendments and reviews Provide Cuballing cemetery
RECREATION AND CULTURE	Maintenance of halls, recreation centre and various reserves. Support library services in	Maintain halls & Civic buildings. Maintain parks & gardens Provide Cuballing Recreation centre & oval Manage lease of Dryandra Equestrian Centre
TRANSPORT	Construction and maintenance of streets, roads, bridges, footpaths, drainage works, traffic signs, bus shelters and depot maintenance.	Maintain and protect local environmentally significant areas. Maintain council roads and footpaths. Provide vehicle licencing agency services.
ECONOMIC SERVICES	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.	Control of noxious weeds on council property. Support Dryandra Country Visitors Centre Provide Drum Muster Service Promote the Shire of Cuballing Provide building registration services to the Shire of Cuballing
OTHER PROPERTY AND SERVICES	Private works operation, plant repairs and operation costs.	Compare private civil construction works Provide Building Surveying services'

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	660,426	660,426	618,610	(41,816)	(6%)	
Revenue from operating activities							
General Purpose Funding	5	1,447,827	1,291,412	1,290,837	(575)	(0%)	
Governance		3,000	2,815	8,536	5,721	203%	▲
Law, Order and Public Safety		33,767	20,509	22,973	2,464	12%	
Health		700	350	440	90	26%	
Education and Welfare		1,000	1,000	2,000	1,000	100%	
Housing		4,680	2,340	2,340	0	0%	
Community Amenities		60,700	60,300	67,634	7,334	12%	▲
Recreation and Culture		8,545	8,545	20,925	12,379	145%	▲
Transport		247,262	152,363	407,939	255,576	168%	▲
Economic Services		83,812	28,006	11,140	(16,867)	(60%)	▼
Other Property and Services		317,500	158,750	167,383	8,633	5%	
		2,208,794	1,726,390	2,002,145			
Expenditure from operating activities							
General Purpose Funding		(74,310)	(33,155)	(25,424)	7,731	23%	▲
Governance		(152,396)	(127,794)	(84,300)	43,494	34%	▲
Law, Order and Public Safety		(178,486)	(98,097)	(46,951)	51,146	52%	▲
Health		(44,733)	(22,616)	(18,904)	3,712	16%	
Education and Welfare		(54,551)	(27,275)	(6,217)	21,058	77%	▲
Housing		(72,294)	(39,727)	(21,386)	18,341	46%	▲
Community Amenities		(343,728)	(170,306)	(148,035)	22,270	13%	▲
Recreation and Culture		(258,139)	(136,979)	(105,396)	31,583	23%	▲
Transport		(2,129,780)	(1,071,915)	(553,316)	518,599	48%	▲
Economic Services		(194,289)	(97,884)	(74,416)	23,468	24%	▲
Other Property and Services		(277,051)	(157,889)	(90,944)	66,945	42%	▲
		(3,779,758)	(1,983,638)	(1,175,290)			
Operating activities excluded from budget							
Add Back Depreciation		1,491,780	745,890	0	(745,890)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	14,416	1,674	13%	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(66,442)	501,383	841,271			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	534,005	177,729	49,997	(127,732)	(72%)	▼
Proceeds from Disposal of Assets	6	36,256	36,256	34,384	(1,872)	(5%)	
Land Held for Resale		0	0	0	0		
Capital Acquisitions	7	(1,381,546)	(1,055,363)	(768,639)	286,723	27%	▲
Amount attributable to investing activities		(811,286)	(841,378)	(684,258)			
Financing Activities							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(19,139)	(19,139)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(4,675)	(4,675)	0	0%	
Amount attributable to financing activities		217,302	136,186	(23,814)			
Closing Funding Surplus(Deficit)	1(b)	0	456,618	751,809			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2018**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	660,426	660,426	618,610	(41,816)	(6%)	
Revenue from operating activities							
Rates	5	1,118,672	1,125,372	1,126,985	1,613	0%	
Operating Grants, Subsidies and Contributions	10	626,369	332,581	601,810	269,229	81%	▲
Fees and Charges		400,253	235,437	227,443	(7,993)	(3%)	
Interest Earnings		35,000	18,000	20,615	2,615	15%	
Other Revenue		28,500	15,000	25,293	10,293	69%	▲
Profit on Disposal of Assets	6	0	0	0	0		
		<u>2,208,794</u>	<u>1,726,390</u>	<u>2,002,145</u>			
Expenditure from operating activities							
Employee Costs		(1,173,545)	(616,701)	(572,082)	44,619	7%	
Materials and Contracts		(827,595)	(434,117)	(392,653)	41,464	10%	
Utility Charges		(51,290)	(26,349)	(22,402)	3,947	15%	
Depreciation on Non-Current Assets		(1,491,780)	(745,890)	0	745,890	100%	▲
Interest Expenses		(8,403)	(4,202)	(3,147)	1,055	25%	
Insurance Expenses		(130,445)	(83,573)	(130,415)	(46,842)	(56%)	▼
Other Expenditure		(83,958)	(60,066)	(40,176)	19,890	33%	▲
Loss on Disposal of Assets	6	(12,742)	(12,742)	(14,416)	(1,674)		
		<u>(3,779,758)</u>	<u>(1,983,638)</u>	<u>(1,175,290)</u>			
Operating activities excluded from budget							
Add back Depreciation		1,491,780	745,890	0	(745,890)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	14,416	1,674	13%	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		<u>(66,442)</u>	<u>501,383</u>	<u>841,271</u>			
Investing activities							
Non-operating grants, subsidies and contributions	10	534,005	177,729	49,997	(127,732)	(72%)	▼
Proceeds from Disposal of Assets	6	36,256	36,256	34,384	(1,872)	(5%)	
Land held for resale		0	0	0	0		
Capital acquisitions	7	(1,381,546)	(1,055,363)	(768,639)	286,723	27%	▲
Amount attributable to investing activities		<u>(811,286)</u>	<u>(841,378)</u>	<u>(684,258)</u>			
Financing Activities							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(19,139)	(19,139)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(4,675)	(4,675)	0	0%	
Amount attributable to financing activities		<u>217,302</u>	<u>136,186</u>	<u>(23,814)</u>			
Closing Funding Surplus (Deficit)	1(b)	0	456,618	751,809			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) *Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

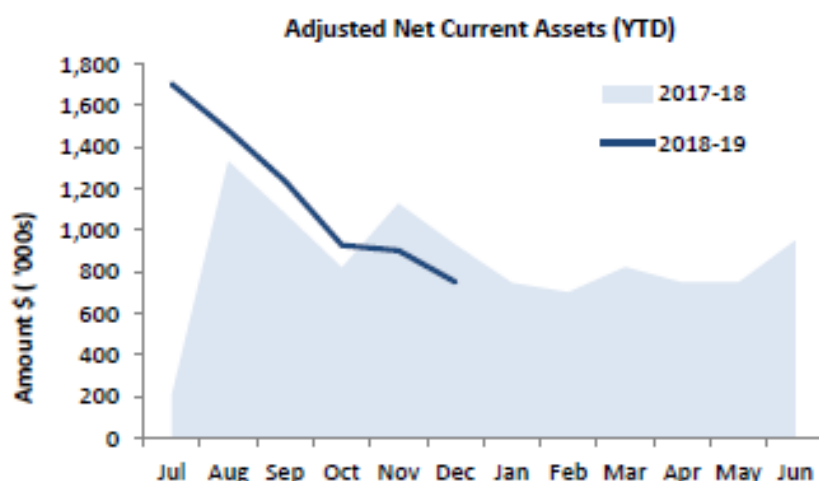
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 31 Dec 2017	Year to Date Actual 31 Dec 2018
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	3	509,330	932,237	356,064
Cash Restricted	3	1,542,991	1,303,870	1,547,666
Receivables - Rates	4	51,735	134,700	143,590
Receivables - Other	4	90,790	24,655	265,895
Loans receivable		0	0	0
ATO Receivable		0	1,800	0
Inventories		8,391	7,262	8,391
Land held for resale - current		0	0	0
		2,203,237	2,404,523	2,321,606
Less: Current Liabilities				
Payables		(41,636)	18,917	(22,131)
ATO Payables		0	(1,800)	0
Provisions - employee		(246,020)	(191,753)	(246,020)
Long term borrowings		(38,715)	(36,081)	(19,576)
		(326,371)	(210,718)	(287,727)
Unadjusted Net Current Assets		1,876,866	2,193,806	2,033,879
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,542,991)	(1,303,870)	(1,547,666)
Less: Land held for resale		0	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		246,020	191,753	246,020
Add: Long term borrowings		38,715	36,081	19,576
Adjusted Net Current Assets		618,610	1,117,770	751,809

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$.75 M****Last Year YTD****Surplus(Deficit)****\$1.12 M**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

NOTE 2
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Variance (\$'s)	Variance (\$'s)	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General Purpose Funding	(575)	(0%)	Timing	Not material
Governance	5,721	203%	▲ Permanent	GRT Southern Regional Bus Association contribution
Law, Order and Public Safety	2,464	12%	Timing	Not material
Health	90	26%	Timing	Not material
Education and Welfare	1,000	100%	Timing	Not material
Housing	0	0%	Timing	Not material
Community Amenities	7,334	12%	▲ Permanent	Department of Veteran Affairs (\$6,002)
Recreation and Culture	12,379	145%	▲ Timing	
Transport	255,576	168%	▲ Timing	MRWA Direct Grant amount received \$98,183 (Budget \$57,535)
Economic Services	(16,867)	(60%)	▼ Timing	Building Fees (\$7,358) & Standpipe charges (\$3,582)
Other Property and Services	8,633	5%	Timing	Not material
Expenditure from operating activities				
General Purpose Funding	7,731	23%	▲ Timing	Admin Allocations
Governance	43,494	34%	▲ Timing	Member related expenditure
Law, Order and Public Safety	51,146	52%	▲ Timing	Depreciation Costs still to be calculated for 18/19
Health	3,712	16%	Timing	EHO/Health Officer
Education and Welfare	21,058	77%	▲ Timing	Expenses relating to Aged & Disabled not yet incurred
Housing	18,341	46%	▲ Timing	Staff Housing - maintenance & depreciation costs
Community Amenities	22,270	13%	▲ Timing	Refuse Site
Recreation and Culture	31,583	23%	▲ Timing	Depreciation Costs still to be calculated for 18/19
Transport	518,599	48%	▲ Timing	Depreciation Costs still to be calculated for 18/19
Economic Services	23,468	24%	▲ Timing	Admin Allocations / Depreciations costs
Other Property and Services	66,945	42%	▲ Timing	Private works, Building surveyor and Staff salaries costs
Investing Activities				
Non-operating Grants, Subsidies and Proceeds from Disposal of Assets	(127,732)	(72%)	▼ Timing	Regional Road Group Grant (claims now submitted)
Land Held for Resale	(1,872)	(5%)	Timing	Not material
Capital Acquisitions	0			Not Applicable
	286,723	27%	▲ Timing	Budget Profiling - projects still to be progressed
Financing Activities				
Proceeds from New Debentures	(160,000)	(100%)	▼ Timing	Loan proceeds not received
Transfer from Reserves	0		Timing	Not material
Repayment of Debentures	0	0%	Timing	Not material
Transfer to Reserves	0	0%	Timing	Not material

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

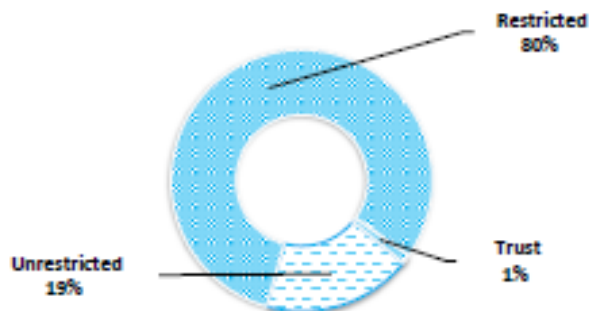
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	39,159			39,159	CBA	1.50%	At Call
At Call Deposits							
Municipal Fund	316,905			316,905	CBA	1.90%	At Call
Trust Fund			20,879	20,879	CBA	0.00%	At Call
Term Deposits							
Reserve Funds		1,547,666		1,547,666	CBA	2.39%	21-Feb-19
Municipal Investment - Term Deposit		0			N/A		
Total	356,064	1,547,666	20,879	1,885,449			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash

\$1.89 M

Unrestricted

\$.36 M

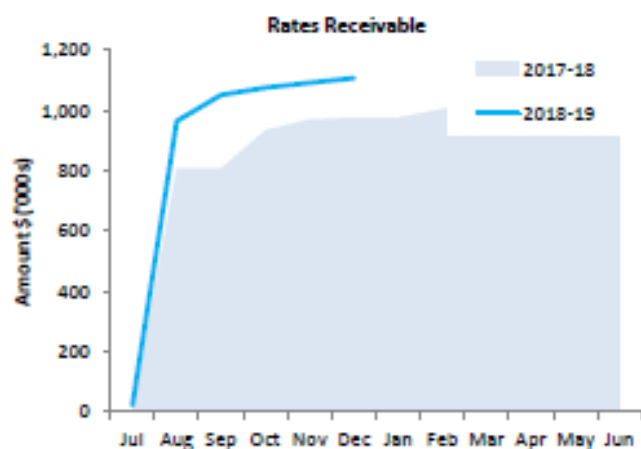
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable	30 June 2018	31 Dec 18
	\$	\$
Opening Arrears Previous Years	65,448	51,735
Levied this year	1,066,065	1,199,821
Less Collections to date	(1,079,778)	(1,107,966)
Equals Current Outstanding	51,735	143,590
Net Rates Collectable	51,735	143,590
% Collected	95.15%	88.03%

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



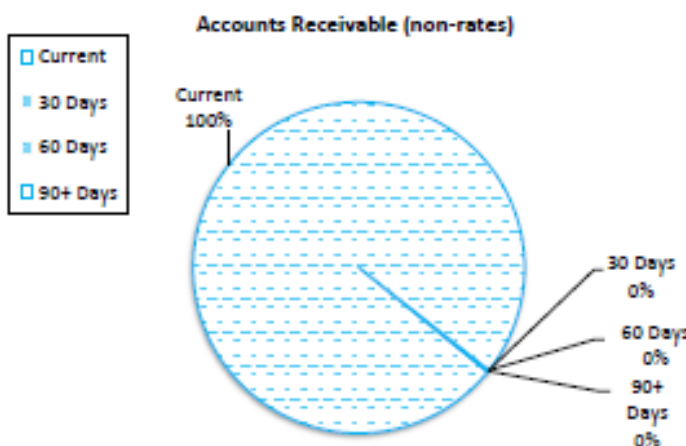
Collected	Rates Due
88%	\$143,590

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	265,331	70	0	494	265,895
Percentage	100%	0%	0%	0%	
Balance per Trial Balance					
Sundry debtors					265,895
GST receivable					0
Total Receivables General Outstanding					265,895

Amounts shown above include GST (where applicable)

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



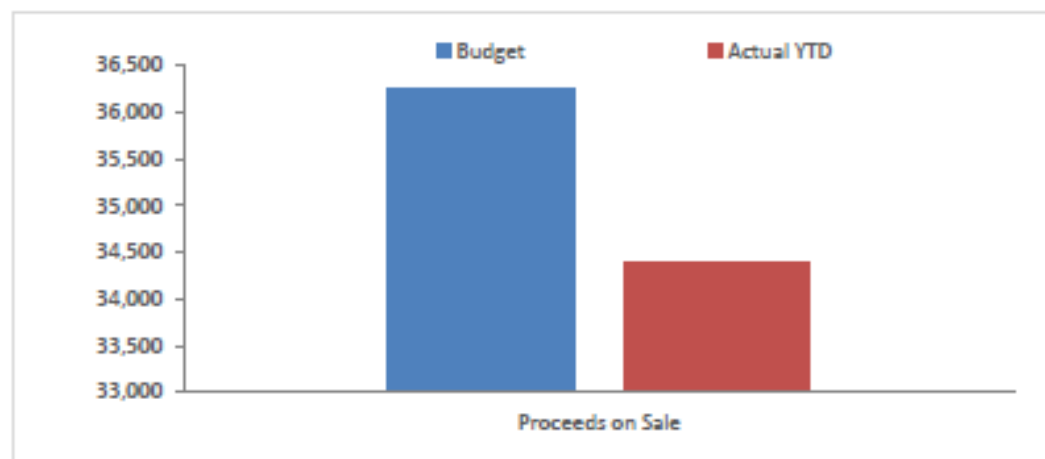
Debtors Due
\$265,895
Over 30 Days
0%
Over 90 Days
0%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

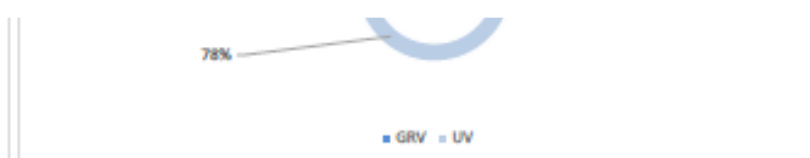
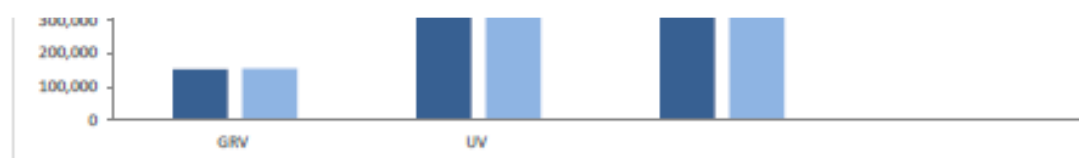
OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Amended Budget				YTD Actual					
		Net Book		Proceeds	Profit	(Loss)	Net Book		Proceeds	Profit	(Loss)
		Value					Value				
		\$	\$	\$	\$	\$	\$	\$	\$	\$	
10087	CN1 2014 Holden Colorado Dual Cab Utility (CN 1)	18,102	17,166		(936)	18,000	17,112		(888)		
10062	Isuzu NPR 300 Truck (CN 2)	22,448	12,727		(9,721)	22,400	12,727		(9,673)		
10078	Mazda Traytop Utility (CN1557)	8,448	6,363		(2,085)	8,400	4,545		(3,855)		
		48,998	36,256	0	(12,742)	48,800	34,384	0	(14,416)		

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$36,256	\$34,384	95%



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

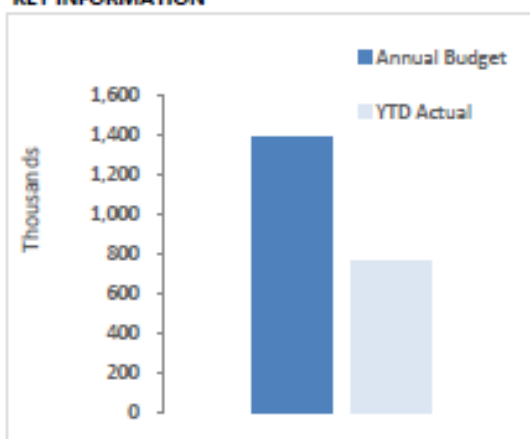
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	391,240	278,504	176,065	102,439
Plant & Equipment	176,221	176,221	160,998	15,223
Furniture & Equipment	1,800	0	431	(431)
Roads	805,835	600,637	427,217	173,421
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	6,450	0	3,929	(3,929)
Capital Expenditure Totals	1,381,546	1,055,363	768,639	286,723
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	534,005	177,729	49,997	(127,732)
Borrowings	160,000	160,000	0	(160,000)
Other (Disposals & C/Fwd)	36,256	36,256	34,384	(1,872)
Cash Backed Reserves				
Infrastructure Reserve	0	0	0	0
Pensioner Unit Maintenance Reserve	1,800	0	0	0
Plant Replacement Reserve	40,000	0	0	0
Contribution - operations	609,486	681,378	684,258	2,880
Capital Funding Total	1,381,546	1,055,363	768,639	(286,723)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION

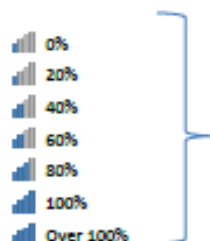


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$1.38 M	\$0.77 M	56%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$0.53 M	\$0.05 M	9%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators




Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.



















% of
Completion

Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance	
Capital Expenditure						
Land						
0.91	Lot 74 Austral Street Improvements	12126	183,185	183,185	167,062	16,123
Buildings						
1.00	Toilet Block Cuby Fire Station	10517	0	0	46	(46)
1.00	Mens Shed	10743	0	0	159	(159)
0.00	Cuballing Transfer Station Sealing	J601A	40,916	0	0	0
0.82	Popanyinning Shed Floor Concrete	J601B	3,960	0	3,240	(3,240)
0.20	Popanyinning Tip Shed Gates	J601C	3,838	1,763	750	1,013
0.00	Waste Oil Transfer Station Cuballing Relocation	J601E	31,488	31,488	15	31,473
0.90	Building Renewal - Cuballing Recreation Centre	C165	4,140	0	3,740	(3,740)
0.00	Building Renewal - Cuballing Memorial Park	C176	49,530	0	0	0
0.04	Building Renewal - Yornaning Dam	C187	12,115	0	441	(441)
0.04	Lions Park Shelter	C192A	6,625	6,625	293	6,332
0.01	Cwa Hall Works	C195A	55,443	55,443	318	55,125
	Total Land & Buildings		391,240	278,504	176,065	102,439
Plant & Equipment						
0.99	Isuzu Hino 3.5T Truck	12405	63,900	63,900	63,300	600
0.93	ESO Dual Cab 4x4 Utility	12406	43,073	43,073	40,021	3,052
1.05	KevRek 550s Crane	12407	7,300	7,300	7,700	(400)
0.92	Solar Powered Variable Message Board	12408	23,130	23,130	21,250	1,880

% of

Completion  Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance
0.00  Directional Signage	12409	8,000	8,000	0	8,000
0.96  4x2 Tipping Utility - with Kevrek Crane	12410	30,000	30,000	28,727	1,273
0.00  VHF Radio WEARN - Hand Held (x2)	05170	818	818	0	818
Total Plant & Equipment		176,221	176,221	160,998	15,223
Furniture & Equipment					
0.24  Councillor Ipads	04265	1,800	0	431	(431)
Total Furniture & Equipment		1,800	0	431	(431)
Infrastructure - Roads					
0.00  Watering Road Bridge Widening	B001	40,000	0	0	0
1.00  RRG - Stratherne Road 17/18	R001	0	0	1,026	(1,026)
0.65  RRG- Stratherne Road 18/19	R001A	135,506	135,506	88,643	46,863
1.05  RRG - Wandering Narrogin Road 17/18	R129	165,198	0	174,044	(174,044)
0.41  RRG - Wandering Narrogin 18/19	R129A	274,131	274,131	113,402	160,729
1.00  Popanyinning West Widening R2R	R002	0	0	801	(801)
1.00  Popanyinning West Road Realignment R2R 16/17	R002B	0	0	1,867	(1,867)
1.08  Popanyinning East Road Resealing	R004C	10,080	10,080	10,869	(789)
0.08  Popanyinning West Reconstruction	R004D	172,836	172,836	14,330	158,507
2.75  Reeds Road Gravel Sheetting	R004F	8,084	8,084	22,234	(14,150)
Total Road Infrastructure		805,835	600,637	427,217	173,421
Recreation					
1.00  Nil					
Total Recreation		0	0	0	0
Parks, Ovals & Playgrounds					
1.00  Nil					
Total Parks, Ovals & Playgrounds		0	0	0	0
Other Infrastructure					
1.00  Popanyinning Gravel Pit Fencing	C198	6,450	0	3,929	(3,929)
Total Other Infrastructure		6,450	0	3,929	(3,929)
0.56  TOTAL CAPITAL EXPENDITURE		1,381,546	1,055,363	768,639	286,723

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Information on Borrowings	2017/18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport Loan 63 - Graders	150,655	0	0	19,139	38,704	131,516	111,951 0	3,147	5,867
Economic Services Loan 64 - Lot 74 Austral St	0	0	160,000	0	6,862	0	153,138	0	2,536
Total	150,655	0	160,000	19,139	45,566	131,516	265,089	3,147	8,403

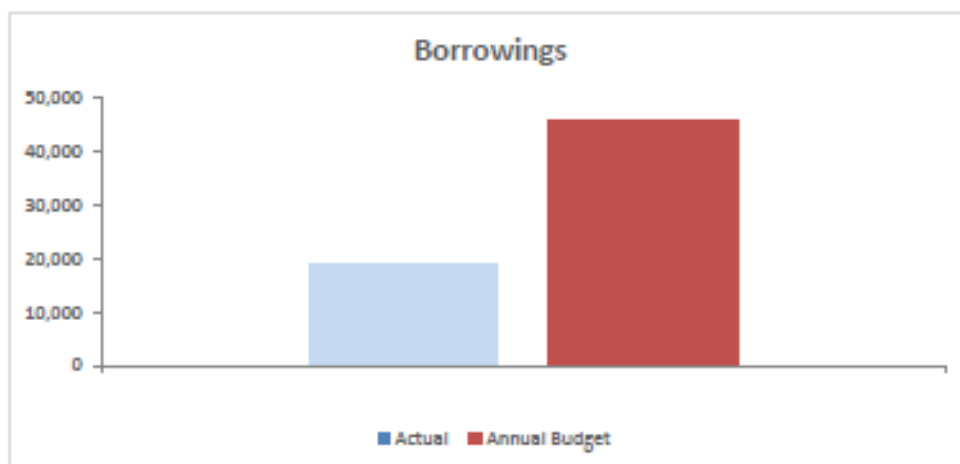
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	\$19,139
Interest Earned	\$20,615
Interest Expense	\$3,147
Reserves Bal	\$1.55 M
Loans Due	\$0.13 M

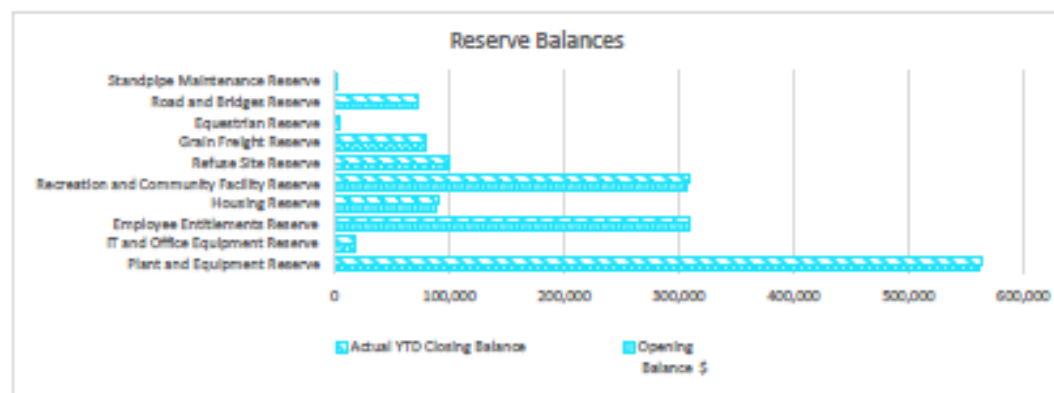
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	561,189	6,547	1,700	88,362	1,700	0	0	656,098	564,590
IT and Office Equipment Reserve	17,414	203	53	5,000	53	(1,800)	0	20,817	17,520
Employee Entitlements Reserve	308,356	3,597	934	14,766	934	(27,730)	0	298,989	310,224
Housing Reserve	89,484	1,045	271	5,000	271	(40,000)	0	55,329	90,026
Recreation and Community Facility Reserve	308,226	3,595	934	5,000	934	(88,360)	0	228,461	310,093
Refuse Site Reserve	99,864	1,165	302	0	302	(43,706)	0	57,323	100,469
Grain Freight Reserve	79,829	931	242	0	242	0	0	80,760	80,313
Equestrian Reserve	5,034	59	15	5,000	15	0	0	10,093	5,065
Road and Bridges Reserve	71,603	835	217	0	217	(44,400)	0	28,038	72,037
Standpipe Maintenance Reserve	2,000	23	6	2,000	6	0	0	4,023	2,012
	1,543,000	18,000	4,675	125,128	4,675	(245,996)	0	1,440,132	1,552,349

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

NOTE 10
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
Operating grants, subsidies and contributions				
General Purpose Funding				
Grants Commission - General Purpose	289,730	144,865	139,081	(5,784)
Governance				
Great Southern Business Development Group	0	0	3,373	3,373
Insurance & Other Reimbursements	2,880	2,755	4,631	1,876
Law, Order & Public Safety				
DFES - Bush Fire Brigades	30,517	17,259	19,604	2,346
Education & Welfare				
Good Things Foundation	1,000	1,000	2,000	1,000
Housing				
Rental Income	4,680	2,340	2,340	0
Community Amenities				
Cemetery	500	500	80	(420)
Recreation & Culture				
Yornaning Dam	0	0	10,909	10,909
Kidsport	1,000	1,000	2,500	1,500
Transport				
Main Roads - RRG	0	0	220,008	220,008
Main Roads - Direct Grant	57,535	57,535	98,183	40,648
Grants Commission - Roads Component	179,727	89,828	76,722	(13,106)
Contributions - Portform Constructions	0	0	9,460	9,460
Economic Services				
Youth Day	1,000	0	0	0
Volunteers Day	1,000	0	0	0
Seniors Day	500	500	0	(500)
Tourism & Area Promotion	26,300	0	0	0
Other Property & Services				
Workers Compensation	30,000	15,000	12,918	(2,082)
Operating grants, subsidies and contributions Total	626,369	332,581	601,810	269,229
Non-operating grants, subsidies and contributions				
Recreation & Culture				
Yornaning Dam	12,723	12,723	0	(12,723)
Transport				
Main Roads - RRG	330,012	165,006	0	(165,006)
Roads to Recovery (RTR)	191,270	0	0	0
RTR - Special Bridge Grants	0	0	49,997	49,997
Non-operating grants, subsidies and contributions Total	534,005	177,729	49,997	(127,732)
Grand Total	1,160,374	510,310	651,807	141,497

KEY INFORMATION

Some reclassification between Operating & Capital grants, contributions & reimbursements is required

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

NOTE 11
TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Dec 2018
	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889
Bonds - Hall Hire	1,150	400	(200)	1,350
Badminton Club	20	0	0	20
Commodine Tennis Club	2,990	0	(200)	2,790
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yornaning Dam	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	6,362	0	0	6,362
Police Licensing	3,487	161,241	(166,506)	(1,778)
Swipe Cards	1,605	0	0	1,605
Reimbursements	1,698	0	0	1,698
Unknown Deposits	0	77		77
	26,067	161,718	(166,906)	20,879

KEY INFORMATION

Trust out of balance by \$77.49

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2018

NOTE 12
BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
	Nil						0
	Nil						0
	Nil						0
	Nil						0
				0	0	0	

ADDITIONAL INFORMATION

Note 12 to be completed as part of budget review process and/or as per Council Resolutions during the financial year

9.1.4	Capital Purchase - Cuballing Golf Club Shed Reinstatement – Out of Budget Expenditure
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Applicant: N/A
File Ref. No: ADM42
Disclosure of Interest: Nil
Date: 16th January 2019
Author: Bronwyn Dew, Deputy CEO
Attachments: Nil

Summary

Council is to consider approving out of Budget expenditure for the replacement of a shed at the Cuballing Golf Club.

Background

On 24th November 2018 the storage shed at the Cuballing Golf Club was destroyed by fire. As the shed is Council property, it is insured under the Shire of Cuballing's property insurance policy with Local Government Insurance Services (LGIS).

The contents of the shed were the responsibility of the Cuballing Golf Club Inc to insure. It is now apparent that the Cuballing Golf Club Inc. was not insured for loss of "powered" equipment. The shed was used for storage by the Cuballing Golf Club Inc. of equipment including:

- Their tractor and large gang mower;
- Three ride-on mowers and other motorised gardening equipment;
- diesel, petrol and oil for the maintenance and operation of their powered equipment;
- The Club's BBQ and two gas bottles;
- Members golf equipment

The property insurance with LGIS is subject to a deductible liability (excess) amount of \$1,000.

Comment

The Manager of Works and Services obtained 4 quotes for the reinstatement of the shed and two quotes for the reinstatement of the electrical services from local and regional suppliers.

The insurer selected the combination of Cuballing Building Company and BKS Electrical to carry out the reinstatement works.

Cuballing Building Company	\$ 43,423.50
BKS Electrical	\$ 4,500.00
TOTAL	\$ 47,923.50

The reinstatement of the shed to its previous standard will be completed, at whatever the cost. Any required cost overruns will be met by the LGIS. The total expenditure of the shed replacement anticipated by LGIS is \$46,923.50 (GST Exclusive).

Council will complete the expenditure and be reimbursed by LGIS. Obviously approval of this expenditure by Council was not included in the 2018/19 budget. This report seeks to have Council provide the necessary expenditure approval required under the Local Government Act. The additional income receipted through the insurance claim is not required to be approved.

Strategic Implications – Nil

Statutory Environment

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

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

* Absolute majority required.

Policy Implications - Nil

Financial Implications

Nearly all the cost of the reinstatement of the shed will be covered by LGIS, with the Shire of Cuballing required to contribute only the excess amount of \$1,000 as per Council's insurance policy.

Economic Implication – Nil

Social Implication

The rebuilding of this shed will reinstate the facilities at the Cuballing Golf Club damaged by fire.

Environmental Considerations – Nil

Consultation

LGIS

Mr Keith Atkinson, Senior Property & Liability Loss Adjuster, Charles Taylor Adjusting (Australia) Pty Ltd appointed by LGIS

Options

Council may resolve:

1. the Officer's Recommendation;
2. to not proceed with the building of the replacement shed at the Cuballing Gold Club.

Voting Requirements – Absolute Majority

COUNCIL DECISION – 2019/06:

That Council approve out of Budget expenditure to reinstate the storage shed at the Cuballing Golf Club at an expected cost to Council of \$47,923.50 (GST Exclusive).

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 5/0

9.1.5 Statement of Financial Activity – 31st January 2019

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	14 th February 2019
Author:	Gary Sherry, Chief Executive Officer
Attachments:	9.1.5A Statement of Financial Activity - 31 st January 2019

Summary

Council is to consider the Statement of Financial Activity for period ending 31st January 2019.

Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment

Revenue from operating activities exceeded year to date budget estimates to 31st January 2019 in a positive manner. Some key points include;

- General Purpose Funding – Rates revenue is within 1% of the budget as at 31 January 2018;
- Governance – Unbudgeted return of membership fees from the Great Southern Regional Business Association (\$3,373);
- Community Amenities – Received Department of Veterans Affairs book grant of \$6,002;
- Transport – MRWA Direct Grant amount received \$98,183 being greater than the \$57,535 budgeted.
- Economic Services – Standpipe charges and Building Licenses and Building Surveyor fees are less than budgeted.
- Non Operating Grants & Subsidies – Regional Road Group claims have been submitted as construction projects have reached completion.

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget. The calculation of depreciation in 2018/19 will commence after the signoff of asset values at June 30 by the auditor.

There have been no transfers either to or from reserves to date.

Detailed breakdown of all variances is provided in Note 2 of the Statement of Financial Activity.

Depreciation expense is not calculated in January 2019 due to the ongoing finalisation of audit adjustments.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/07:

That the Statement of Financial Activity, as included at Attachment 9.1.5A for the Shire of Cuballing for period ending 31st January 2019 be received.

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 5/0

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
 For the Period Ended 31 January 2019

LOCAL GOVERNMENT ACT 1995
 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2019**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2019
Prepared by: Martin Whitely, LG Corporate Solutions
Reviewed by: Gary Sherry, Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34 . Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

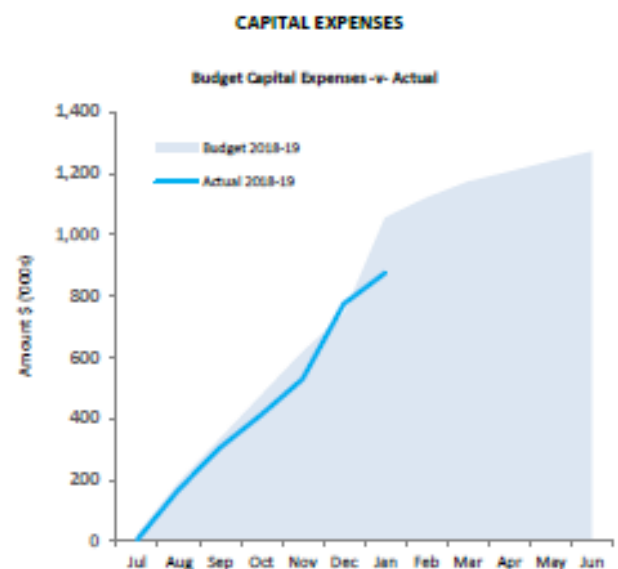
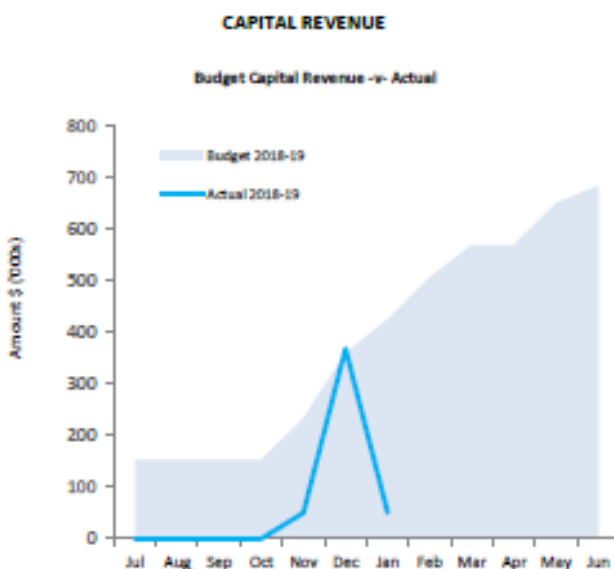
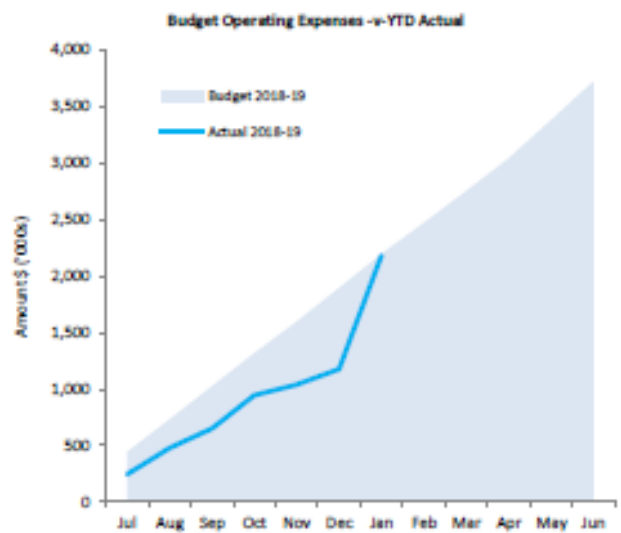
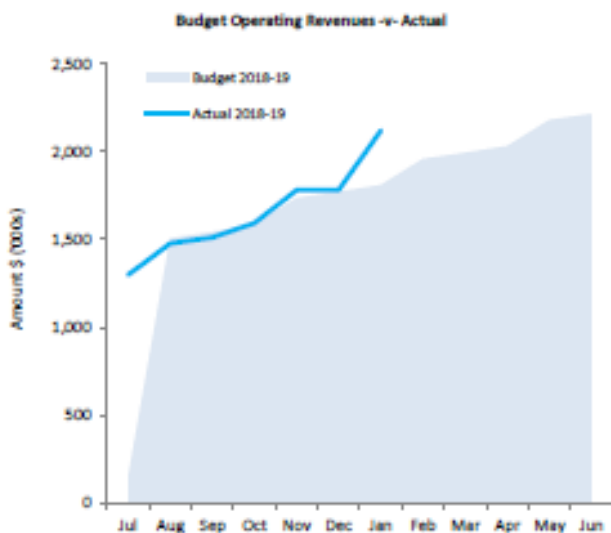
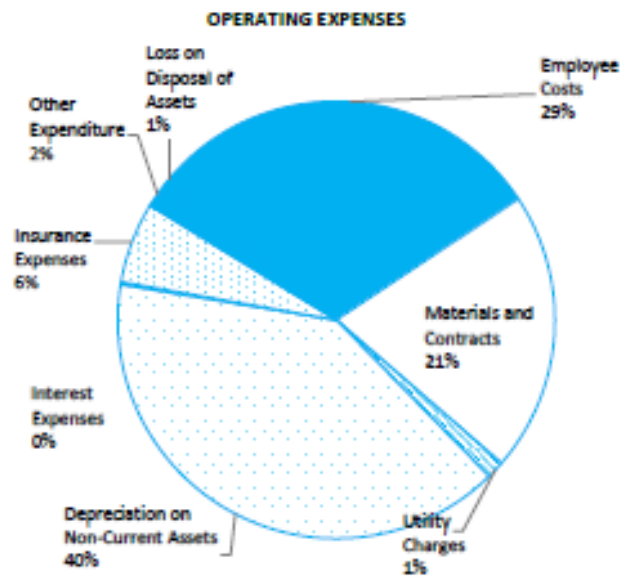
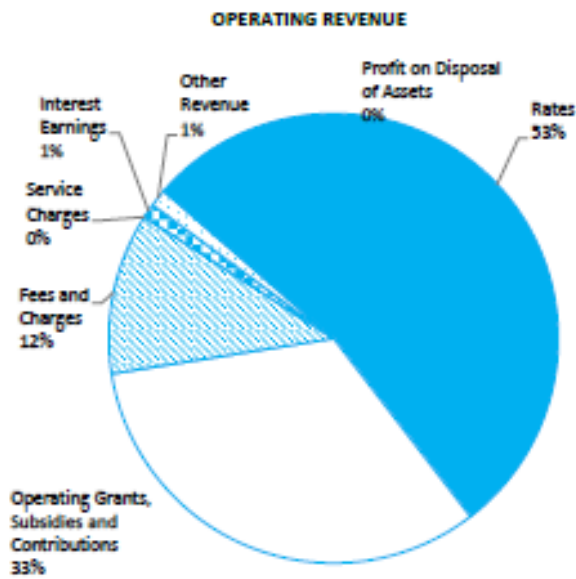
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JANUARY 2019**

SUMMARY GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2019**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	Administration and operation of facilities and services to members of council, other costs that relate to tasks of elected members and ratepayers on matters which do not concern specific council activities	Complete Council meetings, Complete all Administration activities, Lobby other levels of government to support the aims of the Shire of Cuballing
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
LAW, ORDER, PUBLIC SAFETY	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
HEALTH	Inspections of septics and food control	Inspect food premises.
EDUCATION AND WELFARE	Support school activities	Provide activities of support of local schools
HOUSING	Provision and maintenance of staff housing	Provide staff & other housing
COMMUNITY AMENITIES	Operation of refuse sites, noise control and administration of Town Planning Scheme	Provision of waste & recycling services including the operation of the Cuballing & Popanyinning transfer stations. Also includes the provision of town planning services.
RECREATION AND CULTURE	Maintenance of halls, recreation centre and various reserves. Support library services in Narrogin.	Maintain halls & Civic buildings, parks and gardens and recreational facilities including managing the Dryandra Equestrian Centre lease.
TRANSPORT	Construction and maintenance of streets, roads, bridges, footpaths, drainage works, traffic signs, bus shelters and depot maintenance.	Maintain and protect local environmentally significant areas including the maintenance of Council roads and footpaths. Also includes the provision of vehicle licensing services.
ECONOMIC SERVICES	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.	Control of noxious weeds on council property, DrumMuster and provision of building registration services. Includes tourism and promotion and supporting the Dryandra Country Visitors Centre.
OTHER PROPERTY AND SERVICES	Private works operation, plant repairs and operation costs.	Includes private works, overhead and plant allocations and the provision of building surveying services.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	660,426	660,426	618,610	(41,816)	(6%)	
Revenue from operating activities							
General Purpose Funding	5	1,447,827	1,294,245	1,292,400	(1,845)	(0%)	
Governance		3,000	2,846	31,681	28,835	1,013%	▲
Law, Order and Public Safety		33,767	27,138	30,980	3,842	14%	
Health		700	350	912	562	161%	
Education and Welfare		1,000	1,000	2,000	1,000	100%	
Housing		4,680	2,730	2,700	(30)	(1%)	
Community Amenities		60,700	60,300	67,634	7,334	12%	▲
Recreation and Culture		8,545	8,545	20,925	12,379	145%	▲
Transport		247,262	153,029	472,681	319,652	209%	▲
Economic Services		83,812	34,590	13,547	(21,043)	(61%)	▼
Other Property and Services		317,500	185,208	183,534	(1,675)	(1%)	
		2,208,794	1,769,982	2,118,994			
Expenditure from operating activities							
General Purpose Funding		(74,310)	(38,056)	(30,839)	7,217	19%	▲
Governance		(152,396)	(122,896)	(87,030)	35,866	29%	▲
Law, Order and Public Safety		(178,486)	(113,475)	(104,048)	9,426	8%	
Health		(44,733)	(26,302)	(22,052)	4,251	16%	
Education and Welfare		(54,551)	(31,763)	(7,490)	24,273	76%	▲
Housing		(72,294)	(45,093)	(29,989)	15,104	33%	▲
Community Amenities		(343,728)	(208,662)	(186,716)	21,946	11%	▲
Recreation and Culture		(258,139)	(157,331)	(179,479)	(22,148)	(14%)	▼
Transport		(2,129,780)	(1,248,185)	(1,233,940)	14,245	1%	
Economic Services		(194,289)	(114,255)	(96,766)	17,490	15%	▲
Other Property and Services		(277,051)	(179,833)	(201,409)	(21,576)	(12%)	▼
		(3,779,758)	(2,285,851)	(2,179,757)			
Operating activities excluded from budget							
Add Back Depreciation		1,491,780	870,205	870,203	(2)	(0%)	
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	14,416	1,674	13%	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(66,442)	367,079	823,856			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	534,005	177,729	49,997	(127,732)	(72%)	▼
Proceeds from Disposal of Assets	6	36,256	36,256	34,384	(1,872)	(5%)	
Land Held for Resale		0	0	0	0		
Capital Acquisitions	7	(1,381,546)	(1,055,363)	(875,026)	180,336	17%	▲
Amount attributable to investing activities		(811,286)	(841,378)	(790,645)			
Financing Activities							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(22,370)	(22,370)	0	0%	
Transfer from Reserves	9	245,996	0	0	0	0%	
Transfer to Reserves	9	(143,128)	(4,842)	(4,842)	0	0%	
Amount attributable to financing activities		217,302	132,788	(27,212)			
Closing Funding Surplus(Deficit)	1(b)	0	318,915	624,609			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JANUARY 2019

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)
		\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	1(b)	660,426	660,426	618,610	(41,816)	(6%)
Revenue from operating activities						
Rates	5	1,118,672	1,125,372	1,126,985	1,613	0%
Operating Grants, Subsidies and Contributions	10	626,369	344,121	697,466	353,345	103% ▲
Fees and Charges		400,253	262,406	245,654	(16,752)	(6%)
Interest Earnings		35,000	20,833	21,978	1,145	5%
Other Revenue		28,500	17,250	26,911	9,661	56% ▲
Profit on Disposal of Assets	6	0	0	0	0	
		2,208,794	1,769,982	2,118,994		
Expenditure from operating activities						
Employee Costs		(1,173,545)	(712,148)	(638,136)	74,011	10% ▲
Materials and Contracts		(827,595)	(499,859)	(451,466)	48,393	10%
Utility Charges		(51,290)	(30,678)	(28,442)	2,236	7%
Depreciation on Non-Current Assets		(1,491,780)	(870,205)	(870,203)	2	0%
Interest Expenses		(8,403)	(4,902)	(4,135)	767	16%
Insurance Expenses		(130,445)	(91,351)	(130,415)	(39,064)	(43%) ▼
Other Expenditure		(83,958)	(63,967)	(42,544)	21,423	33% ▲
Loss on Disposal of Assets	6	(12,742)	(12,742)	(14,416)	(1,674)	
		(3,779,758)	(2,285,851)	(2,179,757)		
Operating activities excluded from budget						
Add back Depreciation		1,491,780	870,205	870,203	(2)	(0%)
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	14,416	1,674	13%
Adjust Provisions and Accruals		0	0	0	0	
Amount attributable to operating activities		(66,442)	367,079	823,856		
Investing activities						
Non-operating grants, subsidies and contributions	10	534,005	177,729	49,997	(127,732)	(72%) ▼
Proceeds from Disposal of Assets	6	36,256	36,256	34,384	(1,872)	(5%)
Land held for resale		0	0	0	0	
Capital acquisitions	7	(1,381,546)	(1,055,363)	(875,026)	180,336	17% ▲
Amount attributable to investing activities		(811,286)	(841,378)	(790,645)		
Financing Activities						
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%) ▼
Repayment of Debentures	8	(45,566)	(22,370)	(22,370)	0	0%
Transfer from Reserves	9	245,996	0	0	0	
Transfer to Reserves	9	(143,128)	(4,842)	(4,842)	0	0%
Amount attributable to financing activities		217,302	132,788	(27,212)		
Closing Funding Surplus (Deficit)	1(b)	0	318,915	624,609		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

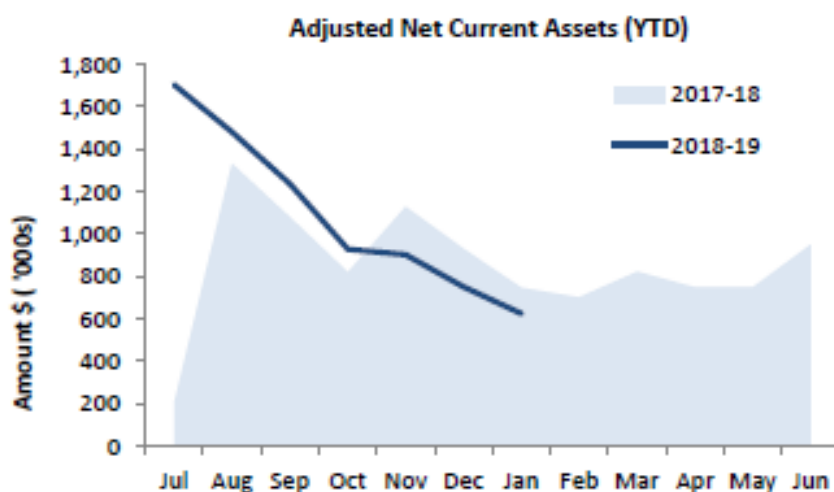
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 31 Jan 2018	Year to Date Actual 31 Jan 2019
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	509,330	889,135	469,577
Cash Restricted	3	1,542,991	1,303,870	1,547,833
Receivables - Rates	4	51,735	118,720	120,113
Receivables - Other	4	90,790	23,860	90,400
Loans receivable		0	0	0
ATO Receivable		0	1,800	13,083
Inventories		8,391	7,262	8,391
Land held for resale - current		0	0	0
		<u>2,203,237</u>	<u>2,344,647</u>	<u>2,249,398</u>
Less: Current Liabilities				
Payables		(41,636)	(144,195)	(47,305)
ATO Payables		0	(1,800)	(29,651)
Provisions - employee		(246,020)	(191,753)	(246,020)
Long term borrowings		(38,715)	(32,989)	(16,345)
		<u>(326,371)</u>	<u>(370,737)</u>	<u>(339,321)</u>
Unadjusted Net Current Assets		1,876,866	1,973,910	1,910,077
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,542,991)	(1,303,870)	(1,547,833)
Less: Land held for resale		0	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		246,020	191,753	246,020
Add: Long term borrowings		38,715	32,989	16,345
Adjusted Net Current Assets		618,610	894,783	624,609

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$.62 M****Last Year YTD****Surplus(Deficit)****\$.89 M**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

NOTE 2
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	28,835	1,013%	▲	Permanent	GRT Southern Regional Bus Association contribution & Proceeds from Insurance Claim
General Purpose Funding	(1,845)	(0%)		Timing	Not Material
Law, Order and Public Safety	3,842	14%		Timing	Not Material
Health	562	161%		Timing	Not Material
Education and Welfare	1,000	100%		Timing	Not Material
Housing	(30)	(1%)		Timing	Not Material
Community Amenities	7,334	12%	▲	Permanent	Department of Veteran Affairs (\$6,002)
Recreation and Culture	12,379	145%	▲	Timing	Budget Profiling - Yornaning Dam Grant Road funding shown as operating instead of capital
Transport	319,652	209%	▲	Timing	(transfer between IE Codes required)
Economic Services	(21,043)	(61%)	▼	Timing	Building License Fees & Charges
Other Property and Services	(1,675)	(1%)		Timing	Not Material
Expenditure from operating activities					
Governance	35,866	29%	▲	Timing	Council Member Services & Admin Salaries
General Purpose Funding	7,217	19%	▲	Timing	General Admin Allocations
Law, Order and Public Safety	9,426	8%		Timing	Bush Fire Brigade Costs
Health	4,251	16%		Timing	Not Material
Education and Welfare	24,273	76%	▲	Timing	Funds allocated for Aged/Seniors services
Housing	15,104	33%	▲	Timing	General building maintenance
Community Amenities	21,946	11%	▲	Timing	Refuse Site, Planning & General Admin Costs
Recreation and Culture	(22,148)	(14%)	▼	Timing	Recreation maintenance
Transport	14,245	1%		Timing	Not Material
Economic Services	17,490	15%	▲	Timing	Community Functions allocation
Other Property and Services	(21,576)	(12%)	▼	Timing	Plant & Overhead Allocations
Investing Activities					
Non-operating Grants, Subsidies and Proceeds from Disposal of Assets	(127,732)	(72%)	▼	Timing	Road funding shown as operating instead of capital (transfer between IE Codes required)
Land Held for Resale	0	(5%)		Timing	Not Material
Capital Acquisitions	180,336	17%	▲	Timing	Not Applicable Budget Profiling - projects still to be progressed
Financing Activities					
Proceeds from New Debentures	(160,000)	(100%)	▼	Timing	Proceeds from new loan not received
Transfer from Reserves	0			Timing	Not material
Repayment of Debentures	0	0%		Timing	Not material
Transfer to Reserves	0	0%		Timing	Not material

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS

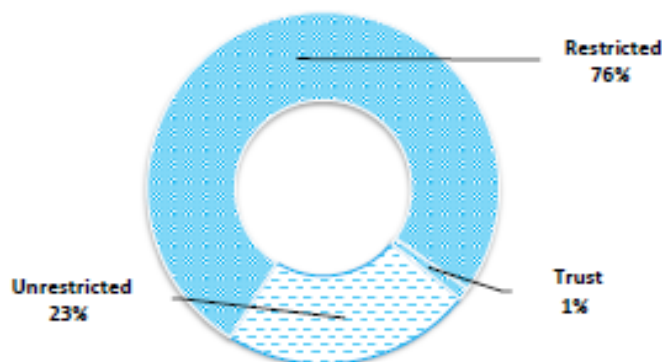
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	24,181			24,181	CBA	1.50%	At Call
At Call Deposits							
Municipal Fund	445,396			445,396	CBA	1.90%	At Call
Trust Fund			22,331	22,331	CBA	0.00%	At Call
Term Deposits							
Reserve Funds		1,547,833		1,547,833	CBA	2.39%	21-Feb-19
Total	469,577	1,547,833	22,331	2,015,560			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash	Unrestricted
\$2.02 M	\$.47 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable	30 June 2018	31 Jan 19
	\$	\$
Opening Arrears Previous Years	65,448	51,735
Levied this year	1,066,065	1,199,821
Less Collections to date	(1,079,778)	(1,131,443)
Equals Current Outstanding	51,735	120,113
Net Rates Collectable	51,735	120,113
% Collected	95.15%	89.99%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	89,906	0	0	494	90,400
Percentage	99%	0%	0%	1%	
Balance per Trial Balance					
Sundry debtors					90,400
GST receivable					13,083
Total Receivables General Outstanding					103,484

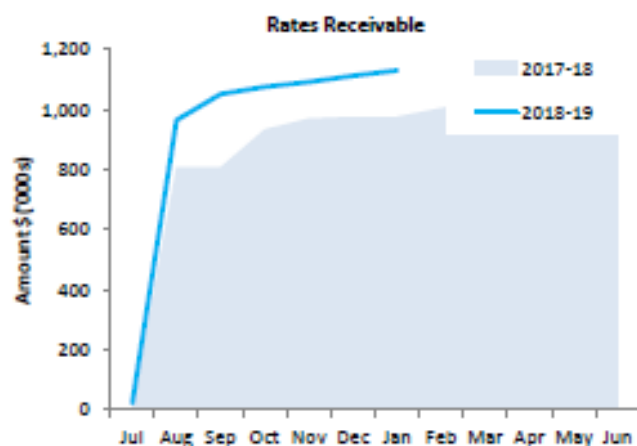
Amounts shown above include GST (where applicable)

KEY INFORMATION

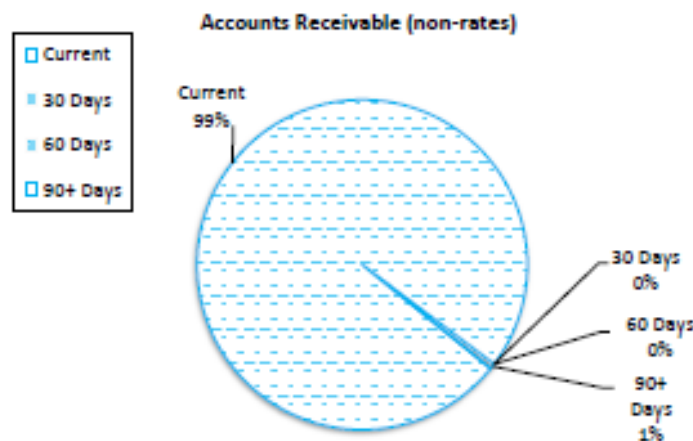
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
90%	\$120,113



Debtors Due
\$103,484
Over 30 Days
1%
Over 90 Days
1%

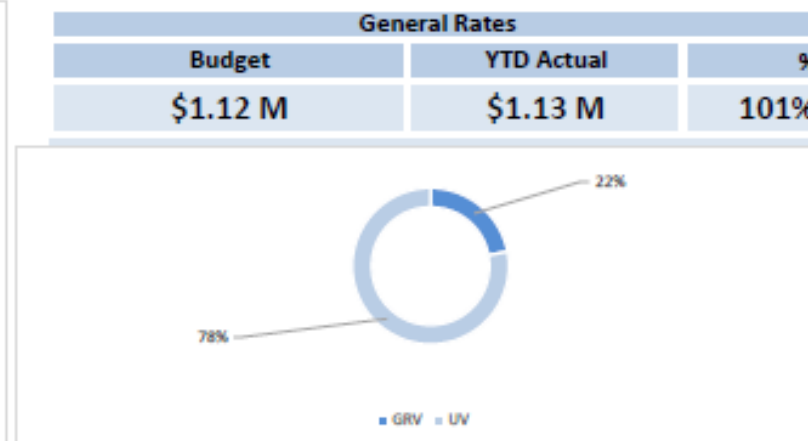
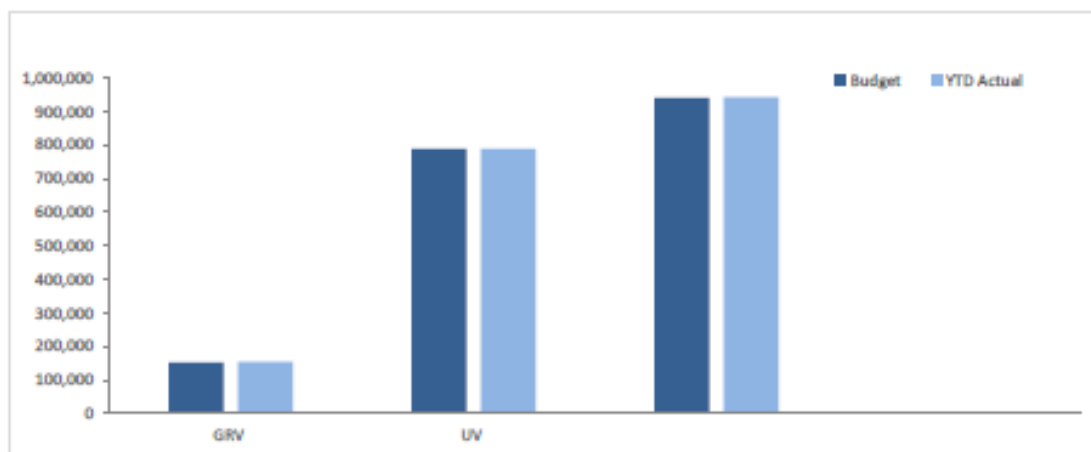
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General Rate Revenue	Annual Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	7.0920	167	2,164,942	152,468	0	0	152,468	153,538	0	0	153,538
UV	0.7209	186	109,263,940	787,684	0	0	787,684	787,684	569	0	788,253
Sub-total		353	111,428,882	940,152	0	0	940,152	941,221	569	0	941,791
Minimum	\$										0
GRV	690	161	810,568	111,780	0	0	111,780	111,090	0	0	111,090
UV	930	158	14,017,700	146,940	0	0	146,940	146,940	0	0	146,940
		319	14,828,268	258,720	0	0	258,720	258,030	0	0	258,030
Sub-Totals		672	126,257,150	1,198,872	0	0	1,198,872	1,199,251	569	0	1,199,821
Discount							(73,500)				(72,766)
Concession / Write Offs							(6,700)				(71)
Amount from General Rates							1,118,672				1,126,984
Ex-Gratia Rates							0				0
Total General Rates							1,118,672				1,126,984

SIGNIFICANT ACCOUNTING POLICIES

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

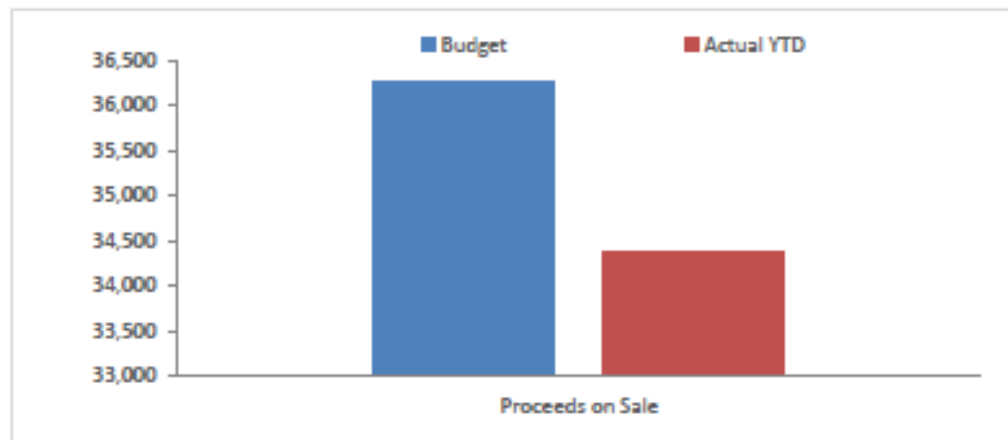


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	
10087	CN1 2014 Holden Colorado Dual Cab Utility (CN 1)	18,102	17,166		(936)	18,000	17,112		(888)
10062	Isuzu NPR 300 Truck (CN 2)	22,448	12,727		(9,721)	22,400	12,727		(9,673)
10078	Mazda Traytop Utility (CN1557)	8,448	6,363		(2,085)	8,400	4,545		(3,855)
		48,998	36,256	0	(12,742)	48,800	34,384	0	(14,416)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$36,256	\$34,384	95%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

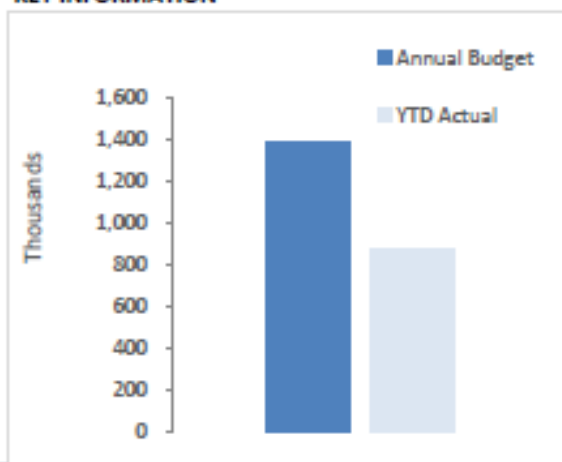
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	391,240	278,504	184,162	94,342
Plant & Equipment	176,221	176,221	160,998	15,223
Furniture & Equipment	1,800	0	431	(431)
Roads	805,835	600,637	525,506	75,131
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	6,450	0	3,929	(3,929)
Capital Expenditure Totals	1,381,546	1,055,363	875,026	180,336
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	534,005	177,729	49,997	(127,732)
Borrowings	160,000	160,000	0	(160,000)
Other (Disposals & C/Fwd)	36,256	36,256	34,384	(1,872)
Cash Backed Reserves				
Infrastructure Reserve	0	0	0	0
Pensioner Unit Maintenance Reserve	1,800	0	0	0
Plant Replacement Reserve	40,000	0	0	0
Contribution - operations	609,486	681,378	790,645	109,267
Capital Funding Total	1,381,546	1,055,363	875,026	(180,336)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION

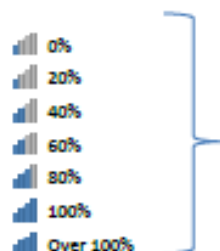


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$1.38 M	\$0.88 M	63%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$0.53 M	\$0.05 M	9%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators






















Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of
Completion Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance	
Capital Expenditure						
Land						
0.93	Lot 74 Austral Street Improvements	12126	183,185	183,185	170,731	12,454
Buildings						
1.00	Toilet Block Cuby Fire Station	10517	0	0	46	(46)
1.00	Mens Shed	10743	0	0	159	(159)
0.00	Cuballing Transfer Station Sealing	J601A	40,916	0	0	0
0.82	Popanyinning Shed Floor Concrete	J601B	3,960	0	3,240	(3,240)
0.20	Popanyinning Tip Shed Gates	J601C	3,838	1,763	750	1,013
0.00	Waste Oil Transfer Station Cuballing Relocation	J601E	31,488	31,488	15	31,473
0.90	Building Renewal - Cuballing Recreation Centre	C165	4,140	0	3,740	(3,740)
0.00	Building Renewal - Cuballing Memorial Park	C176	49,530	0	0	0
0.04	Building Renewal - Yornaning Dam	C187	12,115	0	441	(441)
0.71	Lions Park Shelter	C192A	6,625	6,625	4,721	1,904
0.01	Cwa Hall Works	C195A	55,443	55,443	318	55,125
	Total Land & Buildings		391,240	278,504	184,162	94,342
Plant & Equipment						
0.99	Isuzu Hino 3.5T Truck	12405	63,900	63,900	63,300	600
0.93	ESO Dual Cab 4x4 Utility	12406	43,073	43,073	40,021	3,052
1.05	KevRek 550s Crane	12407	7,300	7,300	7,700	(400)
0.92	Solar Powered Variable Message Board	12408	23,130	23,130	21,250	1,880

% of

Completion  Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance
0.00  Directional Signage	12409	8,000	8,000	0	8,000
0.96  4x2 Tipping Utility - with Kevrek Crane	12410	30,000	30,000	28,727	1,273
0.00  VHF Radio WEARN - Hand Held (x2)	05170	818	818	0	818
Total Plant & Equipment		176,221	176,221	160,998	15,223
Furniture & Equipment					
0.24  Councillor Ipads	04265	1,800	0	431	(431)
Total Furniture & Equipment		1,800	0	431	(431)
Infrastructure - Roads					
0.00  Watering Road Bridge Widening	B001	40,000	0	0	0
1.00  RRG - Stratherne Road 17/18	R001	0	0	1,026	(1,026)
1.14  RRG- Stratherne Road 18/19	R001A	135,506	135,506	154,486	(18,980)
1.07  RRG - Wandering Narrogin Road 17/18	R129	165,198	0	176,244	(176,244)
0.41  RRG - Wandering Narrogin 18/19	R129A	274,131	274,131	113,402	160,729
1.00  Popanyinning West Widening R2R	R002	0	0	801	(801)
1.00  Popanyinning West Road Realignment R2R 16/17	R002B	0	0	1,867	(1,867)
1.08  Popanyinning East Road Resealing	R004C	10,080	10,080	10,869	(789)
0.26  Popanyinning West Reconstruction	R004D	172,836	172,836	44,576	128,260
2.75  Reeds Road Gravel Sheeting	R004F	8,084	8,084	22,234	(14,150)
Total Road Infrastructure		805,835	600,637	525,506	75,131
Recreation					
1.00  Nil					
Total Recreation		0	0	0	0
Parks, Ovals & Playgrounds					
1.00  Nil					
Total Parks, Ovals & Playgrounds		0	0	0	0
Other Infrastructure					
1.00  Popanyinning Gravel Pit Fencing	C198	6,450	0	3,929	(3,929)
Total Other Infrastructure		6,450	0	3,929	(3,929)
0.63  TOTAL CAPITAL EXPENDITURE		1,381,546	1,055,363	875,026	180,336

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Information on Borrowings Particulars	2017/18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport Loan 63 - Graders	150,655	0	0	22,370	38,704	131,518	111,951 0	4,135	5,867
Economic Services Loan 64 - Lot 74 Austral St	0	0	160,000	0	6,862	0	153,138	0	2,536
Total	150,655	0	160,000	22,370	45,566	131,518	265,089	4,135	8,403

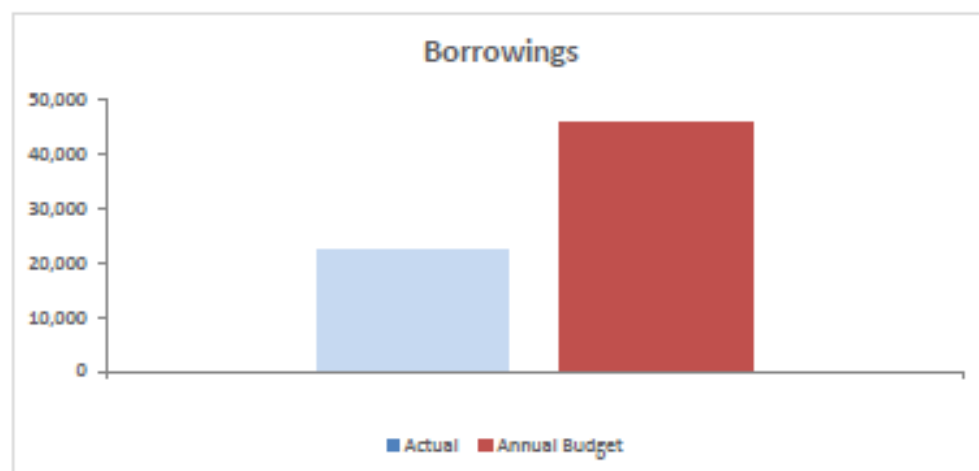
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

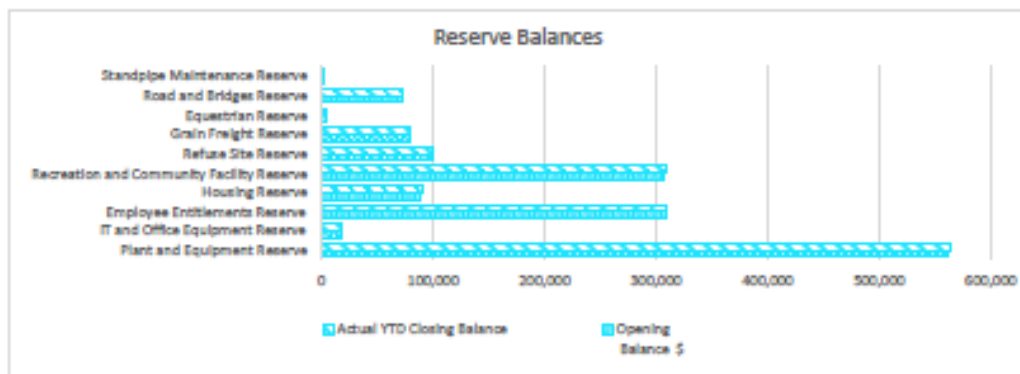


Principal Repayments	\$22,370
Interest Earned	\$21,978
Interest Expense	\$4,135
Reserves Bal	\$1.55 M
Loans Due	\$.13 M

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	561,189	6,347	1,700	88,362	1,700	0	0	636,098	564,590
IT and Office Equipment Reserve	17,414	203	53	5,000	53	(1,800)	0	20,817	17,520
Employee Entitlements Reserve	308,356	3,597	934	14,766	934	(27,730)	0	298,989	310,224
Housing Reserve	89,484	1,045	271	5,000	271	(40,000)	0	55,529	90,026
Recreation and Community Facility Reserve	308,226	3,595	934	5,000	934	(88,360)	0	228,461	310,093
Refuse Site Reserve	99,864	1,165	302	0	302	(43,706)	0	57,323	100,469
Grain Freight Reserve	79,829	931	242	0	242	0	0	80,760	80,313
Equestrian Reserve	5,034	59	15	5,000	15	0	0	10,093	5,065
Road and Bridges Reserve	71,603	835	217	0	173	(44,400)	0	28,038	71,994
Standpipe Maintenance Reserve	2,000	23	6	2,000	217	0	0	4,023	2,223
	1,543,000	18,000	4,675	125,128	4,842	(245,996)	0	1,440,132	1,552,516

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

NOTE 10
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
Operating grants, subsidies and contributions				
General Purpose Funding				
Grants Commission - General Purpose	289,730	144,865	139,081	(5,784)
Governance				
Great Southern Business Development Group	0	0	3,373	3,373
Insurance & Other Reimbursements	2,880	2,776	27,776	25,000
Law, Order & Public Safety				
DFES - Bush Fire Brigades	30,517	23,888	27,384	3,496
Education & Welfare				
Good Things Foundation	1,000	1,000	2,000	1,000
Housing				
Rental Income	4,680	2,730	2,700	(30)
Community Amenities				
Cemetery	500	500	80	(420)
Recreation & Culture				
Yornaning Dam	0	0	10,909	10,909
Kidsport	1,000	1,000	2,500	1,500
Transport				
Main Roads - RRG	0	0	283,132	283,132
Main Roads - Direct Grant	57,535	57,535	98,183	40,648
Grants Commission - Roads Component	179,727	89,828	76,722	(13,106)
Contributions - Portform Constructions	0	0	9,460	9,460
Economic Services				
Youth Day	1,000	1,000	0	(1,000)
Volunteers Day	1,000	1,000	0	(1,000)
Seniors Day	500	500	0	(500)
Tourism & Area Promotion	26,300	0	0	0
Other Property & Services				
Workers Compensation	30,000	17,500	14,166	(3,334)
Operating grants, subsidies and contributions Total	626,369	344,121	697,466	353,345
Non-operating grants, subsidies and contributions				
Recreation & Culture				
Yornaning Dam	12,723	12,723	0	(12,723)
Transport				
Main Roads - RRG	330,012	165,006	0	(165,006)
Roads to Recovery (RTR)	191,270	0	0	0
RTR - Special Bridge Grants	0	0	49,997	49,997
Non-operating grants, subsidies and contributions Total	534,005	177,729	49,997	(127,732)
Grand Total	1,160,374	521,850	747,463	225,613

KEY INFORMATION

Some reclassification between Operating & Capital grants, contributions & reimbursements is required

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019

NOTE 11
TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Jan 2019
	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889
Bonds - Hall Hire	1,150	400	(400)	1,150
Badminton Club	20	0	0	20
Commodine Tennis Club	2,990	0	(200)	2,790
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yormaning Dam	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	6,362	0	0	6,362
Police Licensing	3,487	217,002	(220,615)	(126)
Swipe Cards	1,605	0	0	1,605
Reimbursements	1,698	0	0	1,698
Unknown Deposits	0	77		77
	26,067	217,479	(221,215)	22,331

KEY INFORMATION

Trust out of balance by \$77.49

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2019**

**NOTE 12
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
	Nil						0
	Nil						0
	Nil						0
	Nil						0
				0	0	0	

ADDITIONAL INFORMATION

Note 12 to be completed as part of budget review process and/or as per Council Resolutions during the financial year

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Third Party Appeal Rights for Decisions Made by Development Assessment Panels

Location:	Applies throughout Western Australia
Applicant:	WALGA
File Ref. No:	ADM206
Disclosure of Interest:	Nil
Date:	30 th January 2019
Author:	Gary Sherry
Attachments	9.2.1A - Correspondence from WALGA and their draft Preferred Model 9.2.1B - Draft Submission to WALGA

Summary

The Shire of Cuballing should make a submission to WALGA relating to Third Party Appeal Rights for decisions made by Development Assessment Panels.

Background

WALGA has invited comments by 21st February 2019 relating to its draft Preferred Model for Third Party Appeal Rights for decisions made by Development Assessment Panels (DAPs). Attachment 9.2.1A sets out WALGA's correspondence and their draft Preferred Model. In summary, WALGA support Third Party Appeal Rights for decisions made by DAPs and have set out benefits and guidelines for their use.

At the May 2018 WALGA State Council meeting, it was resolved to amend the policy position to support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels (DAPs).

This new policy position was provided to the State Government and submitted during the consultation on the Independent Review of the Planning System in July 2018 (the Green Paper). The Hon Minister for Planning has replied, indicating that Third Party Appeal Rights are not included in the Green Paper, as they would "*add unnecessary complexity and red tape to the planning framework, contrary to the intent of the review*". WALGA note this statement could perhaps be challenged as the objectives of the Review were also about providing a modern and accountable planning system.

State Council also resolved to further consult with members to provide more clarity on the exact details of the criteria that need to be established, before any system is implemented by the State Government. Therefore, the preferred model (outlined in Attachment 9.2.1A) was prepared at a workshop with members and is now circulated for further comment from the sector. The complete WALGA Discussion Paper is available for interested Councillors or members of the public.

Western Australia does not have Third Party Appeal Rights.

Comment

The Shire of Cuballing has not had a development application determined by a DAP. In the coming years, there are expected to be limited DAPs in the Shire of Cuballing subject to the monetary threshold being set at an appropriate level (currently, the optional threshold is \$2m – 10m outside the City of Perth). Accordingly, the draft Preferred Model is not expected to have significant implications on planning and decision making in the Shire of Cuballing.

While noting the above along with the benefits set out by WALGA, the Shire administration raises several concerns with the Preferred Model including:

- it is expected to make the planning system even more complex, increase red tape and reduce efficiency which is contrary to current efforts to streamline the planning process;
- it is resource intensive and will require increased local government staff and resources;
- limited local government resources will be redirected from strategic planning and project development initiatives;
- it will add to local government and development sector costs. Local government costs include initiating the appeal, attending SAT directions, mediation and hearings and obtaining expert advice;
- it provides less certainty to the decision-making process and less certainty to the development industry;
- it will add to time delays with costs passed onto consumers;
- it will generally work against investment, job creation and economic development;
- it creates an adversarial/litigious environment around planning decisions;
- it raises community expectations, which may not be met in practice, further frustrating sections of the community and raising issues with the planning system; and
- it appears that the push for Third Party Appeal Rights is being driven by some metropolitan local governments that have a very different context, community and economic profile and resourcing than most non-metropolitan local governments.

In summary, these are expected to make the planning system even more complex and reduce efficiency, add to local government and development sector costs and generally work against job creation and economic development.

The draft submission to WALGA is included at Attachment 9.2.1B

Strategic Implications

The introduction of Third Party Appeal Rights will have several significant implications on development in Western Australia.

Statutory Environment

Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015.

Policy Implications

The introduction of Third Party Appeals in Western Australia will influence wide-ranging aspects of planning. Should they be introduced, there will be a need to review Council's planning strategies and policies and there is a likely need to formulate additional policies.

Financial Implications

Third Party Appeals in Western Australia will add to local government costs.

Economic Implications

These could be significant and wide-ranging.

Social Implications

While the local community has not requested Third Party appeals, some sections of the metropolitan community have concerns regarding DAP's diluting local influence on planning decisions.

Environmental Considerations - Nil

Consultation

Consultation is being undertaken by WALGA.

Options

The Council can support the Preferred Model (with or without modifications) or not support the Preferred Model (with the submission to be based on Attachment 9.2.1B).

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/08:

That Council make a submission to WALGA on Third Party Appeal Rights for decisions made by Development Assessment Panels based on the correspondence set out in Attachment 9.2.1B.

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 5/0

Preferred Model



Third Party Appeal Rights for decisions made by Development Assessment Panels

Benefits of Third Party Appeal Right for decisions made by Development Assessment Panels

- The model provides a good test for the introduction of Third Party Appeal Rights, which could possibly be expanded later if it proves to be beneficial.
- Local Government would be able to appeal a DAP decision and defend the merits of their policies and defend the enforceability of their conditions.
- Other interested parties and community members would be able to appeal a DAP decision.
- Addresses community concerns that decisions are being made by those 'removed' from the local community, leading to improved community confidence in the system.
- More transparent process in both decision making and condition setting, resulting in more accountable DAP members.
- Would allow for an appeal to be made on the conditions of approval or refusal
 - i) that may have been removed from a RAR; or
 - ii) added to the decision, particularly where no liaison has occurred with the authority responsible for clearing or enforcing the condition; or
 - iii) applied inappropriately i.e. the condition would change the intent or design of the development and therefore a new application should have been lodged.
- Limits appeal rights to larger, more complex applications and would filter out 'smaller' impact applications which could potentially overburden the system.
- Provides the opportunity for additional information to be included in the appeal process, particularly if information was not received before the DAP meeting.
- Provides the ability to challenge any new information being presented at the DAP meeting without the responsible authority being able to undertake any assessment of the new information (unassessed revised plans are currently being lodged and approved at meetings).
- Able to appeal the 'Deferral' process being over utilised, i.e. DAPs are tending to defer applications multiple times rather than making a decision to approve or refuse the proposal.
- Can give the Local Government more confidence that the developer will provide a fully complete application and discuss the application with the Local Government first, rather than relying on the DAP to condition the proposal requiring additional critical information.



Appellants in a Third Party Appeal

Should not be open to any interested party but be limited to those parties which previously made a submission.

- Should be available for a Responsible Authority where DAP has gone against the RAR; or
- Should be available for a Local Government where DAP has gone against the position of Council itself; or
- Should be available to a public authority (e.g. Main Roads WA, Department of Transport) where DAP has made a decision contrary to their advice.

If any appellant makes a submission

- SAT would need to ensure that appeals are made on valid planning grounds and are not made for commercial or vexatious reasons.
- A Preliminary Hearing could be used to see if the appeal has reasonable planning merit, which would assist in providing clarity for an appellant on what constitutes a valid planning consideration and what would be an invalid planning consideration. The Preliminary Hearing could consider the appellant's justification for submitting the appeal, in particular, whether the grounds of appeal are supported by documentary evidence or other material (a similar process for justifying the lodgement of an appeal already exists through Section 76 of the *Planning and Development Act 2005*).

What can be appealed?

- DAP applications that are compulsory over \$10 million for JDAPs and \$20 million for City of Perth DAP; or
- DAP applications in the optional threshold \$2m – 10m for JDAPs and in the City of Perth \$2 million - \$20 million; or
- DAP applications seeking amendments to approvals (Form 2 applications proposing a change to the development application, but should not include applications for an extension of time).

Timeframe to lodge an appeal

- As per the existing timeframe, an appeal on a decision made by a Development Assessment Panel should be lodged within 28 days of the decision being made public, ie publishing of the DAP minutes.
- Local Governments would need to determine within their own organisation what process to follow in order to decide whether or not to lodge an appeal against a DAP decision. In many cases this may require a Special Council meeting to determine this.

For procedural fairness reasons all parties should be involved.

- The third party - Local Government or
- The third party - another interested party
- The respondent (DAP)
- The applicant

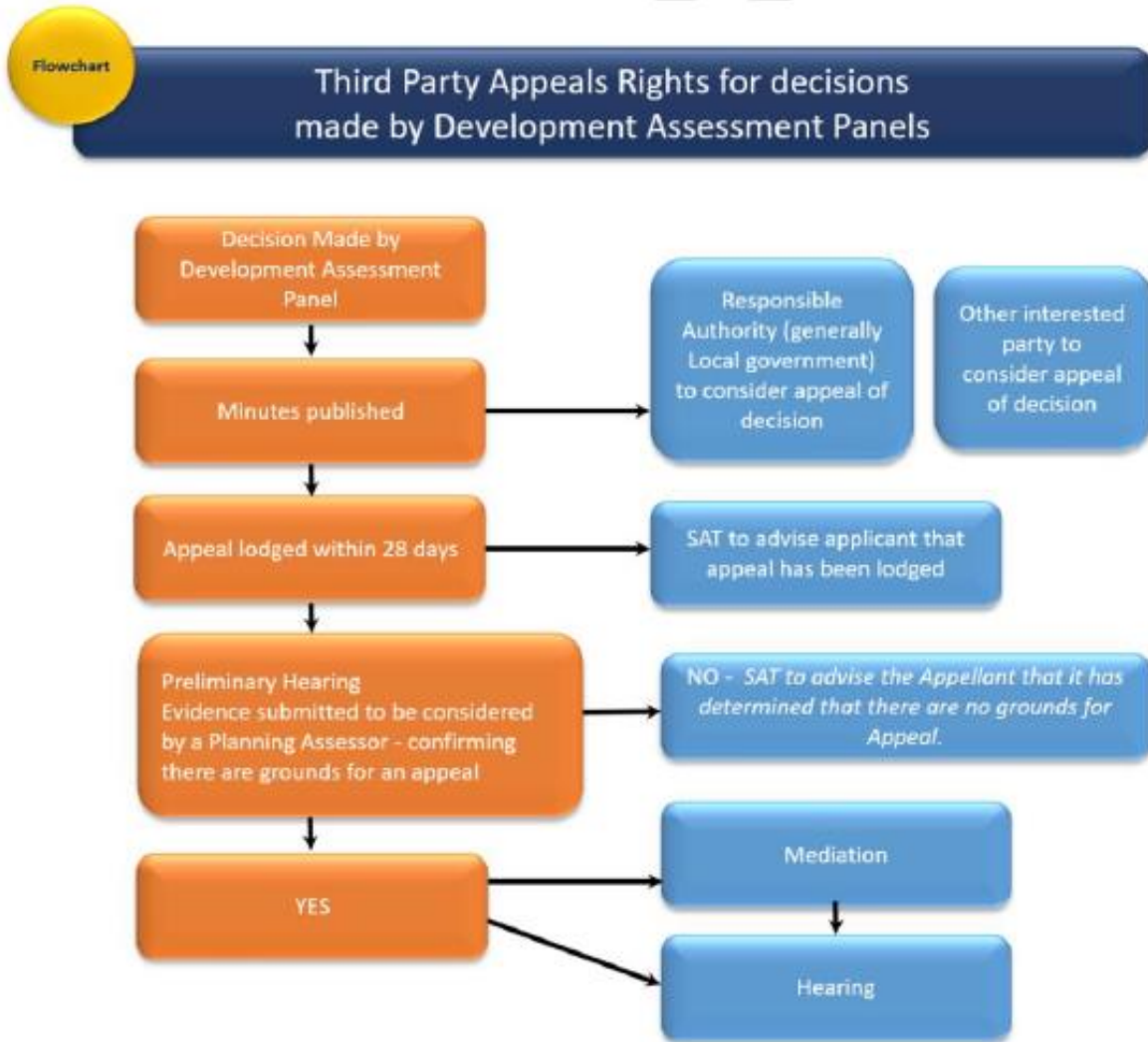
If the appellant is another interested party, then the Local Government should be invited as an observer.

Costs

- Any appellant would need to cover their costs of initiating the appeal, attending SAT directions, mediation and hearings, and costs could also include obtaining expert advice.
- A third party appellant should be counselled as part of the Preliminary Hearing in relation to the potential for costs being awarded against them in the case of an unsuccessful appeal.



Appeals Process



Our Ref: ADM206
Your Ref: 06-06-01-0001 VJ/RB

Ricky Burges
Chief Executive Officer
Western Australian Local Government Association
c/o Planning and Development Team
planning@walga.asn.au

Dear Ricky

Third Party Appeal Rights for decisions made by Development Assessment Panels

I refer to your correspondence dated 12th December 2018 inviting comments regarding the above.

The Council considered WALGA's Preferred Model at its meeting on 20th February 2019 where it resolved...

While noting the benefits set out by WALGA, the Shire of Cuballing raises several concerns with the Preferred Model. It is highlighted that there are various issues and implications, that are expected to have far reaching consequences, if the final Preferred Model is adopted and implemented. Based on the available information, the Preferred Model is not supported. Some of the Shire's concerns with the Preferred Model include:

- it is expected to make the planning system even more complex, increase red tape and reduce efficiency which is contrary to current efforts to streamline the planning process;
- it is resource intensive and will require increased local government staff and resources;
- limited local government resources will be redirected from strategic planning and project development initiatives;
- it will add to local government and development sector costs. Local government costs include initiating the appeal, attending SAT directions, mediation and hearings and obtaining expert advice;
- it provides less certainty to the decision-making process and less certainty to the development industry;
- it will add to time delays with costs passed onto consumers;
- it will generally work against investment, job creation and economic development;
- it creates an adversarial/litigious environment around planning decisions;
- it raises community expectations, which may not be met in practice, further frustrating sections of the community and raising issues with the planning system; and
- it appears that the push for Third Party Appeal Rights is being driven by some metropolitan local governments that have a very different context, community and economic profile and resourcing than most non-metropolitan local governments.

The Shire is also concerned that the Preferred Model could be the start of an expansion of Third Party Appeal Rights in Western Australia noting your statement that 'The model provides a good test for the introduction of Third Party Appeal Rights, which could possibly be expanded later if it proves to be beneficial.' This will exasperate concerns and take Western Australia down the path of planning jurisdictions such as Victoria. Any move to widen Third Party Appeal Rights could potentially overburden the planning system. Subject to how far Third Party Appeal

Rights were taken, it may further limit the role of local government through challenging local government decisions.

Given non-metropolitan local government resources (financial, staff and specialist/experienced planners) are limited, it is suggested that other methods be explored to increase the effectiveness, efficiency and transparency of the planning system. It is recommended that scarce local government funds and planning resources be focused at the strategic/policy and planning 'rule' stages (local planning schemes) in providing an increasingly sound, balanced and transparent planning framework that contributes to desired community, economic development and environmental outcomes. Proactive community engagement, at the strategic/policy and local planning scheme stages, is expected to be more collaborative and provide greater certainty in process and outcomes compared to challenging individual decisions through Third Party Appeals.

It is considered far more beneficial if local governments throughout Western Australia and the Western Australian Planning Commission (WAPC) increasingly undertook a more strategic approach to assist in enhancing the effectiveness and efficiency of the Western Australian planning system. This includes assistance in developing and assessing Local Planning Strategies, Local Planning Schemes, townsites/housing strategies and infrastructure planning. It would be helpful if the WAPC provided additional planning guidance for various matters including sustainable economic development, tourism, promoting good urban design and natural resource management.

Should you have any queries or wish to discuss matters relating to this submission, please contact me on 98836031.

I look forward to WALGA taking on board the Shire's submission.

Yours sincerely

Gary Sherry
Chief Executive Officer

20th February 2019

9.2.2 Council Policy – Dog Licence Refunds

Applicant:	N/A
File Ref. No:	ADM81
Disclosure of Interest:	Nil
Date:	11 th February 2019
Author:	Gary Sherry
Attachments:	9.2.2A draft Policy 12.1 Dog Licence Refunds 9.2.2B A20: Refunds of Dog Licences

Summary

Council is to consider policy and delegation to permit refunds on portions of dog licences.

Background

Council has been approached by local resident Ms Kirsty Nardini. Ms Nardini has recently returned to the Shire of Cuballing and registered in December 2018 her 2 Siberian Husky dogs for 3 years as non-working, sterilised dogs. This charge was \$42.50 for each dog.

Ms Nardini advises that her dogs did not readjust to life in Cuballing and they have been rehomed to the Husky and Malamute Association in Perth. Ms Nardini has sought to deregister the dogs that are no longer in Cuballing and receive a refund like that refund that would be provided by the Shire of Narrogin.

The provision of a refund is unusual for local governments and the Shire of Narrogin is the only local government that I am aware of that do so.

There is no requirement of the Dog Act 1976 or Dog Regulations 2013 to provide a refund of any type. Section 19 of the Dog Act 1976 allows for the state government to prescribe a refund where dogs are licenced for an extended period, but as yet no refund has been so prescribed.

The advice of the Department of Local Government, Sport and Cultural Industries is that:

the wording “as may be prescribed” is key here and there is actually no prescribed fee and therefore is at the discretion of local government to determine how much, if any, of a discount it shall provide.

To encourage the sterilisation of dogs, the Shire is required under the Dog Regulations 2013 to provide a refund where a registered unsterilised dog is sterilised during the registration period.

Comment

Staff have prepared a draft policy included at Attachment 9.2.2A to guide the refund of dog licences where dogs are licenced for an extended period.

The draft policy includes:

- A refund schedule where a registered unsterilised dog is sterilised during the registration period. This schedule meets the requirements included in the Dog Regulations 2013;
- No refunds for any dog licence where the licence period is only 1 year. A 1 year registration is not considered by staff to be the extended period used in Section 19 of the Dog Act 1973;

- A refund schedule for refunds on a licence for a non working dog upon the de-registration or death of a registered dog licenced for a 3 year period in the first two years of the registration. Again the final year of a 3 year registration is not considered by staff to be the extended period used in Section 19 of the Dog Act 1973;
- A refund schedule for refunds on a licence for a non working dog upon the de-registration or death of a registered dog licenced for a Lifetime period in the first three years of the Lifetime registration. This is in keeping with the Dog Regulations 2013 refund schedule for refunds for sterilisation of unsterilised dogs; and
- No refunds for licenced working dogs upon the de-registration or death of a such a dog. Council provides a 75% discount to working dog registration and refunds are below the economic cost of providing them to Council.

A draft Delegation is included at Attachment 9.2.2B to provide authority to staff to implement any policy adopted by Council.

Strategic Implications

Shire of Cuballing Community Strategic Plan 2017-2021

GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

- An independent Council that is supported by an excellent organisation.
- Governance structures that ensure accountable, transparent and ethical decision making.
- Building the organisation and managing its structure, finances and assets in a sustainable manner.
- A Council that proactively engages with all elements of its community to make decisions that reflect positively on the future of the Shire of Cuballing.

	Strategy	Outcome
4.2	Maintain a clear, transparent and ethical decision making process.	Openness and transparency in Council decisions.

Statutory Environment

Dog Act 1976

19. Refund of fee on cancellation

Where on the cancellation of the registration of a dog that was registered for an extended period, the person who was the registered owner returns the registration tag to the local government, the local government shall refund to the person such proportion of the registration fee as may be prescribed.

Policy Implications

Council are to consider policy to be incorporated into Council's policy manual.

Financial Implications

It is not anticipated that the cost of dog licence refunds will be significant.

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation

Department of Local Government, Sport and Cultural Industries
Shire of Narrogin

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended policy or delegation; or
3. to not make any refunds for dog licences that are not required by the Dog Act 1976 or Dog Regulations 2013.

Voting Requirements – Absolute Majority

OFFICER'S RECOMMENDATION:

That Council:

1. Adopt the draft policy 12.1 Dog Licence Refunds included at Attachment 9.2.2A; and
2. Adopt the draft delegation A20: Refunds of Dog Licences of Council's authority included at Attachment 9.2.2B.

COUNCIL DECISION – 2019/09:

That Council only make refunds for dog licences that are required by the Dog Act 1976 or Dog Regulations 2013.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 5/0

Council did not resolve the Officer's Recommendation because of concerns regarding the administrative burden on implementing the proposed draft policy and delegation.

12. LAW AND ORDER

12.1 Dog Licence Refunds

Policy Statement:

Council will provide a refund of a dog licence in the following manner:

1. Where an Unsterilised dog is sterilised.

With the registered dog owner providing documentation to prove that a registered dog has been sterilised, Council will make the following refund on the licence fees in line with the *Dog Regulations 2013*.

Refund on an Unsterilized Dog being Sterilised.	Licence Fee	Refund	Pension Licence Fee	Pension Refund
1 Year Registration	\$50.00	\$30.00	\$25.00	\$15.00
3 Year Registration – if sterilised in 1st year	\$120.00	\$77.50	\$60.00	\$38.75
3 Year Registration – if sterilised in 2nd year	\$120.00	\$51.66	\$60.00	\$25.83
3 Year Registration – if sterilised in 3rd year	\$120.00	\$25.83	\$60.00	\$12.92
Lifetime Registration - If dog is sterilised in 1st year	\$250.00	\$150.00	\$125.00	\$75.00
Lifetime Registration - If dog is sterilised in 2nd year	\$250.00	\$100.00	\$125.00	\$50.00
Lifetime Registration - If dog is sterilised in 3rd year	\$250.00	\$50.00	\$125.00	\$25.00
No further refund due after the 3rd year				

2. Where a dog is deregistered or dies.

With the registered dog owner providing the registration tag for a dog that

- the owner no longer wishes to registered; or
- has died;

Council will make the following refund on the licence fees.

Refund on Non Working Dog De-registration/Death	Licence Fee	Refund	Pension Licence Fee	Pension Refund
Unsterilised				
1 Year Registration	\$50.00	\$0.00	\$25.00	\$0.00
3 Year Registration – if deregistered/death in 1st year	\$120.00	\$80.00	\$60.00	\$40.00
3 Year Registration – if deregistered/death in 2nd year	\$120.00	\$40.00	\$60.00	\$20.00
3 Year Registration – if deregistered/death in 3rd year	\$120.00	\$0.00	\$60.00	\$0.00
Lifetime Registration - If dog is deregistered/death in 1st year	\$250.00	\$150.00	\$125.00	\$75.00

Lifetime Registration - If dog is deregistered/death in 2nd year	\$250.00	\$100.00	\$125.00	\$50.00
Lifetime Registration - If dog is deregistered/death in 3rd year	\$250.00	\$50.00	\$125.00	\$25.00
No further refund due after the 3rd year				
Sterilised				
1 Year Registration	\$20.00	\$0.00	\$10.00	\$0.00
3 Year Registration - if deregistered/death in 1st year	\$42.50	\$28.33	\$21.25	\$14.17
3 Year Registration - if deregistered/death in 2nd year	\$42.50	\$14.17	\$21.25	\$7.08
3 Year Registration - if deregistered/death in 3rd year	\$42.50	\$0.00	\$21.25	\$0.00
Lifetime Registration - If dog is deregistered/death in 1st year	\$100.00	\$50.00	\$50.00	\$25.00
Lifetime Registration - If dog is deregistered/death in 2nd year	\$100.00	\$30.00	\$50.00	\$15.00
Lifetime Registration - If dog is deregistered/death in 3rd year	\$100.00	\$20.00	\$50.00	\$10.00
No further refund due after the 3rd year				
Refund on Working Dog De-registration/Death	Licence Fee	Refund	Pension Licence Fee	Pension Refund
Unsterilised				
1 Year Registration	\$12.50	\$0.00	\$6.25	\$0.00
3 Year Registration - if deregistered/death in 1st year	\$30.00	\$0.00	\$15.00	\$0.00
3 Year Registration - if deregistered/death in 2nd year	\$30.00	\$0.00	\$15.00	\$0.00
3 Year Registration - if deregistered/death in 3rd year	\$30.00	\$0.00	\$15.00	\$0.00
Lifetime Registration - If dog is deregistered/death in 1st year	\$62.50	\$0.00	\$31.25	\$0.00
Lifetime Registration - If dog is deregistered/death in 2nd year	\$62.50	\$0.00	\$31.25	\$0.00
Lifetime Registration - If dog is deregistered/death in 3rd year	\$62.50	\$0.00	\$31.25	\$0.00
No further refund due after the 3rd year				
Sterilised				
1 Year Registration	\$5.00	\$0.00	\$2.50	\$0.00
3 Year Registration - if deregistered/death in 1st year	\$10.63	\$0.00	\$5.32	\$0.00
3 Year Registration - if deregistered/death in 2nd year	\$10.63	\$0.00	\$5.32	\$0.00
3 Year Registration - if deregistered/death in 3rd year	\$10.63	\$0.00	\$5.32	\$0.00
Lifetime Registration - If dog is deregistered/death in 1st year	\$25.00	\$0.00	\$12.50	\$0.00
Lifetime Registration - If dog is deregistered/death in 2nd year	\$25.00	\$0.00	\$12.50	\$0.00
Lifetime Registration - If dog is deregistered/death in 3rd year	\$25.00	\$0.00	\$12.50	\$0.00
No further refund due after the 3rd year				

Guidelines

Council requires written proof of sterilisation before any refund for or registration of as a sterilised dog.

Council will make all refunds by electronic fund transfer. Dog owners seeking a refund to be paid, will be required to provide bank details for a refund to be paid.

A20: Refunds of Dog Licences

The Chief Executive Officer is delegated the authority to refund dog licences where the conditions of Council Policy 12.1 have been met.

Objective: To expedite the Council approval process

Reference: Local Government Act 1995 section 5.42(1)

9.2.3 Emergency Heart Defibrillator – Access and Maintenance

Applicant: N/A
File Ref. No: ADM216
Disclosure of Interest: Nil
Date: 12th February 2019
Author: Gary Sherry
Attachments: Nil

Summary

Council is to consider supporting local community groups to access and maintain defibrillators in the Shire of Cuballing.

Background

Key elements in surviving cardiac arrest are timely, quality CPR and defibrillation. Only one in 10 people will survive if there is no intervention from a bystander but this number is increased to close to six in 10 when the recipient receives good CPR and defibrillation.

Defibrillators are having a huge impact in the community and are a core part of the St John strategy to save more lives. There are currently in excess of 2700 defibrillators across Western Australia linked in to the triple zero (000) call centre, making them available for members of the public to use in cases of sudden cardiac arrest.

Currently defibrillators are available in the Shire of Cuballing at:

- Cuballing roadhouse. The defibrillator was originally located inside the roadhouse and was easily available when the roadhouse was open. As part of the recent change of ownership of this business, Council has purchased and installed a locked box from St Johns for this defibrillator to locate the defibrillator on the outside of the Roadhouse. The defibrillator will be able to be accessed with a code available from 000. The locked box cost \$495; and
- The Dryandra Regional Equestrian Centre. This defibrillator is located inside the club facilities at the equestrian centre and would be available for use on days when the centre is open for activities.

These defibrillators were originally purchased by the Narrogin Lions Club some ten years ago. In maintain the defibrillator at the Cuballing Roadhouse, the Shire of Cuballing has recently spent \$102 for pads and \$352 for battery that had reached their expiry date. The battery has a five year life span and pads slightly less.

Lotterywest and St John WA are offering over 1,000 defibrillators to not-for-profit community groups and sporting clubs, to be installed on the exterior of a building for public community use. This offering includes the defibrillator unit, a lock box and necessary first aid training. The package normally retails well in excess of \$2,000, however the cost to successful grant recipients will be only \$200.

The obligations of the recipient organisation include:

- The defibrillator unit must be located on the exterior of the grant recipient's building. This is so that in addition to the defibrillator being accessible by the members and visitors of the grant recipient organisation, it can also be accessed by the general public. This is in line with the St John Community First Responder network and increases the number of publicly accessible defibrillators across Western Australia.

- The grant recipient organisation must register their defibrillator on the Community First Responder network. The purpose of the St John Heart Grant is to increase the number of publicly accessible defibrillators in the community, therefore all defibrillators provided under this grant must be part of the St John WA Community First Responder network.
- The grant recipient organisation must pass an annual St John Safe assessment and retain this status. Before a defibrillator and cabinet can be provided, all successful applicants must have a St John Safe assessment. This will be conducted in person on the premises where the defibrillator is to be located, or for remote sites it may be conducted via telephone. On completion of the assessment a recommendation will be given for the level of training that is required based on the grant recipient organisation's size, location and number of people that frequent it on a regular basis. Undergoing this training is an obligation to maintain the St John Safe status. Recommendations will also be provided as to the number and type of first aid kits required on site.
- The grant recipient organisation takes responsibility for the consumables and maintenance costs of the defibrillator. If the defibrillator is used on a casualty, St John WA will cover the replacement costs of the pads. However, it is the obligation of the grant recipient organisation to pay for the ongoing expenses to maintain the defibrillator. This would include ensuring any defibrillator pads and/or battery are replaced at date of expiry.
- No on-selling permitted. The grant recipient organisation must not under any circumstances on-sell the defibrillator or any of the associated components to any third parties at any stage.
- Payment. When an application has been approved and a St John Safe Assessment completed, an invoice will be raised for the defibrillator and any other products required.

Local governments are not eligible for this grant application.

Comment

Council has been approached by the Cuballing Tennis Club about the club submitting an application for a defibrillator to be located in the Cuballing Recreation Centre. Shire support is required because the Cuballing Recreation Centre is a Shire building and permission is required to install the cabinet.

While the location of a defibrillator in townsites is a valuable community service, there is an ongoing requirement to ensure the defibrillator is operational in an emergency. The ongoing maintenance cost may also be beyond a small, local community group.

While the cost of the of the defibrillator would be met by the grant, there is an ongoing maintenance cost of \$800 to \$1,000 for every 5 years for replacement pads and batteries. Regular checking is also required to ensure the serviceability of the cabinet and equipment in an emergency.

The Officer's Recommendation seeks to provide Council support for:

- locating additional defibrillators in the Shire of Cuballing and
- provide ongoing maintenance of defibrillators where the community groups seek assistance.

Strategic Implications

Shire of Cuballing Strategic Community Plan 2017-2027
SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

Goals

- A healthy and caring community which has strong support for all ages and abilities.
- A safe community where residents feel secure and comfortable at home, work and play.
- A healthy community engaging in positive and rewarding lifestyles with access to recreational and leisure opportunities.
- A vibrant community, enjoying access to a wide range of quality arts and cultural activities.

	Strategy	Outcome
1.3	Encourage and support volunteers and community groups.	Active and growing volunteer and community groups.
1.4	Facilitate improved access to health and welfare programs and education opportunities.	The community has access to a broad range of improving health and welfare programs and education opportunities.
1.5	Provide and promote sport, recreation and leisure facilities and programs.	A variety of accessible sport and recreation opportunities and activities.
1.7	Create and maintain a safe environment for the community.	A feeling of safety within our neighbourhoods and a sense of being looked out for.

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications

While the cost of the of the defibrillator would be met by the grant, there is an ongoing maintenance cost of \$500 to \$700 for each defibrillator every 5 years for replacement pads and batteries.

Council will also utilise staff time to ensure the serviceability of cabinets and equipment in an emergency.

Economic Implication – Nil

Social Implication

Access to defibrillators in an emergency has the potential to significantly improve the outcomes for patients.

Environmental Considerations – Nil

Consultation

Cuballing Tennis Club
Popanyinning Progress Association

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not support the installation and/or the ongoing maintenance of defibrillators in Council facilities.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/10:

That Council generally supports locating additional defibrillators in the Shire of Cuballing and specifically supports:

- 1. the Cuballing Tennis Club and Popanyinning Progress Association in funding applications to locate defibrillators at the Cuballing Recreation Centre and Popanyinning Hall; and**
- 2. providing ongoing maintenance of defibrillators located at the Cuballing Roadhouse, Cuballing Recreation Centre, Dryandra Regional Equestrian Centre and Popanyinning Hall.**

Moved: Cr Bradford

Seconded: Cr Haslam

Carried 5/0

9.2.4 74 Austral Street – Future Development

Applicant: N/A
File Ref. No: ADM96
Disclosure of Interest: Nil
Date: 14th February 2019
Author: Gary Sherry
Attachments: 9.2.4A Draft 74 Austral Street – Future Development Plan

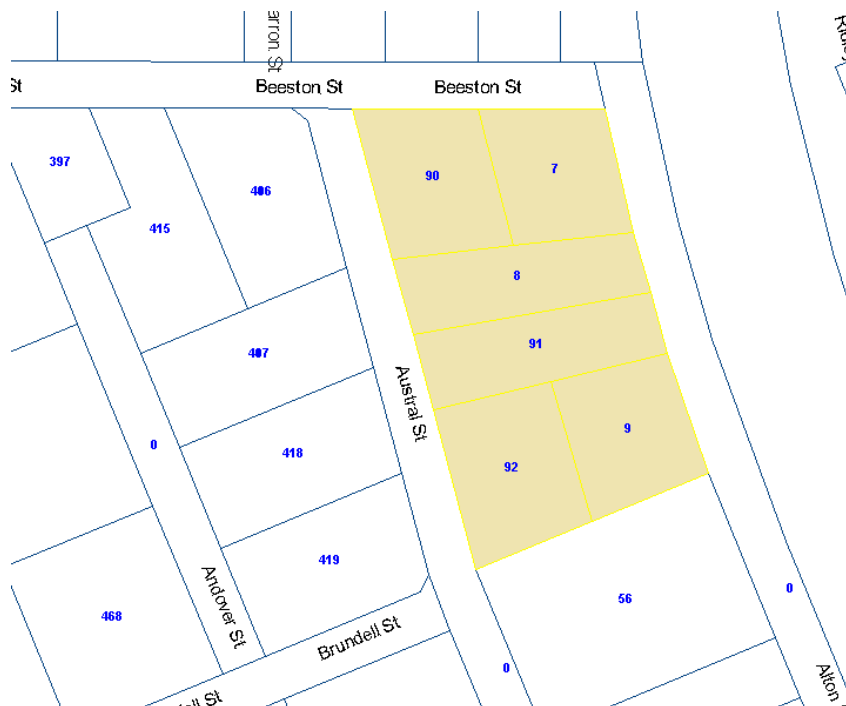
Summary

Council is to consider advertising a draft Future Development Plan for the 74 Austral Street property purchased in August 2018.

Background

Council purchased 74 Austral Street in August 2018 for \$160,000.

The justification for the purchase of 74 Austral Street was to allow opportunities to facilitate future commercial development with Council developing and selling these sites as commercial/industrial type lots over time. Alternatively, the lots could be retained for future sale for development by a purchaser. Council did anticipate using lots 92 and 9 as a materials storage area however withdrew their development application for this use at their June 2018 Ordinary Council Meeting. Consideration of future employee housing in Cuballing has also impacted on Council in recent months.



Comment

Staff have prepared a draft Future Development Plan for 74 Austral Street that is included at Attachment 9.2.4.

This draft Development Plan includes recommendations that Council:

1. In the sale of any lot to a private interest, Council will require development of the lot, either as residence or commercial operation, as a condition of sale.

2. Council will not advertise any lot for sale but will consider offers that meet with Council's strategic position.
3. Council will consider offers to purchase either lot 7 or lot 90, or a lot subdivided from this land, for the construction of a residence.
4. Council retain at least 1 lot for possible future residential requirements.
5. Council will investigate the costs and requirements to subdivide Lots 7 and 90 into 3 lots.



6. Council will investigate the costs and requirements to fill in the dam on Lot 7 in order to build on or nearby the current site of the dam.
7. Council will consider offers to purchase either or both lot 7 and/or lot 90 for the construction and establishment of business premises.
8. Council will investigate the costs and requirements to provide utility services to lot 9.
9. Council will investigate the costs and requirements to complete a separate feasibility study investigates establishing Short Term Tourist Accommodation to be operated by Council. As part of such as study Council will consider:
 - the use of the existing residence on lot 91 for a purpose associated with the Short Term Tourist Accommodation; and
 - a staged approach to the development.
10. Council will sell, if a purchaser can be located, or demolish the existing shed structure on Lot 8.

The Officer's Recommendation anticipates that Council would seek public comment on the draft Future Development Plan. With Council approval, the draft Future Development plan would be advertised:

- In the Narrogin Observer and The Cuby News;
- On Facebook and the Council website; and
- By correspondence to interested or close residents.

Comment would be accepted for at least 4 weeks to a date in April 2019.

Strategic Implications

Shire of Cuballing – Community Strategic Plan 2017

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Transport systems that are functional, efficient, economical and safe, coupled with continuous improvement to meet the safety and amenity needs of the community.
- Managing community assets in a whole of life and economically sustainable manner.
- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.
3.7	Advocate and plan for local economic development in a sustainable manner.	A growing community supported by improved job opportunities and diversity in our industries, businesses and housing.

GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

- Building the organisation and managing its structure, finances and assets in a sustainable manner.

	Strategy	Outcome
4.5	Be innovative in the management of Shire operations, services, staff and resources to create a resilient and financially stable Shire.	A Shire that is progressive, sustainable, resilient and adaptive to changes.

Statutory Environment

The management and sale of assets are controlled by the Local Government Act 1996. In particular disposal of assets are required to be conducted in a transparent manner.

Policy Implications – Nil

Financial Implications

There are costs involved in the advertising suggested by the Officer's Recommendation.

The ongoing management and sale of 74 Austral Street has ongoing financial implications for Council that will be identified and budgeted as required at that time.

Economic Implication

The draft 74 Austral Street – Future Development Plan proposes actions that will have positive impacts on the local economy through the development of land for businesses.

Social Implication

The draft 74 Austral Street – Future Development Plan proposes actions that will have positive impacts on the local community through the development of land for residences.

Environmental Considerations – Nil

Consultation

The Officer's Recommendation proposes seeking public comment on the draft 74 Austral Street – Future Development Plan.

Options

Council may resolve:

1. the Officer's Recommendation;
2. to advertise an amended draft 74 Austral Street Cuballing Draft Future Development Plan; or
3. have Council consider amendments prior to any public comment process.

Voting Requirements – Simple Majority

Mr Brennan left the Meeting at 4.06pm.

Mr Brennan returned to the Meeting at 4.08pm.

OFFICER'S RECOMMENDATION:

That Council seek public comment on the draft 74 Austral Street Cuballing Draft Future Development Plan, included at Attachment 9.2.4A.

COUNCIL DECISION – 2019/11:

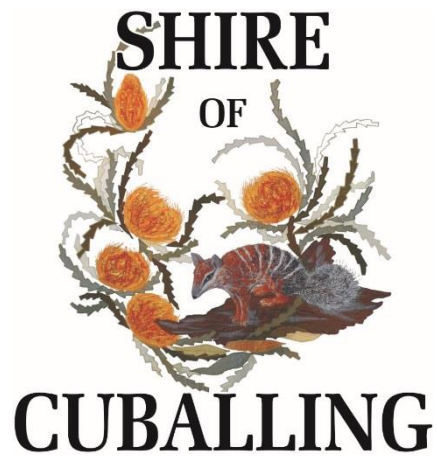
That Council consider amendments to the draft Future Development Plan for 74 Austral Street Cuballing prior to any future public comment.

Moved: Cr Haslam

Seconded: Cr Newman

Carried 5/0

Council did not resolve the Officer's Recommendation to allow for further development of the Plan prior to public comment.



74 Austral Street
Cuballing

Draft
Future Development Plan

20th February 2018

The Shire of Cuballing purchased 74 Austral Street on 31st August 2018. The property was offered for sale after the passing of a former owner.

Shire staff have recently removed significant debris from across the property. Where possible this has been recycled, but this was not always possible. The property has significantly improved visual amenity which will be further improved after a winter season. Without the debris, the site maintenance will be significantly improved. The Shire will continue maintenance of the site.

The property includes six individual lots:

Lot	Certificate of Title	Area	Zoning	Plan No	Dola Pin No
7	1152/290	2,985.00	Rural Townsite	7P222341	1065464
90	1151/934	3,313.00	Rural Townsite	90P222342	978325
8	1156/980	3,111.00	Rural Townsite	8P222341	978327
91	1156/981	3,136.00	Rural Townsite	91P222342	978329
92	1152/303	3,516.00	Rural Townsite	92P222342	978330
9	1152/303	3,516.00	Rural Townsite	9P222341	978337

Council did consider use of Lots 9 and 92 as a site for a Shire of Cuballing Works Department materials storage facility in May and June 2018. Council ultimately resolved to not continue this site for that storage in June 2018.

74 AUSTRAL STREET – THE SITE

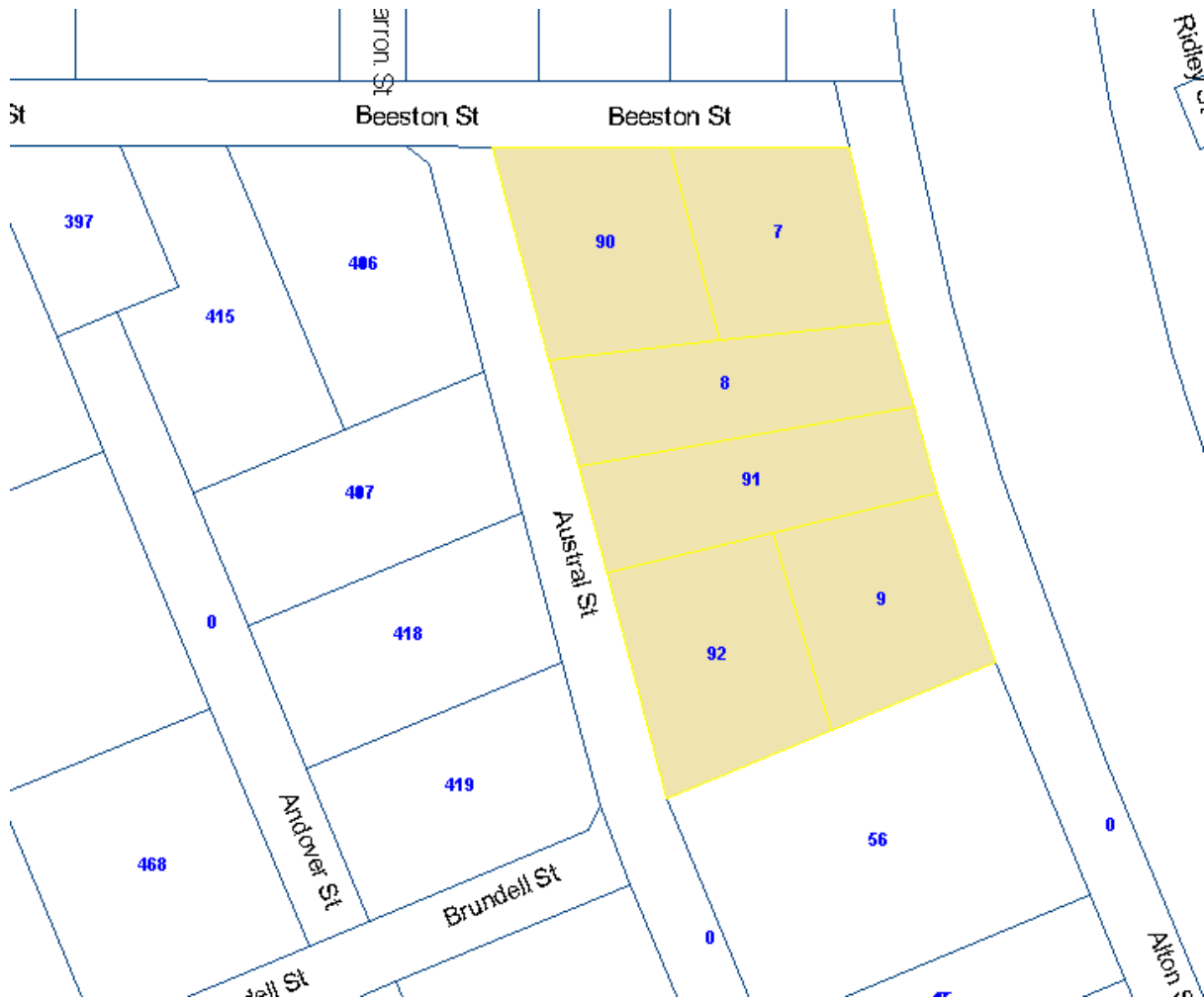
In reviewing the features of 74 Austral Street the following has been noted:

Lots 7 and 90

- The 2 northern most lots – facing existing residential housing on Beeston Street
- These lots have bitumen road frontage and are either serviced or relatively easily serviced by water and power.
- The lot will require remediation to fill an old dam to utilise the land on Lot 7 in the north east corner of the property. To ensure drainage across the site, drainage would need to be installed at a cost of approximately \$25,000 to pipe water across the land.

Lots 92 and 9

- The 2 southern most lots facing Austral and Alton Street.
- The two lots border the former Dryandra Timber Products site. It is anticipated that this site will lodge a development approval for a commercial/light industrial use.
- Lot 92, fronting Austral Street on the east, is serviced by power and water.
- Lot 9, fronting Alton Street on the east, is unserviced. Servicing costs, for either power and water would be considerable. It is expected that some type of easement arrangement to service the lot through lot 92 would be the lowest cost option.
- Both lots 92 and 9 are fenced on the southern side, but this would require considerable improvement to be of real value.
- Both lots are included on the one title. Separation will incur some small cost to obtain separate titles.



Lots 8 and 91

- The 2 middle lots that are rather narrow rectangular in shape and each front both Austral and Alton Street.
- These two lots were the site of development and lot 91 has the house sited on the lot and lot 8 the shed structure.
- The residence is not currently in a habitable state and would require significant investment to be so. An indicative assessment was in the order of \$100,000.
- The shed has little economic value to the lot and cannot be secured. The shed should be sold on a demolish and remove basis.
- Both lots are serviced by water and power.

LOT 74 AUSTRAL STREET – THE PROPOSALS

Council proposes the development of 3 different activities on 74 Austral Street including residential use, short stay tourism uses and commercial/light industrial uses.



Lots 7 and 90 - Residential

Lots 7 and 90 should be developed as residential lots. The lots are opposite existing residential properties on Beeston Street.

There is an opportunity to redevelop the 2 lots into 3. This will require subdivision costs including servicing the lots prior to sale. Cost of Subdivision is estimated at \$10,000 plus servicing costs.

An estimate of value of an approximately 2,000 m² lot for residential in Cuballing is in region \$25,000 to \$35,000. Currently there are no serviced lots of this size being advertised for sale in Cuballing.

Any proposed sale should be conditional upon the construction of a residence in a relatively short time frame.

Council should retain at least one of these lots for future Shire of Cuballing residential property requirements. This may include for Council staff or community purposes.

Lots 92 and 9 – Industrial Commercial

Lots 9 and 92 should be eventually sold for commercial or industrial type uses by private individuals.

An estimate of value of the serviced lot 92 is in \$35,000 to \$45,000. An estimate of value for the un-serviced lot 9 would be less than lot 9, say \$25,000 to \$35,000. While servicing would increase the value, the cost would be at least the increased price.

Any proposed sale should be conditional upon development of the lots in a relatively short time frame. Council should not sell just allow property speculation by another.

It would be expected that as part of a negotiation for purchase of these lots, the prospective purchaser would submit a planning application for the lot they propose to purchase. Council would then consider that application in the normal manner, either approving or refusing the application. A contract of sale would require that the land be developed in line with any Council approval or the sale would not proceed.

Lots 8 and 91 – Short Term Tourist Accommodation

A number of rural local governments have invested in short term accommodation to provide accommodation for visitors to their town and as accommodation for business people visiting the region on a short stay basis.

Lots 8 and 91, with their dual access to both Austral and Alton Street, would suit such a short term tourist accommodation project in Cuballing.

It is expected Council would complete a separate feasibility study that more thoroughly investigates the aspects of the proposal. The development/design of the site, including road and reticulation of services, would have significant cost that Council would have to consider.

Short term accommodation would also require planning approval that would include extensive community consultation. It would be expected that the Shire of Cuballing would operate the Short Term Tourist Accommodation facility.

The existing residence may be suitable for redeveloped as part of a tourism project as a “campers kitchen” type facility or a recreation building as part of the facility. If such development is not value for money, the residence would be demolished at this time.

The short term accommodation could include:

1. Short stay accommodation by self contained caravans and recreational vehicles in a manner similar to a caravan park. This would be a lower cost option and would be an easier first stage development that could be improved with time and further investment;
2. Development of communal ablution facilities and caravan/camping sites. This built infrastructure could be a second stage that expands the possible accommodation options at the site;
3. Purchase and installation of small, self-contained accommodation units. Such units would be the highest cost infrastructure but could replace existing caravan sites and use this infrastructure.

LOT 74 AUSTRAL STREET – THE RECOMMENDATIONS

Recommendations - All Lots

1. In the sale of any lot to a private interest, Council will require development of the lot, either as residence or commercial operation, as a condition of sale.

2. Council will not advertise any lot for sale but will consider offers that meet with Council's strategic position.

Recommendations - Lots 7 and 90 - Residential

3. Council will consider offers to purchase either lot 7 or lot 90, or a lot subdivided from this land, for the construction of a residence.
4. Council retain at least 1 lot for possible future residential requirements.
5. Council will investigate the costs and requirements to subdivide Lots 7 and 90 into 3 lots.
6. Council will investigate the costs and requirements to fill in the dam on Lot 7 in order to build on or nearby the current site of the dam.

Recommendations - Lots 92 and 9 – Industrial Commercial

7. Council will consider offers to purchase either or both lot 7 and/or lot 90 for the construction and establishment of business premises.
8. Council will investigate the costs and requirements to provide utility services to lot 9.

Lots 8 and 91 – Short Term Tourist Accommodation

9. Council will investigate the costs and requirements to complete a separate feasibility study investigates establishing Short Term Tourist Accommodation to be operated by Council. As part of such as study Council will consider:
 - the use of the existing residence on lot 91 for a purpose associated with the Short Term Tourist Accommodation; and
 - a staged approach to the development.
10. Council will sell, if a purchaser can be located, or demolish the existing shed structure on Lot 8.

9.3 MANAGER OF WORKS AND SERVICES:

Nil

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

11.1.1 Urgent Business – Sale of Toyota Corolla

Applicant:	N/A
File Ref. No:	ADM182
Disclosure of Interest:	Nil
Date:	19 th February 2019
Author:	Gary Sherry
Attachments:	Nil

Summary

Council is to consider reviewing urgent business relating to resolution of the sale process for Council's Toyota Corolla sedan.

Background - Nil

Comment

Staff are attempting to have the Agenda prepared at least a week before each Council Meeting. In completing this schedule, business of an urgent nature will arise from time to time in particular where commercial activities within the district would be delayed by Council not considering the item.

Statutory Environment

Shire of Cuballing – Standing Orders Local Law 1999 – Section 3.10:
3.10 Urgent Business Approved By the Person Presiding or by Decision

In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.

Strategic Implications - Nil

Policy Implications

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. to not consider the urgent business.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2019/12:

That Council consider the urgent business relating to resolution of the sale process for Council's Toyota Corolla sedan.

Moved: Cr Haslam

Seconded: Cr Bradford

Carried 5/0

11.1.2 Sale of Toyota Corolla Sedan

Applicant: N/A
File Ref. No: ADM 182
Disclosure of Interest: Nil
Date: 23rd January 2019
Author: Bronwyn Dew, Deputy CEO
Attachments: Nil

Summary

Council is to consider the sale of Council's Toyota Corolla Sedan to Narrogin Toyota for a price of \$15,500 (GST Exclusive).

Background

Council purchased its Toyota Corolla Sedan in the 2016/2017 financial year for \$24,354.00. The vehicle formed part of the then Deputy Chief Executive Officer's salary package and was used by the Deputy Chief Executive Officer and Administration staff.

Comment

As the current Deputy Chief Executive Officer chooses to reside outside the Shire of Cuballing, Council chose to negotiate a salary package that did not involve private use of a vehicle.

Currently the vehicle is intermittently used for administrative tasks and is stored in the Shire Depot. The Officer's Recommendation proposes the sale of the vehicle and the administrative tasks being met by the staff use of the CEO's vehicle or another Shire vehicle as required.

The value of the vehicle is estimated by:

- Carsales.com.au to be between \$18,200 and \$20,300 depending on the condition. This valuation assumes 30,000 km when the vehicle has driven 45,000; and
- By Redbook at between \$19,500 and \$20,000 in very good condition.

Council has received a quotation from Narrogin Toyota to purchase the vehicle for \$15,500 (GST Inclusive).

Council can also choose to sell the vehicle by auction through a range of action providers. These providers can choose to sell the vehicle by auction, with the vehicle to be picked up from Cuballing. It is also possible for Council to offer the vehicle through the auction with a reserve value.

Selling the vehicle privately has risks to Council of:

- deterioration in the value of the vehicle over the time a buyer is being sought;
- costs of maintaining the vehicle in saleable condition;
- the costs of advertising the vehicle for sale; and
- legal issues over the sale of the vehicle problems over the

Strategic Implications - Nil

Statutory Environment

Local Government Act 1995

3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Local Government (Functions and General) Regulations 1996

30. Dispositions of property excluded from Act s. 3.58

- (1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.
-
- (3) A disposition of property other than land is an exempt disposition if —
 - (a) its market value is less than \$20 000; or
 - (b) it is disposed of as part of the consideration for other property that the local government is acquiring for a consideration the total value of which is not more, or worth more, than \$75 000.

Policy Implications

Council has delegated the following authority in relation to the Sale of Surplus Equipment, Materials and Scrap.

This delegation has not been used in this matter because Shire staff and close relations to Shire staff submitted offers. The Officer has declared an Impartiality Interest in this matter.

W7: Sale of Surplus Equipment, Materials and Scrap

The Chief Executive Officer is delegated the authority to sell by the holding of a surplus goods sale at Council's Depot or any other fair means, items of surplus equipment, materials, tools, etc which are no longer required, are outmoded, or are no longer serviceable.

Guidelines

This delegation applies only to items with a sale value less than \$2,000.

Financial Implications

In considering this offer for the Toyota Corolla Sedan Council should recognise that:

- the vehicle is currently stored at the Shire Depot in an open area.
- the vehicle is currently used for administration staff to make the weekly trip to Narrogin for banking purposes but is otherwise unused.

It should be expected that the condition, and therefore value of the vehicle will deteriorate in this situation.

Economic Implications – Nil

Social Implications – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

The Council can resolve:

1. the Officer's Recommendation;
2. to sell the Toyota Corolla Sedan by private treaty, with Council obtaining additional quotations for the sale;
3. to sell the Toyota Corolla Sedan by private treaty by auction or tender;
4. to not sell the Toyota Corolla Sedan; or
5. defer and seek additional information stating the reasons for such decision.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council sell the Toyota Corolla Sedan to Narrogin Toyota for \$15,500 (GST Inclusive).

COUNCIL DECISION – 2019/13:

That Council delegate to the Chief Executive Officer the authority to dispose of the Toyota Corolla Sedan to the highest quotation received for the sale of that vehicle of at least 3 quotations received.

Moved: Cr Bradford

Seconded: Cr Newman

Carried 5/0

Council did not resolve the Officer's Recommendation to ensure that Council obtains the highest value for this transaction.

Mr Lewis left the Meeting at 4.35pm.

Mr Sherry declared a Direct Financial Interest in 12.1.1 in that it is his employment contract that is being considered and left the meeting at 4.35pm.

12. CONFIDENTIAL MATTERS:

12.1.1 Chief Executive Officer's Employment Contract Renewal

COUNCIL DECISION – 2019/14:

That Council:

- 1. renew the appointment of Mr Gary Allan Sherry as Chief Executive Officer of the Shire of Cuballing under the terms and conditions included in the employment contract included at Attachment 12.1.1A Draft CEO's Employment Contract; and**
- 2. authorise the signing and sealing of the employment contract included at Attachment 12.1.1A Draft CEO's Employment Contract.**

Moved: Cr Newman

Seconded: Cr Haslam

Carried 5/0

13. NEXT MEETING

Ordinary Council Meeting, 2.00pm, Wednesday 20th March 2019 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14. CLOSURE OF MEETING:

There being no further business, the Shire President, Cr Conley, closed the meeting at 4.40pm.