



*Mukinbudin - Classic, Dry, Red*

**Shire of Mukinbudin**

**Ordinary Council Meeting**

**AGENDA**

**TO BE HELD IN THE COUNCIL CHAMBERS AT  
15 MADDOCK STREET, MUKINBUDIN  
COMMENCING AT 1.00pm MONDAY 23<sup>rd</sup> OCTOBER 2017**

**Dirk Sellenger  
CHIEF EXECUTIVE OFFICER**

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No responsibility whatsoever is implied or accepted by the Shire of Mukinbudin for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mukinbudin 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 or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting 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 intimation of approval made by a member or officer of the Shire of Mukinbudin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mukinbudin. The Shire of Mukinbudin warns that anyone who has any application lodged with the Shire of Mukinbudin must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mukinbudin in respect of the application.

**ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

Dirk Sellenger  
**CHIEF EXECUTIVE OFFICER**

## **Table of Contents**

### **1. Declaration of Opening**

### **1. SWEARING IN OF COUNCILLORS**

The Chief Executive Officer will preside over the swearing in ceremony of newly elected councillors.

In accordance with Section 2.29 of the Local Government Act 1995, Councillors elect will each in turn take the Oath of Allegiance/Affirmation of Allegiance, read and signed the declaration to the Office of Councillor in the presence of the Chief Executive Officer as per the requirements of the Act.

The *Oaths, Affidavits and Statutory Declarations Act 2005* and Schedule 2 of that Act list the authorised people who can witness declarations.

These are –

#### **Schedule 2 — Authorised witnesses for statutory declarations**

21. The chief executive officer or deputy chief executive officer of a local government.

22. A member of the council of a local government within the meaning of the *Local Government Act 1995*.

### **1.1. ELECTION OF PRESIDENT**

The election of the President will be conducted by the CEO.

The procedure for electing a Shire President is set out in Schedule 2.3, Division 1, of the Local Government Act 1995. The process will be as follows:

- Nominations for the office are to be received in writing to the Chief Executive Officer before the meeting, or during the meeting before the close of nominations. Nominations close at the meeting at a time announced by the Chief Executive Officer.
- Councillors are to vote on the matter by secret ballot as if they were electors voting at an election. The votes cast are to be counted, and the successful candidate determined in accordance with Schedule 4.1 of the Local Government Act 1995.
- If two or more candidates receive the same number of votes, so that no candidate has the greatest number of votes, the count is to be discontinued and the meeting is to be adjourned for not more than seven days.
- Should this occur, it is intended to initially adjourn the meeting for ten minutes, and then resume the meeting. Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes. When the meeting resumes the councillors are to vote again.

- The Chief Executive Officer is to declare and give notice of the result in accordance with regulation IIF of the Local Government (Constitution) Regulations 1998 (***see attached***).
- Following the announcement of the successful candidate a swearing in of the newly elected President will take place.

The Shire President then takes up the position of presiding member for the remainder of the meeting.

## **1.2. ELECTION OF DEPUTY PRESIDENT**

The election of the Deputy President will be conducted by the President.

The procedure for electing a Shire Deputy President is set out in Schedule 2.3, Division 1, of the Local Government Act 1995 (***see attached***). The process will be as follows:

- Nominations for the office are to be received in writing to the Chief Executive Officer before the meeting, or during the meeting before the close of nominations. Nominations close at the meeting at a time announced by the President.
- Councillors are to vote on the matter by secret ballot as if they were electors voting at an election. The votes cast are to be counted, and the successful candidate determined in accordance with Schedule 4.1 of the Local Government Act 1995.
- If two or more candidates receive the same number of votes, so that no candidate has the greatest number of votes, the count is to be discontinued and the meeting is to be adjourned for not more than seven days.
- Should this occur, it is intended to initially adjourn the meeting for ten minutes, and then resume the meeting. Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes. When the meeting resumes the councillors are to vote again.
- The Chief Executive Officer is to declare and give notice of the result in accordance with regulation IIF of the Local Government (Constitution) Regulations 1998.
- Following the announcement of the successful candidate a swearing in of the newly elected Deputy President will take place by the CEO or President.

## **2. Public Question Time**

- 2.1 Response to previous questions taken on notice
- 2.2 Declaration of Public Question time open
- 2.3 Declaration of public time closed



### **3. Record of Attendance, apologies, approved leave of absence**

- 3.1 Present
- 3.2 Apologies
- 3.3 On Leave of Absence
- 3.4 Staff
- 3.5 Visitors
- 3.6 Gallery
- 3.7 Applications for leave of absence

### **4. Petitions, Deputations, Presentations**

- 4.1 Petitions
- 4.2 Deputations
- 4.3 Presentations

### **5. Announcements by the presiding member without discussion**

### **6. Confirmation of minutes of previous meetings**

#### **6.1 Confirmation of Minutes of Ordinary Meeting held on 20<sup>th</sup> September 2017**

### **7. Reports of Committees and Officers**

#### **7.1 Work Supervisor's Report**

- 7.1.1 Works Report – September 2017

#### **7.2 Community Development Officer's Report**

- 7.2.1 Community Development Officer's Report – September 2017
- 7.2.2 Railway Station – Kitchen Renovations

#### **7.3 Environmental Health/Building Surveyor Officer's Reports**

- 7.3.1 Environmental Health Officer's Report – September 2017

#### **7.4 Swimming Pool Manager Report**

- 7.4.1 Swimming Pool Manager's Report – September 2017

#### **7.5 Manager of Finance Reports**

- 7.5.1 List of Payments – September 2017
- 7.5.2 Monthly Statement of Financial Activity – September 2017

#### **7.6 Chief Executive Officer's Reports**

- 7.6.1 NEWROC Council Meeting Minutes 26<sup>th</sup> September 2017
- 7.6.2 CEACA Committee Meeting Minutes
- 7.6.3 CEACA Special Committee Meeting Minutes
- 7.6.4 Local Health Advisory Group Meeting Minutes

- 7.6.5 Designated Senior Staff Members – Policy Amendment
- 7.6.6 Mukinbudin Café – Request for early Release from Lease
- 7.6.7 Mukinbudin Medical Centre Land Exchange – Deed Signing and Use of Common Seal
- 7.6.8 Officer to Purchase – Portion Lot 204 Mukinbudin
- 7.6.9 Audit Committee Establishment
- 7.6.10 Bituminous Surfacing Application 2017/2018
- 7.6.11 Nomination of Councillors to Standing Committees/Portfolios and External Organisations
- 7.6.12 Related Party Disclosure Policy
- 7.6.13 Request For Dogs Exceeding Local Law Maximum \*CONFIDENTIAL ITEM\*
- 7.6.14 CEACA Constitution Endorsement

**8. Correspondence and Information Report**

8.1 Nil

**9. Elected members Motions of which previous notice has been given**

9.1 Nil

**10. Urgent Business without notice (with the approval of the President or meeting)**

10.1 Nil

**11. Dates to Remember**

11.1 See attached list

**12. Closure of Meeting**

12.1 Closure of Meeting

## **AGENDA**

Agenda of the Ordinary Meeting of Council to be held in Council Chambers, Maddock Street, Mukinbudin on 23<sup>rd</sup> October 2017.

### **1. Declaration of Opening**

- 1.1** The Shire President to declare the Meeting open at 1.\_\_pm

### **2. Public Question Time (min 15 minutes)**

- 2.1** Response to previous questions taken on notice.  
Nil

- 2.2** Declaration of public question time opened (minimum 15 mins)

The Shire President will declare public question time open.

- 2.3** Declaration of public question time closed

The Shire President will declare public question time closed.

### **3. Record of attendance, apologies and approved leave of absence**

- 3.1** Present:  
3.1.1

- 3.2** Apologies:  
3.2.1

- 3.3** On leave of absence:  
3.3.1

- 3.4** Staff:  
3.4.1

- 3.5** Visitors:

- 3.6** Applications for leave of absence:  
3.6.1 Request for leave of absence

### **4. Petitions, deputations and presentations**

- 4.1** Petitions

4.2 Deputations

4.3 Presentations

**5. Announcements by the Presiding person without discussion**

5.1

**6. Confirmation of the Minutes of previous meetings**

6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 20<sup>th</sup> September 2017.

**Voting Requirement**

Simple Majority

**OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That the Minutes of the Ordinary Meeting of Council held on the 20<sup>th</sup> September 2017 be accepted as a true and correct record of proceedings.**

**Carried /**

## 7.1 Works Supervisor's Report

7.1.1 Works Supervisor's Report September 2017	
Location:	Whole of Shire
File Ref:	ADM
Applicant:	Nil
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Allan Monson, Acting Works Supervisor
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

### Town Works:

- Three sections of footpath repairs on Ferguson Street – completed.
- Concrete pad at Shire Administration Office for Generator – Completed.
- Footpaths at Caravan Park plus 2 parking bay pads – Completed.
- Wash down bay at Depot – Completed
- New mulch for garden beds – 40% completed.
- Cleaning out of drains, inlets, outlets and culverts of several streets – work carried out by Phil Smith.
- Shade sails at Complex are being repaired. Also shade sail at Lions Park. One new sail is required at the Complex.
- Scrap steel has been cleaned up at the Depot and now starting on the rubbish tip.
- All other town works are ongoing.

### Road Crew:

- Bonnie Rock Lake Brown Road – re-sheeting guide post signs completed.
- Barbalin North Road – started windrowing gravel, ready for re-sheeting road crew to start on Tuesday 24<sup>th</sup> October.
- So far all of our work carried out on the Barbalin North Road has been carried out with Shire equipment only.

### Maintenance Grading:

- Morrison Road
- Popes Hill North
- Popes Hill South
- Quanta Cutting North
- Cookinbin Road
- Dandanning Road
- Squire Road
- Karomin Road
- Motts Alley – the grader has been sent back to regrade this road

### Repairs:

- CAT M Grader P461 - hydraulic hose repair
- Mitsubishi 6 Wheeler P279 – 10,000km service

- ISUZU Light Truck P289 - replacement radio and reverse camera, satellite navigation (Warranty)
- Back Hoe P317 electrical fault
- Vibe roller P420 had 250hr service
- Cat 12H grader P301 replace hydraulic steering hose

### Electrical Inspection

- Ongoing



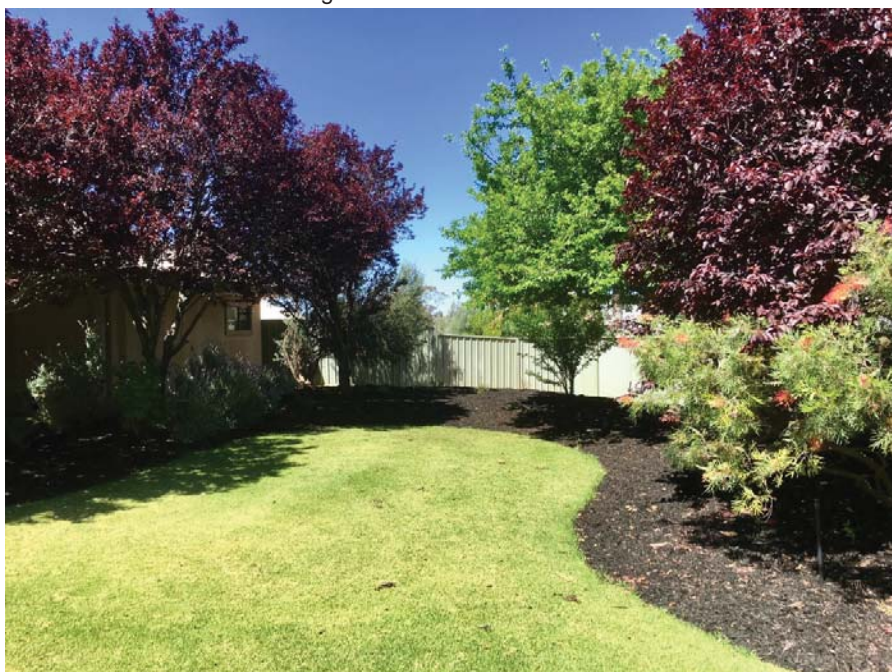
Bonnie Rock Lake Brown Road







Mulch in Administration Office garden



Repaired fence at Administration Office garden



Generator – painted and on new concrete pad

#### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council receive the Works Report for September 2017.**

**Carried /**



Plant No	Plant Item	Rego No	Opening Hrs / Kms	Closing Hrs / Kms /	Total Hrs or Kms for month	Utilisation since July 2017
P433	2014 Toyota Prado	1 MBL	113,820	117,641	3,821	14,252
P312	2016 Mitsubishi Outlander	MBL 1	11,504	13,271	1,767	6,889
P313	2017 Ford Ranger Ute – Town Leading Hand	MBL 1071	1,817	2,652	835	2,652
P291	2015 Ford Ranger – Road Crew	MBL 1000	30,157	31,629	1,472	9,492
P311	2016 Isuzu D-Max Works Supervisor	MBL 2	28,445	33,300	4,855	17,159
P279	2002 Mitsubishi 6 wheeler	MBL 696	338,516	339,690	1,174	3,867
P281	2002 Coaster Community Bus	0 MBL	119,000	119,680	680	3,918
P369	2008 DAF Prime Mover MBL250	MBL 250	243,625	245,311	1,686	5,507
P289	2015 Isuzu Light Truck Mtce Grader Driver	MBL 405	32,226	32,813	587	7,146
P317	2002 Komatsu Backhoe	MBL 1091	7,407	7,429	22	89
P403	2010 New Holland Tractor	MBL 1463	2,669	2,669	0	117
P216	2014 John Deere Tractor	MBL 244	441	447	6	42
P469	2015 Toyota Hiace Van -Mtce Officer	MBL 180	35,038	37,538	2,500	8,100
P301	2004 CAT 12H Grader	MBL 100	10,588	10,721	133	435
P461	2014 CAT 12M Grader	MBL 251	2,851	2,930	79	475
P411	2011 Hino 614	MBL 1070	42,944	43,436	492	2,669
P410	2011 Hino 816	MBL 150	105,008	105,766	758	3,714
P344	2006 CAT 938 Loader	MBL 1424	11,058	11,110	52	266
P420	2008 CAT Vibe Roller	MBL 1677	5,227	5,296	69	134
P462	2014 Dynapack Multi Tyre Roller	MBL 811	591	591	0	2
P449	2011 CAT Skid Steer	MBL 1724	1,379	1,388	9	50
P377	Toro Mower	MBL 386	3,054	3,059	5	3059
P383	Kubota 28KVA Generator		N/A	3,536	-	15

## 7.2 Community Development Officer

### 7.2.1 Community Development Officer's Report – September 2017

Location:	Shire of Mukinbudin
File Ref:	CS.GR.1
Applicant:	Nola Comerford-Smith, Community Development Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Nola Comerford-Smith, Community Development Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

#### Funding Applications in Progress:

- Purpose built Childcare Centre
- Softfall and play equipment for Lion's Park
- Community Pool Revitalisation Fund

#### Funded Projects:

- Mental Health Week – a Planning & Development Group event held Friday 13<sup>th</sup> October at the Mukinbudin Golf Club with guest speaker Paula Constant.
- WA Seniors Week – for the annual Seniors dinner will be held on Friday November 3<sup>rd</sup> at the Sports Complex.
- Stronger Communities – lighting for Hockey Field - \$10,000

## COMMUNITY PORTFOLIOS – OTHER PROJECTS

#### Community Garden –

A Wicking Bed and edible weeds workshop is being held on Saturday 21<sup>st</sup> October with Gaia's Organic in the Community Garden. There are 18 participants signed up for the workshop.

#### Spring Festival –

A debrief meeting was held on Monday 16<sup>th</sup> October. A decision was made to hold the event in 2018, and funding will be applied for to support the Planning & Development Group. A planning meeting is to be set to make a concise program for 2018.

#### Seniors Dinner -

This is planned for Friday 3<sup>rd</sup> November, with \$1,000 funding through WA Seniors Week, and otherwise sponsored by Council. Abi Farina is catering, music will be provided by The York Boys, and a Caricaturist will do 5 minutes sketches of guests.

#### Mukinbudin Planning & Development Group –

Funding was been received through Western Australian Association of Mental Health of \$1,000 which subsidised a community event on Friday 13<sup>th</sup> October at the Mukinbudin Golf Club. Paula Constant was the guest speaker, who walked across the Sahara Desert with just a couple of camels and a local guide.



### **Sports Complex**

Wire rope has been installed on the ceiling in the Sports Complex Function Room to allow decorations to be hung for events. Currently there are limited options for supporting decorations as the acoustic ceiling cannot be used.

### **Meetings Attended/Events Organised**

- Thursday 21<sup>st</sup>, 28<sup>th</sup> September, 12<sup>th</sup>, 19<sup>th</sup> October – Tai Chi
- Tuesday 10<sup>th</sup> October – CRC Meeting
- Friday 13<sup>th</sup> October – P&D Paula Constant event
- Monday 16<sup>th</sup> October – P&D Meeting
- Saturday 21<sup>st</sup> October – Community Garden Workshop

### **Financial Implications**

Nil

### **Strategic & Social Implications**

Nil

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**That Council receives the Community Development Officer's report for September 2017.**

**Moved:**

**Seconded:**

**Carried: /**

<b>7.2.2 Railway Station – Renovation of Kitchen</b>	
Location:	Railway Station, Shadbolt Street, Mukinbudin
File Ref:	ADM 129
Applicant:	Nola Comerford-Smith – Community Development Officer
Date:	17 October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger – Chief Executive Officer
Author:	Nola Comerford-Smith – Community Development Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To present to Council a request from the Mukinbudin Planning & Development Group to renovate the plumbing and electrical fittings in the old Railway Building.

### **Background Information**

The following letter was received from Planning & Development:

16/10/2017  
Mukinbudin Planning and Development Group

Shire Of Mukinbudin  
15 Maddock Street  
Mukinbudin W.A 6479

Dear Dirk and Councillors Elect,  
We are writing on behalf of the Mukinbudin Planning & Development Group and general Community requesting, plumbed water, sink facilities and electrical check to fix wiring in the Railway station building.  
The railway building has been used specifically for the spring festival over the past 20 years and hopefully will continue to do so going forward into the future. We believe this building would be utilised in more ways if the water was connected and a simple stainless-steel workbench with sink was placed into the kitchen area. These stainless-steel work benches with sink can be purchased for as little as \$600.00  
The Planning & Development Group would be more than willing to assist in any busy bees to renew the kitchen to make it user friendly bringing it into the 21<sup>st</sup> century.  
We look forward to your response,  
Yours Sincerely,  
Mukinbudin Planning & Development Group



**Officer Comment**

The Railway Station building has been used as a part of the Mukinbudin Spring Festival over the past 21 years including serving tea, coffee and cake which has been a challenge considering the lack of running water for washing dishes, filling urns and cleaning. The electricity supply is not sufficient for supporting lighting and electrical items such as urns. The building has the potential to be utilised for social events if renovations are made.

**Strategic & Social Implications**

Nil

**Consultation**

Dirk Sellenger – Chief Executive Officer

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Council has made no allowancing the 2017/2018 Budget for costs associated with the improvements as requested by the Planning & Development Group.



Railway side of building





Street view of building

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved:**

**Seconded:**

**That Council consider the request from Mukinbudin Planning & Development Group to upgrade electrical and plumbing works in the Railway Station and prepare a detailed costing to be considered by Council for a possible budget amendment at the November 2017 Ordinary Council Meeting.**

**Carried: /**

### 7.3 Principal Environmental Health Officer Monthly Report

<b>7.3.1 Monthly Report of the Principal Environmental Health Officer</b>	
Location:	Mukinbudin
File Ref:	ADM 330
Applicant:	Peter Toboss, Principal Environmental Health Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer:	Peter Toboss, Principal Environmental Health Officer
Author:	Peter Toboss, Principal Environmental Health Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

#### **Background**

Monthly Report of the Principal Environmental Health Officer

#### **Food Shop and Public Buildings Inspections:**

Nil

#### **Local Businesses Food Register Update:**

Mukinbudin Hotel, Mukinbudin News and Post have all updated their details and food handling activities as required under the Food Act 2008.

#### **Waste & Recycle 2017 Conference:**

The PEHO attended the Waste and Recycle 2017 Conference on 13, 14 and 15 September 2017 in Perth. The conference was successful and it covered a diverse range of issues such as the new container deposit scheme program, littering and illegal dumping, recycling of plastic and E-Waste. There was also a session discussion on standards of rural and regional landfills where the panellists stressed the need for improvement in management and waste recovery.

#### **2016-17 Waste and Recycling Local Government Census:**

The annual waste census from the Department of Water and Environmental Regulation was completed and sent. This waste census is conducted annually and completion of the census is a Waste Authority requirement for any local government wishing to access funding from the Waste Avoidance and Resource Recovery Account.

Current funded programs include the Better Bins Program, Household Hazardous Waste and the Recycled Construction Products Program.

#### **Health Notice on 42 Maddock Street, Mukinbudin**

Ongoing follow up with the owners.

#### **Disability Access and Inclusion Plan (DAIP):**

The Principal Environmental Health Officer continues the review of DAIP. The Shire's DAIP 2012 – 2017 is now due and the steps for developing and reviewing the DAIP for 2017 – 2022 were discussed and progress will be ongoing.

#### **Consultation**

CEO - Chief Executive Officer, Dirk Sellenger

CDO - Community Development Officer, Nola Comerford-Smith

*Public Health Act.2016*

*Health (Miscellaneous Provisions) Act 1911*

*Food Act 2008*

#### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council receive the Principal Environmental Health Officer's Report for September 2017.**

**Carried /**



## 7.4 Mukinbudin Aquatic Centre

<b>7.4.1 Swimming Pool Manager's Report – September 2017</b>	
Location:	Mukinbudin Aquatic Centre
File Ref:	ADM 064
Applicant:	Simon Comerford – Swimming Pool Manager
Date:	20 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger – Chief Executive Officer
Author:	Simon Comerford – Swimming Pool Manager
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

- The scheduled opening date for the Pool November 1st and we are on target to meet this timeline.
- Have completed the Pool Ops Assessment and crossing my fingers in the hope that it is signed off in time for opening.
- Have spent approximately 6 hours with Shannon. Shannon has been very helpful not only with training, but with texts and queries at all hours.
- Pump 1 ran dry two weeks ago as the power restricter bypasses the automatic shut off. WetDeck was called and sent out to replace the mechanical seals which were the problem. It now runs seamlessly and it has been decided that this will no longer run with a restriction.
- Chemical levels are at 4ppm Chlorine and 7.7ppm pH. Suitable for swimming.
- Pool is nearing an operationally clean level. The most time efficient cleaner has been out of use but an Electrician will be replacing 30m of cord so that we can have it operating again.
- Grassed areas received minimal maintenance during the off-season but are now getting close to being presentable. Mowed, fertilised, sprayed and partially edged. Should be completed by the time of this meeting. A new mower and snipper were purchased. Life savers!
- Weeds have been sprayed and will be sprayed again before opening.
- Sails were erected on Tuesday with the help of Works Staff.
- Peter Toboss (EHO) has been to assess the canteen. He has deemed it unfit for production of deep frying and hot food production onsite. Has approved my home kitchen for offsite catering.
- Attended a Pool Seminar in Quairading on Thursday 19<sup>th</sup> October. Was great to meet 37 other people in the industry and gained some valuable contacts, especially those from neighbouring Pools. Quairading have had a \$3 million renovation to their 33m (now 25m) Pool. Looks fantastic though their grasses aren't as good as ours.
- Staff have found two pie warmers to be used instead of microwaves. Food can now be on display and meet Peter Toboss's requirements.
- A shelf has been replaced in the women's change room and made a larger one for the canteen for the pie warmer to sit on.
- The Concourse sweeper has finally been returned to the Pool and is working well.
- 2 new Barbecues have been purchased. Some black mats for these to sit on have also been purchased for them to sit on and avoid marking the Paving.
- New speakers have been purchased for the pool I believe, and will be installed within the next fortnight.
- The Ladder from the Balance Tank was completely rusted through. It has been taken to Muka Steel to construct a new one from stainless steel for better longevity.
- New tables (4), chairs (12) and umbrellas (4) have been delivered to the Pool. These will be placed outside the canteen to create a warm and welcoming atmosphere. They will be placed in a way that vision is not impaired from the Canteen to the Kids or the Main Pool.
- Will be meeting with Mukinbudin District High School Principal, Jamie Mawer on Monday 23<sup>rd</sup> October to discuss swimming lessons.
- New uniforms have been ordered.
- Jobs to still be completed include; final cleaning of the pool, painting of the change rooms, change room/toilet maintenance, painting of non-slip on the diving board, grass edging, tree pruning/removing, stocking of the Canteen and final housekeeping.

*Various Swimming Pool photos*





Pool Seminar in Quairading

#### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved:**

**Seconded:**

**That Council receive the Swimming Pool Manager's report for September 2017.**

**Carried: /**

## 7.5 Finance

<b>7.5.1 List of Payments – September 2017</b>	
Location:	Mukinbudin
File Ref:	ADM 007
Applicant:	Edward Nind – Acting Manager Finance
Date:	20 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Edward Nind – Acting Manager Finance
Author:	Edward Nind – Acting Manager Finance
Voting Requirements	Simple Majority
Documents Attached	List of Payments including pays – September 2017 (4 Pages)
Documents Tabled	Nil

***If a Councillor has any questions regarding the enclosed finances, please see the Manager of Finance prior to the meeting so that a researched answer may be provided.***

### **Summary**

List of payments for approval

### **Background Information**

A list of payments submitted to Council on 23<sup>rd</sup> October 2017, for confirmation in respect of accounts already being paid or for the authority to those unpaid. (Please refer to Payment listing submitted as a separate attachment)

### **Officer Comment**

Standard process of obtaining Council endorsement of payments.

### **Strategic & Social Implications**

N/A

### **Consultation**

N/A

### **Statutory Environment**

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

### **Policy Implications**

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

### **Financial Implications**

All payments have been made in accordance with the 2017/2018 Budget.

**OFFICER RECOMMENDATION****Council Decision Number –****Moved: Cr****Seconded: Cr****That the list of payments to today's meeting for;****Municipal Fund:****Muni EFT2635 – EFT2694 (\$306,380.73)****Muni Cheques 31548 - 31555 (\$24,583.79)****Direct Debits (Pays, superannuation, loan, vehicle purchase  
and leases) DD3836.1 – DD3880.1 (\$87,224.39)****Total Municipal Fund (\$418,188.91)****Trust Fund:****Trust EFT's (\$0.00)****Trust Cheques (\$0.00)****Trust Direct Debits (Licensing) DD3822.1 – DD3905.1 (\$27,050.90)****Total Trust Fund (\$27,050.90)****made in September 2017, be passed for payment.****Carried /**



## MUNI EFT PAYMENTS

EFT	Date	Name	Description	Amount	26 Total
<b>EFT2635</b>	<b>04/09/2017</b>	<b>BENDIGO BANK MASTERCARD</b>	<b>Credit Card Payment for August 2017</b>		<b>\$ 1,486.26</b>
INV AUG CC 2017	31/08/2017	BENDIGO BANK MASTERCARD	Office Flag; Refreshments LGC; Parking Fees; Farewell Gift; 1MBL Plate remake; Meat Tree Planting; Card Fee	1,486.26	
<b>EFT2636</b>	<b>06/09/2017</b>	<b>SHIRE OF MERREDIN</b>	<b>CEACA</b>		<b>\$ 93,033.34</b>
INV M8580	24/08/2017	SHIRE OF MERREDIN	CEACA Executive Meeting 3/8/2017	800.00	
INV M8326	24/08/2017	SHIRE OF MERREDIN	CEACA	92,233.34	
<b>EFT2637</b>	<b>06/09/2017</b>	<b>ABI FARINA</b>	<b>Catering lunch for Shire Council meeting 16/8/2017</b>		<b>\$ 360.00</b>
INV 04092017	04/09/2017	ABI FARINA	Catering lunch for Shire Council meeting 16/8/2017	360.00	
<b>EFT2638</b>	<b>06/09/2017</b>	<b>ABSOLUTELY ALL ELECTRICAL</b>	<b>Various Electrical Works</b>		<b>\$ 263.97</b>
INV 0054	26/08/2017	ABSOLUTELY ALL ELECTRICAL	Replace RCD at 4 Salmon Gum Alley - W10153	121.28	
INV 0055	26/08/2017	ABSOLUTELY ALL ELECTRICAL	Install new main earth at main switch board at Shire Office	142.69	
<b>EFT2639</b>	<b>06/09/2017</b>	<b>CENTRAL EAST AGED CARE ALLIANCE (INC)</b>	<b>Annual subscription 17/18 and Consultancy &amp; Project fund</b>		<b>\$ 15,400.00</b>
INV 30	23/08/2017	CENTRAL EAST AGED CARE ALLIANCE (INC)	Annual subscription 17/18 and Consultancy & Project fund	15,400.00	
<b>EFT2640</b>	<b>06/09/2017</b>	<b>COPIER SUPPORT</b>	<b>Meter reading for copier Canon iR ADV C 5250</b>		<b>\$ 1,470.90</b>
INV MUK04 119	24/08/2017	COPIER SUPPORT	Meter reading for copier Canon iR ADV C 5250	1,470.90	
<b>EFT2641</b>	<b>06/09/2017</b>	<b>COURIER AUSTRALIA/TOLL IPEC</b>	<b>Freight for various items</b>		<b>\$ 345.65</b>
INV 0258	21/07/2017	COURIER AUSTRALIA/TOLL IPEC	Freight for Jason Signs 14/7/17 Ref 219840	10.44	
INV 260	04/08/2017	COURIER AUSTRALIA/TOLL IPEC	Transport Jason Signs Ref 220470	13.11	
INV 259	28/07/2017	COURIER AUSTRALIA/TOLL IPEC	Transport - Jason Signs Ref 220091, 220228	22.11	
INV 261	25/08/2017	COURIER AUSTRALIA/TOLL IPEC	Freight for various items	299.99	
<b>EFT2642</b>	<b>06/09/2017</b>	<b>D&amp;D TRANSPORT</b>	<b>Transport for Jason Signs</b>		<b>\$ 81.95</b>
INV 54297	09/06/2017	D&D TRANSPORT	Transport for Jason Signs	81.95	
<b>EFT2643</b>	<b>06/09/2017</b>	<b>HUTTON &amp; NORTHEY</b>	<b>Various Plant Repairs</b>		<b>\$ 9,607.05</b>
INV 02-677957	29/08/2017	HUTTON & NORTHEY	Check electrical fault CAT 12H Grader - W10119	1,528.73	
INV 02-677917	28/08/2017	HUTTON & NORTHEY	Carry out service CAT H Grader 250hrs -W10101	4,487.65	
INV 02-677915	28/08/2017	HUTTON & NORTHEY	Check back hoe motor - Muka/Wialki Rd - W10093	842.82	
INV 02-677271	14/08/2017	HUTTON & NORTHEY	Replace blow H/D hose CAT M Grade - W10094	1,067.17	
INV 02-677273	14/08/2017	HUTTON & NORTHEY	Supply and fit tail lights 6 wheeler - W10102	1,515.68	
INV 02-676250	25/07/2017	HUTTON & NORTHEY	Truck and Trailer inspection	165.00	
<b>EFT2644</b>	<b>06/09/2017</b>	<b>JASON SIGNMAKERS</b>	<b>Jason Signs supplies - W10105</b>		<b>\$ 4,371.02</b>
INV 180624	28/08/2017	JASON SIGNMAKERS	Jason Signs supplies - W10105	4,371.02	
<b>EFT2645</b>	<b>06/09/2017</b>	<b>LO-GO APPOINTMENTS</b>	<b>Permanent Placement Fee - E Nind</b>		<b>\$ 3,912.48</b>
INV 416228	27/07/2017	LO-GO APPOINTMENTS	Permanent Placement Fee - E Nind	3,912.48	
<b>EFT2646</b>	<b>06/09/2017</b>	<b>MERREDIN TELEPHONE SERVICES</b>	<b>Disconnect smoke detector at Mens Shed</b>		<b>\$ 291.50</b>
INV 6459	18/05/2017	MERREDIN TELEPHONE SERVICES	Disconnect smoke detector at Mens Shed	291.50	
<b>EFT2647</b>	<b>06/09/2017</b>	<b>MUKA TYRE MART</b>	<b>Various Plant Repairs</b>		<b>\$ 1,215.00</b>
INV 106008	31/07/2017	MUKA TYRE MART	4 x tyres for Toyota Prado P433	1,140.00	
INV 105640	03/07/2017	MUKA TYRE MART	Puncture repair side tipper trailer W10066	75.00	
<b>EFT2648</b>	<b>06/09/2017</b>	<b>MUKINBUDIN AGENCIES</b>	<b>Turf Spraying</b>		<b>\$ 1,441.00</b>
INV 1-000961	24/08/2017	MUKINBUDIN AGENCIES	Turf Spraying	1,441.00	
<b>EFT2649</b>	<b>06/09/2017</b>	<b>MUKINBUDIN CAFE</b>	<b>Refreshments 8/8/2017</b>		<b>\$ 30.00</b>
INV 10	08/08/2017	MUKINBUDIN CAFE	Refreshments 8/8/2017	30.00	
<b>EFT2650</b>	<b>06/09/2017</b>	<b>MUKINBUDIN HOTEL</b>	<b>Stump grinding at Caravan Park - W10111</b>		<b>\$ 280.00</b>
INV 8592469	23/08/2017	MUKINBUDIN HOTEL	Stump grinding at Caravan Park - W10111	280.00	
<b>EFT2651</b>	<b>06/09/2017</b>	<b>Mukinbudin Community Resource Centre</b>	<b>Meeting room hire for council lunch 16/8/17</b>		<b>\$ 25.00</b>
INV 1000	17/08/2017	Mukinbudin Community Resource Centre	Meeting room hire for council lunch 16/8/17	25.00	

**MUNI EFT PAYMENTS**

<b>EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>27 Total</b>
<b>EFT2652</b>	<b>06/09/2017</b>	<b>NORTHAM CARPET COURT</b>	<b>1 x vertical track (magnolia)</b>		<b>\$ 140.00</b>
INV 12419	24/08/2017	NORTHAM CARPET COURT	1 x vertical track (magnolia)	140.00	
<b>EFT2653</b>	<b>06/09/2017</b>	<b>R MUNNS ENGINEERING CONSULTING SERVICES</b>	<b>Snr Engineer Blackspot Project Application</b>		<b>\$ 308.00</b>
INV 064	19/08/2017	R MUNNS ENGINEERING CONSULTING SERVICES	Snr Engineer Blackspot Project Application	308.00	
<b>EFT2654</b>	<b>06/09/2017</b>	<b>STATE LIBRARY OF WA</b>	<b>Annual fee lost/damaged public library materials 17/18</b>		<b>\$ 220.00</b>
INV RI017132	30/08/2017	STATE LIBRARY OF WA	Annual fee lost/damaged public library materials 17/18	220.00	
<b>EFT2655</b>	<b>06/09/2017</b>	<b>THE GREEN EMU</b>	<b>Plants purchased by K Sippe</b>		<b>\$ 90.00</b>
INV 0038	02/08/2017	THE GREEN EMU	Plants purchased by K Sippe	90.00	
<b>EFT2656</b>	<b>06/09/2017</b>	<b>TRISSET BUSINESS FORMS</b>	<b>3000 secretive envelopes</b>		<b>\$ 330.00</b>
INV 11083	23/08/2017	TRISSET BUSINESS FORMS	3000 secretive envelopes	330.00	
<b>EFT2657</b>	<b>06/09/2017</b>	<b>TWO DOGS HOME HARDWARE</b>	<b>Basin set mirage chrome</b>		<b>\$ 193.00</b>
INV 759358	24/08/2017	TWO DOGS HOME HARDWARE	Valve, Primaflex, PVC Supa Strip	85.01	
INV 759357	24/08/2017	TWO DOGS HOME HARDWARE	Basin set mirage chrome	107.99	
<b>EFT2658</b>	<b>06/09/2017</b>	<b>VERNON CONTRACTING</b>	<b>3/7/2017 - 26/7/17</b>		<b>\$ 6,382.96</b>
INV 1007	28/07/2017	VERNON CONTRACTING	3/7/2017 - 26/7/17	6,382.96	
<b>EFT2659</b>	<b>06/09/2017</b>	<b>WESTRAC PTY LTD</b>	<b>Various Plant Repairs</b>		<b>\$ 426.14</b>
INV PI1542385	07/07/2017	WESTRAC PTY LTD	Step straps - W10070	298.52	
INV PI1542384	07/07/2017	WESTRAC PTY LTD	Belts, nuts, washers, bolt carriage - W10070	127.62	
<b>EFT2660</b>	<b>08/09/2017</b>	<b>A&amp;M MEDICAL SERVICES PTY LTD</b>	<b>Yearly service of swimming pool Oxy Viva</b>		<b>\$ 103.52</b>
INV 00004055	28/08/2017	A&M MEDICAL SERVICES PTY LTD	Yearly service of swimming pool Oxy Viva	103.52	
<b>EFT2661</b>	<b>08/09/2017</b>	<b>AUSTRALIA POST</b>	<b>Aust Post period ending</b>		<b>\$ 389.27</b>
INV 1006720874	03/09/2017	AUSTRALIA POST	Aust Post period ending 31/8/2017	348.96	
INV 1006639501	03/08/2017	AUSTRALIA POST	Aust Post period ending 31/7/2017	40.31	
<b>EFT2662</b>	<b>08/09/2017</b>	<b>AVON WASTE</b>	<b>Avon Waste July 2017</b>		<b>\$ 4,580.88</b>
INV 25614	31/07/2017	AVON WASTE	Avon Waste July 2017	4,580.88	
<b>EFT2663</b>	<b>08/09/2017</b>	<b>BENCUBBIN COMMUNITY RESOURCE CENTRE</b>	<b>Daily Vehicle Maintenance check list books W10159</b>		<b>\$ 136.00</b>
INV INV-0012	06/08/2017	BENCUBBIN COMMUNITY RESOURCE CENTRE INC	Daily Vehicle Maintenance check list books W10159	136.00	
<b>EFT2664</b>	<b>08/09/2017</b>	<b>DEPARTMENT OF FIRE AND EMERGENCY</b>	<b>17/18 ESL</b>		<b>\$ 31,958.00</b>
INV 145643	21/08/2017	DEPARTMENT OF FIRE AND EMERGENCY	17/18 ESL	31,958.00	
<b>EFT2665</b>	<b>08/09/2017</b>	<b>GERAGHTYS ENGINEERING &amp; AUTO ELECTRICS</b>	<b>Various Plant Repairs</b>		<b>\$ 4,782.99</b>
INV 52784	14/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	Supply and fi LED flashing lights W10074	1,151.28	
INV 52785	17/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	Supply and fit LED flashing lights to garden truck W10074	1,103.60	
INV 52765	03/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	Remove two way radio, revolving light, spotlights, electric brake	231.00	
INV 52799	24/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	Repairs to depot pressure cleaner W10091	676.39	
INV 52788	18/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	Please fit radio supplied, LED revolving light W10080	1,227.97	
INV 52783	14/07/2017	GERAGHTYS ENGINEERING & AUTO ELECTRICS	20000km service for P311 W10160	392.75	
<b>EFT2666</b>	<b>08/09/2017</b>	<b>GREAT SOUTHERN FUELS</b>	<b>Fuel - August 2017</b>		<b>\$ 13,974.82</b>
INV 00098513	31/08/2017	GREAT SOUTHERN FUELS	Fuel - August 2017	13,974.82	
<b>EFT2667</b>	<b>08/09/2017</b>	<b>J.R &amp; A. HERSEY PTY LTD</b>	<b>400L fuel tank with pump W10108</b>		<b>\$ 1,583.00</b>
INV 00041454	15/08/2017	J.R & A. HERSEY PTY LTD	400L fuel tank with pump W10108	1,583.00	
<b>EFT2668</b>	<b>08/09/2017</b>	<b>KTY ELECTRICAL SERVICES</b>	<b>Various Electrical Works</b>		<b>\$ 8,192.39</b>
INV 00014215	07/06/2017	KTY ELECTRICAL SERVICES	Install circuit breaker at Complex	394.35	
INV 00014238	15/06/2017	KTY ELECTRICAL SERVICES	Mukinbudin cafe urgent call out	297.00	
INV 00014413	12/08/2017	KTY ELECTRICAL SERVICES	Administration fees	76.04	
INV 00014456	08/09/2017	KTY ELECTRICAL SERVICES	Remove 21 old hi bay lights - Complex W10151	7,425.00	

**MUNI EFT PAYMENTS**

<b>EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>28 Total</b>
<b>EFT2669</b>	<b>08/09/2017</b>	<b>MARKETFORCE</b>	<b>Manager of Works advertisement</b>		<b>\$ 743.44</b>
INV 16219	31/08/2017	MARKETFORCE	Manager of Works advertisement	743.44	
<b>EFT2670</b>	<b>08/09/2017</b>	<b>MERREDIN PANEL AND PAINT</b>	<b>Excess for damage to P463</b>		<b>\$ 300.00</b>
INV 31939	20/08/2017	MERREDIN PANEL AND PAINT	Excess for damage to P463	300.00	
<b>EFT2671</b>	<b>08/09/2017</b>	<b>MUKINBUDIN CAFE</b>	<b>Refreshments</b>		<b>\$ 95.00</b>
INV 12	08/08/2017	MUKINBUDIN CAFE	Refreshments for budget meeting	50.00	
INV 21	06/09/2017	MUKINBUDIN CAFE	Lunch for fire fighters	45.00	
<b>EFT2672</b>	<b>08/09/2017</b>	<b>RAMM SOFTWARE PTY LTD</b>	<b>Rental of pocket RAMM software for period 1/7/17 - 30/6/18</b>		<b>\$ 7,402.07</b>
INV RSL-13701	01/07/2017	RAMM SOFTWARE PTY LTD	Rental of pocket RAMM software for period 1/7/17 - 30/6/18	7,402.07	
<b>EFT2673</b>	<b>08/09/2017</b>	<b>SHIRE OF TRAYNING</b>	<b>Kununoppin Medical Practice Expenses July 2017</b>		<b>\$ 6,768.00</b>
INV 4430	07/08/2017	SHIRE OF TRAYNING	Kununoppin Medical Practice Expenses July 2017	6,768.00	
<b>EFT2674</b>	<b>08/09/2017</b>	<b>SIPPES MUKINBUDIN</b>	<b>Monthly Maintenance purchase order July 2017</b>		<b>\$ 776.84</b>
INV 81-007814	31/07/2017	SIPPES MUKINBUDIN	Monthly Maintenance purchase order July 2017	451.84	
INV 01-096884	25/07/2017	SIPPES MUKINBUDIN	2 x gas bottles and delivery	286.50	
INV 81-007813	31/07/2017	SIPPES MUKINBUDIN	Depot over the counter purchases for July 2017	38.50	
<b>EFT2675</b>	<b>08/09/2017</b>	<b>THE DEFIB SHOP PTY LTD</b>	<b>Univeral wall bracket</b>		<b>\$ 149.90</b>
INV 1429	25/08/2017	THE DEFIB SHOP PTY LTD	Univeral wall bracket	149.90	
<b>EFT2676</b>	<b>08/09/2017</b>	<b>WA CONTRACT RANGER SERVICES PTY LTD</b>	<b>Ranger Services 17/8/17 &amp; 24/8/17</b>		<b>\$ 537.62</b>
INV 01123	26/08/2017	WA CONTRACT RANGER SERVICES PTY LTD	Ranger Services 17/8/17 & 24/8/17	537.62	
<b>EFT2677</b>	<b>08/09/2017</b>	<b>WALLIS COMPUTER SOLUTION</b>	<b>Shire office NBN Wireless Service September 17</b>		<b>\$ 115.50</b>
INV 14957	04/09/2017	WALLIS COMPUTER SOLUTION	Shire office NBN Wireless Service September 17	115.50	
<b>EFT2678</b>	<b>19/09/2017</b>	<b>AMPAC DEBT RECOVERY</b>	<b>Commission</b>		<b>\$ 17.34</b>
INV 41519	31/08/2017	AMPAC DEBT RECOVERY	Commission	17.34	
<b>EFT2679</b>	<b>19/09/2017</b>	<b>Ag Implements</b>	<b>Various Plant Repairs</b>		<b>\$ 2,068.87</b>
INV 304162	02/08/2017	Ag Implements	Bot 1/2 x 1, pipe sealant - W10096	66.08	
INV 02-678631	11/09/2017	Ag Implements	Supply 7ft cutting edges, 5 sets blades, bolts - W10120	2,002.79	
<b>EFT2680</b>	<b>19/09/2017</b>	<b>BF &amp; JD ATKINS</b>	<b>Contract work float hire, semi water cart hire - W10116, W10117</b>		<b>\$ 2,986.50</b>
INV INV-0013	09/09/2017	BF & JD ATKINS	Contract work float hire, semi water cart hire - W10116, W10117	2,986.50	
<b>EFT2681</b>	<b>19/09/2017</b>	<b>HUTTON &amp; NORTHEY</b>	<b>Service New Holland Tractor - W10050</b>		<b>\$ 3,439.57</b>
INV 02-676706	31/07/2017	HUTTON & NORTHEY	Service New Holland Tractor - W10050	3,439.57	
<b>EFT2682</b>	<b>19/09/2017</b>	<b>LO-GO APPOINTMENTS</b>	<b>Administration Officer - Contract</b>		<b>\$ 5,384.61</b>
INV 00416455	26/08/2017	LO-GO APPOINTMENTS	Administration Officer - Wk ending 26/8/17	1,940.40	
INV 00416406	19/08/2017	LO-GO APPOINTMENTS	Administration Officer - Wk ending 19/8/17	1,503.81	
INV 00416360	12/08/2017	LO-GO APPOINTMENTS	Administration Officer - Wk ending 12/8/17	1,940.40	
<b>EFT2683</b>	<b>19/09/2017</b>	<b>MUKA TYRE MART</b>	<b>Various Plant Repairs</b>		<b>\$ 8,697.00</b>
INV 106166	11/08/2017	MUKA TYRE MART	Belts A section Vee	10.00	
INV 106204	15/08/2017	MUKA TYRE MART	Tyres CAT H Grader, CAT M Grader - W10109	8,075.00	
INV 106195	14/08/2017	MUKA TYRE MART	Puncture repair - Grader - W10106	110.00	
INV 106082	04/08/2017	MUKA TYRE MART	Side tipper trailer - tyre repair, fit 3 new valves - W10099	502.00	
<b>EFT2684</b>	<b>19/09/2017</b>	<b>MUKINBUDIN HOTEL</b>	<b>Council Refreshment &amp; Plant Hire</b>		<b>\$ 243.00</b>
INV MU00195	09/09/2017	MUKINBUDIN HOTEL	Refreshments for council meeting	105.50	
INV 8592470	31/08/2017	MUKINBUDIN HOTEL	Kanga hire for footpath repairs - W10125	137.50	
<b>EFT2685</b>	<b>19/09/2017</b>	<b>PLANWEST (WA) PTY LTD</b>	<b>Planning Services</b>		<b>\$ 3,292.00</b>
INV 11092017	11/09/2017	PLANWEST (WA) PTY LTD	Planning Services	3,292.00	



**MUNI EFT PAYMENTS**

<b>EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>29 Total</b>
<b>EFT2686</b>	<b>19/09/2017</b>	<b>SIGMA CHEMICALS</b>	<b>Cal hypo pulsar briq 20kg 7gm tab</b>		<b>\$ 556.22</b>
INV 104694/01	12/09/2017	SIGMA CHEMICALS	Cal hypo pulsar briq 20kg 7gm tab	556.22	
<b>EFT2687</b>	<b>19/09/2017</b>	<b>SILINGER CONTRACTORS</b>	<b>Hire of semi tipper, road train - W10103</b>		<b>\$ 26,488.00</b>
INV 1015	25/09/2017	SILINGER CONTRACTORS	Hire of semi tipper, road train - W10103	26,488.00	
<b>EFT2688</b>	<b>19/09/2017</b>	<b>WA CONTRACT RANGER SERVICES PTY LTD</b>	<b>Ranger Services 30/8/17 &amp; 6/9/17</b>		<b>\$ 397.37</b>
INV 01145	12/09/2017	WA CONTRACT RANGER SERVICES PTY LTD	Ranger Services 30/8/17 & 6/9/17	397.37	
<b>EFT2689</b>	<b>20/09/2017</b>	<b>CHILD SUPPORT AGENCY</b>	<b>Payroll deductions</b>		<b>\$ 894.23</b>
INV DEDUCTION	09/08/2017	CHILD SUPPORT AGENCY	Payroll deductions	357.67	
INV DEDUCTION	23/08/2017	CHILD SUPPORT AGENCY	Payroll deductions	279.96	
INV DEDUCTION	06/09/2017	CHILD SUPPORT AGENCY	Payroll deductions	256.60	
<b>EFT2690</b>	<b>28/09/2017</b>	<b>BF &amp; JD ATKINS</b>	<b>Plant Hire</b>		<b>\$ 7,562.50</b>
INV INV-0014	22/09/2017	BF & JD ATKINS	Dry hire Volvo Loader 27 hours - W10141	3,256.00	
INV INV-0015	22/09/2017	BF & JD ATKINS	Emergency hire waste site fire - W10139	4,306.50	
<b>EFT2691</b>	<b>28/09/2017</b>	<b>HUTTON &amp; NORTHEY</b>	<b>Various Plant Repairs</b>		<b>\$ 17,022.12</b>
INV 02-677094	10/08/2017	HUTTON & NORTHEY	Supply bucket cutting edge and bolts 938 CAT Loader - W10104	1,230.13	
INV 02-679306	26/09/2017	HUTTON & NORTHEY	20 kg drum of grease - W10142	216.62	
INV 02-677091	10/08/2017	HUTTON & NORTHEY	20L drum general purpose grease - W10100	207.90	
INV 02-678182	31/08/2017	HUTTON & NORTHEY	Carry out c/service Daff Truck P369 - W10088	9,455.77	
INV 02-678631	11/09/2017	HUTTON & NORTHEY	Supply 7ft cutting edges 5 sets blades and bolts - W10120	2,002.79	
INV 02-678065	30/08/2017	HUTTON & NORTHEY	Back Order - Supply 7ft cutting edges 5 sets blades and bolts - W10120	1,442.39	
INV 02-676490	28/07/2017	HUTTON & NORTHEY	Carry out full 2000HR service P461 - W10030	2,466.52	
<b>EFT2692</b>	<b>28/09/2017</b>	<b>IGA Mukinbudin</b>	<b>September ordinary council meeting refreshments</b>		<b>\$ 89.34</b>
INV 00061001	19/09/2017	IGA Mukinbudin	September ordinary council meeting refreshments	89.34	
<b>EFT2693</b>	<b>28/09/2017</b>	<b>NORTHAM CARPET COURT</b>	<b>4 roller blinds in dark grey sunblock for gym</b>		<b>\$ 800.00</b>
INV 12456	21/09/2017	NORTHAM CARPET COURT	4 roller blinds in dark grey sunblock for gym	800.00	
<b>EFT2694</b>	<b>29/09/2017</b>	<b>SIMON COMERFORD</b>	<b>Travel Reimbursement for training</b>		<b>\$ 2,147.60</b>
INV TRAVEL	23/08/2017	SIMON COMERFORD	Travel Reimbursement for training	2,147.60	
<b>TOTAL MUNI EFT PAYMENTS</b>					<b>\$306,380.73</b>

MUNI CHEQUE PAYMENTS					
Cheque	Date	Name	Description	Amount	30 Total
<b>31548</b>	<b>01/09/2017</b>	<b>Telstra</b>	<b>Telstra Bill - usage charges to 10/8/2017</b>		<b>\$ 1,435.78</b>
INV P398901651-0	18/08/2017	Telstra	Telstra Bill - usage charges to 10/8/2017	1,435.78	
<b>31549</b>	<b>06/09/2017</b>	<b>COVS</b>	<b>Line marking unit - W10124</b>		<b>\$ 385.00</b>
INV 1700011643	28/08/2017	COVS	Line marking unit - W10124	385.00	
<b>31550</b>	<b>08/09/2017</b>	<b>SYNERGY</b>	<b>Electricity usage street lights 1/8/17 - 1/9/17</b>		<b>\$ 1,563.45</b>
INV 2028352395	01/09/2017	SYNERGY	Electricity usage street lights 1/8/17 - 1/9/17	1,563.45	
<b>31551</b>	<b>18/09/2017</b>	<b>SHIRE OF MUKINBUDIN</b>	<b>Shire Rates for 2017/18</b>		<b>\$ 14,945.00</b>
INV 17/18 SHIRE RATES	14/09/2017	SHIRE OF MUKINBUDIN	Shire Rates for 2017/18	14,945.00	
<b>31552</b>	<b>19/09/2017</b>	<b>COVS</b>	<b>Line marking paint white - W10126</b>		<b>\$ 139.26</b>
INV 1700011785	31/08/2017	COVS	Line marking paint white - W10126	139.26	
<b>31553</b>	<b>19/09/2017</b>	<b>SYNERGY</b>	<b>Electricity usage 9/8/17 - 13/9/17 Various</b>		<b>\$ 4,098.20</b>
INV 2160406213	14/09/2017	SYNERGY	Electricity usage 26/7/17 - 14/9/17 Wilgoyne Tennis Club	33.00	
INV 2164412211	13/09/2017	SYNERGY	Electricity usage 9/8/17 - 13/9/17 Caravan Park	1,653.75	
INV 2144403458	13/09/2017	SYNERGY	Electricity usage 10/8/17 - 13/9/17 Oval & Complex	1,412.05	
INV 2012359338	13/09/2017	SYNERGY	Electricity usage 09/8/17 - 13/9/17 Swimming Pool	999.40	
<b>31554</b>	<b>26/09/2017</b>	<b>SYNERGY</b>	<b>Electricity usage - Various 11/7/17 - 19/9/17</b>		<b>\$ 411.45</b>
INV 2012361855	20/09/2017	SYNERGY	Electricity usage - Recreation Ground 11/7/17 - 19/9/17	407.25	
INV 2112391293	20/09/2017	SYNERGY	Electricity usage - Mukinbudin Dam 17/7/17 - 19/9/17	4.20	
<b>31555</b>	<b>26/09/2017</b>	<b>WATER CORPORATION</b>	<b>Standpipe Water Usage</b>		<b>\$ 1,605.65</b>
INV 9007648935 0124	08/09/2017	WATER CORPORATION	Standpipe at Arnold Rd Merredin North Lot 3182	151.84	
INV 9010176668 0072	08/09/2017	WATER CORPORATION	Standpipe at Berringbooding Rd Merredin Lot 27863	714.91	
INV 9007629486 0120	19/09/2017	WATER CORPORATION	Standpipe at Bonnie Rock Mukinbudin Rd Merredin Lot 14148	44.90	
INV 9007648644 0211	08/09/2017	WATER CORPORATION	Standpipe at Carlton Rd Merredin North Lot 2723	44.90	
INV 9007646729 0125	18/09/2017	WATER CORPORATION	Standpipe at Koorda Southern Cross Rd Merredin	49.02	
INV 9007629005 0115	18/09/2017	WATER CORPORATION	Fire standpipe at 21239 Lake Rd Merredin	41.85	
INV 9007629160 0122	19/09/2017	WATER CORPORATION	Standpipe at Ogilvie Rd Merredin Lot 949	500.92	
INV 9007629232 0125	19/09/2017	WATER CORPORATION	Standpipe at Bonnie Rock Lake Brown Rd Lot 15961	44.35	
INV 9007648361 0113	18/09/2017	WATER CORPORATION	Golf course at Kununoppin Mukinbudin Rd Lot 25508 14/7/17 - 15/9/17	12.96	
<b>TOTAL MUNI CHEQUE PAYMENTS</b>					<b>\$ 24,583.79</b>

MUNI DIRECT DEBIT PAYMENTS					
DD	Date	Name	Description	Amount	31 Total
<b>PAYS</b>	<b>6/09/2017</b>	<b>Net Pays</b>	<b>Net Pays</b>		<b>\$ 32,078.87</b>
PAYS	6/09/2017	Net Pays 6/9/17	Net Pays 6/9/17	32078.87	
<b>DD3836.1</b>	<b>06/09/2017</b>	<b>IOOF Pursuit Select Personal Superannuation</b>	<b>Superannuation contributions</b>		<b>\$ 65.07</b>
INV SUPER	06/09/2017	IOOF Pursuit Select Personal Superannuation	Superannuation contributions	65.07	
<b>DD3836.2</b>	<b>06/09/2017</b>	<b>DL SELLENGER SUPERFUND</b>	<b>Superannuation contributions</b>		<b>\$ 1,477.48</b>
INV DEDUCTION	06/09/2017	DL SELLENGER SUPERFUND	Payroll deductions	68.89	
INV DEDUCTION	06/09/2017	DL SELLENGER SUPERFUND	Payroll deductions	480.77	
INV SUPER	06/09/2017	DL SELLENGER SUPERFUND	Superannuation contributions	927.82	
<b>DD3836.3</b>	<b>06/09/2017</b>	<b>WA Super</b>	<b>Payroll deductions</b>		<b>\$ 3,623.88</b>
INV DEDUCTION	06/09/2017	WA Super	Payroll deductions	186.75	
INV SUPER	06/09/2017	WA Super	Superannuation contributions	2,905.22	
INV DEDUCTION	06/09/2017	WA Super	Payroll deductions	174.76	
INV DEDUCTION	06/09/2017	WA Super	Payroll deductions	357.15	
<b>DD3836.4</b>	<b>06/09/2017</b>	<b>Australian Super Pension</b>	<b>Superannuation contributions</b>		<b>\$ 273.64</b>
INV SUPER	06/09/2017	Australian Super Pension	Superannuation contributions	273.64	
<b>DD3836.5</b>	<b>06/09/2017</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>		<b>\$ 190.00</b>
INV SUPER	06/09/2017	Prime Super	Superannuation contributions	190.00	
<b>DD3836.6</b>	<b>06/09/2017</b>	<b>TASPLAN SUPERANNUATION</b>	<b>Superannuation contributions</b>		<b>\$ 200.64</b>
INV SUPER	06/09/2017	TASPLAN SUPERANNUATION	Superannuation contributions	200.64	
<b>DD3842.1</b>	<b>01/09/2017</b>	<b>WESTNET</b>	<b>Internet Expenses Depot</b>		<b>\$ 49.95</b>
INV 92295247	01/09/2017	WESTNET	Internet Expenses Depot	49.95	
<b>DD3857.1</b>	<b>10/09/2017</b>	<b>Canon Finance Australia Pty Ltd</b>	<b>Photocopier Lease</b>		<b>\$ 313.05</b>
INV PHOTOCOPIE	11/09/2017	Canon Finance Australia Pty Ltd	Photocopier Lease	313.05	
<b>DD3859.1</b>	<b>12/09/2017</b>	<b>WA TREASURY CORPORATION</b>	<b>Loan 118 - Vibe Roller</b>		<b>\$ 8,870.65</b>
INV LOAN118 1718	12/09/2017	WA TREASURY CORPORATION	Loan 118 - Vibe Roller	8,870.65	
<b>DD3862.1</b>	<b>13/09/2017</b>	<b>BENDIGO BANK MASTERCARD</b>	<b>Payment in Advance on Credit Card</b>		<b>\$ 1,486.26</b>
INV CREDITCARD	13/09/2017	BENDIGO BANK MASTERCARD	Payment in Advance on Credit Card	1,486.26	
<b>PAYS</b>	<b>20/09/2017</b>	<b>Net Pays</b>	<b>Net Pays</b>		<b>\$ 31,699.10</b>
PAYS	20/09/2017	Net Pays 20/9/17	Net Pays 20/9/17	31699.10	
<b>DD3876.1</b>	<b>20/09/2017</b>	<b>IOOF Pursuit Select Personal Superannuation</b>	<b>Superannuation contributions</b>		<b>\$ 193.92</b>
INV SUPER	20/09/2017	IOOF Pursuit Select Personal Superannuation	Superannuation contributions	193.92	
<b>DD3876.2</b>	<b>20/09/2017</b>	<b>DL SELLENGER SUPERFUND</b>	<b>Superannuation contributions</b>		<b>\$ 1,525.12</b>
INV DEDUCTION	20/09/2017	DL SELLENGER SUPERFUND	Payroll deductions	80.80	
INV DEDUCTION	20/09/2017	DL SELLENGER SUPERFUND	Payroll deductions	480.77	
INV SUPER	20/09/2017	DL SELLENGER SUPERFUND	Superannuation contributions	963.55	

MUNI DIRECT DEBIT PAYMENTS					
DD	Date	Name	Description	Amount	32 Total
<b>DD3876.3</b>	<b>20/09/2017</b>	<b>WA Super</b>	<b>Payroll deductions</b>		<b>\$ 3,666.19</b>
INV DEDUCTION	20/09/2017	WA Super	Payroll deductions	600.75	
INV SUPER	20/09/2017	WA Super	Superannuation contributions	2,659.70	
INV DEDUCTION	20/09/2017	WA Super	Payroll deductions	175.91	
INV DEDUCTION	20/09/2017	WA Super	Payroll deductions	229.83	
<b>DD3876.4</b>	<b>20/09/2017</b>	<b>Australian Super Pension</b>	<b>Superannuation contributions</b>		<b>\$ 297.25</b>
INV SUPER	20/09/2017	Australian Super Pension	Superannuation contributions	297.25	
<b>DD3876.5</b>	<b>20/09/2017</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>		<b>\$ 190.00</b>
INV SUPER	20/09/2017	Prime Super	Superannuation contributions	190.00	
<b>DD3876.6</b>	<b>20/09/2017</b>	<b>TASPLAN SUPERANNUATION</b>	<b>Superannuation contributions</b>		<b>\$ 328.32</b>
INV SUPER	20/09/2017	TASPLAN SUPERANNUATION	Superannuation contributions	328.32	
<b>DD3880.1</b>	<b>25/09/2017</b>	<b>WALLIS COMPUTER SOLUTION</b>	<b>Server Lease - SOMBL2013SVR September 2017</b>		<b>\$ 695.00</b>
INV SOMBL2013S	25/09/2017	WALLIS COMPUTER SOLUTION	Server Lease - SOMBL2013SVR September 2017	695.00	
<b>TOTAL MUNI DIRECT DEBIT PAYMENTS</b>					<b>\$ 87,224.39</b>

Muni EFT	\$	306,380.73
Muni Cheque	\$	24,583.79
Muni Direct Debit	\$	87,224.39
<b>Muni TOTAL</b>	<b>\$</b>	<b>418,188.91</b>

TRUST DIRECT DEBIT					
Direct Debit	Date	Name	Description	Amount	Total <sup>33</sup>
DD3822.1	01/09/2017	Department of Transport	REFUND OF LICENSING		\$ 1,863.70
INV T61	01/09/2017	Department of Transport	REFUND OF LICENSING	1,863.70	
DD3828.1	04/09/2017	Department of Transport	REFUND OF LICENSING		\$ 35.60
INV T61	04/09/2017	Department of Transport	REFUND OF LICENSING	35.60	
DD3834.1	06/09/2017	Department of Transport	REFUND OF LICENSING		\$ 463.80
INV T61	06/09/2017	Department of Transport	REFUND OF LICENSING	463.80	
DD3839.1	07/09/2017	Department of Transport	REFUND OF LICENSING		\$ 243.10
INV T61	07/09/2017	Department of Transport	REFUND OF LICENSING	243.10	
DD3844.1	12/09/2017	Department of Transport	REFUND OF LICENSING		\$ 95.30
INV T61	12/09/2017	Department of Transport	REFUND OF LICENSING	95.30	
DD3846.1	08/09/2017	Department of Transport	REFUND OF LICESING		\$ 1,028.35
INV T61	08/09/2017	Department of Transport	REFUND OF LICESING	1,028.35	
DD3848.1	12/09/2017	Department of Transport	REFUND OF LICENSING		\$ 1,880.00
INV T61	12/09/2017	Department of Transport	REFUND OF LICENSING	1,880.00	
DD3852.1	14/09/2017	Department of Transport	REFUND OF LICENSING		\$ 8,255.55
INV T61	14/09/2017	Department of Transport	REFUND OF LICENSING	8,255.55	
DD3854.1	15/09/2017	Department of Transport	REFUND OF LICENSING		\$ 359.45
INV T61	15/09/2017	Department of Transport	REFUND OF LICENSING	359.45	
DD3866.1	18/09/2017	Department of Transport	REFUND OF LICENSING		\$ 1,703.95
INV T61	18/09/2017	Department of Transport	REFUND OF LICENSING	1,703.95	
DD3870.1	19/09/2017	Department of Transport	REFUND OF LICENSING		\$ 87.20
INV T61	19/09/2017	Department of Transport	REFUND OF LICENSING	87.20	
DD3874.1	20/09/2017	Department of Transport	REFUND OF LICENSING		\$ 516.80
INV T61	20/09/2017	Department of Transport	REFUND OF LICENSING	516.80	
DD3878.1	21/09/2017	Department of Transport	REFUND OF LICENSING		\$ 464.30
INV T61	21/09/2017	Department of Transport	REFUND OF LICENSING	464.30	
DD3882.1	22/09/2017	Department of Transport	REFUND OF LICENSING		\$ 1,152.85
INV T61	22/09/2017	Department of Transport	REFUND OF LICENSING	1,152.85	
DD3885.1	26/09/2017	Department of Transport	REFUND OF LICENSING		\$ 5,189.65
INV T61	26/09/2017	Department of Transport	REFUND OF LICENSING	5,189.65	
DD3889.1	27/09/2017	Department of Transport	REFUND OF LICENSING		\$ 1,047.95
INV T61	27/09/2017	Department of Transport	REFUND OF LICENSING	1,047.95	
DD3892.1	28/09/2017	Department of Transport	REFUND OF LICENSING		\$ 500.65
INV T61	28/09/2017	Department of Transport	REFUND OF LICENSING	500.65	
DD3905.1	29/09/2017	Department of Transport	Licensing 29/09 - Period Correcting		\$ 2,162.70
INV T612909	29/09/2017	Department of Transport	Licensing 29/09 - Period Correcting	2,162.70	
<b>TOTAL TRUST DIRECT DEBIT PAYMENTS</b>					<b>\$ 27,050.90</b>

Trust EFT	
Trust Cheque	
Trust Direct Debit	\$ 27,050.90
<b>Trust TOTAL</b>	<b>\$ 27,050.90</b>

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SHIRE OF MUKINBUDIN  
PO BOX 67  
MUKINBUDIN WA 6479

### Your details at a glance

<b>BSB number</b>	633-000
<b>Account number</b>	693723967
Customer number	11762408/M201
Account title	SHIRE OF MUKINBUDIN SHIRE OF MUKINBUDIN

### Account summary

Statement period	31 Aug 2017 - 29 Sep 2017
Statement number	104
Opening balance on 31 Aug 2017	\$1,486.26
Payments & credits	\$2,972.52
Withdrawals & debits	\$1,408.10
Interest charges & fees	\$4.00
<b>Closing Balance on 29 Sep 2017</b>	<b>-\$74.16</b>

### Account details

Credit limit	\$5,000.00
Available credit	\$5,074.16
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

### Payment details

Minimum payment required	\$0.00
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### Any questions?

Contact Tara Chambers at 29 Shadbolt St,  
Mukinbudin 6479 on **08 9047 1377**, or call  
**1300 BENDIGO** (1300 236 344).



### Bendigo Business Credit Card

**Minimum Payment Warning.** No payments are currently required for your credit card. Please be aware that if you use the credit on your account and make only the minimum payment each month you will pay more interest and it will take longer to pay off your balance.

### Having trouble making payments?

If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1300 652 146.

### Bendigo Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
<b>Opening balance</b>				<b>\$1,486.26</b>
31 Aug 17	E-BANKING TFR 00117624081201 0129908939 AUG CC PAYMENT		1,486.26	0.00
13 Sep 17	PERIODIC TFR 00117624081201 00000000000		1,486.26	-1,486.26
20 Sep 17	NICAI NOMINEES PTY L TD,NORTHAM AUS RETAIL PURCHASE 18/09 CARD NUMBER 552638XXXXXXX149 1	704.00		-782.26
24 Sep 17	GREAT SOUTHERN FUEL, MUKINBUDIN AUS RETAIL PURCHASE 21/09 CARD NUMBER 552638XXXXXXX149 1	150.16		-632.10
27 Sep 17	TILE LIBRARY, OSBORN E PARK AUS RETAIL PURCHASE 26/09 CARD NUMBER 552638XXXXXXX149 1	400.00		-232.10
28 Sep 17	CARD FEE 1 @ \$4.00	4.00		-228.10
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS RETAIL PURCHASE-INTERNATIONAL 28/09 CARD NUMBER 552638XXXXXXX149 1	38.99		-189.11
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS RETAIL PURCHASE-INTERNATIONAL 27/09 CARD NUMBER 552638XXXXXXX149 1	5.00		-184.11
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS RETAIL PURCHASE-INTERNATIONAL 28/09 CARD NUMBER 552638XXXXXXX149 1	109.95		-74.16
<b>Transaction totals / Closing balance</b>		<b>\$1,412.10</b>	<b>\$2,972.52</b>	<b>-\$74.16</b>

...continued overleaf >

[www.bendigobank.com.au](http://www.bendigobank.com.au)

Date Paid \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Amount \$ \_\_\_\_\_

### Bendigo Business Credit Card - Payment options



**Pay in person:** Visit any **Bendigo Bank** branch to make your payment.



**Pay by post:** Mail this slip with your cheque to -  
**PO Box 480  
Bendigo VIC 3552.**  
If paying by cheque please complete the details below.



**Internet banking:** Pay your credit card using ebanking 24 hours a day, 7 days a week.  
[www.bendigobank.com.au](http://www.bendigobank.com.au)



**Bill code: 342949**  
**Ref: 693723967**



Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.

**Bank@Post™** Pay at any Post Office by Agency Banking **Bank@Post™** using your credit card.



**Bendigo Bank**

### Bendigo Business Credit Card

<b>BSB number</b>	633-000
<b>Account number</b>	693723967
<b>Customer name</b>	SHIRE OF MUKINBUDIN
<b>Minimum payment required</b>	\$0.00
<b>Closing Balance on 29 Sep 2017</b>	-\$74.16
<b>Date</b>	<b>Payment amount</b>

Drawer	Chq No	BSB	Account No	\$	¢

Bendigo Bank suggests you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions are to be promptly reported to your branch. It is important that you notify Bendigo Bank of any disputed transactions as soon as possible as Bendigo Bank's ability to investigate disputed transactions and to subsequently process a chargeback in your favour is restricted by the time limits imposed under the operating rules of the applicable credit card scheme. If you wish to obtain further information about this product (including your chargeback rights) or you have a question or concern about your account or its operation please contact your local Bendigo Bank Branch (details supplied on the front of the statement).

859BH301 / E-0 / S-434 / I-434 / 0011762408000126



**Supporting our emergency  
services Australia wide.**

**Be the change.**



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SHIRE OF MUKINBUDIN  
PO BOX 67  
MUKINBUDIN WA 6479

### Card summary

**Account number** 693723967  
**Card number** **552638XXXXXX149**  
**Customer number** 11762408/M201  
 Statement period 31/08/2017 to 29/09/2017  
 Statement number 104 (page 4 of 4)

### Any questions?

Contact Tara Chambers at 29 Shadbolt St,  
Mukinbudin 6479 on **08 9047 1377**, or call  
**1300 BENDIGO** (1300 236 344).

### Bendigo Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments
20 Sep 17	NICAI NOMINEES PTY L TD,NORTHAM AUS	704.00	
24 Sep 17	GREAT SOUTHERN FUEL, MUKINBUDIN AUS	150.16	
27 Sep 17	TILE LIBRARY, OSBORN E PARK AUS	400.00	
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS	38.99	
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS	5.00	
29 Sep 17	VISTAPR*VistaPrin1,8 66-8936743 AUS	109.95	
<b>TOTALS</b>		<b>\$1,408.10</b>	<b>\$0.00</b>

Bendigo Bank suggests you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions are to be promptly reported to your branch. It is important that you notify Bendigo Bank of any disputed transactions as soon as possible as Bendigo Bank's ability to investigate disputed transactions and to subsequently process a chargeback in your favour is restricted by the time limits imposed under the operating rules of the applicable credit card scheme. If you wish to obtain further information about this product (including your chargeback rights) or you have a question or concern about your account or its operation please contact your local Bendigo Bank Branch (details supplied on the front of the statement).

**Mastercard Summary**  
**September 2017**

<b>Date</b>	<b>Transaction</b>	<b>Amount</b>	<b>Details</b>
20/09/2017	Country Wide Pools	\$ 704.00	Chlorine for Swimming Pool
24/09/2017	Great Southern Fuel	\$ 150.16	Fuel Purchase for P433, CEO Prado
27/09/2017	Tile Library, Osbourne Park	\$ 400.00	Tile Purchase for Complex Floor
28/09/2017	Bendigo Bank	\$ 4.00	Monthly Card Fee
29/09/2017	Vistaprint	\$ 38.99	Business Card Purchase for CEO, President & Works Supervisor
29/09/2017	Vistaprint	\$ 5.00	Delivery Fee for Business Cards
29/09/2017	Vistaprint	\$ 109.95	Business Card Purchase for CEO, President & Works Supervisor

<b>7.5.2 Monthly Statement of Financial Activity Report – 30<sup>th</sup> September 2017</b>	
Location:	Mukinbudin
File Ref:	ADM 005
Applicant:	Edward Nind – Acting Manager Finance
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	NIL
Responsible Officer	Edward Nind – Acting Manager Finance
Author:	Edward Nind – Acting Manager Finance
Voting Requirements	Simple Majority
Documents Attached	Statement of Financial Activity – September 2017 (19 Pages) Schedules 2 to 14 for the period 1 July 2017 to 30 <sup>th</sup> September 2017 (140 Pages)
Documents Tabled	NIL

***If a Councillor has any questions regarding the enclosed finances, please see the Manager of Finance prior to the meeting so that a researched answer may be provided.***

### **Summary**

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management Regulations 1996)*.

Monthly Statement of Financial Activity for the period ending 30<sup>th</sup> September 2017 are attached for Councillor Information, and consisting of;

Statement of Financial Activity

1. Acquisition of Assets
  2. Disposal of Assets
  3. Information on Borrowings
  4. Reserves
  5. Net Current Assets
  6. Rating Information
  7. Trust Funds
  8. Operating Statement
  9. Statement of Financial Position
  10. Financial Ratios
  11. Grants Report
  12. Bank Balances & Investment Information
- Schedules 2 - 14 attached

### **Background Information**

Nil

### **Officer Comment**

The “Actual” brought forward surplus from 2016/2017 of \$1,350,856 may change as the end of year financial adjustments continue and will only be final when the accounts are audited.

Addition information has been added to the schedules that provides detail on expenditure to job level.

### **Strategic & Social Implications**

N/A

### **Consultation**

N/A

### **Statutory Environment**

General Financial Management of Council, Council 2016/17 Budget, *Local Government (Financial Management) Regulations 1996*, r34, *Local Government Act 1995*, section 6.4

**Policy Implications**

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council.

Council adopted a policy on 16 August 2017 that the material variation be set at \$10,000 and 10%.

**Financial Implications**

There is no direct financial Implication in relation to this matter

**OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council adopt the Monthly Financial Report for the period ending 30<sup>th</sup> September 2017 and note any material variances greater than \$10,000 and 10%.**

**Carried /**



# SHIRE OF MUKINBUDIN

## SCHEDULES 2 TO 14 (By Program)

**FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017**

### **SCHEDULES WITH COMPARATIVES AND COMMENTS**

#### **TABLE OF CONTENTS**

	Page
Schedule 2 - General Fund Summary	1
Schedule 3 - General Purpose Funding	2 to 7
Schedule 4 - Governance	8 to 10
Schedule 5 - Law, Order, Public Safety	11 to 15
Schedule 7 - Health	16 to 20
Schedule 8 - Education & Welfare	21 to 26
Schedule 9 - Housing	27 to 31
Schedule 10 - Community Amenities	32 to 39
Schedule 11 - Recreation & Culture	40 to 48
Schedule 12 - Transport	49 to 54
Schedule 13 - Economic Services	55 to 60
Schedule 14 - Other Property & Services	61 to 69

### **SCHEDULES WITH JOBS**

#### **TABLE OF CONTENTS**

	Page
Schedule 3 - General Purpose Funding	1 to 5
Schedule 4 - Governance	6 to 8
Schedule 5 - Law, Order, Public Safety	9 to 13
Schedule 7 - Health	14 to 18
Schedule 8 - Education & Welfare	19 to 24
Schedule 9 - Housing	25 to 30
Schedule 10 - Community Amenities	31 to 38
Schedule 11 - Recreation & Culture	39 to 47
Schedule 12 - Transport	48 to 54
Schedule 13 - Economic Services	55 to 61
Schedule 14 - Other Property & Services	62 to 70

## SHIRE OF MUKINBUDIN

## SCHEDULE 02 - GENERAL FUND SUMMARY

Financial Statement for Period Ended

30 September 2017

42

MUNICIPAL FUND			Adopted Budget		Revised Budget		YTD Budget		YTD Actual	
			Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING</b>										
General Purpose Funding	03		1,916,345.00	79,006.00	1,916,345.00	79,006.00	1,321,582.00	19,734.00	1,288,931.23	17,426.07
Governance	04		3,200.00	364,004.00	3,200.00	364,004.00	795.00	83,743.00	31.68	79,420.55
Law, Order, Public Safety	05		30,850.00	137,480.00	30,850.00	137,480.00	6,689.00	36,873.00	118.12	24,059.58
Health	07		6,500.00	112,610.00	6,500.00	112,610.00	1,623.00	30,524.00	0.01	16,760.39
Education & Welfare	08		11,410.00	195,728.00	11,410.00	195,728.00	2,850.00	75,670.00	2,165.97	112,857.90
Housing	09		143,030.00	338,937.00	143,030.00	338,937.00	35,736.00	89,506.00	37,086.03	57,890.57
Community Amenities	10		74,910.00	222,280.00	74,910.00	222,280.00	73,166.00	55,549.00	72,737.00	39,130.72
Recreation & Culture	11		51,712.09	971,415.00	51,712.09	971,415.00	22,700.00	257,957.00	30,233.61	119,618.89
Transport	12		960,575.00	1,931,342.00	960,575.00	1,931,342.00	81,160.00	486,097.00	143,901.03	210,041.58
Economic Services	13		158,570.00	327,271.00	158,570.00	327,271.00	39,378.00	78,186.00	32,278.77	56,287.45
Other Property & Services	14		61,780.00	20,616.00	61,780.00	20,616.00	15,438.00	80,555.00	27,306.15	(3,552.63)
<b>TOTAL - OPERATING</b>			<b>3,418,882.09</b>	<b>4,700,689.00</b>	<b>3,418,882.09</b>	<b>4,700,689.00</b>	<b>1,601,117.00</b>	<b>1,294,394.00</b>	<b>1,634,789.60</b>	<b>729,941.07</b>
<b>CAPITAL</b>										
General Purpose Funding	03		0.00	67,889.00	0.00	67,889.00	0.00	60,689.00	0.00	59,411.11
Governance	04		0.00	18,000.00	0.00	18,000.00	0.00	0.00	0.00	0.00
Law, Order, Public Safety	05		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Health	07		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Education & Welfare	08		0.00	6,097.00	0.00	6,097.00	0.00	3,048.00	0.00	3,004.66
Housing	09		0.00	55,876.00	0.00	55,876.00	0.00	0.00	0.00	0.00
Community Amenities	10		0.00	10,000.00	0.00	10,000.00	0.00	0.00	0.00	693.76
Recreation & Culture	11		0.00	101,377.00	0.00	101,377.00	0.00	27,438.00	0.00	27,331.35
Transport	12		0.00	1,600,749.00	0.00	1,600,749.00	0.00	314,954.00	0.00	235,176.98
Economic Services	13		0.00	42,984.00	0.00	42,984.00	0.00	9,270.00	0.00	0.00
Other Property & Services	14		10,349.00	150,818.00	10,349.00	150,818.00	10,349.00	44,628.00	10,349.74	43,867.80
<b>TOTAL - CAPITAL</b>			<b>10,349.00</b>	<b>2,053,790.00</b>	<b>10,349.00</b>	<b>2,053,790.00</b>	<b>10,349.00</b>	<b>460,027.00</b>	<b>10,349.74</b>	<b>369,485.66</b>
			<b>3,429,231.09</b>	<b>6,754,479.00</b>	<b>3,429,231.09</b>	<b>6,754,479.00</b>	<b>1,611,466.00</b>	<b>1,754,421.00</b>	<b>1,645,139.34</b>	<b>1,099,426.73</b>
Less Depreciation Written Back				(2,077,960.00)		(2,077,960.00)		(519,474.00)		0.00
Less Profit/Loss Written Back			(15,664.00)	0.00	(15,664.00)	0.00	(5,169.00)	0.00	(5,136.34)	0.00
Movement in Annual Leave Reserve Cash				0.00		0.00		0.00		(239.82)
Movement in Deferred Pensioner Rates	9200900			0.00		0.00		0.00		0.00
Movement in Deferred Pensioner ESL	9200901			0.00		0.00		0.00		0.00
Movement in Non Current LSL Provision	9421900			0.00		0.00		0.00		0.00
Adjustment in Fixed Assets				0.00		0.00		0.00		0.00
Rounding Adjustment				0.00		0.00		0.00		0.00
Plus Proceeds from Sale of Assets			36,364.00		36,364.00		12,000.00		21,363.64	
<b>TOTAL REVENUE &amp; EXPENDITURE</b>			<b>3,449,931.09</b>	<b>4,676,519.00</b>	<b>3,449,931.09</b>	<b>4,676,519.00</b>	<b>1,618,297.00</b>	<b>1,234,947.00</b>	<b>1,661,366.64</b>	<b>1,099,186.91</b>
Surplus/Deficit July 1st B/Fwd			1,226,587.75		1,350,856.00		1,350,856.00		1,350,854.95	
			<b>4,676,518.84</b>	<b>4,676,519.00</b>	<b>4,800,787.09</b>	<b>4,676,519.00</b>	<b>2,969,153.00</b>	<b>1,234,947.00</b>	<b>3,012,221.59</b>	<b>1,099,186.91</b>
Surplus/(Deficit) C/Fwd				(0.16)		124,268.09		1,734,206.00		1,913,034.68
			<b>4,676,518.84</b>	<b>4,676,518.84</b>	<b>4,800,787.09</b>	<b>4,800,787.09</b>	<b>2,969,153.00</b>	<b>2,969,153.00</b>	<b>3,012,221.59</b>	<b>3,012,221.59</b>

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>									
Rate Revenue and Administration		58,939.00		58,939.00		14,724.00		11,566.94	
General Purpose Funding		2,108.00		2,108.00		525.00		536.89	
Investment Activity		9,526.00		9,526.00		2,379.00		3,174.31	
Other General Purpose Funding		8,433.00		8,433.00		2,106.00		2,147.93	
<b>OPERATING REVENUE</b>									
Rate Revenue and Administration	1,128,713.00		1,128,713.00		1,124,677.00		1,091,414.00		Advance payments for 17/18 were received in 16/17. \$583.4K for the General Financial Assistance Grant and \$280.6K for the Roads Financial Assistance Grant. This reduced the budget for 17/18.
General Purpose Funding	761,812.00		761,812.00		190,452.00		191,697.75		
Investment Activity	24,800.00		24,800.00		6,198.00		5,535.16		
Other General Purpose Funding	1,020.00		1,020.00		255.00		284.32		
<b>SUB-TOTAL</b>	<b>1,916,345.00</b>	<b>79,006.00</b>	<b>1,916,345.00</b>	<b>79,006.00</b>	<b>1,321,582.00</b>	<b>19,734.00</b>	<b>1,288,931.23</b>	<b>17,426.07</b>	
<b>CAPITAL EXPENDITURE</b>									
Rate Revenue and Administration		0.00		0.00		0.00		0.00	
General Purpose Funding		0.00		0.00		0.00		0.00	
Investment Activity		67,889.00		67,889.00		60,689.00		59,411.11	
Other General Purpose Funding		0.00		0.00		0.00		0.00	
<b>CAPITAL REVENUE</b>									
Rate Revenue and Administration	0.00		0.00		0.00		0.00		
General Purpose Funding	0.00		0.00		0.00		0.00		
Investment Activity	0.00		0.00		0.00		0.00		
Other General Purpose Funding	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>67,889.00</b>	<b>0.00</b>	<b>67,889.00</b>	<b>0.00</b>	<b>60,689.00</b>	<b>0.00</b>	<b>59,411.11</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,916,345.00</b>	<b>146,895.00</b>	<b>1,916,345.00</b>		<b>1,321,582.00</b>	<b>80,423.00</b>	<b>1,288,931.23</b>	<b>76,837.18</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

44

**RATE REVENUE AND ADMINISTRATION****OPERATING EXPENDITURE**

2030100 Rates Incentive Scheme	0.00	0.00	0.00	0.00
2030101 Valuation Expenses	12,675.00	12,675.00	3,168.00	0.00
2030102 Legal Expenses	2,000.00	2,000.00	498.00	0.00
2030103 Title/Company Searches	500.00	500.00	123.00	0.00
2030104 Postage/Freight	550.00	550.00	135.00	230.30
2030105 Printing and Stationery	300.00	300.00	75.00	598.73
2030106 Rates Debtor Doubtful Debts Expense	0.00	0.00	0.00	0.00
2030107 Rates Debtors Written Off	0.00	0.00	0.00	0.00
2030108 Expensed Minor Asset Purchases - Rates	0.00	0.00	0.00	0.00
2030109 Other Expenses Relating To Rates	750.00	750.00	186.00	0.00
2030192 Depreciation - Rates	0.00	0.00	0.00	0.00
2030199 Administration Allocated	42,164.00	42,164.00	10,539.00	10,737.91

**OPERATING REVENUE**

3030100 Rates Levied - GRV/UV	0.00		0.00		0.00	0.30	
3030101 Rates Levied - GRV Residential	195,573.00		195,573.00		195,573.00	195,573.00	
3030102 Rates Levied - GRV Industrial	0.00		0.00		0.00	0.00	
3030103 Rates Levied - GRV Commercial	0.00		0.00		0.00	0.00	
3030110 Rates Levied - UV Rural	875,007.00		875,007.00		875,007.00	875,006.00	
3030112 Rates Levied - UV Mining Tenement	0.00		0.00		0.00	0.00	
3030120 Rates Levied - GRV Minimum Residential	11,440.00		11,440.00		11,440.00	11,440.00	
3030121 Rates Levied - GRV Minimum Industrial	0.00		0.00		0.00	0.00	
3030122 Rates Levied - GRV Minimum Commercial	0.00		0.00		0.00	0.00	
3030130 Rates Levied - UV Minimum Rural	17,050.00		17,050.00		17,050.00	17,050.00	
3030132 Rates Levied - UV Minimum Mining Tenement	3,850.00		3,850.00		3,850.00	3,850.00	
3030135 Interim Rates Levied - GRV/UV	0.00		0.00		0.00	0.00	
3030136 Back Rates Levied - GRV/UV	0.00		0.00		0.00	0.00	
3030137 Ex-Gratia Rates (CBH, etc.)	17,104.00		17,104.00		17,104.00	17,104.29	
3030138 Discount on Rates Levied	0.00		0.00		0.00	0.00	
3030139 Concession on Rates Levied	0.00		0.00		0.00	0.00	
3030140 Movement in Excess Rates	0.00		0.00		0.00	(35,176.76)	
3030150 Penalty Interest Raised on Rates	2,300.00		2,300.00		573.00	286.56	
3030151 Instalment Interest Received	2,000.00		2,000.00		498.00	2,002.05	
3030152 Rates Instalment Admin Fee Received	3,315.00		3,315.00		3,315.00	2,340.00	
3030153 Pens Deferred Rates Interest Received	74.00		74.00		18.00	0.00	
3030154 Rate Account Enquiry Charges	1,000.00		1,000.00		249.00	236.36	
3030155 Reimbursement of Debt Collection Costs (Inc	0.00		0.00		0.00	0.00	
3030156 Reimbursement of Debt Collection Costs (Ex	0.00		0.00		0.00	0.00	
3030157 Unclaimed & Surrendered Rates	0.00		0.00		0.00	0.00	
3030158 Legal Fees - Outstanding Rates	0.00		0.00		0.00	1,072.20	
3030160 Other Income Relating To Rates	0.00		0.00		0.00	630.00	

**SUB-TOTAL TO PROGRAMME SUMMARY**

<b>1,128,713.00</b>	<b>58,939.00</b>	<b>1,128,713.00</b>	<b>58,939.00</b>	<b>1,124,677.00</b>	<b>14,724.00</b>	<b>1,091,414.00</b>	<b>11,566.94</b>
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

RATE REVENUE AND ADMINISTRATION	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<u>CAPITAL EXPENDITURE</u>									
<u>CAPITAL REVENUE</u>									
SUB-TOTAL TO PROGRAMME SUMMARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL - RATE REVENUE AND ADMINISTRATION	1,128,713.00	58,939.00	1,128,713.00	58,939.00	1,124,677.00	14,724.00	1,091,414.00	11,566.94	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**GENERAL PURPOSE FUNDING****OPERATING EXPENDITURE**

2030200 Grants Consultant  
2030299 Administration Allocated

**OPERATING REVENUE**

3030200 Financial Assistance Grant - General  
3030201 Federal Assistance Grant - Roads Component  
3030202 Royalties for Regions - CLGF (Individual)  
3030203 Royalties for Regions - CLGF (Regional)

**SUB-TOTAL TO PROGRAMME SUMMARY****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL TO PROGRAMME SUMMARY****TOTAL - GENERAL PURPOSE FUNDING**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	An advance payment for 17/18 was received in 16/17 of \$583.4K. This reduced the budget for 17/18. An advance payment for 17/18 was received in 16/17 of \$280.6Kt. This reduced the budget for 17/18.
	2,108.00		2,108.00		525.00		536.89	
537,171.00		537,171.00		134,292.00		132,029.50		
224,641.00		224,641.00		56,160.00		59,668.25		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>761,812.00</b>	<b>2,108.00</b>	<b>761,812.00</b>	<b>2,108.00</b>	<b>190,452.00</b>	<b>525.00</b>	<b>191,697.75</b>	<b>536.89</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	
<b>761,812.00</b>	<b>2,108.00</b>	<b>761,812.00</b>	<b>2,108.00</b>	<b>190,452.00</b>	<b>525.00</b>	<b>191,697.75</b>	<b>536.89</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**INVESTMENT ACTIVITY****OPERATING EXPENDITURE**

2030300 Bank Fees and Charges (Inc GST)  
 2030301 Bank Fees and Charges (Exc GST)  
 2030302 Interest on Overdraft  
 2030399 Administration Allocated

**OPERATING REVENUE**

3030300 Interest Earned - Reserve Funds  
 3030301 Interest Earned - Municipal Funds

**SUB-TOTAL TO PROGRAMME SUMMARY****CAPITAL EXPENDITURE**

4030350 Transfer Interest To Reserves  
 4030354 Transfer To Building & Residential Land Res

**CAPITAL REVENUE**

5030350 Transfer from Reserve

**SUB-TOTAL TO PROGRAMME SUMMARY****TOTAL - INVESTMENT ACTIVITY**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		561.87	
	3,201.00		3,201.00		798.00		1,001.76	
	0.00		0.00		0.00		0.00	
	6,325.00		6,325.00		1,581.00		1,610.68	
9,600.00		9,600.00		2,400.00		1,121.37		
15,200.00		15,200.00		3,798.00		4,413.79		
<b>24,800.00</b>	<b>9,526.00</b>	<b>24,800.00</b>	<b>9,526.00</b>	<b>6,198.00</b>	<b>2,379.00</b>	<b>5,535.16</b>	<b>3,174.31</b>	
	9,600.00		9,600.00		2,400.00		1,121.37	
	58,289.00		58,289.00		58,289.00		58,289.74	
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>67,889.00</b>	<b>0.00</b>	<b>67,889.00</b>	<b>0.00</b>	<b>60,689.00</b>	<b>0.00</b>	<b>59,411.11</b>	
<b>24,800.00</b>	<b>77,415.00</b>	<b>24,800.00</b>	<b>77,415.00</b>	<b>6,198.00</b>	<b>63,068.00</b>	<b>5,535.16</b>	<b>62,585.42</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
**Financial Statement for Period Ended**  
**30 September 2017**

48

**OTHER GENERAL PURPOSE FUNDING****OPERATING EXPENDITURE**

2030400 Rounding and Foreign & Other Invalid Currer  
 2030401 Reimbursements Expense  
 2030499 Administration Allocated

**OPERATING REVENUE**

3030400 Commissions  
 3030401 Contributions & Donations  
 3030402 EFTPOS Fees Income  
 3030403 Grant Funding - General Purpose Funding  
 3030404 Other General Purpose Funding Income - O

**SUB-TOTAL TO PROGRAMME SUMMARY****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL TO PROGRAMME SUMMARY****TOTAL - OTHER GENERAL PURPOSE FUNDING**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.34	
	0.00		0.00		0.00		0.00	
	8,433.00		8,433.00		2,106.00		2,147.59	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
1,020.00		1,020.00		255.00		284.32		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>1,020.00</b>	<b>8,433.00</b>	<b>1,020.00</b>	<b>8,433.00</b>	<b>255.00</b>	<b>2,106.00</b>	<b>284.32</b>	<b>2,147.93</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>1,020.00</b>	<b>8,433.00</b>	<b>1,020.00</b>	<b>8,433.00</b>	<b>255.00</b>	<b>2,106.00</b>	<b>284.32</b>	<b>2,147.93</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Members of Council		253,353.00		253,353.00		69,067.00		69,066.68	
Other Governance		110,651.00		110,651.00		14,676.00		10,353.87	
<b><u>OPERATING REVENUE</u></b>									
Members of Council	500.00		500.00		123.00		0.00		
Other Governance	2,700.00		2,700.00		672.00		31.68		
<b>SUB-TOTAL</b>	<b>3,200.00</b>	<b>364,004.00</b>	<b>3,200.00</b>	<b>364,004.00</b>	<b>795.00</b>	<b>83,743.00</b>	<b>31.68</b>	<b>79,420.55</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Members of Council		18,000.00		18,000.00		0.00		0.00	
Other Governance		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Members of Council	0.00		0.00		0.00		0.00		
Other Governance	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>3,200.00</b>	<b>382,004.00</b>	<b>3,200.00</b>	<b>382,004.00</b>	<b>795.00</b>	<b>83,743.00</b>	<b>31.68</b>	<b>79,420.55</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**30 September 2017**

50

**MEMBERS OF COUNCIL****OPERATING EXPENDITURE**

	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
2040100 Members Travelling		5,800.00		5,800.00		0.00		0.00	This allowance is paid in June.
2040101 Members Conference Expenses		7,855.00		7,855.00		1,962.00		543.42	
2040102 Presidents Allowance		10,000.00		10,000.00		0.00		0.00	This allowance is paid in June.
2040103 Deputy Presidents Allowance		2,500.00		2,500.00		0.00		0.00	This allowance is paid in June.
2040104 Members Sitting Fees		31,977.00		31,977.00		0.00		0.00	This allowance is paid in June.
2040105 Communications Allowance		4,500.00		4,500.00		0.00		0.00	This allowance is paid in June.
2040106 Members Training		1,000.00		1,000.00		249.00		31.82	
2040107 Election Expenses		10,000.00		10,000.00		0.00		0.00	
2040108 Subscriptions & Publications		22,668.00		22,668.00		22,668.00		20,849.76	
2040109 Members - Insurance		11,983.00		11,983.00		11,983.00		17,190.60	
2040110 Members - Other Minor Exp		500.00		500.00		123.00		0.00	
2040111 Advertising		500.00		500.00		123.00		0.00	
2040112 Expensed Minor Asset Purchases		0.00		0.00		0.00		0.00	
2040113 Chambers Operating Expenses		1,200.00		1,200.00		300.00		114.54	
2040114 Chambers Building Maintenance		0.00		0.00		0.00		0.00	
2040115 Donations to Community Groups		1,950.00		1,950.00		486.00		0.00	
2040116 Software Licences		0.00		0.00		0.00		0.00	
2040117 Acts, Texts & Diaries		100.00		100.00		24.00		0.00	
2040118 NEWROC Admin Fees		16,200.00		16,200.00		0.00		0.00	
2040119 NEWROC - Business Cases		2,000.00		2,000.00		498.00		0.00	
2040120 Other Expenses - Members of Council		3,500.00		3,500.00		873.00		0.00	
2040121 Expenditure to be Reimbursed		0.00		0.00		0.00		0.00	
2040191 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2040192 Depreciation - Members		0.00		0.00		0.00		0.00	
2040199 Administration Allocated		119,120.00		119,120.00		29,778.00		30,336.54	

**OPERATING REVENUE**

3040100 Contributions & Donations - Members	0.00		0.00		0.00		0.00		
3040101 Reimbursements from Members Received - (	500.00		500.00		123.00		0.00		
3040102 Grant Funding - Members	0.00		0.00		0.00		0.00		
3040190 Profit on Disposal of Assets	0.00		0.00		0.00		0.00		

**SUB-TOTAL**

<b>500.00</b>	<b>253,353.00</b>	<b>500.00</b>	<b>253,353.00</b>	<b>123.00</b>	<b>69,067.00</b>	<b>0.00</b>	<b>69,066.68</b>		
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**CAPITAL EXPENDITURE**

4040150 Furniture & Equipment (Capital) - Members		0.00		0.00		0.00		0.00	
4040155 Plant & Equipment (Capital) - Members		18,000.00		18,000.00		0.00		0.00	
4040160 Building (Capital) - Members		0.00		0.00		0.00		0.00	

**CAPITAL REVENUE**

5040150 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00		
5040151 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00		

**SUB-TOTAL**

<b>0.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>18,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
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**TOTAL - MEMBERS OF COUNCIL**

<b>500.00</b>	<b>271,353.00</b>	<b>500.00</b>	<b>271,353.00</b>	<b>123.00</b>	<b>69,067.00</b>	<b>0.00</b>	<b>69,066.68</b>		
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER GOVERNANCE****OPERATING EXPENDITURE**

	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
2040200 Civic Functions, Refreshments & Receptions		5,000.00		5,000.00		1,248.00		1,763.54	
2040201 Public Relations Expense		0.00		0.00		0.00		0.00	
2040202 Audit Fees		33,920.00		33,920.00		0.00		0.00	
2040203 Local Laws Development Consultancy		0.00		0.00		0.00		0.00	
2040204 Strategic Community Planning Consultancy		0.00		0.00		0.00		0.00	
2040205 Corporate Business Planning Consultancy		0.00		0.00		0.00		0.00	
2040206 Long Term Financial Planning Consultancy		10,000.00		10,000.00		2,499.00		0.00	
2040207 Asset Management Consultancy		10,000.00		10,000.00		2,499.00		0.00	
2040208 Structural Reform (Merger)		0.00		0.00		0.00		0.00	
2040210 Other Consultancy - Strategic		18,000.00		18,000.00		0.00		0.00	
2040211 Other Consultancy - Statutory (Use 2140537		0.00		0.00		0.00		0.00	
2040212 Legal Expenses		0.00		0.00		0.00		0.00	
2040299 Administration Allocated		33,731.00		33,731.00		8,430.00		8,590.33	

**OPERATING REVENUE**

3040200 Contributions & Donations - Other Governan	0.00		0.00		0.00		0.00		
3040201 Reimbursements - Other Governance	0.00		0.00		0.00		0.00		
3040202 Grant Funding - Other Governance	0.00		0.00		0.00		0.00		
3040204 Charges - Photocopying / Faxing	500.00		500.00		123.00		31.68		
3040205 Charges - Sale Of Electoral Rolls, Minutes, L	0.00		0.00		0.00		0.00		
3040206 Charges - Secretarial Services	2,200.00		2,200.00		549.00		0.00		
3040210 Sundry Income - Other Governance	0.00		0.00		0.00		0.00		

**SUB-TOTAL**

<b>2,700.00</b>	<b>110,651.00</b>	<b>2,700.00</b>	<b>110,651.00</b>	<b>672.00</b>	<b>14,676.00</b>	<b>31.68</b>	<b>10,353.87</b>	
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**CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**TOTAL - OTHER GOVERNANCE**

<b>2,700.00</b>	<b>110,651.00</b>	<b>2,700.00</b>	<b>110,651.00</b>	<b>672.00</b>	<b>14,676.00</b>	<b>31.68</b>	<b>10,353.87</b>	
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<u>OPERATING EXPENDITURE</u>									
Fire Prevention		74,201.00		74,201.00		18,549.00		1,073.80	▼ Depreciation timing.
Emergency Services Levy		32,153.00		32,153.00		11,301.00		15,566.85	
Animal Control		19,693.00		19,693.00		4,917.00		5,271.34	
Other Law, Order & Public Safety		11,433.00		11,433.00		2,106.00		2,147.59	
<u>OPERATING REVENUE</u>									
Fire Prevention	0.00		0.00		0.00		0.00		
Emergency Services Levy	27,800.00		27,800.00		5,930.00		7.21		
Animal Control	3,050.00		3,050.00		759.00		110.91		
Other Law, Order & Public Safety	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>30,850.00</b>	<b>137,480.00</b>	<b>30,850.00</b>	<b>137,480.00</b>	<b>6,689.00</b>	<b>36,873.00</b>	<b>118.12</b>	<b>24,059.58</b>	
<u>CAPITAL EXPENDITURE</u>									
Fire Prevention		0.00		0.00		0.00		0.00	
Emergency Services Levy		0.00		0.00		0.00		0.00	
Animal Control		0.00		0.00		0.00		0.00	
Other Law, Order & Public Safety		0.00		0.00		0.00		0.00	
<u>CAPITAL REVENUE</u>									
Fire Prevention	0.00		0.00		0.00		0.00		
Emergency Services Levy	0.00		0.00		0.00		0.00		
Animal Control	0.00		0.00		0.00		0.00		
Other Law, Order & Public Safety	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>30,850.00</b>	<b>137,480.00</b>	<b>30,850.00</b>	<b>137,480.00</b>	<b>6,689.00</b>	<b>36,873.00</b>	<b>118.12</b>	<b>24,059.58</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**30 September 2017**

**FIRE PREVENTION****OPERATING EXPENDITURE**

2050100 Fire Prevention/Burning/Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2050101 Cost of Fire Units Disposed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2050102 Expensed Minor Asset Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2050191 Loss on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2050192 Depreciation - Fire Prevention	69,985.00	69,985.00	17,496.00	0.00	▼	Depreciation timing.		
2050199 Administration Allocated	4,216.00	4,216.00	1,053.00	1,073.80				

**OPERATING REVENUE**

3050100 Fines and Penalties - Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3050101 Charges - Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3050102 Contributions and Donations - Fire Preventio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3050103 Reimbursements - Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3050104 Grant Funding - Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3050190 Profit on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

**SUB-TOTAL**

0.00	74,201.00	0.00	74,201.00	0.00	18,549.00	0.00	1,073.80	
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**CAPITAL EXPENDITURE**

4050150 Furniture & Equipment (Capital) - Fire Prever	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4050155 Plant & Equipment (Capital) - Fire Preventior	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4050160 Building (Capital) - Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

**CAPITAL REVENUE**

5050150 Proceeds on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5050151 Realisation on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5050152 Transfers From Building Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

**SUB-TOTAL**

0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
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**TOTAL - FIRE PREVENTION**

0.00	74,201.00	0.00	74,201.00	0.00	18,549.00	0.00	1,073.80	
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AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**30 September 2017**

**ANIMAL CONTROL****OPERATING EXPENDITURE**

2050300 Animal Control - Salaries		0.00	0.00	0.00	0.00
2050301 Animal Control - Superannuation		0.00	0.00	0.00	0.00
2050302 Animal Control - Training & Conferences		0.00	0.00	0.00	0.00
2050303 Animal Control - Other Employee Expenses		0.00	0.00	0.00	0.00
2050304 Animal Control Expenses - Other		260.00	260.00	63.00	0.00
2050305 Expensed Minor Asset Purchases - Animal C		0.00	0.00	0.00	0.00
2050306 Dog Pound Maintenance	Jobs	0.00	0.00	0.00	0.00
2050307 Ranger Services (Contracted)		11,000.00	11,000.00	2,748.00	3,123.75
2050308 Dog Pound Operations	Jobs	0.00	0.00	0.00	0.00
2050392 Depreciation - Animal Control		0.00	0.00	0.00	0.00
2050399 Administration Allocated		8,433.00	8,433.00	2,106.00	2,147.59

**OPERATING REVENUE**

3050300 Pound Fees	70.00		70.00		15.00		0.00
3050301 Dog Registration Fees	1,900.00		1,900.00		474.00		0.00
3050302 Fines and Penalties - Animal Control	0.00		0.00		0.00		0.00
3050303 Animal Destruction Fees	0.00		0.00		0.00		0.00
3050304 Cat Registration Fees	1,080.00		1,080.00		270.00		90.91
3050305 Animal Trap Hire Fees	0.00		0.00		0.00		20.00

**SUB-TOTAL**

<b>3,050.00</b>	<b>19,693.00</b>	<b>3,050.00</b>	<b>19,693.00</b>	<b>759.00</b>	<b>4,917.00</b>	<b>110.91</b>	<b>5,271.34</b>
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**CAPITAL EXPENDITURE**

4050350 Building (Capital) - Animal Control		0.00		0.00		0.00		0.00
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**CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - ANIMAL CONTROL**

<b>3,050.00</b>	<b>19,693.00</b>	<b>3,050.00</b>	<b>19,693.00</b>	<b>759.00</b>	<b>4,917.00</b>	<b>110.91</b>	<b>5,271.34</b>
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Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
**Financial Statement for Period Ended**  
**30 September 2017**

56

**OTHER LAW, ORDER, PUBLIC SAFETY****OPERATING EXPENDITURE**

2050400 Abandoned Vehicles Impounding Expenses  
 2050401 Community Safety Audit  
 2050402 Crime Prevention Strategies  
 2050403 Expensed Minor Asset Purchases - OLOPS  
 2050499 Administration Allocated

**OPERATING REVENUE**

3050400 Impounded Vehicles Fees  
 3050401 Community and Crime Prevention Grants

**SUB-TOTAL****CAPITAL EXPENDITURE**

405045(Furniture & Equipment (Capital) - OLOPS  
 405045(Plant & Equipment (Capital) - OLOPS

**CAPITAL REVENUE****SUB-TOTAL****TOTAL - OTHER LAW, ORDER, PUBLIC SAFETY**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	
	3,000.00		3,000.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	8,433.00		8,433.00		2,106.00		2,147.59	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>11,433.00</b>	<b>0.00</b>	<b>11,433.00</b>	<b>0.00</b>	<b>2,106.00</b>	<b>0.00</b>	<b>2,147.59</b>	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>11,433.00</b>	<b>0.00</b>	<b>11,433.00</b>	<b>0.00</b>	<b>2,106.00</b>	<b>0.00</b>	<b>2,147.59</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Health Inspection and Administration		33,033.00		33,033.00		8,256.00		2,147.59	
Preventative Services - Pest Control		5,284.00		5,284.00		3,701.00		536.89	
Preventative Services - Other		2,458.00		2,458.00		612.00		890.39	
Other Health		71,835.00		71,835.00		17,955.00		13,185.52	
<b><u>OPERATING REVENUE</u></b>									
Health Inspection and Administration	0.00		0.00		0.00		0.00		
Preventative Services - Pest Control	0.00		0.00		0.00		0.00		
Preventative Services - Other	0.00		0.00		0.00		0.00		
Other Health	6,500.00		6,500.00		1,623.00		0.01		
<b>SUB-TOTAL</b>	<b>6,500.00</b>	<b>112,610.00</b>	<b>6,500.00</b>	<b>112,610.00</b>	<b>1,623.00</b>	<b>30,524.00</b>	<b>0.01</b>	<b>16,760.39</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Health Inspection and Administration		0.00		0.00		0.00		0.00	
Preventative Services - Pest Control		0.00		0.00		0.00		0.00	
Preventative Services - Other		0.00		0.00		0.00		0.00	
Other Health		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Health Inspection and Administration	0.00		0.00		0.00		0.00		
Preventative Services - Pest Control	0.00		0.00		0.00		0.00		
Preventative Services - Other	0.00		0.00		0.00		0.00		
Other Health	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>6,500.00</b>	<b>112,610.00</b>	<b>6,500.00</b>	<b>112,610.00</b>	<b>1,623.00</b>	<b>30,524.00</b>	<b>0.01</b>	<b>16,760.39</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HEALTH INSPECTION & ADMIN****OPERATING EXPENDITURE**

2070304 Legal Expenses - Health Inspection/Admin	0.00		0.00		0.00		0.00
2070305 Expensed Minor Asset Purchases	0.00		0.00		0.00		0.00
2070307 Contract EHO (NEWHEALTH)	24,600.00		24,600.00		6,150.00		0.00
2070308 Food Inspection Expenses	0.00		0.00		0.00		0.00
2070310 Other Health Admin Expenses	0.00		0.00		0.00		0.00
2070392 Depreciation- Heath Inspection Admin	0.00		0.00		0.00		0.00
2070398 Staff Housing Costs Allocated	0.00		0.00		0.00		0.00
2070399 Administration Allocated	8,433.00		8,433.00		2,106.00		2,147.59

**OPERATING REVENUE**

3070300 Health Regulatory Licenses	0.00		0.00		0.00		0.00
3070301 Health Regulatory Fees and Charges	0.00		0.00		0.00		0.00
3070302 Health Regulatory Fines and Penalties	0.00		0.00		0.00		0.00
3070304 Contributions & Donations - Inspection/Admin	0.00		0.00		0.00		0.00
3070305 Reimbursements - Inspection/Admin	0.00		0.00		0.00		0.00
3070306 Grants - Inspection/Admin	0.00		0.00		0.00		0.00
3070307 Other Income - Inspection/Admin	0.00		0.00		0.00		0.00

**SUB-TOTAL**

<b>0.00</b>	<b>33,033.00</b>	<b>0.00</b>	<b>33,033.00</b>	<b>0.00</b>	<b>8,256.00</b>	<b>0.00</b>	<b>2,147.59</b>
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**CAPITAL EXPENDITURE**

4070350 Furniture & Equipment (Capital) - Health Adn	0.00		0.00		0.00		0.00
4070355 Plant & Equipment (Capital) - Health Admin	0.00		0.00		0.00		0.00

**CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - HEALTH INSPECTION & ADMIN**

<b>0.00</b>	<b>33,033.00</b>	<b>0.00</b>	<b>33,033.00</b>	<b>0.00</b>	<b>8,256.00</b>	<b>0.00</b>	<b>2,147.59</b>
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Comments

PREVENTIVE SERVICES - PEST CONTROL		Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>	2070400 Mosquito Control		3,176.00		3,176.00		3,176.00		0.00	
	2070499 Administration Allocated		2,108.00		2,108.00		525.00		536.89	
<b>OPERATING REVENUE</b>										
	3070400 Contributions & Donations - Pest Control	0.00		0.00		0.00		0.00		
	3070401 Reimbursements - Pest Control	0.00		0.00		0.00		0.00		
	3070402 Grants - Pest Control	0.00		0.00		0.00		0.00		
	3070403 Other Income - Pest Control	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>5,284.00</b>	<b>0.00</b>	<b>5,284.00</b>	<b>0.00</b>	<b>3,701.00</b>	<b>0.00</b>	<b>536.89</b>	
<b>CAPITAL EXPENDITURE</b>										
<b>CAPITAL REVENUE</b>										
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PREVENTIVE SERVICES - PEST CONTROL</b>		<b>0.00</b>	<b>5,284.00</b>	<b>0.00</b>	<b>5,284.00</b>	<b>0.00</b>	<b>3,701.00</b>	<b>0.00</b>	<b>536.89</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**30 September 2017**

**PREVENTIVE SERVICES - OTHER****OPERATING EXPENDITURE**

2070500 Analytical Expenses  
 2070599 Administration Allocated

**OPERATING REVENUE****SUB-TOTAL****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL****TOTAL - PREVENTIVE SERVICES - OTHER**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	350.00 2,108.00		350.00 2,108.00		87.00 525.00		353.50 536.89	
<b>0.00</b>	<b>2,458.00</b>	<b>0.00</b>	<b>2,458.00</b>	<b>0.00</b>	<b>612.00</b>	<b>0.00</b>	<b>890.39</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>2,458.00</b>	<b>0.00</b>	<b>2,458.00</b>	<b>0.00</b>	<b>612.00</b>	<b>0.00</b>	<b>890.39</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER HEALTH****OPERATING EXPENDITURE**

2070602 Medical Practice Costs	49,200.00		49,200.00		12,300.00		7,482.40	
2070603 Bonded Medical Scholarship	0.00		0.00		0.00		0.00	
2070607 Nursing Post Cleaner	5,769.00		5,769.00		1,440.00		1,241.17	
2070609 12 Calder Street Building Operations Expens	0.00		0.00		0.00		166.79	
2070691 Loss on Disposal of Assets	0.00		0.00		0.00		0.00	
2070692 Depreciation - Other Health	0.00		0.00		0.00		0.00	
2070698 Housing Costs Allocated	0.00		0.00		0.00		0.00	
2070699 Administration Allocated	16,866.00		16,866.00		4,215.00		4,295.16	

**OPERATING REVENUE**

3070600 Rent Income - Medical Services Housing	0.00		0.00		0.00		0.00	
3070601 Contributions & Donations - Medical Services	6,500.00		6,500.00		1,623.00		0.01	
3070602 Reimbursements - Medical Services	0.00		0.00		0.00		0.00	
3070603 Grants - Medical Services	0.00		0.00		0.00		0.00	
3070604 Other Income - Medical Services	0.00		0.00		0.00		0.00	

**SUB-TOTAL**

<b>6,500.00</b>	<b>71,835.00</b>	<b>6,500.00</b>	<b>71,835.00</b>	<b>1,623.00</b>	<b>17,955.00</b>	<b>0.01</b>	<b>13,185.52</b>	
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**CAPITAL EXPENDITURE**

4070650 Building (Capital) - Other Health	0.00		0.00		0.00		0.00	
4070651 Land Capital - Other Health	0.00		0.00		0.00		0.00	
4070655 Transfers To Reserve	0.00		0.00		0.00		0.00	

**CAPITAL REVENUE**

5070650 Transfers From Building Reserve	0.00		0.00		0.00		0.00	
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**SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**TOTAL - OTHER HEALTH**

<b>6,500.00</b>	<b>71,835.00</b>	<b>6,500.00</b>	<b>71,835.00</b>	<b>1,623.00</b>	<b>17,955.00</b>	<b>0.01</b>	<b>13,185.52</b>	
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Jobs

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Community Resource Centre		39,967.00		39,967.00		10,754.00		7,701.17	Timing - The majority of the contributions for the CEACA Project of 4 Units @ \$27,200 as per FAA costing \$95,000 and other contributions have now been paid.
Other Education		100.00		100.00		0.00		0.00	
Care Of Families And Children		14,187.00		14,187.00		3,676.00		1,676.19	
Aged & Disabled - Senior Citz Centre		134,366.00		134,366.00		60,715.00		102,943.65	
Other Welfare		7,108.00		7,108.00		525.00		536.89	
<b><u>OPERATING REVENUE</u></b>									
Community Resource Centre	10,690.00		10,690.00		2,670.00		2,010.61		
Other Education	0.00		0.00		0.00		0.00		
Care Of Families And Children	720.00		720.00		180.00		155.36		
Aged & Disabled - Senior Citz Centre	0.00		0.00		0.00		0.00		
Other Welfare	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>11,410.00</b>	<b>195,728.00</b>	<b>11,410.00</b>	<b>195,728.00</b>	<b>2,850.00</b>	<b>75,670.00</b>	<b>2,165.97</b>	<b>112,857.90</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Community Resource Centre		6,097.00		6,097.00		3,048.00		3,004.66	
Other Education		0.00		0.00		0.00		0.00	
Care Of Families And Children		0.00		0.00		0.00		0.00	
Aged & Disabled - Senior Citz Centre		0.00		0.00		0.00		0.00	
Other Welfare		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Community Resource Centre	0.00		0.00		0.00		0.00		
Other Education	0.00		0.00		0.00		0.00		
Care Of Families And Children	0.00		0.00		0.00		0.00		
Aged & Disabled - Senior Citz Centre	0.00		0.00		0.00		0.00		
Other Welfare	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>6,097.00</b>	<b>0.00</b>	<b>6,097.00</b>	<b>0.00</b>	<b>3,048.00</b>	<b>0.00</b>	<b>3,004.66</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>11,410.00</b>	<b>201,825.00</b>	<b>11,410.00</b>	<b>201,825.00</b>	<b>2,850.00</b>	<b>78,718.00</b>	<b>2,165.97</b>	<b>115,862.56</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

COMMUNITY RESOURCE CENTRE		Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>										
2080200 CRC Salaries			0.00		0.00		0.00		0.00	
2080201 CRC Superannuation			0.00		0.00		0.00		0.00	
2080202 Training and Conferences			0.00		0.00		0.00		0.00	
2080203 CRC - Other Employee Expenses			0.00		0.00		0.00		0.00	
2080204 CRC Building Operating Expenses	Jobs		17,500.00		17,500.00		4,823.00		3,887.68	
2080205 CRC Building Maintenance	Jobs		5,622.00		5,622.00		1,401.00		1,540.40	
2080206 Printing and Stationery			0.00		0.00		0.00		0.00	
2080207 Signage and Advertising			0.00		0.00		0.00		0.00	
2080208 Postage and Freight			0.00		0.00		0.00		0.00	
2080209 Other Equipment Mtce & Toners			0.00		0.00		0.00		317.27	
2080210 Computer Hardware/IT Equipment			0.00		0.00		0.00		0.00	
2080211 Computer Software			0.00		0.00		0.00		0.00	
2080212 Expensed Minor Asset Purchases			0.00		0.00		0.00		0.00	
2080213 Receptions and Refreshments			0.00		0.00		0.00		0.00	
2080214 Production of Saleable Items			0.00		0.00		0.00		0.00	
2080215 Community Group Promotion			0.00		0.00		0.00		0.00	
2080220 Other CRC Expenses			0.00		0.00		0.00		0.00	
2080221 Interest on Loan 109 CRC			1,651.00		1,651.00		735.00		882.02	
2080291 Loss on Disposal of Assets			0.00		0.00		0.00		0.00	
2080292 Depreciation - CRC			10,978.00		10,978.00		2,742.00		0.00	
2080299 Administration Allocated			4,216.00		4,216.00		1,053.00		1,073.80	
<b>OPERATING REVENUE</b>										
3080200 Grant Funding - CRC General		0.00		0.00		0.00		0.00		
3080201 Grant Funding - CRC Operational Support		0.00		0.00		0.00		0.00		
3080202 Grant Funding - Other Sources		0.00		0.00		0.00		0.00		
3080203 Contributions & Donations - CRC		0.00		0.00		0.00		0.00		
3080204 Reimbursements - CRC		7,050.00		7,050.00		1,761.00		992.44		
3080205 Course Fees/Training In-House		0.00		0.00		0.00		0.00		
3080206 Advertising Charges		0.00		0.00		0.00		0.00		
3080220 CRC - Rental Income		3,640.00		3,640.00		909.00		1,018.17		
3080290 Profit on Disposal of Assets		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>10,690.00</b>	<b>39,967.00</b>	<b>10,690.00</b>	<b>39,967.00</b>	<b>2,670.00</b>	<b>10,754.00</b>	<b>2,010.61</b>	<b>7,701.17</b>	
<b>CAPITAL EXPENDITURE</b>										
4080250 Furniture & Equipment (Capital) - CRC			0.00		0.00		0.00		0.00	
4080255 Plant & Equipment (Capital) - CRC			0.00		0.00		0.00		0.00	
4080260 Buildings (Capital) - CRC	Jobs		0.00		0.00		0.00		0.00	
4080270 Principal on Loan 109 - CRC			6,097.00		6,097.00		3,048.00		3,004.66	
<b>CAPITAL REVENUE</b>										
5080250 Proceeds on Disposal of Assets		0.00		0.00		0.00		0.00		
5080251 Realisation on Disposal of Assets		0.00		0.00		0.00		0.00		
5080253 Transfers From Building Reserve		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>6,097.00</b>	<b>0.00</b>	<b>6,097.00</b>	<b>0.00</b>	<b>3,048.00</b>	<b>0.00</b>	<b>3,004.66</b>	
<b>TOTAL - COMMUNITY RESOURCE CENTRE</b>		<b>10,690.00</b>	<b>46,064.00</b>	<b>10,690.00</b>	<b>46,064.00</b>	<b>2,670.00</b>	<b>13,802.00</b>	<b>2,010.61</b>	<b>10,705.83</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER EDUCATION**

**OPERATING EXPENDITURE**

2080300 P & C Association  
2080301 Christian School Donation  
2080302 School Prizes, Scholarship  
2080303 School Ground improvements  
2080304 Insurances - Other Education  
2080305 Community Development Expenditure

**OPERATING REVENUE**

3080300 Contributions & Donations - Other Education

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

**TOTAL - OTHER EDUCATION**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	100.00		100.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

<b>CARE OF FAMILIES &amp; CHILDREN</b>		<b>Adopted Budget</b>		<b>Revised Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>		<b>Comments</b>
		<b>Revenue \$</b>	<b>Expenditure \$</b>	<b>Revenue \$</b>	<b>Expenditure \$</b>	<b>Revenue \$</b>	<b>Expenditure \$</b>	<b>Revenue \$</b>	<b>Expenditure \$</b>	
<b><u>OPERATING EXPENDITURE</u></b>										
2080400 Playgroup Building Operations	Jobs		2,700.00		2,700.00		808.00		563.66	
2080401 Playgroup Building Maintenance	Jobs		5,170.00		5,170.00		1,290.00		38.73	
2080492 Depreciation - Care of Families			2,101.00		2,101.00		525.00		0.00	
2080499 Administration Allocated			4,216.00		4,216.00		1,053.00		1,073.80	
<b><u>OPERATING REVENUE</u></b>										
3080400 Income - Playgroup & Boodie Rats Child Car		720.00		720.00		180.00		155.36		
<b>SUB-TOTAL</b>		<b>720.00</b>	<b>14,187.00</b>	<b>720.00</b>	<b>14,187.00</b>	<b>180.00</b>	<b>3,676.00</b>	<b>155.36</b>	<b>1,676.19</b>	
<b><u>CAPITAL EXPENDITURE</u></b>										
4080450 Building (Capital) - Care of Families & Childre	Jobs		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>										
5080450 Transfers From Building Reserve		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - CARE OF FAMILIES &amp; CHILDREN</b>		<b>720.00</b>	<b>14,187.00</b>	<b>720.00</b>	<b>14,187.00</b>	<b>180.00</b>	<b>3,676.00</b>	<b>155.36</b>	<b>1,676.19</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**AGED & DISABLED - SENIOR CITIZ CENTRE****OPERATING EXPENDITURE**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual	
Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure
\$	\$	\$	\$	\$	\$	\$	\$
2080505 Seniors Catering Assistance	0.00		0.00		0.00		0.00
2080506 Central East Aged Care Alliance	113,000.00		113,000.00		56,500.00		98,648.49
2080508 Program Expense - Stay on your Feet	0.00		0.00		0.00		0.00
2080509 Seniors Week Expenditure	4,500.00		4,500.00		0.00		0.00
2080510 Meals on Wheels Expenditure	0.00		0.00		0.00		0.00
2080592 Depreciation - Senior Citizens	0.00		0.00		0.00		0.00
2080599 Administration Allocated	16,866.00		16,866.00		4,215.00		4,295.16

**OPERATING REVENUE**

3080500 Contributions & Donations - Senior Citizens	0.00		0.00		0.00		0.00
3080501 Reimbursements - Senior Citizens	0.00		0.00		0.00		0.00
3080502 Grant Income - Senior Citizens	0.00		0.00		0.00		0.00
3080503 Program Income - Senior Citizens	0.00		0.00		0.00		0.00
3080504 Grant Income - Aged Housing	0.00		0.00		0.00		0.00

**SUB-TOTAL**

<b>0.00</b>	<b>134,366.00</b>	<b>0.00</b>	<b>134,366.00</b>	<b>0.00</b>	<b>60,715.00</b>	<b>0.00</b>	<b>102,943.65</b>
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**CAPITAL EXPENDITURE**

4080550 Building (Capital) - Senior Citizens	0.00		0.00		0.00		0.00
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**CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - AGED & DISABLED - SENIOR CITIZ CENTRE**

<b>0.00</b>	<b>134,366.00</b>	<b>0.00</b>	<b>134,366.00</b>	<b>0.00</b>	<b>60,715.00</b>	<b>0.00</b>	<b>102,943.65</b>
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Comments

Timing - The majority of the contributions for the CEACA Project of 4 Units @ \$27,200 as per FAA costing \$95,000 and other contributions have now been paid.

Jobs

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER WELFARE****OPERATING EXPENDITURE**

2080600 Dry Seasons Assistance Expenditure  
2080603 Youth Development Programs  
2080604 Grants - Other Welfar Exp (Thank a Volunteer)  
2080692 Depreciation - Other Welfare  
2080699 Administration Allocated

**OPERATING REVENUE**

3080600 Dry Seasons Assistance Grant  
3080601 Contributions & Donations - Other Welfare  
3080602 Reimbursements - Other Welfare  
3080603 Grants - Other Welfare  
3080604 Other Income - Other Welfare

**SUB-TOTAL****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL****TOTAL - OTHER WELFARE**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	5,000.00		5,000.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	2,108.00		2,108.00		525.00		536.89	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>7,108.00</b>	<b>0.00</b>	<b>7,108.00</b>	<b>0.00</b>	<b>525.00</b>	<b>0.00</b>	<b>536.89</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>7,108.00</b>	<b>0.00</b>	<b>7,108.00</b>	<b>0.00</b>	<b>525.00</b>	<b>0.00</b>	<b>536.89</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>									▼ Timing with lower depreciation and house operating & maintenance expenditure.
Housing - Shire (Staff and Rentals)		142,483.00		142,483.00		38,234.00		22,029.44	
Housing - Aged (Including Senior Citizens)		119,283.00		119,283.00		31,097.00		22,384.63	
Housing - Other (Including Joint Venture)		77,171.00		77,171.00		20,175.00		13,476.50	
<b>OPERATING REVENUE</b>									
Housing - Shire (Staff and Rentals)	75,800.00		75,800.00		18,939.00		21,376.04		
Housing - Aged (Including Senior Citizens)	35,880.00		35,880.00		8,967.00		9,905.15		
Housing - Other (Including Joint Venture)	31,350.00		31,350.00		7,830.00		5,804.84		
<b>SUB-TOTAL</b>	<b>143,030.00</b>	<b>338,937.00</b>	<b>143,030.00</b>	<b>338,937.00</b>	<b>35,736.00</b>	<b>89,506.00</b>	<b>37,086.03</b>	<b>57,890.57</b>	
<b>CAPITAL EXPENDITURE</b>									
Housing - Shire (Staff and Rentals)		40,390.00		40,390.00		0.00		0.00	
Housing - Aged (Including Senior Citizens)		7,486.00		7,486.00		0.00		0.00	
Housing - Other (Including Joint Venture)		8,000.00		8,000.00		0.00		0.00	
<b>CAPITAL REVENUE</b>									
Housing - Shire (Staff and Rentals)	0.00		0.00		0.00		0.00		
Housing - Aged (Including Senior Citizens)	0.00		0.00		0.00		0.00		
Housing - Other (Including Joint Venture)	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>55,876.00</b>	<b>0.00</b>	<b>55,876.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>143,030.00</b>	<b>394,813.00</b>	<b>143,030.00</b>	<b>394,813.00</b>	<b>35,736.00</b>	<b>89,506.00</b>	<b>37,086.03</b>	<b>57,890.57</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HOUSING - SHIRE (STAFF AND RENTALS)**

**OPERATING EXPENDITURE**

2090100 Staff Housing Building Operations	Jobs	39,644.00	39,644.00	12,593.00	10,166.66
2090101 Staff Housing Building Maintenance	Jobs	49,400.00	49,400.00	12,282.00	2,241.72
2090102 Interest on Loan 106 (Staff Housing)		0.00	0.00	0.00	0.00
2090103 Expensed Minor Asset Purchases		0.00	0.00	0.00	0.00
2090191 Loss on Disposal of Assets		0.00	0.00	0.00	0.00
2090192 Depreciation - Staff Housing		39,759.00	39,759.00	9,939.00	0.00
2090199 Administration Allocated		42,164.00	42,164.00	10,539.00	10,737.91

**Recovered amounts**

2090198 Staff Housing Costs Recovered		(28,484.00)	(28,484.00)	(7,119.00)	(1,116.85)
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**OPERATING REVENUE**

3090101 Contributions & Donations - Staff Housing	0.00	0.00	0.00	0.00
3090102 Other Reimbursements - Staff Housing	0.00	0.00	0.00	0.00
3090103 Energy Efficiency Grants - Staff Housing	0.00	0.00	0.00	0.00
3090104 R4R Grant - Regional Component	0.00	0.00	0.00	0.00
3090105 RDA Round 5 Grants - Staff Housing	0.00	0.00	0.00	0.00
3090106 Other Grant Income - Staff Housing	0.00	0.00	0.00	0.00
3090107 Loan Interest Received - Staff	0.00	0.00	0.00	0.00
3090108 Income - 5 Cruickshank Road	9,120.00	9,120.00	2,277.00	2,525.84
3090109 Income - 11 Cruickshank Road	19,500.00	19,500.00	4,875.00	3,811.44
3090110 Income - 15 Cruickshank Road	0.00	0.00	0.00	1,200.00
3090111 Income - 25 Cruickshank Road	0.00	0.00	0.00	0.00
3090112 Income - 1 Salmon Gum Alley	14,220.00	14,220.00	3,552.00	4,392.99
3090113 Income - 4 Salmon Gum Alley	0.00	0.00	0.00	0.00
3090114 Income - 25A Calder Street	4,840.00	4,840.00	1,209.00	1,560.00
3090115 Income - 25B Calder Street	4,460.00	4,460.00	1,113.00	1,885.03
3090116 Income - 8 Lansdell Street	4,160.00	4,160.00	1,038.00	960.00
3090117 Income - Lot 208 Salmon Gum Alley	19,500.00	19,500.00	4,875.00	5,040.74
3090118 Income - 9 Calder Street	0.00	0.00	0.00	0.00
3090190 Profit on Disposal of Assets	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>75,800.00</b>	<b>142,483.00</b>	<b>75,800.00</b>	<b>142,483.00</b>	<b>18,939.00</b>	<b>38,234.00</b>	<b>21,376.04</b>	<b>22,029.44</b>
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Comments

Timing - Significant expenditure is expected in October.

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HOUSING - SHIRE (STAFF AND RENTALS)**  
(Continued)

## CAPITAL EXPENDITURE

4090150 Buildings (Capital) - Staff Housing Jobs  
4090160 Principal on Loan 106 - Staff Housing  
4090154 Transfer to Building Reserve

### CAPITAL REVENUE

5090150 Proceeds on Disposal of Assets  
5090151 Realisation on Disposal of Assets  
5090152 Transfers From Building Reserve  
5090153 Loan Principal Received - D O'Donnell

**SUB-TOTAL**

**TOTAL - HOUSING - SHIRE (STAFF AND RENTALS)**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual	
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
	40,390.00		40,390.00		0.00		0.00
	0.00		0.00		0.00		0.00
	0.00		0.00		0.00		0.00
0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00	
0.00	40,390.00	0.00	40,390.00	0.00	0.00	0.00	0.00
75,800.00	182,873.00	75,800.00	182,873.00	18,939.00	38,234.00	21,376.04	22,029.44

### Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HOUSING - AGED (INCLUDING SENIOR CITIZENS)**

	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>									
2090200 Aged Housing Building Operations <b>Jobs</b>		22,006.00		22,006.00		6,851.00		7,567.18	
2090201 Aged Housing Building Maintenance <b>Jobs</b>		43,300.00		43,300.00		10,755.00		4,981.33	
2090291 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2090292 Depreciation - Aged Housing		17,913.00		17,913.00		4,476.00		0.00	
2090299 Administration Allocated		42,164.00		42,164.00		10,539.00		10,737.91	
<b>Recovered amounts</b>									
2090298 Aged Housing Costs Recovered		(6,100.00)		(6,100.00)		(1,524.00)		(901.79)	
<b>OPERATING REVENUE</b>									
3090201 Income - Aged Unit 1 & 2	3,120.00		3,120.00		780.00		840.00		
3090203 Income - Aged Unit 3	3,120.00		3,120.00		780.00		960.00		
3090204 Income - Aged Unit 4	3,120.00		3,120.00		780.00		780.00		
3090205 Income - Aged Unit 5	3,120.00		3,120.00		780.00		1,105.15		
3090206 Income - Aged Unit 6	3,120.00		3,120.00		780.00		960.00		
3090207 Income - Aged Unit 7	3,120.00		3,120.00		780.00		960.00		
3090208 Income - Aged Unit 8	3,120.00		3,120.00		780.00		900.00		
3090209 Income - Aged Unit 9	3,120.00		3,120.00		780.00		840.00		
3090210 Income - Aged Unit 10	3,120.00		3,120.00		780.00		960.00		
3090211 Income - Aged Unit 11- Ferguson St	5,200.00		5,200.00		1,299.00		1,600.00		
3090212 Income - Aged Unit 12 - Ferguson St	2,600.00		2,600.00		648.00		0.00		
3090213 Contributions & Donations - Aged Housing	0.00		0.00		0.00		0.00		
3090214 Other Reimbursements - Aged Housing	0.00		0.00		0.00		0.00		
3090215 Grants - Aged Housing	0.00		0.00		0.00		0.00		
3090216 Other Income - Aged Housing	0.00		0.00		0.00		0.00		
3090290 Profit on Disposal of Assets	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>35,880.00</b>	<b>119,283.00</b>	<b>35,880.00</b>	<b>119,283.00</b>	<b>8,967.00</b>	<b>31,097.00</b>	<b>9,905.15</b>	<b>22,384.63</b>	
<b>CAPITAL EXPENDITURE</b>									
4090250 Building (Capital) - Aged Housing <b>Jobs</b>		7,486.00		7,486.00		0.00		0.00	
4090254 Transfers To Aged Reserve		0.00		0.00		0.00		0.00	
<b>CAPITAL REVENUE</b>									
5090250 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00		
5090251 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00		
5090253 Transfers From Seniors Housing Reserve	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>7,486.00</b>	<b>0.00</b>	<b>7,486.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - HOUSING - AGED (INCLUDING SENIOR CITIZENS)</b>	<b>35,880.00</b>	<b>126,769.00</b>	<b>35,880.00</b>	<b>126,769.00</b>	<b>8,967.00</b>	<b>31,097.00</b>	<b>9,905.15</b>	<b>22,384.63</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 09 - HOUSING**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HOUSING - OTHER (INCLUDING JOINT VENTURE)****OPERATING EXPENDITURE**

2090300 Community Housing - Singles JV - Building Oper: **Jobs**  
 2090301 Community Housing - Singles JV - Building Maint **Jobs**  
 2090302 Community Housing - Family JV Building Operati **Jobs**  
 2090303 Community Housing - Family JV - Building Maint **Jobs**  
 2090391 Loss on Disposal of Assets  
 2090392 Depreciation - Other Housing  
 2090399 Administration Allocated

**Recovered amounts**

2090398 Other Housing Costs Recovered

**OPERATING REVENUE**

3090300 Income - JV Singles Unit 1 Cruickshank Road  
 3090301 Income - JV Singles Unit 2 Cruickshank Road  
 3090302 Income - JV Singles Unit 3 Cruickshank Road  
 3090303 Income - JV Singles Unit 4 Cruickshank Road  
 3090304 Income - JV Family Housing - 6 Lansdell Street  
 3090305 Income - JV Family Housing - 12 White Street  
 3090311 Contributions & Donations - Other Housing  
 3090312 Other Reimbursements - Other Housing  
 3090313 Grants - Other Housing  
 3090314 Other Income - Other Housing  
 3090390 Profit on Disposal of Assets

**SUB-TOTAL****CAPITAL EXPENDITURE**

4090350 Building (Capital) - Housing Other **Jobs**

**CAPITAL REVENUE**

5090350 Proceeds on Disposal of Assets  
 5090351 Realisation on Disposal of Assets  
 5090352 Transfers From Building Reserve

**SUB-TOTAL****TOTAL - HOUSING - OTHER (INCLUDING JOINT VENTURE)**

	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
2090300 Community Housing - Singles JV - Building Oper: <b>Jobs</b>		11,608.00		11,608.00		3,489.00		3,179.41	
2090301 Community Housing - Singles JV - Building Maint <b>Jobs</b>		8,300.00		8,300.00		2,040.00		2,292.76	
2090302 Community Housing - Family JV Building Operati <b>Jobs</b>		5,000.00		5,000.00		1,596.00		1,779.62	
2090303 Community Housing - Family JV - Building Maint <b>Jobs</b>		5,500.00		5,500.00		1,362.00		86.59	
2090391 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2090392 Depreciation - Other Housing		3,120.00		3,120.00		780.00		0.00	
2090399 Administration Allocated		42,164.00		42,164.00		10,539.00		10,737.91	
<b>Recovered amounts</b>									
2090398 Other Housing Costs Recovered		1,479.00		1,479.00		369.00		(4,599.79)	
<b>OPERATING REVENUE</b>									
3090300 Income - JV Singles Unit 1 Cruickshank Road	4,730.00		4,730.00		1,182.00		1,374.46		
3090301 Income - JV Singles Unit 2 Cruickshank Road	4,730.00		4,730.00		1,182.00		182.45		
3090302 Income - JV Singles Unit 3 Cruickshank Road	6,760.00		6,760.00		1,689.00		960.00		
3090303 Income - JV Singles Unit 4 Cruickshank Road	6,760.00		6,760.00		1,689.00		960.00		
3090304 Income - JV Family Housing - 6 Lansdell Street	4,160.00		4,160.00		1,038.00		1,120.00		
3090305 Income - JV Family Housing - 12 White Street	4,210.00		4,210.00		1,050.00		1,207.93		
3090311 Contributions & Donations - Other Housing	0.00		0.00		0.00		0.00		
3090312 Other Reimbursements - Other Housing	0.00		0.00		0.00		0.00		
3090313 Grants - Other Housing	0.00		0.00		0.00		0.00		
3090314 Other Income - Other Housing	0.00		0.00		0.00		0.00		
3090390 Profit on Disposal of Assets	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>31,350.00</b>	<b>77,171.00</b>	<b>31,350.00</b>	<b>77,171.00</b>	<b>7,830.00</b>	<b>20,175.00</b>	<b>5,804.84</b>	<b>13,476.50</b>	
<b>CAPITAL EXPENDITURE</b>									
4090350 Building (Capital) - Housing Other <b>Jobs</b>		8,000.00		8,000.00		0.00		0.00	
<b>CAPITAL REVENUE</b>									
5090350 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00		
5090351 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00		
5090352 Transfers From Building Reserve	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>8,000.00</b>	<b>0.00</b>	<b>8,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - HOUSING - OTHER (INCLUDING JOINT VENTURE)</b>	<b>31,350.00</b>	<b>85,171.00</b>	<b>31,350.00</b>	<b>85,171.00</b>	<b>7,830.00</b>	<b>20,175.00</b>	<b>5,804.84</b>	<b>13,476.50</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Sanitation - Household Refuse		91,075.00		91,075.00		22,755.00		16,671.15	Timing of domestic refuse & recycling collection and refuse site maintenance expenses.
Sanitation - Other		25,423.00		25,423.00		6,348.00		5,261.09	
Sewerage		0.00		0.00		0.00		0.00	
Urban Stormwater Drainage		27,931.00		27,931.00		6,972.00		1,706.85	
Protection of the Environment		21,716.00		21,716.00		5,421.00		1,636.30	
Town Planning & Regional Development		7,108.00		7,108.00		1,773.00		3,529.62	
Community Development		4,558.00		4,558.00		1,134.00		536.89	
Other Community Amenities		44,469.00		44,469.00		11,146.00		9,788.82	
<b><u>OPERATING REVENUE</u></b>									
Sanitation - Household Refuse	50,630.00		50,630.00		50,630.00		50,630.00		
Sanitation - Other	21,960.00		21,960.00		21,960.00		21,960.00		
Sewerage	0.00		0.00		0.00		0.00		
Urban Stormwater Drainage	0.00		0.00		0.00		0.00		
Protection of the Environment	0.00		0.00		0.00		0.00		
Town Planning & Regional Development	500.00		500.00		123.00		147.00		
Community Development	0.00		0.00		0.00		0.00		
Other Community Amenities	1,820.00		1,820.00		453.00		0.00		
<b>SUB-TOTAL</b>	<b>74,910.00</b>	<b>222,280.00</b>	<b>74,910.00</b>	<b>222,280.00</b>	<b>73,166.00</b>	<b>55,549.00</b>	<b>72,737.00</b>	<b>39,130.72</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Sanitation - Household Refuse		0.00		0.00		0.00		693.76	
Sanitation - Other		0.00		0.00		0.00		0.00	
Sewerage		0.00		0.00		0.00		0.00	
Urban Stormwater Drainage		0.00		0.00		0.00		0.00	
Protection of the Environment		0.00		0.00		0.00		0.00	
Town Planning & Regional Development		0.00		0.00		0.00		0.00	
Community Development		0.00		0.00		0.00		0.00	
Other Community Amenities		10,000.00		10,000.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Sanitation - Household Refuse	0.00		0.00		0.00		0.00		
Sanitation - Other	0.00		0.00		0.00		0.00		
Sewerage	0.00		0.00		0.00		0.00		
Urban Stormwater Drainage	0.00		0.00		0.00		0.00		
Protection of the Environment	0.00		0.00		0.00		0.00		
Town Planning & Regional Development	0.00		0.00		0.00		0.00		
Community Development	0.00		0.00		0.00		0.00		
Other Community Amenities	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>693.76</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>74,910.00</b>	<b>232,280.00</b>	<b>74,910.00</b>	<b>232,280.00</b>	<b>73,166.00</b>	<b>55,549.00</b>	<b>72,737.00</b>	<b>39,824.48</b>	

AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**SANITATION - OTHER****OPERATING EXPENDITURE**

	<b>Adopted Budget</b>		<b>Revised Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>		<b>Comments</b>
	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	
2100200 Commercial Refuse Collection		8,716.00		8,716.00		2,178.00		1,459.20	
2100201 Refuse Collection - Street Bins		3,101.00		3,101.00		771.00		1,197.89	
2100202 Trade/Industrial Recycling Collection		7,950.00		7,950.00		1,986.00		1,347.20	
2100203 Recycling Refuse Collection		1,440.00		1,440.00		360.00		183.00	
2100205 Purchase of Street Bins		0.00		0.00		0.00		0.00	
2100206 Purchase of Bins (Sulo and Other)		0.00		0.00		0.00		0.00	
2100292 Depreciation - Sanitation Other		0.00		0.00		0.00		0.00	
2100299 Administration Allocated		4,216.00		4,216.00		1,053.00		1,073.80	

**OPERATING REVENUE**

3100200 Commercial Collection Charge	11,880.00		11,880.00		11,880.00		11,880.00		
3100201 Commercial Collection Charge (Additional)	0.00		0.00		0.00		0.00		
3100202 Non-Rateable Collection Charge	0.00		0.00		0.00		0.00		
3100203 Non Rateable Collection Charge (Additional)	0.00		0.00		0.00		0.00		
3100204 Commercial Recycling Collection Charges	10,080.00		10,080.00		10,080.00		10,080.00		
3100205 Sale of Sulo Bins	0.00		0.00		0.00		0.00		
3100206 Disposal of Asbestos	0.00		0.00		0.00		0.00		

**SUB-TOTAL**

<b>21,960.00</b>	<b>25,423.00</b>	<b>21,960.00</b>	<b>25,423.00</b>	<b>21,960.00</b>	<b>6,348.00</b>	<b>21,960.00</b>	<b>5,261.09</b>	
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**CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**TOTAL - SANITATION - OTHER**

<b>21,960.00</b>	<b>25,423.00</b>	<b>21,960.00</b>	<b>25,423.00</b>	<b>21,960.00</b>	<b>6,348.00</b>	<b>21,960.00</b>	<b>5,261.09</b>	
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**URBAN STORMWATER DRAINAGE**

**OPERATING EXPENDITURE**

2100601 Stormwater Drainage Maintenance  
 2100692 Depreciation - Stormwater Drainage  
 2100699 Administration Allocated

Jobs

**OPERATING REVENUE**

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

**TOTAL - URBAN STORMWATER DRAINAGE**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	23,715.00		23,715.00		5,919.00		633.05	
	0.00		0.00		0.00		0.00	
	4,216.00		4,216.00		1,053.00		1,073.80	
<b>0.00</b>	<b>27,931.00</b>	<b>0.00</b>	<b>27,931.00</b>	<b>0.00</b>	<b>6,972.00</b>	<b>0.00</b>	<b>1,706.85</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>27,931.00</b>	<b>0.00</b>	<b>27,931.00</b>	<b>0.00</b>	<b>6,972.00</b>	<b>0.00</b>	<b>1,706.85</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**PROTECTION OF THE ENVIRONMENT**

**OPERATING EXPENDITURE**

2100700 NRM Officer Wages		0.00	0.00	0.00	0.00
2100701 NRM Officer Superannuation		0.00	0.00	0.00	0.00
2100702 NRM Other Employee Expenses		0.00	0.00	0.00	0.00
2100703 NRM Officer Travel/Vehicle		0.00	0.00	0.00	0.00
2100704 Eastern Wheatbelt Declared Species Group		0.00	0.00	0.00	0.00
2100705 Project Contract and Expenses		10,000.00	10,000.00	2,499.00	46.68
2100706 Abandoned Vehicles/Environment		0.00	0.00	0.00	0.00
2100707 Barbalin Translocation Project	Jobs	7,500.00	7,500.00	1,869.00	515.82
2100709 Herbarium Expenses		0.00	0.00	0.00	0.00
2100792 Depreciation - Protection of the Environment		0.00	0.00	0.00	0.00
2100799 Administration Allocated		4,216.00	4,216.00	1,053.00	1,073.80

**OPERATING REVENUE**

3100701 Contributions & Donations - Environment	0.00	0.00	0.00	0.00
3100702 Reimbursements - Environment	0.00	0.00	0.00	0.00
3100703 Grants - Environment	0.00	0.00	0.00	0.00
3100707 DO NOT USE see acct 3130600 (Was Tree f	0.00	0.00	0.00	0.00

**SUB-TOTAL**

0.00	21,716.00	0.00	21,716.00	0.00	5,421.00	0.00	1,636.30
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**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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**TOTAL - PROTECTION OF THE ENVIRONMENT**

0.00	21,716.00	0.00	21,716.00	0.00	5,421.00	0.00	1,636.30
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Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**TOWN PLANNING & REG. DEVELOP.**

**OPERATING EXPENDITURE**

2100800 Town Planning Scheme Expenses  
2100899 Administration Allocated

**OPERATING REVENUE**

3100800 Planning Application Fees

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

**TOTAL - TOWN PLANNING & REG. DEVELOP.**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	5,000.00		5,000.00		1,248.00		2,992.73	
	2,108.00		2,108.00		525.00		536.89	
500.00		500.00		123.00		147.00		
<b>500.00</b>	<b>7,108.00</b>	<b>500.00</b>	<b>7,108.00</b>	<b>123.00</b>	<b>1,773.00</b>	<b>147.00</b>	<b>3,529.62</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>500.00</b>	<b>7,108.00</b>	<b>500.00</b>	<b>7,108.00</b>	<b>123.00</b>	<b>1,773.00</b>	<b>147.00</b>	<b>3,529.62</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**COMMUNITY DEVELOPMENT**

**OPERATING EXPENDITURE**

2100910 Community Development/Events

2100911 Community Groups Funding Programme  
(Donations)

2100999 Administration Allocated

**OPERATING REVENUE**

3100900 Contributions & Donations - Community Deve

3100901 Reimbursements - Community Development

3100902 Grants - Community Development

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

**TOTAL - COMMUNITY DEVELOPMENT**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	450.00		450.00		111.00		0.00	
	2,000.00		2,000.00		498.00		0.00	
	2,108.00		2,108.00		525.00		536.89	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>4,558.00</b>	<b>0.00</b>	<b>4,558.00</b>	<b>0.00</b>	<b>1,134.00</b>	<b>0.00</b>	<b>536.89</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>4,558.00</b>	<b>0.00</b>	<b>4,558.00</b>	<b>0.00</b>	<b>1,134.00</b>	<b>0.00</b>	<b>536.89</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER COMMUNITY AMENITIES**

**OPERATING EXPENDITURE**

2101000 Cemetery Maintenance/Operations	Jobs	6,006.00	6,006.00	1,494.00	2,190.67
2101002 Public Conveniences Operations	Jobs	14,808.00	14,808.00	3,754.00	2,794.94
2101003 Public Conveniences Maintenance	Jobs	4,100.00	4,100.00	1,011.00	508.05
2101004 Other Community Amenity Maintenance		0.00	0.00	0.00	0.00
2101015 Dry Season Funding Expenditure		0.00	0.00	0.00	0.00
2101017 Grant Funding Expenditure		0.00	0.00	0.00	0.00
2101091 Loss on Disposal of Assets		0.00	0.00	0.00	0.00
2101092 Depreciation - Other Community Amenities		2,689.00	2,689.00	672.00	0.00
2101099 Administration Allocated		16,866.00	16,866.00	4,215.00	4,295.16

**OPERATING REVENUE**

3101000 Cemetery Charges (Inc GST)	1,820.00	1,820.00	453.00	0.00
3101001 Cemetery Charges (Exc GST)	0.00	0.00	0.00	0.00
3101002 Industrial Units Rental	0.00	0.00	0.00	0.00
3101003 Contributions & Donations - Other Community	0.00	0.00	0.00	0.00
3101004 Reimbursements - Other Community	0.00	0.00	0.00	0.00
3101005 Grants - Other Community	0.00	0.00	0.00	0.00
3101006 Dry Season Funding Grant	0.00	0.00	0.00	0.00
3101007 Grain Proceeds - Farming	0.00	0.00	0.00	0.00
3101090 Profit on Disposal of Assets	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>1,820.00</b>	<b>44,469.00</b>	<b>1,820.00</b>	<b>44,469.00</b>	<b>453.00</b>	<b>11,146.00</b>	<b>0.00</b>	<b>9,788.82</b>
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**CAPITAL EXPENDITURE**

4101050 Building (Capital) - Other Community Amenities	Jobs	0.00	0.00	0.00	0.00
4101060 Infrastructure Other (Capital) - Other Community	Jobs	10,000.00	10,000.00	0.00	0.00

**CAPITAL REVENUE**

5101050 Proceeds on Disposal of Assets	0.00	0.00	0.00	0.00
5101051 Realisation on Disposal of Assets	0.00	0.00	0.00	0.00
5101052 Transfers From Building Reserve	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - OTHER COMMUNITY AMENITIES**

<b>1,820.00</b>	<b>54,469.00</b>	<b>1,820.00</b>	<b>54,469.00</b>	<b>453.00</b>	<b>11,146.00</b>	<b>0.00</b>	<b>9,788.82</b>
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Comments



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Public Halls and Civic Centres		91,024.00		91,024.00		23,626.00		12,275.16	▼ Depreciation Timing of \$10K.
Swimming Areas & Beaches		380,667.00		380,667.00		87,996.00		33,035.27	▼ Swimming pool depreciation timing \$56K.
Other Recreation & Sport		443,512.00		443,512.00		113,598.00		62,204.59	▼ Timing of depreciation \$36K and expenditure on Parks & Gardens Maintenance/Operations \$17K.
Television and Radio Rebroadcasting		6,511.00		6,511.00		1,188.00		749.13	
Libraries		16,629.00		16,629.00		4,728.00		5,002.53	
Heritage		4,108.00		4,108.00		1,020.00		536.89	
Other Culture		28,964.00		28,964.00		25,801.00		5,815.32	▼ Spring Festival Wages and plant related expenditure has been less than expected. A budget amendment reallocating resources is recommended. Spring Festival Underwriting related costs are not yet finalised.
<b><u>OPERATING REVENUE</u></b>									
Public Halls and Civic Centres	2,318.00		2,318.00		576.00		1,071.61		
Swimming Areas & Beaches	34,500.00		34,500.00		20,000.00		21,600.00		
Other Recreation & Sport	14,669.09		14,669.09		2,070.00		7,562.00		
Television and Radio Rebroadcasting	0.00		0.00		0.00		0.00		
Libraries	225.00		225.00		54.00		0.00		
Heritage	0.00		0.00		0.00		0.00		
Other Culture	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>51,712.09</b>	<b>971,415.00</b>	<b>51,712.09</b>	<b>971,415.00</b>	<b>22,700.00</b>	<b>257,957.00</b>	<b>30,233.61</b>	<b>119,618.89</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Public Halls and Civic Centres		0.00		0.00		0.00		0.00	
Swimming Areas & Beaches		37,500.00		37,500.00		20,000.00		20,000.00	
Other Recreation & Sport		63,877.00		63,877.00		7,438.00		7,331.35	
Television and Radio Rebroadcasting		0.00		0.00		0.00		0.00	
Libraries		0.00		0.00		0.00		0.00	
Heritage		0.00		0.00		0.00		0.00	
Other Culture		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Public Halls and Civic Centres	0.00		0.00		0.00		0.00		
Swimming Areas & Beaches	0.00		0.00		0.00		0.00		
Other Recreation & Sport	0.00		0.00		0.00		0.00		
Television and Radio Rebroadcasting	0.00		0.00		0.00		0.00		
Libraries	0.00		0.00		0.00		0.00		
Heritage	0.00		0.00		0.00		0.00		
Other Culture	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>101,377.00</b>	<b>0.00</b>	<b>101,377.00</b>	<b>0.00</b>	<b>27,438.00</b>	<b>0.00</b>	<b>27,331.35</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>51,712.09</b>	<b>1,072,792.00</b>	<b>51,712.09</b>	<b>1,072,792.00</b>	<b>22,700.00</b>	<b>285,395.00</b>	<b>30,233.61</b>	<b>146,950.24</b>	

AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**SWIMMING AREAS & BEACHES**

**OPERATING EXPENDITURE**

2110200 Swimming Pool - Salaries		60,829.00	60,829.00	15,207.00	11,457.11	▼ Depreciation timing.
2110201 Swimming Pool - Superannuation		5,500.00	5,500.00	1,374.00	662.41	
2110202 Swimming Pool - Training & Conferences		2,650.00	2,650.00	0.00	3,047.60	
2110203 Swimming Pool - Other Employee Costs		4,193.00	4,193.00	2,092.00	280.41	
2110204 Swimming Pool Bldg Operations	Jobs	42,171.00	42,171.00	3,926.00	10,418.49	
2110205 Swimming Pool Bldg/Grounds Maintenance	Jobs	8,512.00	8,512.00	1,200.00	726.50	
2110206 Swimming Pool Expensed Minor Asset Purct		0.00	0.00	0.00	0.00	
2110207 Swimming Pool Other Expenses		9,000.00	9,000.00	2,247.00	0.00	
2110213 Employee Housing Op Exp - Swimming Poo	Jobs	0.00	0.00	0.00	0.00	
2110291 Loss on Disposal of Assets		0.00	0.00	0.00	0.00	
2110292 Depreciation - Mukinbudin Swimming Pool		222,514.00	222,514.00	55,626.00	0.00	
2110299 Administration Allocated - Op Exp - Swimmin		25,298.00	25,298.00	6,324.00	6,442.75	

**OPERATING REVENUE**

3110200 Swimming Pool Subsidy	0.00	0.00	0.00	0.00	0.00	0.00
3110201 Swimming Pool Admissions	14,500.00	14,500.00	0.00	0.00	0.00	0.00
3110202 Swimming Pool Grants	0.00	0.00	0.00	0.00	0.00	0.00
3110203 Swimming Pool Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00
3110204 Volunteer Pool Levy - Op Inc.	20,000.00	20,000.00	20,000.00	21,600.00	21,600.00	0.00
3110223 Employee Housing Income- Rent & Reimb - (	0.00	0.00	0.00	0.00	0.00	0.00
3110290 Profit on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>34,500.00</b>	<b>380,667.00</b>	<b>34,500.00</b>	<b>380,667.00</b>	<b>20,000.00</b>	<b>87,996.00</b>	<b>21,600.00</b>	<b>33,035.27</b>
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**CAPITAL EXPENDITURE**

4110250 Plant & Equipment (Capital) - Swimming Pool	0.00	0.00	0.00	0.00	0.00	0.00
4110255 Building (Capital) - Swimming Pool <b>Jobs</b>	17,500.00	17,500.00	0.00	0.00	0.00	0.00
4110260 Infrastructure Other (Capital) - Swimming Pool <b>Jobs</b>	0.00	0.00	0.00	0.00	0.00	0.00
4110175 Transfer to Swimming Pool Reserve	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00

**CAPITAL REVENUE**

5110250 Proceeds on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00
5110251 Realisation on Disposal of Assets	0.00	0.00	0.00	0.00	0.00	0.00
5110253 Transfers From Swimming Pool Reserve	0.00	0.00	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>0.00</b>	<b>37,500.00</b>	<b>0.00</b>	<b>37,500.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>20,000.00</b>
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**TOTAL - SWIMMING AREAS & BEACHES**

<b>34,500.00</b>	<b>418,167.00</b>	<b>34,500.00</b>	<b>418,167.00</b>	<b>20,000.00</b>	<b>107,996.00</b>	<b>21,600.00</b>	<b>53,035.27</b>
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

OTHER RECREATION & SPORT		Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>										
2110300 Sporting Complex Bldg Ops	Jobs		58,350.00		58,350.00		17,135.00		15,824.16	▼ Costs are less than expected.
2110301 Sporting Complex Bldg Mtce	Jobs		14,980.00		14,980.00		3,741.00		11,091.56	
2110302 Parks & Gardens Maintenance/Operations	Jobs		97,846.00		97,846.00		24,450.00		7,942.89	
2110304 Town Oval Maintenance/Operations	Jobs		47,198.00		47,198.00		11,790.00		8,507.06	
2110306 Drive In Theatre Building Operations	Jobs		2,000.00		2,000.00		495.00		71.98	
2110307 Drive In Theatre Building Maintenance	Jobs		1,000.00		1,000.00		243.00		0.00	
2110308 Mukinbudin Dam Catchment Expenses	Jobs		6,677.00		6,677.00		1,688.00		2,332.91	
2110309 Other Recreation Facilities Operations	Jobs		11,380.00		11,380.00		3,431.00		1,609.93	
2110310 Other Recreation Facilities Maintenance	Jobs		6,119.00		6,119.00		1,179.00		1,059.04	
2110311 Expenses - District Club			0.00		0.00		0.00		0.00	
2110313 Expensed Minor Asset Purchases - Parks an			0.00		0.00		0.00		0.00	▼ Depreciation timing.
2110315 Events Kit General Expenses			2,000.00		2,000.00		498.00		569.45	
2110317 Sponsorship & Reimbursement Exps for Kid Sport			1,735.00		1,735.00		432.00		0.00	
2110319 Marquee & Trailer Expenses, Inc Hire Exps (Inc in 3110309) - Oth Rec	Jobs		0.00		0.00		0.00		305.56	
2110329 Gym Equipment Maintenance			800.00		800.00		0.00		0.00	
2110332 NEWROC Club Development - Expense			0.00		0.00		0.00		0.00	
2110333 NEWROC Club Development - Shire			0.00		0.00		0.00		0.00	
2110334 Healthways Project Officer Exp			0.00		0.00		0.00		0.00	
2110337 Central Wheatbelt Football League			2,500.00		2,500.00		0.00		0.00	
2110341 Stay on Your Feet Grant Exp			0.00		0.00		0.00		0.00	
2110342 Interest on Loan 108 - Bowling Club			4,028.00		4,028.00		1,794.00		2,152.14	▼ Depreciation timing.
2110391 Loss on Disposal of Assets			0.00		0.00		0.00		0.00	
2110392 Depreciation - Other Recreation			144,735.00		144,735.00		36,183.00		0.00	
2110399 Administration Allocated			42,164.00		42,164.00		10,539.00		10,737.91	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER RECREATION & SPORT**  
**(Continued)**

**OPERATING REVENUE**

3110300 Recreation/Sporting Complex Hire Fees	1,300.00		1,300.00		324.00		104.55	
3110301 Sport Leases and Rentals	0.00		0.00		0.00		0.00	
3110302 Contributions & Donations - Other Recreation	0.00		0.00		0.00		0.00	
3110303 Reimbursement Income - Other Recreation &	0.00		0.00		0.00		2,702.00	
3110304 Grants - Other Recreation	1,500.00		1,500.00		375.00		825.00	
3110305 Annual Sporting Club Levy	6,369.09		6,369.09		0.00		0.00	
3110306 Drive-In Gate Takings	0.00		0.00		0.00		0.00	
3110307 Reimbursements - District Club	0.00		0.00		0.00		0.00	
3110308 Community Activities Income	0.00		0.00		0.00		376.36	
3110309 Marquee & Trailer Hire Income (Exp in 2110319) - Other	0.00		0.00		0.00		1,090.91	
3110310 Sporting Body Reimbursements	0.00		0.00		0.00		0.00	
3110315 Events Kit Hire Income	2,000.00		2,000.00		498.00		1,521.82	
3110319 NEWROC Club Development Income	0.00		0.00		0.00		0.00	
3110320 NEWROC Clubs-State Contrb.	0.00		0.00		0.00		0.00	
3110321 Healthway Project Officer	0.00		0.00		0.00		0.00	
3110330 Stay on Your Feet Grant Income	0.00		0.00		0.00		0.00	
3110331 Gymnasium Membership Fees	3,500.00		3,500.00		873.00		941.36	
3110390 Profit on Disposal of Assets	0.00		0.00		0.00		0.00	

**SUB-TOTAL**

<b>14,669.09</b>	<b>443,512.00</b>	<b>14,669.09</b>	<b>443,512.00</b>	<b>2,070.00</b>	<b>113,598.00</b>	<b>7,562.00</b>	<b>62,204.59</b>
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**CAPITAL EXPENDITURE**

4110350 Plant & Equipment (Capital) - Other Recreation/Sport	0.00		0.00		0.00		0.00	
4110352 Furniture & Equipment (Capital) - Other Recreation/Spor	0.00		0.00		0.00		0.00	
4110355 Building (Capital) - Other Recreation/Sport	36,500.00		36,500.00		0.00		0.00	
4110360 Infrastructure Parks & Ovals (Capital)	0.00		0.00		0.00		0.00	
4110365 Infrastructure Other (Capital)	12,500.00		12,500.00		0.00		0.00	
4110370 Principal on Loan 108 - Bowling Club	14,877.00		14,877.00		7,438.00		7,331.35	

**Jobs**  
**Jobs**  
**Jobs**

**CAPITAL REVENUE**

5110350 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00	
5110351 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00	
5110352 Transfers From Reserve	0.00		0.00		0.00		0.00	

**SUB-TOTAL**

<b>0.00</b>	<b>63,877.00</b>	<b>0.00</b>	<b>63,877.00</b>	<b>0.00</b>	<b>7,438.00</b>	<b>0.00</b>	<b>7,331.35</b>
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**TOTAL - OTHER RECREATION & SPORT**

<b>14,669.09</b>	<b>507,389.00</b>	<b>14,669.09</b>	<b>507,389.00</b>	<b>2,070.00</b>	<b>121,036.00</b>	<b>7,562.00</b>	<b>69,535.94</b>
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Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**TELEVISION & RADIO REBROADCASTING**

**OPERATING EXPENDITURE**

2110400 TV/Radio Re-Broadcasting Operations	1,404.00	1,404.00	414.00	212.24
2110401 TV/Radio Re-Broadcasting Maintenance	2,000.00	2,000.00	0.00	0.00
2110402 Contributions to CDMA/JJJ	0.00	0.00	0.00	0.00
2110491 Loss on Disposal of Assets	0.00	0.00	0.00	0.00
2110492 Depreciation - TV/Radio Rebroadcasting	999.00	999.00	249.00	0.00
2110499 Administration Allocated	2,108.00	2,108.00	525.00	536.89

**OPERATING REVENUE**

3110400 Contributions & Donations - TV/Radio	0.00	0.00	0.00	0.00
3110401 TV/Radio Service Charges Levied	0.00	0.00	0.00	0.00
3110402 Reimbursements - TV/Radio	0.00	0.00	0.00	0.00
3110490 Profit on Disposal of Assets	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>0.00</b>	<b>6,511.00</b>	<b>0.00</b>	<b>6,511.00</b>	<b>0.00</b>	<b>1,188.00</b>	<b>0.00</b>	<b>749.13</b>
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**CAPITAL EXPENDITURE**

4110450 Plant & Equipment (Capital) - TV & Radio Re	0.00	0.00	0.00	0.00
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**CAPITAL REVENUE**

5110450 Proceeds on Disposal of Assets	0.00	0.00	0.00	0.00
5110451 Realisation on Disposal of Assets	0.00	0.00	0.00	0.00
5110452 Transfers from Reserve	0.00	0.00	0.00	0.00

**SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - TELEVISION & RADIO REBROADCASTING**

<b>0.00</b>	<b>6,511.00</b>	<b>0.00</b>	<b>6,511.00</b>	<b>0.00</b>	<b>1,188.00</b>	<b>0.00</b>	<b>749.13</b>
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Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**LIBRARIES****OPERATING EXPENDITURE**

2110505 Library Expensed Minor Asset Purchases  
 2110506 Library - Lost Books/Book Purchases  
 2110510 Library - Other Expenses  
 2110592 Depreciation - Library  
 2110599 Administration Allocated

**OPERATING REVENUE**

3110500 Library Penalties & Fees  
 3110501 Library Reimbursements Lost Books/Book Pt

**SUB-TOTAL****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL****TOTAL - LIBRARIES**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	
	500.00		500.00		123.00		200.00	
	3,480.00		3,480.00		1,443.00		1,581.15	
	0.00		0.00		0.00		0.00	
	12,649.00		12,649.00		3,162.00		3,221.38	
0.00		0.00		0.00		0.00		
225.00		225.00		54.00		0.00		
<b>225.00</b>	<b>16,629.00</b>	<b>225.00</b>	<b>16,629.00</b>	<b>54.00</b>	<b>4,728.00</b>	<b>0.00</b>	<b>5,002.53</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>225.00</b>	<b>16,629.00</b>	<b>225.00</b>	<b>16,629.00</b>	<b>54.00</b>	<b>4,728.00</b>	<b>0.00</b>	<b>5,002.53</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**30 September 2017**

**HERITAGE****OPERATING EXPENDITURE**

	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
2110600 Museum Building Operations		0.00		0.00		0.00		0.00	
2110601 Museum Building Maintenance		0.00		0.00		0.00		0.00	
2110602 Museum General Operating Expenditure		0.00		0.00		0.00		0.00	
2110603 History Book Expenditure		0.00		0.00		0.00		0.00	
2110604 Pope Hills Grant Operating Expenditure		2,000.00		2,000.00		495.00		0.00	
2110692 Depreciation - Heritage		0.00		0.00		0.00		0.00	
2110699 Administration Allocated		2,108.00		2,108.00		525.00		536.89	

**OPERATING REVENUE**

3110600 Sale of History Books	0.00		0.00		0.00		0.00		
3110601 Museum Entry Income	0.00		0.00		0.00		0.00		
3110602 Contributions & Donations - Heritage	0.00		0.00		0.00		0.00		
3110603 Reimbursements - Heritage	0.00		0.00		0.00		0.00		
3110604 Grant Income - Heritage	0.00		0.00		0.00		0.00		

**SUB-TOTAL**

<b>0.00</b>	<b>4,108.00</b>	<b>0.00</b>	<b>4,108.00</b>	<b>0.00</b>	<b>1,020.00</b>	<b>0.00</b>	<b>536.89</b>	
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**CAPITAL EXPENDITURE**

4110650 Building (Capital) - Heritage		0.00		0.00		0.00		0.00	
4110660 Infrastructure Other (Capital) - Heritage		0.00		0.00		0.00		0.00	

**CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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**TOTAL - HERITAGE**

<b>0.00</b>	<b>4,108.00</b>	<b>0.00</b>	<b>4,108.00</b>	<b>0.00</b>	<b>1,020.00</b>	<b>0.00</b>	<b>536.89</b>	
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Comments





**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Roads, Streets, Bridges and Depots		1,884,465.00		1,884,465.00		474,391.00		203,944.33	▼ Timing. \$317K savings due to depreciation and \$12.8K savings weed spraying, this is partially offset by a higher rate of expenditure on road maintenance of \$62K.
Road Plant Purchases		0.00		0.00		0.00		0.00	
Aerodromes		22,035.00		22,035.00		5,499.00		536.89	
Transport Licensing		24,842.00		24,842.00		6,207.00		5,560.36	
<b><u>OPERATING REVENUE</u></b>									
Roads, Streets, Bridges and Depots	923,211.00		923,211.00		70,567.00		134,233.00		▲ Timing, the Roads to Recovery grants were not expected to start until the third quarter.
Road Plant Purchases	15,664.00		15,664.00		5,169.00		5,136.34		
Aerodromes	0.00		0.00		0.00		0.00		
Transport Licensing	21,700.00		21,700.00		5,424.00		4,531.69		
<b>SUB-TOTAL</b>	<b>960,575.00</b>	<b>1,931,342.00</b>	<b>960,575.00</b>	<b>1,931,342.00</b>	<b>81,160.00</b>	<b>486,097.00</b>	<b>143,901.03</b>	<b>210,041.58</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Roads, Streets, Bridges and Depots		1,428,111.00		1,428,111.00		257,987.00		162,448.80	▼ Works on Strugnell St and Calder St have not yet started. The Bonnie Rock - Lake Brown Rd works have been completed below budget.
Road Plant Purchases		172,638.00		172,638.00		56,967.00		72,728.18	
Aerodromes		0.00		0.00		0.00		0.00	
Transport Licensing		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Roads, Streets, Bridges and Depots	0.00		0.00		0.00		0.00		▲ The full annual transfer to reserves has taken place. The Backhoe has not yet been purchased. The lower backhoe costs partially offsets the higher than expected YTD reserve transfer costs.
Road Plant Purchases	0.00		0.00		0.00		0.00		
Aerodromes	0.00		0.00		0.00		0.00		
Transport Licensing	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>1,600,749.00</b>	<b>0.00</b>	<b>1,600,749.00</b>	<b>0.00</b>	<b>314,954.00</b>	<b>0.00</b>	<b>235,176.98</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>960,575.00</b>	<b>3,532,091.00</b>	<b>960,575.00</b>	<b>3,532,091.00</b>	<b>81,160.00</b>	<b>801,051.00</b>	<b>143,901.03</b>	<b>445,218.56</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

<b>STREETS, ROADS, BRIDGES &amp; DEPOT</b>		<b>Adopted Budget</b>		<b>Revised Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>			<b>Comments</b>
		<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>		
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>		
<b><u>OPERATING EXPENDITURE</u></b>											
2120100 Road Maintenance	Jobs		412,383.00		412,383.00		103,071.00		164,707.14	▲	Timing. Road maintenance commenced promptly at the commencement of the year. Over the next few months the emphasis will change to road construction.
2120102 Flood Damage Maintenance	Jobs		0.00		0.00		0.00		0.00		
2120103 Roads/Street Cleaning	Jobs		21,120.00		21,120.00		5,271.00		1,656.55		
2120104 Street Trees & Watering	Jobs		5,000.00		5,000.00		0.00		0.00		
2120105 Street Trees Pruning & Tree Lopping	Jobs		22,065.00		22,065.00		2,955.00		0.00		
2120106 Traffic Signs/Equipment (Safety)	Jobs		43,747.00		43,747.00		10,932.00		6,001.20		
2120107 Footpath Maintenance	Jobs		21,615.00		21,615.00		5,394.00		8,343.72		
2120108 Street Lighting - Operating			18,900.00		18,900.00		4,725.00		4,133.36		
2120109 Consultancy/ RSA / Roman II			11,958.00		11,958.00		5,977.00		12,579.16		
2120110 Rural Road Numbering Program			0.00		0.00		0.00		0.00		
2120111 Verge Mtce/Roadside Spraying	Jobs		25,640.00		25,640.00		12,814.00		0.00	▼	Spraying has not commenced.
2120112 Townscape	Jobs		0.00		0.00		0.00		0.00		
2120114 Rail Alliance			0.00		0.00		0.00		0.00		
2120116 Purchase of Land for Roads - Op Exp			10,000.00		10,000.00		0.00		0.00		
2120120 Depot Building Operations	Jobs		7,300.00		7,300.00		2,075.00		1,807.72		
2120121 Depot Building Maintenance	Jobs		17,000.00		17,000.00		4,245.00		4,715.48		
2120122 Workshop/Depot Expensed Minor Asset Purchases			500.00		500.00		123.00		0.00		
2120127 Depot OHS Equipment - LGIS			0.00		0.00		0.00		0.00		
2120191 Loss on Disposal of Assets			0.00		0.00		0.00		0.00		
2120192 Depreciation - Roads, Bridges & Depots			1,267,237.00		1,267,237.00		316,809.00		0.00	▼	Depreciation timing.
<b><u>OPERATING REVENUE</u></b>											
3120100 Regional Road Group Grants (MRWA)		365,800.00		365,800.00		0.00		0.00			Timing, the Roads to Recovery grants were not expected to start until the third quarter.
3120101 Direct Road Grant (MRWA)		70,567.00		70,567.00		70,567.00		70,567.00			
3120102 Roads to Recovery Grant		486,844.00		486,844.00		0.00		63,066.00			
3120103 Black Spot Grant		0.00		0.00		0.00		0.00			
3120105 Flood Damage Income		0.00		0.00		0.00		0.00			
3120106 Street Lighting Subsidy		0.00		0.00		0.00		0.00			
3120108 Sale of Scrap		0.00		0.00		0.00		600.00			
3120110 Other Contrib. & Donations - Roads/Streets		0.00		0.00		0.00		0.00			
3120111 Other Reimbursements - Roads/Streets		0.00		0.00		0.00		0.00			
3120112 Other Grants - Roads/Streets		0.00		0.00		0.00		0.00			
3120115 Other Contrib. & Donations - Footpaths		0.00		0.00		0.00		0.00			
3120116 Other Reimbursements - Footpaths		0.00		0.00		0.00		0.00			
3120117 Other Grants - Footpaths		0.00		0.00		0.00		0.00			
3120120 Other Contrib. & Donations - Depots		0.00		0.00		0.00		0.00			
3120121 Other Reimbursements - Depots		0.00		0.00		0.00		0.00			
3120122 Other Grants - Depots		0.00		0.00		0.00		0.00			
3120123 Grants Commission Grant - Applied to Maintenance		0.00		0.00		0.00		0.00			
3120124 Grants Commission Grant - Applied to Construction		0.00		0.00		0.00		0.00			
3120190 Profit on Disposal of Assets		0.00		0.00		0.00		0.00			
<b>SUB-TOTAL</b>		<b>923,211.00</b>	<b>1,884,465.00</b>	<b>923,211.00</b>	<b>1,884,465.00</b>	<b>70,567.00</b>	<b>474,391.00</b>	<b>134,233.00</b>	<b>203,944.33</b>		

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

STREETS, ROADS, BRIDGES & DEPOT (Continued)		Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>CAPITAL EXPENDITURE</b>										
4120150 Furniture & Equipment (Capital) - Footpaths/Roads			0.00		0.00		0.00		0.00	
4120155 Plant & Equipment (Capital) - Roads			0.00		0.00		0.00		0.00	
4120160 Building (Capital) - Depots	Jobs		10,000.00		10,000.00		0.00		0.00	
4120166 Roads (Capital) - Council Funded	Jobs		77,000.00		77,000.00		27,493.00		0.00	▼ Works on Strugnell St and Calder St have not yet started.
4120167 Roads (Capital) - Roads to Recovery	Jobs		533,111.00		533,111.00		200,494.00		117,448.80	▼ The Bonnie Rock - Lake Brown Rd works have been completed below budget.
4120168 Roads (Capital) - Regional Road Group	Jobs		690,000.00		690,000.00		0.00		15,000.00	
4120169 Roads (Capital) - Black Spot	Jobs		0.00		0.00		0.00		0.00	
4120170 Footpaths (Capital) - Council Funded	Jobs		88,000.00		88,000.00		0.00		0.00	
4120171 Roads (Capital) - Flood Damage	Jobs		0.00		0.00		0.00		0.00	
4120175 Transfers To Roadworks Reserve			30,000.00		30,000.00		30,000.00		30,000.00	
<b>CAPITAL REVENUE</b>										
5120150 Transfers From Building Reserve		0.00		0.00		0.00		0.00		
5120151 Transfers From Reserve		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>1,428,111.00</b>	<b>0.00</b>	<b>1,428,111.00</b>	<b>0.00</b>	<b>257,987.00</b>	<b>0.00</b>	<b>162,448.80</b>	
<b>TOTAL - STREETS, ROADS, BRIDGES &amp; DEPOT</b>		<b>923,211.00</b>	<b>3,312,576.00</b>	<b>923,211.00</b>	<b>3,312,576.00</b>	<b>70,567.00</b>	<b>732,378.00</b>	<b>134,233.00</b>	<b>366,393.13</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

**ROAD PLANT PURCHASES**

**OPERATING EXPENDITURE**

2120291 Loss on Disposal of Assets

**OPERATING REVENUE**

3120290 Profit on Disposal of Assets

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

4120250 Plant & Equipment (Capital) - Road Plant Pur

4120275 Transfer to Plant Reserve

**CAPITAL REVENUE**

5120250 Proceeds on Disposal of Assets

5120251 Realisation on Disposal of Assets

5120252 Transfers From Plant Replacement Reserve

**SUB-TOTAL**

**TOTAL - ROAD PLANT PURCHASES**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	
15,664.00		15,664.00		5,169.00		5,136.34		
<b>15,664.00</b>	<b>0.00</b>	<b>15,664.00</b>	<b>0.00</b>	<b>5,169.00</b>	<b>0.00</b>	<b>5,136.34</b>	<b>0.00</b>	
	124,687.00		124,687.00		41,145.00		24,777.18	▼ The Backhoe has not yet been purchased. ▲ The full annual transfer to reserves has taken place.
	47,951.00		47,951.00		15,822.00		47,951.00	
36,364.00		36,364.00		12,000.00		21,363.64		Timing, the sale of P463, the Ford Ranger, has already taken place. Timing, the sale of P463, the Ford Ranger, has already taken place.
(36,364.00)		(36,364.00)		(12,000.00)		(21,363.64)		
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>172,638.00</b>	<b>0.00</b>	<b>172,638.00</b>	<b>0.00</b>	<b>56,967.00</b>	<b>0.00</b>	<b>72,728.18</b>	
<b>15,664.00</b>	<b>172,638.00</b>	<b>15,664.00</b>	<b>172,638.00</b>	<b>5,169.00</b>	<b>56,967.00</b>	<b>5,136.34</b>	<b>72,728.18</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

AERODROMES		Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>										
2120300 Airstrip & Grounds Maintenance/Operations	Jobs		4,886.00		4,886.00		1,215.00		0.00	
2120304 Expensed Minor Assets Purchased			0.00		0.00		0.00		0.00	
2120305 Other Expenses Relating To Aerodromes			0.00		0.00		0.00		0.00	
2120491 Loss on Disposal of Assets			0.00		0.00		0.00		0.00	
2120492 Depreciation - Aerodromes			15,041.00		15,041.00		3,759.00		0.00	
2120499 Administration Allocated			2,108.00		2,108.00		525.00		536.89	
<b>OPERATING REVENUE</b>										
3120400 Airport Landing Charges and Fees		0.00		0.00		0.00		0.00		
3120402 Contributions & Donations - Aerodromes		0.00		0.00		0.00		0.00		
3120403 Reimbursements - Aerodromes		0.00		0.00		0.00		0.00		
3120404 Grants - Aerodromes		0.00		0.00		0.00		0.00		
3120405 Other Income Relating to Aerodromes		0.00		0.00		0.00		0.00		
3120490 Profit on Disposal of Assets		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>22,035.00</b>	<b>0.00</b>	<b>22,035.00</b>	<b>0.00</b>	<b>5,499.00</b>	<b>0.00</b>	<b>536.89</b>	
<b>CAPITAL EXPENDITURE</b>										
4120450 Furniture & Equipment (Capital) - Aerodrome			0.00		0.00		0.00		0.00	
4120455 Plant & Equipment (Capital) - Aerodromes			0.00		0.00		0.00		0.00	
4120460 Infrastructure Other (Capital) - Aerodromes	Jobs		0.00		0.00		0.00		0.00	
<b>CAPITAL REVENUE</b>										
5120450 Proceeds on Disposal of Assets		0.00		0.00		0.00		0.00		
5120451 Realisation on Disposal of Assets		0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - AERODROMES</b>		<b>0.00</b>	<b>22,035.00</b>	<b>0.00</b>	<b>22,035.00</b>	<b>0.00</b>	<b>5,499.00</b>	<b>0.00</b>	<b>536.89</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**30 September 2017**

**TRANSPORT LICENCING**

**OPERATING EXPENDITURE**

2120500 Training and Accommodation - Licensing  
2120501 Telephone - Licensing  
2120599 Administration Allocated

**OPERATING REVENUE**

3120500 Sale of Shire Plates  
3120501 Commissions - Licensing  
3120502 Reimbursements - Licensing

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

**SUB-TOTAL**

**TOTAL - TRANSPORT LICENCING**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	3,000.00		3,000.00		750.00		0.00	
	760.00		760.00		189.00		191.40	
	21,082.00		21,082.00		5,268.00		5,368.96	
0.00		0.00		0.00		183.00		
18,700.00		18,700.00		4,674.00		4,348.69		
3,000.00		3,000.00		750.00		0.00		
<b>21,700.00</b>	<b>24,842.00</b>	<b>21,700.00</b>	<b>24,842.00</b>	<b>5,424.00</b>	<b>6,207.00</b>	<b>4,531.69</b>	<b>5,560.36</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>21,700.00</b>	<b>24,842.00</b>	<b>21,700.00</b>	<b>24,842.00</b>	<b>5,424.00</b>	<b>6,207.00</b>	<b>4,531.69</b>	<b>5,560.36</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Rural Services		16,608.00		16,608.00		7,020.00		3,836.08	
Tourism and Area Promotion		201,536.00		201,536.00		45,167.00		35,557.83	
Building Control		8,216.00		8,216.00		2,052.00		1,073.80	
Economic Development		4,358.00		4,358.00		1,217.00		1,219.85	
Other Economic Services		96,553.00		96,553.00		22,730.00		14,599.89	
<b><u>OPERATING REVENUE</u></b>									
Rural Services	1,000.00		1,000.00		0.00		0.00		
Tourism and Area Promotion	128,800.00		128,800.00		32,196.00		24,683.38		
Building Control	150.00		150.00		36.00		0.00		
Economic Development	0.00		0.00		0.00		0.00		
Other Economic Services	28,620.00		28,620.00		7,146.00		7,595.39		
<b>SUB-TOTAL</b>	<b>158,570.00</b>	<b>327,271.00</b>	<b>158,570.00</b>	<b>327,271.00</b>	<b>39,378.00</b>	<b>78,186.00</b>	<b>32,278.77</b>	<b>56,287.45</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Rural Services		0.00		0.00		0.00		0.00	
Tourism and Area Promotion		25,000.00		25,000.00		9,270.00		0.00	
Building Control		0.00		0.00		0.00		0.00	
Economic Development		0.00		0.00		0.00		0.00	
Other Economic Services		17,984.00		17,984.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Rural Services	0.00		0.00		0.00		0.00		
Tourism and Area Promotion	0.00		0.00		0.00		0.00		
Building Control	0.00		0.00		0.00		0.00		
Economic Development	0.00		0.00		0.00		0.00		
Other Economic Services	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>42,984.00</b>	<b>0.00</b>	<b>42,984.00</b>	<b>0.00</b>	<b>9,270.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>158,570.00</b>	<b>370,255.00</b>	<b>158,570.00</b>	<b>370,255.00</b>	<b>39,378.00</b>	<b>87,456.00</b>	<b>32,278.77</b>	<b>56,287.45</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**RURAL SERVICES****OPERATING EXPENDITURE**

Jobs

Adopted Budget		Revised Budget		YTD Budget		YTD Actual	
Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure
\$	\$	\$	\$	\$	\$	\$	\$
	13,000.00		13,000.00		6,495.00		3,298.74
2130100 Noxious Weed Control							
2130101 Wild Dog Control	0.00		0.00		0.00		0.00
2130102 Vermin Control	0.00		0.00		0.00		0.00
2130103 Rural Counselling Service	500.00		500.00		0.00		0.00
2130104 Drum Muster Expenses	1,000.00		1,000.00		0.00		0.45
2130105 Oil Waste Disposal	0.00		0.00		0.00		0.00
2130199 Administration Allocated	2,108.00		2,108.00		525.00		536.89

**OPERATING REVENUE**

3130100 Contributions & Donations - Rural Services	1,000.00		1,000.00		0.00		0.00
3130101 Reimbursements - Rural Services	0.00		0.00		0.00		0.00
3130102 Grants - Rural Services	0.00		0.00		0.00		0.00
3130103 Other Income Relating to Rural Services	0.00		0.00		0.00		0.00

**SUB-TOTAL**

<b>1,000.00</b>	<b>16,608.00</b>	<b>1,000.00</b>	<b>16,608.00</b>	<b>0.00</b>	<b>7,020.00</b>	<b>0.00</b>	<b>3,836.08</b>
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**CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL**

<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - RURAL SERVICES**

<b>1,000.00</b>	<b>16,608.00</b>	<b>1,000.00</b>	<b>16,608.00</b>	<b>0.00</b>	<b>7,020.00</b>	<b>0.00</b>	<b>3,836.08</b>
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Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

TOURISM & AREA PROMOTION	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>									
2130200 Staff Housing Costs Allocated		0.00		0.00		0.00		0.00	
2130202 Area Promotion		9,367.00		9,367.00		0.00		0.00	
2130203 Entry Statement Maintenance <b>Jobs</b>		0.00		0.00		0.00		0.00	
2130204 Caravan Park General Maintenance/Operations <b>Jobs</b>		57,000.00		57,000.00		14,424.00		10,789.01	
2130206 Barrack Cabins Building Operations <b>Jobs</b>		500.00		500.00		162.00		0.00	
2130207 Barrack Cabins Building Maintenance <b>Jobs</b>		1,500.00		1,500.00		366.00		2,991.16	
2130209 Tourist Information Bay/Hut Expenditure <b>Jobs</b>		8,000.00		8,000.00		1,992.00		1,529.07	
2130210 Park Units (Self Contained) Building Operations <b>Jobs</b>		1,000.00		1,000.00		326.00		0.00	
2130211 Park Units (Self Contained) Building Maintenance <b>Jobs</b>		1,000.00		1,000.00		249.00		276.75	
2130214 Caravan Park Salaries		54,500.00		54,500.00		13,623.00		12,000.00	
2130215 Caravan Park Superannuation		5,200.00		5,200.00		1,299.00		1,147.13	
2130216 Caravan Park Manager Allowances		0.00		0.00		0.00		0.00	
2130217 New Travel Annual Contribution		4,500.00		4,500.00		0.00		0.00	
2130218 Caravan Park Transportable House		9,579.00		9,579.00		390.00		359.52	
2130219 Wheatbelt Way <b>Jobs</b>		4,000.00		4,000.00		993.00		22.44	
2130220 Caravan Park Workers Compensation		1,254.00		1,254.00		312.00		0.00	
2130225 Tourist Signage		0.00		0.00		0.00		0.00	
2130291 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2130292 Depreciation - Tourism & Area Promotion		18,838.00		18,838.00		4,707.00		0.00	
2130299 Administration Allocated		25,298.00		25,298.00		6,324.00		6,442.75	
<b>OPERATING REVENUE</b>									
3130200 Caravan Park Fees	30,000.00		30,000.00		7,500.00		8,309.04		
3130201 Caravan Park Coin Op Wash Mach Income	1,600.00		1,600.00		399.00		0.00		
3130202 Barracks Cabins Fees	22,000.00		22,000.00		5,499.00		3,358.84		
3130203 Park Unit (Self Contained) Fees	55,000.00		55,000.00		13,749.00		8,760.96		
3130204 Rental Long Term Stay House	15,000.00		15,000.00		3,750.00		1,200.00		
3130205 Contributions & Donations - Tourism & Area Promoti	0.00		0.00		0.00		0.00		
3130206 Reimbursements - Tourism & Area Promotion	0.00		0.00		0.00		0.00		
3130207 Grants - Tourism & Area Promotion	0.00		0.00		0.00		0.00		
3130208 Caravan Park Managers House Fees	5,200.00		5,200.00		1,299.00		3,054.54		
3130210 Other Income Relating to Tourism & Area Promotion	0.00		0.00		0.00		0.00		
3130290 Profit on Disposal of Assets	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>128,800.00</b>	<b>201,536.00</b>	<b>128,800.00</b>	<b>201,536.00</b>	<b>32,196.00</b>	<b>45,167.00</b>	<b>24,683.38</b>	<b>35,557.83</b>	
<b>CAPITAL EXPENDITURE</b>									
4130250 Building (Capital) - Tourism & Area Promotion <b>Jobs</b>		19,000.00		19,000.00		6,270.00		0.00	
4130260 Infrastructure Other (Capital) - Tourism & Area Prom <b>Jobs</b>		6,000.00		6,000.00		3,000.00		0.00	
<b>CAPITAL REVENUE</b>									
5130250 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00		
5130251 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00		
5130252 Transfers From Reserve	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>9,270.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL - TOURISM &amp; AREA PROMOTION</b>	<b>128,800.00</b>	<b>226,536.00</b>	<b>128,800.00</b>	<b>226,536.00</b>	<b>32,196.00</b>	<b>54,437.00</b>	<b>24,683.38</b>	<b>35,557.83</b>	



AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**OTHER ECONOMIC SERVICES**

**OPERATING EXPENDITURE**

2130600 Tree Planter Maintenance		700.00	700.00	174.00	0.00
2130601 Community Bus Expenses Allocated		6,219.00	6,219.00	1,554.00	1,382.21
2130602 Public Transport Bus Expense		0.00	0.00	0.00	410.94
2130603 Standpipe Maintenance/Operations		30,000.00	30,000.00	7,521.00	5,999.13
2130609 Map Purchases		0.00	0.00	0.00	0.00
2130610 Other Expenditure - Other Economic Service:		0.00	0.00	0.00	0.00
2130612 Beringboodin Tank Roof Expenses		0.00	0.00	0.00	0.00
2130615 Interest on Loan 116 Land Purchase		1,315.00	1,315.00	0.00	101.20
2130616 Interest on Loan 119		5,583.00	5,583.00	0.00	332.68
2130617 Muka Cafe - Operations	Jobs	5,500.00	5,500.00	1,682.00	1,653.82
2130618 Muka Cafe - Maintenance	Jobs	3,500.00	3,500.00	867.00	424.75
2130691 Loss on Disposal of Assets		0.00	0.00	0.00	0.00
2130692 Depreciation - Other Economic Services		26,870.00	26,870.00	6,717.00	0.00
2130699 Administration Allocated		16,866.00	16,866.00	4,215.00	4,295.16

Jobs

Jobs

**OPERATING REVENUE**

3130600 Charges - Tree Planter Hire - Op Inc	200.00		200.00		48.00		845.46
3130601 Community Bus Hire	3,000.00		3,000.00		750.00		(2,809.04)
3130602 Public Transport Bus Income	1,000.00		1,000.00		249.00		5,350.00
3130603 Sale of Water	5,000.00		5,000.00		1,248.00		26.18
3130605 Rent - Commercial Properties	17,420.00		17,420.00		4,353.00		3,530.68
3130607 Contributions & Donations - Other Economic	0.00		0.00		0.00		0.00
3130608 Reimbursements - Other Economic Services	2,000.00		2,000.00		498.00		652.11
3130609 Grants - Other Economic Services	0.00		0.00		0.00		0.00
3130610 Other Income Relating to Other Economic Se	0.00		0.00		0.00		0.00
3130690 Profit on Disposal of Assets	0.00		0.00		0.00		0.00

**SUB-TOTAL**

<b>28,620.00</b>	<b>96,553.00</b>	<b>28,620.00</b>	<b>96,553.00</b>	<b>7,146.00</b>	<b>22,730.00</b>	<b>7,595.39</b>	<b>14,599.89</b>
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**CAPITAL EXPENDITURE**

4130650 Plant & Equipment (Capital) - Other Economi	0.00		0.00		0.00		0.00
4130655 Infrastructure Other (Capital) - Other Econom	0.00		0.00		0.00		0.00
4130680 Building (Capital) - Other Economic Services	0.00		0.00		0.00		0.00
4130660 Transfers To Community Bus Reserve	0.00		0.00		0.00		0.00
4130661 Transfers To Reserve	0.00		0.00		0.00		0.00
4130670 Principal on Loan 116 - Land Purchase	10,350.00		10,350.00		0.00		0.00
4130671 Principal on Loan 119 - Mukinbudin Cafe	7,634.00		7,634.00		0.00		0.00

Jobs

**CAPITAL REVENUE**

5130650 Proceeds on Disposal of Assets	0.00		0.00		0.00		0.00
5130651 Realisation on Disposal of Assets	0.00		0.00		0.00		0.00
5130652 Transfers From Plant Replacement Reserve	0.00		0.00		0.00		0.00
5130653 Transfers From Community Bus Reserve	0.00		0.00		0.00		0.00
5130654 Transfers From Reserve	0.00		0.00		0.00		0.00

**SUB-TOTAL**

<b>0.00</b>	<b>17,984.00</b>	<b>0.00</b>	<b>17,984.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**TOTAL - OTHER ECONOMIC SERVICES**

<b>28,620.00</b>	<b>114,537.00</b>	<b>28,620.00</b>	<b>114,537.00</b>	<b>7,146.00</b>	<b>22,730.00</b>	<b>7,595.39</b>	<b>14,599.89</b>
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**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

PROGRAMME SUMMARY	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
Private Works		19,616.00		19,616.00		4,887.00		3,058.27	
Public Works Overheads		0.00		0.00		3,696.00		(11,133.60)	▼ Timing, the Cost Recovery budget is not synchronised with the expenditure budget at this point in time and there a slight over recovery.
Plant Operation Costs		0.00		0.00		17,436.00		(6,364.65)	▼ Depreciation timing and vehicle licensing. See Sub Program for details.
Administration Overheads		0.00		0.00		54,287.00		(0.00)	▼ Timing, the Cost Recovery budget is not synchronised with the expenditure budget at this point in time. Timing, the YTD Budget for office equipment maintenance provided for the early payment of all annual agreement costs. This has not occurred.
Salaries and Wages		1,000.00		1,000.00		249.00		10,887.35	▲ Timing and an additional \$7.8K of workers compensation expenses have been incurred.
Land/Subdivision Development		0.00		0.00		0.00		0.00	
Stock, Fuels & Oils		0.00		0.00		0.00		0.00	
Unclassified		0.00		0.00		0.00		0.00	
<b><u>OPERATING REVENUE</u></b>									
Private Works	18,480.00		18,480.00		4,620.00		584.00		
Public Works Overheads	0.00		0.00		0.00		0.00		
Plant Operation Costs	35,000.00		35,000.00		8,748.00		7,956.00		
Administration Overheads	7,300.00		7,300.00		1,821.00		3,507.65		
Salaries and Wages	1,000.00		1,000.00		249.00		15,258.50		▲ Timing and an additional \$14.3K of workers compensation reimbursement income has been received. It includes a payment from last year.
Land/Subdivision Development	0.00		0.00		0.00		0.00		
Stock, Fuels & Oils	0.00		0.00		0.00		0.00		
Unclassified	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>61,780.00</b>	<b>20,616.00</b>	<b>61,780.00</b>	<b>20,616.00</b>	<b>15,438.00</b>	<b>80,555.00</b>	<b>27,306.15</b>	<b>(3,552.63)</b>	
<b><u>CAPITAL EXPENDITURE</u></b>									
Private Works		0.00		0.00		0.00		0.00	
Public Works Overheads		0.00		0.00		0.00		0.00	
Plant Operation Costs		115,818.00		115,818.00		44,628.00		43,867.80	
Administration Overheads		35,000.00		35,000.00		0.00		0.00	This is loan principle payments.
Salaries and Wages		0.00		0.00		0.00		0.00	
Land/Subdivision Development		0.00		0.00		0.00		0.00	
Stock, Fuels & Oils		0.00		0.00		0.00		0.00	
Unclassified		0.00		0.00		0.00		0.00	
<b><u>CAPITAL REVENUE</u></b>									
Private Works	0.00		0.00		0.00		0.00		
Public Works Overheads	0.00		0.00		0.00		0.00		
Plant Operation Costs	0.00		0.00		0.00		0.00		
Administration Overheads	0.00		0.00		0.00		0.00		
Salaries and Wages	0.00		0.00		0.00		0.00		
Land/Subdivision Development	10,349.00		10,349.00		10,349.00		10,349.74		
Stock, Fuels & Oils	0.00		0.00		0.00		0.00		
Unclassified	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>10,349.00</b>	<b>150,818.00</b>	<b>10,349.00</b>	<b>150,818.00</b>	<b>10,349.00</b>	<b>44,628.00</b>	<b>10,349.74</b>	<b>43,867.80</b>	
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>72,129.00</b>	<b>171,434.00</b>	<b>72,129.00</b>	<b>171,434.00</b>	<b>25,787.00</b>	<b>125,183.00</b>	<b>37,655.89</b>	<b>40,315.17</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**PRIVATE WORKS****OPERATING EXPENDITURE**

2140100 Private Works Expenses  
 2140199 Administration Allocated

**OPERATING REVENUE**

3140100 Private Works Income

**SUB-TOTAL****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL****TOTAL - PRIVATE WORKS****Jobs**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	15,400.00		15,400.00		3,834.00		1,984.47	
	4,216.00		4,216.00		1,053.00		1,073.80	
18,480.00		18,480.00		4,620.00		584.00		
<b>18,480.00</b>	<b>19,616.00</b>	<b>18,480.00</b>	<b>19,616.00</b>	<b>4,620.00</b>	<b>4,887.00</b>	<b>584.00</b>	<b>3,058.27</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>18,480.00</b>	<b>19,616.00</b>	<b>18,480.00</b>	<b>19,616.00</b>	<b>4,620.00</b>	<b>4,887.00</b>	<b>584.00</b>	<b>3,058.27</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

PUBLIC WORKS OVERHEADS	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b>OPERATING EXPENDITURE</b>									
2140200 Works Supervisor - Salary		80,000.00		80,000.00		19,998.00		20,160.00	
2140201 Works Supervisor - Superannuation		7,600.00		7,600.00		1,899.00		1,915.20	
2140202 Works Supervisor - Training & Conferences		0.00		0.00		0.00		0.00	
2140203 Other Employee Expenses - Works		1,920.00		1,920.00		938.00		0.00	
2140204 Works Team - Motor Vehicle Expenses Allocated		27,267.00		27,267.00		6,816.00		5,681.65	
2140205 Works Team - Superannuation		62,955.00		62,955.00		15,738.00		10,956.41	
2140206 Works Team - Sick Pay		17,578.00		17,578.00		4,392.00		3,368.96	
2140207 Works Team - Annual Leave		45,436.00		45,436.00		11,358.00		5,433.05	
2140208 Works Team - Public Holidays		21,093.00		21,093.00		5,271.00		0.00	
2140209 Works Team - Long Service Leave		0.00		0.00		0.00		0.00	
2140210 Works Team - RDO's		0.00		0.00		0.00		157.70	
2140211 Works Team - Protective Clothing		6,500.00		6,500.00		1,623.00		315.00	
2140212 Works Team - Service Pay		0.00		0.00		0.00		0.00	
2140213 Works Team - Bank Fee Reimbursement		0.00		0.00		0.00		0.00	
2140214 Works Team - Pre Employment Medicals and Police		500.00		500.00		123.00		0.00	
2140215 Works Team - Housing Incentive		4,160.00		4,160.00		1,038.00		773.68	
2140216 Works Team - MBL Location Allowance		13,500.00		13,500.00		3,375.00		2,561.52	
2140217 Works Team - Industry Allowance		1,000.00		1,000.00		249.00		0.00	
2140218 Works Team - Service Allowance		9,360.00		9,360.00		2,340.00		1,698.88	
2140219 Works Team - No Disadvantage Allowance		0.00		0.00		0.00		0.00	
2140220 Works Team - Insurances (Except Workers Comp)		0.00		0.00		0.00		0.00	
2140221 Works Team - Workers Compensation Insurance		13,052.00		13,052.00		6,526.00		0.00	
2140222 Works Team - Training & Conferences <b>Jobs</b>		8,500.00		8,500.00		2,124.00		239.02	
2140223 Works Team - OHS and Toolbox Meetings <b>Jobs</b>		1,000.00		1,000.00		249.00		46.76	
2140224 Works Team - Engineering & Technical Support		0.00		0.00		0.00		280.00	
2140225 Works Team - Office Expenses		100.00		100.00		24.00		388.89	
2140226 Works Team - Depot Freight		0.00		0.00		0.00		0.00	
2140227 Works Team - Expendable Tools/Equipment		1,500.00		1,500.00		375.00		44.09	
2140228 Works Team - Staff Housing Allocated		4,364.00		4,364.00		1,089.00		3,828.98	
2140229 Works Team - Other Costs		0.00		0.00		0.00		0.00	
2140230 Works Team - Noise Regulation Program		0.00		0.00		0.00		0.00	
2140231 Works Team - Telecommunications		0.00		0.00		0.00		550.48	
2140235 Consumables Used by Works Team- Op Exp		2,000.00		2,000.00		498.00		82.50	
2140239 Works Team - Superannuation In-Lieu		0.00		0.00		0.00		0.00	
2140245 Office Administration Work by Works Team Staff Ex <b>Jobs</b>		4,000.00		4,000.00		999.00		239.02	
2140291 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2140292 Depreciation - PWO's		0.00		0.00		0.00		0.00	
2140299 Administration Allocated		195,000.00		195,000.00		48,750.00		49,660.94	
<b>Recovered amounts</b>									
2140293 Less - Allocated to Works (PWO's)		(528,385.00)		(528,385.00)		(132,096.00)		(119,516.33)	Timing, the Cost Recovery budget is not synchronised with the expenditure budget at this point in time and there a slight over recovery.
<b>OPERATING REVENUE</b>									
3140200 Reimbursements - Public Works Overheads	0.00		0.00		0.00		0.00		
3140201 Long Service Leave Recoup (PWO's)	0.00		0.00		0.00		0.00		
3140290 Profit on Disposal of Assets	0.00		0.00		0.00		0.00		
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,696.00</b>	<b>0.00</b>	<b>(11,133.60)</b>	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**PUBLIC WORKS OVERHEADS**  
**(Continued)**

**CAPITAL EXPENDITURE**

**CAPITAL REVENUE**

5140250 Transfers From Long Service Leave Reserve

**SUB-TOTAL**

**TOTAL - PUBLIC WORKS OVERHEADS**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		
Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	
\$	\$	\$	\$	\$	\$	\$	\$	
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,696.00</b>	<b>0.00</b>	<b>(11,133.60)</b>	

Comments

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**PLANT OPERATION COSTS****OPERATING EXPENDITURE**

2140300 Internal Plant Repairs - Wages &amp; O/Head

2140301 External Parts &amp; Repairs (Includes Consumables)

2140302 Fuels and Oils Op Exp - Plant Op Costs

2140303 Tyres and Tubes

2140306 Licences - Plant Operation

2140307 Insurance - Plant Operation

2140308 Interest on Loan 114

2140309 Interest on Loan 115

2140310 Interest on Loan 118

2140320 Interest on Loan 120

2140311 Interest on Loan 121

2140312 Interest on Loan 122

2140313 Interest on Loan 123

2140492 Depreciation - Plant Operation

***Recovered amounts***

2140394 LESS Plant Operation Costs Allocated to Works

2140495 LESS Plant Depreciation Costs Allocated to Works (DO NOT USE)

**OPERATING REVENUE**

3140300 Fuel Tax Credits Grant Scheme

3140301 Reimbursements - Plant Operation Costs

3140302 Sale of Scrap - Plant Operating Costs

**SUB-TOTAL****CAPITAL EXPENDITURE**

4140370 Principal on Loan 114 - Trailer

4140371 Principal on Loan 115 - Truck

4140372 Principal on Loan 118 - Vibe Roller

4140373 Principal on Loan 120 - Skid Steer

4140374 Principal on Loan 121 - Motor Grader

4140375 Principal on Loan 122 - Multi Tyre Roller

4140376 Principal on Loan 123 - John Deere Tractor

**CAPITAL REVENUE**

5140350 Proceeds from New Debentures

**SUB-TOTAL****TOTAL - PLANT OPERATION COSTS**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	57,412.00		57,412.00		14,352.00		5,555.20	<p>There had been one major service and one expensive breakdown. In addition \$7.3K of tyre costs have been booked to this account. This will be rectified by journal.</p> <p>\$7.3K of tyre costs have been booked to the Parts &amp; Repair account. This will be rectified by journal.</p> <p>Most vehicle licensing has been completed. The refund of the license fee component has resulted in savings.</p> <p>Timing, most insurance expenses have already been paid.</p> <p>Depreciation timing.</p> <p>Depreciation timing. The apparent Actual over recovery is because plant costs recovery rates include depreciation but as depreciation has not been calculated plant costs are lower than they would otherwise be.</p>
	78,220.00		78,220.00		19,554.00		59,996.20	
	104,050.00		104,050.00		26,010.00		22,222.44	
	49,100.00		49,100.00		12,273.00		0.00	
	10,919.00		10,919.00		10,919.00		5,558.20	
	27,846.00		27,846.00		13,923.00		26,883.81	
	2,778.00		2,778.00		0.00		213.74	
	1,657.00		1,657.00		722.00		962.97	
	3,865.00		3,865.00		1,705.00		2,052.30	
	2,525.00		2,525.00		1,107.00		1,309.96	
	7,170.00		7,170.00		2,913.00		4,001.89	
	3,900.00		3,900.00		1,585.00		2,177.50	
	1,067.00		1,067.00		0.00		99.43	
	171,984.00		171,984.00		42,996.00		0.00	
	(522,493.00)		(522,493.00)		(130,623.00)		(137,398.29)	
	0.00		0.00		0.00		0.00	
25,000.00		25,000.00		6,249.00		7,956.00		
0.00		0.00		0.00		0.00		
10,000.00		10,000.00		2,499.00		0.00		
<b>35,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>0.00</b>	<b>8,748.00</b>	<b>17,436.00</b>	<b>7,956.00</b>	<b>(6,364.65)</b>	
	21,857.00		21,857.00		0.00		0.00	
	16,416.00		16,416.00		8,208.00		8,108.91	
	14,330.00		14,330.00		7,165.00		7,074.98	
	6,209.00		6,209.00		3,104.00		3,069.19	
	33,872.00		33,872.00		16,936.00		16,588.59	
	18,430.00		18,430.00		9,215.00		9,026.13	
	4,704.00		4,704.00		0.00		0.00	
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>115,818.00</b>	<b>0.00</b>	<b>115,818.00</b>	<b>0.00</b>	<b>44,628.00</b>	<b>0.00</b>	<b>43,867.80</b>	
<b>35,000.00</b>	<b>115,818.00</b>	<b>35,000.00</b>	<b>115,818.00</b>	<b>8,748.00</b>	<b>62,064.00</b>	<b>7,956.00</b>	<b>37,503.15</b>	

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

ADMINISTRATION OVERHEADS	Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
<b><u>OPERATING EXPENDITURE</u></b>									
2140500 Admin Salaries		440,025.00		440,025.00		110,004.00		98,810.17	Some savings as some staff were outsourced at the beginning of the year.
2140501 Admin Superannuation		61,900.00		61,900.00		15,474.00		13,069.98	
2140502 Admin Workers Compensation Insurance		10,540.00		10,540.00		5,270.00		0.00	
2140503 Admin Training		15,000.00		15,000.00		3,750.00		31.82	
2140504 Admin Conferences		4,530.00		4,530.00		1,131.00		292.55	
2140505 Admin Fringe Benefits Tax		15,000.00		15,000.00		3,750.00		4,570.00	
2140506 Admin Staff Uniforms		3,300.00		3,300.00		825.00		155.45	
2140507 Admin Staff Utility Subsidy		0.00		0.00		0.00		0.00	
2140508 Admin Salary Packaging Expenses		1,020.00		1,020.00		255.00		473.64	
2140509 Admin Motor Vehicle Expenses Allocated		13,331.00		13,331.00		3,330.00		3,765.67	
2140510 Admin Staff Relocation Expenses		6,000.00		6,000.00		1,500.00		0.00	
2140511 Admin Occupational Health and Safety		6,000.00		6,000.00		1,500.00		136.28	
2140512 Admin - Other Employee Expenses		15,500.00		15,500.00		3,873.00		0.00	
2140513 Admin Building Operations		35,000.00		35,000.00		8,796.00		8,056.03	
2140514 Admin Building Maintenance		10,350.00		10,350.00		2,580.00		10,971.33	
2140515 Admin Other Insurances		14,022.00		14,022.00		9,254.00		14,867.21	
2140516 Admin Stationery		9,000.00		9,000.00		2,250.00		90.91	
2140517 Admin Postage and Freight		2,000.00		2,000.00		498.00		124.24	
2140518 Admin Advertising		5,000.00		5,000.00		1,248.00		675.85	
2140519 Admin Subscriptions and Publications		0.00		0.00		0.00		0.00	
2140520 Admin Travel and Accommodation (Non-Training)		0.00		0.00		0.00		0.00	
2140521 Admin Office Equipment Mtce		60,809.00		60,809.00		60,807.00		21,528.22	Timing, the YTD Budget provided for the early payment of all annual agreement costs. This has not occurred.
2140522 Admin Expensed Minor Asset Purchases		0.00		0.00		0.00		0.00	
2140523 Admin Office Equipment Rental		21,785.00		21,785.00		5,445.00		1,895.46	
2140524 Admin Long Service Leave		0.00		0.00		0.00		0.00	
2140525 Admin Accrued Wages		0.00		0.00		0.00		0.00	
2140526 Admin Accrued Annual Leave		0.00		0.00		0.00		0.00	
2140527 Admin Accrued Long Service Leave		0.00		0.00		0.00		0.00	
2140528 Admin Title Searches		0.00		0.00		0.00		0.00	
2140529 Admin Legal Expenses		3,000.00		3,000.00		750.00		548.06	
2140530 Outsourced & Contract Employees - Admin - Op Exp		0.00		0.00		0.00		25,128.39	
2140531 LCC Website Service Fee		1,100.00		1,100.00		550.00		0.00	This cost was not budgeted. It has partially compensated for by savings in Administration Salaries. A Budget Amendment will be required.
2140532 Maternity Leave Salary		0.00		0.00		0.00		0.00	
2140533 Admin Staff MBL Allowance		4,500.00		4,500.00		1,125.00		694.94	
2140534 Admin Staff Service Allowance		2,080.00		2,080.00		519.00		739.04	
2140535 Admin Staff Self Accom. Subsidy		2,080.00		2,080.00		519.00		481.84	
2140536 Interest on Loan 92 Admin Centre		0.00		0.00		0.00		0.00	
2140537 Admin Consultancy		30,000.00		30,000.00		7,500.00		4,620.00	
2140540 Refreshments & Other Expenses - Admin - Op Exp		0.00		0.00		0.00		241.77	
2140565 Bad Debts Expense		0.00		0.00		0.00		0.00	
2140566 Doubtful Debts Expense		0.00		0.00		0.00		0.00	
2140591 Loss on Disposal of Assets		0.00		0.00		0.00		0.00	
2140592 Depreciation - Administration		21,662.00		21,662.00		5,415.00		0.00	
<b><u>Recovered amounts</u></b>									
2140599 Administration Overheads Recovered		(843,275.00)		(843,275.00)		(210,816.00)		(214,758.30)	
2140598 Admin Staff Housing Costs Allocated		28,741.00		28,741.00		7,185.00		2,789.45	



**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**SALARIES & WAGES****OPERATING EXPENDITURE**

2140700 Gross Salary and Wages  
2140701 Less Salaries & Wages Allocated  
2140702 Workers Compensation Expense  
2140703 Unallocated Salaries & Wages

**OPERATING REVENUE**

3140700 Reimbursement - Workers Compensation

**SUB-TOTAL****CAPITAL EXPENDITURE****CAPITAL REVENUE****SUB-TOTAL****TOTAL - SALARIES & WAGES**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual			Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$		
	1,193,847.00		1,193,847.00		298,461.00		258,788.70	▼	Timing.
	(1,193,847.00)		(1,193,847.00)		(298,461.00)		(256,745.82)	▼	Timing.
	1,000.00		1,000.00		249.00		8,844.47		
	0.00		0.00		0.00		0.00		
1,000.00		1,000.00		249.00		15,258.50		▲	Unexpected income, it includes a payment from last year.
<b>1,000.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>249.00</b>	<b>249.00</b>	<b>15,258.50</b>	<b>10,887.35</b>		
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>1,000.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>249.00</b>	<b>249.00</b>	<b>15,258.50</b>	<b>10,887.35</b>		

**SHIRE OF MUKINBUDIN**  
**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
**Financial Statement for Period Ended**  
**30 September 2017**

**LAND/SUBDIVISION DEVELOPMENT**

**OPERATING EXPENDITURE**

2140900 Land Settlement Expense  
2140991 Loss on Disposal of Assets  
2140999 Administration Allocated

**OPERATING REVENUE**

3140900 Contributions & Donations - Subdivisions/De  
3140901 Reimbursements - Subdivisions/Developmer  
3140902 Grants - Subdivisions/Developments  
3140990 Profit on Disposal of Assets

**SUB-TOTAL**

**CAPITAL EXPENDITURE**

4140950 Land Purchase  
4140951 Subdivision Surveying & Plans  
4140952 Design & Plan Expenses  
4140953 Services Installation  
4140960 Transfers To Reserve

**CAPITAL REVENUE**

5140950 Proceeds on Disposal of Assets  
5140951 Realisation on Disposal of Assets  
5140952 Transfers From Residential Land Reserve

**SUB-TOTAL**

**TOTAL - LAND/SUBDIVISION DEVELOPMENT**

Adopted Budget		Revised Budget		YTD Budget		YTD Actual		Comments
Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
	0.00		0.00		0.00		0.00	
0.00		0.00		0.00		0.00		
0.00		0.00		0.00		0.00		
10,349.00		10,349.00		10,349.00		10,349.74		
<b>10,349.00</b>	<b>0.00</b>	<b>10,349.00</b>	<b>0.00</b>	<b>10,349.00</b>	<b>0.00</b>	<b>10,349.74</b>	<b>0.00</b>	
<b>10,349.00</b>	<b>0.00</b>	<b>10,349.00</b>	<b>0.00</b>	<b>10,349.00</b>	<b>0.00</b>		<b>0.00</b>	

**Shire of Mukinbudin  
Schedule 03  
General Purpose Funding**

111

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Rates Revenue & Administration		58,939.00		11,566.94
General Purpose Funding		2,108.00		536.89
Investment Activity		9,526.00		3,174.31
Other General Purpose Funding		8,433.00		2,147.93
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$79,006.00</b>	<b>\$0.00</b>	<b>\$17,426.07</b>
<b>Operating Income</b>				
Rates Revenue & Administration	1,128,713.00		1,091,414.00	
General Purpose Funding	761,812.00		191,697.75	
Investment Activity	24,800.00		5,535.16	
Other General Purpose Funding	1,020.00		284.32	
<b>TOTAL OPERATING INCOME</b>	<b>\$1,916,345.00</b>	<b>\$0.00</b>	<b>\$1,288,931.23</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Investment Activity		67,889.00		59,411.11
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$67,889.00</b>	<b>\$0.00</b>	<b>\$59,411.11</b>
<b>TOTAL GENERAL PURPOSE FUNDING</b>	<b>\$1,916,345.00</b>	<b>\$146,895.00</b>	<b>\$1,288,931.23</b>	<b>\$76,837.18</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin**  
**Schedule 03**  
**General Purpose Funding**

112

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Rates Revenue &amp; Administration</b>				
<b>Operating Expenditure</b>				
2030101 - Valuation Expenses		\$12,675.00		
2030102 - Legal Expenses		\$2,000.00		
2030103 - Title/Company Searches		\$500.00		
2030104 - Postage/Freight		\$550.00		\$230.30
2030105 - Printing and Stationery		\$300.00		\$598.73
2030107 - Rates Debtors Written Off				
2030109 - Other Expenses Relating To Rates		\$750.00		
2030199 - Administration Allocated		\$42,164.00		\$10,737.91
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$58,939.00</b>	<b>\$0.00</b>	<b>\$11,566.94</b>
<b>Operating Income</b>				
3030100 - Rates Levied - GRV/UV			\$0.30	
3030101 - Rates Levied - GRV Residential	\$195,573.00		\$195,573.00	
3030110 - Rates Levied - UV Rural	\$875,007.00		\$875,006.00	
3030112 - Rates Levied - UV Mining Tenement				
3030120 - Rates Levied - GRV Minimum Residential	\$11,440.00		\$11,440.00	
3030130 - Rates Levied - UV Minimum Rural	\$17,050.00		\$17,050.00	
3030132 - Rates Levied - UV Minimum Mining Tenem	\$3,850.00		\$3,850.00	
3030135 - Interim Rates Levied - GRV/UV				
3030136 - Back Rates Levied - GRV/UV				
3030137 - Ex-Gratia Rates (CBH etc.)	\$17,104.00		\$17,104.29	
3030138 - Discount on Rates Levied				
3030140 - Movement in Excess Rates			-\$35,176.76	
3030150 - Penalty Interest Raised on Rates	\$2,300.00		\$286.56	
3030151 - Instalment Interest Received	\$2,000.00		\$2,002.05	
3030152 - Rates Instalment Admin Fee Received	\$3,315.00		\$2,340.00	
3030153 - Pens Deferred Rates Interest Received	\$74.00			
3030154 - Rate Account Enquiry Charges	\$1,000.00		\$236.36	
3030158 - Legal Fees - Outstanding Rates			\$1,072.20	
3030160 - Other Income Relating To Rates			\$630.00	
<b>Sub Total To Programme Summary</b>	<b>\$1,128,713.00</b>	<b>\$0.00</b>	<b>\$1,091,414.00</b>	<b>\$0.00</b>
<b>Total Rates Revenue &amp; Administration</b>	<b>\$1,128,713.00</b>	<b>\$58,939.00</b>	<b>\$1,091,414.00</b>	<b>\$11,566.94</b>



**Shire of Mukinbudin**  
**Schedule 03**  
**General Purpose Funding**

113

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>General Purpose Funding</b>				
<b>Operating Expenditure</b>				
2030200 - Grants Consultant				
2030299 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$2,108.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Operating Income</b>				
3030200 - Financial Assistance Grant - General	\$537,171.00		\$132,029.50	
3030201 - Federal Assistance Grant - Roads Compor	\$224,641.00		\$59,668.25	
<b>Sub Total To Programme Summary</b>	<b>\$761,812.00</b>	<b>\$0.00</b>	<b>\$191,697.75</b>	<b>\$0.00</b>
<b>Total General Purpose Funding</b>	<b>\$761,812.00</b>	<b>\$2,108.00</b>	<b>\$191,697.75</b>	<b>\$536.89</b>

**Shire of Mukinbudin  
Schedule 03  
General Purpose Funding**

114

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Investment Activity</b>				
<b>Operating Expenditure</b>				
2030300 - Bank Fees and Charges (Inc GST)				\$561.87
2030301 - Bank Fees and Charges (Exc GST)		\$3,201.00		\$1,001.76
2030399 - Administration Allocated		\$6,325.00		\$1,610.68
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$9,526.00</b>	<b>\$0.00</b>	<b>\$3,174.31</b>
<b>Operating Income</b>				
3030300 - Interest Earned - Reserve Funds	\$9,600.00		\$1,121.37	
3030301 - Interest Earned - Municipal Funds	\$15,200.00		\$4,413.79	
<b>Sub Total To Programme Summary</b>	<b>\$24,800.00</b>	<b>\$0.00</b>	<b>\$5,535.16</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4030350 - Transfer Interest To Reserves		\$9,600.00		\$1,121.37
4030354 - Transfer To Building & Residential Land R		\$58,289.00		\$58,289.74
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$67,889.00</b>	<b>\$0.00</b>	<b>\$59,411.11</b>
<b>Total Investment Activity</b>	<b>\$24,800.00</b>	<b>\$77,415.00</b>	<b>\$5,535.16</b>	<b>\$62,585.42</b>

**Shire of Mukinbudin  
Schedule 03  
General Purpose Funding**

115

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other General Purpose Funding</b>				
<b>Operating Expenditure</b>				
2030400 - Rounding and Foreign & Other Invalid Cur				\$0.34
2030401 - Reimbursements Expense				
2030499 - Administration Allocated		\$8,433.00		\$2,147.59
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$8,433.00</b>	<b>\$0.00</b>	<b>\$2,147.93</b>
<b>Operating Income</b>				
3030402 - EFTPOS Fees Income	\$1,020.00		\$284.32	
<b>Sub Total To Programme Summary</b>	<b>\$1,020.00</b>	<b>\$0.00</b>	<b>\$284.32</b>	<b>\$0.00</b>
<b>Total Other General Purpose Funding</b>	<b>\$1,020.00</b>	<b>\$8,433.00</b>	<b>\$284.32</b>	<b>\$2,147.93</b>
<b>TOTAL GENERAL PURPOSE FUNDING</b>	<b>\$1,916,345.00</b>	<b>\$146,895.00</b>	<b>\$1,288,931.23</b>	<b>\$76,837.18</b>

**Shire of Mukinbudin  
Schedule 04  
Governance**

116

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Members Of Council		253,353.00		69,066.68
Other Governance		110,651.00		10,353.87
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$364,004.00</b>	<b>\$0.00</b>	<b>\$79,420.55</b>
<b>Operating Income</b>				
Members Of Council	500.00			
Other Governance	2,700.00		31.68	
<b>TOTAL OPERATING INCOME</b>	<b>\$3,200.00</b>	<b>\$0.00</b>	<b>\$31.68</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Members Of Council		18,000.00		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$18,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL GOVERNANCE</b>	<b>\$3,200.00</b>	<b>\$382,004.00</b>	<b>\$31.68</b>	<b>\$79,420.55</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 04  
Governance**

117

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Members Of Council</b>				
<b>Operating Expenditure</b>				
2040100 - Members Travelling		\$5,800.00		
2040101 - Members Conference Expenses		\$7,855.00		\$543.42
2040102 - Presidents Allowance		\$10,000.00		
2040103 - Deputy Presidents Allowance		\$2,500.00		
2040104 - Members Sitting Fees		\$31,977.00		
2040105 - Communications Allowance		\$4,500.00		
2040106 - Members Training		\$1,000.00		\$31.82
2040107 - Election Expenses		\$10,000.00		
2040108 - Subscriptions & Publications		\$22,668.00		\$20,849.76
2040109 - Members - Insurance		\$11,983.00		\$17,190.60
2040110 - Members - Other Minor Exp		\$500.00		
2040111 - Advertising		\$500.00		
2040113 - Chambers Operating Expenses				
BO001 Chambers Operating Expenses		1,200.00		114.54
		\$1,200.00		\$114.54
2040115 - Donations to Community Groups		\$1,950.00		
2040116 - Software Licences				
2040117 - Acts Texts & Diaries		\$100.00		
2040118 - NEWROC Admin Fees		\$16,200.00		
2040119 - NEWROC - Business Cases		\$2,000.00		
2040120 - Other Expenses - Members of Council		\$3,500.00		
2040199 - Administration Allocated		\$119,120.00		\$30,336.54
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$253,353.00</b>	<b>\$0.00</b>	<b>\$69,066.68</b>
<b>Operating Income</b>				
3040101 - Reimbursements from Members Received	\$500.00			
<b>Sub Total To Programme Summary</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4040155 - Plant & Equipment (Capital) - Members		\$18,000.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$18,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Members Of Council</b>	<b>\$500.00</b>	<b>\$271,353.00</b>	<b>\$0.00</b>	<b>\$69,066.68</b>

**Shire of Mukinbudin  
Schedule 04  
Governance**

118

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Other Governance</b>				
<b>Operating Expenditure</b>				
2040200 - Civic Functions Refreshments & Reception		\$5,000.00		\$1,763.54
2040202 - Audit Fees		\$33,920.00		
2040206 - Long Term Financial Planning Consultancy		\$10,000.00		
2040207 - Asset Management Consultancy		\$10,000.00		
2040210 - Other Consultancy - Strategic		\$18,000.00		
2040211 - Other Consultancy - Statutory (Use 21405)				
2040299 - Administration Allocated		\$33,731.00		\$8,590.33
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$110,651.00</b>	<b>\$0.00</b>	<b>\$10,353.87</b>
<b>Operating Income</b>				
3040200 - Contributions & Donations - Other Governance				
3040204 - Charges - Photocopying / Faxing	\$500.00		\$31.68	
3040206 - Charges - Secretarial Services	\$2,200.00			
3040210 - Sundry Income - Other Governance				
<b>Sub Total To Programme Summary</b>	<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$31.68</b>	<b>\$0.00</b>
<b>Total Other Governance</b>	<b>\$2,700.00</b>	<b>\$110,651.00</b>	<b>\$31.68</b>	<b>\$10,353.87</b>
<b>TOTAL GOVERNANCE</b>	<b>\$3,200.00</b>	<b>\$382,004.00</b>	<b>\$31.68</b>	<b>\$79,420.55</b>

**Shire of Mukinbudin**  
**Schedule 05**  
**Law Order & Public Safety**

119

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Fire Prevention		74,201.00		1,073.80
Emergency Services Levy		32,153.00		15,566.85
Animal Control		19,693.00		5,271.34
Other Law Order & Public Safety		11,433.00		2,147.59
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$137,480.00</b>	<b>\$0.00</b>	<b>\$24,059.58</b>
<b>Operating Income</b>				
Emergency Services Levy	27,800.00		7.21	
Animal Control	3,050.00		110.91	
<b>TOTAL OPERATING INCOME</b>	<b>\$30,850.00</b>	<b>\$0.00</b>	<b>\$118.12</b>	<b>\$0.00</b>
<b>TOTAL LAW ORDER &amp; PUBLIC SAFETY</b>	<b>\$30,850.00</b>	<b>\$137,480.00</b>	<b>\$118.12</b>	<b>\$24,059.58</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin**  
**Schedule 05**  
**Law Order & Public Safety**  
**Financial Statement For The Period Ending 30/09/2017**

120

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Fire Prevention</b>				
<b>Operating Expenditure</b>				
2050192 - Depreciation - Fire Prevention		\$69,985.00		
2050199 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$74,201.00</b>	<b>\$0.00</b>	<b>\$1,073.80</b>
<b>Total Fire Prevention</b>	<b>\$0.00</b>	<b>\$74,201.00</b>	<b>\$0.00</b>	<b>\$1,073.80</b>



**Shire of Mukinbudin**  
**Schedule 05**  
**Law Order & Public Safety**  
**Financial Statement For The Period Ending 30/09/2017**

121

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Emergency Services Levy</b>				
<b>Operating Expenditure</b>				
2050202 - ESL Maintenance of Vehicles/Trailers		\$9,540.00		\$9,136.09
2050203 - ESL Building Maintenance				
BM005 Mukinbudin Fire Shed Maintenance		2,000.00		0.00
		\$2,000.00		
2050204 - ESL Protective Clothing and Accessories		\$2,300.00		
2050205 - ESL Building Operations (Excludes Ins				
BO005 Mukinbudin Fire Shed Operations		500.00		47.45
		\$500.00		\$47.45
2050206 - ESL Other Goods and Services		\$5,012.00		\$40.91
2050207 - ESL Insurances		\$4,368.00		\$4,194.81
2050299 - Administration Allocated - Op Exp ESL		\$8,433.00		\$2,147.59
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$32,153.00</b>	<b>\$0.00</b>	<b>\$15,566.85</b>
<b>Operating Income</b>				
3050200 - ESL Admin Fee/Commission	\$4,000.00			
3050201 - ESL Operating Grant	\$23,720.00			
3050203 - ESL Non-Payment Penalty Interest	\$80.00		\$7.21	
<b>Sub Total To Programme Summary</b>	<b>\$27,800.00</b>	<b>\$0.00</b>	<b>\$7.21</b>	<b>\$0.00</b>
<b>Total Emergency Services Levy</b>	<b>\$27,800.00</b>	<b>\$32,153.00</b>	<b>\$7.21</b>	<b>\$15,566.85</b>

**Shire of Mukinbudin**  
**Schedule 05**  
**Law Order & Public Safety**

122

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Animal Control</b>				
<b>Operating Expenditure</b>				
2050304 - Animal Control Expenses - Other		\$260.00		
2050307 - Ranger Services (Contracted)		\$11,000.00		\$3,123.75
2050399 - Administration Allocated		\$8,433.00		\$2,147.59
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$19,693.00</b>	<b>\$0.00</b>	<b>\$5,271.34</b>
<b>Operating Income</b>				
3050300 - Pound Fees	\$70.00			
3050301 - Dog Registration Fees	\$1,900.00			
3050304 - Cat Registration Fees	\$1,080.00		\$90.91	
3050305 - Animal Trap Hire Fees			\$20.00	
<b>Sub Total To Programme Summary</b>	<b>\$3,050.00</b>	<b>\$0.00</b>	<b>\$110.91</b>	<b>\$0.00</b>
<b>Total Animal Control</b>	<b>\$3,050.00</b>	<b>\$19,693.00</b>	<b>\$110.91</b>	<b>\$5,271.34</b>

**Shire of Mukinbudin**  
**Schedule 05**  
**Law Order & Public Safety**

123

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Other Law Order &amp; Public Safety</b>				
<b>Operating Expenditure</b>				
2050401 - Community Safety Audit		\$3,000.00		
2050499 - Administration Allocated		\$8,433.00		\$2,147.59
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$11,433.00</b>	<b>\$0.00</b>	<b>\$2,147.59</b>
<b>Total Other Law Order &amp; Public Safety</b>	<b>\$0.00</b>	<b>\$11,433.00</b>	<b>\$0.00</b>	<b>\$2,147.59</b>
<b>TOTAL LAW ORDER &amp; PUBLIC SAFETY</b>	<b>\$30,850.00</b>	<b>\$137,480.00</b>	<b>\$118.12</b>	<b>\$24,059.58</b>

**Shire of Mukinbudin  
Schedule 07  
Health**

124

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Preventative Services - Inspection/Admin		33,033.00		2,147.59
Preventative Services - Pest Control		5,284.00		536.89
Preventative Services - Other		2,458.00		890.39
Other Health		71,835.00		13,185.52
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$112,610.00</b>	<b>\$0.00</b>	<b>\$16,760.39</b>
<b>Operating Income</b>				
Other Health	6,500.00		0.01	
<b>TOTAL OPERATING INCOME</b>	<b>\$6,500.00</b>	<b>\$0.00</b>	<b>\$0.01</b>	<b>\$0.00</b>
<b>TOTAL HEALTH</b>	<b>\$6,500.00</b>	<b>\$112,610.00</b>	<b>\$0.01</b>	<b>\$16,760.39</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 07  
Health**

125

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Preventative Services - Inspection/Admin</b>				
<b>Operating Expenditure</b>				
2070307 - Contract EHO (NEWHEALTH)		\$24,600.00		
2070399 - Administration Allocated		\$8,433.00		\$2,147.59
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$33,033.00</b>	<b>\$0.00</b>	<b>\$2,147.59</b>
<b>Total Preventative Services - Inspection/Ac</b>	<b>\$0.00</b>	<b>\$33,033.00</b>	<b>\$0.00</b>	<b>\$2,147.59</b>

**Shire of Mukinbudin  
Schedule 07  
Health**

126

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Preventative Services - Pest Control</b>				
<b>Operating Expenditure</b>				
2070400 - Mosquito Control				
MQF Mosquito Fogging		3,176.00		0.00
		\$3,176.00		
2070499 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$5,284.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Total Preventative Services - Pest Control</b>	<b>\$0.00</b>	<b>\$5,284.00</b>	<b>\$0.00</b>	<b>\$536.89</b>

**Shire of Mukinbudin  
Schedule 07  
Health**

127

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Preventative Services - Other</b>				
<b>Operating Expenditure</b>				
2070500 - Analytical Expenses		\$350.00		\$353.50
2070599 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$2,458.00</b>	<b>\$0.00</b>	<b>\$890.39</b>
<b>Total Preventative Services - Other</b>	<b>\$0.00</b>	<b>\$2,458.00</b>	<b>\$0.00</b>	<b>\$890.39</b>

**Shire of Mukinbudin  
Schedule 07  
Health**

128

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Health</b>				
<b>Operating Expenditure</b>				
2070602 - Medical Practice Costs		\$49,200.00		\$7,482.40
2070603 - Bonded Medical Scholarship				
2070607 - Nursing Post Cleaner		\$5,769.00		\$1,241.17
2070609 - 12 Calder Street Building Operations Expe				\$166.79
2070691 - Loss on Disposal of Assets				
2070699 - Administration Allocated		\$16,866.00		\$4,295.16
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$71,835.00</b>	<b>\$0.00</b>	<b>\$13,185.52</b>
<b>Operating Income</b>				
3070601 - Contributions & Donations - Medical Servic	\$6,500.00		\$0.01	
<b>Sub Total To Programme Summary</b>	<b>\$6,500.00</b>	<b>\$0.00</b>	<b>\$0.01</b>	<b>\$0.00</b>
<b>Total Other Health</b>	<b>\$6,500.00</b>	<b>\$71,835.00</b>	<b>\$0.01</b>	<b>\$13,185.52</b>
<b>TOTAL HEALTH</b>	<b>\$6,500.00</b>	<b>\$112,610.00</b>	<b>\$0.01</b>	<b>\$16,760.39</b>



**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

129

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Community Resource Centre		39,967.00		7,701.17
Other Education		100.00		
Care Of Families And Children		14,187.00		1,676.19
Aged & Disabled - Senior Citz Centre		134,366.00		102,943.65
Other Welfare		7,108.00		536.89
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$195,728.00</b>	<b>\$0.00</b>	<b>\$112,857.90</b>
<b>Operating Income</b>				
Community Resource Centre	10,690.00		2,010.61	
Care Of Families And Children	720.00		155.36	
Aged & Disabled - Senior Citz Centre				
Other Welfare				
<b>TOTAL OPERATING INCOME</b>	<b>\$11,410.00</b>	<b>\$0.00</b>	<b>\$2,165.97</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Community Resource Centre		6,097.00		3,004.66
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$6,097.00</b>	<b>\$0.00</b>	<b>\$3,004.66</b>
<b>TOTAL EDUCATION &amp; WELFARE</b>	<b>\$11,410.00</b>	<b>\$201,825.00</b>	<b>\$2,165.97</b>	<b>\$115,862.56</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

130

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Community Resource Centre</b>				
<b>Operating Expenditure</b>				
2080204 - CRC Building Operating Expenses				
BO020 Community Resource Centre Operi		17,500.00		3,887.68
		\$17,500.00		\$3,887.68
2080205 - CRC Building Maintenance				
BM020 Community Resource Centre Maint		5,622.00		1,540.40
		\$5,622.00		\$1,540.40
2080206 - Printing and Stationery				
2080209 - Other Equipment Mtce & Toners				\$317.27
2080221 - Interest on Loan 109 CRC		\$1,651.00		\$882.02
2080292 - Depreciation - CRC		\$10,978.00		
2080299 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$39,967.00</b>	<b>\$0.00</b>	<b>\$7,701.17</b>
<b>Operating Income</b>				
3080204 - Reimbursements - CRC	\$7,050.00		\$992.44	
3080220 - CRC - Rental Income	\$3,640.00		\$1,018.17	
<b>Sub Total To Programme Summary</b>	<b>\$10,690.00</b>	<b>\$0.00</b>	<b>\$2,010.61</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4080270 - Principal on Loan 109 - CRC		\$6,097.00		\$3,004.66
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$6,097.00</b>	<b>\$0.00</b>	<b>\$3,004.66</b>
<b>Total Community Resource Centre</b>	<b>\$10,690.00</b>	<b>\$46,064.00</b>	<b>\$2,010.61</b>	<b>\$10,705.83</b>

**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

131

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Other Education</b>				
<b>Operating Expenditure</b>				
2080302 - School Prizes Scholarship		\$100.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Other Education</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

132

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Care Of Families And Children</b>				
<b>Operating Expenditure</b>				
2080400 - Playgroup Building Operations				
BO025    Boodie Rats Playgroup Building Op		2,700.00		563.66
		\$2,700.00		\$563.66
2080401 - Playgroup Building Maintenance				
BM025    Boodie Rats Playgroup Building Ma		5,170.00		38.73
		\$5,170.00		\$38.73
2080492 - Depreciation - Care of Families		\$2,101.00		
2080499 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$14,187.00</b>	<b>\$0.00</b>	<b>\$1,676.19</b>
<b>Operating Income</b>				
3080400 - Income - Playgroup & Boodie Rats Child C	\$720.00		\$155.36	
<b>Sub Total To Programme Summary</b>	<b>\$720.00</b>	<b>\$0.00</b>	<b>\$155.36</b>	<b>\$0.00</b>
<b>Total Care Of Families And Children</b>	<b>\$720.00</b>	<b>\$14,187.00</b>	<b>\$155.36</b>	<b>\$1,676.19</b>

**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

133

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Aged &amp; Disabled - Senior Citz Centre</b>				
<b>Operating Expenditure</b>				
2080506 - Central East Aged Care Alliance		\$113,000.00		\$98,648.49
2080508 - Program Expense - Stay on your Feet				
2080509 - Seniors Week Expenditure		\$4,500.00		
2080599 - Administration Allocated		\$16,866.00		\$4,295.16
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$134,366.00</b>	<b>\$0.00</b>	<b>\$102,943.65</b>
<b>Operating Income</b>				
3080502 - Grant Income - Senior Citizens				
3080503 - Program Income - Senior Citizens				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Aged &amp; Disabled - Senior Citz Centre</b>	<b>\$0.00</b>	<b>\$134,366.00</b>	<b>\$0.00</b>	<b>\$102,943.65</b>

**Shire of Mukinbudin  
Schedule 08  
Education & Welfare**

134

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Welfare</b>				
<b>Operating Expenditure</b>				
2080600 - Dry Seasons Assistance Expenditure		\$5,000.00		
2080604 - Grants - Other Welfar Exp (Thank a Volunt				
2080699 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$7,108.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Operating Income</b>				
3080603 - Grants - Other Welfare				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Other Welfare</b>	<b>\$0.00</b>	<b>\$7,108.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>TOTAL EDUCATION &amp; WELFARE</b>	<b>\$11,410.00</b>	<b>\$201,825.00</b>	<b>\$2,165.97</b>	<b>\$115,862.56</b>

**Shire of Mukinbudin  
Schedule 09  
Housing**

135

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Housing - Shire (Staff and Rentals)		142,483.00		22,029.44
Housing - Aged (Including Senior Citizens)		119,283.00		22,384.63
Housing - Other (Including Joint Venture)		77,171.00		13,476.50
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$338,937.00</b>	<b>\$0.00</b>	<b>\$57,890.57</b>
<b>Operating Income</b>				
Housing - Shire (Staff and Rentals)	75,800.00		21,376.04	
Housing - Aged (Including Senior Citizens)	35,880.00		9,905.15	
Housing - Other (Including Joint Venture)	31,350.00		5,804.84	
<b>TOTAL OPERATING INCOME</b>	<b>\$143,030.00</b>	<b>\$0.00</b>	<b>\$37,086.03</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Housing - Shire (Staff and Rentals)		40,390.00		
Housing - Aged (Including Senior Citizens)		7,486.00		
Housing - Other (Including Joint Venture)		8,000.00		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$55,876.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Income</b>				
Housing - Aged (Including Senior Citizens)				
<b>TOTAL CAPITAL INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL HOUSING</b>	<b>\$143,030.00</b>	<b>\$394,813.00</b>	<b>\$37,086.03</b>	<b>\$57,890.57</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 09  
Housing**

136

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Housing - Shire (Staff and Rentals)</b>				
<b>Operating Expenditure</b>				
2090100 - Staff Housing Building Operations				
BO035 5 Cruickshank Rd - Building Opera		3,500.00		1,038.47
BO036 11 Cruickshank Rd Principal Buildir		2,300.00		851.67
BO037 15 Cruickshank Rd CEO Building C		6,791.00		1,427.96
BO038 25 Cruickshank Rd CPM Building C		4,200.00		1,165.06
BO039 1 Salmon Gum Alley Building Operi		5,000.00		954.27
BO040 4 Salmon Gum Alley Building Operi		5,300.00		1,186.36
BO041 8 Lansdell St Building Operations		4,900.00		1,032.86
BO043 25A Calder St Building Operations		1,843.00		716.33
BO044 25B Calder St Building Operations		1,843.00		770.66
BO045 12 Salmon Gum Alley (Lot 208 ) Bu		2,967.00		1,023.02
BO046 51 Maddock Street Building Operat		1,000.00		0.00
		<b>\$39,644.00</b>		<b>\$10,166.66</b>
2090101 - Staff Housing Building Maintenance				
BM035 5 Cruickshank Rd Building Mainten		5,000.00		0.00
BM036 11 Cruickshank Rd Principal Buildir		8,200.00		83.33
BM037 15 Cruickshank Rd CEO Building M		5,050.00		144.16
BM038 25 Cruickshank Rd CPM Building M		5,700.00		111.11
BM039 1 Salmon Gum Alley Building Maint		4,150.00		1,157.27
BM040 4 Salmon Gum Alley Building Maint		5,500.00		329.18
BM041 8 Lansdell St Building Maintenance		3,800.00		0.00
BM043 25A Calder St Building Maintenanc		4,300.00		0.00
BM044 25B Calder St Building Maintenanc		4,500.00		194.45
BM045 12 Salmon Gum Alley (Lot 208) Bui		3,200.00		222.22
		<b>\$49,400.00</b>		<b>\$2,241.72</b>
2090192 - Depreciation - Staff Housing		<b>\$39,759.00</b>		
2090198 - Staff Housing Costs Recovered		<b>-\$28,484.00</b>		<b>-\$1,116.85</b>
2090199 - Administration Allocated		<b>\$42,164.00</b>		<b>\$10,737.91</b>
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$142,483.00</b>	<b>\$0.00</b>	<b>\$22,029.44</b>
<b>Operating Income</b>				
3090102 - Other Reimbursements - Staff Housing				
3090108 - Income - 5 Cruickshank Road	\$9,120.00		\$2,525.84	
3090109 - Income - 11 Cruickshank Road	\$19,500.00		\$3,811.44	
3090110 - Income - 15 Cruickshank Road			\$1,200.00	
3090111 - Income - 25 Cruickshank Road				
3090112 - Income - 1 Salmon Gum Alley	\$14,220.00		\$4,392.99	
3090114 - Income - 25A Calder Street	\$4,840.00		\$1,560.00	
3090115 - Income - 25B Calder Street	\$4,460.00		\$1,885.03	
3090116 - Income - 8 Lansdell Street	\$4,160.00		\$960.00	
3090117 - Income - Lot 208 Salmon Gum Alley	\$19,500.00		\$5,040.74	
<b>Sub Total To Programme Summary</b>	<b>\$75,800.00</b>	<b>\$0.00</b>	<b>\$21,376.04</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4090150 - Buildings (Capital) - Staff Housing				
BC038 25 Cruickshank Rd CPM Building C		20,000.00		0.00
BC041 8 Lansdell St Building Capital		12,390.00		0.00
BC045 12 Salmon Gum Alley (Lot 208) - (		8,000.00		0.00
		<b>\$40,390.00</b>		



**Shire of Mukinbudin  
Schedule 09  
Housing**

137

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
4090154 - Transfer to Building Reserve				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$40,390.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Housing - Shire (Staff And Rentals)</b>	<b>\$75,800.00</b>	<b>\$182,873.00</b>	<b>\$21,376.04</b>	<b>\$22,029.44</b>

**Shire of Mukinbudin  
Schedule 09  
Housing**

138

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Housing - Aged (Including Senior Citizens)</b>				
<b>Operating Expenditure</b>				
2090200 - Aged Housing Building Operations				
BO061 Aged Unit 1 & 2 - Operations		1,300.00		835.33
BO063 Aged Unit 3 - Operations		800.00		458.22
BO064 Aged Unit 4 - Operations		800.00		458.23
BO065 Aged Unit 5 - Operations		1,300.00		585.35
BO066 Aged Unit 6 - Operations		800.00		440.20
BO067 Aged Unit 7 - Operations		620.00		426.68
BO068 Aged Unit 8 - Operations		620.00		426.68
BO069 Aged Unit 9 - Operations		733.00		449.22
BO070 Aged Unit 10 - Operations		733.00		449.21
BO071 Aged Unit Common - Operations		9,000.00		1,623.96
BO72 Aged Unit 11 - Operations		2,500.00		512.31
BO73 Aged Unit 12 - Operations		2,800.00		901.79
		<b>\$22,006.00</b>		<b>\$7,567.18</b>
2090201 - Aged Housing Building Maintenance				
BM061 Aged Unit 1 & 2 - Maintenance		3,300.00		1,412.02
BM063 Aged Unit 3 - Maintenance		3,300.00		1,428.33
BM064 Aged Unit 4 - Maintenance		3,300.00		83.33
BM065 Aged Unit 5 - Maintenance		3,300.00		376.12
BM066 Aged Unit 6 - Maintenance		3,300.00		0.00
BM067 Aged Unit 7 - Maintenance		3,300.00		1,553.79
BM068 Aged Unit 8 - Maintenance		3,300.00		0.00
BM069 Aged Unit 9 - Maintenance		3,300.00		27.78
BM070 Aged Unit 10 - Maintenance		3,300.00		0.00
BM071 Aged Unit Common - Maintenance		7,000.00		99.96
BM072 Aged Unit 11- Maintenance		3,300.00		0.00
BM073 Aged Unit 12 - Maintenance		3,300.00		0.00
		<b>\$43,300.00</b>		<b>\$4,981.33</b>
2090292 - Depreciation - Aged Housing		\$17,913.00		
2090298 - Aged Housing Costs Recovered		-\$6,100.00		-\$901.79
2090299 - Administration Allocated		\$42,164.00		\$10,737.91
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$119,283.00</b>	<b>\$0.00</b>	<b>\$22,384.63</b>
<b>Operating Income</b>				
3090201 - Income - Aged Unit 1 & 2	\$3,120.00		\$840.00	
3090203 - Income - Aged Unit 3	\$3,120.00		\$960.00	
3090204 - Income - Aged Unit 4	\$3,120.00		\$780.00	
3090205 - Income - Aged Unit 5	\$3,120.00		\$1,105.15	
3090206 - Income - Aged Unit 6	\$3,120.00		\$960.00	
3090207 - Income - Aged Unit 7	\$3,120.00		\$960.00	
3090208 - Income - Aged Unit 8	\$3,120.00		\$900.00	
3090209 - Income - Aged Unit 9	\$3,120.00		\$840.00	
3090210 - Income - Aged Unit 10	\$3,120.00		\$960.00	
3090211 - Income - Aged Unit 11- Ferguson St	\$5,200.00		\$1,600.00	
3090212 - Income - Aged Unit 12 - Ferguson St	\$2,600.00			
<b>Sub Total To Programme Summary</b>	<b>\$35,880.00</b>	<b>\$0.00</b>	<b>\$9,905.15</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4090250 - Building (Capital) - Aged Housing				

**Shire of Mukinbudin  
Schedule 09  
Housing**

139

**Financial Statement For The Period Ending 30/09/2017**

Particulars		Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
BC072	New Aged Unit 11 - Capital		3,743.00		0.00
BC073	New Aged Unit 12 - Capital		3,743.00		0.00
			\$7,486.00		
<b>Sub Total To Programme Summary</b>		<b>\$0.00</b>	<b>\$7,486.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Income</b>					
5090253 - Transfers From Seniors Housing Reserve					
<b>Sub Total To Programme Summary</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Housing - Aged (Including Senior Citi</b>		<b>\$35,880.00</b>	<b>\$126,769.00</b>	<b>\$9,905.15</b>	<b>\$22,384.63</b>

**Shire of Mukinbudin  
Schedule 09  
Housing**

140

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Housing - Other (Including Joint Venture)</b>				
<b>Operating Expenditure</b>				
2090300 - Community Housing - Singles JV - Bui				
BO101 JV Singles Unit 1 - Operations		2,251.00		724.94
BO102 JV Singles Unit 2 - Operations		2,256.00		721.12
BO103 JV Singles Unit 3 - Operations		3,701.00		835.64
BO104 JV Singles Unit 4 - Operations		2,500.00		811.18
BO105 JV Singles Unit Common - Operatic		900.00		86.53
		\$11,608.00		\$3,179.41
2090301 - Community Housing - Singles JV - Bui				
BM101 JV Singles Unit 1 - Maintenance		1,000.00		0.00
BM102 JV Singles Unit 2 - Maintenance		1,000.00		138.89
BM103 JV Singles Unit 3 - Maintenance		3,000.00		1,931.63
BM104 JV Singles Unit 4 - Maintenance		1,300.00		97.23
BM105 JV Singles Unit Common - Mainten		2,000.00		125.01
		\$8,300.00		\$2,292.76
2090302 - Community Housing - Family JV Buildi				
BO120 JV Family - 6 Lansdell St - Operatic		2,700.00		924.11
BO121 JV Family - 12 White St - Operator		2,300.00		855.51
		\$5,000.00		\$1,779.62
2090303 - Community Housing - Family JV - Buil				
BM120 JV Family - 6 Lansdell St - Mainten		3,000.00		0.00
BM121 JV Family - 12 White St - Maintena		2,500.00		86.59
		\$5,500.00		\$86.59
2090392 - Depreciation - Other Housing		\$3,120.00		
2090398 - Other Housing Costs Recovered		\$1,479.00		-\$4,599.79
2090399 - Administration Allocated		\$42,164.00		\$10,737.91
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$77,171.00</b>	<b>\$0.00</b>	<b>\$13,476.50</b>
<b>Operating Income</b>				
3090300 - Income - JV Singles Unit 1 Cruickshank R	\$4,730.00		\$1,374.46	
3090301 - Income - JV Singles Unit 2 Cruickshank R	\$4,730.00		\$182.45	
3090302 - Income - JV Singles Unit 3 Cruickshank R	\$6,760.00		\$960.00	
3090303 - Income - JV Singles Unit 4 Cruickshank R	\$6,760.00		\$960.00	
3090304 - Income - JV Family Housing - 6 Lansdell S	\$4,160.00		\$1,120.00	
3090305 - Income - JV Family Housing - 12 White St	\$4,210.00		\$1,207.93	
3090312 - Other Reimbursements - Other Housing				
<b>Sub Total To Programme Summary</b>	<b>\$31,350.00</b>	<b>\$0.00</b>	<b>\$5,804.84</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4090350 - Building (Capital) - Housing Other				
BC120 JV Family - 6 Lansdell St - Capital		8,000.00		0.00
		\$8,000.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Housing - Other (Including Joint Vent</b>	<b>\$31,350.00</b>	<b>\$85,171.00</b>	<b>\$5,804.84</b>	<b>\$13,476.50</b>
<b>TOTAL HOUSING</b>	<b>\$143,030.00</b>	<b>\$394,813.00</b>	<b>\$37,086.03</b>	<b>\$57,890.57</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

141

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Sanitation - Houshold		91,075.00		16,671.15
Sanitation - Other		25,423.00		5,261.09
Urban Stormwater Drainage		27,931.00		1,706.85
Protection Of The Environment		21,716.00		1,636.30
Town Planning & Regional Development		7,108.00		3,529.62
Community Development		4,558.00		536.89
Other Community Amenities		44,469.00		9,788.82
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$222,280.00</b>	<b>\$0.00</b>	<b>\$39,130.72</b>
<b>Operating Income</b>				
Sanitation - Houshold	50,630.00		50,630.00	
Sanitation - Other	21,960.00		21,960.00	
Protection Of The Environment				
Town Planning & Regional Development	500.00		147.00	
Other Community Amenities	1,820.00			
<b>TOTAL OPERATING INCOME</b>	<b>\$74,910.00</b>	<b>\$0.00</b>	<b>\$72,737.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Sanitation - Houshold				693.76
Other Community Amenities		10,000.00		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$693.76</b>
<b>TOTAL COMMUNITY AMENITIES</b>	<b>\$74,910.00</b>	<b>\$232,280.00</b>	<b>\$72,737.00</b>	<b>\$39,824.48</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

142

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Sanitation - Houshold</b>				
<b>Operating Expenditure</b>				
2100100 - Domestic Refuse Collection				
W010     Domestic Refuse Collection		24,214.00		2,653.09
		\$24,214.00		\$2,653.09
2100102 - Refuse Site Maintenance				
W011     Refuse Site Maintenance		42,236.00		9,957.92
		\$42,236.00		\$9,957.92
2100103 - Domestic Recyling Collection				
W012     Domestic Recyling Collection		18,300.00		2,449.46
		\$18,300.00		\$2,449.46
2100199 - Administration Allocated		\$6,325.00		\$1,610.68
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$91,075.00</b>	<b>\$0.00</b>	<b>\$16,671.15</b>
<b>Operating Income</b>				
3100100 - Domestic Refuse Collection Charges	\$27,390.00		\$27,390.00	
3100102 - Domestic Recycling Collection Charges	\$23,240.00		\$23,240.00	
<b>Sub Total To Programme Summary</b>	<b>\$50,630.00</b>	<b>\$0.00</b>	<b>\$50,630.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4100112 - Infrastructure Other New Cap Exp - Sa				
IO012     Refuse Site New Other Infra Cap E		0.00		693.76
				\$693.76
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$693.76</b>
<b>Total Sanitation - Houshold</b>	<b>\$50,630.00</b>	<b>\$91,075.00</b>	<b>\$50,630.00</b>	<b>\$17,364.91</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

143

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Sanitation - Other</b>				
<b>Operating Expenditure</b>				
2100200 - Commercial Refuse Collection				
W020 Commercial Refuse Collection		8,716.00		1,459.20
		\$8,716.00		\$1,459.20
2100201 - Refuse Collection - Street Bins				
W021 Refuse Collection - Street Bins		3,101.00		1,197.89
		\$3,101.00		\$1,197.89
2100202 - Trade/Industrial Recycling Collection				
W022 Trade/Industrial Recycling Collectic		7,950.00		1,347.20
		\$7,950.00		\$1,347.20
2100203 - Recycling Refuse Collection				
W023 Recycling Refuse Collection		1,440.00		183.00
		\$1,440.00		\$183.00
2100299 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$25,423.00</b>	<b>\$0.00</b>	<b>\$5,261.09</b>
<b>Operating Income</b>				
3100200 - Commercial Collection Charge	\$11,880.00		\$11,880.00	
3100204 - Commercial Recyling Collection Charges	\$10,080.00		\$10,080.00	
3100206 - Disposal of Asbestos				
<b>Sub Total To Programme Summary</b>	<b>\$21,960.00</b>	<b>\$0.00</b>	<b>\$21,960.00</b>	<b>\$0.00</b>
<b>Total Sanitation - Other</b>	<b>\$21,960.00</b>	<b>\$25,423.00</b>	<b>\$21,960.00</b>	<b>\$5,261.09</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

144

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Urban Stormwater Drainage</b>				
<b>Operating Expenditure</b>				
2100601 - Stormwater Drainage Maintenance				
W030 Stormwater Drainage Maintenance		23,715.00		633.05
		\$23,715.00		\$633.05
2100699 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$27,931.00</b>	<b>\$0.00</b>	<b>\$1,706.85</b>
<b>Total Urban Stormwater Drainage</b>	<b>\$0.00</b>	<b>\$27,931.00</b>	<b>\$0.00</b>	<b>\$1,706.85</b>



**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

145

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Protection Of The Environment</b>				
<b>Operating Expenditure</b>				
2100704 - Eastern Wheatbelt Declared Species Grou				
2100705 - Project Contract and Expenses		\$10,000.00		\$46.68
2100707 - Barbalin Translocation Project				
BARB     Barbalin Translocation Project		7,500.00		515.82
		\$7,500.00		\$515.82
2100709 - Herbarium Expenses				
2100799 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$21,716.00</b>	<b>\$0.00</b>	<b>\$1,636.30</b>
<b>Operating Income</b>				
3100707 - DO NOT USE see acct 3130600 (Was Tre				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Protection Of The Environment</b>	<b>\$0.00</b>	<b>\$21,716.00</b>	<b>\$0.00</b>	<b>\$1,636.30</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

146

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Town Planning &amp; Regional Development</b>				
<b>Operating Expenditure</b>				
2100800 - Town Planning Scheme Expenses		\$5,000.00		\$2,992.73
2100899 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$7,108.00</b>	<b>\$0.00</b>	<b>\$3,529.62</b>
<b>Operating Income</b>				
3100800 - Planning Application Fees	\$500.00		\$147.00	
<b>Sub Total To Programme Summary</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$147.00</b>	<b>\$0.00</b>
<b>Total Town Planning &amp; Regional Developm</b>	<b>\$500.00</b>	<b>\$7,108.00</b>	<b>\$147.00</b>	<b>\$3,529.62</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

147

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Community Development</b>				
<b>Operating Expenditure</b>				
2100910 - Community Development/Events		\$450.00		
2100911 - Community Groups Funding Programme (I		\$2,000.00		
2100999 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$4,558.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Total Community Development</b>	<b>\$0.00</b>	<b>\$4,558.00</b>	<b>\$0.00</b>	<b>\$536.89</b>

**Shire of Mukinbudin  
Schedule 10  
Community Amenities**

148

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Community Amenities</b>				
<b>Operating Expenditure</b>				
2101000 - Cemetery Maintenance/Operations				
W040 Cemetery Maintenance/Operations		6,006.00		2,190.67
		\$6,006.00		\$2,190.67
2101002 - Public Conveniences Operations				
BO150 Railway Station Toilet - Operations		11,000.00		2,504.37
BO151 Town Park Toilet - Operations		3,000.00		270.19
BO152 Beringbooding Rock Toilet		241.00		20.38
BO153 Weira Reserve Toilet Operational E		554.00		0.00
BO154 WATTONING HISTORICAL SITE		13.00		0.00
		\$14,808.00		\$2,794.94
2101003 - Public Conveniences Maintenance				
BM150 Railway Station Toilet - Maintenance		3,000.00		508.05
BM151 Town Park Toilet - Maintenance		650.00		0.00
BM152 Beringbooding Rock Toilet		150.00		0.00
BM153 Weira Reserve Toilet Maint Exp		150.00		0.00
BM154 Wattoning Historical Site		150.00		0.00
		\$4,100.00		\$508.05
2101004 - Other Community Amenity Maintenance				
2101092 - Depreciation - Other Community Amenities		\$2,689.00		
2101099 - Administration Allocated		\$16,866.00		\$4,295.16
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$44,469.00</b>	<b>\$0.00</b>	<b>\$9,788.82</b>
<b>Operating Income</b>				
3101000 - Cemetery Charges (Inc GST)	\$1,820.00			
3101004 - Reimbursements - Other Community				
<b>Sub Total To Programme Summary</b>	<b>\$1,820.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4101060 - Infrastructure Other (Capital) - Other C				
IO040 Cemetery Capital		10,000.00		0.00
		\$10,000.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Other Community Amenities</b>	<b>\$1,820.00</b>	<b>\$54,469.00</b>	<b>\$0.00</b>	<b>\$9,788.82</b>
<b>TOTAL COMMUNITY AMENITIES</b>	<b>\$74,910.00</b>	<b>\$232,280.00</b>	<b>\$72,737.00</b>	<b>\$39,824.48</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

149

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Public Halls And Civic Centres		91,024.00		12,275.16
Swimming Pools		380,667.00		33,035.27
Other Recreation And Sport		443,512.00		62,204.59
Television And Radio-Rebroadcasting		6,511.00		749.13
Libraries		16,629.00		5,002.53
Heritage		4,108.00		536.89
Other Culture		28,964.00		5,815.32
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$971,415.00</b>	<b>\$0.00</b>	<b>\$119,618.89</b>
<b>Operating Income</b>				
Public Halls And Civic Centres	2,318.00		1,071.61	
Swimming Pools	34,500.00		21,600.00	
Other Recreation And Sport	14,669.09		7,562.00	
Libraries	225.00			
<b>TOTAL OPERATING INCOME</b>	<b>\$51,712.09</b>	<b>\$0.00</b>	<b>\$30,233.61</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Swimming Pools		37,500.00		20,000.00
Other Recreation And Sport		63,877.00		7,331.35
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$101,377.00</b>	<b>\$0.00</b>	<b>\$27,331.35</b>
<b>Capital Income</b>				
Swimming Pools				
<b>TOTAL CAPITAL INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>\$51,712.09</b>	<b>\$1,072,792.00</b>	<b>\$30,233.61</b>	<b>\$146,950.24</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

150

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Public Halls And Civic Centres</b>				
<b>Operating Expenditure</b>				
2110100 - Town Halls and Public Bldg Operations				
BO200 Memorial/Community Centre Hall B		10,050.00		5,110.27
BO201 Sandalwood Arts Hall Building Ope		2,550.00		389.25
BO202 Bonnie Rock Hall Building Operatic		1,300.00		278.40
BO204 Railway Station Building Operation:		1,250.00		327.57
BO205 Mukinbudin Community (Men's) Sh		1,700.00		783.29
BO206 Anglican Church Building Operation		239.00		81.94
		\$17,089.00		\$6,970.72
2110101 - Town Halls and Public Bldg Maintenanc				
BM200 Memorial/Community Centre Hall B		7,684.00		349.00
BM201 Sandalwood Arts Hall Building Maint		3,800.00		0.00
BM202 Bonnie Rock Hall Building Maintena		1,550.00		0.00
BM204 Railway Station Building Maintenan		1,000.00		395.28
BM205 Mukinbudin Community (Men's) Sh		1,500.00		265.00
		\$15,534.00		\$1,009.28
2110192 - Depreciation - Public Halls and Civic Centr		\$41,535.00		
2110199 - Administration Allocated		\$16,866.00		\$4,295.16
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$91,024.00</b>	<b>\$0.00</b>	<b>\$12,275.16</b>
<b>Operating Income</b>				
3110100 - Town Hall Hire Income	\$350.00		\$90.90	
3110103 - Sandalwood Arts Hall Income	\$1,468.00		\$333.35	
3110107 - Income - Mukinbudin Community (Men's) S	\$500.00		\$647.36	
<b>Sub Total To Programme Summary</b>	<b>\$2,318.00</b>	<b>\$0.00</b>	<b>\$1,071.61</b>	<b>\$0.00</b>
<b>Total Public Halls And Civic Centres</b>	<b>\$2,318.00</b>	<b>\$91,024.00</b>	<b>\$1,071.61</b>	<b>\$12,275.16</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

151

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Swimming Pools</b>				
<b>Operating Expenditure</b>				
2110200 - Swimming Pool - Salaries		\$60,829.00		\$11,457.11
2110201 - Swimming Pool - Superannuation		\$5,500.00		\$662.41
2110202 - Swimming Pool - Training & Conferences		\$2,650.00		\$3,047.60
2110203 - Swimming Pool - Other Employee Costs		\$4,193.00		\$280.41
2110204 - Swimming Pool Bldg Operations				
BO250 Swimming Pool Building Operation:		42,171.00		10,418.49
		\$42,171.00		\$10,418.49
2110205 - Swimming Pool Bldg/Grounds Mainten				
BM250 Swimming Pool Building/Grounds M		8,512.00		726.50
		\$8,512.00		\$726.50
2110207 - Swimming Pool Other Expenses		\$9,000.00		
2110292 - Depreciation - Mukinbudin Swimming Pool		\$222,514.00		
2110299 - Administration Allocated - Op Exp - Swimr		\$25,298.00		\$6,442.75
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$380,667.00</b>	<b>\$0.00</b>	<b>\$33,035.27</b>
<b>Operating Income</b>				
3110201 - Swimming Pool Admissions	\$14,500.00			
3110202 - Swimming Pool Grants				
3110204 - Volunteer Pool Levy - Op Inc.	\$20,000.00		\$21,600.00	
3110223 - Employee Housing Income- Rent & Reimb				
<b>Sub Total To Programme Summary</b>	<b>\$34,500.00</b>	<b>\$0.00</b>	<b>\$21,600.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4110175 - Transfer to Swimming Pool Reserve		\$20,000.00		\$20,000.00
4110255 - Building (Capital) - Swimming Pool				
BC250 Swimming Pool Building Capital		17,500.00		0.00
		\$17,500.00		
4110260 - Infrastructure Other (Capital) - Swimmi				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$37,500.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>
<b>Capital Income</b>				
5110253 - Transfers From Swimming Pool Reserve				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Swimming Pools</b>	<b>\$34,500.00</b>	<b>\$418,167.00</b>	<b>\$21,600.00</b>	<b>\$53,035.27</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

152

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Recreation And Sport</b>				
<b>Operating Expenditure</b>				
2110300 - Sporting Complex Bldg Ops				
BO260 Mukinbudin Sports Complex Buildin		58,350.00		15,824.16
		\$58,350.00		\$15,824.16
2110301 - Sporting Complex Bldg Mtce				
BM260 Mukinbudin Sports Complex Buildin		14,980.00		11,091.56
		\$14,980.00		\$11,091.56
2110302 - Parks & Gardens Maintenance/Operat				
W045 Parks & Gardens Maintenance/Oper		97,846.00		7,942.89
		\$97,846.00		\$7,942.89
2110304 - Town Oval Maintenance/Operations				
W050 Mukinbudin Town Oval Maintenan		47,198.00		8,507.06
		\$47,198.00		\$8,507.06
2110306 - Drive In Theatre Building Operations				
BO265 Drive In Theatre Building Operatio		2,000.00		71.98
		\$2,000.00		\$71.98
2110307 - Drive In Theatre Building Maintenance				
BM265 Drive In Theatre Building Maintena		1,000.00		0.00
		\$1,000.00		
2110308 - Mukinbudin Dam Catchment Expenses				
W052 Mukinbudin Dam Catchment Exper		6,677.00		2,332.91
		\$6,677.00		\$2,332.91
2110309 - Other Recreation Facilities Operations				
BO270 Old District Club (Youth Centre) Bu		3,998.00		32.69
BO271 Mukinbudin Gym Building Operatio		4,200.00		882.85
BO272 Wilgoyne Tennis Club Building Ope		500.00		129.33
BO273 PISTOL CLUB		239.00		119.64
BO274 Bonnie Rock Horse and Pony Club		1,000.00		143.10
BO275 Mukinbudin Polo Cross		107.00		53.26
BO276 Karlonning Hall		172.00		86.00
BO277 Heritage Grain Silo		66.00		32.77
BO278 Wheatbelt Way Tractor Display She		98.00		48.92
BO279 Lions Park Building Operations		1,000.00		81.37
		\$11,380.00		\$1,609.93
2110310 - Other Recreation Facilities Maintenan				
BM270 Old District Club (Youth Centre) Bu		1,000.00		55.56
BM271 Mukinbudin Gym Building Maintena		2,500.00		754.53
BM277 HERITAGE GRAIN SILO BUILDING		300.00		0.00
BM279 Lions Park Building Maintenance		0.00		69.45
W055 Bowling Club Green Maintenance/C		250.00		0.00
W056 Walk Trail Maintenance/Operations		2,069.00		179.50
		\$6,119.00		\$1,059.04
2110311 - Expenses - District Club				
2110313 - Expensed Minor Asset Purchases - Parks ;				
2110315 - Events Kit General Expenses		\$2,000.00		\$569.45
2110317 - Sponsorship & Reimbursement Exps for K		\$1,735.00		
2110319 - Marquee & Trailer Expenses Inc Hire E				
MARQU Marquee & Trailer Expenses Inc Hi		0.00		305.56
				\$305.56



**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

153

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
2110329 - Gym Equipment Maintenance		\$800.00		
2110337 - Central Wheatbelt Football League		\$2,500.00		
2110342 - Interest on Loan 108 - Bowling Club		\$4,028.00		\$2,152.14
2110391 - Loss on Disposal of Assets				
2110392 - Depreciation - Other Recreation		\$144,735.00		
2110399 - Administration Allocated		\$42,164.00		\$10,737.91
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$443,512.00</b>	<b>\$0.00</b>	<b>\$62,204.59</b>
<b>Operating Income</b>				
3110300 - Recreation/Sporting Complex Hire Fees	\$1,300.00		\$104.55	
3110303 - Reimbursement Income - Other Recreation			\$2,702.00	
3110304 - Grants - Other Recreation	\$1,500.00		\$825.00	
3110305 - Annual Sporting Club Levy	\$6,369.09			
3110307 - Reimbursements - District Club				
3110308 - Community Activities Income			\$376.36	
3110309 - Marquee & Trailer Hire Income (Exp in 211			\$1,090.91	
3110315 - Events Kit Hire Income	\$2,000.00		\$1,521.82	
3110331 - Gymnasium Membership Fees	\$3,500.00		\$941.36	
<b>Sub Total To Programme Summary</b>	<b>\$14,669.09</b>	<b>\$0.00</b>	<b>\$7,562.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4110352 - Furniture & Equipment (Capital) - Other Re				
4110355 - Building (Capital) - Other Recreation/S				
BC260 Mukinbudin Sports Complex Buildir		36,500.00		0.00
		\$36,500.00		
4110360 - Infrastructure Parks & Ovals (Capital)				
4110365 - Infrastructure Other (Capital)				
BC280 Town Other Infrastructure Capital		12,500.00		0.00
		\$12,500.00		
4110370 - Principal on Loan 108 - Bowling Club		\$14,877.00		\$7,331.35
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$63,877.00</b>	<b>\$0.00</b>	<b>\$7,331.35</b>
<b>Total Other Recreation And Sport</b>	<b>\$14,669.09</b>	<b>\$507,389.00</b>	<b>\$7,562.00</b>	<b>\$69,535.94</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

154

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Television And Radio-Rebroadcasting</b>				
<b>Operating Expenditure</b>				
2110400 - TV/Radio Re-Broadcasting Operations		\$1,404.00		\$212.24
2110401 - TV/Radio Re-Broadcasting Maintenance		\$2,000.00		
2110402 - Contributions to CDMA/JJJ				
2110492 - Depreciation - TV/Radio Rebroadcasting		\$999.00		
2110499 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$6,511.00</b>	<b>\$0.00</b>	<b>\$749.13</b>
<b>Total Television And Radio-Rebroadcasting</b>	<b>\$0.00</b>	<b>\$6,511.00</b>	<b>\$0.00</b>	<b>\$749.13</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

155

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Libraries</b>				
<b>Operating Expenditure</b>				
2110506 - Library - Lost Books/Book Purchases		\$500.00		\$200.00
2110510 - Library - Other Expenses		\$3,480.00		\$1,581.15
2110599 - Administration Allocated		\$12,649.00		\$3,221.38
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$16,629.00</b>	<b>\$0.00</b>	<b>\$5,002.53</b>
<b>Operating Income</b>				
3110500 - Library Penalties & Fees				
3110501 - Library Reimbursements Lost Books/Book	\$225.00			
<b>Sub Total To Programme Summary</b>	<b>\$225.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Libraries</b>	<b>\$225.00</b>	<b>\$16,629.00</b>	<b>\$0.00</b>	<b>\$5,002.53</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

156

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Heritage</b>				
<b>Operating Expenditure</b>				
2110604 - Pope Hills Grant Operating Expenditur				
BM255 Popes Hill Anzac Memorial Maintainer		2,000.00		0.00
		\$2,000.00		
2110699 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$4,108.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Total Heritage</b>	<b>\$0.00</b>	<b>\$4,108.00</b>	<b>\$0.00</b>	<b>\$536.89</b>

**Shire of Mukinbudin  
Schedule 11  
Recreation & Culture**

157

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Culture</b>				
<b>Operating Expenditure</b>				
2110711 - Spring Festival - Coordinator Expense				
2110712 - Spring Festival - Shire Outside Worker				
W054 Spring Festival		14,248.00		4,741.52
		\$14,248.00		\$4,741.52
2110713 - Spring Festival - Shire Underwriting		\$10,000.00		
2110716 - Spring Festival - Shire Prize Money		\$500.00		
2110799 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$28,964.00</b>	<b>\$0.00</b>	<b>\$5,815.32</b>
<b>Total Other Culture</b>	<b>\$0.00</b>	<b>\$28,964.00</b>	<b>\$0.00</b>	<b>\$5,815.32</b>
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>\$51,712.09</b>	<b>\$1,072,792.00</b>	<b>\$30,233.61</b>	<b>\$146,950.24</b>

**Shire of Mukinbudin  
Schedule 12  
Transport**

158

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Streets Roads Bridges & Depots		1,884,465.00		203,944.33
Road Plant Purchases				
Aerodromes		22,035.00		536.89
Transport Licensing		24,842.00		5,560.36
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$1,931,342.00</b>	<b>\$0.00</b>	<b>\$210,041.58</b>
<b>Operating Income</b>				
Streets Roads Bridges & Depots	923,211.00		134,233.00	
Road Plant Purchases	15,664.00		5,136.34	
Transport Licensing	21,700.00		4,531.69	
<b>TOTAL OPERATING INCOME</b>	<b>\$960,575.00</b>	<b>\$0.00</b>	<b>\$143,901.03</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Streets Roads Bridges & Depots		1,428,111.00		162,448.80
Road Plant Purchases		172,638.00		72,728.18
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$1,600,749.00</b>	<b>\$0.00</b>	<b>\$235,176.98</b>
<b>Capital Income</b>				
Road Plant Purchases				
<b>TOTAL CAPITAL INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TRANSPORT</b>	<b>\$960,575.00</b>	<b>\$3,532,091.00</b>	<b>\$143,901.03</b>	<b>\$445,218.56</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 12  
Transport**

159

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Streets Roads Bridges &amp; Depots</b>				
<b>Operating Expenditure</b>				
2120100 - Road Maintenance				
RM004 Wilgoyne Road (Rd Maintenance)		0.00		13,716.04
RM005 Mukinbudin North-East Road (Rd Maintenance)		0.00		24,085.09
RM006 Bonnie Rock-Lake Brown Road (Rd Maintenance)		0.00		4,647.07
RM008 Berringbooding Road (Rd Maintenance)		0.00		2,598.98
RM009 Moondon Road (Rd Maintenance)		0.00		5,675.26
RM010 Quanta Cutting North Road (Rd Maintenance)		0.00		7,305.92
RM013 Lake Brown South Road (Rd Maintenance)		0.00		926.17
RM014 Popes Hill South Road (Rd Maintenance)		0.00		1,779.69
RM019 Ogilvie Road (Rd Maintenance)		0.00		1,707.94
RM020 Dandanning Road (Rd Maintenance)		0.00		1,316.56
RM022 McGregor Road (Rd Maintenance)		0.00		5,464.23
RM023 Jones East Road (Rd Maintenance)		0.00		425.10
RM024 Albert Road (Rd Maintenance)		0.00		1,184.08
RM026 Barbalin North Road (Rd Maintenance)		0.00		5,385.27
RM027 Barbalin South Road (Rd Maintenance)		0.00		757.35
RM028 Fogarty Road (Rd Maintenance)		0.00		4,133.17
RM038 Popes Hill North Road (Rd Maintenance)		0.00		605.21
RM039 Wialki Soak Road (Rd Maintenance)		0.00		630.27
RM041 Brandis Road (Rd Maintenance)		0.00		1,152.14
RM042 Toole Road (Rd Maintenance)		0.00		2,462.07
RM050 Morrison Road (Rd Maintenance)		0.00		1,762.10
RM054 Spencers Road (Rd Maintenance)		0.00		2,636.80
RM057 Maddock Road (Rd Maintenance)		0.00		377.86
RM059 Cruickshank Road (Rd Maintenance)		0.00		585.49
RM061 Shadbolt St		0.00		5,941.93
RM062 White Street (Rd Maintenance)		0.00		200.11
RM065 Greenslade Street (Rd Maintenance)		0.00		692.92
RM066 Lukin Street (Rd Maintenance)		0.00		5.60
RM068 Strugnell Street (Rd Maintenance)		0.00		69.81
RM072 Sheardown Road (Rd Maintenance)		0.00		2,399.94
RM075 Wattoning West Road (Rd Maintenance)		0.00		3,224.30
RM076 Jones Road (Rd Maintenance)		0.00		686.17
RM081 Dease Road (Rd Maintenance)		0.00		1,225.18
RM088 Koonkoobing Road (Rd Maintenance)		0.00		694.81
RM093 Quanta Cutting-Weira Road (Rd Maintenance)		0.00		587.89
RM106 Dead Horse Hill Road (Rd Maintenance)		0.00		403.96
RM107 Koorda-Bullfinch Rd (M40) (Rd Maintenance)		0.00		2,728.11
RM108 Kununoppin-Mukinbudin Road (Rd Maintenance)		0.00		11,571.58
RM109 Mukinbudin-Bonnie Rock Road (Rd Maintenance)		0.00		31,919.13
RM110 Mukinbudin-Wialki Road (Rd Maintenance)		0.00		3,351.25
RM122 Bent Street (Rd Maintenance)		0.00		1,625.74
RM998 Road Maintenance - General Rural		344,622.00		1,434.74
RM999 Road Maintenance - General Town		62,761.00		4,624.11
TCM001 Traffic Counter Management		5,000.00		0.00
		<b>\$412,383.00</b>		<b>\$164,707.14</b>
2120103 - Roads/Street Cleaning				
SWEEP Roads/Street Cleaning		21,120.00		1,656.55
		<b>\$21,120.00</b>		<b>\$1,656.55</b>

**Shire of Mukinbudin  
Schedule 12  
Transport**

160

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
2120104 - Street Trees & Watering				
TREES Street Trees & Watering		5,000.00		0.00
		\$5,000.00		
2120105 - Street Trees Pruning & Tree Lopping				
PRUNE Street Trees Pruning & Tree Loppir		22,065.00		0.00
		\$22,065.00		
2120106 - Traffic Signs/Equipment (Safety)				
SIGNS Traffic Signs/Equipment (Safety)		43,747.00		6,001.20
		\$43,747.00		\$6,001.20
2120107 - Footpath Maintenance				
FPM01 Footpath Maintenance		21,615.00		8,343.72
		\$21,615.00		\$8,343.72
2120108 - Street Lighting - Operating		\$18,900.00		\$4,133.36
2120109 - Consultancy/ RSA / Roman II		\$11,958.00		\$12,579.16
2120111 - Verge Mtce/Roadside Spraying				
VERGE Verge Mtce/Roadside Spraying		25,640.00		0.00
		\$25,640.00		
2120112 - Townscape				
2120114 - Rail Alliance				
2120116 - Purchase of Land for Roads - Op Exp		\$10,000.00		
2120120 - Depot Building Operations				
BO310 Depot Building Operations		6,300.00		1,807.72
OSH001 OSH Management		1,000.00		0.00
		\$7,300.00		\$1,807.72
2120121 - Depot Building Maintenance				
BM310 Depot Building Maintenance		17,000.00		4,715.48
		\$17,000.00		\$4,715.48
2120122 - Workshop/Depot Expensed Minor Asset Pt		\$500.00		
2120127 - Depot OHS Equipment - LGIS				
2120192 - Depreciation - Roads Bridges & Depots		\$1,267,237.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$1,884,465.00</b>	<b>\$0.00</b>	<b>\$203,944.33</b>
<b>Operating Income</b>				
3120100 - Regional Road Group Grants (MRWA)	\$365,800.00			
3120101 - Direct Road Grant (MRWA)	\$70,567.00		\$70,567.00	
3120102 - Roads to Recovery Grant	\$486,844.00		\$63,066.00	
3120108 - Sale of Scrap			\$600.00	
3120111 - Other Reimbursements - Roads/Streets				
<b>Sub Total To Programme Summary</b>	<b>\$923,211.00</b>	<b>\$0.00</b>	<b>\$134,233.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4120160 - Building (Capital) - Depots				
BC310 Depot Building Capital		10,000.00		0.00
		\$10,000.00		
4120166 - Roads (Capital) - Council Funded				
RCC04 Strugnell Street Capital Exp		55,000.00		0.00
RCC08 Calder Street Reseal		22,000.00		0.00
		\$77,000.00		
4120167 - Roads (Capital) - Roads to Recovery				
RTR10 Barbalin North Road - Gravel Resh		127,000.00		322.13



**Shire of Mukinbudin  
Schedule 12  
Transport**

161

**Financial Statement For The Period Ending 30/09/2017**

Particulars		Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
RTR11	Bonnie Rock/Lake Brown Road - G		200,500.00		117,126.67
RTR12	North East Rd 2016/17		205,611.00		0.00
			\$533,111.00		\$117,448.80
4120168 - Roads (Capital) - Regional Road Group					
RRG01	Mukinbudin Wialki Rd (South Section)		130,000.00		0.00
RRG04	Mukinbudin-Wialki Rd (North Section)		560,000.00		15,000.00
			\$690,000.00		\$15,000.00
4120169 - Roads (Capital) - Black Spot					
4120170 - Footpaths (Capital) - Council Funded					
FPC01	White Street - Western Footpath		30,000.00		0.00
FPC02	Cruickshank St - Northern Footpath		58,000.00		0.00
			\$88,000.00		
4120171 - Roads (Capital) - Flood Damage					
4120175 - Transfers To Roadworks Reserve					
			\$30,000.00		\$30,000.00
<b>Sub Total To Programme Summary</b>		<b>\$0.00</b>	<b>\$1,428,111.00</b>	<b>\$0.00</b>	<b>\$162,448.80</b>
<b>Total Streets Roads Bridges &amp; Depots</b>		<b>\$923,211.00</b>	<b>\$3,312,576.00</b>	<b>\$134,233.00</b>	<b>\$366,393.13</b>

**Shire of Mukinbudin  
Schedule 12  
Transport**

162

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Road Plant Purchases</b>				
<b>Operating Expenditure</b>				
2120291 - Loss on Disposal of Assets				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Operating Income</b>				
3120290 - Profit on Disposal of Assets	\$15,664.00		\$5,136.34	
<b>Sub Total To Programme Summary</b>	<b>\$15,664.00</b>	<b>\$0.00</b>	<b>\$5,136.34</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4120250 - Plant & Equipment (Capital) - Road Plant F		\$124,687.00		\$24,777.18
4120275 - Transfer to Plant Reserve		\$47,951.00		\$47,951.00
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$172,638.00</b>	<b>\$0.00</b>	<b>\$72,728.18</b>
<b>Capital Income</b>				
5120250 - Proceeds on Disposal of Assets	\$36,364.00		\$21,363.64	
5120251 - Realisation on Disposal of Assets	-\$36,364.00		-\$21,363.64	
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Road Plant Purchases</b>	<b>\$15,664.00</b>	<b>\$172,638.00</b>	<b>\$5,136.34</b>	<b>\$72,728.18</b>

**Shire of Mukinbudin  
Schedule 12  
Transport**

163

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Aerodromes</b>				
<b>Operating Expenditure</b>				
2120300 - Airstrip & Grounds Maintenance/Operat				
W060     Airstrip & Grounds Maintenance/Op		4,886.00		0.00
		\$4,886.00		
2120492 - Depreciation - Aerodromes		\$15,041.00		
2120499 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$22,035.00</b>	<b>\$0.00</b>	<b>\$536.89</b>
<b>Total Aerodromes</b>	<b>\$0.00</b>	<b>\$22,035.00</b>	<b>\$0.00</b>	<b>\$536.89</b>

**Shire of Mukinbudin  
Schedule 12  
Transport**

164

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Transport Licensing</b>				
<b>Operating Expenditure</b>				
2120500 - Training and Accommodation - Licensing		\$3,000.00		
2120501 - Telephone - Licensing		\$760.00		\$191.40
2120599 - Administration Allocated		\$21,082.00		\$5,368.96
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$24,842.00</b>	<b>\$0.00</b>	<b>\$5,560.36</b>
<b>Operating Income</b>				
3120500 - Sale of Shire Plates			\$183.00	
3120501 - Commissions - Licensing	\$18,700.00		\$4,348.69	
3120502 - Reimbursements - Licensing	\$3,000.00			
<b>Sub Total To Programme Summary</b>	<b>\$21,700.00</b>	<b>\$0.00</b>	<b>\$4,531.69</b>	<b>\$0.00</b>
<b>Total Transport Licensing</b>	<b>\$21,700.00</b>	<b>\$24,842.00</b>	<b>\$4,531.69</b>	<b>\$5,560.36</b>
<b>TOTAL TRANSPORT</b>	<b>\$960,575.00</b>	<b>\$3,532,091.00</b>	<b>\$143,901.03</b>	<b>\$445,218.56</b>

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

165

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>FUNCTION SUMMARY</b>				
<b>Operating Expenditure</b>				
Rural Services		16,608.00		3,836.08
Tourism And Area Promotion		201,536.00		35,557.83
Building Control		8,216.00		1,073.80
Economic Development		4,358.00		1,219.85
Other Economic Services		96,553.00		14,599.89
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$0.00</b>	<b>\$327,271.00</b>	<b>\$0.00</b>	<b>\$56,287.45</b>
<b>Operating Income</b>				
Rural Services	1,000.00			
Tourism And Area Promotion	128,800.00		24,683.38	
Building Control	150.00			
Economic Development				
Other Economic Services	28,620.00		7,595.39	
<b>TOTAL OPERATING INCOME</b>	<b>\$158,570.00</b>	<b>\$0.00</b>	<b>\$32,278.77</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
Tourism And Area Promotion		25,000.00		
Other Economic Services		17,984.00		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$0.00</b>	<b>\$42,984.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL ECONOMIC SERVICES</b>	<b>\$158,570.00</b>	<b>\$370,255.00</b>	<b>\$32,278.77</b>	<b>\$56,287.45</b>

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

166

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Rural Services</b>				
<b>Operating Expenditure</b>				
2130100 - Noxious Weed Control				
WEEDS NOXIOUS WEED CONTROL		13,000.00		3,298.74
		\$13,000.00		\$3,298.74
2130103 - Rural Counselling Service		\$500.00		
2130104 - Drum Muster Expenses		\$1,000.00		\$0.45
2130199 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$16,608.00</b>	<b>\$0.00</b>	<b>\$3,836.08</b>
<b>Operating Income</b>				
3130100 - Contributions & Donations - Rural Services	\$1,000.00			
<b>Sub Total To Programme Summary</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Rural Services</b>	<b>\$1,000.00</b>	<b>\$16,608.00</b>	<b>\$0.00</b>	<b>\$3,836.08</b>

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

167

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Tourism And Area Promotion</b>				
<b>Operating Expenditure</b>				
2130202 - Area Promotion		\$9,367.00		
2130204 - Caravan Park General Maintenance/O W070 Caravan Park General Maintenance		57,000.00		10,789.01
		\$57,000.00		\$10,789.01
2130206 - Barrack Cabins Building Operations BO315 Barrack Cabins Building Operations		500.00		0.00
		\$500.00		
2130207 - Barrack Cabins Building Maintenance BM315 Barrack Cabins Building Maintenance		1,500.00		2,991.16
		\$1,500.00		\$2,991.16
2130209 - Tourist Information Bay/Hut Expenditure W075 Tourist Information Bay/Hut Maintenance		8,000.00		1,529.07
		\$8,000.00		\$1,529.07
2130210 - Park Units (Self Contained) Building O BO320 Park Units (Self Contained) Building		1,000.00		0.00
		\$1,000.00		
2130211 - Park Units (Self Contained) Building M BM320 Park Units (Self Contained) Building		1,000.00		276.75
		\$1,000.00		\$276.75
2130214 - Caravan Park Salaries		\$54,500.00		\$12,000.00
2130215 - Caravan Park Superannuation		\$5,200.00		\$1,147.13
2130216 - Caravan Park Manager Allowances				
2130217 - New Travel Annual Contribution		\$4,500.00		
2130218 - Caravan Park Transportable House BM325 Caravan Park Transportable Maintenance		9,579.00		54.52
BO325 Caravan Park Transportable Operation		0.00		305.00
		\$9,579.00		\$359.52
2130219 - Wheatbelt Way W079 Wheatbelt Way General		4,000.00		0.00
W080 WW - Weira Maintenance/Operation		0.00		15.95
W081 WW - Wattonning Maintenance/Operation		0.00		6.49
		\$4,000.00		\$22.44
2130220 - Caravan Park Workers Compensation		\$1,254.00		
2130292 - Depreciation - Tourism & Area Promotion		\$18,838.00		
2130299 - Administration Allocated		\$25,298.00		\$6,442.75
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$201,536.00</b>	<b>\$0.00</b>	<b>\$35,557.83</b>
<b>Operating Income</b>				
3130200 - Caravan Park Fees	\$30,000.00		\$8,309.04	
3130201 - Caravan Park Coin Op Wash Mach Income	\$1,600.00			
3130202 - Barracks Cabins Fees	\$22,000.00		\$3,358.84	
3130203 - Park Unit (Self Contained) Fees	\$55,000.00		\$8,760.96	
3130204 - Rental Long Term Stay House	\$15,000.00		\$1,200.00	
3130206 - Reimbursements - Tourism & Area Promotion				
3130208 - Caravan Park Managers House Fees	\$5,200.00		\$3,054.54	
<b>Sub Total To Programme Summary</b>	<b>\$128,800.00</b>	<b>\$0.00</b>	<b>\$24,683.38</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

168

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
4130250 - Building (Capital) - Tourism & Area Pro				
BC320 Park Units (Self Contained) Capital		19,000.00		0.00
		\$19,000.00		
4130260 - Infrastructure Other (Capital) - Tourism				
IO280 Caravan Park Infrastructure Capital		6,000.00		0.00
		\$6,000.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Tourism And Area Promotion</b>	<b>\$128,800.00</b>	<b>\$226,536.00</b>	<b>\$24,683.38</b>	<b>\$35,557.83</b>



**Shire of Mukinbudin  
Schedule 13  
Economic Services**

169

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Building Control</b>				
<b>Operating Expenditure</b>				
2130304 - Contract Building Control Services		\$4,000.00		
2130399 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$8,216.00</b>	<b>\$0.00</b>	<b>\$1,073.80</b>
<b>Operating Income</b>				
3130300 - Building Permit Fees				
3130301 - Commission - BRB & BCITF	\$150.00			
<b>Sub Total To Programme Summary</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Building Control</b>	<b>\$150.00</b>	<b>\$8,216.00</b>	<b>\$0.00</b>	<b>\$1,073.80</b>

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

170

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Economic Development</b>				
<b>Operating Expenditure</b>				
2130501 - Industrial Units Building Operations				
BO335 Industrial Unit (Lot 164 Strugnell) B		1,750.00		518.84
		\$1,750.00		\$518.84
2130502 - Industrial Units Building Maintenance				
BM335 Industrial Unit (Lot 164 Strugnell) B		500.00		164.12
		\$500.00		\$164.12
2130599 - Administration Allocated		\$2,108.00		\$536.89
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$4,358.00</b>	<b>\$0.00</b>	<b>\$1,219.85</b>
<b>Operating Income</b>				
3130506 - Other Income Relating to Economic Devel				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Economic Development</b>	<b>\$0.00</b>	<b>\$4,358.00</b>	<b>\$0.00</b>	<b>\$1,219.85</b>

**Shire of Mukinbudin  
Schedule 13  
Economic Services**

171

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Other Economic Services</b>				
<b>Operating Expenditure</b>				
2130600 - Tree Planter Maintenance		\$700.00		
2130601 - Community Bus Expenses Allocated		\$6,219.00		\$1,382.21
2130602 - Public Transport Bus Expense				\$410.94
2130603 - Standpipe Maintenance/Operations				
W090 Standpipe Maintenance/Operations		30,000.00		5,999.13
		\$30,000.00		\$5,999.13
2130615 - Interest on Loan 116 Land Purchase		\$1,315.00		\$101.20
2130616 - Interest on Loan 119		\$5,583.00		\$332.68
2130617 - Muka Cafe - Operations				
BO340 Muka Cafe - Operations		5,500.00		1,653.82
		\$5,500.00		\$1,653.82
2130618 - Muka Cafe - Maintenance				
BM340 Muka Cafe - Maintenance		3,500.00		424.75
		\$3,500.00		\$424.75
2130692 - Depreciation - Other Economic Services		\$26,870.00		
2130699 - Administration Allocated		\$16,866.00		\$4,295.16
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$96,553.00</b>	<b>\$0.00</b>	<b>\$14,599.89</b>
<b>Operating Income</b>				
3130600 - Charges - Tree Planter Hire - Op Inc	\$200.00		\$845.46	
3130601 - Community Bus Hire	\$3,000.00		-\$2,809.04	
3130602 - Public Transport Bus Income	\$1,000.00		\$5,350.00	
3130603 - Sale of Water	\$5,000.00		\$26.18	
3130605 - Rent - Commercial Properties	\$17,420.00		\$3,530.68	
3130608 - Reimbursements - Other Economic Services	\$2,000.00		\$652.11	
<b>Sub Total To Programme Summary</b>	<b>\$28,620.00</b>	<b>\$0.00</b>	<b>\$7,595.39</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4130670 - Principal on Loan 116 - Land Purchase		\$10,350.00		
4130671 - Principal on Loan 119 - Mukinbudin Cafe		\$7,634.00		
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$17,984.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Other Economic Services</b>	<b>\$28,620.00</b>	<b>\$114,537.00</b>	<b>\$7,595.39</b>	<b>\$14,599.89</b>
<b>TOTAL ECONOMIC SERVICES</b>	<b>\$158,570.00</b>	<b>\$370,255.00</b>	<b>\$32,278.77</b>	<b>\$56,287.45</b>

**Shire of Mukinbudin  
Schedule 14  
Other Property & Services**

172

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Income	Estimated Expenditure	Current Year Income	Actual Expenditure
FUNCTION SUMMARY				
Operating Expenditure				
Private Works		19,616.00		3,058.27
Public Works Overheads				-11,133.60
Plant Operating Costs				-6,364.65
Administration Overheads				
Salaries And Wages		1,000.00		10,887.35
TOTAL OPERATING EXPENDITURE	\$0.00	\$20,616.00	\$0.00	-\$3,552.63
Operating Income				
Private Works	18,480.00		584.00	
Public Works Overheads				
Plant Operating Costs	35,000.00		7,956.00	
Administration Overheads	7,300.00		3,507.65	
Salaries And Wages	1,000.00		15,258.50	
TOTAL OPERATING INCOME	\$61,780.00	\$0.00	\$27,306.15	\$0.00
Capital Expenditure				
Plant Operating Costs		115,818.00		43,867.80
Administration Overheads		35,000.00		
TOTAL CAPITAL EXPENDITURE	\$0.00	\$150,818.00	\$0.00	\$43,867.80
Capital Income				
Public Works Overheads				
Administration Overheads				
Land/Subdivision Development	10,349.00		10,349.74	
TOTAL CAPITAL INCOME	\$10,349.00	\$0.00	\$10,349.74	\$0.00
TOTAL OTHER PROPERTY & SERVICES	\$72,129.00	\$171,434.00	\$37,655.89	\$40,315.17

SUB-FUNCTION DETAIL FOLLOWS.....

**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

173

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Private Works</b>				
<b>Operating Expenditure</b>				
2140100 - Private Works Expenses				
X998 MDHS - Private Works Gardening		7,400.00		511.27
X999 Private Works Budget Job		8,000.00		1,473.20
		\$15,400.00		\$1,984.47
2140199 - Administration Allocated		\$4,216.00		\$1,073.80
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$19,616.00</b>	<b>\$0.00</b>	<b>\$3,058.27</b>
<b>Operating Income</b>				
3140100 - Private Works Income	\$18,480.00		\$584.00	
<b>Sub Total To Programme Summary</b>	<b>\$18,480.00</b>	<b>\$0.00</b>	<b>\$584.00</b>	<b>\$0.00</b>
<b>Total Private Works</b>	<b>\$18,480.00</b>	<b>\$19,616.00</b>	<b>\$584.00</b>	<b>\$3,058.27</b>

**Shire of Mukinbudin  
Schedule 14  
Other Property & Services**

174

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Public Works Overheads</b>				
<b>Operating Expenditure</b>				
2140200 - Works Supervisor - Salary		\$80,000.00		\$20,160.00
2140201 - Works Supervisor - Superannuation		\$7,600.00		\$1,915.20
2140202 - Works Supervisor - Training & Conference				
2140203 - Other Employee Expenses - Works		\$1,920.00		
2140204 - Works Team - Motor Vehicle Expenses Allc		\$27,267.00		\$5,681.65
2140205 - Works Team - Superannuation		\$62,955.00		\$10,956.41
2140206 - Works Team - Sick Pay		\$17,578.00		\$3,368.96
2140207 - Works Team - Annual Leave		\$45,436.00		\$5,433.05
2140208 - Works Team - Public Holidays		\$21,093.00		
2140209 - Works Team - Long Service Leave				
2140210 - Works Team - RDO's				\$157.70
2140211 - Works Team - Protective Clothing		\$6,500.00		\$315.00
2140214 - Works Team - Pre Employment Medicals a		\$500.00		
2140215 - Works Team - Housing Incentive		\$4,160.00		\$773.68
2140216 - Works Team - MBL Location Allowance		\$13,500.00		\$2,561.52
2140217 - Works Team - Industry Allowance		\$1,000.00		
2140218 - Works Team - Service Allowance		\$9,360.00		\$1,698.88
2140221 - Works Team - Workers Compensation Insu		\$13,052.00		
2140222 - Works Team - Training & Conferences				
W095 Works Team - Training & Conferenc		8,500.00		239.02
		\$8,500.00		\$239.02
2140223 - Works Team - OHS and Toolbox Meeti				
W100 Works Team - OHS and Toolbox M		1,000.00		46.76
		\$1,000.00		\$46.76
2140224 - Works Team - Engineering & Technical Su				\$280.00
2140225 - Works Team - Office Expenses		\$100.00		\$388.89
2140226 - Works Team - Depot Freight				
2140227 - Works Team - Expendable Tools/Equipmer		\$1,500.00		\$44.09
2140228 - Works Team - Staff Housing Allocated		\$4,364.00		\$3,828.98
2140229 - Works Team - Other Costs				
2140231 - Works Team - Telecommunications				\$550.48
2140235 - Consumables Used by Works Team- Op E		\$2,000.00		\$82.50
2140245 - Office Administration Work by Works T				
W105 Office Administration Work by Work		4,000.00		239.02
		\$4,000.00		\$239.02
2140293 - Less - Allocated to Works (PWO's)		-\$528,385.00		-\$119,516.33
2140299 - Administration Allocated		\$195,000.00		\$49,660.94
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$11,133.60</b>
<b>Operating Income</b>				
3140200 - Reimbursements - Public Works Overheac				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Income</b>				
5140250 - Transfers From Long Service Leave Reser				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

175

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Total Public Works Overheads</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$11,133.60</b>

**Shire of Mukinbudin  
Schedule 14  
Other Property & Services**

176

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Plant Operating Costs</b>				
<b>Operating Expenditure</b>				
2140300 - Internal Plant Repairs - Wages & O/Head		\$57,412.00		\$5,555.20
2140301 - External Parts & Repairs (Includes Consur		\$78,220.00		\$59,996.20
2140302 - Fuels and Oils Op Exp - Plant Op Costs		\$104,050.00		\$22,222.44
2140303 - Tyres and Tubes		\$49,100.00		
2140306 - Licences - Plant Operation		\$10,919.00		\$5,558.20
2140307 - Insurance - Plant Operation		\$27,846.00		\$26,883.81
2140308 - Interest on Loan 114		\$2,778.00		\$213.74
2140309 - Interest on Loan 115		\$1,657.00		\$962.97
2140310 - Interest on Loan 118		\$3,865.00		\$2,052.30
2140311 - Interest on Loan 121		\$7,170.00		\$4,001.89
2140312 - Interest on Loan 122		\$3,900.00		\$2,177.50
2140313 - Interest on Loan 123		\$1,067.00		\$99.43
2140320 - Interest on Loan 120		\$2,525.00		\$1,309.96
2140394 - LESS Plant Operation Costs Allocated to V		-\$522,493.00		-\$137,398.29
2140492 - Depreciation - Plant Operation		\$171,984.00		
2140495 - LESS Plant Depreciation Costs Allocated t				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$6,364.65</b>
<b>Operating Income</b>				
3140300 - Fuel Tax Credits Grant Scheme	\$25,000.00		\$7,956.00	
3140301 - Reimbursements - Plant Operation Costs				
3140302 - Sale of Scrap - Plant Operating Costs	\$10,000.00			
<b>Sub Total To Programme Summary</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$7,956.00</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4140370 - Principal on Loan 114 - Trailer		\$21,857.00		
4140371 - Principal on Loan 115 - Truck		\$16,416.00		\$8,108.91
4140372 - Principal on Loan 118 - Vibe Roller		\$14,330.00		\$7,074.98
4140374 - Principal on Loan 121 - Motor Grader		\$33,872.00		\$16,588.59
4140375 - Principal on Loan 122 - Multi Tyre Roller		\$18,430.00		\$9,026.13
4140376 - Principal on Loan 123 - John Deere Tracto		\$4,704.00		
4143073 - Principal on Loan 120 - Skid Steer		\$6,209.00		\$3,069.19
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$115,818.00</b>	<b>\$0.00</b>	<b>\$43,867.80</b>
<b>Total Plant Operating Costs</b>	<b>\$35,000.00</b>	<b>\$115,818.00</b>	<b>\$7,956.00</b>	<b>\$37,503.15</b>



**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

177

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Administration Overheads</b>				
<b>Operating Expenditure</b>				
2140500 - Admin Salaries		\$440,025.00		\$98,810.17
2140501 - Admin Superannuation		\$61,900.00		\$13,069.98
2140502 - Admin Workers Compensation Insurance		\$10,540.00		
2140503 - Admin Training		\$15,000.00		\$31.82
2140504 - Admin Conferences		\$4,530.00		\$292.55
2140505 - Admin Fringe Benefits Tax		\$15,000.00		\$4,570.00
2140506 - Admin Staff Uniforms		\$3,300.00		\$155.45
2140508 - Admin Salary Packaging Expenses		\$1,020.00		\$473.64
2140509 - Admin Motor Vehicle Expenses Allocated		\$13,331.00		\$3,765.67
2140510 - Admin Staff Relocation Expenses		\$6,000.00		
2140511 - Admin Occupational Health and Safety		\$6,000.00		\$136.28
2140512 - Admin - Other Employee Expenses		\$15,500.00		
2140513 - Admin Building Operations				
BO350 Admin Building Operations		35,000.00		8,056.03
		\$35,000.00		\$8,056.03
2140514 - Admin Building Maintenance				
BM350 Admin Building Maintenance		10,350.00		10,971.33
		\$10,350.00		\$10,971.33
2140515 - Admin Other Insurances		\$14,022.00		\$14,867.21
2140516 - Admin Stationery		\$9,000.00		\$90.91
2140517 - Admin Postage and Freight		\$2,000.00		\$124.24
2140518 - Admin Advertising		\$5,000.00		\$675.85
2140521 - Admin Office Equipment Mtce		\$60,809.00		\$21,528.22
2140523 - Admin Office Equipment Rental		\$21,785.00		\$1,895.46
2140524 - Admin Long Service Leave				
2140526 - Admin Accrued Annual Leave				
2140527 - Admin Accrued Long Service Leave				
2140529 - Admin Legal Expenses		\$3,000.00		\$548.06
2140530 - Outsourced & Contract Employees - Admin				\$25,128.39
2140531 - LCC Website Service Fee		\$1,100.00		
2140533 - Admin Staff MBL Allowance		\$4,500.00		\$694.94
2140534 - Admin Staff Service Allowance		\$2,080.00		\$739.04
2140535 - Admin Staff Self Accommod. Subsidy		\$2,080.00		\$481.84
2140537 - Admin Consultancy		\$30,000.00		\$4,620.00
2140540 - Refreshments & Other Expenses - Admin				\$241.77
2140566 - Doubtful Debts Expense				
2140592 - Depreciation - Administration		\$21,662.00		
2140598 - Admin Staff Housing Costs Allocated		\$28,741.00		\$2,789.45
2140599 - Administration Overheads Recovered		-\$843,275.00		-\$214,758.30
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Operating Income</b>				
3140501 - WALGA Advertising Rebate				
3140503 - Contributions & Donations - Administration				
3140504 - Reimbursements Received - OP Inc. Admin	\$5,300.00			
3140506 - Other Income Relating to Administration	\$2,000.00		\$3,507.65	

**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

178

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Sub Total To Programme Summary</b>	<b>\$7,300.00</b>	<b>\$0.00</b>	<b>\$3,507.65</b>	<b>\$0.00</b>
<b>Capital Expenditure</b>				
4140560 - Building (Capital) - Administration				
BC350 Admin Building Capital		35,000.00		0.00
		\$35,000.00		
4140570 - Transfer to Leave Reserve				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Capital Income</b>				
5140552 - Transfers From Long Service Leave Reser				
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Administration Overheads</b>	<b>\$7,300.00</b>	<b>\$35,000.00</b>	<b>\$3,507.65</b>	<b>\$0.00</b>

**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

179

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated Income	Current Year Estimated Expenditure	Current Year Actual Income	Current Year Actual Expenditure
<b>Salaries And Wages</b>				
<b>Operating Expenditure</b>				
2140700 - Gross Salary and Wages		\$1,193,847.00		\$258,788.70
2140701 - Less Salaries & Wages Allocated		-\$1,193,847.00		-\$256,745.82
2140702 - Workers Compensation Expense		\$1,000.00		\$8,844.47
<b>Sub Total To Programme Summary</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$10,887.35</b>
<b>Operating Income</b>				
3140700 - Reimbursement - Workers Compensation	\$1,000.00		\$15,258.50	
<b>Sub Total To Programme Summary</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$15,258.50</b>	<b>\$0.00</b>
<b>Total Salaries And Wages</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$15,258.50</b>	<b>\$10,887.35</b>

**Shire of Mukinbudin**  
**Schedule 14**  
**Other Property & Services**

180

**Financial Statement For The Period Ending 30/09/2017**

Particulars	Current Year Estimated		Current Year Actual	
	Income	Expenditure	Income	Expenditure
<b>Land/Subdivision Development</b>				
<b>Capital Income</b>				
5140952 - Transfers From Residential Land Reserve	\$10,349.00		\$10,349.74	
<b>Sub Total To Programme Summary</b>	<b>\$10,349.00</b>	<b>\$0.00</b>	<b>\$10,349.74</b>	<b>\$0.00</b>
<b>Total Land/Subdivision Development</b>	<b>\$10,349.00</b>	<b>\$0.00</b>	<b>\$10,349.74</b>	<b>\$0.00</b>
<b>TOTAL OTHER PROPERTY &amp; SERVICES</b>	<b>\$72,129.00</b>	<b>\$171,434.00</b>	<b>\$37,655.89</b>	<b>\$40,315.17</b>



# SHIRE OF MUKINBUDIN

## MONTHLY STATEMENT OF FINANCIAL ACTIVITY

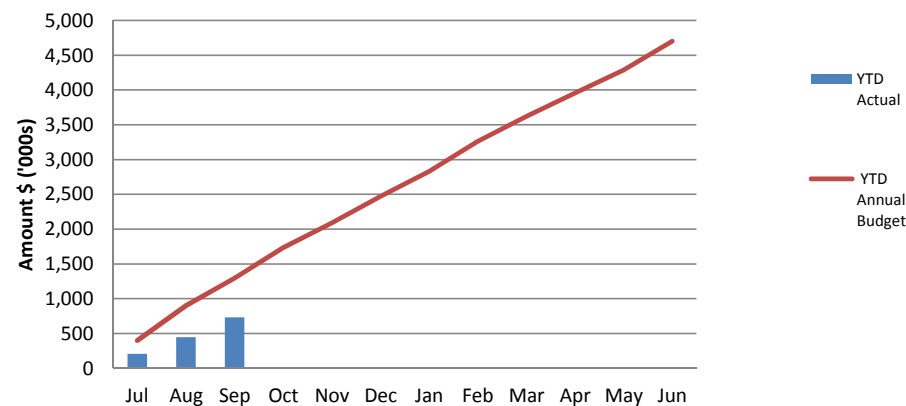
### FOR THE PERIOD ENDED 30 SEPTEMBER 2017

#### TABLE OF CONTENTS

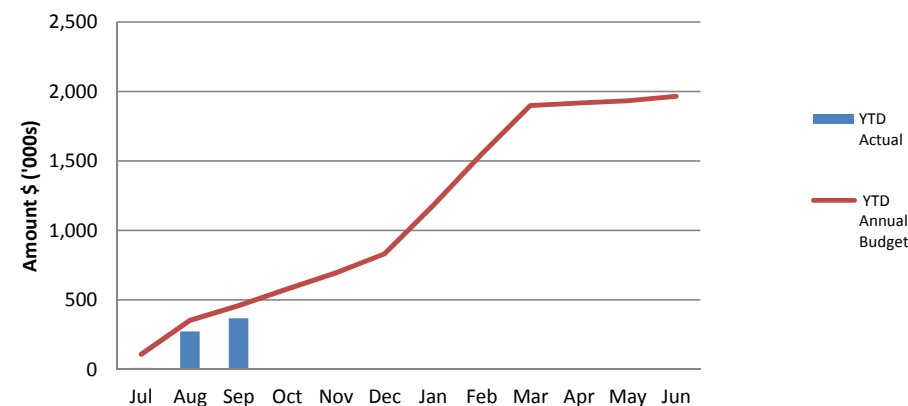
	<b>Page</b>
Graphical Analysis	1 to 2
Statement of Financial Activity	3
Report on Significant Variances	4
Notes to and Forming Part of the Statement	
1 Acquisition of Assets	5
2 Disposal of Assets	6
3 Information on Borrowings	7
4 Reserves	8 to 10
5 Net Current Assets	11
6 Rating Information	12
7 Trust Funds	13
8 Operating Statement	14
9 Statement of Financial Position	15
10 Financial Ratios	16
11 Grants Report	17
12 Bank Balances & Investment Information	18
Schedules are attached showing:	
Comparatives and Comments	
Jobs	

## Income and Expenditure Graphs to 30 September 2017

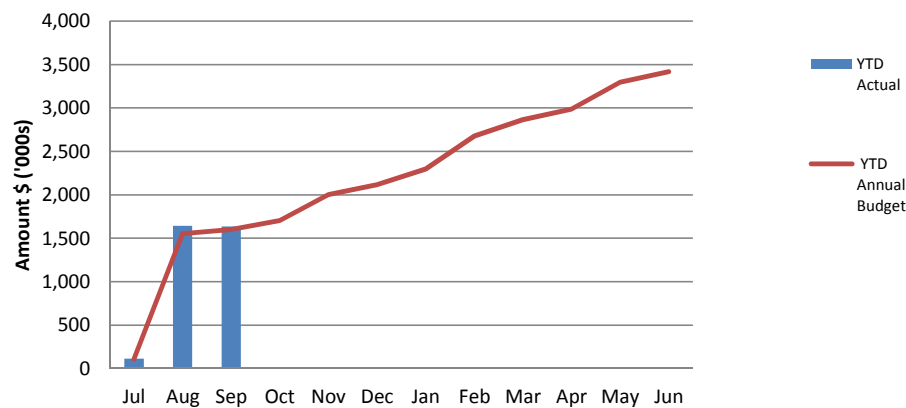
### Operating Expenditure



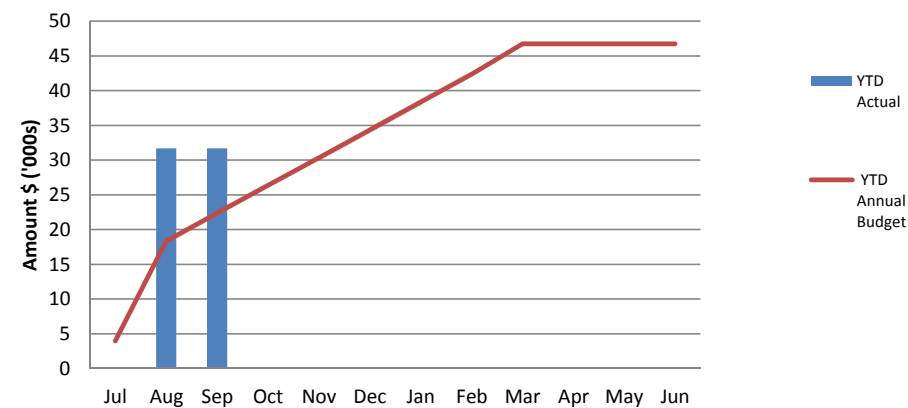
### Capital Expenditure



### Operating Income

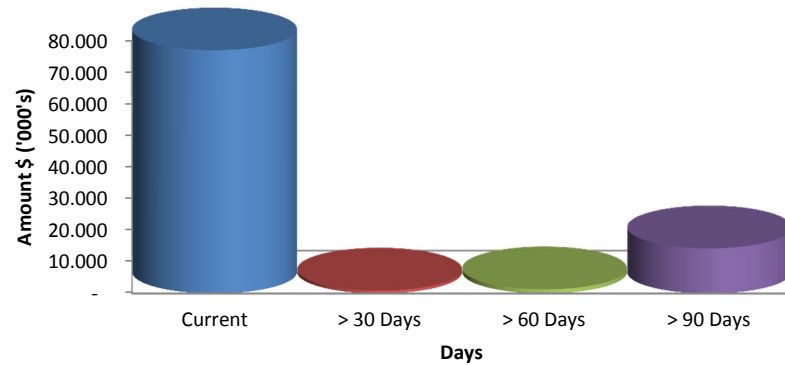


### Capital Income

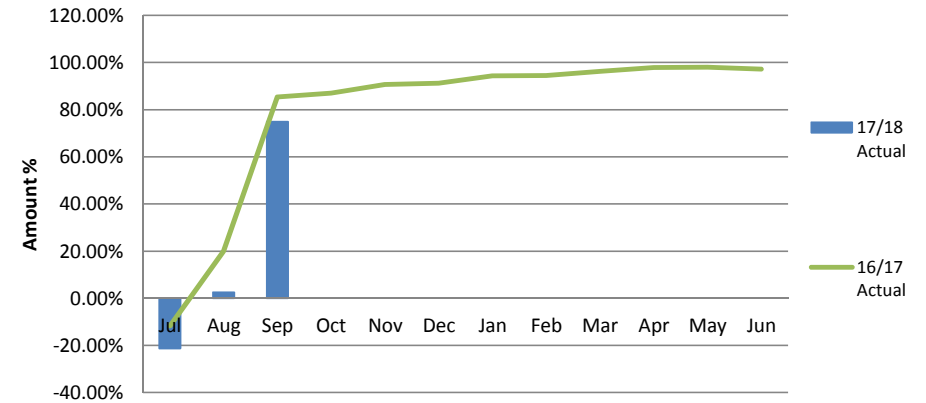


## Other Graphs to 30 September 2017

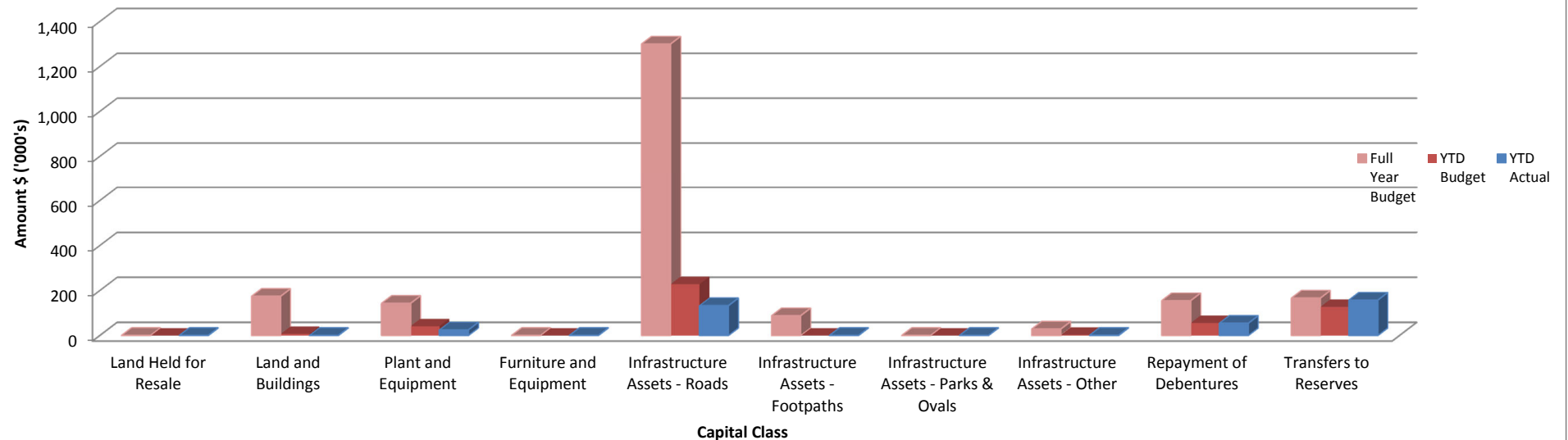
### Sundry Debtors Amount O/S



### Rates % Collected



### Capital Expenditure



AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

## SHIRE OF MUKINBUDIN

184

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

	NOTE	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	September 2017 YTD Budget \$	September 2017 Actual \$	Variances Actuals to YTD Budget \$	Variances Actual Budget to YTD %
<b><u>Operating</u></b>							
<b>Revenues/Sources</b>							
Governance		3,200	3,200	795	32	(763)	(95.97%)
General Purpose Funding		813,425	813,425	201,558	221,189	19,631	9.74%
Law, Order, Public Safety		30,850	30,850	6,689	118	(6,571)	(98.24%)
Health		6,500	6,500	1,623	0	(1,623)	(100.00%)
Education and Welfare		11,410	11,410	2,850	2,166	(684)	(24.00%)
Housing		143,030	143,030	35,736	37,086	1,350	3.78%
Community Amenities		74,910	74,910	73,166	72,737	(429)	(0.59%)
Recreation and Culture		51,712	51,712	22,700	30,234	7,534	33.19%
Transport		960,575	960,575	81,160	143,901	62,741	77.31% ▲
Economic Services		158,570	158,570	39,378	32,279	(7,099)	(18.03%)
Other Property and Services		61,780	61,780	15,438	27,306	11,868	76.88% ▲
		2,315,962	2,315,962	481,093	567,048	85,955	17.87%
<b>(Expenses)/(Applications)</b>							
Governance		(364,004)	(364,004)	(83,743)	(79,421)	4,322	5.16%
General Purpose Funding		(79,006)	(79,006)	(19,734)	(17,426)	2,308	11.70%
Law, Order, Public Safety		(137,480)	(137,480)	(36,873)	(24,060)	12,813	34.75% ▼
Health		(112,610)	(112,610)	(30,524)	(16,760)	13,764	45.09% ▼
Education and Welfare		(195,728)	(195,728)	(75,670)	(112,858)	(37,188)	(49.14%) ▲
Housing		(338,937)	(338,937)	(89,506)	(57,891)	31,615	35.32% ▼
Community Amenities		(222,280)	(222,280)	(55,549)	(39,131)	16,418	29.56% ▼
Recreation & Culture		(971,415)	(971,415)	(257,957)	(119,619)	138,338	53.63% ▼
Transport		(1,931,342)	(1,931,342)	(486,097)	(210,042)	276,055	56.79% ▼
Economic Services		(327,271)	(327,271)	(78,186)	(56,287)	21,899	28.01% ▼
Other Property and Services		(20,616)	(20,616)	(80,555)	3,553	84,108	104.41% ▼
		(4,700,689)	(4,700,689)	(1,294,394)	(729,942)	564,452	(43.61%)
<b>Net Operating Result Excluding Rates</b>		(2,384,727)	(2,384,727)	(813,301)	(162,894)	650,407	(79.97%)
<b><u>Adjustments for Non-Cash</u></b>							
<b><u>(Revenue) and Expenditure</u></b>							
(Profit)/Loss on Asset Disposals	2	(15,664)	(15,664)	(5,169)	(5,136)	33	0.64%
Movement in Current Employee Benefits cash backed		0	0	0	240	240	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%
Movement in Employee Benefit Provisions (Non-Current)		0	0	0	0	0	0.00%
Rounding		0	0	0	1	1	0.00%
Depreciation on Assets		2,077,960	2,077,960	519,474	0	(519,474)	100.00% ▼
<b><u>Capital Revenue and (Expenditure)</u></b>							
Purchase Land Held for Resale	1	0	0	0	0	0	0.00%
Purchase of Land and Buildings	1	(173,876)	(173,876)	(6,270)	0	6,270	100.00%
Purchase of Furniture & Equipment	1	0	0	0	0	0	0.00%
Purchase of Plant & Equipment	1	(142,687)	(142,687)	(41,145)	(24,777)	16,368	39.78% ▼
Purchase of Infrastructure Assets - Roads	1	(1,300,111)	(1,300,111)	(227,987)	(132,449)	95,538	41.91% ▼
Purchase of Infrastructure Assets - Footpaths	1	(88,000)	(88,000)	0	0	0	0.00%
Purchase of Infrastructure Assets - Parks & Ovals	1	0	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Other	1	(28,500)	(28,500)	(3,000)	(694)	2,306	76.87%
Proceeds from Disposal of Assets	2	36,364	36,364	12,000	21,364	9,364	78.03%
Repayment of Debentures	3	(154,776)	(154,776)	(55,114)	(54,204)	910	1.65%
Proceeds from New Debentures	3	0	0	0	0	0	0.00%
Advances to Community Groups		0	0	0	0	0	0.00%
Self-Supporting Loan Principal Income		0	0	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(165,840)	(165,840)	(126,511)	(157,363)	(30,852)	(24.39%) ▲
Transfers from Restricted Asset (Reserves)	4	10,349	10,349	10,349	10,350	1	0.01%
<b>ADD</b> Net Current Assets July 1 B/Fwd	5	1,226,588	1,350,856	1,350,856	1,350,856	0	0.00%
<b>LESS</b> Net Current Assets Year to Date	5	0	124,268	1,734,206	1,913,036	178,830	(10.31%)
<b>Amount Raised from Rates</b>		(1,102,920)	(1,102,920)	(1,120,024)	(1,067,742)	52,282	(4.67%)
(Excluding Ex Gratia Rates)							
This statement is to be read in conjunction with the accompanying notes.							
<b>Material Variances Symbol</b>							
Above Budget Expectations		Greater than 10% and \$10,000			▲		
Below Budget Expectations		Less than 10% and \$10,000			▼		



## Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

### The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 10%:

Actual Variance exceeding 10% of YTD Budget

Actual Variance exceeding 10% of YTD Budget and a value greater than \$10,000:

Where a variance is identified as caused being "Timing" it means that the rate of expenditure, or income, is different that what was estimated in the budget but the variation is expected to minimal by the end of the financial year. Should this "Timing" be a cause for concern this will be identified.

At the time of this report depreciation has not been calculated for the current year. This will be calculated when the value of assets at the end of the financial year has been finalised. This variation is identified as "Depreciation timing".

## REPORTABLE OPERATING REVENUE VARIATIONS

### Transport - Variance above budget expectations.

Timing, the Roads to Recovery grants were not expected to start until the third quarter.

\$62,741 ▲

### Other Property and Services - Variance above budget expectations

Increased Workers Compensation Expense reimbursement has been received. It includes a payment from last year.

\$11,868 ▲

## REPORTABLE OPERATING EXPENSE VARIATIONS

### Law Order and Public Safety - below budget expectations.

Actual Operating expenditure under YTD Budget (Timing Difference) - depreciation not run until P & E Fair Value completed

\$12,813 ▼

### Health - Variance below budget expectations.

Timing - No Contract EHO or Mosquito Control expenses have been incurred and Medical Practise expenses are \$4.8K less than the YTD budget .

\$13,764 ▼

### Education and Welfare - Variance above budget expectations

Timing - The majority of the contributions for the CEACA Project of 4 Units @ \$27,200 as per FAA costing \$95,000 and other contributions have now been paid.

-\$37,188 ▲

### Housing - Variance below budget expectations.

Timing with lower depreciation and house operating & maintenance expenditure.

\$31,615 ▼

### Community Amenities - Variance below budget expectations.

Timing of domestic refuse & recycling collection and refuse site maintenance expenses. Stormwater Drainage Maintenance is \$5.3K less than the YTD budget and there are lower rates of expenditure in several accounts.

\$16,418 ▼

### Recreation and Culture - Variance below budget expectations.

Including - Swimming pool depreciation timing \$56K. Timing of depreciation \$36K and expenditure on Parks & Gardens Maintenance/Operations \$17K. There is also of 20K less Spring Festival expenditure and lower rates of expenditure in several accounts.

\$138,338 ▼

### Transport - Variance below budget expectations.

Timing. \$317K savings due to depreciation and \$12.8K savings weed spraying, this is partially offset by a higher rate of expenditure on road maintenance of \$62K.

\$276,055 ▼

### Economic Services - Variance below budget expectations.

Timing including Depreciation, Caravan Park Maintenance and other expenses.

\$21,899 ▼

### Other Property and Services - Variance below budget expectations.

Depreciation timing, the decrease here has resulted in reduced recovery requirements resulting in;

- Budgeted Administration Overhead expenses are less than the budgeted recoveries for the year to date; \$54.3K.

- Budgeted Plant Operating expenses are less than the budgeted recoveries for the year to date; \$14.3K.

Also budgeted Public Works Overheads expenses are less than the budgeted recoveries for the year to date; \$12.5K

▼

\$84,108

## REPORTABLE NON-CASH VARIATIONS

### Depreciation on Assets - Variance below budget expectations.

Depreciation timing.

\$519,474 ▼

## REPORTABLE CAPITAL EXPENSE VARIATIONS

### Purchase of Plant & Equipment - Variance below budget expectations.

The Backhoe has not yet been purchased.

\$16,368 ▼

### Purchase of Infrastructure Assets Roads - Variance below budget expectations.

The Bonnie Rock - Lake Brown Rd works have been completed below budget. Works on Strugnell St and Calder St have not yet started.

\$95,538 ▼

### Transfers to Restricted Assets (Reserves) - Variance above budget expectations.

Timing, all budgeted transfers to reserve, except interest, have been completed.

\$30,852 ▲

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Budget \$	September 2017 Actual \$
<b>1. ACQUISITION OF ASSETS</b>				
The following assets have been acquired during the period under review:				
<b><u>By Program</u></b>				
<b>Governance</b>				
<i><u>Members of Council</u></i>				
Plant & Equipment (Capital) - Members	18,000	18,000	0	0.00
<b>Housing</b>				
<i><u>Housing - Shire (Staff and Rentals)</u></i>				
25 Cruickshank Rd Cpm Building Capital	20,000	20,000	0	0.00
8 Lansdell St Building Capital	12,390	12,390	0	0.00
12 Salmon Gum Alley (Lot 208) - Capital	8,000	8,000	0	0.00
<i><u>Housing - Aged (Including Senior Citizens)</u></i>				
New Aged Unit 11 - Capital	3,743	3,743	0	0.00
New Aged Unit 12 - Capital	3,743	3,743	0	0.00
<i><u>Housing - Other (Including Joint Venture)</u></i>				
Jv Family - 6 Lansdell St - Capital	8,000	8,000	0	0.00
<b>Community Amenities</b>				
<i><u>Other Community Amenities</u></i>				
Cemetery Capital	10,000	10,000	0	0.00
Refuse Site New Other Infra Cap Exp	0	0	0	693.76
<b>Recreation and Culture</b>				
<i><u>Swimming Pools</u></i>				
Swimming Pool Building Capital	17,500	17,500	0	0.00
<i><u>Other Recreation &amp; Sport</u></i>				
Town Other Infrastructure Capital	12,500	12,500	0	0.00
Mukinbudin Sports Complex Building	36,500	36,500	0	0.00
<b>Transport</b>				
<i><u>Roads, Streets, Bridges &amp; Depots</u></i>				
Depot Building Capital	10,000	10,000	0	0.00
Strugnell Street Capital Exp	55,000	55,000	27,493	0.00
Calder Street Reseal	22,000	22,000	0	0.00
Barbalin North Road - Gravel Resheet	127,000	127,000	0	322.13
Bonnie Rock/Lake Brown Road - Gravel	200,500	200,500	200,494	117,126.67
North East Rd 2016/17	205,611	205,611	0	0.00
Mukinbudin Wialki Rd (South Section	130,000	130,000	0	0.00
Mukinbudin-Wialki Rd (North Section 17/18)	560,000	560,000	0	15,000.00
White Street - Western Footpath	30,000	30,000	0	0.00
Cruickshank St - Northern Footpath	58,000	58,000	0	0.00
<i><u>Road Plant Purchases</u></i>				
Plant & Equipment (Capital) - Road Plant	124,687	124,687	41,145	24,777.18
<b>Economic Services</b>				
<i><u>Tourism &amp; Area Promotion</u></i>				
Park Units (Self Contained) Capital	19,000	19,000	6,270	0.00
Caravan Park Infrastructure Capital	6,000	6,000	3,000	0.00
<b>Other Property &amp; Services</b>				
<i><u>Administration Overheads</u></i>				
Admin Building Capital	35,000	35,000	0	0.00
	<u>1,733,174.00</u>	<u>1,733,174.00</u>	<u>278,402.00</u>	<u>157,919.74</u>
<b><u>By Class</u></b>				
Land Held for Resale - Current	0	0	0	0.00
Land Held for Resale - Non Current	0	0	0	0.00
Land	0	0	0	0.00
Buildings	173,876	173,876	6,270	0.00
Furniture & Equipment	0	0	0	0.00
Plant & Equipment	142,687	142,687	41,145	24,777.18
Infrastructure - Roads	1,300,111	1,300,111	227,987	132,448.80
Infrastructure - Footpaths	88,000	88,000	0	0.00
Infrastructure - Parks & Ovals	0	0	0	0.00
Infrastructure - Other	28,500	28,500	3,000	693.76
	<u>1,733,174</u>	<u>1,733,174</u>	<u>278,402</u>	<u>157,919.74</u>

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<b>By Program</b>		<b>Written Down Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
		<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>	<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>	<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>
		Asset					
<b>Transport</b>							
A317 - Komatsu Backhoe		317	4,500	15,000	0.00	10,500	0.00
Works Supervisor Ranger MBL2		463	16,200	21,364	21,363.64	5,164	5,136.34
			20,700	36,364	21,363.64	15,664	5,136.34

<b>By Class of Asset</b>		<b>Written Down Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
		<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>	<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>	<b>2017/18 Budget \$</b>	<b>September 2017 Actual \$</b>
		Asset					
<b>Plant &amp; Equipment</b>							
A317 - Komatsu Backhoe		317	4,500	15,000	0.00	10,500	0.00
Works Supervisor Ranger MBL2		463	16,200	21,364	21,364	5,164	5,136.34
			20,700	36,364	21,363.64	15,664	5,136.34

**Summary**

Profit on Asset Disposals

Loss on Asset Disposals

<b>2017/18 Adopted Budget \$</b>	<b>September 2017 Actual \$</b>
15,664	5,136.34
0	0.00
<b>15,664</b>	<b>5,136.34</b>

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 3. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Lender	Particulars	Loan Finishes	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
				2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$
	<b>Education &amp; Welfare</b>										
WATC	Loan 109 - CRC	1/02/2021	26,647	0	0	6,097	3,005	20,550	23,642	1,651	882
	<b>Recreation &amp; Culture</b>										
WATC	Loan 108 - Bowling Club	1/02/2021	65,020	0	0	14,877	7,331	50,143	57,689	4,028	2,152
	<b>Economic Services</b>										
WATC	Loan 116 - Land Purchase	17/06/2019	21,346	0	0	10,350	0	10,996	21,346	1,315	101
WATC	Loan 119 - Mukinbudin Cafe	13/04/2027	97,182	0	0	7,634	0	89,548	97,182	5,583	333
	<b>Other Property &amp; Services</b>										
WATC	Loan 114 - Trailer 1TJP 062	17/06/2019	45,078	0	0	21,857	0	23,221	45,078	2,778	214
WATC	Loan 115 - Truck DAF MBL 250	22/01/2019	33,642	0	0	16,416	8,109	17,226	25,533	1,657	962
WATC	Loan 118 - Vibe Roller MBL 1677	13/09/2021	70,556	0	0	14,330	7,075	56,226	63,481	3,865	2,052
WATC	Loan 120 - Skid Steer MBL 1724	15/01/2024	49,972	0	0	6,209	3,069	43,763	46,903	2,525	1,310
WATC	Loan 121 - Grader MBL 95	27/02/2023	217,997	0	0	33,872	16,589	184,125	201,408	7,170	4,002
WATC	Loan 122 - Roller MBL 811	27/02/2023	118,618	0	0	18,430	9,026	100,188	109,592	3,900	2,178
WATC	Loan 123 - Tractor MBL 244	2/12/2022	27,897	0	0	4,704	0	23,193	27,897	1,067	99
			773,955	0	0	154,776	54,204	619,179	719,751	35,539	14,285

All other loan repayments were financed by general purpose revenue.

Note: The interest reported exceeds the budget as end of year accruals are not complete and the Western Australian Treasury Corporation Loan Guarantee Fee has been included in Interest as recommended in the Local Government Accounting Manual.

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

	2017/18 Adopted Budget \$	September 2017 Actual \$
<b>4. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>Leave Reserve</b>		
Opening Balance	133,595	133,594
Amount Set Aside / Transfer to Reserve	2,192	240
Amount Used / Transfer from Reserve	0	0
	<u>135,787</u>	<u>133,834</u>
<b>Plant Reserve</b>		
Opening Balance	314,250	314,250
Amount Set Aside / Transfer to Reserve	53,106	48,539
Amount Used / Transfer from Reserve		0
	<u>367,356</u>	<u>362,789</u>
<b>Building &amp; Residential Land Reserve</b>		
Opening Balance	53,240	53,240
Amount Set Aside / Transfer to Reserve	59,333	58,427
Amount Used / Transfer from Reserve		0
	<u>112,573</u>	<u>111,667</u>
<b>Senior Housing Reserve</b>		
Opening Balance	19,660	19,660
Amount Set Aside / Transfer to Reserve	323	35
Amount Used / Transfer from Reserve	0	0
	<u>19,983</u>	<u>19,695</u>
<b>Residential Land Reserve</b>		
Opening Balance	10,349	10,350
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(10,349)	(10,350)
	<u>0</u>	<u>0</u>
<b>Roadworks Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	30,000	30,015
Amount Used / Transfer from Reserve	0	0
	<u>30,000</u>	<u>30,015</u>
<b>Swimming Pool Reserve</b>		
Opening Balance	53,088	53,088
Amount Set Aside / Transfer to Reserve	20,871	20,105
Amount Used / Transfer from Reserve	0	0
	<u>73,959</u>	<u>73,193</u>
<b>Unspent Grant Reserve</b>		
Opening Balance	926	926
Amount Set Aside / Transfer to Reserve	15	2
Amount Used / Transfer from Reserve	0	0
	<u>941</u>	<u>928</u>
<b>Total Cash Backed Reserves</b>	<u><u>740,599</u></u>	<u><u>732,121</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

	2017/18 Adopted Budget \$	September 2017 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	2,192	240
Plant Reserve	53,106	48,539
Building & Residential Land Reserve	59,333	58,427
Seniors Housing Reserve	323	35
Residential Land Reserve	0	0
Roadworks Reserve	30,000	30,015
Swimming Pool Reserve	20,871	20,105
Unspent Grant Reserve	15	2
	<u><b>165,840</b></u>	<u><b>157,363</b></u>
<b>Transfers from Reserves</b>		
Leave Reserve	0	0
Plant Reserve	0	0
Building & Residential Land Reserve	0	0
Seniors Housing Reserve	0	0
Residential Land Reserve	(10,349)	(10,350)
Roadworks Reserve	0	0
Swimming Pool Reserve	0	0
Unspent Grant Reserve	0	0
	<u><b>(10,349)</b></u>	<u><b>(10,350)</b></u>
<b>Total Transfer to/(from) Reserves</b>	<u><b>155,491</b></u>	<u><b>147,013</b></u>

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 4. RESERVES (Continued)

**Cash Backed Reserves (Continued)**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Leave Reserve**

- To be used to fund annual and long service leave requirements.

**Plant Reserve**

- To be used for the renewal, upgrade or purchase of new or used mobile plant and vehicles.

**Building & Residential Land Reserve**

- To be used for the renewal, upgrade, replacement and new construction of new buildings and associated infrastructure, to assist finance of building loans, future expansion and land development, and proceeds from the sale of subdivision blocks.

**Seniors Aged Housing Reserve**

- To be used for the renewal, upgrade, replacement and new construction of additional Aged Units and their maintenance. The surplus/deficit after rent and maintenance has been carried out for the financial year is to be transferred into/from (if required) the reserve.

**White St & Lansdell St JV Reserve**

- To cover anticipated costs of periodic repairs and maintenance to the land and units.

**Cruickshank Rd JV Reserve**

- To be used for the renewal, upgrade, replacement and new construction of additional similar units and their maintenance. The surplus/deficit after rent and maintenance has been carried out for the financial year is to be transferred into/from (if required) the reserve.

**Communications Reserve**

- To be used for the renewal, upgrade or purchase of new community communication facilities including, but not limited to TV, radio, mobile phone and internet services.

**Residential Land Reserve**

- Was "To be used for the proceeds from the sale of subdivision blocks and associated expenditure." To be closed and funds transferred to the Building & Residential Land Reserve.

**Self Insurance Reserve**

- Now closed. Was; "To be used for Insurance Excess."

**Roadworks Reserve**

- To be used for the renewal, upgrade, replacement and new construction of streets, roads, bridges, footpaths and storm water drainage.

**Swimming Pool Reserve**

- To be used for the renewal, upgrade, replacement and new construction for the Swimming Pool and associated infrastructure. All Volunteer Pool Levy income is to be transferred to this reserve.

**Royalties for Regions**

- To be used for any unspent Royalties for Regions monies.

**Unspent Grant Reserve**

- To be used for any grant funding that may not be expended in the current financial year.

**Community Bus Reserve**

- Now closed. Was; "To be used for funds to replacement of the Community Bus" Funds for this purpose are to be put into the "Plant Reserve".

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

	2016/17 B/Fwd Per 2017/18 Budget \$	2016/17 B/Fwd Actual \$	September 2017 Actual \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	1,447,496	1,448,402	1,530,476
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	585,108	585,108	732,120
Accounts Receivable (Budget Purposes Only)	0	0	0
Rates Outstanding	(8,149)	29,213	279,298
Sundry Debtors	15,100	15,100	111,500
Provision for Doubtful Debts	(12,988)	0	0
Gst Receivable	22,988	22,988	24,842
Accrued Income	0	12,796	3,022
Payments In Advance	0	23,153	1,784
Inventories	0	0	16
	<u>2,049,555</u>	<u>2,136,760</u>	<u>2,683,058</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(162,188)	(163,094)	(9,505)
Accrued Interest On Loans	(11,382)	(9,539)	(9,539)
Accrued Salaries & Wages	0	(10,581)	(8,717)
Income In Advance	0	(10,404)	(10,404)
Gst Payable	(1,996)	(1,996)	(1,475)
Payroll Creditors	0	0	0
Accrued Expenses	0	(17,745)	(17,322)
PAYG Liability	(23,740)	(23,740)	(17,483)
FBT Payable	479	(4,570)	(4,570)
Other Payables	0	0	0
Current Employee Benefits Provision	(172,626)	(92,721)	(92,721)
Current Loan Liability	0	(154,776)	(100,572)
	<u>(371,453)</u>	<u>(489,166)</u>	<u>(272,308)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>1,678,102</b>	<b>1,647,594</b>	<b>2,410,750</b>
Less: Cash - Reserves - Restricted	(585,108)	(585,108)	(732,120)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	133,594	133,594	133,834
Add Back : Current Loan Liability	0	154,776	100,572
Adjustment for Trust Transactions Within Muni	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,226,588</b></u>	<u><b>1,350,856</b></u>	<u><b>1,913,036</b></u>

Notes applicable to the Surplus/(Deficit) Carried Forward form June 2017.

1. The surplus includes \$864,017 from the advance payment of 2017/2018 Financial Assistance Grants.
2. The Surplus/(Deficit) carried forward is not final and will be subject to end of year adjustments.



## SHIRE OF MUKINBUDIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Rate Revenue \$	2017/18 Interim Rates \$	2017/18 Back Rates \$	2017/18 Total Revenue \$	2017/18 Budget \$
<b>General Rate</b>								
GRV - Residential	0.179532	169	1,089,348	195,573	0	0	195,573	195,573
GRV - Vacant	0.179532	0	0	-	0	0	0	0
UV - Rural	0.021127	244	41,416,514	875,006	0	0	875,006	875,007
UV - Mining	0.021127	0	0	0	0	0	0	0
Non Rateable		68	69,378			0	0	
<b>Sub-Totals</b>		481	42,575,240	1,070,579	0	0	1,070,579	1,070,580
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV - Residential	440	21	18,982	9,240	0	0	9,240	9,240
GRV - Vacant	440	5	1,831	2,200	0	0	2,200	2,200
UV - Rural	550	31	329,996	17,050	0	0	17,050	17,050
UV - Mining	550	7	23,965	3,850	0	0	3,850	3,850
<b>Sub-Totals</b>		64	374,774	32,340	0	0	32,340	32,340
		545		1,102,919	0	0	1,102,919	1,102,920
Discounts							0	0
Rates Adjustments							0	0
Movement in Excess Rates							(35,177)	0
<b>Total Amount of General Rates</b>							<b>1,067,742</b>	<b>1,102,920</b>
Specified Area Rates							0	0
Ex Gratia Rates							17,104	17,104
<b>Total Rates</b>							<b>1,084,846</b>	<b>1,120,024</b>

All land except exempt land in the Shire of Mukinbudin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 7. TRUST FUNDS

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

Detail	Balance 01-Jul-17 \$	Amounts Received \$	Amounts Paid (\$)	30/09/2017 Balance \$
Department of Transport Licensing	0	79,437	(79,437)	0
Wilgoyne Tennis Club	0	0	0	0
Mukinbudin Indoor Cricket Club	11,345	0	0	11,345
BRB	0	0	0	0
Rates in Advance	0	0	0	0
LGMA Wheatbelt	0	0	0	0
Trust - Other	419	454	(690)	183
Sports Complex Key Bonds	910	0	0	910
Standpipe Key Bonds	350	0	0	350
Mukinbudin Football Club Rams Plates	0	0	0	0
Builders Levy (BCITF)	0	0	0	0
Karlonning Pipeline Scheme	0	0	0	0
Council Nomination Deposit	0	400	0	400
Drive in Donation	500	0	0	500
Housing Tenancy Bonds	5,148	0	(100)	5,048
Hall Hire Bonds & Deposits	0	0	0	0
Gym Bonds	1,361	180	(40)	1,501
Soil Conservation	13,166	0	0	13,166
	33,199	80,471	(80,267)	33,403

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 8. OPERATING STATEMENT

	September 2017 Actual \$	2017/18 Adopted Budget \$	2016/17 Actual \$
<b>OPERATING REVENUES</b>			
Governance	32	3,200	4,076
General Purpose Funding	1,288,931	1,916,345	3,569,456
Law, Order, Public Safety	118	30,850	28,804
Health	0	6,500	6,426
Education and Welfare	2,166	11,410	6,664
Housing	37,086	143,030	142,618
Community Amenities	72,737	74,910	81,128
Recreation and Culture	30,234	51,712	104,143
Transport	143,901	960,575	1,029,906
Economic Services	32,279	158,570	184,426
Other Property and Services	27,306	61,780	62,276
<b>TOTAL OPERATING REVENUE</b>	<b>1,634,790</b>	<b>3,418,882</b>	<b>5,219,922</b>
<b>OPERATING EXPENSES</b>			
Governance	79,421	364,004	329,530
General Purpose Funding	17,426	79,006	60,046
Law, Order, Public Safety	24,060	137,480	124,098
Health	16,760	112,610	137,781
Education and Welfare	112,858	195,728	99,703
Housing	57,891	338,937	235,677
Community Amenities	39,131	222,280	141,625
Recreation & Culture	119,619	971,415	939,003
Transport	210,042	1,931,342	1,808,754
Economic Services	56,287	327,271	462,848
Other Property and Services	(3,553)	20,616	33,120
<b>TOTAL OPERATING EXPENSE</b>	<b>729,942</b>	<b>4,700,689</b>	<b>4,372,185</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>904,848</u></b>	<b><u>(1,281,807)</u></b>	<b><u>847,737</u></b>

**SHIRE OF MUKINBUDIN****NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017****9. STATEMENT OF FINANCIAL POSITION**

	<b>September 2017 Actual \$</b>	<b>2016/17 Actual \$</b>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	2,262,596	2,033,510
Trade and Other Receivables	420,446	103,250
Inventories	16	0
<b>TOTAL CURRENT ASSETS</b>	<b>2,683,058</b>	<b>2,136,760</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	889	889
Inventories	624,614	624,614
Property, Plant and Equipment	12,212,125	12,203,575
Infrastructure	55,908,074	55,774,930
<b>TOTAL NON-CURRENT ASSETS</b>	<b>68,745,702</b>	<b>68,604,008</b>
<b>TOTAL ASSETS</b>	<b>71,428,760</b>	<b>70,740,768</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	79,016	241,670
Long Term Borrowings	100,572	154,776
Provisions	92,721	92,721
<b>TOTAL CURRENT LIABILITIES</b>	<b>272,309</b>	<b>489,167</b>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	619,180	619,180
Provisions	4,990	4,990
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>624,170</b>	<b>624,170</b>
<b>TOTAL LIABILITIES</b>	<b>896,479</b>	<b>1,113,337</b>
<b>NET ASSETS</b>	<b>70,532,281</b>	<b>69,627,431</b>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	45,482,645	44,724,809
Reserves - Cash Backed	732,120	585,108
Revaluation Surplus	24,317,517	24,317,517
<b>TOTAL EQUITY</b>	<b>70,532,282</b>	<b>69,627,434</b>

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 10. FINANCIAL RATIOS

	2017/18 YTD	2016/17	2015/16	2014/15
Current Ratio	14.09	4.36	0.90	2.08
Operating Surplus Ratio	0.69	0.07	(1.03)	0.29

The above ratios are calculated as follows:

**Current Ratio**

$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

**INTERPRETATION:**

This ratio is a measure of short term (unrestricted) liquidity.

That is, the ability of the Council to meet its liabilities (obligations) as and when they fall due.

**RISK INDICATORS:**

Low – 1 or greater

A ratio of greater than one (1) indicates Council has more current assets than current liabilities.

High – Less than 1

If less than one (1), current liabilities are greater than current assets and Council has a short term funding issue.

**COMMENT:**

Provided restricted assets are excluded correctly, it is a very useful indicator of the “true” financial position of Council, particularly in the short term.

As a general rule, when the current ratio of a Council is calculated at less than one (100%) it indicates a short term funding issue. However, it also needs to be considered in context of the overall financial position.

If monitored correctly during the course of the year, it is a good indicator for when follow up action is necessary.

**Operating Surplus Ratio**

$$\frac{\text{Operating revenue minus operating expense}}{\text{Own source operating revenue}}$$

**INTERPRETATION:**

Effectively highlights the scale/extent of any operating surplus or deficit in relation to the overall size of the local government.

**RISK INDICATORS:**

Low – 0.15 or greater

The local government is providing a strong operating surplus which will give flexibility in the future in relation to operational service levels and asset base.

High – Lower than 0

The local government is experiencing an operating deficit.

**COMMENT:**

A sustained period of deficits will erode the local government's ability to maintain both its operational service level and asset base.

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 11. GRANT REVENUE - RECORD OF RECEIPTS

		%	Adopted Budget	30/09/2017 1/4	31/12/2017 2/4	31/03/2018 3/4	30/06/2018 4/4	Total	
				RECEIVED	RECEIVED	RECEIVED	RECEIVED		
<b>GENERAL PURPOSE FUNDING</b>			761,812						
UNTIED	FAGS - General Purpose	24.58%	537,171	132,030				132,030	
UNTIED	FAGS -Road Component	26.56%	224,641	59,668				59,668	
<b>LAW, ORDER, PUBLIC SAFETY</b>			23,720						
TIED	ESL Levy Funding	0.00%	23,720	0				0	
<b>RECREATION &amp; CULTURE</b>			1,500						
TIED	Kidsport Grant	55.00%	1,500	825				825	
<b>TRANSPORT</b>			923,211						
TIED	Main Roads WA Direct Grant	100.00%	70,567	70,567				70,567	
TIED	Roads to Recovery Grant	12.95%	486,844	63,066				63,066	
TIED	Main Roads WA RRG Specific Project Grant	0.00%	365,800	0				0	
Note: The "Received" value "Direct Grants" above is what has been invoiced. The invoice is not yet paid.									
				1,715,243	326,156	0	0	0	326,156

## SHIRE OF MUKINBUDIN

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 SEPTEMBER 2017

## 12. BANK BALANCES &amp; INVESTMENT INFORMATION

## Council Funds

At Call Bank Accounts

30 September 2017

	Interest Rate	Amount
Municipal Transaction Account - Bendigo Bank	1.20%	\$431,844.09
Reserves Cash at Call Account - Bendigo Bank	1.00%	\$420.20
		\$0.00
		<u>\$432,264.29</u>

Investment Register

Term

Interest Rate

Amount

Maturity

**Municipal Investments**

Account 160906335	3 Months	2.25%	\$600,000.00	23/11/2017
Account 161110622	2 Month	2.00%	\$500,000.00	21/11/2017
Total Municipal Investments			<u>\$1,100,000.00</u>	

Investment Register**Reserve Investment**

Account 160907119	6 months	2.40%	\$741,300.00	23/02/2018
Total Reserve Investment			<u>\$741,300.00</u>	

**Council Funds Summary**

Municipal Funds	\$1,531,844.09
Reserve Funds	\$741,720.20
	<u>\$2,273,564.29</u>

**Trust Funds**

Trust Transaction Account - Bendigo Bank	0.00%	\$33,151.11
--	-------	-------------

Note: The amounts shown here are the account balances at the Bendigo Bank. These balances may be different from the ledger balances due to timing.

## 7.6 Chief Executive Officer's Reports

<b>7.6.1 NEWROC Council Meeting Minutes 26<sup>th</sup> September 2017</b>	
Location:	Shire of Mt Marshall Council Chambers
File Ref:	ADM 236
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	19 October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Minutes of NEWROC Council Meeting 26 <sup>th</sup> September 2017
Documents Tabled	Nil

### **BACKGROUND**

A Council Meeting of NEWROC was held on Tuesday 26<sup>th</sup> September at the Shire of Mt Marshall Council Chambers.

### **OFFICER COMMENT:**

The following items were in the Minutes:

### **3. PRESENTATIONS**

- 3.1 GLENN CAMERON, MANAGER CONSULTING SERVICES, IT VISION
- 3.2 MATT SHEPHERD, EASIGROUP

### **7. MATTERS FOR DECISION**

- 7.1 NEWARTS LITERARY LUNCHEON
- 7.2 NEWTRAVEL UPDATE
- 7.3 WHEATBELT DEVELOPMENT COMMISSION – TOURISM STRATEGY
- 7.4 TELECOMMUNICATIONS
- 7.5 NEWROC – HEALTH STRATEGY
- 7.6 NEWROC – STRATEGIC PROJECTS - GOVERNANCE

### **8. OTHER MATTERS**

- 8.1 CORRESPONDENCE FROM THE SHIRE OF MUKINBUDIN
- 8.2 PUBLIC POOL FUNDING
- 8.3 FUTURE OF COMMUNITY RESOURCE CENTRES

Next NEWROC Meeting dates:

The following dates have been adopted for NEWROC meetings during 2017.

24 October	Council	Shire of Nungarin
28 November	Executive	Shire of Nungarin
12 December	Council	Shire of Mukinbudin (Christmas Function)

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council receive the NEWROC Executive Meeting Minutes for 26<sup>th</sup> September 2017.**

**Carried /**

AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017



# Executive Meeting

26 September 2017

Shire of Mt Marshall  
Council Chambers  
80 Monger Street, BENCUBBIN

## MINUTES

### ***NEWROC Vision Statement***

*NEWROC is a strong, cohesive regional leadership group that fosters economic prosperity of member Councils.*

**CONTENTS**

<b><u>ANNUAL CALENDAR OF ACTIVITIES</u></b>	<b><u>3</u></b>
<b><u>1. OPENING AND ANNOUNCEMENTS</u></b>	<b><u>5</u></b>
<b><u>2. RECORD OF ATTENDANCE AND APOLOGIES</u></b>	<b><u>5</u></b>
2.1. ATTENDANCE	5
2.2. APOLOGIES	5
2.3. GUESTS	5
2.4. LEAVE OF ABSENCE APPROVALS / APPROVED	5
2.5. CONFLICT OF INTEREST DECLARATIONS	5
<b><u>3. PRESENTATIONS</u></b>	<b><u>6</u></b>
3.1. GLENN CAMERON, MANAGER CONSULTING SERVICES, IT VISION	6
3.2. MATT SHEPHERD, EASIGROUP	6
<b><u>4. DIRECTORS REPORTS AND INFORMATION SESSION</u></b>	<b><u>7</u></b>
<b><u>5. MINUTES OF MEETINGS</u></b>	<b><u>7</u></b>
5.1. BUSINESS ARISING	7
5.1.1. PLANT INVENTORY	7
<b><u>6. FINANCIAL MATTERS</u></b>	<b><u>8</u></b>
6.1. INCOME AND EXPENDITURE	8
6.2. NEWROC BUDGET 2017 – 18 - RESERVES	11
<b><u>7. MATTERS FOR DECISION</u></b>	<b><u>12</u></b>
7.1. NEWARTS LITERARY LUNCHEON	12
7.2. NEWTRAVEL UPDATE	13
7.3. WHEATBELT DEVELOPMENT COMMISSION – TOURISM STRATEGY	17
7.4. TELECOMMUNICATIONS	19
7.5. NEWROC – HEALTH STRATEGY	21
7.6. NEWROC – STRATEGIC PROJECTS - GOVERNANCE	23
<b><u>8. OTHER MATTERS</u></b>	<b><u>24</u></b>
8.1 CORRESPONDENCE FROM THE SHIRE OF MUKINBUDIN	24
8.2 PUBLIC POOL FUNDING	24
8.3 FUTURE OF COMMUNITY RESOURCE CENTRES	24
<b><u>9. 2017 MEETING DATES</u></b>	<b><u>24</u></b>
<b><u>10. CLOSURE</u></b>	<b><u>24</u></b>
<b><u>STRATEGIC FOCUS 2016-2021</u></b>	<b><u>25</u></b>
<b><u>CORPORATE CAPACITY – AS PER THE NEW POLICY ADOPTED IN MARCH 2017</u></b>	<b><u>25</u></b>



## ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> <li>👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>👉 Council reviews NEWROC project priorities</li> </ul>	Council
March	<ul style="list-style-type: none"> <li>👉 WDC attendance to respond to NEWROC project priorities</li> <li>👉 Submit priority projects to WDC, Regional Development and WA Planning</li> </ul>	Executive
April	<ul style="list-style-type: none"> <li>👉 NEWROC Budget Preparation</li> <li>👉 Review NEWTRAVEL Tourism Officer Contract - expires June 2017</li> </ul>	Council
May	<ul style="list-style-type: none"> <li>👉 NEWROC Draft Budget Presented</li> <li>👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2019)</li> </ul>	Executive
June	👉 NEWROC Budget Adopted	Council
July		Executive
August	👉 Information for Councillors pre-election	Council
September		Executive
October	👉 NEWROC CEO and President Handover (bi-annual)	Council
November	<ul style="list-style-type: none"> <li>👉 NEWROC Induction of new Council representatives (every other year)</li> <li>👉 Review NEWROC MoU (every other year)</li> </ul>	Executive
December	👉 NEWROC Annual Dinner	Council

## ONGOING ACTIVITIES

Compliance

Media Releases

## **NEWROC CEO Rotation**

Shire of Mt Marshall

**Shire of Nungarin** (2015-2017)

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning

**NEWROC PROJECTS - Activity Running Sheet**

<b>ACTIVITY</b>	<b>Progress as at September 2017</b>
1. NEWROC Incubator Business Project	Business Case developed – to be reviewed (June 2017)
2. Land development mapping exercise	
3. Regional Road Construction Group	Ongoing discussions
4. Align waste contracts amongst members Regional Waste Site	Avon Waste presentations
5. Gap analysis of local government services amongst	
6. Youth Officer / Youth programs	Development of Youth Strategy – funding being explored
7. LG Skills Audit	
8. Universally designed accommodation Additional need for quality accommodation	NEWROC Accommodation Study completed CEACA Project underway
9. Art in the Wheatbelt (art on silo's and adding value to Wheatbelt Way)	Concept supported in Aug 2015, needs further progression with Wheatbelt Way
10. NRM	NRM Strategy reviewed in 2015 and aligned to Wheatbelt Blueprint
11. Childcare Services – mobile and permanent	Investigation 2016, childcare survey and Better Beginnings presentation Shire of Wyalkatchem and Koorda possibly working together (March 2017)
12. Telecommunications	Telecommunications Business Case completed 2016 SWW Project, BBRF Application Feb 2017 – successful August 2017 Meeting with RuralNet 12/7/2017
13. Health	NEWROC Health Strategy due for completion June 2017 Steering Committee meeting in July to progress the strategy Budget allocation of strategic NEWROC Health projects in individual member budgets as of July 1 2018 Steering Committee 17/7/2017
14. LEMC Regional Activities / Risk Management	
15. Compliance IPR, Reg 17 Subsidiary / Governance	Compliance officer discussed 2016 Members took up the LGIS Reg 17 service Dept LG presentation Feb 2017 NEWROC EO and WALGA (T Brown) discussion regarding process June 2017 and presentation at Council meeting
16. Records Management and Disposal	Avon Paper Shred contacted and information to be presented at April 2017 Council meeting Shire of Mt Marshall is the only Shire ready for collection – completed Presentation by IT Vision at Exec 25/7/2017
17. Plant equipment	CEO's providing feedback to Ian McCabe (March 2017)
18. Joint procurement	Responses still to be received (March 2017)
19. IT equipment	Responses still to be received
20. NEWROC Economic Development Officer Proposal	JDF drafted and presented at the May 2017 Executive Meeting Shire of Mt Marshall pursuing this on an individual basis at this stage Hon Darren West invited to a future NEWROC meeting to discuss Development Commission resourcing and economic development role
21. NEWROC Aged Friendly Community Plan review	Aged Friendly Community Plan will be reviewed at the July 2017 Executive Meeting
22. Kununoppin Bonded Medical Scholarship	Reviewed
23. NEWROC Building Services	
24. Group insurance	To be discussed in 2018
25. NEWTravel	Contract and JDF reviewed 2015, 2016 Multiplier effect of tourism to be instigated Presentation at June Council meeting
26. NEWROC Website	Complete and live Passwords re-sent 4/7/2017

## NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Executive Meeting held at the Shire of Mt Marshall, Council Chambers, 80 Monger Street, Bencubbin on Tuesday 26 September 2017 commencing at 2.08pm.

### MINUTES

#### 1. OPENING AND ANNOUNCEMENTS

Bill Fensome, NEWROC CEO is on leave.

Ian McCabe was asked to Chair the meeting and opened the meeting at 2:08pm.

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### 2.1. Attendance

David Burton	Shire of Koorda
John Nuttall	Shire of Mt Marshall
Ian McCabe	Shire of Wyalkatchem
Caroline Robinson	Executive Officer NEWROC

##### 2.2. Apologies

Bill Fensome	CEO NEWROC, Shire of Nungarin
Dirk Sellenger	Shire of Mukinbudin
Graham Merrick	Shire of Trayning

##### 2.3. Guests

Glenn Cameron	IT Vision
Matt Shepherd	EasiGroup

##### 2.4. Leave of Absence Approvals / Approved

Nil

##### 2.5. Conflict of Interest Declarations

Nil

### 3. PRESENTATIONS

#### 3.1. Glenn Cameron, Manager Consulting Services, IT Vision

- 🔥 IT Vision is about Enterprise Content Management
- 🔥 SynergySoft has been linked to Altus ECM / integrates when it needs to
- 🔥 Content includes anything from digital images, documents, email / fax and policies and procedures, contracts, applications, decisions etc
- 🔥 Enterprise Content Management is capturing, storing, classifying and preserving information
- 🔥 Benefits – reduces operating costs, consolidates data management, improves customer service, minimises risk
- 🔥 Cloud based and on premise service
- 🔥 Versioning controls, restrictions on editing documents, work flow process
- 🔥 Possibility of the group (4 or more Councils) receiving 10% discount on software and 15% on the licence cost
- 🔥 Training can be done locally and if the member Shires have the same file structure and pathways then it is relatively easy, opportunity for common IT practices, share internal records management processes and repeated tasks
- 🔥 Lead time is about eight weeks, similar file plans and similar security plans would help streamline a group rate and program offering

**ACTION:**

**Glenn will email some price and timing options for the group to consider.**

#### 3.2. Matt Shepherd, EasiGroup

- 🔥 Presentation was centred on how to incentivise staff without a cost to your local government. Easisalary is salary packaging services for local government
- 🔥 Prestige Package - Remote Area Benefits (you can salary package 50% of rent, 100% interest only on the mortgage, utilities and holiday transport), relocation (incentive to come and work for the local government, interview and selection tests, removals, selling and buying existing house etc), prestige novated lease (novated lease but also employees can take advantage of government pricing, stamp duty and concessional licences, no minimum or maximum kilometres), airport lounge
- 🔥 Easisalary - \$10 cost per fortnight to the employee. Matt is happy to come and give a presentation to staff.
- 🔥 Can be transferred to another local government or corporate when the employee leaves

**ACTION:**

**Matt will email Executive Officer some quotes / car packages for members to share with their employees.**

#### 4. DIRECTORS REPORTS AND INFORMATION SESSION

##### Emergency Management and Health, Ian McCabe

- 🔥 DEMC – There was a workshop on the region's risk assessment, the Shire of Wyalkatchem had a representative at the workshop

There were no other reports.

#### 5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held 25 July 2017 have previously been circulated.

##### RESOLUTION:

**That the Minutes of the Executive Meeting held on 25 July 2017 be received as a true and correct record (with the name amendment)**

**Moved J Nuttall**

**Seconded D Burton**

**Carried 3/0**

##### 5.1. Business Arising

##### 5.1.1. Plant Inventory

*Extract from February Minutes below:*

**ACTION:** *Ian McCabe to create a spreadsheet which includes columns for plant inventory, age / hours a year, anticipated replacement and any other items and distribute to CEO's with the possibility of group purchasing, sharing etc*

*Update March 2017: Members are still providing responses to Ian McCabe*

##### ACTION:

**Update to be provided by Ian McCabe (if available).**

##### Discussion:

- 🔥 The focus is on group purchasing rather than sharing plant amongst all members
- 🔥 Add this item to the end of the year discussions for the group to consider again (prior to individual member budget meetings)

**6. FINANCIAL MATTERS****6.1. Income and Expenditure**

**PORTFOLIO:** Corporate Capacity  
**FILE REFERENCE:** 42-2 Finance Audit and Compliance  
**REPORTING OFFICER:** Caroline Robinson, Executive Officer  
**DISCLOSURE OF INTEREST:** Nil  
**DATE:** 20 September 2017  
**ATTACHMENT NUMBER:** Nil  
**CONSULTATION:** Dannelle Foley  
**STATUTORY ENVIRONMENT:** Nil  
**VOTING REQUIREMENT:** Simple Majority

**COMMENT:**

The below list outlines the income and expenditure from 1 August 2017 to 31 August 2017.

**Account Transactions****North Eastern Wheatbelt Regional Organisation of Councils**

For the period 1 August 2017 to 31 August 2017

Date	Description	Reference	Credit	Debit	Gross
<b>NEWROC Funds #5557</b>					
<b>Opening Balance</b>			<b>62,357.86</b>	<b>0.00</b>	<b>0.00</b>
01 Aug 2017	Bendigo Bank	Interest Received	8.53	0.00	8.53
01 Aug 2017	Bendigo Bank	Transaction Fees	0.00	0.40	(0.40)
01 Aug 2017	Payment: Digit Books Pty Ltd	INV-9454	0.00	50.00	(50.00)
11 Aug 2017	Payment: Solum Wheatbelt Business Solutions	Solum EO Inv#245	0.00	4,883.00	(4,883.00)
11 Aug 2017	Payment: Lapa	Lapa LGW Dinner	0.00	985.00	(985.00)
11 Aug 2017	Payment: Byfields	Byfields Inv 469369	0.00	519.75	(519.75)
11 Aug 2017	Payment: Bencubbin CRC	Bencubbin CRC	0.00	5.50	(5.50)
11 Aug 2017	Payment: Bencubbin CRC	Bencubbin CRC	0.00	41.00	(41.00)
11 Aug 2017	ATO	BAS April-June	0.00	5,001.00	(5,001.00)
11 Aug 2017	Payment: Bill Fensome	Lapa-Reimbursement B Fensome (LGW beverages)	0.00	573.00	(573.00)
<b>Total NEWROC Funds #5557</b>			<b>8.53</b>	<b>12,058.65</b>	<b>(12,050.12)</b>
<b>Closing Balance</b>			<b>50,307.74</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>			<b>8.53</b>	<b>12,058.65</b>	<b>(12,050.12)</b>

**Note:** The investment account has received \$3526.05 interest on 10 September 2017. Communication between the Executive Officer, Shire of Nungarin and Bendigo Bank has occurred and the term deposit has not been renewed to ensure adequate funds are available for the NEWROC Telecommunications Solution.



## Profit and Loss Report to the 31 August 2017.

**Profit & Loss**  
**North Eastern Wheatbelt Regional Organisation of Councils**  
**Cash Basis**

	Aug-17	YTD
<b>Income</b>		
Interest Received	\$8.53	\$19.16
<b>Total Income</b>	<b>\$8.53</b>	<b>\$19.16</b>
<b>Gross Profit</b>	<b>\$8.53</b>	<b>\$19.16</b>
<b>Less Operating Expenses</b>		
Accounting/Audit fees	\$517.95	\$563.40
Bank charges	\$0.40	\$4.40
Event / Ceremony Expenses	\$1,416.36	\$1,416.36
Executive Officer Business Case/Project Work	\$37.27	\$37.27
Executive Officer Contract Services	\$2,450.00	\$2,450.00
Office Expenses	\$1,272.73	\$1,272.73
Records Storage	\$5.00	\$5.00
Travel Executive Officer	\$716.37	\$716.37
<b>Total Operating Expenses</b>	<b>\$6,416.08</b>	<b>\$6,465.53</b>
<b>Net Profit</b>	<b>-\$6,407.55</b>	<b>-\$6,446.37</b>

**BUDGET v ACTUAL**

Income	Budget	Actual
Grants received (256)	737,393	
Interest Received (276)	7,120	19.16
<b>Subscriptions Received (255)</b>		
NEWROC Subscriptions (6 x \$11,000)	66,000	
Business Case / Project Work (6 x \$2,000)	12,000	
Medical Enhancement Fund (\$6250 x 2 Koorda & Wyalkatchem)	12,500	
Tourism Officer (6 x \$2700)	16,200	
Wheatbelt Way Marketing (6 x \$500)	3,000	
BBRF - SWW Project (subject to funding)**	112,308	
Sundry Income (267)		
<b>Total Income</b>	<b>966,521</b>	19.16

**Less Operating Expenses**

**Executive Officer**

Executive Officer Contract Services (412)	57,400	2450
Seminars/Conferences (408)	1,000	
Travel Executive Officer (477)	10,000	716.37
Office Expenses (450)	3,000	1272.73
Travelling Expenses (Accom) (479)	1,000	
Executive Officer Business Case/Project Work (414)	20,000	37.27

**Governance / General Administration**

Accounting/Audit fees (390)	5,455	563.4
Advertising (392)	0	

Bank charges (398)	72	4.4
Consultancy Fees (409)	0	
Legal expenses (440)	1,000	
Events(447)	0	1416.36
Records Storage (393)	50	5
<b>Grant Funding</b>		
Grants distributed (433)	968,249	
<b>Medical Enhancement Fund</b>		
Health Project (474)	40,000	
<b>Natural Resource Management</b>		
Contractor/Services (411)	0	
<b>NewArts Literary Luncheon (860)</b>		
Subscriptions Distributed (474)	600	
<b>NEWROC Promotion</b>		
Website and Database (460)	2,000	
<b>NEWTRAVEL Tourism Officer</b>		
Tourism Officer Contract Services (413)	13,200	
Travel Tourism Officer (478)	3,000	
<b>Wheatbelt Way</b>		
WBW Infrastructure (501)	21,448	
WBW Marketing (500)	3,000	
WBW Signage (502) - <i>transferred to NEWTRAVEL</i>	0	
<b>Total Operating Expenses</b>	<b>1,058,073</b>	<b>6465.53</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(-91,552)</b>	<b>960,055</b>

**RESOLUTION:**

**That the income and expenditure from 1 August to 31 August 2017, the profit and loss report and budget v actual as at 31 August 2017, as listed, be received.**

**Moved J Nuttall**

**Seconded D Burton**

**Carried 3/0**

**6.2. NEWROC Budget 2017 – 18 - RESERVES**

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 September 2017
<b>ATTACHMENT NUMBER:</b>	#1 Draft Reserves Policy
<b>CONSULTATION:</b>	Ian McCabe – Shire of Wyalkatchem
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

At the August NEWROC Council meeting, it was requested that the Executive review the Reserves Policy, the reserve descriptions and allocate amounts towards these reserves.

**OFFICER RECOMMENDATION**

1. That the Reserves Policy be adopted
2. The Reserve descriptions in the Reserves Policy be \_\_\_\_\_
3. The Reserve amounts be as follows \_\_\_\_\_

**RESOLUTION:**

That;

- 1) **The Reserves Policy be adopted**
- 2) **The Reserve descriptions in the Reserves Policy be adopted with the word 'renewable' removed from the Energy and Waste description**

**Moved J Nuttall**

**Seconded D Burton**

**Carried 3/0**

**Discussion:**

- 👉 The specifics of the reserve amounts will be discussed at the October Council meeting
- 👉 Members discussed the interest earnings and allocations. At the moment according to this policy interest will be pooled, rather than splitting and allocating to all reserves

**7. MATTERS FOR DECISION****7.1. NEWArts Literary Luncheon**

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	116-2 NEWArts
<b>REPORTING OFFICER:</b>	Dannelle Foley
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	4 September 2017
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Caroline Robinson
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

The annual Literary Luncheon hosted by the KTY Book Club on Friday 18 August and the Trayning Sporting Club.

The event was very successful and extremely well supported by the local NEWROC Shires and also surrounding areas. 85 ladies attended to listen to guest speaker, author Natasha Lester, who currently has a book in the top 10 bestsellers.

Natasha Lester is an Australian author of historical fiction who has written four novels with [Her Mother's Secret](#), being published in March 2017. It's the second foray into historical fiction, previously publishing the bestseller [A Kiss from Mr Fitzgerald](#) in 2016. Previously, she's written literary fiction as well, including the award-winning *What is Left Over After* (2010) and *If I Should Lose You* (2012). *The Age* newspaper has described her as "a remarkable Australian talent."

The KTY Book Club extended their sincere thanks to the NEWROC via email on 28 August for *"their continued support of this wonderful event. It is a fantastic day that enables country residents to have a cultural experience in their local area, network and interact with like-minded people and encourages inclusiveness within our Shires."* Cr Melanie Brown

The Trayning Sporting Club was transformed into a 1920's style saloon, in keeping with one of Natasha's novels. The lunch was catered by Sonya Ralph catering from Dowerin, who produced an amazing meal. Local girls helped out with waitressing and providing a bar service.

Cr Eileen O'Connell attended in her capacity as NEWROC Chairperson. Cr O'Connell spoke to the attendees about the importance of the NEWROC group and their role in supporting this luncheon/workshop over the years.

**RESOLUTION:**

**That the information be received.**

**Moved D Burton**

**Seconded J Nuttall**

**Carried 3/0**



*Images from Cr Brown*

**7.2. NEWTravel Update**

<b>PORTFOLIO:</b>	Economic Development and Tourism
<b>FILE REFERENCE:</b>	132-1 Tourism
<b>REPORTING OFFICER:</b>	Linda Vernon, Tourism Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 September 2017
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Caroline Robinson
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**BACKGROUND**

To provide NEWROC with an update of NEWTRAVEL activities to date and acknowledging the feedback received by NEWROC from their 18th August 2017 meeting regarding the late agenda item 7.1 NEWTRAVEL.

**COMMENT:**

NEWTRAVEL held its General Meeting in July 2017. Resolutions to note are:

1. That NEWTRAVEL decline the request from the Wongan Hills Tourism Group to be included in the Wheatbelt Way Drive Trail but offer to liaise better with them to cross promote both our regions and include them on the Wheatbelt Way website Other Self Drive Trails page.
2. That the above 2017-2018 NEWTRAVEL Marketing budget be adopted as presented.
3. That a universal template be developed across NEWROC/NEWTRAVEL for the management of Wheatbelt Way sites.
4. NEWTRAVEL to write a letter of support to the Shire of Mt Marshall in support of the Shire securing an accommodation for Beacon whether it is the existing Beacon Barracks (noting its historical value, not to be undervalued) or a new facility that provides similar cost effective accommodation. NEWTRAVEL also to write a letter of support for the Wyalkatchem CRC solar panels funding application.

Updates on NEWTRAVEL and NEWROC Tourism Officer Activities for NEWROC to note are:

**1. Dowerin Field Days**

NEWTRAVEL for the fifth year had a stand in the Good Food and Getaway's Pavilion at the Dowerin Field Days. This year saw only a small number of volunteers come forward to man the stand; the Tourism Officer filled all the necessary gaps. The display utilised the new joint regional banner which includes NEWTRAVEL, WEROC and RoeTourism to create a new look as well as support the ageing Wheatbelt Way display. There was plenty of genuine interest and enquiries about the Wheatbelt Way with many visitors planning to head out to the Wheatbelt Way region after visiting Dowerin or stopped to tell us that they had visited the stand last year and had incorporated exploring the wider region into their visit to Dowerin this year.



## 2. Wheatbelt Way App

I am still disappointed to inform you that the App is still not available to download. There has been an issue with the developer who has given the following explanation *“Unfortunately, as I previously informed you, Apple has rejected the app. They have recently changed their policy and don’t allow to distribute Beta version on the App Store anymore”* After a week of liaising with the App designer and the Developer/Coder a new schedule has been provided with the iOS version of the App now planned for download from the Apple Store by the 30th September 2017.

## 3. NEWTRAVEL Governance and Constitution Update

The NEWROC Executive Officer and myself will make contact in late September to discuss improvements to the NEWROC and NEWTravel governance and relationship.

In line with the Department of Commerce changes to the Associations Act and also as NEWTRAVELs role and activities have evolved in recent years the NEWTRAVEL Constitution needs to be reviewed. It is anticipated that this process will take up to 12 months and that the NEWROC Tourism Officer will assist NEWTRAVEL with this activity as a part of the administration duties provided to NEWTRAVEL. A proposed action plan for this process is below. Please note that this action plan has not been provided to NEWTRAVEL therefore it is only a DRAFT plan from the NEWROC Tourism Officer. All current NEWTRAVEL members are actively encouraged to participate in this process. Hopefully this address any concerns raised at the August NEWROC meeting in regards to the governance of NEWTRAVEL.

Review Focus Area	Action Review Areas	Who	When
1. Review NEWTRAVEL Constitution	Workshop session at October AGM.	NEWTRAVEL	October 2017 AGM
a. a. Purpose of NEWTRAVEL	<ul style="list-style-type: none"> <li>The objects or purposes of the incorporated association.</li> </ul>		
b. b. Membership of NEWTRAVEL	<ul style="list-style-type: none"> <li>The qualifications for membership of the incorporated association and provision for when membership commences and when it ceases.</li> </ul>		

	<ul style="list-style-type: none"> <li>• The register of members of the incorporated association.</li> </ul>	
c. NEWTRAVEL Funds and Fees	<ul style="list-style-type: none"> <li>• The entrance fees, subscriptions and other amounts to be paid by members of the incorporated association.</li> <li>• The manner in which the funds of the association are controlled.</li> <li>• The day in each year on which the financial year of the incorporated association commences.</li> </ul>	
d. Structure of NEWTRAVEL	<ul style="list-style-type: none"> <li>• The name, constitution, membership and powers of the management committee or other body having the management of the incorporated association and provision for the following:               <ol style="list-style-type: none"> <li>a) The election or appointment of members of the committee;</li> <li>b) The terms of office of members of the committee;</li> <li>c) The grounds on which, or reasons for which, the office of a member of the committee shall become vacant;</li> <li>d) The filling of casual vacancies occurring on the committee;</li> <li>e) The quorum and procedure at meetings of the committee;</li> <li>f) The making and keeping of records of the proceedings at meetings of the committee;</li> <li>g) The circumstances (if any) in which payment may be made to a member of the committee out of the funds of the association.</li> </ol> </li> </ul>	
e. Committee and officer duties	Review Officer bearer roles and responsibilities,	
f. NEWTRAVEL Quorum and Meeting Procedure	<ul style="list-style-type: none"> <li>• The quorum and procedure at general meetings of members of the incorporated association.</li> <li>• The number of members, expressed as a percentage of membership, who may at any time require that a general meeting of the incorporated association can be convened.</li> </ul>	
g. Notifications and Voting	<ul style="list-style-type: none"> <li>• The notification of members or classes of members of</li> </ul>	

	<p>general meetings of the incorporated association and their rights to attend and vote at those meetings.</p> <ul style="list-style-type: none"> <li>• The time within which, and manner in which, notices of general meetings and notices of motion are to be given, published or circulated.</li> </ul>		
h. Disputes	<ul style="list-style-type: none"> <li>• A procedure for dealing with any dispute under or relating to the rules: a) between members; or b) between members and the incorporated association.</li> </ul>		
i. Winding Up the Association	<ul style="list-style-type: none"> <li>• The manner in which surplus property of the incorporated association must be distributed or dealt with if the association is wound up or its incorporation cancelled.</li> </ul>		
2. Update and Adopt New Constitution	Resolution by NEWTRAVEL to update/change the constitution as presented to this meeting. Calling of meeting to include notice of special resolutions in relation to this.	NEWTRAVEL	February 2018
3. Lodge the Changes.	Lodge the Changes with the Associations Act.	NEWTRAVEL	March 2018

**RESOLUTION:****That the information be received.****Moved D Burton****Seconded J Nuttall****Carried 3/0**



**7.3. Wheatbelt Development Commission – Tourism Strategy**

<b>PORTFOLIO:</b>	Economic Development and Tourism
<b>FILE REFERENCE:</b>	132 Tourism
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 September 2017
<b>ATTACHMENT NUMBER:</b>	#2 DRAFT Wheatbelt Tourism Strategy
<b>CONSULTATION:</b>	John Nuttall, CEO Shire of Mt Marshall Linda Vernon, Tourism Officer
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

Over recent years, the Wheatbelt Development Commission's economic planning including the Wheatbelt Blueprint and sub-regional economic strategies, has identified tourism as an emerging industry in the region. The WDC recognised the need for a strategy to grow the industry and initiated work surrounding this.

The purpose of the Wheatbelt Tourism Strategy is to:

1. Guide growth of tourism value across the Wheatbelt
2. Foster a collaborative approach to improve the profile of Wheatbelt tourism
3. Determine regional priorities for investment

Timeline:

- 🦁 In March and April 2017 Commission staff travelled the Wheatbelt and met with various thought leaders and stakeholders in the tourism industry.
- 🦁 A draft strategy was presented to the Wheatbelt Development Commission Board on Thursday, 8 June 2017.
- 🦁 Key findings along with a draft vision, targets, outcomes and broad recommendations were presented back to tourism industry thought leaders and stakeholders at a presentation on Tuesday, 12 September 2017.

The draft Growing Wheatbelt Tourism Strategy is attached and is open for your comment. All comments, corrections and feedback on the draft Strategy will be appreciated.

Please consider the following when you read the draft. This will assist with the recommendations going forward for the WDC

1. Does the vision capture the way forward for the Wheatbelt tourism industry?
2. Are the industry targets appropriate?
3. Comments and ideas from industry stakeholders on how recommendations could be implemented will be appreciated.
4. Are there any second tier tourist attractions omitted in Appendix 1?
5. Are there any stakeholder organisations omitted in Appendix 2?

**Comment submission closes 5pm Friday, 27 October 2017. Please direct all comments attention to:** Anita Swift, WDC, [anita.swift@wheatbelt.wa.gov.au](mailto:anita.swift@wheatbelt.wa.gov.au), PO Box 250, Northam WA 6401 or 08 9622 7222.

**OFFICER RECOMMENDATION:**

1.Information is received

2.The following points of feedback are provided to the Wheatbelt Development Commission regarding their Tourism Strategy \_\_\_\_\_

**RESOLUTION:**

**The information is received; and**

**NEWTRAVEL to provide points of feedback to the Wheatbelt Development Commission regarding their Tourism Strategy with input from individual local government members**

**Moved**

**Seconded**

**Carried**

**Discussion:**

- 👉 4 icons have been identified for the region, those being New Norcia, Wave Rock, the Pinnacles and Wildflowers
- 👉 The Wheatbelt is a large geographical area and members felt it should be broken down into smaller areas with a focus on existing collaborating and working tourism groups
- 👉 Members were disappointed at the level of consultation

**7.4. Telecommunications**

<b>PORTFOLIO:</b>	Transport and Infrastructure
<b>FILE REFERENCE:</b>	035-1 Grants General
<b>REPORTING OFFICER:</b>	Caroline Robinson, Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 September 2017
<b>ATTACHMENT NUMBER:</b>	#3 Media Release #4 Expression Of Interest #5 Telecommunications Solution Tender
<b>CONSULTATION:</b>	Bill Fensome, CEO Shire of Nungarin Dannelle Foley WALGA Procurement
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

An update on the BBRF Telecommunications Project:

- 🔥 The Telecommunications Sub Committee met prior to the NEWROC August Council meeting
- 🔥 A media release to all members, CRC's, Farm Weekly, The West, Countryman, Avon Advocate and Merredin Phoenix has been issued
- 🔥 An Expression of Interest (EOI) has been released to member Shires and we strongly encourage you to spread the word regarding these EOI's and encourage the community to complete them
- 🔥 A meeting with the Shire of Merredin has occurred regarding their participation in the project
- 🔥 The Executive Officer has submitted an application to the CBH Group Grass Roots Fund: Small Scale Infrastructure Round on 30 August 2017. The NEWROC has applied for \$16,000 to undertake the detailed scope (\$21,500) – unfortunately we were unsuccessful
- 🔥 Phone meetings with AusIndustry regarding the FAA for the project – we have provided contact details, project scope information, timelines, milestones and budgets. A draft FAA will be presented to all members when it is provided by AusIndustry (hopefully prior to this meeting)
- 🔥 A tender for the telecommunications solution will be presented, discussed and released at the Shire of Nungarin September Council meeting. It will be open for 20 days and is in line with the Local Government (Functions and General) Regulations 1996. The Shire of Nungarin will publish the tender state wide (The West 23/9/17) and keep a register of applications. The successful tenderer will be announced at the Shire of Nungarin's October Council meeting.

**RESOLUTION:****That;**

- i) the information be received;**
- ii) Members provide copies of the Expression of Interest to businesses and residents and encourage completion;**
- iii) The FAA with AusIndustry be entered into and signed by Bill Fensome, CEO, Shire of Nungarin on behalf of the NEWROC members; and**
- iv) David Burton, Bill Fensome, John Nuttall and Caroline Robinson will review the tenders and provide a recommendation to the Shire of Nungarin for their Council meeting on the 25 October 2017**

**Moved D Burton****Seconded J Nuttall****Carried 3/0**

**7.5. NEWROC – Health Strategy**

<b>PORTFOLIO:</b>	Emergency Management and Health
<b>FILE REFERENCE:</b>	071-1 Health General
<b>REPORTING OFFICER:</b>	Ian McCabe, CEO, Shire of Wyalkatchem
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 September 2017
<b>ATTACHMENT NUMBER:</b>	#6 NEWROC Better Health Plan
<b>CONSULTATION:</b>	Caroline Robinson
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority






**COMMENT**

The NEWROC was successful in securing funding for a NEWROC Health Strategy, which has now been completed and is attached.

An extract from the NEWROC Better Care Plan:





*For NEWROC; placing the right health professionals in the right place at the right time; retaining health professionals for longer in the community; providing recruitment and retention services; raising the standard of health service delivery including general practice; and improving continuity and coordination for their communities, is essential.*

*Priorities for NEWROC include ensuring that health services and initiatives are accessible and available:*

-  *Services for families, including childcare services, parent support groups, counselling and other support services.*
-  *Aged care health services, particularly within the current changing environment of*
-  *Community Aged Care Packages, Home and Community Care (HACC) services, residential aged care facilities and ageing specific health services.*
-  *Mental health services, including support and counselling services.*
-  *Public health services, such as chronic disease support, physical activity initiatives, programs to help people quit smoking and initiatives that promote low alcohol consumption.*

*The main challenges for the NEWROC region include meeting the health care needs of the community, ensuring access to health services is maintained and strengthened and that health service providers don't forget the needs of the community. Currently the NEWROC area has a patchy health service configuration resulting from reactive service provision and a lack of health planning and poor coordination. This is despite the strong and positive development of various programs under the Southern Inland Health Initiative and hospitals services upgrades in the region (Merredin).*

The Four Focus Areas of the Better Health Plan are:

-  Partnerships
-  Recruitment and Retention
-  Engaging the Community
-  Prevention and Healthy Lifestyle

Within each Focus Area there are Strategies for Action as well as Measures to define what success will look like for the NEWROC Better Health Plan. There are also references to resource requirements and a date for timeline for when programs and actions should be

initiated to ensure the activities that are outlined have a defined starting point and goal to achieve.

**OFFICER RECOMMENDATION:**

That;

- i) The NEWROC Better Health Plan be discussed; and
- ii) NEWROC Better Health Plan key strategies be communicated to the GECZ – Healthy Wheatbelt Committee

Moved

Seconded

Carried

**RESOLUTION:**


**That the information be received.**

**Moved D Burton**

**Seconded J Nuttall**

**Carried 3/0**

**Discussion:**

 It was agreed that the Strategy be discussed over a phone meeting with all CEO's

**ACTION:**

**Executive Officer to coordinate a phone meeting to discuss the NEWROC Health Strategy.**

**7.6. NEWROC – Strategic Projects - Governance**

<b>PORTFOLIO:</b>	Corporate Capacity
<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	14 September 2017
<b>ATTACHMENT NUMBER:</b>	#7 Regional Subsidiary Project Plan #8 Communication Plan #9 Regional Subsidiary Cheat Sheet
<b>CONSULTATION:</b>	Anne Banks McAllistair, WALGA
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

At the August Council meeting the following resolution was passed:

**RESOLUTION:**

The NEWROC Executive develop a draft model charter and work towards identifying elements of the draft business plan they can prepare for presentation to Council for discussion regarding the regional subsidiary legislation.

Moved Cr Tarr

Seconded Cr Storer

Carried 6/0

Actions since the last meeting:

- 👉 DRAFT Project Plan developed by WALGA
- 👉 DRAFT Communications Plan developed by the EO
- 👉 DRAFT Cheat Sheet developed by WALGA and a graphic summary by the EO

**RESOLUTION:**

**That the Regional Subsidiary DRAFT Project Plan is adopted**

Moved D Burton

Seconded J Nuttall

Carried 3/0

**Discussion:**

- 👉 Members provided some input into the key communication points for the proposed communication strategy on the regional subsidiary process

**ACTION:**

**Executive Officer email out the Regional Subsidiary DRAFT Communications Plan for comment.**

**8. OTHER MATTERS****8.1 Correspondence from the Shire of Mukinbudin**

Members acknowledged the letter and where there is an opportunity to work in 2-3's members will actively do so.

**8.2 Public Pool Funding**

Confirmation that the State Government will not be funding pool subsidies in regional areas.

**8.3 Future of Community Resource Centres****ACTION:**

**Executive Officer to provide a collective response on the importance of retaining CRC's in member Shires.**

**9. 2017 MEETING DATES**

26 September	Executive	Shire of Mt Marshall
<b>17 October</b>	<b>Council</b>	<b>Shire of Nungarin (Note change of date)</b>
28 November	Executive	Shire of Nungarin
12 December	Council	Shire of Mukinbudin (Christmas Function)

**10. CLOSURE**

The Chair thanked everyone in attendance and closed the meeting at 4.25pm



Additional information to support the agenda and meeting processes.

### Strategic Focus 2016-2021

#### What will be the core drivers to achieving our vision?

##### **CORE DRIVER 1 - RETAINING AND GROWING OUR POPULATION**

Advocating, promoting and marketing our communities as a place to live, work and visit  
Retain and attract populations

##### **CORE DRIVER 2 - POSITIVE GOVERNMENT RELATIONS AND ATTRACTING GOVERNMENT FUNDING**

Advocating on behalf of our communities  
Having successful and collaborative partnerships  
Promoting and engaging in civic leadership  
Collaborating and sharing within our region  
Maintain member identities while working with each other

#### How will we achieve our vision?

##### **Helping businesses be innovative, sophisticated and growing**

**Developing our people (human capital)**

**Investing in our youth**

**Being technologically ready and adaptable**

**Investing in our natural environment**

**Working together and sharing our resources**

### Corporate Capacity – as per the new policy adopted in March 2017

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council 2016
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council 2016
Bendigo Bank Signatory (Shire of Nungarin)	Council	CEO	Council 2016
Management of NEWTravel EO	CEO	NEWROC EO	Council
NEWROC Website	CEO	NEWROC EO	

<b>7.6.2 CEACA Committee Meeting Minutes</b>	
Location:	Nungarin Community Recreation Centre
File Ref:	ADM 237
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	19 October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger – Chief Executive Officer
Author:	Dirk Sellenger – Chief Executive Officer
Voting Requirements:	Simple Majority
Documents Attached:	CEACA Committee Meeting Minutes
Documents Tabled:	Nil

### **Summary**

A CEACA Executive Committee Meeting was held on Wednesday 6<sup>th</sup> September 2017 at the Nungarin Community Recreation Centre.

### **Officer Comment**

The following items were included in the Minutes:

### **7. Business of the Meeting**

- 7.1 Project Update (Financial) Shire of Merredin
- 7.2 Project Manager's Update – Access Housing
- 7.3 Rental Policy for CEACA Housing Once Constructed
- 7.4 Occupation of CEACA Seniors Housing Once Constructed
- 7.5 Rewriting the Central East Aged Care Alliance Inc (CEACA) Constitution

### **8. Other Business**

- 8.1 Insurance for CEACA
- 8.2 Convening a Special Meeting of the CEACA Committee to Consider Recommendations for RFT T2017133 Design and Construct CEACA Seniors Housing Project (WALGA TenderLink Ref. WALGA-772546).
- 8.3 Vote of Thanks to the Shire of Merredin
- 8.4 Payment of Building Application Fees by CEACA Member Council
- 8.5 CEACA Membership Post the 2017 Local Government Elections

### **10. Future Meetings**

- Wednesday 1<sup>st</sup> November – AGM and Ordinary Committee Meeting in Merredin
- Wednesday 27<sup>th</sup> September – Executive Committee Meeting by Teleconference

### **OFFICER RECOMMENDATION**

#### **Council Decision Number -**

**Moved: Cr                                      Seconded: Cr**

**That Council receive the CEACA Executive Committee Meeting Minutes for 2<sup>nd</sup> August 2017.**

**Carried    /**

**CENTRAL EAST AGED CARE ALLIANCE  
INC (CEACA) COMMITTEE MEETING**

**NUNGARIN COMMUNITY RECREATION  
CENTRE**

**WEDNESDAY 6 SEPTEMBER 2017**

**MINUTES**

## CONTENTS

<b>1. OPENING.....</b>	<b>4</b>
<b>2. RECORD OF ATTENDANCE AND APOLOGIES .....</b>	<b>4</b>
2.1 Attendance - Members .....	4
2.2 Attendance - Observers .....	4
2.3 Attendance - Guests.....	5
2.4 Apologies.....	5
<b>3. DECLARATION OF INTEREST .....</b>	<b>6</b>
<b>4. MINUTES OF MEETINGS .....</b>	<b>6</b>
4.1 Minutes from a Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 7 June 2017 (Attachment).....	6
4.2 Notes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 5 July 2017(Attachment) .....	6
4.3 Minutes from a Special Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 6 July 2017 (Attachment).....	7
4.4 Minutes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 3 August 2017(Attachment).....	7
4.5 Executive Officer Action Sheet for September 2017 .....	7
4.6 Executive Officer Report for September 2017 .....	8
<b>5. MATTERS FOR NOTING .....</b>	<b>8</b>
5.1 Complying with the Associations Incorporation Act 2015 – Self-Check (Attachment)8	
5.2 Update on CEACA's Application for Funding through the Building Better Regions Fund (BBRF).....	8
<b>6. CHAIR'S REPORT .....</b>	<b>10</b>
<b>7. BUSINESS OF THE MEETING .....</b>	<b>11</b>
7.1 Project Update (Financial) – Shire of Merredin .....	11
7.2 Project Manager's Update – Access Housing.....	13
7.3 Rental Policy for CEACA Housing Once Constructed .....	14
7.4 Occupation of CEACA Seniors Housing Once Constructed .....	17
7.5 Rewriting the Central East Aged Care Alliance Inc (CEACA) Constitution.....	19
<b>8. OTHER BUSINESS .....</b>	<b>21</b>
8.1 Insurance for CEACA .....	21
8.2 Convening a Special Meeting of the CEACA Committee to Consider Recommendations for RFT T2017133 Design and Construct CEACA Seniors Housing Project (WALGA TenderLink Ref: WALGA-772546) .....	21
8.3 Vote of Thanks to the Shire of Merredin .....	21
8.4 Payment of Building Application Fees by CEACA Member Councils .....	22
8.5 CEACA Membership Post the 2017 Local Government Elections.....	22
<b>9. FUTURE MEETINGS.....</b>	<b>22</b>
9.1 Meetings of the CEACA Committee .....	22
9.2 Meetings of CEACA Executive Committee .....	22

<b>10. CLOSE OF MEETING .....</b>	<b>22</b>
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# Minutes

## Central East Aged Care Alliance Inc (CEACA)

### Committee Meeting

#### 1. OPENING

The Chair, Graham Lovelock, opened the meeting at 10.05am, welcoming all in attendance.

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### 2.1 Attendance - Members

Mr Graham Lovelock, Chair  
Mr Ken Hooper, Secretary  
Ms Rachel Kirby, Treasurer

Mr Quentin Davies, Member  
Mr Rod Forsyth, Member  
Ms Eileen O'Connell, Member  
Mr Gary Shadbolt, Member  
Mr Stephen Strange, Member  
Ms Freda Tarr, Member

Mr David Burton, Deputy Member (voting member for the meeting)  
Mr Ian McCabe, Deputy Member  
Mr Jamie Criddle, Deputy Member (voting member for the meeting)  
Ms Kerry Dayman, Deputy Member  
Mr Brian Jones, Deputy Member (voting member for the meeting)  
Mr Darren Mollenoyux, Deputy Member  
Mr Greg Powell, Deputy Member  
Mr Tony Sachse, Deputy Member

Ms Helen Westcott, Executive Officer

##### 2.2 Attendance - Observers

Mr Wayne Della Bosca (Shire of Yilgarn)  
Mr Bill Fensome (CEO, Shire of Nungarin)  
Mr Graham Merrick (CEO, Shire of Trayning)  
Mr John Nuttall (CEO, Shire of Mt Marshall)  
Ms Karen Oborn (Deputy CEO Shire of Kellerberrin)  
Mr Dirk Sellenger (CEO Shire of Mukinbudin)

### **2.3 Attendance - Guests**

Mr Ralton Benn, Project Manager Property Assets Access Housing Australia (AHA) – AHA has been appointed the program manager for the build and construct phase of the CEACA Seniors Housing Project (entered the meeting at 11.30am)

### **2.4 Apologies**

Mr Louis Geier, Member  
Mr Ricky Storer, Member  
Ms Onida Truran, Member

Mr Raymond Griffiths, Deputy Member

### 3. DECLARATION OF INTEREST

Pursuant to Clause 18 of the Central East Aged Care Alliance Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before the meeting as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Central East Aged Care Alliance Inc. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

This is in accordance with Clause 18.4 of the Constitution which states:

**18.4** *When a member or employee discloses a pecuniary interest he or she may neither participate in discussions nor take any part in the decision-making process in respect to that matter nor be present when the matter is being discussed or voted upon*

Nil

### 4. MINUTES OF MEETINGS

#### 4.1 Minutes from a Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 7 June 2017 (Attachment)

Minutes from a Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 7 June 2017 have previously been circulated

#### RECOMMENDATION:

That the Minutes of the Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 7 June 2017 be confirmed as a true and accurate record of the proceedings.

**RESOLUTION:**                      **Moved:** Eileen O'Connell                      **Seconded:** Freda Tarr

**That the Minutes of the Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 7 June 2017 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

#### 4.2 Notes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 5 July 2017(Attachment)

Notes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 5 July 2017 have been previously circulated.

#### RECOMMENDATION:

That Notes from the meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 5 July 2017 be received.



**RESOLUTION:**                      **Moved: Ken Hooper**                      **Seconded: Stephen Strange**

**That Notes from the meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Wednesday 5 July 2017 be received.**

**CARRIED**

#### **4.3 Minutes from a Special Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 6 July 2017 (Attachment)**

Minutes from a Special Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 7 July 2017 have been previously circulated

#### **RECOMMENDATION:**

That the Minutes from a Special Meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 6 July 2017 be received.

**RESOLUTION:**                      **Moved: Freda Tarr**                      **Seconded: Gary Shadbolt**

**That the Minutes from a Special Meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 6 July 2017 be received.**

**CARRIED**

#### **4.4 Minutes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 3 August 2017(Attachment)**

Minutes from an Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 3 August 2017 have been previously circulated

#### **RECOMMENDATION:**

That the Minutes from a Meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 3 August 2017 be received.

**RESOLUTION:**                      **Moved: Ken Hooper**                      **Seconded: Eileen O'Connell**

**That the Minutes from a Meeting of the Executive Committee Meeting of the Central East Aged Care Alliance Inc held Thursday 3 August 2017 be received.**

**CARRIED**

#### **4.5 Executive Officer Action Sheet for September 2017**

Presenting the Executive Officer's Action Sheet for September 2017

#### **RECOMMENDATION:**

That the Action Sheet for September 2017 be received.

**RESOLUTION:**                      **Moved: Stephen Strange**                      **Seconded: Rod Forsyth**

**That the Action Sheet for September 2017 be received.**

**CARRIED**

#### **4.6 Executive Officer Report for September 2017**

Presenting the Executive Officer's report for September 2017

##### **RECOMMENDATION:**

That the Executive Officer's report for September 2017 be received.

**RESOLUTION:**                      **Moved: Freda Tarr**                      **Seconded: Gary Shadbolt**

**That the Executive Officer's report for September 2017 be received.**

**CARRIED**

### **5. MATTERS FOR NOTING**

#### **5.1 Complying with the Associations Incorporation Act 2015 – Self-Check (Attachment)**

The Department of Commerce publishes a self-check for incorporated bodies such as the Central East Aged Care Alliance Inc (CEACA). The purpose of the self-check is to assist in determining whether a group such as CEACA is complying with each section of the *Associations Incorporation Act 2015*. A copy of the self-check forms an attachment to the meeting agenda.

In relation to record keeping, the Executive Officer will have available for inspection the following records:

- A copy of the certificate of incorporation;
- A copy of the CEACA constitution;
- The Members Register; and
- The Record of Office Bearers.

These records are made available for inspection at all in-person meetings.

No action is required – the matter is presented for Members' information only.

**Noted**

#### **5.2 Update on CEACA's Application for Funding through the Building Better Regions Fund (BBRF)**

As the CEACA Committee is aware, CEACA has agreed to prepare an application for funding through the Investment Stream of the Commonwealth Government's Building Better Regions Fund (BBRF).

CEACA's application will be for funding to undertake a review of aged care service provision. To assist in developing its application CEACA engaged management consultancy KPMG to prepare a project brief. The completed brief was considered by the CEACA Committee when it met on Wednesday 7 June 2017 at which time it resolved as shown below:

RESOLUTION:                      Moved: Gary Shadbolt                      Seconded: Quentin Davies

That:

1. *The project brief "Research into Sustainable Homecare Models for the Central East Wheatbelt" prepared by KPMG be endorsed by CEACA; and*
2. *The CEACA Chair and CEACA Executive Officer commence work on preparing an application for funding from Round 2 of the Building Better Regions Fund to undertake a review of aged care service delivery models as detailed in the project brief "Research into Sustainable Homecare Models for the Central East Wheatbelt" prepared by KPMG for CEACA.*

**CARRIED**

Since the June CEACA Committee Meeting the Chair and Executive Officer have held further discussions with RDA Wheatbelt's Executive Officer, Juliet Grist, to progress CEACA's application in order that it be ready when the next round of funding is announced.

Arising from these discussions were a number of issues and actions:

- Announcement of a future round of BBRF funding – there is uncertainty as to when the next funding round will be announced. It is generally viewed, however, there will be another round.
- Given the likely cost of undertaking a review of aged care service delivery Juliet Grist recommended that CEACA obtain a cost benefit analysis to use as additional documentation for the project application (all projects requesting funding above \$30,000 are required to submit cost benefit analysis studies).
- The Executive Officer sought expressions of interest from Pracsys (a consultancy recommended by Juliet Grist as they have been highly successful in obtaining BBRF funding) and KPMG. Pracsys declined the invitation to submit but KPMG has provided a costing for undertaking the work. The fee to undertake the cost benefits analysis would be \$29,150 (incl GST). A copy of the costing was provided to Juliet Grist for comment. Her comments on the costing were that:
  - a) It represented extremely good value for money and would provide the evidence required to support CEACA's application for funding;
  - b) CEACA should look to engage KPMG for development of a cost benefit analysis but not until a further round of funding is announced; and
  - c) While waiting on the announcement of a future round of funding CEACA should look to see whether there are other avenues to funding the review of aged care service provision. One suggestion is for CEACA to meet with Hon Ken Wyatt MP, the Minister for Aged Care, with a view to seeking support for completing the work in partnership with the Department of Health (with the Department directly meeting the shortfall). This was a topic for discussion when members of the CEACA Executive Committee met with Ms Melissa Price MP and Senator Dean Smith at the Dowerin Field Day on Wednesday 30 August 2017.
- The Executive Officer will work through Senator Smith's office to arrange a meeting with Hon Ken Wyatt MP, Minister for the Aging.

Work on CEACA's application for BBRF is ongoing.

No action is required – the matter is presented for Members' information only.

**Noted**

<b>6. CHAIR'S REPORT</b>
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A copy of the Chair's Report will be circulated under separate cover.

**Additional Meeting Comment:**

The Chair's report had been made available ahead of the Committee Meeting. One additional matter noted by the Chair was that a meeting with Hon Darren West MLC would be sought following his meeting with the Member for Agricultural Region at the Dowerin Field Day.

**Noted**

## 7. BUSINESS OF THE MEETING

### 7.1 Project Update (Financial) – Shire of Merredin

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 29 August 2017

**Attachments:** CEACA Statement of Income and Expenditure as at 29 August 2017

**Background:**

On behalf of CEACA the Shire of Merredin has signed two Financial Assistance Agreements (FAA) with the Department of Regional Development in respect to the CEACA Seniors Housing Project – Stage One Land Assembly and Servicing (\$2,075,800) and CEACA Seniors Housing Project – Stage 2 (\$19,986,439).

**Executive Officer Comment:**

The Shire of Merredin's CEO, Greg Powell, will provide additional information where requested.

**Additional Meeting Comment:**

In presenting the Shire's report to the meeting, Greg Powell made the following comments:

- Until the outcome of the build and construct tender is known it is not possible to determine whether there will be a shortfall in funds for the progress. Addressing any shortfall will involve all CEACA's members;
- Any potential shortfall arises from the fact that FAA2 requires CEACA to sell 7 of the 75 ILUs constructed. The sale of these ILUs should address any potential shortfall but if not then CEACA will need to discuss what must occur for the matter to be addressed;
- Once a successful tenderer had been agreed to it would be sensible for FAA1 and FAA2 to be brought together into a single FAA;
- Any discussions with the Department of Primary Industries and Regional Development are best left until after the State Budget for 2017/2018 is delivered; and
- A report on the project's progress (and a requirement of both FAAs) is due on Friday 15 September 2017.

Graham Lovelock agreed with the view that until a successful tenderer had been determined there was little that CEACA could do to address any potential funding shortfall. He advised that the expressions of interest for the build and construct tender had provided a positive environment for this matter to be addressed. He also advised that a full meeting of the CEACA Committee would be needed to discuss the appointment of a builder for the build and construct tender (refer also to Agenda Item 8.2).

Graham Lovelock also noted that outstanding member contributions to the project was a potential risk to the organisations and its efforts to construct aged housing across the 11 Member Councils.

In discussing this matter the Executive Officer agreed to contact each Member Council so that this matter could be resolved.

**RECOMMENDATION:**

That the Project Update (Financial) for September 2017 provided by the Shire of Merredin be received.

**RESOLUTION:****Moved: Rachel Kirby****Seconded: Eileen O'Connell**

**That the Project Update (Financial) for September 2017 provided by the Shire of Merredin be received.**

**CARRIED**

## **7.2 Project Manager's Update – Access Housing**

**Author:** Ralton Benn, Project Manager Property Assets Access Housing Australia  
Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 29 August 2017

**Attachments:** Nil (A copy of the September Report will be circulated under separate cover)

### **Background:**

As part of its role in providing project management services to CEACA, Access Housing Australia (AHA) has undertaken to provide written monthly activity reports to CEACA.

### **Executive Officer Comment:**

No further comment.

### **Additional Meeting Comment:**

In presenting his report for September Ralton Benn also advised Member Councils that, in response to CEACA's request for Access Housing Australia (AHA) to propose a business and service model capable of delivering tenancy and property management for the CEACA housing, representatives from AHA were looking to meet and discuss options and service models. As such contact would be made with each Council to make arrangement for these discussions to take place.

### **RECOMMENDATION:**

That the Project Manager's Report for September 2017 be noted.

**RESOLUTION:**                      **Moved: Stephen Strange**                      **Seconded: Eileen O'Connell**

**That the Project Manager's Report for September 2017 be noted.**

**CARRIED**

### 7.3 Rental Policy for CEACA Housing Once Constructed

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 30 August 2017

**Attachments:** Access Housing Australia's Rental Policy

**Background:**

The need for CEACA to have a rental policy in place for the 75 independent living units to be constructed under Stage 2 of the CEACA Seniors Housing Project was identified soon after funding for the project was made available. In particular, the need to have a consistent rental policy across the 11 CEACA Member Councils was recognised by the CEACA Executive Committee as being an issue that would require resolution.

For the CEACA Executive Committee held Wednesday 17 May 2017 a report was prepared by the Executive Officer on a possible approach to establishing a CEACA rental policy. The report was prepared using as a guide:

1. Rental policy information collected from CEACA's Member Councils. From the information available at this time it appeared that the application of a rental policy is an *ad hoc* one with CEACA's Member Councils either not having a structured policy or where a policy exists Member Councils use the Housing Authority as the basis for its own policy;
2. The Housing Authority's Rental Policy Manual; and
3. Access Housing Australia's Rental Policy. The inclusion of this policy arose from the fact that CEACA has adopted a housing management model developed by Access Housing Australia.

Following discussion of the report the CEACA Executive Committee resolved as follows:

**RESOLUTION:** *Moved: Raymond Griffiths      Seconded: Rachel Kirby*

*That:*

1. *The Executive Officer's report on the preparation of a rental policy for CEACA be noted;*
2. *Once completed, the draft rental policy for CEACA be distributed to the CEACA Committee for comment and review; and*
3. *Following receipt of all comments the Executive Officer prepare a final draft of the CEACA rental policy for comment by CEACA Executive Committee; and*
4. *The CEACA rental policy be completed for consideration by the CEACA Committee at the meeting scheduled for Wednesday 6 September 2017.*

**CARRIED**

**Executive Officer Comment:**

Since the May CEACA Executive Committee Meeting the Executive Officer's time has been taken up with work associated with the development of tenders for the build and construct phase of the CEACA Seniors Housing Project and the development of CEACA's application for funding through the Building Better Regions Fund.

In that time Access Housing Australia (AHA) has also reviewed its current policy around eligibility and rent setting.



A copy of AHA's current policy forms an attachment to the meeting agenda.

It should also be noted that currently further review of the Policy is underway as AHA is working its way through some changes to rent setting as the Housing Authority have made some adjustments to how AHA can deal with the eligibility limits.

The CEACA Executive Committee was provided with a copy of the AHA rent setting policy ahead of agenda preparation. Executive Committee Members expressed concern that in relying solely on the AHA rent setting policy would be to the detriment of people wanting to shift off farm into town or downsizing from the traditional "4 by 2" family home with large gardens as these people are unlikely to meet any eligibility criteria for housing made available to low-income or very low-income earners. Such people would be interested in paying market value for the CEACA seniors housing (and may also be interested in purchasing one of the seven houses CEACA is required to sell).

CEACA's purpose has always been to provide housing to encourage people to remain within their communities. This means that CEACA's rental policy must include guidelines around both segments of the seniors housing market, ie those who will require rental assurance and those financially able to rent at market value.

The Executive Officer contacted Kathryn Moorey, Manager Business Development, Programs, Policy, at AHA to see how far AHA's review of its rent setting policy had progressed.

She advised the Executive Officer that the revised rent setting policy will include situations whereby applicants/tenants who are eligible for a particular program or property eg housing made available through the CEACA Seniors Housing Project and are over the low income (Band B) threshold or/and have assets will be charged market rent.

Kathryn Moorey also advised that the method of calculating market rent across will also be looked at with a view to tailoring to different programs/properties. This method of calculating market rents would be reflected within the Tenancy Agreement for a property. This would suit CEACA's purpose in terms of those applicants who would be charged market rent.

The Executive Officer believes that the revised rent setting policy being developed by AHA should address the concerns expressed by members of the CEACA Executive Committee.

The most important thing for CEACA to ensure is that whatever policy it adopts it is one that is applied across all CEACA's seniors housing.

## **RECOMMENDATION:**

That:

1. A single rent setting policy be adopted for use by CEACA's Member Councils on housing constructed as part of the CEACA Seniors Housing Project; and
2. CEACA adopt the Access Housing Australia rent setting policy subject to:
  - a) Completion of Access Housing Australia's review of its rent setting policy; and
  - b) Access Housing Australia's revised rent setting policy include provisions for applicants/tenants who are eligible for housing made available through the CEACA Seniors Housing Project and are over the low income (Band B) threshold or/and have assets to be charged market rent.

**RESOLUTION:**                      **Moved: Rod Forsyth**                      **Seconded: Eileen O'Connell**

---

That:

1. **A single rent setting policy be adopted for use by CEACA's Member Councils on housing constructed as part of the CEACA Seniors Housing Project; and**
2. **The CEACA Executive Officer continue to work with Kathryn Morey from Access Housing Australia to develop a specific rent setting policy to meet the future needs of CEACA, with a report to be prepared for the CEACA Committee Meeting to be held Wednesday 1 November 2017.**

**CARRIED**

## 7.4 Occupation of CEACA Seniors Housing Once Constructed

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 29 August 2017

**Attachments:** Nil

### **Background:**

At the CEACA Committee Meeting held Wednesday 7 June 2017 a request was made for the Executive Officer to prepare a template “expression of interest” flyer to be used by Member Councils to establish interest in CEACA’s aged housing once constructed. A template has been prepared and distributed.

The need for updated waiting lists has also been discussed, with the CEACA Executive Committee resolving as shown below when it met on Wednesday 17 May 2017:

**RESOLUTION:** *Moved: Raymond Griffiths*      *Seconded: Ken Hooper*

*That:*

1. *The Acting Chair’s Report for April 2017 be received; and*
2. *The Executive Officer contact CEACA’s Member Councils requesting that they begin work on updating their waiting lists for people wanting to live in the CEACA housing once constructed.*

**CARRIED**

Whilst Member Councils have compiled waiting lists in the past updated ones are required to ensure that demand for housing is being appropriately being met.

Following a request for updated waiting list information, the following information has been provided:

Shire of Bruce Rock	28 (20 singles and 8 couples)
Shire of Koorda	16 (6 singles and 8 couples)
Shire of Merredin	33 (no breakdown of applications between singles and doubles)
Shire of Mukinbudin	10 (4 singles 6 couples)
Shire of Wyalkatchem	the Shire has requested information from the aged housing trust operating within the Shire.

### **Executive Officer Comment:**

Whilst a complete set of waiting list data is yet to be compiled the CEACA Committee as a whole needs to give consideration as to how it will deal with the situation of where supply of its soon to be constructed seniors housing into a community exceeds foreseeable need.

Whilst a difficult topic for discussion it is one the Executive Officer believes must be had as the overwhelming quantum of funds for the CEACA Seniors Housing Project is through public funding and there will be an expectation from the current State Government that the housing is placed in the communities with the greatest need (on the basis of the discussion around developing a rental policy for CEACA this need is across the income spectrum).

It is recognised that a complete and verifiable data set is essential for this discussion to lead to any decisions by CEACA but the conversation must be had now as the tender evaluation for the build and construct phase has commenced.

**Additional Meeting Comment:**

In discussing the need for current waiting list data Graham Lovelock advised that a confirmation of intent to take up an offer of housing was used by the not for profit aged housing sector. He believed that CEACA should develop a similar process to ensure it has a waiting list that correctly reflects demand across its Member Councils. This list will be essential once construction of the aged housing is underway.

The matter is presented for discussion and decision.

**RESOLUTION:**                      **Moved: Ken Hooper**                      **Seconded: Stephen Strange**

**That as a matter of priority, Member Councils provide the CEACA Executive Officer with updated expressions of interest for housing constructed through the CEACA Seniors Housing Project.**

**CARRIED**

## 7.5 Rewriting the Central East Aged Care Alliance Inc (CEACA) Constitution

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 30 August 2017

**Attachments:** Draft Constitution (with tracked comments)

### **Background:**

The need to rewrite the CEACA Constitution was raised at the CEACA Committee Meeting held in Merredin on Wednesday 2 November 2016.

How best to undertake the task of rewriting the CEACA Constitution was considered by the CEACA Executive Committee when it met on Wednesday 17 May 2017, with the meeting resolving as shown below:

**RESOLUTION:** *Moved: Ken Hooper* *Seconded: Raymond Griffiths*

*That the CEACA Executive Committee recommend to the full CEACA Committee that:*

1. *A working group be established to oversee the rewriting of the CEACA Constitution, with the working group would be chaired by Graham Lovelock, the CEACA Chair and having the following membership:*
  - *Mr Ray Hooper, former Acting CEO at the Shire of Mukinbudin;*
  - *Two CEOs from within the CEACA membership; and*
  - *The CEACA Executive Officer to provide research and administrative support.*
2. *Legal assistance be obtained to assist the working group where necessary; and*
3. *The working party have a draft of the new CEACA constitution ready for consideration by the CEACA Committee as a whole at the meeting scheduled for Wednesday 6 September 2017.*

**CARRIED**

The above was agreed to by the CEACA Committee as a whole when it met on Wednesday 6 June 2017 as is evidenced by the meeting's resolution:

**RESOLUTION:** *Moved: Rod Forsyth* *Seconded: Freda Tarr*

*That:*

1. *A working group be established to oversee the rewriting of the CEACA Constitution, with the working group would be chaired by Graham Lovelock, the CEACA Chair and having the following membership:*
  - *Mr Ray Hooper, former Acting CEO at the Shire of Mukinbudin;*
  - *Mr Darren Mollenoyux, CEO Shire of Bruce Rock; and*
  - *Mr John Nuttall, CEO Shire of Mt Marshall;*
  - *The CEACA Executive Officer to provide research and administrative support.*
2. *Legal assistance be obtained to assist the working group where necessary; and*
3. *The working party have a draft of the new CEACA constitution ready for consideration by the CEACA Committee as a whole at the meeting scheduled for Wednesday 6 September 2017.*

**CARRIED**

The first available opportunity for the working group to meet was during the WALGA Convention, with the meeting held on Thursday 3 August 2017.

The legal firm Kott Gunning was engaged to prepare a draft constitution for the working party to consider.

The draft has been reviewed by the working party.

**Executive Officer's Comment:**

A copy of the draft constitution as prepared by Kott Gunning with tracked changes suggested by members of the working group and the Executive Officer forms an attachment to the meeting agenda.

The draft also contains several formatting (including clause numbering) and typographical errors. These will be attended to as a matter of course in finalising the document for consideration at CEACA's Annual General Meeting on Wednesday 1 November 2017.

These reviewed draft document with its tracked changes will be forwarded to Kott Gunning to allow finalisation of a final draft for consideration at the Annual General Meeting on Wednesday 1 November 2017.

**RECOMMENDATION:**

That CEACA:

1. Acknowledges the work undertaken by the working party in reviewing the CEACA Constitution;
2. Note the draft CEACA Constitution as presented: and
3. Requests Member Councils to provide comment to the Executive Officer on the draft constitution no later than Friday 20 October 2017 so that a final draft of the CEACA Constitution can be considered at the CEACA AGM on Wednesday 1 November 2017.

**RESOLUTION:**                      **Moved: Eileen O'Connell**                      **Seconded: Brian Jones**

**That CEACA:**

1. Acknowledges the work undertaken by the working party in reviewing the CEACA Constitution;
2. Note the draft CEACA Constitution as presented: and
3. Requests Member Councils to provide comment to the Executive Officer on the draft constitution no later than Friday 20 October 2017 so that a final draft of the CEACA Constitution can be considered at the CEACA AGM on Wednesday 1 November 2017.

**CARRIED**

## **8. OTHER BUSINESS**

### **8.1 Insurance for CEACA**

Graham Lovelock advised the meeting that with the selection of a builder it was now necessary for CEACA to address its future insurance needs. Provision for insurance has been made in the 2017/~~2018~~<sup>2019</sup> CEACA Budget. Quotes will be obtained for consideration at the CEACA Executive Meeting to be held Wednesday 27 September 2017.

### **8.2 Convening a Special Meeting of the CEACA Committee to Consider Recommendations for RFT T2017133 Design and Construct CEACA Seniors Housing Project (WALGA TenderLink Ref: WALGA-772546)**

Graham Lovelock advised that the tender panel would be meeting on ~~Thursday~~ <sup>Tuesday</sup> 21 September 2017 to consider each of the EOIs submitted for the design and construct tender. It is expected that a recommendation to CEACA will be made at this meeting. It will therefore be necessary for a special meeting of the CEACA Committee to be held to consider this recommendation.

**RESOLUTION:**                      **Moved: Freda Tarr**                      **Seconded: Ken Hooper**

**That a special teleconference meeting of the CEACA Committee be held on Friday 29 September 2017 for the purpose of considering recommendations presented by the independent tender review panel for RFT T2017133 Design and Construct CEACA Seniors Housing Project (WALGA TenderLink Ref: WALGA-772546), with the teleconference to commence at 9.00am.**

**CARRIED**

### **8.3 Vote of Thanks to the Shire of Merredin**

Graham Lovelock commented that since becoming the CEACA Chair he had become increasingly aware of the extremely large amount of work that had been undertaken by the Shire of Merredin for what is a huge investment across the region. As such he believed a formal vote of thanks should be recorded to the Shire of Merredin, its CEO Greg Powell and all staff involved in managing the project on CEACA's behalf.

**RESOLUTION:**                      **Moved: Freda Tarr**                      **Seconded: Rachel Kirby**

**That CEACA formally acknowledges the significant contribution made by the Shire of Merredin, the CEO Greg Powell and the Shire of Merredin staff to progressing the project by the contribution of their time, resources and enthusiasm to CEACA at no cost to the CEACA membership.**

**CARRIED**

Graham Lovelock requested that CEACA's appreciation be conveyed to the relevant staff at the Shire of Merredin.

Ralton Benn entered the meeting at 11.30am.

At this point the meeting considered Agenda Item 7.2 but for ease of reading the item is recorded in chronological order.

#### **8.4 Payment of Building Application Fees by CEACA Member Councils**

John Nuttall raised the matter of CEACA's Member Councils paying the building application fees. The matter had been considered at the June meeting of the CEACA Committee with the meeting requesting that Member Councils not include the revenue from building fees associated with the CEACA Seniors Housing Project in their 2017/2018 budgets and all Member Councils refunding the cost of lodging its building applications by way of a donation for the amount involved to the Shire of Merredin for transfer back to the CEACA account.

Given that this request had been responded to in different ways by Member Councils, he believed the matter should be reconsidered.

Given the potential for a shortfall in funding in the construction phase of the housing project there was agreement that the matter should be reviewed at the November meeting of the CEACA Committee.

#### **8.5 CEACA Membership Post the 2017 Local Government Elections**

Ken Hooper raised the issue of CEACA's membership post the local government election in October this year, commenting that this was an issue that Member Councils should consider. He believed continuity of CEACA's membership was crucial at this point in CEACA's development.

### **9. FUTURE MEETINGS**

#### **9.1 Meetings of the CEACA Committee**

Friday 29 September 2017      A Special Teleconference Meeting of the Committee (refer to Agenda Item 8.2)  
 Wednesday 1 November 2017   AGM and an Ordinary Committee Meeting in Merredin 8.2)

#### **9.2 Meetings of CEACA Executive Committee**

Wednesday 27 September 2017

All meetings will be by teleconference unless determined otherwise.

### **10. CLOSE OF MEETING**

There being no further business the meeting was declared closed at 12.13pm

#### **DECLARATION**

These minutes were confirmed by the Central East Aged Care Alliance Inc Committee at the meeting held Wednesday 1 November 2017

Signed \_\_\_\_\_  
 Person presiding at the meeting at which these minutes were confirmed





<b>7.6.3 CEACA Special Committee Meeting Minutes</b>	
Location:	Teleconference Meeting
File Ref:	ADM 237
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Minutes of CEACA Special Committee Meeting
Documents Tabled	Nil

### **BACKGROUND**

A CEACA Special Committee Meeting was held on Friday 29<sup>th</sup> September 2017 via Teleconference.

### **COMMENT:**

The following items were discussed at the Special Council Meeting:

#### **4. WALGA BUSINESS**

4.1 RFT T2017133 Design and Construct CEACA Seniors Housing Project

#### **5. Future Meetings**

Wednesday 1<sup>st</sup> November – AGM and Ordinary Committee Meeting in Merredin

Wednesday 18<sup>th</sup> October – Executive Committee Meeting by Teleconference

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council receive the CEACA Special Council meeting minutes from 29<sup>th</sup> September 2017.**

**Carried: /**

**CENTRAL EAST AGED CARE ALLIANCE  
INC (CEACA) SPECIAL COMMITTEE  
MEETING**

**TELECONFERENCE MEETING**

**FRIDAY 29 SEPTEMBER 2017**

**MINUTES**

<b>CONTENTS</b>
-----------------

<b>1. OPENING AND ANNOUNCEMENTS .....</b>	<b>3</b>
<b>2. RECORD OF ATTENDANCE AND APOLOGIES .....</b>	<b>3</b>
<b>3. DECLARATION OF INTEREST .....</b>	<b>5</b>
<b>4. BUSINESS OF THE MEETING .....</b>	<b>5</b>
4.1 RFT T2017133 Design and Construct CEACA Seniors Housing Project .....	5
<b>5. FUTURE MEETINGS.....</b>	<b>7</b>
9.1 Meetings of the CEACA Committee .....	7
9.2 Meetings of CEACA Executive Committee .....	7
<b>10. CLOSE OF MEETING .....</b>	<b>7</b>

# Minutes

## Central East Aged Care Alliance Inc (CEACA)

### Special Committee Meeting

#### 1. OPENING AND ANNOUNCEMENTS

As this is a special meeting of the CEACA Committee there is only one item on the meeting agenda, to seek endorsement of the recommendation contained within the attached confidential evaluation report.

The decision to meet was taken at the CEACA Committee Meeting held Wednesday 6 September 2017, with the meeting resolving as shown below:

*RESOLUTION:*                      *Moved: Freda Tarr*                      *Seconded: Ken Hooper*

*That a special teleconference meeting of the CEACA Committee be held on Friday 29 September 2017 for the purpose of considering recommendations presented by the independent tender review panel for RFT T2017133 Design and Construct CEACA Seniors Housing Project (WALGA TenderLink Ref: WALGA-772546), with the teleconference to commence at 9.00am.*

*CARRIED*

The Chair, Graham Lovelock, opened the meeting at 9.00am welcoming all in attendance.

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### **2.1 Attendance - Members**

Mr Graham Lovelock, Chair  
Mr Ken Hooper, Secretary  
Ms Rachel Kirby, Treasurer

Mr Quentin Davies, Member  
Mr Rod Forsyth, Member  
Mr Louis Geier, Member  
Ms Eileen O'Connell, Member  
Mr Gary Shadbolt, Member  
Mr Ricky Storer, Member  
Mr Stephen Strange, Member (entered the meeting at 9.15am)  
Ms Onida Truran, Member

Mr David Burton, Deputy Member  
Mr Jamie Criddle, Deputy Member  
Mr Raymond Griffiths, Deputy Member  
Mr Ian McCabe, Deputy Member  
Mr Darren Mollenoyux, Deputy Member  
Mr Greg Powell, Deputy Member  
Mr Andrew Woodfield, Deputy Member (and voting delegate for the Shire of Trayning)

Ms Helen Westcott, Executive Officer

## **2.2 Attendance - Observers**

Mr Graham Merrick (CEO, Shire of Trayning)  
Mr John Nuttall (CEO, Shire of Mt Marshall)  
Mr Dirk Sellenger (CEO Shire of Mukinbudin)

## **2.3 Attendance - Guests**

Nil

## **2.4 Apologies**

Ms Freda Tarr, Member

Ms Kerry Dayman, Deputy Member  
Mr Brian Jones, Deputy Member  
Mr Tony Sachse, Deputy Member

### 3. DECLARATION OF INTEREST

Pursuant to Clause 18 of the Central East Aged Care Alliance Inc Constitution, Members must declare to the Chairman any potential conflict of interest they may have in a matter before the meeting as soon as they become aware of it. Members and Deputies may be directly or indirectly associated with some recommendations of Central East Aged Care Alliance Inc. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

This is in accordance with Clause 18.4 of the Constitution which states:

**18.4** *When a member or employee discloses a pecuniary interest he or she may neither participate in discussions nor take any part in the decision making process in respect to that matter nor be present when the matter is being discussed or voted upon*

Nil

### 4. BUSINESS OF THE MEETING

#### 4.1 RFT T2017133 Design and Construct CEACA Seniors Housing Project

**Author:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 27 September 2017

**Attachments:** Recommendation Report RFT T2017133 Design and Construct CEACA Seniors Housing Project

**Background:**

On behalf of CEACA the Shire of Merredin has signed two Financial Assistance Agreements (FAA) with the Department of Regional Development in respect to the CEACA Seniors Housing Project – Stage One Land Assembly and Servicing (\$2,075,800) and CEACA Seniors Housing Project – Stage 2 (\$19,986,439).

The Shire engaged the services of the Procurement Service of the Western Australian Local Government Association (WALGA) to undertake the procurement process to appoint a contractor for the provision of Design and Construction services for the CEACA Seniors Housing Project which covers Stage 2.

**Executive Officer Comment:**

WALGA's procurement services team, have since carried out the public advertising and tender close. The tender submissions were reviewed by an evaluation panel.

Details on the tender review panel is contained in the recommendation report. The recommendation report is provided for the CEACA Committee's consideration. It forms an attachment to the meeting agenda.

To ensure all Committee Members understand the recommendation being presented, the Chair will seek confirmation from Members as to whether they have read the recommendation report prepared by WALGA's Procurement Service.

**RECOMMENDATION:**

That CEACA adopts the recommendations as contained on page 27 of the Recommendation Report RFT T2017133 Design and Construct CEACA Seniors Housing Project prepared by WALGA's Procurement Service.

**RESOLUTION:**                      **Moved: Ricky Storer**                      **Seconded: Eileen O'Connell**

**That CEACA adopts the recommendations as contained on page 27 of the Recommendation Report RFT T2017133 Design and Construct CEACA Seniors Housing Project prepared by WALGA's Procurement Service.**

**CARRIED UNANIMOUSLY**



## **5. FUTURE MEETINGS**

### **9.1 Meetings of the CEACA Committee**

Wednesday 1 November 2017 AGM and an Ordinary Committee Meeting in Merredin

### **9.2 Meetings of CEACA Executive Committee**

Wednesday 18 October 2017

All meetings will be by teleconference unless determined otherwise.

## **10. CLOSE OF MEETING**

There being no further business the meeting was declared closed at 9.30am

### DECLARATION

These minutes were confirmed by the Central East Aged Care Alliance Inc Committee at the meeting held Wednesday 1 November 2017

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed

<b>7.6.4 Local Health Advisory Group Meeting Minutes</b>	
Location:	Kununoppin Hospital Meeting Room
File Ref:	ADM 063
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Simple Majority
Documents Attached:	Minutes of Local Health Advisory Group Meeting
Documents Tabled:	Nil

### **Background**

A Local Health Advisory Group (LHAG) Meeting was held on Friday 11<sup>th</sup> August 2017.

### **Comment**

The following items were discussed at the LHAG meeting:

1. GOVERNANCE FOR SAFETY AND QUALITY IN HEALTH SERVICE ORGANISATIONS.
2. PARTNERING WITH CONSUMERS.
3. PREVENTING AND CONTROLLING HEALTHCARE ASSOCIATED INFECTIONS.
4. MEDICATIONS SAFETY.
5. PATIENT IDENTIFICATION AND PROCEDURE MATCHING.
6. CLINICAL HANDOVER.
7. BLOOD AND BLOOD PRODUCTS.
8. PREVENTING AND MANAGING PRESSURE INJURIES.
9. RECOGNISING AND RESPONDING TO CLINICAL DETERIORATION IN ACUTE HEALTH CARE.
10. PREVENTING FALLS AND HARM FROM FALLS.

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council receive the Local Health Advisory Group meeting minutes from 11<sup>th</sup> August 2017.**

**Carried /**



## Minutes of the regular meeting of the Local Health Advisory Group

Date **11<sup>th</sup> August 2017**  
Place Kununoppin Meeting Room  
Chair Jim Taylor  
Present Bill Fensome, Sandra Waters, Robbie Fagan, Debbie Shadbolt,, Marian Kirby, Nerida Woodfield. Sandy Ventris  
Apologies Joanne Randall, Eileen O'Connell,, Freda Tarr, Graham Merrick, Dirk Sellenger, Peter Geraghty, Betty Ryan  
Presentation

### Cultural Acknowledgement

We respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Noongar people. It is a privilege to be standing on Noongar country. We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the health and wellbeing of all people in this country we all live in and share together – Australia.

Taken as read

The meeting opened at 10.05 hours.



1. GOVERNANCE FOR SAFETY AND QUALITY IN HEALTH SERVICE ORGANISATIONS.



2. PARTNERING WITH CONSUMERS.



3. PREVENTING AND CONTROLLING HEALTHCARE ASSOCIATED INFECTIONS.



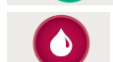
4. MEDICATIONS SAFETY.



5. PATIENT IDENTIFICATION AND PROCEDURE MATCHING.



6. CLINICAL HANDOVER.



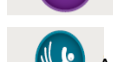
7. BLOOD AND BLOOD PRODUCTS.



8. PREVENTING AND MANAGING PRESSURE INJURIES.



9. RECOGNISING AND RESPONDING TO CLINICAL DETERIORATION IN ACUTE HEALTH CARE.



10. PREVENTING FALLS AND HARM FROM FALLS.

AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

STD	ITEM NO	PSQ	AGENDA ITEM	SPEAKER	DISCUSSION/DECISION	ACTION	WHO/WHEN
			Chairperson		Opening the meeting at 10.05am by the Chairperson.	J Taylor	
			Acceptance of Minutes of Previous Meeting held 7 <sup>th</sup> April 2017			Endorsed: R Fagin Seconded: Bill Fensome Carried: All	
			Chairperson signature on approved previous minutes: Yes				
Guest Speaker							
					No Speaker		
1. Actions Arising from Previous Minutes							
1	1.1		SIHI Report	N Woodfield	<ul style="list-style-type: none"> <li>Practical completion handover Tuesday 22<sup>nd</sup> August.</li> <li>Transition Planning</li> <li>Kitchen move in on the 28<sup>th</sup> August.</li> <li>ED and Triage 5<sup>th</sup> Sept.</li> <li>Drs rooms a little delayed.</li> </ul>	Ongoing	N Woodfield
2	2.2.1		Kununoppin Medical Service		<ul style="list-style-type: none"> <li>Very Busy</li> <li>Community members and staff satisfied with the available medical services</li> <li>Positive feedback from community</li> </ul>		N Woodfield
2	2.2.3		NEWROC Health Strategy Update	B Fensome	<ul style="list-style-type: none"> <li>Draft is now available and going to councils</li> </ul>		B Fensome
2	2.2.4		Hospital Auxiliary	Betty Ryan	<ul style="list-style-type: none"> <li>Fete this year will be held at Nungarin on the 7<sup>th</sup> October.</li> <li>Meeting on the 21<sup>st</sup> August</li> <li>Last meeting 11 Sept. at Nungarin.</li> <li>15 Curtin University students</li> </ul>	B Ryan to report back at next LHAG meeting	Betty Ryan
AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017							



STD	ITEM NO	PSQ	AGENDA ITEM	SPEAKER	DISCUSSION/DECISION	ACTION	WHO/WHEN
2	2.2.5		<b>Eastern DHAC Meeting Report</b>	<b>Sandra Waters</b>	<p><b>Debra Royle Wheatbelt Regional Coordinator WAPHA</b></p> <ul style="list-style-type: none"> <li>Continual funding for Primary Health Nurse Practitioner for Eastern Wheatbelt.- Laura Black.</li> <li>Hosting stands at Dowerin and Newdegate field days</li> <li>Commissioning for Youth Severe Mental Health and Suicide Prevention</li> <li>Wheatbelt Health Network- continue to provide integrated services for Aboriginal Health Care</li> <li>Integrated chronic disease care Merredin based care co-ordinator.</li> <li>Mental Health Portal</li> <li>Survey- CRCs asking about their VC facilities and the diversity of the community population.</li> </ul> <p><b>B.Bradley - Operations and Regional report.</b></p> <ul style="list-style-type: none"> <li>SIHI work still on going.</li> <li>Merredin ED finished October. Ambulatory Care November.</li> <li>Most sites to be finished end of 2018.</li> <li>New ED Southern Cross opened Corrigin at a standstill. Huge work load for B Bradley</li> </ul> <p><b>Medical and Nursing</b></p> <ul style="list-style-type: none"> <li>HSM Merredin still waiting to be filled.</li> <li>Medical</li> <li>No Doctor, No admissions at Merredin.</li> <li>Eastern has highest Interhospital Transfers.</li> </ul>		<b>S Waters</b>



STD	ITEM NO	PSQ	AGENDA ITEM	SPEAKER	DISCUSSION/DECISION	ACTION	WHO/WHEN
					<b>Primary Health Report</b> <ul style="list-style-type: none"> <li>Acting Manager advertised again.</li> <li>Physio resigned but plan in place</li> </ul> <b>Reports</b> -Southern Cross to liase with Primary Health to support town town in time of difficulty  <b>Kellerberrin Ladies Day – 11th October 9.30</b>		
2.	2.2.6		St John Ambulance Update	P Geraghty	<ul style="list-style-type: none"> <li>Has been busy</li> </ul>		P Geraghty
					<b>2.3 Activity/Finance/FTE</b>		
2.3	2.3.1		Financial, FTE No Report Risk Report, Activity Report	J Randall	<ul style="list-style-type: none"> <li>Stable</li> <li>Overseas nurse coming.</li> <li>PCA/support service has started.</li> </ul>	Ongoing	N Woodfield
					<b>2.3 Standing Agenda Items</b>		
1	2.4.1		Clinical Governance and CPI Programs		No Report		
2	2.4.2		Patient First Program	J. Randall	<ul style="list-style-type: none"> <li>Nil</li> </ul>		J. Randall
2	2.4.3		Disability Access and Inclusion	J. Randall	<ul style="list-style-type: none"> <li>Nil Report</li> </ul>	Report next meeting	Community members
2 1	2.4.4		Health Promotions Activities	N Woodfield	<u><b>Health Promotion Activities (Standing agenda item)</b></u> <ul style="list-style-type: none"> <li><b>Allied Health Referrals</b> for hospital inpatients are done now through the e-referral system</li> <li><b>Diabetic Clinics</b> –Diabetes service</li> </ul>	Ongoing	N Woodfield



STD	ITEM NO	PSQ	AGENDA ITEM	SPEAKER	DISCUSSION/DECISION	ACTION	WHO/WHEN
					<p>through <b>Health Navigator</b>. Consults via VC linkup. Referral can be made by the doctor, nurse or by self- referral.</p> <ul style="list-style-type: none"> <li>• <b>Asthma Awareness</b> – contact Primary Health Merredin for referrals.</li> <li>• <b>Women's Health Clinic –Next visit Sept 2017</b></li> <li>• <b>Podiatrist</b> Next visit: <b>5<sup>th</sup> Sept 2017.</b></li> <li>• <b>Private Physiotherapist</b> – available at the hospital <b>every Wednesday afternoon</b>. To make bookings in advance with Annette Bowen.</li> <li>• <b>Primary Health Physiotherapist – Bookings ring Primary Health Merredin. 90410444 .</b></li> </ul> <p><b>Optometrist – 7<sup>th</sup> Sept 2017</b></p>		
1 2	2.4.5		ACHS – National Accreditation HACC and Aged Care Accreditation	N Woodfield	<ul style="list-style-type: none"> <li>• No report</li> </ul>	Ongoing	J Randall
					<b>2.5 Other Reporting</b>		
					<b>2.6 Audits</b>		
					•		
1	2.5		Wheatbelt Audit Schedule	N Woodfield	<ul style="list-style-type: none"> <li>• Triage</li> <li>• Deteriorating Patient observations</li> <li>• Hand Hygiene</li> <li>• Security Action Plan</li> <li>• Falls Risk</li> </ul>	Continue monthly auditing following Wheatbelt audit schedule	N Woodfield



STD	ITEM NO	PSQ	AGENDA ITEM	SPEAKER	DISCUSSION/DECISION	ACTION	WHO/WHEN
					• Clinical Handover		
	<b>3.0</b>				<b>New Business</b>		
	<b>3.1</b>				<ul style="list-style-type: none"> <li>• Healthy Wheatbelt – to replace Wheatbelt Health MOU</li> <li>• No documents to discuss</li> </ul>	E O'Connell.	
	<b>4.0</b>				• <b>Documents for noting</b>		
					• Minutes of previous Meeting		

Next Meeting: Friday 13<sup>th</sup> October @ 1000 at the Kununoppin Health Service  
There being no further business the meeting closed at 12.20am.

Signature: \_\_\_\_\_



<b>7.6.5 Designated Senior Staff Members – Policy Amendment</b>	
Location:	All of Shire
File Ref:	ADM
Applicant:	Dirk Sellenger - Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to review the designated senior members of Staff at the Shire of Mukinbudin.

### **Background Information**

Council Policy 4.5 – Senior Employees designates the positions of Finance & Administration Manager and Works Supervisor as “Senior” as defined by section 5.39 of the Local Government Act 1995.

### **Officer Comment**

The CEO is a designated employee of the Council under section 5.36 of the LG Act and Council may choose which positions are designated as senior under section 5.39 of the LG Act however no member of staff may be employed by the Local Government without the approval of the CEO.

Designated senior employees are considered a carryover from the pre 1995 Local Government Act and is considered contradictory to the way the Local Government Act 1995 is intended to operate. The current CEO recently discussed this matter with West Australian Local Government Association (WALGA) as Mukinbudin is the first Shire the current CEO has worked at which has designated senior employees as defined under section 5.36 of the Local Government Act 1995.

WALGA provided the following response with regards to this matter, advising of the fact they will be seeking to have designated senior employees removed from the Act during the current review period due to the contradictory nature of these.

"Hi Dirk

Thank you for your enquiry today regarding senior employees and elected member participation in employee recruitment processes.

I confirm the following extracts from the Act and Regulations, which provide relevant guidance:

- • S.5.41(g) prescribes the functions of the CEO and specifies that the CEO is responsible for the employment, management, supervision, direction and dismissal of other employees (subject to s.5.37(2) – senior employees).
- • S.5.37 prescribes that a local government may designate employees as "senior employees", which then requires the CEO to inform the council of each proposal to employ or dismiss a "senior employee". The Council may accept or reject the CEO's recommendation and if the recommendation is rejected the Council must inform the CEO of the reasons for doing so. The Act does not prescribe or imply Council or elected member involvement in the recruitment process. It is however silent on the CEO's obligations if the Council rejects the recommendation and recognising the CEO's responsibilities under s.5.41(g), it is at the CEO's absolute discretion as to how they respond to Council's decision.
- • Rules of Conduct Regulation 9 states that a Council Member must not undertake a task that contributes to the administration of the local government (unless authorised by the CEO to undertake that task). A breach of this regulation is a Minor Breach.

WALGA's current policy is for the removal of the s.5.37 senior employee requirements, as it causes ambiguity for the separate roles of the CEO and elected members and may lead to elected members contributing to the administration of the local government in breach of the Act. I also draw to your attention to Chapter Five of the Inquiry Report into the City of Canning, where involvement of the Mayor and Deputy Mayor in an employee selection panel is noted as being contrary to the requirements of the Local Government Act.

Whilst WALGA is aware that some Local Government's have continued historic practices of elected members participating in employee recruitment, it is not recommended as a contemporary nor compliant practice within the context of the Act requirements.

I hope that this information is of assistance and please don't hesitate to call if further clarification is required.

Regards

**Lyn Fogg | Governance Advisor, Sector Support and Advice | WALGA"**

## **Strategic & Social Implications**

### **Consultation**

WALGA Staff

Department of Local Government Staff

### **Statutory Environment:**

## **Division 4 — Local government employees**

### **5.36. Local government employees**

(1) A local government is to employ —

- (a) a person to be the CEO of the local government; and

- (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.

- (2) A person is not to be employed in the position of CEO unless the council —
  - (a) believes that the person is suitably qualified for the position; and
  - (b) is satisfied\* with the provisions of the proposed employment contract.

*\* Absolute majority required.*

- (3) A person is not to be employed by a local government in any other position unless the CEO —
  - (a) believes that the person is suitably qualified for the position; and
  - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

*[Section 5.36 amended by No. 49 of 2004 s. 44; No. 17 of 2009 s. 21.]*

### **5.37. Senior employees**

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.
- (3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

*[Section 5.37 amended by No. 49 of 2004 s. 45 and 46(4); No. 17 of 2009 s. 22.]*

### **5.38. Annual review of certain employees' performances**

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

### **5.39. Contracts for CEO and senior employees**

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.
- (1a) Despite subsection (1) —
  - (a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and

- (b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.
- (2) A contract under this section —
  - (a) in the case of an acting or temporary position, cannot be for a term exceeding one year;
  - (b) in every other case, cannot be for a term exceeding 5 years.
- (3) A contract under this section is of no effect unless —
  - (a) the expiry date is specified in the contract; and
  - (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
  - (c) any other matter that has been prescribed as a matter to be included in the contract has been included.
- (4) A contract under this section is to be renewable and subject to subsection (5), may be varied.
- (5) A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.
- (6) Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.
- (7) A CEO is to be paid or provided with such remuneration as is determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7A.
- (8) A local government is to ensure that subsection (7) is complied with in entering into, or renewing, a contract of employment with a CEO.

*[Section 5.39 amended by No. 49 of 2004 s. 46(1)-(3); No. 2 of 2012 s. 13 (correction to reprint in Gazette 28 Mar 2013 p. 1317).]*

## **Policy Implications**

### **4.5 Senior Employees POLICY**

Council designates the following employees, when employed, as senior employees for the purposes of s5.39:

- Finance & Administration Manager
- Works Supervisor

### **OBJECTIVES**

To identify who is a senior employee at the Shire

### **GUIDELINES**

*Local Government Act 1995 – s5.39*  
*The Chief Executive Officer is a senior employee under the provisions of s5.36.*

### **HISTORY**

Nil

### **REVIEW**

Chief Executive Officer

## **Financial Implications**

Nil

**OFFICER RECOMMENDATION****Council Decision Number –****Moved:****Seconded:**

**That Council have no designated Senior Employees as defined under section 5.39 of the Local Government Act 1995**

**That Policy 4.5 – Senior Employees Policy be removed from the Shire Policy Manual accordingly.**

**Carried /**

7.6.6 Mukinbudin Café – Request for early Release from Lease	
Location:	Lot 35 Shadbolt Street, Mukinbudin
File Ref:	ADM
Applicant:	Mrs Leonie Taylor, Mrs Janelle Jones
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### Summary

To allow Council to consider the early release of the current Tenants of the Shire owned Mukinbudin Café whose current lease expires on 30<sup>th</sup> June 2018.

### Background Information

Following several meetings between the CEO and the current Lessors of the Mukinbudin Café and the new Lessor due to take over from 1<sup>st</sup> July 2018, the following correspondence was recently received:

Mr Dirk Sellenger  
Chief Executive Officer  
Shire of Mukinbudin  
Maddock Street  
MUKINBUDIN WA 6479

18 OCT 2017

18<sup>th</sup> October 2017

Dear Mr Sellenger

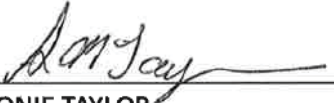
We are writing to you as per our conversation Tuesday 17<sup>th</sup> October 2017 in regard to early release from our lease on the Mukinbudin Cafe.

We understand that the new lessee is willing and able to commence on the 1<sup>st</sup> January 2018 and we ask that we be released on the 31<sup>st</sup> December 2017.

We will await your confirmation on this matter.

Yours sincerely

  
JANELLE JONES

  
LEONIE TAYLOR

The following email was received from Ms Clare Barber on 18<sup>th</sup> October 2017, confirming she is available and happy to commence from 1<sup>st</sup> January 2018.

*Hello Dirk,*

*Thank you for the opportunity to take over the Lease on the Cafe. I am looking forward to being "back", and would be happy to commence on 1st January 2018.*

*Regards,  
Clare Barber*

## **OFFICER COMMENT**

The current Lessors are seeking early release as the letter suggests. The new Lessor is willing and able to take on the lease from 1<sup>st</sup> January 2018 and the CEO believes it would be in all parties' best interest to allow for the early release and early commencement respectively.

## **Strategic & Social Implications**

The social importance of a well-run and managed Café to Mukinbudin cannot be overstated. The town has been fortunate to have had excellent Lessors in the recent past and the CEO is confident the new Lessor will continue to provide an excellent facility to Mukinbudin, its residents, ratepayers and visitors.

## **Consultation**

Current Lessors – Leonie Taylor and Janelle Jones  
New Lessor – Clare Barber

## **Statutory Environment:**

## **Policy Implications**

Nil

## **Financial Implications**

Council has made an appropriate allowance in the 2017/2018 Budget for Costs associated with the Mukinbudin Café as well as incomes from weekly lease payments by the Lessor (current and future).

## **OFFICER RECOMMENDATION**

### **Council Decision Number –**

**Moved:**

**Seconded:**

**That Council agree to the early release of the Café Lease by the current Lessors, Mrs Leonie Taylor and Mrs Janelle Jones, effective 31<sup>st</sup> December 2017.**

**That Council agree to the early commencement of the Café Lease by the new Lessor, Mrs Clare Barber, effective 1<sup>st</sup> January 2018.**

**Carried /**

<b>7.6.7 Mukinbudin Medical Centre Land Exchange – Deed Signing and Use of Common Seal</b>	
Location:	Mukinbudin Townsite
File Ref:	ADM 063
Applicant:	Nil
Date:	19 <sup>th</sup> September 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger – Chief Executive Officer
Author:	Dirk Sellenger – Chief Executive Officer
Voting Requirements:	Absolute Majority
Documents Attached:	Deed of Agreement is included within the Agenda Item
Documents Tabled:	Nil

### **Summary**

To allow Council to formally endorse the signing and sealing of the Land Exchange Deed with regards to the Mukinbudin Medical Centre.

### **Background Information**

**2017**

**THE STATE OF WESTERN AUSTRALIA  
ACTING THROUGH  
THE MINISTER FOR LANDS**

**AND**

**HEALTH MINISTERIAL BODY**

**AND**

**SHIRE OF MUKINBUDIN**

**AND**

**WA COUNTRY HEALTH SERVICE**

---

### **AGREEMENT FOR ACQUISITION AND TRANSFER OF LAND**

RESERVE 21635, MADDOCK STREET, MUKINBUDIN (LOT 168 ON DEPOSITED PLAN 193423 CLT 3110/86)  
**AND**

10 and 12 Calder Street, Mukinbudin (Lot 66 on Deposited Plan 158625 CT 1189/449, and Lot 67 on Deposited Plan 158625 CT 1525 /95).

**Department of Planning, Lands and Heritage  
Legal Services  
140 William Street  
PERTH WA 6000**



**Job 161641 File 01637-1936**

**This Agreement** is made on the                      day of                      2017

**BETWEEN**

The **STATE OF WESTERN AUSTRALIA** acting through the **MINISTER FOR LANDS**, a body corporate under the *Land Administration Act 1997*, care of the Department of Planning, Lands and Heritage, Level 2, 140 William Street, Perth, Western Australia (**State**)

**AND**

**HEALTH MINISTERIAL BODY** of care of Department of Health of 189 Royal Street East Perth Western Australia (**Health Ministerial Body**)

**AND**

**WA COUNTRY HEALTH SERVICE** of 189 Royal Street East Perth Western Australia (**WA Country Health Service**)

**AND**

**SHIRE OF MUKINBUDIN** of PO Box 67, Mukinbudin, Western Australia (**Shire**)

**BACKGROUND**

- A. The Shire is the registered proprietor of the Shire Land.
- B. The State Land is currently reserved for "Hospital Purposes" with a Management Order in favour of the Minister for Health in his capacity as the board of the hospitals known as the WA Country Health Service under the *Hospital and Health Services Act 1927*. Pursuant to section 240 of the *Health Services Act 2016*, the Health Ministerial Body became the management body of the State Land on 1 July 2016.
- C. The Minister for Health (being the Minister of the Crown responsible for administration of the Health Services Act 2016) established the WA Country Health Service pursuant to section 32 of the *Health Services Act 2016*. Pursuant to section 41(7) of the *Health Services Act 2016*, the Chief Executive has been authorised by the WA Country Health Service to execute this Deed on its behalf.
- D. The Existing Health Centre is located upon the State Land.
- E. The State requires the Shire Land for construction of the New Health Centre. Once the New Health Centre is operational the Existing Health Centre will be decommissioned.
- F. At the request of the Health Ministerial Body and the Shire, it is proposed to undertake the following actions at the following times and in the following manner:
  - (a) the Shire is to cede the Shire Land to the State immediately so that it can be revested as Crown land and management can be given to the WA Country Health Service for the construction of the New Health Centre; and
  - (b) upon the WA Country Health Service notifying the Shire and the State that the New Health Centre has been constructed and is fully operational, the State is to cancel the reservation of the State Land and transfer it in fee simple to the Shire.
- G. The State may, acting pursuant to section 11 of the LAA acquire land held in fee simple including by exchange and may transfer land in freehold under section 74 of the LAA.
- H. The value of the State Land is less than the value of the Shire Land but the State and the Shire have agreed that the State and the WA Country Health Service will not be liable to pay the difference in value.
- I. The Parties are intending to give effect to this transaction on the terms and conditions set out in this Agreement.

## OPERATIVE PART

### 1. Definitions, Interpretation AND THE STATE'S POWERS, RIGHTS AND DUTIES

#### 1.1 Definitions

In this Agreement, unless the context requires otherwise, the following words have the following meaning:

**Agreement Date** means the date of execution of this Agreement by the last party to this Agreement whose execution is necessary to make this Agreement binding on all parties.

**Business Day** means any day other than a Saturday, Sunday or State public holiday in Western Australia.

**Conditions Expiry Date** means the 1 January 2019.

**Contaminated** has the same meaning as that term is defined in the CSA, and **Contamination** is the state of being Contaminated.

**Crown** means the Crown in right of the State of Western Australia.

**CSA** means the *Contaminated Sites Act 2003*.

**Department** means the Department principally assisting the Minister for Lands in the administration of the LAA.

**Encumbrance** means a mortgage, charge, bill of sale, lien, pledge, easement, reservation, condition, positive covenant, restrictive covenant, memorial (and any conditions or statements contained in the memorial), building condition, writ, warrant, caveat (and the claims stated in the caveat) or other right or interest of any third party affecting the State Land or the Shire Land or any part of the State Land or the Shire Land.

**Environmental Laws** means all planning, environmental or contamination or pollution laws and any regulations, orders, directions, ordinances or requirements, permissions, permits or licences issued thereunder.

**Existing Health Centre** means the existing Mukinbudin health centre located upon the State Land which will be decommissioned once the New Health Centre has been constructed upon the Shire Land.

**GST** has the meaning given in section 195-1 of the GST Act.

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for or amending that Act.

**GST law** has the meaning given in section 195-1 of the GST Act.

**LAA** means the *Land Administration Act 1997*.

**Minister for Lands** means the Minister for Lands, being a body corporate continued under section 7(1) of the LAA and being the Minister to whom the administration of the LAA is from time to time committed by the Governor.

**New Health Centre** means the new Mukinbudin health centre which will be constructed by the WA Country Health Service upon the Shire Land.

**New Health Centre Completion Date** means the date the construction of the New Health Centre has been completed and the New Health Centre is operational.

**Outgoings** means all rates, taxes, assessments, charges (including but not limited to charges for water consumption and fixed charges) and outgoings (periodic or otherwise) chargeable or payable in respect of the relevant land.

**Party** means the State or the Health Ministerial Body, WA Country Health Service or the Shire as the case requires.

**Parties** means the Shire and the Health Ministerial Body and the WA Country Health Service and the State.

**Register** has the same meaning as defined in the TLA.

**Registrar** means the Registrar of Titles appointed under section 7 of the TLA.

**Schedule** means the Schedule to this Agreement.

**Shire Land** means the land described in item 3 of the Schedule together with all buildings and improvements on that land.

**Shire's Conveyancer** means the person or persons nominated by the Shire to represent the Shire in relation to the State Land Settlement and the Shire Land Settlement.

**Shire Land Completion Date** means the date settlement of the Shire Land under this Agreement is actually effected.

**Shire Land Purchase Price** means the sum of \$22,000 inclusive of GST being the unimproved market value of the Shire Land valued by the Valuer General on 5 September 2016.

**Shire Land Settlement** means the settlement under clause 3.

**Shire Land Settlement Date** is the date being the later of:

- (a) the date that is 10 Business Days after the Agreement Date; or
- (b) any other date as agreed in writing between the State, the Minister for Health and the Shire from time to time.

**Shire Land Transfer** means a transfer of the Shire Land to the State in a form approved by the Registrar and acceptable to the TLA Agency for the purposes of registration under the TLA.

**Specified Encumbrance** means the Encumbrance listed in Item 2 of the Schedule

**State Land** means the land described in item 1 of the Schedule together with all buildings and improvements on that land.

**State Land Transfer Conditions** means the State Land transfer conditions set out in clause 4.2.

**State Land Completion Date** means the date settlement of the State Land under this Agreement is actually effected.

**State Land Purchase Price** means the sum of \$15,000 inclusive of GST being the unimproved market value of the State Land valued by the Valuer General on 5 September 2016.

**State Land Settlement Date** is the date being the later of:

- (a) the date that is 10 Business Days after the date that all of the State Land Transfer Conditions in clause 4 are satisfied; or
- (b) any other date as agreed in writing between the State, the Minister for Health and the Shire from time to time.

**State Land Transfer** means a transfer of the State Land to the Shire in a form approved by the Registrar and acceptable to the TLA Agency for the purposes of registration under the TLA.

**Taxable Supply** has the meaning given in section 195-1 of the GST Act.

**Tax Invoice** has the meaning given in section 195-1 of the GST Act.

**TLA** means the *Transfer of Land Act 1893*.

**TLA Agency** means the agency or department responsible for the registration of dealings relating to land in the register kept pursuant to the TLA, which at the date of this Agreement is the Western Australian Land Information Authority, trading as 'Landgate', 1 Midland Square, Midland, Western Australia.

**Valuer General** means the Valuer General of Western Australia, appointed under the *Valuation of Land Act 1978*.

## 2. Interpretation

### 2.1 Interpretation

In this Agreement, unless the context otherwise requires:

- (c) headings, underlining and numbering are for convenience only and do not affect the interpretation of this Agreement;
- (a) words importing the singular include the plural and vice versa;
- (b) words importing a gender include every gender;
- (c) a reference to a thing includes a part of that thing;
- (d) references to parts, clauses and parties are references to parts and clauses of, and parties to, this Agreement;
- (e) where the day on or by which a thing is required to be done is not a Business Day that thing must be done on or by the succeeding Business Day;
- (f) a covenant or agreement by more than one person binds, and is enforceable against, those persons jointly and each of them severally;
- (g) no rules of construction apply to the disadvantage of a party because that party was responsible for the drafting of this Agreement or of any part of this Agreement;
- (h) a reference to a party, if that party ceases to exist or is reconstituted, renamed or replaced, or its powers or functions are transferred to any other person, refers respectively to the person established or constituted in its place or succeeding to its powers or functions;
- (i) a reference to a statute, regulation, proclamation, order, ordinance or by-law includes every statute, regulation, proclamation, order, ordinance or by-law varying, consolidating or replacing it, and a reference to a statute includes every regulation, proclamation, ordinance and by-law issued under that statute;
- (j) a reference to “including” is to be read as “including, without limitation”;
- (k) a reference in this Agreement to a sub-clause, paragraph or sub-paragraph is a reference to a sub-clause, paragraph or sub-paragraph in the clause or definition in which the reference appears; and
- (l) words used in this Agreement which are not expressly defined in this Agreement but which are defined in the LAA, or the TLA, or the GST Act have the meaning given to them under the LAA or TLA or the GST Act as the case may be.

## 2.2 **Exercise and performance of the State’s powers and duties**

The Shire acknowledges that under the provisions of the LAA:

- (a) any right, duty or power conferred or imposed on the State under this Agreement may be exercised or performed by the Minister for Lands; and
- (b) the Minister for Lands may, under an instrument of delegation, delegate to a person any right, duty or power which this condition or this Agreement authorises or requires the Minister for Lands to exercise or perform.

## 2.3 **Terms not to affect State’s or Minister for Lands’s rights or powers under the LAA**

The Shire agrees that the terms of this Agreement do not in any way affect, alter or derogate from the State’s or the Minister for Lands’ rights or powers under the LAA.

## 3. **TRANSFER OF SHIRE LAND TO THE STATE**

### 3.1 **Transfer of Shire Land**

The Shire, in consideration of the State promising to transfer the State Land to the Shire in accordance with clause 4.5, will cede the Shire Land to the State as at the Shire Land Settlement Date in accordance with the Shire Land Settlement process in clause 3.5.

### 3.2 **Shire Land Encumbrances**

The ceding of the Shire Land to the State will be, other than Specified Encumbrances, free of all Encumbrances.

### 3.3 **Settlement of the Shire Land and Settlement Place**

Settlement is to take place on the Shire Land Settlement Date at the offices of the Department in Perth or at Landgate in Perth or at any other place in Perth as the State appoints.

### 3.4 **WA Country Health Services’s obligations**

Prior to the Shire Land Settlement Date:

- (a) the WA Country Health Service will deliver to the State a bank cheque in payment of the following fees:
  - (i) *Document Preparation Fee (including GST) - \$135.00;*
  - (ii) *Document registration fees - \$168.70.*
- (b) The WA Country Health Service must, at the WA Country Health Services' cost, have this Agreement, once signed, assessed and endorsed by the Office of State Revenue with the payment of any duty payable under the *Duties Act 2008* and provide a copy of the endorsed Agreement to the State prior to the Shire Land Settlement.

### 3.5 **Procedure at Shire Land Settlement**

- (a) On the Shire Land Settlement Date:
  - (i) The State must deliver or cause to be delivered to the Shire:
    - (A) A bank cheque for the GST payable on the consideration for the supply of the Shire Land based on the market value of the State Land;
  - (ii) The Shire must deliver or cause to be delivered to the State;
    - (A) the Shire Land Transfer duly executed by the Shire which has been endorsed with duty or endorsed as exempt from duty and duly executed by the Shire as transferor; and
    - (B) the discharge of any Encumbrance registered against the Shire Land (other than any Specified Encumbrance) duly executed by the holder of the Encumbrance and in registrable form, together with payment for the registration fees payable to the TLA agency in respect of the discharge of any Encumbrance;
    - (C) The Duplicate Certificate of Title for the Shire Land;
  - (i) **A GST Tax Invoice for the Supply of the Shire Land based on the market value of the State Land.**
- (d) Immediately after Settlement the State will lodge for registration at the TLA Agency the Shire Land Transfer duly executed on behalf of the State to enable the Shire Land to be ceded to the State, together with all other documents relating to the discharge of Encumbrances.
- (b) The Parties will attend promptly to any requisition notices received from the TLA Agency.

## 4. **TRANSFER OF STATE LAND TO THE SHIRE**

### 4.1 **WA Country Health Services' Obligations**

Within 30 days following the New Health Centre Completion Date the WA Country Health Service shall:

- (a) notify both the State and the Shire in writing of the New Health Centre Completion Date; and
- (b) arrange for the Health Ministerial Body to notify the State that the Health Ministerial Body agrees to the revocation of Management Order G751934 in accordance with section 50(1)(a) LAA.

### 4.2 **Settlement of State Land Conditional upon Health Ministerial Body**

Subject to clause 4.3, the State Land Settlement under clause 4 is subject to and conditional upon the WA Country Health Service:

- (a) having constructed the New Health Centre upon the Shire Land; and
- (b) having notified the State and the Shire in accordance with clause 4.1(a);
- (c) arranging for the Health Ministerial Body to agree to the revocation of Management Order G751934 in accordance with clause 4.1(b).

by the Conditions Expiry Date.

### 4.3 **Benefit of Conditions and extension of dates**

The State Land Transfer Conditions are for the benefit of the Parties and cannot be waived by any Party but the Parties can agree in writing to extend the period for completion of the State Land Transfer Conditions or extend the State Land Settlement Date.

### 4.4 **Time of the essence**

Time is deemed to be of the essence for the purposes of satisfying the State Land Transfer Conditions.

#### 4.5 **Transfer of the State Land**

Subject to satisfaction of the State Land Transfer Conditions, the State, in consideration of the Shire having ceded the Shire Land to the State under clause 3, will convey the State Land to the Shire in fee simple and on the State Land Settlement Date subject to clause 4.3 in accordance with the State Land Settlement processes in clause 4.7.

#### 4.6 **Shire's obligations prior to State Land Settlement**

The Shire must at the Shire's cost, tender the State Land Transfer duly executed by the Shire to the State at least 7 Business Days prior to the State Land Settlement Date.

#### 4.7 **Procedure at State Land Settlement**

##### (a) **At the State Land Settlement:**

##### (i) the State must deliver to the Shire:

- (A) the discharge of any Encumbrance registered against the State Land (other than any Specified Encumbrance) duly executed by the holder of the Encumbrance and in registrable form;
- (B) a GST Tax Invoice for the Supply of the State Land based on the market value of the Shire Land;

##### (ii) ***the Shire must deliver to the State:***

- (A) a cheque for the GST payable on the consideration for the supply of the State Land based on the market value of the Shire Land;
- (B) a bank cheque in payment of the following fees:
  - (1) *Document Preparation Fee (including GST) - \$135;*
  - (2) *Document registration fees - \$ 168.70.*

- (b) Immediately after Settlement the State will lodge for registration at the TLA Agency the State Land Transfer duly executed on behalf of the State to enable the State Land to be transferred to the Shire, together with all other documents relating to the discharge of Encumbrances.

#### 4.8 **Certificate of Title for the State Land**

The Shire acknowledges that:

- (a) a duplicate certificate of Crown land title for the State Land does not exist and will not be delivered by the State to the Shire or the Shire's Conveyancer at the State Land Settlement;
- (b) on the State Land Settlement Date a Certificate of Title for the State Land will not exist and the State is not obliged to produce to the Shire a duplicate Certificate of Title for the State Land at that date;
- (c) a Certificate of Title for the State Land will be created by the Registrar once the State Land Transfer has been registered in accordance with the provisions of the TLA where the Registrar will endorse on the Certificate of Title the particulars of all dealings and matters affecting the State Land as specified in, or effected by this Agreement and the State Land Transfer; and
- (d) unless the Shire has on the State Land Transfer requested the duplicate Certificate of Title for the State Land not to be issued, a duplicate Certificate of Title for the Land will be issued by the Registrar and forwarded to the issuing party as requested on the State Land Transfer.

#### 4.9 **State to Notify Shire of Specified Encumbrances**

The State may at any time notify the Shire of any covenants and easements which the State Land will be subject to and the State Land will be conveyed subject to those covenants and easements identified as a result of the satisfaction of the State Land Transfer Conditions in clause 4.2.

#### 4.10 **State Land Encumbrances**

The transfer of the State Land will be free of all Encumbrances other than Specified Encumbrances and the covenants and easements referred to in clause 4.9.

### 5. **FAILURE TO SATISFY CONDITIONS**

#### 5.1 **Failure to satisfy State Land Transfer Conditions**

Subject to clause 4.3, if the State Land Transfer Conditions are not satisfied on or before the Conditions



- (a) and if the WA Country Health Service does not intend to construct the New Health Centre on the Shire Land and gives a notice stating this to the State, the State will transfer the Shire Land back to the Shire; or
- (b) if the WA Country Health Service does still intend to construct the New Health Centre on the Shire Land and gives a notice stating this to the State, there will be no obligation on the State to transfer the Shire Land back to the Shire.

and the provisions of this Agreement relating to transfer of the State Land to the Shire will have no further force or effect.

## 6. GENERAL SETTLEMENT PROVISIONS

The Parties will attend promptly to any requisition notices received from the TLA Agency.

## 7. valuation of Shire land and state land

### 7.1 Consideration

The consideration for the conveyance of the State Land is the value of the Shire Land being ceded to the State and the consideration for the ceding of the Shire Land is the value of the State Land that is being conveyed to the Shire but it is agreed by the Shire that the State and the Minister for Health are not liable to pay the difference in value between the State Land and the Shire Land.

## 8. Valuation of shire land and state land

### 8.1 Current valuation

The State Land and the Shire Land have been valued by the Valuer General on 5 September 2016 to have a market value of:

- (e) State Land, \$15,000 inclusive of GST; and
- (b) Shire Land, \$22,000 inclusive of GST.

### 8.2 New Valuation

- (f) If:
  - (i) *the State Land Settlement Date is not a date which is prior to; or*
  - (ii) *the Shire Land Settlement and the State Land Settlement have not occurred*

*by the Conditions Expiry Date, the market value of the State Land and the Shire Land is to be reviewed and determined by the Valuer General, as outlined in subclause (b);*

- (b) the review by the Valuer General of the market value of the State Land and the Shire Land will be on the basis that the land in each case is in the same state and condition as it was in when the first valuation was conducted and a new valuation will be produced (New Valuation);
- (c) the Shire may engage an external valuer at the Shire's cost to value the State Land and the Shire Land and which valuation shall be provided to the State for onward transmission to the Valuer General for consideration;
- (d) the Parties are bound by the values of the State Land and the Shire Land determined by the New Valuation as final and binding and this Agreement is to be read as if varied by all necessary modifications to give effect to the values in the New Valuation;
- (e) the State will notify the Shire in writing of the New Valuation as soon as reasonably practical after the New Valuation is obtained.

## 9. POSSESSION AND RISK

### 9.1 Possession

- (g) The State will be entitled to, and the Shire will deliver to the State, possession of the Shire Land on the Shire Land Completion Date;
- (a) The Shire will be entitled to, and the State will deliver to the Shire, possession of the State Land on the State Land Completion Date.

### 9.2 Risk

Despite any rule of law or equity to the contrary:

- (h) the Shire Land is at the risk of the State on and from the Shire Land Completion Date or from the time the State has possession of the Shire Land, whichever is the earliest; and

- (a) the State Land is at the risk of the Shire on and from the State Land Completion Date or from the time the Shire has possession of the State Land, whichever is the earliest.

#### 10. **outgoings**

- (a) The Shire is responsible for all Outgoings relating to the Shire Land up to the earlier of the State taking possession of the Shire Land or the Shire Land Completion Date.
- (b) There will be no apportionment or adjustment of Outgoings at the Shire Land Settlement or the State Land Settlement.
- (c) The State Land, being Crown land, is not subject to Outgoings but after the State Land Completion Date, the Shire is liable for the payment of all Outgoings chargeable or payable in respect of the State Land.

#### 11. **General Provisions about the land**

##### 11.1 **The Shire's acknowledgments about the State Land**

The Shire acknowledges and agrees that:

- (i) The transfer of the State Land will be on an "as is" basis;
- (j) no warranty or representation has been given or made to the Shire or anyone on the Shire's behalf by the State or the Minister for Lands or the Health Ministerial Body or any other person on the State or Minister for Lands or Health Ministerial Body's behalf as to:
  - (i) *the title of the State Land;*
  - (ii) *whether there exists any contamination, pollution or other environmental harm affecting the State Land;*
  - (iii) *any order or requisition affecting the State Land;*
  - (iv) *the condition or state of repair of the State Land or any part of the State Land;*
  - (v) *the condition or state of repair of any improvements on the State Land;*
  - (vi) *the suitability of the State Land for any use or purpose whatsoever; and*
  - (vii) *whether there are public utility services such as power, water, sewerage, telecommunications, on or available to the State Land;*
  - (viii) *the statutory fees referred to in clauses 3.4(a) and 4.7(a)(ii)(B) are fees determined by other agencies, which are outside the control of the State. The State will notify the Shire of any increase in fees which increase shall be the responsibility of the Shire and payable by the Shire at the same time as the fee would otherwise have been payable or on demand whichever is the later.*
- (k) the Shire has relied on its own inspection and enquiry in respect of all matters relating to the State Land, including the matters set out in subclauses (a) and (b); and
- (l) the Shire is not entitled to make any claim for compensation, or to rescind this Agreement in respect of the matters referred to above or the lack of services to the State Land or the location of any services within the State Land.

##### 11.2 **Planning and other matters**

The Shire acknowledges that the State Land is sold subject to the provisions of any town planning scheme, zoning by-laws and other laws affecting the State Land.

##### 11.3 **Release by the Shire**

The Shire hereby releases and will keep released the Minister for Lands, the Health Ministerial Body, the WA Country Health Service and the State of Western Australia (including its departments and agencies) and their respective employees, officers and agents from all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the matters referred to in clauses 11.1 and 11.2 including claims, actions, loss, damage, liability, costs and expenses relating to the State Land.

##### 11.4 **Requisitions on title**

None of the Parties are entitled to make any objection to or requisition on the title to the Shire Land or the State Land, as the case may be.

##### 11.5 **Clause Continuance**

This clause 11 and the matters in it continue after the State Land Settlement.



## 12. Default and termination

### 12.1 Default

- (a) Except as otherwise specifically provided in this Agreement, no Party is entitled to terminate this Agreement on the ground of any of the other Parties' default in performing or observing any obligation imposed on that other Party under this Agreement, unless:
  - (i) *the Party not in default has first given to the Party in default a written notice specifying the default complained of, which notice shall require that the default be remedied within the period stipulated in that notice; and*
  - (ii) *the Party not in default has given to the other Party not in default a copy of the notice referred to in sub-clause (i) above; and*
  - (iii) *the Party in default fails to remedy the default within the period stipulated in that notice.*
- (b) The period stipulated in the written notice referred to in subclause (a)(i) will not be less than 5 Business Days.
- (c) The giving of a notice under this clause does not prejudice the right of either party to give a further notice under this clause.

### 12.2 Termination of Agreement

If any Party is in default in performing or observing any obligation imposed on it or them under this Agreement (and it has not been remedied as provided in clause 12.1) or repudiates this Agreement (defaulting party), then the Party not in default or the non-repudiating Party, may proceed to take or recover possession of its or their land and terminate this Agreement by giving notice to the defaulting Party and any other Party and will be at liberty to re-sell its or their land and there will be no further claim under this Agreement by any Party against the other(s) at law or in equity.

## 13. Caveats

If a caveat is lodged against the certificate of title for the Shire Land before the Shire Land Settlement Date or against the certificate of Crown land title for the State Land before the State Land Settlement Date and the State or the Shire, as the case may be, is unable to produce at the State Land Settlement or the Shire Land Settlement, a withdrawal of the caveat, despite any other clause in this Agreement:

- (a) the Party whose land is affected by the caveat (affected party) may by written notice to the other Party extend the Shire Land Settlement Date or the State Land Settlement Date as the case may be by such period not exceeding 28 days or such other period as the State and the Shire may agree in writing to attempt to cause the caveat to be withdrawn, removed or lapsed from the Register; and
- (b) if the affected party, for whatever reason, cannot cause the caveat to be withdrawn, removed or lapsed from the Register on or before the extended Shire Land Settlement Date or the State Land Settlement Date under sub-clause (a) above, this Agreement will be deemed to have come to an end subject to clause 5.1 and there will be no further claim under this Agreement by any Party against the other(s) at law or in equity.

## 14. Miscellaneous

### 14.1 Notices

- (a) Any notice given or required to be given under this Agreement must be in writing addressed as shown below;

- (i) ***if to the State:***

The Department of Planning, Lands and Heritage

Level 2, 140 William Street

PERTH WA 6000

Attn: Manager, Goldfields Esperance Wheatbelt

Facsimile: (08) 655 24417

- (i) ***if to the Health Ministerial Body or WA Country Health Service:***

The Department of Health  
189 Royal Street  
EAST PERTH WA 6004

Attn: Manager, Land and Property, Health Infrastructure Unit

- (ii) *if to the Shire, to the Shire's address shown in this Agreement (or to any other address specified by the Shire to the Department by notice).*
- (b) A notice served on the Shire's Conveyancer in accordance with this clause will be treated for all purposes as if the notice had been served on the Shire.
- (c) A Notice:
  - (i) *must be signed by the sender or an officer of, or under the common seal, of the sender or by the sender's authorised representative (as the case may be);*
  - (ii) *is to be regarded as being given by the sender and received by the addressee:*
    - (A) if by delivery in person, when delivered to the addressee;
    - (B) if by post (which posting must be by pre-paid security post), 3 Business Days from and including the date of posting to the addressee; and
    - (C) if by facsimile transmission:
      - (1) *on the date the notice or communication is transmitted in its entirety by a facsimile machine; and*
      - (2) *that facsimile machine produces a transmission report which indicates that the facsimile was sent in its entirety to the facsimile number of the addressee,*

but if the delivery or transmission by facsimile is on a day which is not a Business Day or is after 5.00 p.m. (addressee's time) it is to be regarded as being given at 9.00 a.m. (addressee's time) on the next succeeding Business Day; and

- (iii) *can be relied upon by the addressee, and the addressee is not liable to any other person for any consequences of that reliance if the addressee believes it to be genuine, correct and authorised by the sender.*

## 1.2 Governing Law

This Agreement is to be governed by, and construed according to, the laws of Western Australia.

## 1.3 Severability

- (b) **If a condition, covenant or stipulation of this Agreement or the application of them to a person or circumstances is, or becomes, invalid or unenforceable the remaining** covenants, conditions and stipulations are not to be affected by the invalidity or enforceability, and each covenant, condition and stipulation of these is Agreement will be valid and enforceable to the fullest extent permitted by law.
- (c) Clause 12.3(a) has no effect if the severance alters the substance of this Agreement or is contrary to public policy.

## 14.2 Assignment

The Shire may not assign its rights under this Agreement without the prior written consent of the Minister for Lands, the WA Country Health Service and the Health Ministerial Body, which consent may be withheld in the absolute discretion of the Minister for Lands, the WA Country Health Service and Health Ministerial Body.

## 14.3 Waiver and Variation

A provision of, or a right created under, this Agreement may not be:

- (a) **waived except in writing signed by the Party granting the waiver; or**
- (b) **varied except in writing signed by all Parties.**

## 14.4 Further Assurances

The Minister for Lands on behalf of the State, and the Health Ministerial Body and WA Country Health Service and the Shire agree to sign, execute and complete all further assurances and documents and to do all things reasonably required to complete the matters set out in, or contemplated by, this Agreement.

#### 14.5 **Legal Costs**

Each Party is to pay its own solicitor's costs in respect of this Agreement and the completion of this Agreement.

#### 15. **Goods and Services Tax**

##### 15.1 **GST payable**

The consideration for a Supply under this Agreement is exclusive of any GST imposed on the supply.

##### 15.2 **Warranty that the Shire is registered for GST**

The Shire warrants that:

- (m) it is registered for GST pursuant to the GST Act;
- (a) the supply by it of the Shire Land is a Taxable Supply and a Tax Invoice will be issued by it to the State for the supply of the Shire Land based on the market value of the State Land as set out in clause 3.5(i) prior to or at the Shire Land Settlement; and

if any of the information set out in subclauses (a) or (b) changes prior to the State Land Settlement such that the supply of the Shire Land by it is not a Taxable Supply then it will immediately advise the State of this.

##### 15.3 **Tax Invoice for Supply of State Land**

The State agrees that the supply of the State Land is a Taxable Supply and a Tax Invoice will be issued to the Shire for the supply of the State Land based on the market value of the Shire Land as set out in clause 4.7(a)(B) prior to or at the State Land Settlement.

##### 15.4 **Notification is conclusive**

A written notification given to the recipient by the supplier of the amount of GST that the supplier is liable to pay on a Taxable Supply made or to be made under this Agreement is conclusive between the Parties except in the case of an obvious error.

##### 15.5 **The recipient must pay GST at Settlement**

The recipient must pay to the supplier the amount of the GST that the supplier is liable to pay for a Taxable Supply under this Agreement at the State Land Settlement and the Shire Land Settlement.

**EXECUTED by the parties as a deed.**

**Signed for the STATE OF WESTERN AUSTRALIA**  
for and on behalf of the **MINISTER FOR LANDS** by

\_\_\_\_\_

\_\_\_\_\_  
(print full name)

\_\_\_\_\_  
(position title)

Department of Planning, Lands and Heritage  
pursuant to a delegation of the Minister for Lands'  
powers under section 9 of the *Land Administration Act 1997*  
in the presence of:

\_\_\_\_\_

\_\_\_\_\_  
AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017  
(print full name)

THE COMMON SEAL OF ]  
SHIRE OF MUKINBUDIN ]  
WAS HEREUNTO AFFIXED IN THE ]  
PRESENCE OF: ]

MAYOR/SHIRE PRESIDENT\*

NAMES OF MAYOR/SHIRE PRESIDENT (PRINT)\*

CHIEF EXECUTIVE OFFICER

NAMES OF CHIEF EXECUTIVE OFFICER (PRINT)

\*DELETE WHICHEVER IS NOT APPLICABLE

Signed by Jeffrey Moffet, Chief Executive, )  
for and on behalf of the **WA Country** )  
**Health Service** in accordance with Section 41) Signature  
of the *Health Services Act 2016* ) Date  
in the presence of: )

Witness sign

Witness Print Full Name

Witness Print Address

Witness Print Occupation

Signed for and on behalf of the )  
**HEALTH MINISTERIAL BODY** by )  
 \_\_\_\_\_ )  
 (Print full name) ) (Signature)  
 the officer duly authorised ) Director Health Infrastructure Unit  
 by the Body pursuant to section 12(5) )  
 of the *Health Services Act 2016* for that )  
 purpose in the presence of )

\_\_\_\_\_ Witness signature

\_\_\_\_\_ Print Full Name

\_\_\_\_\_ Address

\_\_\_\_\_ Occupation

## SCHEDULE

### ITEM 1            STATE LAND

LOT 168 ON DEPOSITED PLAN 193423, BEING KNOWN AS RESERVE 21635, AND BEING THE LAND COMPRISED IN CERTIFICATE OF CROWN LAND TITLE VOLUME 3110 FOLIO 86.

### ITEM 2            SPECIFIED ENCUMBRANCES

- (a)    State Land - Nil and
- (b)    Shire Land - Nil.

### ITEM 3            SHIRE LAND

Lot 66 on Deposited Plan 158625 being the land contained in Certificate of Title Volume 1189 Folio 449  
and  
Lot 67 on Deposited Plan 158625 being the land comprised in Certificate of Title Volume 1525 Folio 95.

### **Officer Comment**

This matter has previously been discussed on several occasions by the Council and in summary, the Shire of Mukinbudin purchased and demolished an old residence and agreed to give this land to the State with the understanding a land exchange would be done to allow the Shire to obtain the current Medical Centre once the new facility is complete.

Council needs to give some thought about the possible future use of the current (old) Medical Centre however this isn't a decision for Council at this stage.

### **Strategic & Social Implications**

The new Medical Centre is considered essential for the Community of Mukinbudin and the assistance with regards to this project by way of the Shire land exchange was entered into by the Shire to assist with the process. Whilst this is a full State Government process it is considered an excellent example of State and Local Governments working together to achieve the desired result, in this case in the form of a new Medical Centre in Mukinbudin.

### **Consultation**

Cr Gary Shadbolt – Shire President

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

An extract from the Deed follows:

AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

## 15.6 Current valuation

The State Land and the Shire Land have been valued by the Valuer General on 5 September 2016 to have a market value of:

- a) State Land, \$15,000 inclusive of GST; and
- b) Shire Land, \$22,000 inclusive of GST.

Council has made no allowance for costs associated with the transfer of Land in the 2017/2018 Budget document and any costs are expected to be of minimal value and have no serious or negative impact to the day to day operations of the organisation.

## OFFICER RECOMMENDATION

### Council Decision Number –

**Moved:**

**Seconded:**

**That Council formally endorse the actions of the Shire President and Chief Executive Officer signing and sealing the land exchange deed, agreement for acquisition and transfer of land reserve 21635, Maddock Street, Mukinbudin (lot 168 on deposited plan 193423 clt 3110/86) and 10 and 12 Calder Street, Mukinbudin (Lot 66 on Deposited Plan 158625 CT 1189/449, and Lot 67 on Deposited Plan 158625 CT 1525 /95).**

**Carried: /**

<b>7.6.8 Officer to Purchase – Portion Lot 204 Mukinbudin</b>	
Location:	Lot 204 Bent and Shadbolt Streets, <b>Mukinbudin</b>
File Ref:	ADM
Applicant:	AIM (Agricultural Implements, Mukinbudin)
Date:	4 <sup>th</sup> September 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to consider the subdivision and sale of Lot 204 Mukinbudin to allow for the expansion of the existing business (Agricultural Implements, Mukinbudin) situated on the corner of Bent and Shadbolt Street.

### **Background Information**

AIM (Agricultural Implements, Mukinbudin) has expressed interested in purchasing an additional 7,000m<sup>2</sup> of land from Lot 204 to extend its existing operations in Mukinbudin.

Lot 204 is currently owned by the Council.

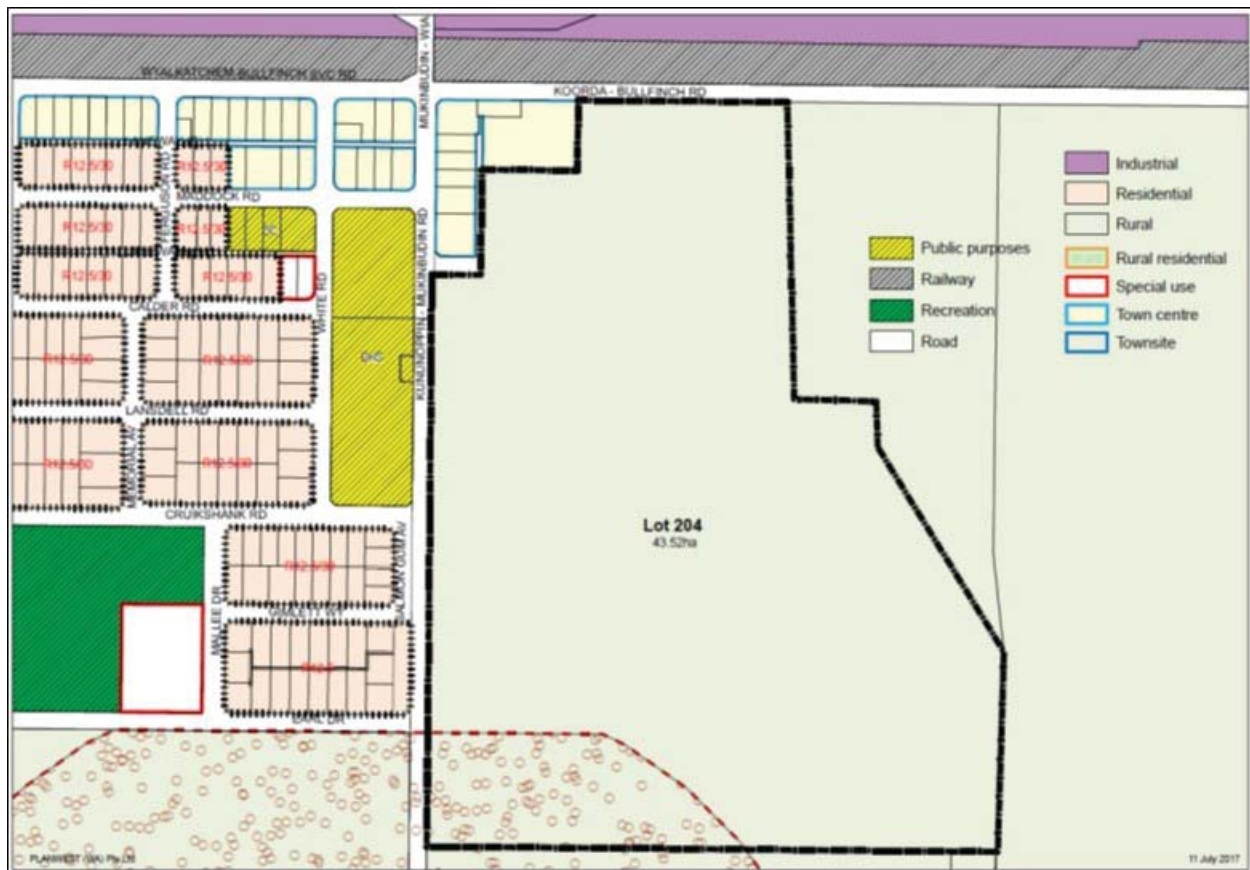
AIM currently has an established agricultural supply and service operation at No 1 corner Bent and Shadbolt Streets (shown as part of Deposited Plan (DP) 25940). No 1 is currently in two parts, one part directly on the corner of the two streets (western part) measuring about 1,943m<sup>2</sup>; the other (eastern part) measures about 7,952m<sup>2</sup>. The two parts of the existing DP are not contiguous.

The additional 7,000m<sup>2</sup> would be amalgamated with this eastern part thus creating no additional lots.

**Figure 1** provides a location plan of Lot 204 adjacent to the Mukinbudin townsite. The figure also shows the existing Scheme designations.



FIGURE 1 – LOCATION PLAN



Source: DoP, Planwest

**Figures 2 and 3** show a view of the existing improvements on the corner site, and **Figure 4** a closer aerial view of the eastern part of No 1 overlaid with information from the Landgate web site

**FIGURE 2 – EXISTING BUSINESS from SHADBOLT Street**



**Source:** Google, Planwest]

**FIGURE 3 – EXISTING BUSINESS from BENT Street**



**Source:** Google, Planwest]

#### FIGURE 4 – AERIAL VIEW OF EXISTING SITE



**Source:** Landgate, Planwest]

**Figure 5** shows an aerial photograph of Lot 204 in relation to the Mukinbudin townsite.

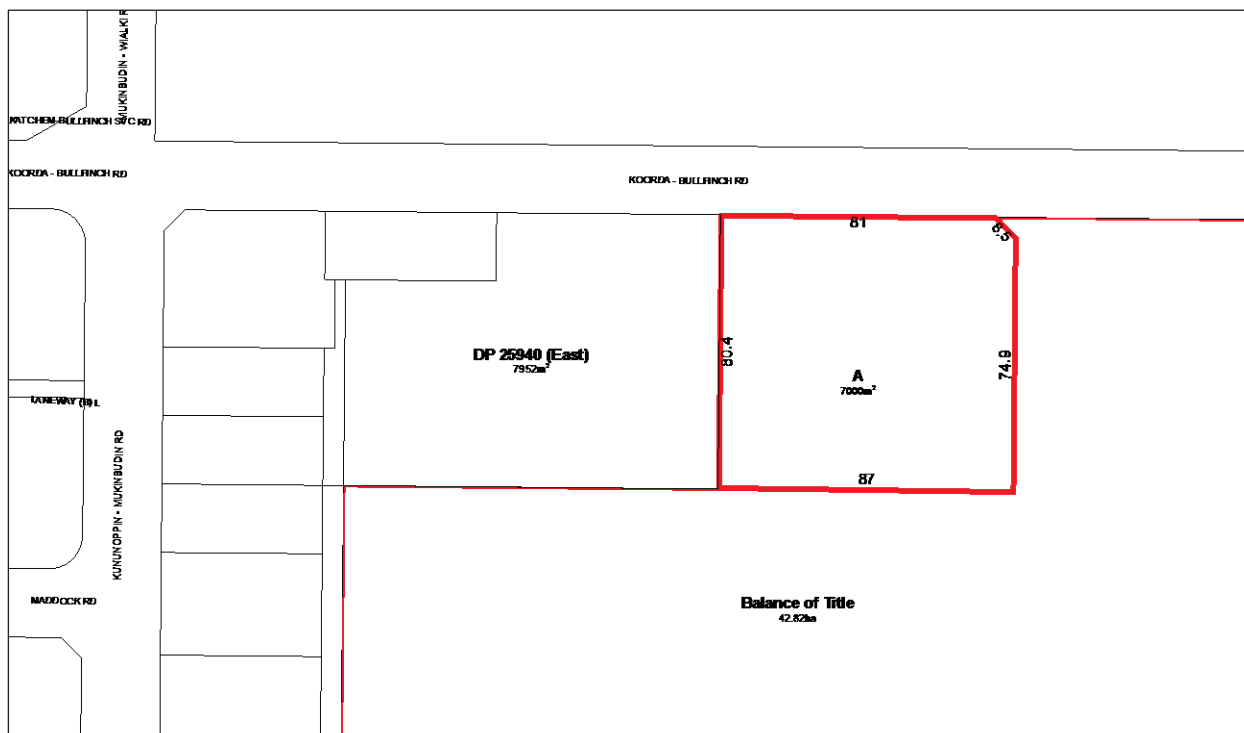
**FIGURE 5 – AERIAL PHOTOGRAPH OF SUBJECT LAND**



Source: Google, Planwest]

The 7,000m<sup>2</sup> portion of Lot 204 is shown in **Figure 6** (and on Plan B).

**FIGURE 6 – SPECIFIC LAND AREA**





In order that the Council can permit an extension to the existing business, the land needs to be rezoned. The most appropriate zone is 'Town Centre' as the Scheme currently has no 'commercial' zone.

This would provide and continuation of the existing Town Centre zone eastwards on Shadbolt Street.

### **Proposed Development**

Although there are no development plans lodged, these will need to comply with the Scheme provisions in terms of setbacks, parking, landscaping and the like.

### **OFFICER COMMENT**

The proposed development is welcomed by the Council as it will consolidate the existing AIM operations in the town and Shire.

The Council is keen to facilitate the proposed land purchase but is cognisant of the potential costs that will be involved in the Scheme Amendment and the subdivision process.

### **Scheme Amendment**

The cost of the preparation of the Scheme Amendment will need to be borne by the proponent, as it is specifically for the benefit of the proponent. These costs include items like the preparation of the amendment documents, advertising and gazettal fees. It is recommended that this process be commenced as soon as possible as it typically takes the longest to process. This process could take up to 12 months.

The recommendation suggests that, firstly the Council supports the sale of the 2 hectares (subject to Local Government Act requirements); and then initiates a Scheme amendment to rezone the land.

### **Subdivision**

It is recommended that the Council signs a subdivision application (as the owner of the land). This will allow the proponent to lodge the application (ie be the applicant) and therefore be responsible for subdivision costs.

The WA Planning Commission has 90 days in which to determine a subdivision application. If the subdivision is lodged, and approved, ahead of the Scheme Amendment the land can only be used in accordance with the Scheme for development in a 'Rural' zone.

The WA Planning Commission has a default position of not supporting the subdivision of rural land, however it may see this as an exception due to its proximity to the Townsite development.

Subdivision application costs include a WAPC fee of at least \$3,000, and the cost to prepare the application.

If the application is approved there will most likely be significant costs involved in providing essential services. These services will depend on the conditions imposed by the WAPC, but generally will include water, power and sewerage. The costs associated with these involve two parts; headworks charges and physical installation costs.

Survey costs (including surveyor and processing costs through Landgate) will also need to be paid prior to lodgement for new titles.

Following the inspection of the property, each of the staff members agree that it would not be in Councils best interest to allow dog numbers in excess of the stipulated maximum as determined in the Local Law (4 dogs for Rural Property)

### **Strategic & Social Implications**

The Council has not adopted a Local Planning Strategy

### **Consultation**

Paul Bashall – Consultant Planner - Planwest

### **Statutory Environment:**

The subject site is currently zoned 'Rural' under the Shire of Mukinbudin's Town Planning Scheme 4, a shop or office are not permitted uses in this zone.

It is recommended that the whole of the additional 7,000m<sup>2</sup> area be rezoned to Town Centre.

## **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

government believes to be a true indication of the value at the time of the proposed disposition.

(5) This section does not apply to —

- (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
- (d) any other disposition that is excluded by regulations from the application of this section.

*[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]*

### **Policy Implications**

Nil

### **Financial Implications**

Council has received an offer for \$20,000 for the purchase of the 7,000m<sup>2</sup> block in question which the CEO believes however is yet to confirm (by way of an independent valuation) is expected to be close to market value.

No allowance for the sale of the part property in the 2017/2018 Budget and an offer of \$20,000 (twenty thousand dollars) has been made for the 7000m<sup>2</sup> parcel of land.

Council will have costs associated with the advertising of the proposed disposal, valuation expenses and subdivision expenses, rezoning expenses and these costs are estimated to cost in the vicinity of \$7,000.

### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved:**

**Seconded:**

**That Council:**

**A. Supports the sale of 7,000m<sup>2</sup> from Lot 204 corner Bent and Shadbolt Streets to the proponent for an amount of \$27,000 (twenty seven thousand dollars), (being \$20,000 for the land and \$7,000 for expenses associated with the sale) subject to the \$20,000 offer being within 5% of the independent sworn valuation and advertising the intention according to the requirements of 3.58 of the *Local Government Act 1995*.**

**B. Resolves to initiate a Scheme Amendment to Local Planning Scheme No. 4 to rezone a 7,000m<sup>2</sup> portion of Lot 204 corner Bent and Shadbolt Streets, Mukinbudin, from 'Rural' to 'Town Centre' (see Lot A on Plan B).**

**C. Authorise the CEO and President to endorse the Scheme Amendment documents, when prepared, and forward a copy to the EPA for environmental clearance.**

**D. On receipt of environmental clearance from EPA, advertise the Scheme Amendment in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

**E. Authorise the lodgement of a subdivision application to the WA Planning Commission (WAPC) to subdivide Lot 204 to create a new 7,000m<sup>2</sup> lot for purchase by the proponent (see Plan B).**

**Carried /**

<b>7.6.9 Audit Committee Establishment</b>	
Location:	All of Shire
File Ref:	ADM 001
Applicant:	Dirk Sellenger - Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to nominate Members for the Audit Committee.

### **Background Information**

The Audit Committee is required to be established by Council in response to the provisions of Section 7.1A of the Local Government Amendment Act 2004 - composition is to be no less than three (3) Elected Members and any number of other persons provided that the 'majority' of members are members of the Council. The CEO and Council Employees are not to be appointed as voting members of the committee.

### **Officer Comment**

Mukinbudin has historically had the Audit Committee as "all of Council" which is common amongst smaller Local Governments within Western Australia. The CEO believes this practice has worked well in the past and it is recommended this practice continue.

### **Strategic & Social Implications**

Nil

### **Consultation**

Nil

### **Statutory Environment:**

Local Government Amendment Act 2004

#### **Division 1A — Audit committee**

#### **7.1A. Audit committee**

(1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

(2) The members of the audit committee of a local government are to be appointed\* by the local government and at least 3 of the members, and the majority of the members, are to be council members.

\* *Absolute majority required.*

(3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.



(4) An employee is not to be a member of an audit committee.

### **7.1B. Delegation of some powers and duties to audit committees**

(1) Despite section 5.16, the only powers and duties that a local government may delegate\* to its audit committee are any of its powers and duties under this Part other than this power of delegation.

*\* Absolute majority required.*

(2) A delegation to an audit committee is not subject to section 5.17.

### **7.1C. Decisions of audit committees**

Despite section 5.20, a decision of an audit committee is to be made by a simple majority.

## **Local Government Act 1995.**

### **Subdivision 2 — Committees and their meetings**

#### **5.8. Establishment of committees**

A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*\* Absolute majority required.*

#### **5.9. Committees, types of**

(1) In this section —

**other person** means a person who is not a council member or an employee.

(2) A committee is to comprise —

- (a) council members only; or
- (b) council members and employees; or
- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons; or
- (f) other persons only.

#### **5.10. Committee members, appointment of**

(1) A committee is to have as its members —

- (a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

*\* Absolute majority required.*

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

(3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.

- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
  - (a) to be a member of the committee; or
  - (b) that a representative of the CEO be a member of the committee,
 the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

#### **5.11A. Deputy committee members**

- (1) The local government may appoint\* a person to be a deputy of a member of a committee and may terminate such an appointment\* at any time.

*\* Absolute majority required.*

- (2) A person who is appointed as a deputy of a member of a committee is to be —
  - (a) if the member of the committee is a council member — a council member; or
  - (b) if the member of the committee is an employee — an employee; or
  - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
  - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

*[Section 5.11A inserted by No. 17 of 2009 s. 20.]*

#### **5.11. Committee membership, tenure of**

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
  - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
  - (b) the person resigns from membership of the committee; or
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day,
 whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
  - (a) the term of the person's appointment as a committee member expires; or
  - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day,
 whichever happens first.

Nil

**Financial Implications**

Nil

**OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved:**

**Seconded:**

**That Council Establish an Audit Committee as required by section 7.1A of the Local Government Amendment Act 2004, consisting of all nine Elected Members (all of Council)**

**That the Audit Committee meets as and when deemed necessary or required by legislation.**

**That the Shire President be appointed as Chairman of the Audit Committee and in the absence of the Shire President from a meeting as the Audit Committee resolves.**

**Carried /**

<b>7.6.10 BITUMINOUS SURFACING APPLICATION 2017/2018</b>	
Location:	All of Shire
File Ref:	ADM 261
Applicant:	Dirk Sellenger - Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to consider Tenders received from the Vendor Panel for Bituminous Surfacing Application for the 2017/2018 financial year.

### **Background Information**

Council recently called Tenders (via the WALGA Vendor Panel) for the Bituminous surfacing works for the 2017/2018 works program. At the close of Tender a total of four were received and a summary of pricing is provided for Council information as follows:

### **Officer Comment**

Whilst price is obviously an important factor with regards to these tenders it is essential that Council not only consider price when deciding to award the Tender. Other important factors include prior experiences, previous contracts, organisation's size and reputation.

Considering each of these factors it is recommended that Fulton Hogan, a large multi-National Company with over 5,500 employees be awarded the Shire of Mukinbudin Bituminous Surfacing Application for the 2017/2018 year.

SHIRE OF MUKINBUDIN - 2016/17 BITUMEN SURFACING RFQ VIA WALGA VENDOR PANEL - SUMMARY OF RESPONSES												
Item No.	Item Description	Qty	Unit	Bitutek		Fulton Hogan		Colas/WA (See also Alternative Tender and Email from Richard from Colas/WA)		Downer EDI		
				Cost Rate	Total Cost	Cost Rate	Total Cost	Cost Rate	Total Cost	Cost Rate	Total Cost	
1	Rate to apply 14 & 10mm 2 Coat Outback Bitumen Primerseal on Mukinbudin /Wialiki Rd from SLK 17.2 - 21.5 - During Mobilisation #1 - expected Late October 2017. (Note : 2 Coat Binder Layers BAR = 1.40 L/m2 & 1.30 L/m2 at 15C- 14 & 10mm Agg)	30,100	m2	\$4.30	\$129,430.00	\$4.03	\$121,303.00	\$4.11	\$123,711.00	\$4.78	\$143,878.00	
2	Rate to apply 14mm S45R Crumbed Rubber Seal on Mukinbudin North East Rd from SLK 0.00 - 13.32 - During Mobilisation #2 - expected Late October / Early November 2017. (Note : 1 Coat Binder Layer BAR = 2.60 L/m2 at 15C - 14mm Agg)	39160	m2	\$4.25	\$166,430.00	\$3.75	\$146,850.00	\$4.13	\$161,730.80	\$3.93	\$153,898.80	
3	Rate to apply 10mm S45R Crumbed Rubber Seal on 3 Town Streets - During Mobilisation #2 - expected Late October / Early November 2017. (Note : 1 Coat Binder Layer BAR = 1.90 L/m2 @ 15C - 10mm Agg)	11494	m2	\$4.04	\$46,435.76	\$4.00	\$45,976.00	\$4.53	\$52,067.82	\$3.86	\$44,366.84	
3	Rate to apply 14 & 10mm S45R Crumbed Rubber Sandiwich Seal on the Mukinbudin/Wialiki Rd from SLK 0.18 - 0.73 - During Mobilisation #3 - expected Mid - Late November 2017. (Note : 1 Coat Binder Layer BAR = 2.00 L/m2 at 15C - 14 & 10mm Agg scatter coat)	25690	m2	\$4.05	\$104,044.50	\$3.65	\$93,768.50	\$4.19	\$107,641.10	\$5.13	\$131,789.70	
	Total Cost (Ex GST)				\$446,340.26		\$407,897.50		\$445,150.72		\$473,933.34	
4	Rate to adjust CL 170 Bitumen BAR rate from OAR. (\$ / L)			\$0.94		\$0.75		\$0.90		Not Provided		
5	Rate to adjust S45R Crumbed Rubber Binder BAR rate from OAR. (\$ / L)			\$1.26		\$1.00		\$1.21		Not Provided		

## **Consultation**

### **Statutory Environment:**

### **Policy Implications**

### **Financial Implications**

Council has made an allowance of approximately \$480,000 (four hundred and eighty thousand dollars) for various bitumen works in the 2017/2018 year. The lowest and recommended tender is \$407,897.50 which is approximately \$72,103 under Budget. The CEO believes Council should undertake repairs and resealing of Maddock Street which is overdue for resealing and is currently in very poor condition.

### **OFFICER RECOMMENDATION**

#### **Council Decision Number –**

**Moved:**

**Seconded:**

**That Council award the 2017/2018 Bituminous Surfacing RFQ via the WALGA vendor panel to Fulton Hogan for a total price of \$407,897.50 exc GST.**

**That with the savings from the Bituminous product that Council undertake the repair, patching and resealing of the full length of Maddock Street between Bent Street and Greenslade Street.**

**Carried /**

<b>7.6.11 Nomination of Councillors to Standing Committees/Portfolios and External Organisations</b>	
Location:	All of Shire
File Ref:	ADM
Applicant:	Dirk Sellenger - Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to allocate positions to Standing Committees / Portfolios and External Organisations.

### **Background Information**

Council have historically operated a portfolio system of governance whereby like-operational areas are grouped together and a number of Councillors form a reference group. Council also needs to nominate Councillors to a number of external bodies which the CEO believes should continue.

<b>Portfolio</b>	<b>Membership</b>
<b>Shire Employees</b> <ul style="list-style-type: none"> <li>• Employment and Recreation</li> <li>• Staff Welfare</li> <li>• Occupational Health and Safety</li> <li>• Training</li> </ul>	<i>Shire President</i> <i>Deputy Shire President</i> <i>CEO</i> <i>MF</i> <i>WS</i>
<b>Law, Order and Public Safety</b> <ul style="list-style-type: none"> <li>• Bush Fire Control</li> <li>• Police</li> <li>• Ambulance</li> <li>• Ranger Services</li> <li>• Regional Emergency Management Plan</li> <li>• LEMC (formerly LEMAC)</li> </ul>	<i>Cr Seaby</i> <i>Cr Comerford</i> <i>Cr Palm</i> <i>MF</i> <i>Cr Shadbolt</i> <i>LEMC – Needs a Councillor as a permanent Chair for this group.</i>
<b>Education</b> <ul style="list-style-type: none"> <li>• Schools</li> <li>• Pre-School</li> <li>• School Bus Committee</li> </ul>	<i>Cr O'Neil</i> <i>Cr Shadbolt</i> <i>Cr Seaby</i> <i>CEO</i> <i>WS</i>
<b>Health and Welfare</b> <ul style="list-style-type: none"> <li>• Kununoppin Local Health Advisory Group</li> <li>• Health Facilities</li> <li>• Home and Community Care</li> <li>• Disability Plan</li> <li>• Rural Counselling</li> <li>• Aged persons</li> <li>• Youth</li> <li>• Indigenous</li> </ul>	<i>Cr Ventris</i> <i>Cr Shadbolt</i> <i>Cr Comerford</i> <i>CEO</i>
<b>Housing</b> <ul style="list-style-type: none"> <li>• Staff Housing</li> <li>• Aged Housing</li> </ul>	<i>Cr Ventris</i> <i>Cr Paterson</i> <i>Cr O'Neil</i> <i>CEO</i>

<ul style="list-style-type: none"> <li>• GEHA Housing</li> <li>• Community Housing</li> </ul>	MF
<b>Environmental Management</b> <ul style="list-style-type: none"> <li>• Sanitation – Refuse</li> <li>• Recycling</li> <li>• Landcare – NRM</li> <li>• Pest Control</li> <li>• Noxious Weeds and Vermin</li> <li>• Crown Land Reserves</li> </ul>	Cr Palm Cr Comerford Cr Paterson Cr Shadbolt CEO EHO
<b>Recreation and Culture</b> <ul style="list-style-type: none"> <li>• Recreation Facilities</li> <li>• Public Halls</li> <li>• Parks, Gardens and Trails</li> <li>• Drive-In</li> <li>• Library</li> <li>• Heritage</li> <li>• Television and Radio</li> </ul>	Cr Shadbolt Cr Paterson Cr Seaby Cr _____ Cr Ventris CEO MF
<b>Physical Infrastructure</b> <ul style="list-style-type: none"> <li>• Roads</li> <li>• Plant and Machinery</li> <li>• Street Lighting</li> <li>• Depot</li> <li>• Aerodrome</li> <li>• Cemetery</li> </ul>	Cr Shadbolt Cr Palm Cr Comerford Cr _____ Cr O'Neil CEO MF WS
<b>Shire Development</b> <ul style="list-style-type: none"> <li>• Planning Scheme</li> <li>• Development Services (planning, building, health)</li> <li>• Business Services and Organisations (rural and town)</li> <li>• Utility Services</li> <li>• Tourism</li> <li>• Caravan Park</li> </ul>	Whole of Council CEO MF CDO

External Bodies	Delegates
<b>North East Wheatbelt Sub Regional Road Group</b> Frequency: 3 in person meetings per year – always at Mukinbudin Shire Offices.	Cr Palm Cr Ventris CEO and WS
<b>Great Eastern Zone – WALGA</b> Frequency: 5 in person meetings per year (March meeting in Mukinbudin)	Shire President Deputy Shire President (sub) CEO Note: All councillors are encouraged to attend.
<b>NEW Travel</b> Frequency: 3 in person meetings per year.	Cr Ventris (sub) Cr _____ CEO
<b>Kununoppin Local Health Advisory Committee</b> Frequency: Bi-monthly at Kununoppin	Cr Ventris CEO
<b>NEWROC</b> Frequency: Bi-monthly moves around NEWROC shires	Cr Shadbolt (sub) Cr Ventris Note: NEWROC Presidency moves to Shire of Nungarin



	<i>October 2015</i>
<b>Wheatbelt Agcare</b> Frequency:	<i>Cr Comerford</i>
<b>Mukinbudin 50s Community Farm Shed</b> Frequency: Monthly at Shed	<i>Cr Palm Cr Seaby Cr Shadbolt MF</i>
<b>Mukinbudin Community Resource Centre</b> Frequency: Monthly at Resource Centre	<i>Cr Shadbolt Cr _____ CEO</i>
<b>Mukinbudin Joint Venture Housing Committee</b> Frequency: As required	<i>Cr _____ Cr _____ Cr _____ MF CEO</i>
<b>Muka Matters</b> Frequency: Annual	<i>Cr Ventris</i>
<b>Muka Boogie Rats</b> Frequency: As required	<i>CEO</i>
<b>Eastern Wheatbelt Declared Species Group</b> Frequency: At least twice per year	<i>Cr Palm</i>
<b>Central Wheatbelt Visitor Centre</b> Frequency: Unsure – future of CWVC currently under review.	<i>Cr _____ Note: This is a NEWROC Appointment. CEO also attends as Director of Economic Development and Tourism for NEWROC.</i>
<b>Kununoppin Medical Practice Committee</b> Frequency: As required	<i>New since 2009 – Shire President and CEO</i>
<b>Central East Aged Care Alliance Committee</b> Frequency: As required	<i>Cr Shadbolt - Chairman Proxy: Cr Comerford Representative to be recommended by Council can be Community member or Councillor.</i>

## OFFICER COMMENT

A number of items previous allocated to portfolios the current CEO believes should be dealt with at a whole of Council level, given the size of the Shire and the demands and expectations from each of the Elected Members. The previous allocation of Portfolios also has the potential to cause confusion in the form that Councillors or Community Members may believe that nominated Councillors to these portfolios have the capacity to make decisions on Councils behalf which obviously isn't the case.

The following portfolio and external meeting list from the October 2015 Ordinary Council meeting minutes follows for historical information purposes and to allow Council to compare the proposed changes.

## Strategic & Social Implications

### Consultation

### Statutory Environment:

Local Government Act 1995.

### Policy Implications

Nil AGENDA: ORDINARY COUNCIL MEETING TO BE HELD 23RD OCTOBER 2017

**Financial Implications**

Nil

**OFFICER RECOMMENDATION****Council Decision Number –****Moved:****Seconded:**

**That Council adopt the Portfolios and Representation as nominated for the two (2) years Council term.**

<b>Portfolio</b>	<b>Membership</b>
<b>Law, Order and Public Safety</b> <ul style="list-style-type: none"> <li>• Bush Fire Control</li> <li>• Police</li> <li>• Ambulance</li> <li>• Ranger Services</li> <li>• Regional Emergency Management Plan</li> </ul>	<i>Whole of Council</i>
<b>Education</b> <ul style="list-style-type: none"> <li>• School</li> </ul>	<i>Whole of Council</i>
<b>Health and Welfare</b> <ul style="list-style-type: none"> <li>• Kununoppin Local Health Advisory Group</li> <li>• Health Facilities</li> <li>• Home and Community Care</li> <li>• Disability Plan</li> <li>• Rural Counselling</li> <li>• Aged persons</li> <li>• Youth</li> <li>• Indigenous</li> </ul>	<i>Whole of Council</i>
<b>Housing</b> <ul style="list-style-type: none"> <li>• Staff Housing</li> <li>• Aged Housing</li> <li>• GEHA Housing</li> <li>• Community Housing</li> </ul>	<i>Whole of Council</i>
<b>Environmental Management</b> <ul style="list-style-type: none"> <li>• Sanitation – Refuse</li> <li>• Recycling</li> <li>• Landcare – NRM</li> <li>• Pest Control</li> <li>• Noxious Weeds and Vermin</li> <li>• Crown Land Reserves</li> </ul>	<i>Whole of Council</i>
<b>Recreation and Culture</b> <ul style="list-style-type: none"> <li>• Recreation Facilities</li> <li>• Public Halls</li> <li>• Parks, Gardens and Trails</li> <li>• Drive-In</li> <li>• Library</li> <li>• Heritage</li> <li>• Television and Radio</li> </ul>	<i>Whole of Council</i>
<b>Physical Infrastructure</b> <ul style="list-style-type: none"> <li>• Roads</li> <li>• Plant and Machinery</li> <li>• Street Lighting</li> </ul>	<i>Whole of Council</i>

<ul style="list-style-type: none"> <li>• Depot</li> <li>• Aerodrome</li> <li>• Cemetery</li> </ul>	
<b>Shire Development</b> <ul style="list-style-type: none"> <li>• Planning Scheme</li> <li>• Development Services (planning, building, health)</li> <li>• Business Services and Organisations (rural and town)</li> <li>• Utility Services</li> <li>• Tourism</li> <li>• Caravan Park</li> </ul>	<i>Whole of Council</i>
<b>External Bodies</b>	<b>Delegates</b>
<b>North East Wheatbelt Sub Regional Road Group</b> Frequency: 3 in person meetings per year – always at Mukinbudin Shire Offices.	Cr _____ Cr _____
<b>Great Eastern Zone – WALGA</b> Frequency: five meetings per year (March meeting in Mukinbudin)	Shire President (sub) Deputy President  <i>Note: All councillors are encouraged to attend.</i>
<b>NEWTRAVEL</b> Frequency: three meetings per year.	Cr _____ (sub) Cr _____
<b>Kununoppin Local Health Advisory Committee</b> Frequency: Bi-monthly at Kununoppin	Cr _____
<b>NEWROC</b> Frequency: Bi-monthly moves around NEWROC shires	Shire President (sub) Deputy President
<b>Wheatbelt Agcare</b> Frequency:	Cr _____
<b>Mukinbudin Men's Shed</b> Frequency: Monthly at Shed	Cr _____ Cr _____ Cr _____
<b>Mukinbudin Community Resource Centre</b> Frequency: Monthly at Resource Centre	Cr _____
<b>Mukinbudin Joint Venture Housing Committee</b> Frequency: As required	Cr _____ Cr _____ Cr _____
<b>Muka Matters</b> Frequency: Annual	Cr _____
<b>Muka Occasional Care (Boodie Rats)</b> Frequency: As required	Cr _____
<b>Eastern Wheatbelt Declared Species Group</b> Frequency: At least twice per year	<i>Steve Palm (Community Member Appointment due to prior involvement)</i>
<b>Central Wheatbelt Visitor Centre</b> Frequency: Unsure – future of CWVC currently under review.	Cr _____ <i>Note: This is a NEWROC Appointment.</i>
<b>Kununoppin Medical Practice Committee</b> Frequency: As required	Shire President (sub) Deputy President
<b>Cemetery Committee</b> Frequency: As Required	Cr Comerford Cr Ventris

<b>Central Eastern Aged Care Alliance (CEACA)</b> Frequency: As required	<i>Cr Shadbolt</i> <i>(sub) Deputy President</i>
<b>Mukinbudin District Club</b> Frequency – As required	<i>Shire President</i> <i>Cr _____</i> <i>Cr _____</i>
<b>Local Emergency Management Committee (LEMC)</b>	<i>Shire President</i> <i>(sub) Cr _____</i>
<b>Mukinbudin District High - School Bus Committee</b> Frequency – As required	<i>Cr _____</i>
<b>Mukinbudin District High - School Liaison</b> Frequency – As required, attend School functions etc.	<i>Cr _____</i>
<b>Development Assessment Panel</b>	<i>Cr _____</i> <i>Cr _____</i> <i>(sub) Cr _____</i> <i>(sub) Cr _____</i>
<b>CARRIED /</b>	

<b>7.6.12 RELATED PARTY DISCLOSURE – CREATION OF NEW POLICY 3.9</b>	
Location:	Whole of Shire
File Ref:	ADM
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	18 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Absolute Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to consider the creation of a new Policy as required to comply with Accounting Standard AASB 124 – Related Party Disclosures.

### **Background Information**

AASB Related Party Disclosures was introduced on 15 December 2009

The objective of the Standard is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments to such parties.

Effective 1 July 2016, the related party disclosures applies to government entities, including local government. In the annual financial statements, Council must disclose related party relationships, transactions and outstanding balances, including commitments. These will become subject to audit.

The changes require Councils to establish a policy to define the parameters for related party disclosures and the level of disclosure and reporting to comply with Accounting Standard AASB 124 – Related Party Disclosures.

Key Management Personnel identified will be subject to Related Party Disclosures which will mean that Council will be required to disclose information about related parties and Council transactions with those related parties, be they cash or non-cash transactions.

### **Officer Comment:**

In essence, it is intended that the accounting standard will provide more transparency to the community and the Department of Local Government into the operations of the Shire.

The Related Party Disclosure Policy will impact on the 2016/17 Financial Statements of the Shire of Mukinbudin.

A Policy is required to define the parameters for related party disclosures and the level of disclosure and reporting.

A new Policy and information Collection statement need to be created and a copy of each of the document follows:

POLICY NUMBER	3.9 (new Policy October 2017)
TITLE	<b>RELATED PARTY DISCLOSURE POLICY</b>
POLICY OWNER	Chief Executive Office
STATUTORY ENVIRONMENT	Local Government Act 1995 Australian Accounting Standards Board (AASB) 124 Related Party Disclosures Accounting Standard (Annexure 'A') Form 'Attachment A' - Related Party Transactions Notification by Key Management Personnel Form 'Attachment B' - Privacy Collection Notice
COUNCIL ADOPTION DATE	RESOLUTION #
LAST AMENDED DATE	RESOLUTION #
REVIEW DATE	Draft for Council Consideration

### **POLICY STATEMENT**

The Related Party Disclosure Policy aims to assist Council in complying with the disclosure requirements and the level of reporting within the Financial Statements as per AASB 124 – Related Party Disclosures. It aims to define the parameters for related party transactions and the level of disclosure and reporting.

### **OBJECTIVE**

To ensure that the Shire of Mukinbudin ('the Shire') Financial Statements contain disclosures necessary to comply with the Australian Accounting Standard Board (AASB) Standard 124 - Related Party Disclosures, which draw attention to the possibility that the Shire's Financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances and commitments with such parties.

### **POLICY**

The Shire complies with the requirements of AASB124 – Related Party Disclosure.

#### **SCOPE**

The Policy is to be applied in:-

- (a) identifying and recording related parties and related party relationships;
- (b) identifying and recording related party transactions and their terms and conditions;
- (c) assessing materiality and or significance of these transactions;  
identifying the circumstances in which disclosure of points 1 and 2 is required;
- (d) determining the disclosures to be made about points 1 and 2; and
- (e) disclosing relevant information in the Financial Statements.

## DEFINITIONS

- (a) **Related Party:** A person or an entity that is related to Council, referred to as the 'reporting entity'. Examples of related parties of Council are:-
  - (i) Council Subsidiaries;
  - (ii) Key Management Personnel ('KMP');
  - (iii) Close family members of Key Management Personnel;
  - (iv) Entities that are controlled or jointly controlled by key management personnel or their close family members.
- (b) **Key Management Personnel (KMP):** A person or persons having authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly, including any manager (executive or otherwise) of that entity. In the case of the Shire of Mukinbudin, KMP will include, but is not limited to, Councillors, Chief Executive Officer, Deputy Chief Executive Officer and Managers.
- (c) **Close Members of the Family:** Those are family members who may be expected to influence or be influenced by those individuals' dealings with Council and include:
  - (i) Children and spouse or domestic partner
  - (ii) Children of that person's spouse or domestic partner
  - (iii) Dependents of that person or that persons spouse or domestic partner

Under AASB 124, close members of family could also include extended members of family such as parents, siblings, grandparents, uncles/aunts or cousins if they could be expected to have influence or be influenced by the KMP in their dealings with Council.
- (d) **Related Party Transactions:** These are a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged.
- (e) **Ordinary Citizen Transaction:** These are transactions that an ordinary citizen would undertake with Council, which would be undertaken at arm's length and in the ordinary course of carrying out Council's functions and activities. They would not be seen as material in nature.
 

Example of ordinary citizen transactions would be:

  - (i) The paying of rates and charges
  - (ii) The use of Council public facilities after paying the corresponding fees.
- (f) **Control:** power to govern the financial and operating policies of any entity to obtain benefits from its activities.
- (g) **Significant Influence:** The power to participate in the financial and operating policy decision of an entity but not to control those policies.

### *Responsibilities:*

Key Management Personnel will include, but not limited to, Councillors, Chief Executive Officer, Deputy Chief Executive Officer and Managers.

### *Recommended Practices:*

From 1 July 2016, AASB 124 Related Party disclosures will apply to Council. This will mean that Council will be required to disclose information about related parties and

Council transactions with those related parties in the 2016-17 financial statements and onwards. In the context of transactions, this means cash and non-cash transactions.

As the disclosures will form part of the financial statements, they will be subject to audit by the external auditors.

Key Management Personnel (KMP) will be identified and the position they hold with Council. They will be required to complete a disclosure Notification, which at minimum will require details of the related party, (family members and/or entities) that may have existing transaction potential with Council and the relationship.



As per paragraph 17 AASB 124, Council shall disclose compensation in total provided to KMP, and for each of the following categories,

- (a) Short term employee benefits;
- (b) Post-employment benefits;
- (c) Other long-term benefits;
- (d) Termination benefits; and
- (e) Share based payments.

For disclosure requirements of AASB 124, Council shall implement a process to capture related party transactions for reporting in the financial statements and the following will be collected through each year;

- (a) Related parties to the KMP;
- (b) Relationship to KMP;
- (c) Transactions that are monetary and/or non-monetary;
- (d) The value of the transaction if monetary;
- (e) The benefit if non-monetary;
- (f) The value of outstanding balances;
- (g) Details of commitments and/or guarantees;
- (h) Recognition for the provision of doubtful debts related to outstanding balances of related parties.

KMP who no longer holds that role in Council will still be subject to disclosure requirements up until their status as KMP is no longer applicable. The same will apply for KMP who acquires the role in that year.

Once the related party transactions have been identified, they will be assessed and a determination will be made regarding the materiality of the transaction. This will include assessment of Ordinary Citizen Transactions and whether the terms and conditions differ from normal practice, which would then exclude them from being Ordinary Citizen Transactions.

If a Councillor believes a transaction may constitute a related party transaction, they must notify the Chief Executive Officer who will discuss the matter with the Deputy Chief Executive Officer.

If an Employee believes a transaction may constitute a related party transaction, they must notify their supervisor or manager who will discuss the matter with the Deputy Chief Executive Officer.

The Finance Department will be responsible for the maintenance of a register that captures all related party transactions of the KMP.

**Privacy:** Council will endeavour to ensure that only those senior staff involved in the preparation of the related party disclosures and the external auditors will have access to the Related Party Declarations [**FORM 9.21 'Attachment A' - Related Party Transactions Notification by Key Management Personnel Form**] and related party transactions.



SHIRE OF MUKINBUDIN

## PRIVACY COLLECTION NOTICE

### RELATED PARTY TRANSACTIONS DISCLOSURES BY KEY MANAGEMENT PERSONNEL

#### *Purpose of Collection, Use and Disclosure*

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general purpose financial statements, in order to comply with *Australian Accounting Standard AASB 124 Related Party Disclosures*.

Related parties include Council's key management personnel, their close family members, and any entities that they or any of their close family members control or jointly control.

A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, the AASB

124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction.

[http://www.aasb.gov.au/admin/file/content105/c9/AASB124\\_07-15.pdf](http://www.aasb.gov.au/admin/file/content105/c9/AASB124_07-15.pdf)

For more information about Council's disclosure requirements under the AASB 124, please refer to the Shire of Mukinbudin Related Party Disclosure Policy 9.21.

#### *Notifications by Key Management Personnel*

In order to comply with the AASB 124, Council has adopted a policy that requires all members of its key management personnel (KMPs) to periodically provide notifications to the Chief Executive Officer (CEO) of any existing or potential related party transactions between Council and any of their related parties during a financial year, and any changes to previously notified related party relationships and transactions relevant to the subject financial year.

To this end, each key management person (a KMP) must provide a Related Party Transactions Notification, in the approved form, notifying any existing or potential related party transactions between Council and any related parties of the KMP, to the Chief Executive Officer by no later than the following periods during a financial year:-

- 30 days after the commencement of the application of this policy;
- 30 days after a KMP commences their term or employment with Council;
- 30 November; and
- 30 June.

Also, during a financial year, a KMP must proactively notify of any new or potential related party transactions that the person knows of, or any changes to previously notified related party relationships or transactions, relevant to the subject financial year by providing to the Chief Executive Officer, additional Related Party Transactions Notifications by no later than 30 days after the person knows of the transaction or change.

Note, these related party transaction notification requirements are in addition to the notifications KMPs are required to make to comply with:

- for councillors, the material personal interests and conflicts of interest obligations in the *Local Government Act 1995* and Shire of Mukinbudin Policy 2.1: Code of Conduct Policy; and
- the notification of interests for the register of interests required to be kept under the Local Government (Administration) Regulations 1996 Part 6.

#### *Who are KMPs?*

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. For Council, KMPs include:

- Councillors;
- the CEO;
- the DCEO; and
- Managers.

#### *Who are close family members of a KMP Person?*

Close family members, or close members of the family, of a KMP are family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

The definition of close members of the family of a person for the purpose of the AASB 124 is broader than the definition of "related" in relation to a person for the purpose of a register of interests under the Local Government Regulation. For the AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

For a related party transaction, unlike a register of interests, the related party and relationship must be disclosed for both the KMP and their close family member even if the same related party entity is held jointly or in common by them.

The following table may assist you in identifying your close family members:-

Definitely a close family member	Maybe a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence, or be influenced by, you in their dealings with Council
Your children	Your aunts, uncles and cousins, if they could be expected to influence, or be influenced by, you in their dealings with Council
Your dependants	Your parents and grandparents, if they could be expected to influence, or be influenced by, you in their dealings with Council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence, or be influenced by, you in their dealings with Council
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence, or be influenced, by you in their dealings with Council

*What is an entity that I, or my close family member, control or jointly control?*

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

#### *Control*

You control an entity if you have:

- (a) power over the entity;
- (b) exposure, or rights, to variable returns from your involvement with the entity; and
- (c) the ability to use your power over the entity to affect the amount of your returns.<sup>1</sup>

#### **Example of control**

Fred is the Mayor of Sunny Shire Council and owns 100% of the ordinary shares in Sunny Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party transaction notification.

#### *Joint control*

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.<sup>2</sup>

<sup>1</sup> AASB 10 Consolidated Financial Statements, paragraphs 5 to 18, and Appendices A (Defined Terms) and B (Application Guidance).

<sup>2</sup> AASB 128 Investments in Associates and Joint Ventures, paragraph 3 (Definitions).

**Example of Joint Control**

Fred is the Mayor of Sunny Shire Council and owns 50% of the ordinary shares in Sunny Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of the ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party transaction notification and the entity's related party relationship with Fred and Stan.

*[End of Privacy Collection Notice]*



SHIRE OF MUKINBUDIN

RELATED PARTY TRANSACTIONS NOTIFICATION BY KEY MANAGEMENT  
PERSONNEL

[Note: This document is confidential and is not RTI-accessible. See Council's Related Party Disclosure Policy]

Name of Key Management Person: .....

Position of Key Management Person: .....

Please read the Privacy Collection Notice provided with this notification, which explains what a related party transaction is and the purposes for which Council is collecting, and will use and disclose, the related party information provided by you in this notification.

Please complete the table below for each related party transaction with Council that you or a close member of your family, or an entity related to you or a close member of your family:

- (a) has previously entered into and which will continue in the 2016/2017 financial year; or
- (b) has entered into, or is reasonably likely to enter into, in the 2016/2017 financial year.



Description of Related Party Transaction	Is transaction existing/potential?	Related Party's Name (Individual's or entity's name)	Related Party's Relationship/Reasons why related	Description of Transaction Documents or Changes to the Related Party Relationship

Description of Related Party Transaction	Is transaction existing/potential?	Related Party's Name (Individual's or entity's name)	Related Party's Relationship/Reason why related

*Notification*

I \_\_\_\_\_ notify that,  
to the best of my knowledge, information and belief,  
(Full name) (Position)

as at the date of this notification, the above list includes all existing and potential related party transactions with Council involving myself, close members of my family, or entities controlled or jointly controlled by me or close members of my family, relevant to the 2016/2017 financial year.

I make this notification after reading the Privacy Collection Notice provided by the Shire of Mukinbudin ('the Shire'), which details the meaning of the words "related party", "related party transaction", "close members of the family of a person" and, in relation to an entity, "control" or "joint control", and the purposes for which this information will be used and disclosed.

I permit the Chief Executive Officer and the other permitted recipients specified in the Shire's Related Party Disclosure Policy to access the register of interests of me and persons related to me and to use the information for the purposes specified in that policy.

Signature of named Key Management Person: \_\_Dated:

## **Strategic & Social Implications**

Nil.

## **Consultation**

Department of Local Government Staff  
Moore Stephens – Shire of Mukinbudin Auditor

## **Statutory Environment:**

*Local Government Act 1995*

Australian Accounting Standards Board (AASB) 124 Related Party Disclosures  
Accounting Standard

## **CONTENTS**

Preface

## COMPARISON WITH INTERNATIONAL PRONOUNCEMENTS

Accounting Standard

*AASB 124 Related Party Disclosures*

	Paragraphs
Objective	1 – Aus1.1
Application	Aus1.2 – Aus1.11
Scope	2 – 4
Purpose of Related Party Disclosures	5 – 8
Definitions	9 – 11
Disclosure	12 – 22
Other Key Management Personnel Disclosures by Disclosing Entities	Aus25.1 – Aus25.3
Compensation	Aus25.4
Principles of Compensation	Aus25.5
Modification of Terms of Share-based Payment Transactions	Aus25.6
Equity Instruments	

Different Classes to be Separately Identified	Aus25.7
Options and Rights Provided as Compensation	Aus25.7.1
Equity Instruments Provided on Exercise of Compensation Options and Rights	Aus25.7.2
Options and Rights Holdings	Aus25.7.3
Equity Holdings and Transactions	Aus25.7.4 – Aus25.7.5
Loans	Aus25.8 – Aus25.8.2
Other Transactions and Balances	Aus25.9 – Aus25.9.3

Australian Accounting Standard AASB 124 *Related Party Disclosures* is set out in paragraphs 1 to Aus25.9.3. All the paragraphs have equal authority. Terms defined in this Standard are in *italics* the first time they appear in the Standard. AASB 124 is to be read in the context of other Australian Accounting Standards, including AASB 1048 *Interpretation and Application of Standards*, which identifies the Australian Accounting Interpretations. In the absence of explicit guidance, AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* provides a basis for selecting and applying accounting policies.

## PREFACE

### Reasons for Issuing AASB 124

The Australian Accounting Standards Board (AASB) has implemented the Financial Reporting Council's policy of adopting the Standards of the International Accounting Standards Board (IASB) for application to reporting periods beginning on or after 1 January 2005. The AASB's Standards have been changed to adopt the IASB Standards effective at that date by replacing relevant existing AASB Standards with Australian Standards equivalent to the International Financial Reporting Standards (IFRSs) of the IASB.

As part of this process, AASB 124 *Related Party Disclosures*, the Australian equivalent to IAS 24 *Related Party Disclosures*, was issued in July 2004, to become effective for annual reporting periods beginning on or after 1 January 2005. AASB 124 provided relief to disclosing entities from the disclosures otherwise required in relation to key management personnel (KMP), because disclosing entities were required to comply with the more detailed disclosure regime in AASB 1046 *Director and Executive Disclosures by Disclosing Entities*, effective for reporting periods ending on or after 30 June 2004.

When AASB 1046 was issued, the Board was aware it would need revision before the end of 2005, since it refers to AASB Standards that will become ineffective at the end of 2005, when they are replaced by the Australian equivalents to IFRSs. In considering the revision of AASB 1046, the Board reached the conclusion that it would be preferable to include its requirements in AASB 124, as additional disclosure items, breaking down the aggregates required by IAS 24, rather than retaining AASB 1046 as a separate Standard. In respect of non-corporate entities in the private sector, the

Board also concluded that AAS 22 *Related Party Disclosures* should be withdrawn in favour of AASB 124.

In issuing this Standard, withdrawing AASB 1046 and adding certain disclosures to AASB 124, the Board has taken the opportunity to reconsider the application of AASB 124. When the financial statements of a parent are presented with the consolidated financial statements, AASB 1046 applied only to the consolidated financial statements. The Board has decided to remove parent entity relief in relation to AASB 124, paragraphs 1 to 22, in order to achieve IFRS compliance by parent entities. In many cases the KMP of the parent will be the same as the KMP of the group and removing the relief will be inconsequential. In some cases the KMP will be different. The Board notes that there is no relief for parent entities in IAS 24. The Board has also decided to maintain parent entity relief in relation to AASB 124, paragraphs Aus25.1 to Aus25.9.3, as these are additional Australian paragraphs and requirements that have no impact on IFRS compliance. Listed companies would, however, still have to consider the section 300A requirements of the *Corporations Act 2001*, since they apply to both the separate and consolidated financial statements. Due to the similarity in definitions between section 300A in the Corporations Act and KMP in AASB 124, the Board expects the KMP group (or groups) for a listed company will generally include all executives identified by section 300A of the Corporations Act.

The Board has decided to remove the definitions of specified director, executive and specified executive (including the requirement to specify at least five executives with the highest authority) and rely solely on the definition of KMP in AASB 124. The Board considers that the term KMP captures the relevant people responsible for an entity's governance and it provides an explicit link to the notions underlying AASB 124.

The Board has reconsidered the exemption provided in AASB 124 to disclosing entities that comply with the more detailed regime of individual disclosures required by AASB 1046. In the interests of ensuring unambiguous compliance with IFRSs, it has decided that disclosing entities be required to provide, in respect of compensation of KMP, the same group totals required to be disclosed by all other for-profit reporting entities and in addition the more detailed disclosures on the compensation of individuals, currently required by AASB 1046. Therefore, the Board removed the partial exemption for disclosing entities from AASB 124.

AASB 124 requires disclosure of the compensation of KMP (on an aggregate, not individual, basis) divided into five categories (the four in AASB 119 *Employee Benefits* plus share-based payment in AASB 2 *Share-based Payment*). As part of the realignment of the disclosure requirements in AASB 1046 to accord with the new Australian equivalents to IFRSs, substantial changes have been made to the definitions and the layout of the requirements as well as the deletion of much of the commentary. It is not intended that these changes diminish the quality and quantity of disclosures required from disclosing entities.

The addition to AASB 124 of the disclosures previously required by AASB 1046 does not cause non-compliance with IFRSs. The IASB has stated it regards requirements for more detailed disclosures than the basic disclosures required by AASB 124 as the responsibility of national standard setting bodies. The IASB does not intend to issue an IFRS addressing the same areas covered by AASB 1046.

Main Features of this Standard

## Application Date

This Standard is applicable to annual reporting periods ending on or after 31 December 2005. Consistent with the applicability of the Standards to which it refers, AASB 2 and AASB 119, early adoption of this Standard is not permitted for periods beginning before 1 January 2005. This Standard may be applied to annual reporting periods beginning on or after 1 January 2005 that end before 31 December 2005.

### **First-time Application**

Application of this Standard will effectively occur in the first annual reporting period beginning on or after 1 January 2005 in the context of adopting all Australian equivalents to IFRSs for most reporting entities. Accordingly, the requirements of AASB 1 *First-time Adoption of Australian Equivalents to International Financial Reporting Standards*, the Australian equivalent of IFRS 1 *First-time Adoption of International Financial Reporting Standards*, will need to be observed.

### **Transitional Provisions**

Although it is not the first period in which disclosing entities are required to make the disclosures required by paragraphs Aus25.1 to Aus25.9.3, it is the first time that the disclosures are required for KMP rather than specified directors and specified executives. The change in definitions may result in remuneration disclosures for some KMP previously not considered specified directors or specified executives, and therefore comparative information is required for such individuals if they would have been identified as a key management person in the prior period. Additionally there may be changes in compensation calculations as a result of changes in definitions and reference back to AASB 119 and AASB 2 for measurement principles. The Board decided to not include transitional provisions in relation to AASB 124, paragraphs 1 to 22, since it could potentially lead to non-IFRS compliance. The Board also decided to not include transitional provisions in relation to AASB 124, paragraphs Aus25.1 to Aus25.9.3, since the aggregate information already needs to be prepared in order to comply with AASB 124, paragraphs 1 to 22.

### **Scope of Application**

This Standard applies to all entities, except for not-for-profit public sector entities, irrespective of whether they are corporate or non-corporate entities, although paragraphs Aus25.1 to Aus25.9.3 apply only to disclosing entities.

This Standard replaces AASB 1046 (including AASB 1046A), AASB 124 issued in July 2004 and AAS 22. AASB 1046 (including AASB 1046A) applied to disclosing entities. AASB 124 issued in July 2004 applied to for-profit entities. AAS 22 applied to non-corporate entities in the private sector.

The Board decided to extend the application to all entities, excluding not-for-profit public sector entities and consequently withdraw AAS 22, rather than permit private sector non-corporate entities to make a choice as to whether to apply AASB 124 or AAS 22.

### **Disclosures**

In respect of the disclosures required by AASB 1046 for disclosing entities, the revised requirements in this Standard, paragraphs Aus25.1 to Aus25.9.3, remain unchanged in substance, despite the changes in the definitions and terminology. Paragraphs Aus25.1 to Aus25.9.3 reflect the fact that this Standard is a principles based Standard. Paragraphs Aus25.1 to Aus25.9.3 do not include extensive measurement guidance, since the measurement principles are located in other Standards.

The terms 'specified director' and 'specified executive' have been replaced by KMP. The Board considers the term KMP captures the relevant people responsible for an entity's governance. A key management person is a member of KMP.

The term 'remuneration' as used in AASB 1046 is changed to 'compensation', as the Board has decided this best enables IFRS compliance. To ensure articulation with the terminology of the Corporations Act, a definition of remuneration is included in this Standard that specifically equates the two terms. As a result of the amendments in 2004 and 2005 to section 300A of the Corporations Act, the Board decided to incorporate relevant subsections of section 300A in AASB 124 to replace relevant existing requirements in AASB 1046 to help facilitate the application of the Corporations Act and AASB 124 requirements.

The name of the first category of compensation is changed from 'primary benefits' to 'short-term benefits', to accord with the terminology in AASB 119 and AASB 124. The changes to the structure of categories of compensation (refer to paragraph Aus25.4) cause some changes to the classification used in AASB 1046, but it is intended these changes not result in omission from disclosures of information required by AASB 1046.

The Board has decided to delete all the Appendices and additional guidance in this Standard on the grounds that the provision and/or retention of additional guidance could be viewed as interpreting IFRSs, in particular, AASB 2 and AASB 119. The Board decided that interpretative issues should be raised with the IFRIC and if there is no IFRIC action, possibly as issues for domestic interpretation.

## **Managed Schemes**

The Board decided to retain the application to all disclosing entities, but not provide any specific guidance in relation to disclosing entities managed by third parties, including managed investment schemes (MIS). The Board is of the view that whether such disclosing entities have KMP that are compensated directly or indirectly by the entity is a matter that will need to be assessed based on the facts in each circumstance and that judgement will need to be applied. If diverse or unacceptable practice develops the Board will consider referring the matter to the IFRIC, and if there is no IFRIC action, possibly as an issue for domestic interpretation.

## **Comparison with International Pronouncements**

### **AASB 124 and IAS 24**

Paragraphs 1 to 22 of AASB 124 are equivalent to IAS 24 *Related Party Disclosures* as issued and amended by the IASB.

Paragraphs that have been added to this Standard (and do not appear in the text of IAS 24) are identified with the prefix "Aus", followed by the number of the relevant IASB paragraph and decimal numbering. Paragraphs Aus25.1 to Aus25.9.3 require disclosing entities to provide additional details about key management personnel (KMP) that are not required by IAS 24.

### **Compliance with IAS 24**

Entities that comply with AASB 124 will simultaneously be in compliance with IAS 24.

Compliance with the additional KMP disclosures required by paragraphs Aus25.1 to Aus25.9.3 of AASB 124 is not needed for IFRS compliance.

## **AASB 124 and IPSAS 20**

International Public Sector Accounting Standards (IPSASs) are issued by the International Public Sector Accounting Standards Board.

IPSAS 20 *Related Party Disclosures* (October 2002) is drawn primarily from the 1994 version of IAS 24. Apart from the fact that AASB 124 is not required to be applied by not-for-profit public sector entities, the main differences between IPSAS 20 and paragraphs 1 to 22 of AASB 124 are:

- (a) IPSAS 20 contains additional commentary clarifying application to public sector entities;
- (b) AASB 124 includes post-employment benefit plans in the definition of related parties;
- (c) AASB 124 defines compensation as comprising five categories (the four used in AASB 119 *Employee Benefits* and the fifth as in AASB 2 *Share-based Payment*) and requires disclosure of the aggregate compensation of KMP for each category;
- (d) IPSAS 20 requires additional disclosures about KMP, including the number of individuals included in the compensation disclosures as well as specific details relating to loans to individuals;
- (e) IPSAS 20 does not require the disclosure of information about transactions between related parties that occurred on normal terms and conditions;
- (f) IPSAS 20 does not explicitly require disclosure of any balances with related parties; and
- (g) AASB 124 requires disclosures about transactions and balances with related parties to be separated by category of related party and specifies disclosures in greater detail (for example, aggregate amounts of items of similar nature for each category).

In respect of paragraphs Aus25.1 to Aus25.9.3 of AASB 124, IPSAS 20 does not distinguish between entities on the basis of the level of their public accountability and does not contain requirements equivalent to the details required to be disclosed for individuals by disclosing entities.

## **Accounting STANDARD AASB 124**

### **Related Party Disclosures**

#### **Objective**



1. The objective of paragraphs 1 to 22 of this Standard is to ensure that an entity's financial report contains the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of *related parties* and by transactions and outstanding balances with such parties.

Aus1.1 The objective of paragraphs Aus25.1 to Aus25.9.3 of this Standard is to require *disclosing entities* to disclose additional information relating to *key management personnel*.

### **Application**

Aus1.2 Subject to paragraph Aus1.3, paragraphs 1 to 22 of this Standard apply to:

- (a) each entity that is required to prepare financial reports in accordance with Part 2M.3 of the Corporations Act and that is a reporting entity;
- (b) general purpose financial reports of each other reporting entity; and
- (c) financial reports that are, or are held out to be, general purpose financial reports.

**Aus1.3 Paragraphs 1 to 22 of this Standard do not apply to general purpose financial reports of not-for-profit public sector entities.**

**Aus1.4 Subject to paragraph Aus1.5, paragraphs Aus25.1 to Aus25.9.3 of this Standard apply to each disclosing entity, or group of which a disclosing entity is the parent, that is required to prepare financial reports in accordance with Part 2M.3 of the Corporations Act.**

Aus1.5 An entity that is the parent entity in a group and presents its separate financial statements together with the consolidated financial statements in accordance with AASB 127 need not provide in its separate financial statements the disclosures required by paragraphs Aus25.1 to Aus25.9.3 of this Standard.

Aus1.6 This Standard applies to annual reporting periods ending on or after 31 December 2005.

**Aus1.7 This Standard shall not be applied to annual reporting periods beginning before 1 January 2005.**

**Aus1.8 This Standard may be applied to annual reporting periods beginning on or after 1 January 2005 that end before 31 December 2005. An entity that is required to prepare financial reports in accordance with Part 2M.3 of the Corporations Act may apply this Standard to such annual reporting periods when an election has been made in accordance with subsection 334(5) of the Corporations Act. When an entity applies this Standard to such an annual reporting period, it shall disclose that fact.**

Aus1.9 The requirements specified in paragraphs 1 to 22 of this Standard apply to the financial report where information resulting from their application is material in accordance with AASB 1031 *Materiality*.

Aus1.10 The disclosures required by paragraphs Aus25.1 to Aus25.9.3 of this Standard are deemed material.

Aus1.11 When applicable, this Standard supersedes:

- (a) AASB 1046 *Director and Executive Disclosures by Disclosing Entities* as notified in the *Commonwealth of Australia Gazette* No S 66 on 28 January 2004;
- (b) AASB 1046A *Amendments to Accounting Standard AASB 1046* as notified in the *Commonwealth of Australia Gazette* No S 400 on 29 September 2004;
- (c) AASB 124 *Related Party Disclosures* as notified in the *Commonwealth of Australia Gazette* No S 294 on 22 July 2004 and amended by AASB 2004-3 *Amendments to Australian Accounting Standards* as notified in the *Commonwealth of Australia Gazette* No S 559 on 23 December 2004; and
- (d) AAS 22 *Related Party Disclosures* as issued in May 1993.

## Scope

2. This Standard shall be applied in:

- (a) identifying related party relationships and transactions;
- (b) identifying outstanding balances between an entity and its related parties;
- (c) identifying the circumstances in which disclosure of the items in (a) and (b) is required; and
- (d) determining the disclosures to be made about those items.

3. This Standard requires disclosure of *related party transactions* and outstanding balances in the separate financial statements of a parent presented in accordance with AASB 127 *Consolidated and Separate Financial Statements*.

4. Related party transactions and outstanding balances with other entities in a group are disclosed in an entity's financial report. Intragroup related party transactions and outstanding balances are eliminated in the preparation of consolidated financial statements of the group.

## Purpose of Related Party Disclosures

5. Related party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In these circumstances, the entity's ability to affect the financial and operating policies of the investee is through the presence of *control*, *joint control* or *significant influence*.

6. A related party relationship could have an effect on the profit or loss and financial position of an entity. Related parties may enter into transactions that unrelated parties would not. For example, an entity that sells goods to its parent at cost might not sell on those terms to another customer. Also, transactions between related parties may not be made at the same amounts as between unrelated parties.

7. The profit or loss and financial position of an entity may be affected by a related party relationship even if related party transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the entity with other parties. For example, a subsidiary may

terminate relations with a trading partner on acquisition by the parent of a fellow subsidiary engaged in the same activity as the former trading partner. Alternatively, one party may refrain from acting because of the significant influence of another – for example, a subsidiary may be instructed by its parent not to engage in research and development.

8. For these reasons, knowledge of related party transactions, outstanding balances and relationships may affect assessments of an entity's operations by users of financial reports, including assessments of the risks and opportunities facing the entity.

## Definitions

9. The following terms are used in this Standard with the meanings specified.

*Close members of the family of an individual* are those family members who may be expected to influence, or be influenced by, that individual in their dealings with the entity. They may include:

- (a) the individual's domestic partner and children;
- (b) children of the individual's domestic partner; and
- (c) dependants of the individual or the individual's domestic partner.

*Compensation* includes all employee benefits (as defined in AASB 119 *Employee Benefits*) including employee benefits to which AASB 2 *Share-based Payment* applies. Employee benefits are all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered to the entity. It also includes such consideration paid on behalf of a parent of the entity in respect of the entity. Compensation includes:

- (a) short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit-sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods or services) for current employees;
- (b) post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
- (c) other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit-sharing, bonuses and deferred compensation;
- (d) termination benefits; and
- (e) share-based payment.

*Control* is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

*Joint control* is the contractually agreed sharing of control over an economic activity.

*Key management personnel* are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.

*Related party* – a party is related to an entity if:

- (a) directly, or indirectly through one or more intermediaries, the party:
  - (i) controls, is controlled by, or is under common control with, the entity (this includes parents, subsidiaries and fellow subsidiaries);
  - (ii) has an interest in the entity that gives it significant influence over the entity; or
  - (iii) has joint control over the entity;
- (b) the party is an associate (as defined in AASB 128 *Investments in Associates*) of the entity;
- (c) the party is a joint venture in which the entity is a venturer (see AASB 131 *Interests in Joint Ventures*);
- (d) the party is a member of the key management personnel of the entity or its parent;
- (e) the party is a *close member of the family of an individual* referred to in (a) or (d);
- (f) the party is an entity that is controlled, jointly controlled or significantly influenced by, or for which significant voting power in such entity resides with, directly or indirectly, any individual referred to in (d) or (e); or
- (g) the party is a post-employment benefit plan for the benefit of employees of the entity, or of any entity that is a related party of the entity.

A *related party transaction* is a transfer of resources, services or obligations between related parties, regardless of whether a price is charged.

*Significant influence* is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies. Significant influence may be gained by share ownership, statute or agreement.

Aus9.1 The following terms are also used in this Standard with the meaning specified.

*Director* means:

- (a) a person who is a director under the Corporations Act; and
- (b) in the case of entities governed by bodies not called a board of directors, a person who, regardless of the name that is given to the position, is appointed to the position of member of the governing body, council, commission or authority.

*Disclosing entity* is defined in the Corporations Act.

**Remuneration is compensation as defined in this Standard.**

Aus9.1.1 Although the defined term 'compensation' is used in this Standard rather than the term 'remuneration', both words refer to the same concept and all references in the Corporations Act to the remuneration of directors and executives is taken as referring to compensation as defined and explained in this Standard.

10. In considering each possible related party relationship, attention is directed to the substance of the relationship and not merely the legal form.

11. In the context of this Standard, the following are not necessarily related parties:

(a) two entities simply because they have a *director* or other member of key management personnel in common, notwithstanding (d) and (f) in the definition of 'related party';

(b) two venturers simply because they share joint control over a joint venture;

(c) (i) providers of finance;

(ii) trade unions;

(iii) public utilities; and

(iv) government departments and agencies;

simply by virtue of their normal dealings with an entity (even though they may affect the freedom of action of an entity or participate in its decision-making process); and

(d) a customer, supplier, franchisor, distributor or general agent with whom an entity transacts a significant volume of business, merely by virtue of the resulting economic dependence.

**Disclosure**

12. Relationships between parents and subsidiaries shall be disclosed irrespective of whether there have been transactions between those related parties. An entity shall disclose the name of the entity's parent and, if different, the ultimate controlling party. If neither the entity's parent nor the ultimate controlling party produces financial reports available for public use, the name of the next most senior parent that does so shall also be disclosed.

Aus12.1 When any of the parent entities and/or ultimate controlling parties named in accordance with paragraph 12 is incorporated or otherwise constituted outside Australia, an entity shall:

(a) identify which of those entities is incorporated overseas and where; and

(b) disclose the name of the ultimate controlling entity incorporated within Australia.

13. To enable users of financial reports to form a view about the effects of related party relationships on an entity, it is appropriate to disclose the related party relationship when control exists, irrespective of whether there have been transactions between the related parties.

14. The identification of related party relationships between parents and subsidiaries is in addition to the disclosure requirements in AASB 127, AASB 128 and AASB 131, which require an appropriate listing and description of significant investments in subsidiaries, associates and jointly controlled entities.

15. When neither the entity's parent nor the ultimate controlling party produces financial reports available for public use, the entity discloses the name of the next most senior parent that does so. The next most senior parent is the first parent in the group above the immediate parent that produces consolidated financial statements available for public use.

16. An entity shall disclose key management personnel compensation in total and for each of the following categories:

- (a) short-term employee benefits;
- (b) post-employment benefits;
- (c) other long-term benefits;
- (d) termination benefits; and
- (e) share-based payment.

17. If there have been transactions between related parties, an entity shall disclose the nature of the related party relationship as well as information about the transactions and outstanding balances necessary for an understanding of the potential effect of the relationship on the financial statements. These disclosure requirements are in addition to the requirements in paragraph 16 to disclose key management personnel compensation. At a minimum, disclosures shall include:

- (a) the amount of the transactions;
- (b) the amount of outstanding balances and:
  - (i) their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
  - (ii) details of any guarantees given or received;
- (c) provisions for doubtful debts related to the amount of outstanding balances; and
- (d) the expense recognised during the period in respect of bad or doubtful debts due from related parties.

18. The disclosures required by paragraph 17 shall be made separately for each of the following categories:

- (a) the parent;
- (b) entities with joint control or significant influence over the entity;

- (c) subsidiaries;
- (d) associates;
- (e) joint ventures in which the entity is a venturer;
- (f) key management personnel of the entity or its parent; and
- (g) other related parties.

19. The classification of amounts payable to, and receivable from, related parties in the different categories as required in paragraph 18 is an extension of the disclosure requirement in AASB 101 *Presentation of Financial Statements* for information to be presented either on the balance sheet or in the notes. The categories are extended to provide a more comprehensive analysis of related party balances and apply to related party transactions.

20. The following are examples of transactions that are disclosed if they are with a related party:

- (a) purchases or sales of goods (finished or unfinished);
- (b) purchases or sales of property and other assets;
- (c) rendering or receiving of services;
- (d) leases;
- (e) transfers of research and development;
- (f) transfers under licence agreements;
- (g) transfers under finance arrangements (including loans and equity contributions in cash or in kind);
- (h) provision of guarantees or collateral; and
- (i) settlement of liabilities on behalf of the entity or by the entity on behalf of another party.

Participation by a parent or subsidiary in a defined benefit plan that shares risks between group entities is a transaction between related parties (see paragraph 34B of AASB 119 as issued in December 2004). *[Note: This part of paragraph 20 applies only to accounting periods beginning on or after 1 January 2006 and to accounting periods beginning before 1 January 2006 and on or after 1 January 2005 for those entities that choose to early-adopt AASB 119 (December 2004) and AASB 2004-3 before 1 January 2006.]*

21. Disclosures that related party transactions were made on terms equivalent to those that prevail in arm's length transactions are made only if such terms can be substantiated.



22. Items of a similar nature may be disclosed in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the financial statements of the entity.

#### **Effective Date of IAS 24**

23. [Deleted by the AASB]

#### **Withdrawal of IAS 24 (reformatted 1994)**

24. [Deleted by the AASB]

#### **Other Key Management Personnel Disclosures by Disclosing Entities**

Aus25.1 Paragraphs Aus25.2 to Aus25.9.3 of this Standard apply to each disclosing entity (subject to parent entity relief) that is required to prepare financial reports in accordance with Part 2M.3 of the Corporations Act. The disclosures required of disclosing entities by paragraphs Aus25.2 to Aus25.9.3 are in addition to those required by paragraphs 1 to 22.

Aus25.2 The following details about each key management person shall be disclosed:

- (a) the name of the person;
- (b) the position held; and
- (c) where the period of responsibility is less than the reporting period, the date or dates identifying the period of responsibility.

Aus25.3 If any of the following changes occur in the period after the reporting date and prior to the date when the financial report is authorised for issue, the name, position and date for each person involved shall be disclosed for:

- (a) each change in the chief executive officer and directors of the entity; and
- (b) the retirement of any key management person (other than a director or chief executive officer).

#### **Compensation**

Aus25.4 For each key management person, the following components of the categories required by paragraph 16, shall be disclosed:

- (a) short-term employee benefits. Amounts in this category shall be divided into at least the following components:
  - (i) cash salary, fees and short-term compensated absences;
  - (ii) short-term cash profit-sharing and other bonuses;
  - (iii) non-monetary benefits; and



- (iv) other short-term employee benefits;
- (b) post-employment benefits. Amounts in this category shall be divided into at least the following components:
  - (i) pension and superannuation benefits; and
  - (ii) other post-employment benefits;
- (c) other long-term employee benefits, separately identifying amounts attributable to long-term incentive plans;
- (d) termination benefits; and
- (e) share-based payment. Amounts in this category shall be divided into at least the following components:
  - (i) equity-settled share-based payment transactions:
    - (A) shares and units;
    - (B) options and rights;
  - (ii) cash-settled share-based payment transactions; and
  - (iii) all other forms of share-based payment compensation (including hybrids).

### **Principles of Compensation**

Aus25.5 The following details concerning the compensation of each key management person shall be disclosed:

- (a) discussion of board policy for determining the nature and amount of compensation of key management personnel of the entity;
- (b) discussion of the relationship between such policy and the entity's performance;
- (c) if an element of the compensation of a key management person is dependent on the satisfaction of a performance condition:
  - (i) a detailed summary of the performance condition;
  - (ii) an explanation of why the performance condition was chosen;
  - (iii) a summary of the methods used in assessing whether the performance condition is satisfied and an explanation of why those methods were chosen; and
  - (iv) if the performance condition involves a comparison with factors external to the entity:

- (A) a summary of the factors to be used in making the comparison; and
  - (B) if any of the factors relates to the performance of another entity, of two or more other entities or an index in which the securities of an entity or entities are included – the identity of that entity, of each of those entities or of the index;
- (d) for each grant of a cash bonus, performance-related bonus or share-based payment compensation benefit, whether part of a specific contract for services or not, the terms and conditions of each grant affecting compensation in this or future reporting periods, including:
- (i) the grant date;
  - (ii) the nature of the compensation granted;
  - (iii) the service and performance criteria used to determine the amount of compensation; and
  - (iv) if there has been any alteration of the terms or conditions of the grant since the grant date, the date, details and effect of each alteration;
- (e) for each contract for services between the key management person and the disclosing entity (or any of its subsidiaries), such further explanations as are necessary in addition to those prescribed in subparagraphs (c) and (d) to provide an understanding of how the amount of compensation in the current reporting period was determined and how the terms of the contract affect compensation in future periods;
  - (f) if an element of the compensation consists of securities of a body and that element is not dependent on the satisfaction of a performance condition – an explanation of why that element of the compensation is not dependent on the satisfaction of a performance condition;
  - (g) an explanation of the relative proportions of those elements of the person's compensation that are related to performance and those elements of the person's compensation that are not; and
  - (h) if the person is employed by the entity under a contract – the duration of the contract, the periods of notice required to terminate the contract and the termination payments provided for under the contract.

### **Modification of Terms of Share-based Payment Transactions**

Aus25.6 Where the terms of share-based payment transactions (including options or rights) granted as compensation to a key management person have been altered or modified by the issuing entity during the reporting period, the following details shall be disclosed for each such person:

- (a) the date of each alteration of the terms;
- (b) the market price of the underlying equity instrument at the date of alteration;

- (c) the terms of the grant immediately prior to alteration, including the number and class of the underlying equity instruments, exercise price, time remaining until expiry and each other condition in the terms affecting the vesting or exercise of the option or other right;
- (d) the new terms; and
- (e) the difference between the total of the fair value of the options or other rights affected by the alteration immediately before the alteration and the total of the fair value of those options or other rights immediately after the alteration.

## **Equity Instruments**

### **Different Classes to be Separately Identified**

Aus25.7 All disclosures required by paragraphs Aus25.7.1 to Aus25.7.5 refer to equity instruments issued or issuable by the disclosing entity and any of its subsidiaries and shall be separated into each class of equity instrument identifying each class by:

- (a) the name of the issuing entity;
- (b) the class of equity instrument; and
- (c) if the instrument is an option or right, the class and number of equity instruments for which it may be exercised.

### **Options and Rights Provided as Compensation**

Aus25.7.1 The following details of options and rights over equity instruments provided as compensation to each key management person shall be disclosed:

- (a) the number of options and the number of rights that, during the reporting period, have:
  - (i) been granted; and
  - (ii) vested;
- (b) particulars of the terms and conditions of each grant made during the reporting period, including:
  - (i) the fair value per option or right at grant date;
  - (ii) the exercise price per share or unit;
  - (iii) the amount, if any, paid or payable by the recipient;
  - (iv) the expiry date;
  - (v) the date or dates when the options or rights may be exercised; and

- (vi) a summary of the service and performance criteria that must be met before the beneficial interest vests in the person.

### **Equity Instruments Provided on Exercise of Options and Rights Granted as Compensation**

Aus25.7.2 The following details of the equity instruments provided as a result of the exercise during the reporting period of options and rights granted as compensation to each key management person shall be disclosed:

- (a) the number of equity instruments;
- (b) when the number of options or rights exercised differs from the number of equity instruments disclosed under (a), the number of options or rights exercised;
- (c) the amount paid per instrument; and
- (d) the amount unpaid per instrument.

### **Options and Rights Holdings**

Aus25.7.3 In respect of options and rights held, whether directly, indirectly or beneficially, by each key management person, including their related parties (as referred to in (e) and (f) of the related party definition), disclosure shall be made of the number:

- (a) held at the start of the reporting period;
- (b) granted during the reporting period as compensation;
- (c) exercised during the reporting period;
- (d) resulting from any other change during the reporting period;
- (e) held at the reporting date;
- (f) vested at the reporting date;
- (g) vested and exercisable at the reporting date; and
- (h) vested and unexercisable at the reporting date.

### **Equity Holdings and Transactions**

Aus25.7.4 In respect of equity instruments (other than options and rights) held directly, indirectly or beneficially by each key management person, including their related parties (as referred to in (e) and (f) of the related party definition), disclosure shall be made of the number:

- (a) held at the start of the reporting period;
- (b) granted during the reporting period as compensation;

- (c) received during the reporting period on exercise of options or rights;
- (d) resulting from any other change during the reporting period;
- (e) held at the reporting date; and
- (f) if any such are included in the number disclosed under subparagraph (e) above, held nominally at the reporting date.

Aus25.7.5 If transactions involving equity instruments, other than share-based payment compensation, have occurred between a key management person, including their related parties (as referred to in (e) and (f) of the related party definition) and the issuing entity during the reporting period, the nature of each different type of transaction shall be disclosed where the terms or conditions were more favourable than those which it is reasonable to expect the entity would have adopted if dealing at arm's length with an unrelated person. For each such transaction, the details of the terms and conditions shall be disclosed.

## **Loans**

Aus25.8 The details required by paragraph Aus25.8.1 shall be disclosed separately in respect of each aggregate of loans made, guaranteed or secured, directly or indirectly, by the disclosing entity and any of its subsidiaries to:

- (a) all key management personnel, including their related parties (as referred to in (e) and (f) of the related party definition); and
- (b) each key management person, including their related parties (as referred to in (e) and (f) of the related party definition) by name whose aggregate loan amount exceeded \$100,000 at any time during the reporting period.

Aus25.8.1 In respect of each aggregate of loans to key management personnel and to each key management person as required by paragraph Aus25.8, the following details shall be disclosed:

- (a) the amount outstanding at the start of the reporting period;
- (b) the amount of interest paid and payable in respect of the reporting period to the disclosing entity and any of its subsidiaries;
- (c) the difference between the amount disclosed in accordance with subparagraph (b) above and the amount of interest that would have been charged on an arm's-length basis;
- (d) each write-down and each allowance for doubtful receivables recognised by the disclosing entity and any of its subsidiaries;
- (e) the amount outstanding at the reporting date;
- (f) for each key management person only, the highest amount of indebtedness during the reporting period;

(g) for key management personnel only, the number of persons included in the group aggregate at the reporting date; and

(h) a summary of the terms and conditions of the loans.

Aus25.8.2 For the purposes of paragraphs Aus25.8 and Aus25.8.1 loans do not include loans involved in transactions that are in substance options, including non-recourse loans.

### **Other Transactions and Balances**

Aus25.9 In respect of transactions during the reporting period between the disclosing entity and any of its subsidiaries and key management personnel, including their related parties (as referred to in (e) and (f) of the related party definition), other than transactions covered by paragraphs Aus25.4 to Aus25.8.1 or excluded by paragraph Aus25.9.3, the following details shall be disclosed:

- (a) each type of transaction of different nature;
- (b) the terms and conditions of each type of transaction or, where there are different categories of terms and conditions within each type, the terms and conditions of each category of transaction; and
- (c) for each type of transaction or, where there are different categories within each type, each category of transaction:
  - (i) the names of the persons involved; and
  - (ii) the aggregate amount recognised.

Aus25.9.1 In respect of each aggregate amount disclosed in accordance with paragraph Aus25.9, the following details shall be disclosed:

- (a) the total of amounts recognised as revenue, separately identifying where applicable the total amounts recognised as:
  - (i) interest revenue; and
  - (ii) dividend revenue;
- (b) the total of amounts recognised as expense, separately identifying where applicable the total amounts recognised as:
  - (i) interest expense; and
  - (ii) write-downs of receivables and allowances made for doubtful receivables; and
- (c) any further disclosures necessary to provide an understanding of the effects of the transactions on the financial statements.

Aus25.9.2 In respect of assets and liabilities at the reporting date recognised in relation to transactions identified in accordance with paragraph Aus25.9, disclosure shall be made of:

- (a) the total of all assets, classified into current and non-current assets and, where applicable, any allowance for doubtful receivables at the reporting date; and
- (b) the total of all liabilities, classified into current and non-current liabilities.

Aus25.9.3 Transactions with and amounts receivable from or payable to a key management person, including their related parties, (as referred to in (e) and (f) of the related party definition), are excluded from the requirements of paragraphs Aus25.9 to Aus25.9.2 when:

- (a) they occur within a normal employee, customer or supplier relationship on terms and conditions no more favourable than those that it is reasonable to expect the entity would have adopted if dealing at arm's length with an unrelated person;
- (b) information about them does not have the potential to affect adversely decisions about the allocation of scarce resources made by users of the financial report, or the discharge of accountability by the key management person; and
- (c) they are trivial or domestic in nature.

#### **Policy Implications**

Creation of new Policy

#### **Financial Implications**

Nil

#### **OFFICER RECOMMENDATION**

**Council Decision Number –**

**Moved: Cr**

**Seconded: Cr**

**That Council adopt the Draft Related Party Disclosure Policy as required by the Australian Accounting Standard AASB 124 – Related Party Disclosures this is to include Sporting Groups as related parties.**

**That the Policy Manual be amended accordingly to incorporate the new Related Party Disclosure to be included in the 2016/2017 financial reports as required by the Australian Accounting Standard AASB 124.**

**Carried /**

**\*CONFIDENTIAL ITEM\***

<b>7.6.13 REQUEST FOR DOGS EXCEEDING LOCAL LAW MAXIMUM</b>	
Location:	Mukinbudin
File Ref:	ADM 300
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	19 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

**Statutory Environment****5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees; and
  - (b) the personal affairs of any person; and
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret; or
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person,
 where the trade secret or information is held by, or is about, a person other than the local government; and
  - (f) a matter that if disclosed, could be reasonably expected to —



- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
  - (ii) endanger the security of the local government's property; or
  - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

## OFFICER RECOMMENDATION

**Council Decision Number –**

**Moved:**

**Seconded:**

**That in accordance with section 5.23 (2) (a) of the Local Government Act 1995 that the meeting be closed to members of the Public as Agenda item 7.6.12 is deemed to be**

**(b) the personal affairs of any person;**

**Carried /**

<b>7.6.14 CEACA Constitution Endorsement</b>	
Location:	All of Shire
File Ref:	ADM
Applicant:	Dirk Sellenger - Chief Executive Officer
Date:	20 <sup>th</sup> October 2017
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

### **Summary**

To allow Council to consider and potentially endorse the Central Eastern Aged Care Alliance (CEACA) Constitution which the Shire of Mukinbudin is one of eleven member Shires..

### **Background Information**

The CEACA project is currently funded to deliver aged care units in eleven Shires in the region, with four units proposes to be built in Mukinbudin. In April 2015 Council endorsed the draft constitution by which CEACA would operate, the resolution from the April 2015 meeting follows:

#### **Council Decision Number – 1237**

**Moved: Cr O'Neil                      Seconded: Cr Sippe**

***That the Shire of Mukinbudin:***

- 1. endorse the draft constitution for Central East Aged Care Alliance Inc as presented.***
- 2. advise the Executive Officer of the Wheatbelt East Regional Organisation of Councils of its endorsement of the draft constitution for Central East Aged Care Alliance Inc can be undertaken.***
- 3. advises that Cr Shadbolt be Council's delegate on the CEACA Inc Management Committee and Cr Comerford be the Deputy/Proxy.***

***Carried      8/0***

Since 2015 it has become apparent that the constitution is not entirely appropriate for the organisation, and along with some legislative changes have required a review of the document.

As a result of the consultation, a copy of the proposed new constitution has been prepared as follows:

## THE CENTRAL EAST AGED CARE ALLIANCE INC CONSTITUTION

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Incorporating amendments passed at Annual General Meeting held on Wednesday 2 November 2016.

Main points from GL:

- Conflict of Interest clause is missing
- Document needs page numbers inserted
- Consistency of use with 'Rule' Vs. 'rule'
- Term 'Independent Chair' needs to be defined in definitions
- Do we need a separate 'Schedule' outlining a process for the transfer of assets from member to CEACA and/or vice versa?

**Comment [HW1]:** This is a comment/question raised by both Darren Mollenoyux and John Nuttall. Agree that a clause needs to be inserted. Would use the clause that is within the current constitution.

**BW General Comment:**

Could we not just assume that the Association is a Tier 3 and apply the financial and other principles that apply to the Tier. This way we can delete reference to the various requirements for the Tiers.

HW Would support BW's comment as this is was the premise of when CEACA's first constitution was developed. It is the way that CEACA already operates from a financial perspective.

## Contents

1. <a href="#">PRELIMINARY .....</a>	<a href="#">1</a>
2. <a href="#">INTERPRETATION .....</a>	<a href="#">2</a>
3. <a href="#">POWERS OF THE ASSOCIATION.....</a>	<a href="#">3</a>
4. NOT FOR PROFIT.....	5
5. <a href="#">BECOMING A MEMBER.....</a>	<a href="#">3</a>
6. <a href="#">LIABILITY AND ENTITLEMENTS OF MEMBERS .....</a>	<a href="#">5</a>
7. <a href="#">CEASING TO BE A MEMBER .....</a>	<a href="#">7</a>
8. <a href="#">MEMBERSHIP REGISTER.....</a>	<a href="#">9</a>
9. MEMBERSHIP FEES.....	10
10. <a href="#">POWERS AND COMPOSITION OF THE COMMITTEE .....</a>	<a href="#">11</a>
11. ROLE AND RESPONSIBILITIES OF COMMITTEE MEMBERS.....	12
12. APPOINTING COMMITTEE MEMBERS .....	15
13. <a href="#">CEASING TO BE A MEMBER OF THE MANAGEMENT COMMITTEE.....</a>	<a href="#">17</a>
14. <a href="#">COMMITTEE MEETINGS.....</a>	<a href="#">18</a>
15. REMUNERATION OF COMMITTEE MEMBERS .....	20
16. <a href="#">SUB-COMMITTEES AND DELEGATION.....</a>	<a href="#">20</a>
17. <a href="#">GENERAL MEETINGS .....</a>	<a href="#">21</a>
18. <a href="#">SPECIAL GENERAL MEETINGS .....</a>	<a href="#">23</a>
19. <a href="#">MAKING DECISIONS AT GENERAL MEETINGS.....</a>	<a href="#">23</a>
20. <a href="#">MINUTES OF MEETINGS .....</a>	<a href="#">26</a>
21. <a href="#">FUNDS AND ACCOUNTS.....</a>	<a href="#">27</a>
22. <a href="#">FINANCIAL YEAR OF THE ASSOCIATION.....</a>	<a href="#">28</a>
23. <a href="#">ANNUAL GENERAL MEETINGS .....</a>	<a href="#">28</a>
24. <a href="#">RULES OF THE ASSOCIATION.....</a>	<a href="#">29</a>
25. <a href="#">BY-LAWS OF THE ASSOCIATION.....</a>	<a href="#">30</a>
26. <a href="#">AUTHORITY REQUIRED TO BIND ASSOCIATION.....</a>	<a href="#">30</a>
27. <a href="#">THE ASSOCIATION'S BOOKS AND RECORDS .....</a>	<a href="#">31</a>
28. RESOLVING DISPUTES .....	32
29. CANCELLATION AND DISTRIBUTION OF SURPLUS PROPERTY.....	34

## 1. PRELIMINARY

### 1.1 Name of Association

The name of the Association shall be "T Central East Aged Care Alliance Inc".

**Comment [HW2]:** Should the acronym CEACA be included here as it is shown on the certificate of incorporation?

### 1.2 Vision of the Association

The Association and its constituent members recognise the need for affordable, suitable and sustainable housing that meets the needs of an ageing population in the Region. The Association will implement agreed strategies and secure funding from State and Commonwealth governments, the private sector and not for profit organisations to construct, manage, and maintain housing in the Region.

### 1.3 Objects and Purposes of Association

The objects and purposes of the Association are:

- (a) to provide housing for an ageing population in the CEACA Region;
- (b) to secure funding from various sources for the construction of housing;
- (c) to manage the housing across the Region, including its tenants and sale;
- (d) to maintain the housing constructed in the Region; and
- (e) to ensure the ongoing viability and increase the number of accommodation units across the Region as required.

### 1.4 Quorum for Committee Meetings

Fifty (50%) percent of the Committee Members plus one constitute a quorum for the conduct of the business at a Committee Meeting.

### 1.5 Quorum for General Meetings

Fifty (50%) of the total membership of Members personally present (being a natural person or a person appointed under rule 6.3(a)) and entitled to vote under these Rules at a General Meeting plus one will constitute a quorum for the conduct of business at a General Meeting.

### 1.6 Financial Year

The Association's Financial Year, will be the period of 12 months commencing on 1 July and ending on 30 June of each year.

**Comment [HW3]:** A comment from John Nuttall:  
"Is there a possibility that there may end up being some kind of 'service delivery' model relating to these units. There have been discussions regarding the future of healthcare etc., and if CEACA are going to end up in that space. If so, should there be some mention of that possibility in the above section(s)?"

Given that CEACA is looking to do a review of aged care service provision and the Verso Report detailed other areas of need in the "aged care" landscape there is justification for the vision and objects of the constitution being broadened.

**Comment [BW4]:** I see some value in defining the Committee as the "Management Committee" to avoid any confusion.

HW Agree with BWs comment. I think this would be a good way to go and from an administrative point of view would simplify preparation of agendas etc.

## 2. INTERPRETATION

### 2.1 Definitions

In these Rules, unless the contrary intention appears:

**Act** means the *Associations Incorporation Act 2015 (WA)*;

**Annual General Meeting** or **AGM** means the annual general meeting convened under rule 23.1;

**Associate Member** means a person, local government, body corporate, or other incorporated association, that satisfies the requirements of sub-rule 5.3(a) and whose

application for membership is accepted by the Committee under sub-rule 5.4;

**Association** means the Central East Aged Care Alliance Inc;

**Books of the Association** has the meaning given to it in section 3 of the Act, and includes the following —

- (a) a register;
- (b) financial records, financial statements or financial reports, however compiled, recorded or stored;
- (c) a document;
- (d) any other record of information;

**By-laws** means by-laws made by the Association under rule 19;

**Code of Conduct** means the Code of Conduct of the Association (if any) which may be amended or added to from time to time by the Committee as it deems appropriate;

**Commissioner** means the person designated as the Commissioner from time to time under the Act;

**Committee** means the Management Committee required by the Act which is the body responsible for the management of the affairs of the Association;

**Committee Meeting** means a meeting referred to in rule 14.1;

**Committee Member** means a member of the Committee elected under rule 12;

**Financial Records** has the meaning given to it in section 62 of the Act and includes:

- (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers;
- (b) documents of prime entry; and
- (c) working papers and other documents needed to explain:
  - (i) the methods by which financial statements are prepared; and
  - (ii) adjustments to be made in preparing financial statements;

**Financial Report** has the meaning given to it in sections 62 and 63 of the Act;

**Financial Statements** has the meaning given to it in section 62 of the Act;

**Financial Year** has the meaning given to it in Rule 1.6;

**General Meeting** means an Annual General Meeting or a Special General Meeting of the Association;

**General Member** means a person, local government, body corporate or other incorporated association that satisfies the requirements of sub-rule 5.2(b) and whose application for membership is accepted by the Committee under sub-rule 5.4;

**Member** means a person, local government, body corporate or other incorporated association that becomes a member of the Association under these rules;

**Office Holders** has the meaning given to it at rule 10.2(c);

**Ordinary Resolution** means a resolution to decide a question, matter or resolution at a General Meeting that is not a Special Resolution;

**Comment [BW5]:** If the word "The" is part of the title then need to be consistent with how it is included. In this case needs to be a capital "T"

HW As I commented above I do not believe "the" is required.

**Poll** means voting conducted in written form which may include, but is not limited to a secret ballot (as opposed to general agreement or a show of hands);

**Register** means the register of Members referred to in rule 8.1(a);

**Rule** or **rule** means these rules of the Association as amended from time to time under rule 24.2;

**Special General Meeting** means the meeting convened under rule 18;

**Special Resolution** is a resolution of the Association passed in accordance with rule 19.1;

**Surplus Property** has the meaning given to it in the Act and means the property remaining when the association is wound up or cancelled after satisfying:

- (a) the debts and liabilities of the Association; and
  - (b) the costs, charges and expenses of winding up the Association,
- but does not include books pertaining to the management of the Association;

**Tier 1 Association** has the meaning given to it in section 62 of the Act;

**Tier 2 Association** has the meaning given to it in section 62 of the Act;

**Tier 3 Association** has the meaning given to it in section 62 of the Act;

## 2.2 Interpretation

In these Rules, unless the contrary intention appears:

- (a) **(headings)** underlining, numberings, typesetting styles and layouts are for convenience only and do not affect the interpretation of these Rules;
- (b) **(gender)** a reference to any gender includes every gender;
- (c) **(person)** the word person includes a firm, a partnership, a joint venture, an organisation or an authority;
- (d) **(may)** the word may is permissive and not mandatory;
- (e) **(singular includes plural)** the singular includes the plural and Deputy versa;
- (f) **(grammatical form)** where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (g) **(regulations)** a reference to a law includes regulations and instruments made under the law;
- (h) **(amendments to statutes)** a reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or the provision;
- (i) **(from time to time)** a power, an authority or a discretion reposed in the members', a member, the Committee or a Director may be exercised at any time and from time to time;
- (j) **(function)** a reference to a function includes a reference to a power, authority and duty; and
- (k) **(exercise of a function)** a reference to the exercise of a function includes, where the function is a power, authority or duty, a reference to the exercise of

Comment [BW6]: Format

the power or authority of the performance of the duty.

## 2.3 Notices

- (a) A notice or other communication connected with these Rules has no legal effect unless it is in writing and given as follows:
  - (i) delivered by hand to the nominated address of the addressee;
  - (ii) sent by post to the nominated postal address of the addressee; or
  - (iii) sent by e-mail or any other method of electronic communication (including facsimile) to the nominated electronic address of the addressee.
- (b) Any notice given to a Member under these rules, must be sent to Member's address as set out in the Register referred to in rule 8.1.
- (c) When a notice is:
  - (i) delivered by hand under rule 2.3(a)(i) it is properly served when delivered to, and received by, the recipient;
  - (ii) sent by ordinary pre-paid post under rule 2.3(a)(ii), it is taken to have been received five (5) working days after posting;
  - (iii) sent by email under rule 2.3(a)(iii), it is taken to have been received at the time when the sender receives confirmation on its server that the message has been transmitted;
  - (iv) sent by facsimile under rule 2.3(a)(iii), it is taken to have been received at the time shown on the transmission report as the time the whole facsimile was sent.

## 3. POWERS OF THE ASSOCIATION

### 3.1 Powers of the Association

The powers conferred on the Association are the same as those conferred by section 14 of the Act, so that subject to the Act, the Association may do all things necessary or convenient for carrying out its objects or purposes in a lawful manner, and in particular may:

- (a) acquire, hold, deal with, and dispose of any real or personal property;
- (b) open and operate bank accounts;
- (c) invest its money –
  - (i) as trust funds may be invested under the *Trustees Act 1962* Part III; or
  - (ii) in any other manner authorised by the rules of the Association;
- (d) borrow money upon such terms and conditions as the Association thinks fit;
- (e) give such security for the discharge of liabilities incurred by the Association as the Association thinks fit;
- (f) appoint agents to transact any business of the Association on its behalf;
- (g) enter into any other contract it considers necessary or desirable;
- 
- (h) employ such persons as the Association deems appropriate to pursue the objects of the Association or to administer the affairs of the Association; and
- (i) may act as trustee and accept and hold real and personal property upon trust, but does not have power to do any act or thing as a trustee that, if done otherwise, would contravene this Act or the rules of the Association.



### 3.2 Paid Officers

- (a) The Committee may appoint from time to time an independent Chair and an Executive Officer for the Association and any other paid officers as may be required to conduct the affairs of the Association and may also terminate such appointments.
- (b) The term of appointment and employment terms and conditions and remuneration of the paid officers shall be on such terms as agreed by the Committee and the respective officers.

**Comment [GL7]:** With the Chair now having a casting vote it is important to define the term.

### 3.3 Office of the Association

The office of the Association shall be at such place as the Committee may from time to time determine.

## 4. NOT FOR PROFIT

### 4.1 Not-for-profit body

- (a) The property and income of the Association shall be applied solely towards promoting the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any Member, except in good faith in the promotion of those objects or purposes.
- (b) A payment may be made to a Member out of the funds of the Association only if it is authorised under rule 4.1(c).
- (c) A payment to a Member out of the funds of the Association is authorised if it is:
  - (i) the payment in good faith to the Member as reasonable remuneration for any services provided to the Association, or for goods supplied to the Association, in the ordinary course of business; or  
  
the payment of interest on money borrowed by the Association from the Member, at a rate not greater than the cash rate published from time to time by the Reserve Bank of Australia; or
  - (ii) the payment of reasonable rent to a Member for premises leased by the Member to the Association; or
  - (iii) the reimbursement of reasonable expenses properly incurred by the Member on behalf of the Association.

## 5. BECOMING A MEMBER

### 5.1 Minimum Number of Members

The Association must have at least six Members with full voting rights.

### 5.2 General Members

#### (a) Foundation General Members

The foundation General Members of the Association are:

- (i) Council of the Shire of Bruce Rock;
  - (ii) Council of the Shire of Kellerberrin;
  - (iii) Council of the Shire of Koorda;
  - (iv) Council of the Shire of Merredin;
  - (v) Council of the Shire of Mt Marshall;
  - (vi) Council of the Shire of Mukinbudin;
  - (vii) Council of the Shire of Nungarin;
  - (viii) Council of the Shire of Trayning;
  - (ix) Council of the Shire of Westonia;
  - (x) Council of the Shire of Wyalkatchem; and
  - (xi) Council of the Shire of Yilgarn.
- (b) Any person, local government, or body corporate or other incorporated association with interests or objectives which include objectives consistent with the objects of the Association may apply to be a General Member of the Association.
- (c) A General Member has all the rights provided to Members under the rules, including full voting rights, and is eligible for nomination and appointment to the Committee and to be an Office Holder.

### 5.3 Associate Members

- (a) Any person, local government, body corporate or other incorporated association that is not eligible, or does not wish, to be a General Member of the Association may apply to be an Associate Member of the Association.
- (b) An Associate Member shall enjoy the same privileges and be subject to the same obligations as a General Member, except an Associate Member is not entitled or eligible to:
- (i) vote at any General Meeting;
  - (ii) propose a resolution at a General Meeting;
  - (iii) call a General Meeting;
  - (iv) be nominated, elected, or appointed as a Committee Member or Office Holder;

- (v) nominate a Committee Member or Office Holder; or
- (vi) nominate a person, local government, body corporate, or other incorporated association to be a Member of the Association.
- (c) An Associate Member who has been an Associate Member of the Association for four years or longer may apply to be a General Member pursuant to rule 5.4(a).

#### 5.4 Applying for Membership

- (a) A person, local government, body corporate, or other incorporated association who wish to become a Member must:
  - (i) be nominated for membership by two General Members (or persons appointed under rule 6.3(a) with authority to represent the General Members); and
  - (ii) apply in writing to the Association, using the prescribed form (if any) together with any fees due under rules 9.1 and 9.2.
- (b) A local government, body corporate, or other incorporated association who wish to become a Member must appoint in writing a natural person to represent it at a particular General Meeting, or at all General Meetings and on the Committee.
- (c) All application forms must:
  - (i) state the full name of the applicant;
  - (ii) state a contact postal, residential, or email address for the applicant; and
  - (iii) if applicable, appoint in writing a natural person to represent it at a particular General Meeting, or at all General Meetings and on the Committee, and state
    - A. the name of the appointed person; and
    - B. a contact postal, residential, or email address for the appointed person.
  - (iv) The selection of the natural person shall be at the discretion of the applicant. Without limiting that discretion, it is the intention of the Association that persons appointed by local government applicants shall comprise any member of the community within the jurisdiction of that local government.
- (d) All application forms must be signed by the applicant and the two nominating General Members (or persons appointed under rule 6.3(a) with authority to represent the General Members).
- (e) If the Association has more than one class of membership, the application form must specify the applicable class of membership.

**Comment [BW8]:** Prescribed by whom?

#### 5.5 Deciding Membership Applications

- (a) The Committee will consider and decide whether to approve or reject any membership application.
- (b) Subject to rule 5.5(c) applications will be considered and decided in the order they are received by the Association.
- (c) When considering a membership application, the Committee may seek

clarification of any matter or further information in support of the application, and may delay its decision to allow for that material to be provided and proceed to consider and decide other applications.

- (d) The Committee may approve a membership application if, in the view of the Committee, the applicant:
  - (i) meets the eligibility requirements for the relevant Membership class under rule 5.2(b) or 5.3(a); and
  - (ii) applies under rule 5.4.
- (e) The Committee may refuse to accept a membership application even if the Applicant has applied in writing and complies with all the eligibility requirements under rule 5.2(b) or 5.3(a).
- (f) As soon as is practicable after the Committee has made a decision under rule 5.5, the Committee must notify the applicant in writing of the outcome of their membership application but is not obliged to provide reasons for the decision, and the decision of the Committee shall be final.

## 5.6 **Becoming a Member**

- (a) An applicant becomes a Member if:
  - (i) the applicant is eligible for membership under rule 5.2(b) or 5.3(a);
  - (ii) the applicant applies in writing using the prescribed form (if any) to the Association under rule 5.4;
  - (iii) the Committee approves the Applicant's application for membership submitted under rule 5.5; and
  - (iv) the applicant has paid the levy or any fees due under rules 9.1 and 9.2 (if any).
- (b) The Applicant immediately becomes a Member of the applicable class of Membership, and is entitled to exercise all the rights and privileges of that class of Membership, and must comply with all of the obligations of Membership under these Rules, when rule 5.6(a) has been fulfilled.

## 5.7 **Recording Membership in the Register**

The Secretary must enter the name of a Member in the Register within 28 days after the Member becomes a Member under these rules.

# 6. **LIABILITY AND ENTITLEMENTS OF MEMBERS**

## 6.1 **Classes of Members**

- (a) The membership of the Association consists of:
  - (i) General Members; and
  - (ii) Associate Members;
- (b) The Association may have any class of membership determined by resolution of Members at a General Meeting.
- (c) If the Association has two or more classes of members, no member can belong to more than one class of membership.
- (d) Subject to any limitation specified in these rules, each class of Membership shall have rights and benefits as determined by the Committee or by resolution of Members at a General Meeting.
- (e) The maximum number of General Members is unlimited unless the Association in General Meeting decides otherwise.

## 6.2 Membership Voting Rights of Members

- (a) Each Member that is entitled to vote has one (1) vote at a General Meeting of the Association.

## 6.3 Voting by a local government, other body corporate, or other incorporated association

- (a) A Member which is a local government, body corporate, or other incorporated association must appoint in writing a natural person to represent it at a particular General Meeting, or at all General Meetings and on the Committee.
- (b) A copy of the written appointment using the prescribed form (if any) must be lodged with the Secretary.
- (c) A person appointed under rule 6.3(a) has authority to represent the local government, other body corporate, or other incorporated association as a Member:
  - (i) in the case of an appointment in respect of a particular General Meeting, until the conclusion of that General Meeting; or
  - (ii) otherwise, until the appointment is revoked in writing by the local government, body corporate, or other incorporated association, and notice of the revocation is given to the Secretary.

## 6.4 Liability of Members

- (a) A Member is only liable for their outstanding levy or outstanding membership fees payable under rules 9.1 and 9.2, if any.
- (b) Subject to rule 6.4(a), a Member is not liable, by reason of the person's Membership, for the liabilities of the Association or the cost of winding up the Association.
- (c) Rule 6.4(b) does not apply to liabilities incurred by or on behalf of the Association by the Member before incorporation.

**Comment [GL9]:** Given the Committee is effectively acting as a Board of Directors, are members of the Committee subject to the same liability as Directors?

## 6.5 Payment to Members

- (a) Subject to rule 6.5(b), no portion of the income or property of the Association may be paid directly or indirectly, by way of dividend, bonus or otherwise to the Members.
- (b) Rule 6.5(a) does not prevent:
  - (i) the payment in good faith of remuneration to any officer, employee or Member in return for any services actually rendered to the Association or for goods supplied in the ordinary and usual course of business;
  - (ii) the payment of interest at a rate not exceeding the prevailing market rate published by the Reserve Bank of Australia as the "Cash Rate Target" from time to time on money borrowed from any Member;
  - (iii) the payment of reasonable and proper rent by the Association to a Member for premises leased by the Member to the Association; or
  - (iv) the reimbursement of expenses incurred by a Member, or any Committee Member on behalf of the Association.

**Comment [BW10]:** What happens in the case of two LGs who are members amalgamating?

HW A good question and is one that requires resolution.

## 6.6 Membership Entitlements not Transferable

Subject to rule 6.3(a), a right, privilege or obligation that a person, local government, body corporate or other incorporated association has because it, he or she is a Member of the Association:

- (a) is not capable of being transferred to any other person, local government, body corporate, or association; and
- (b) ends when the membership ceases for that person, local government, body corporate, or other incorporated association.

## **7. CEASING TO BE A MEMBER**

### **7.1 Ending Membership**

- (a) The membership of a person, local government, body corporate, or other incorporated association (as the case may be) ends, if the Member:
  - (i) dies;
  - (ii) ceases to be a Member under rule 9.1(d);
  - (iii) ceases to be a Member under rule 9.2(d);
  - (iv) resigns as a Member under rule 7.2; or
  - (v) is expelled from the Association under rule 7.3.
- (b) For a period of one year after a person's membership ends, the Secretary must keep a record of:
  - (i) the date on which a person, local government, body corporate, or other incorporated association ceases to be a Member under rule 7.1(a); and
  - (ii) the reason why the person, local government, body corporate, or other incorporated association ceases to be a Member.
- (c) If a local government, body corporate, or other incorporated association ceases to be a Member, then any appointment to a natural person made by it under rule 6.3 immediately ceases to have any effect.

### **7.2 Resigning as a Member**

- (a) A Member who has paid all amounts payable by the Member to the Association in respect of their membership, may resign from membership by giving written notice of their resignation to the Secretary.
- (b) The Member resigns:
  - (i) at the time the Secretary receives the notice; or
  - (ii) if a later time is stated in the notice, at that later time.
- (c) Any Member who resigns from the Association remains liable to pay to the Association any outstanding fees which may be recovered as a debt due to the Association by the Member.

### **7.3 Suspending or Expelling Members**

- (a) The Committee may, by resolution, discipline a Member by any means considered appropriate, or suspend or expel a Member from membership if, in the opinion of the Committee:
  - (i) the Member (or any person authorised to represent the Member under rule 6.3) refuses or neglects to comply with these rules or the Code of Conduct; or

- (ii) the conduct or behavior of the Member (or any person authorised to represent the Member under rule 6.3):
    - A. is detrimental to the interests of the Association; or
    - B. has brought the Association into disrepute; or
    - C. has brought discredit on the Association; or
  - (iii) the Member is an undischarged bankrupt; or
  - (iv) the Member applied for and obtained Membership under a false pretence or by providing false information.
- (b) The Committee must hold a Committee Meeting to decide whether to suspend or expel a Member.
- (c) The Secretary must, not less than 28 days before the Committee Meeting referred to in rule 7.3(b), give written notice to the Member:
- (i) of the proposed suspension or expulsion and the grounds on which it is based;
  - (ii) of the date, place and time of the Committee Meeting;
  - (iii) that the Member, or the Member's representative, may attend the Committee Meeting; and
  - (iv) that the Member, or the Member's representative, may address the Committee at the meeting and will be given a full and fair opportunity to state the Member's case orally, or in writing, or both.
- (d) At the Committee Meeting referred to in rule 7.3(b) the Committee must:
- (i) give the Member, or the Member's representative, a full and fair opportunity to state the Member's case orally;
  - (ii) give due consideration to any written statement submitted by the Member; and
  - (iii) determine by an absolute majority whether or not the Member should be:
    - A. expelled from the Association; or
    - B. suspended from membership, and if so, the period that the Member should be suspended from membership; or
    - C. disciplined by any means considered appropriate, which may include, without limitation, reprimanding the Member or requesting that the Member resign from the Association; or
    - D. exonerate the Member
- (e) Once the Committee has decided to suspend or expel a Member under rule 7.3(d), the Member (and any person authorised to represent the Member under rule 6.3(a) is immediately suspended or expelled from membership.
- (f) The Secretary must inform the Member in writing of the decision of the Committee and the reasons for the decision, within 7 days of the Committee Meeting referred to in rule 7.3(d).

## 7.4

**Right of Appeal of against Suspension or Expulsion**

If a Member is suspended or expelled or disciplined under rule 7.3, the person may appeal the Committee's decision by giving written notice to the Secretary within 14 days of receiving notice of the Committee's decision under rule 7.3(f) requesting the appointment of a mediator under rule 28.2(c)

**Comment [HW11]:** A comment from John Nuttall:  
"7.3 (d) (iii) Suspending or Expelling Members

There is reference to an absolute majority vote in this section. In other areas (19) it talks about Special Resolution or Ordinary Resolution. Is this either confused with Special Resolution, or if not should it have a definition at the beginning (especially if LG's are moving away and non LG people need to have clarity about what such a vote requires)?"

Agree that KG needs to clarify/rewrite

## 7.5 Reinstatement of a Member

If the Committee's decision to suspend or expel or discipline a Member is revoked under these rules, any act performed by the Committee or Members in General Meeting during the period that the Member was suspended or expelled from Membership under rule 7.3(e), is deemed to be valid, notwithstanding the Member's inability to exercise their rights or privileges of Membership, including voting rights, during that period.

## 7.6 When a Member is Suspended

- (a) If a Member's membership is suspended under rule 7.3(e), the Secretary must record in the Register:
  - (i) the name of the Member that has been suspended from membership;
  - (ii) the date on which the suspension takes effect; and
  - (iii) the length of the suspension as determined by the Committee under 7.3(d)(iii)B.
- (b) A Member that has been suspended under rule 7.3(e) cannot exercise any rights or privileges of membership, including voting rights, during the period they are suspended from membership.
- (c) Upon the expiry of the period of a Member's suspension, the Secretary must record in the Register that the Member is no longer suspended.

## 8. MEMBERSHIP REGISTER

### 8.1 Register of Members

- (a) The Secretary or a person authorised by the Committee from time to time must maintain a register of Members and make sure that the Register is up to date.
- (b) The Register must contain:
  - (i) the full name of each Member;
  - (ii) a contact postal, residential or email address of each Member;
  - (iii) the class of membership held by the Member;
  - (iv) the date on which the person became a Member; and
  - (v) the name and contact details of any person appointed by the Member under rule 6.3(a).
- (c) Any change in membership of the Association must be recorded in the Register within 28 days after the change occurs.
- (d) The Register must be kept and maintained at the Associations listed office or at such other place as the Committee decides.

### 8.2 Inspecting the Register

- (a) Any Member, or a person appointed by a Member under rule 6.3(a), is able to inspect the Register free of charge, at such time and place as is mutually convenient to the Association and the Member.
- (b) A Member must contact the Secretary to request to inspect the Register.



- (c) The Member may make a copy of details from the Register but has no right to remove the Register for that purpose.

### 8.3 Copy of the Register

- (a) A Member, or a person appointed by a Member under rule 6.3(a), may make a request in writing for a copy of the Register.
- (b) The Committee may require a Member who requests a copy of the Register to provide a statutory declaration setting out the purpose of the request and declaring that the purpose is connected with the affairs of the Association.
- (c) The Association may charge a reasonable fee to the Member for providing a copy of the Register, the amount to be determined by the Committee from time to time.

### 8.4 When Using the Information in the Register is Prohibited

A Member, or a person appointed by a Member under rule 6.3(a), must not use or disclose the information on the Register:

- (a) to gain access to information that a Member has deliberately denied them (that is, in the case of social, family or legal differences or disputes);
- (b) to contact, send material to the Association or a Member for the purpose of advertising for political, religious, charitable or commercial purposes unless the use of the information is approved by the Committee, or
- (c) for any other purpose unless the purpose:
  - (i) is directly connected with the affairs of the Association; or
  - (ii) relates to the provision of information to the Commissioner in accordance with a requirement of the Act.

## 9. MEMBERSHIP FEES

### 9.1 Members Levy

- (a) The Committee may from time to time determine the amount of a Member's levy to be paid by each Member or each class of Members from time to time.
- (b) Each Member must pay the Member's levy determined under rule 9.1(a) to the Treasurer, or a person authorised by the Committee to receive payments, as and when decided by the Committee.
- (c) If a Member pays the Member's levy within 3 calendar months after the due date, the Member retains all the rights and privileges of a Member for the purposes of these Rules during that time, including the right to vote.
- (d) Subject to rule 9.1(e), if a person fails to pay the annual Membership fee within 3 calendar months after the due date, the person ceases to be a Member.
- (e) If a person ceases to be a Member under rule 9.1(d), and subsequently pays to the Association all the Member's levy, the Committee may, if it thinks fit, reinstate the Member's rights and privileges from the date on which the outstanding fees are paid, including the right to vote.

### 9.2 Annual Membership Fee

**Comment [GL12]:** We need more overall clarity on whether we are calling this a Fee or a Levy in this clause.

HW Comments around membership fees etc was one raised by ray Hooper following last year's AGM. I think that clarity is required.

**Comment [BW13]:** Wonder of this is too long a time after the due date. This is open invitation to pay everything 3 months after it is due

- (a) The Committee may from time to time determine the amount of the annual membership fee, if any, to be paid by each Member or each class of Members.
- (b) Each Member must pay the Member's annual membership fee determined under rule 9.2(a) to the Treasurer, or a person authorised by the Committee to receive payments, as and when decided by the Committee.
- (c) If a Member pays the annual membership fee within 3 calendar months after the due date, the Member retains all the rights and privileges of a Member for the purposes of these Rules during that time, including the right to vote.
- (d) Subject to rule 9.2(e), if a Member fails to pay the annual Membership fee within 3 calendar months after the due date, the Member ceases to be a Member of the Association.
- (e) If a Member ceases to be a Member under rule 9.2(d), and subsequently pays to the Association all the Member's outstanding fees, the Committee may, if it thinks fit, reinstate the Member's rights and privileges from the date on which the outstanding fees are paid, including the right to vote.

**Comment [BW14]:** Same comment as last item

## 10. POWERS AND COMPOSITION OF THE COMMITTEE

### 10.1 Powers of the Committee

- (a) The governing body of the Association is to be called the Committee and it has authority to control and manage the affairs of the Association.
- (b) Subject to the Act, these rules and any by-law or lawful resolution passed by the Association in General Meeting, the Committee:
  - (i) may exercise all powers and functions as may be exercised by the Association, other than those powers and functions that are Required by these rules to be exercised by General Meetings of the Members; and
  - (ii) has power to perform all acts and do all things as appear to the Committee to be necessary or desirable for the proper management of the business and affairs of the Association.

### 10.2 Committee Members

- (a) The Committee is to consist of:
  - (i) the Office Holders of the Association; and
  - (ii) one other Member.
- (b) The maximum number of other Members of the Committee is to be determined by the Committee.
- (c) The Office Holders of the Association are:
  - (i) The Chair;
  - (ii) the Deputy Chair;
  - (iii) the Secretary; and
  - (iv) the Treasurer.
- (d) A Committee Member must be a natural person over 18 years in age, and either:
  - (i) a financial General Member; or

**Comment [BW15]:** 10.2(a)(ii) refers to one member and 10.2(b) suggests that the maximum number of members can be more than one.

- (ii) a person appointed under rule 6.3(a) and who has authority to represent a financial General Member.
- (e) No person shall be entitled to hold more than one of the positions set out in rule 10.2(c) at any time.
- (f) No person shall be entitled to hold a position on the Committee if the person has been convicted of, or imprisoned in the previous five years for:
  - (i) an indictable offence in relation to the promotion, formation or management of a body corporate;
  - (ii) an offence involving fraud or dishonesty punishable by imprisonment for a period of not less than three months; or
  - (iii) an offence under Part 4 Division 3 or section 127 of the Act, unless the person has obtained the consent of the Commissioner.
- (g) No person shall be entitled to hold a position on the Committee if the person is, according to the Interpretation Act section 13D, a bankrupt or a person whose affairs are under insolvency laws unless the person has obtained the consent of the Commissioner.

## **11. ROLE AND RESPONSIBILITIES OF COMMITTEE MEMBERS AND OFFICERS**

### **11.1 Obligations of the Committee**

The Committee must take all reasonable steps to ensure the Association complies with its obligations under the Act and these rules.

### **11.2 Responsibilities of Committee Members**

- (a) A Committee Member must exercise his or her powers and discharge his or her duties with a degree of care and diligence that a reasonable person would exercise in the circumstances.
- (b) A Committee Member must exercise his or her powers and discharge his or her duties in good faith in the best interests of the Association and for a proper purpose.
- (c) A Committee Member or former Committee Member must not improperly use information obtained because he or she is a Committee Member to:
  - (i) gain an advantage for himself or herself or another person; or
  - (ii) cause detriment to the Association.
- (d) A Committee Member or former Committee member must not improperly use his or her position to:
  - (i) gain an advantage for himself or herself or another person; or
  - (ii) cause detriment to the Association.
- (e) A Committee Member having any material personal interest in a matter being considered at a Committee Meeting must:
  - (i) as soon as he or she becomes aware of that interest, disclose the nature and extent of his or her interest to the Committee;
  - (ii) disclose the nature and extent of the interest at the next General Meeting of the Association; and
  - (iii) not be present while the matter is being considered at the Committee Meeting or vote on the matter.

- (f) Rule 11.2(e) does not apply in respect of a material personal interest that:
  - (i) exists only because the Committee Member belongs to a class of persons for whose benefit the Association is established; or
  - (ii) the Committee Member has in common with all, or a substantial proportion of, the members of the Association.
- (g) The Secretary must record every disclosure made by a Committee Member under rule 11.2(e) in the minutes of the Committee Meeting at which the disclosure is made.
- (h) No Committee Member shall make any public statement or comment or cause to be published any words or article concerning the conduct of the Association unless the person is authorised by the Committee to do so and such authority is recorded in the minutes of the Committee Meeting.

### 11.3 Chair

The Chair:

- (a) must consult with the Secretary regarding the business to be conducted at each Committee Meeting and each General Meeting;
- (b) may convene special meetings of the Committee under rule 14.1(c);
- (c) may preside over Committee Meetings under rule 14.3;
- (d) may preside over General Meetings under rule 17.4; and
- (e) must ensure that the minutes of a General Meeting or Committee Meeting are reviewed and signed as correct under rule 20.1(c).

### 11.4 The Deputy Chair

The Deputy Chair:

- (a) shall assist the Chair in carrying out his or her duties and responsibilities as described in rule 11.3; and
- (b) shall perform those duties and responsibilities if the absence of, and in accordance with the instructions of, the Chair.

### 11.5 Secretary

The Secretary shall be responsible for fulfilling the directives of the Committee and the day-to-day operations of the Association, and must:

- (a) co-ordinate the correspondence of the Association;
- (b) consult with the Chair about all business to be conducted at meetings and convene General Meetings and Committee Meetings, including preparing the notices of meetings and of the business to be conducted at each meeting;
- (c) keep and maintain in an up to date condition the rules of the Association as required by rule 24.1 and any by-laws of the Association made in accordance with rule 25;
- (d) maintain the register of the Members, referred to in rule 8.1;
- (e) maintain the record of office holders of the Association, referred to in rule 11.7;

- (f) ensure the safe custody of the Books (with the exception of the Accounting Records) of the Association under rule 27.1;
- (g) keep full and correct minutes of Committee Meetings and General Meetings; and
- (h) perform any other duties as are imposed by these rules or the Association on the Secretary.

#### 11.6 The Treasurer

The Treasurer must:

- (a) ensure all moneys payable to the Association are collected, and that receipts are issued for those moneys in the name of the Association;
- (b) ensure the payment of all moneys referred to in rule 11.6(a) into the account or accounts of the Association as the Committee may from time to time direct;
- (c) ensure timely payments from the funds of the Association with the authority of a General Meeting or of the Committee;
- (d) ensure that the Association complies with the account keeping requirements in Part 5 of the Act;
- (e) ensure the safe custody of the Financial Records of the Association and any other relevant records of the Association;
- (f) if the Association is a Tier 1 Association, coordinate the preparation of the Financial Statements of the Association prior to their submission to the annual general meeting of the Association;
- (g) if the Association is a Tier 2 Association or Tier 3 Association, coordinate the preparation of the Financial Report of the Association prior to its submission to the annual general meeting of the Association;
- (h) assist the reviewer or auditor (if any) in performing their functions; and
- (i) perform any other duties as are imposed by these Rules or the Association on the Treasurer.

#### 11.7 Record of Office Holders

- (a) The Secretary or a person authorised by the Committee from time to time must maintain a record of office holders.
- (b) The record of office holders must include:
  - (i) the full name of each Office Holder;
  - (ii) the office held and the dates of appointment and (if applicable) cessation of the appointment; and
  - (iii) a current contact postal, residential or email address of each Office Holder.
- (c) The record of office holders must be kept and maintained at the Secretary's place of residence, or at such other place as the Committee decides.

#### 11.8 Inspecting the Record of Office Holders

- (a) Any Member, or a person appointed by a Member under rule 6.3(a), is able to inspect the record of Office Holders free of charge, at such time and place as is mutually convenient to the Association and the Member.
- (b) The Member may make a copy of details from the record of Office Holders but has no right to remove the record for that purpose.

## 12. APPOINTING COMMITTEE MEMBERS

### 12.1 Appointment to the Committee

- (a) Committee Members are appointed to the Committee by:
  - (i) election at an AGM; or
  - (ii) appointment to fill a casual vacancy under rule 13.1(b); or
  - (iii) an independent Chair appointed from time to time by the Committee under rule 3.2.
- (b) The Committee may from time to time appoint an independent Chair under rule 3.2, or it may determine that the Chair is to be elected from and by the General Members at a General Meeting.
- (c) A Committee Member is the Member. A General Member that is a local government, body corporate or other incorporated association will be represented on the Committee by a natural person appointed under rule 6.3(a) in the position elected by the Member's representative from time to time.

**Comment [BW16]:** Is this out of context as if read literally does not make sense.

### 12.2 Nominating for Membership of the Committee

- (a) A General Member is not eligible for election to be a Committee Member unless another General Member (who is a natural person, or a person appointed under rule 6.3(a) has nominated him or her, in and using the prescribed form (if any), as a candidate for election.
- (b) The Secretary must send a notice calling for nominations for election to the Committee and specifying the date for the close of nominations, to all General Members at least twenty-one (21) days before the date on which the AGM is to be held.
- (c) Nominations for election to the Committee shall close at least fourteen (14) days before the AGM.
- (d) The nomination for election must be in the prescribed form:
  - (i) in writing;
  - (ii) signed by the nominator, and the nominee (to signify his or her willingness to stand for election); and
  - (ii) delivered via fax, email or post to the Secretary on or before the date for the close of nominations.
- (e) If a nomination for election to the Committee is not made in accordance with rules 12.2 (f) the nomination is to be deemed invalid and the Member will not be eligible for election unless rule 12.3(c) takes effect.

**Comment [BW17]:** Should this be 12.2(d)?

### 12.3 Electing Committee Members

- (a) If the number of valid nominations received under rule 12.2 is equal or less than to the number of vacancies to be filled for the relevant position on the Committee, the Member nominated shall be deemed to be elected at the AGM.
- (b) If the number of valid nominations exceeds the number of vacancies to be

filled for the relevant position on the Committee, elections for the positions must be conducted at the AGM.

- (c) If there are not enough valid nominations to fill the number of vacancies for the relevant positions on the Committee, the candidates nominated are (if any) deemed to be elected and further nominations may be received from the floor of the AGM.
- (d) A General Member who is eligible for election or re-election may have another General Member nominate him or her from the floor for election or re-election.
- (e) Where the number of nominations from the floor exceeds the remaining number of vacancies on the Committee, elections for those positions must be conducted.
- (f) If an insufficient number of nominations are received from the floor for the number of vacancies on the Committee that remain, each relevant position on the Committee is declared vacant by the person presiding at the AGM and rule 13.1(b) applies.
- (g) The elections for office holders or ordinary Committee Member are to be conducted at the AGM in the manner directed by the Committee.
- (h) A list of candidates, names in alphabetical order, with the names of the Members who nominated each candidate, must accompany the notice of the AGM.

#### 12.4 Voting in Elections for Membership of the Committee

- (a) Subject to rule 19.3(e), each Member (who is a natural person, or a person appointed under rule 6.3(a)) present and eligible to vote at the AGM may vote for one candidate for each vacant position on the Committee.
- (b) A Member who nominates for election or re-election may vote for himself or herself.
- (c) Elections for a position on the Committee at the AGM shall be conducted by secret ballot. If any candidates receive an equal number of votes, the successful candidate shall be determined by a second or further ballots between the candidates with the equal number of votes until a clear winner is determined.

**Comment [GL18]:** There is no clause 19.3(e).

#### 12.5 Term of Office of Committee Members

- (a) At each AGM of the Association, the appointment of:
  - (i) The Chair, subject to the Committee determining under rule 12.2(a) that the Chair is to be elected from and by the Members at the AGM, shall be elected for a term of three (3) years;
  - (ii) the Deputy Chair, Secretary, and Treasurer, subject to 12.2(a), shall be elected for a term of one (1) year; and
  - (iii) the remaining Committee Member or Members shall be elected for a term of one (1) year.
- (b) Subject to rule 12.5(a), a Committee Member's term will commence on the date of his or her:
  - (i) election at an AGM; or
  - (ii) appointment to fill a casual vacancy that arises under rule 13.1(b); or
  - 
  - (iii) in the case of an independent Chair appointed by the Committee under rule 3.2, the date of such appointment.

**Comment [BW19]:** I think the wording in this rule is very confusing as it relates to the Chair. On one hand you have an independent chair and the other you have a chair elected from within. If the chair is elected from within are they elected for 3 years.

HW The matter of clarifying the definition and wording of the chair is raised by GL as has voting rights for the chair by JN

**Comment [GL20]:** The Chair is 'independent' and not a member.

- (c) All retiring Committee Members are eligible, on nomination under rule 12.2, for re-election, provided that the Chair shall serve no more than two (2) consecutive terms on the Committee.

### 13. CEASING TO BE A MEMBER OF THE MANAGEMENT COMMITTEE

#### 13.1 Vacant Positions on the Committee

- (a) A casual vacancy occurs in the office of a Committee Member and that office becomes vacant if the Committee Member:
  - (i) dies;
  - (ii) ceases to be a Member;
  - (iii) becomes disqualified from holding a position under rule 10.2 (f) or (g) as a result of bankruptcy or conviction of a relevant criminal offence;
  - (iv) becomes permanently incapacitated by mental or physical ill-health;
  - (v) resigns from office under rule 13.2;
  - (vi) is removed from office under rule 13.3; or
  - (vii) is absent from more than:
    - A. three (3) consecutive Committee Meetings without leave of absence that has been granted by the Committee; or
    - B. three (3) Committee Meetings in the same Financial Year without tendering an apology to the person presiding at each of those Committee Meetings, where the Committee Member received notice of the meetings, and the Committee has resolved to declare the office vacant.
- (b) If a position on the Committee is declared vacant under rule 12.3(e), or there is a casual vacancy within the meaning of rule 13.1(a), the continuing Committee Members may:
  - (i) appoint a Member to fill that vacancy until the conclusion of the next AGM; and
  - (ii) subject to rule 13.1(c), act despite the vacant position on the Committee.
- (c) If the number of Committee Members is less than the number fixed under rule 1.3 as the quorum for Committee Meetings, the continuing Committee Members may act only to:
  - (i) increase the number of Members on the Committee to the number required for a quorum; or
  - (ii) convene a General Meeting of the Association.

**Comment [GL21]:** Is this the correct clause reference?

**Comment [GL22]:** I think this should be clause 1.4?

#### 13.2 Resigning from the Committee

- (a) A Committee Member may resign from the Committee by giving written notice of resignation to the Secretary, or if the Committee Member is the Secretary, to the Chair.
- (b) The Committee Member resigns:
  - (i) at the time the notice is received by the Secretary or Chair under rule 13.2(a); or
  - (ii) if a later time is stated in the notice, at the later time.



### 13.3 Removal from Committee

- (a) Subject to rule 13.1(a)(vii), a Committee Member may only be removed from his or her position on the Committee by resolution at a General Meeting of the Association if a majority of the Members present and eligible to vote at the meeting vote in favour of the removal.
- (b) The Committee Member who faces removal from the Committee must be given a full and fair opportunity at the General Meeting to decide the proposed resolution, to state his or her case as to why the Member should not be removed from his or her position on the Committee.
- (c) If all Committee Members are removed by resolution at a General Meeting, the Members must, at the same General Meeting, elect an interim Committee. The interim Committee must, within two months, convene a General Meeting of the Association for the purpose of electing a new Committee.

## 14. COMMITTEE MEETINGS

### 14.1 Meetings of the Committee

- (a) The Committee must meet at least **nine (9) times** in each year, with no more than two (2) months between meetings.
- (b) The Committee is to determine the place and time of all Committee Meetings.
- (c) Meetings of the Committee may be convened under rule 14.2 by:
  - (i) the Chair; or
  - (ii) any two Committee Members.

**Comment [GL23]:** Minimum of four (4) meetings in each year.

BW Comment:  
I would agree 9 times a year is a lot.

### 14.2 Notice of Committee Meetings

- (a) The Secretary must give each Committee Member at least 48 hours' notice of each Committee Meeting before the time appointed for holding the meeting.
- (b) Notice of a Committee Meeting must specify the general nature of the business to be transacted at the meeting.
- (c) Subject to rule 14.2(d), only the business specified on the notice of the Committee Meeting is to be conducted at that meeting.
- (d) Urgent business may be conducted at Committee Meetings if the Committee Members present at a Committee Meeting unanimously agree to treat the business as urgent.

### 14.3 Chairing at Committee Meetings

- (a) The Chair or, in the Chair's absence, the Deputy-Chair is to preside as chairperson of each Committee Meeting.
- (b) If the Chair and the Deputy-Chair are absent or unwilling to act, the remaining Committee Members must choose one of their number to preside as chairperson at the Committee Meeting.

### 14.4 Procedure of the Committee Meeting

- (a) The quorum for a Committee Meeting is specified at rule 1.4. The Committee cannot conduct business unless a quorum is present.

- (b) If, within half an hour of the time appointed for the meeting, a quorum is not present the meeting is to stand adjourned to the same time, day and place in the following week.
- (c) If at a meeting adjourned under rule 14.4(b), a quorum is not present within half an hour of the time appointed for the meeting, the Committee Members personally present will constitute a quorum.
- (d) Committee Meetings may take place:
  - (i) where the Committee Members are physically present together; or
  - (ii) where the Committee Members are able to communicate by using any technology that reasonably allows at the discretion of the Chair or a majority of those Committee Members physically present, the Committee Member to participate fully in discussions as they happen in the Committee Meeting and in making decisions, provided that the participation of the Member in the Committee Meeting must be made known to all other Members.
- (e) A Committee Member who participates in a meeting as set out in rule 14.4(d)(ii):
  - (i) is deemed to be present at the Committee Meeting; and
  - (ii) continues to be present at the meeting for the purposes of establishing a quorum,
 until the Committee Member notifies the other Committee Members that he or she is no longer taking part in the Committee Meeting.
- (f) Subject to these Rules, the Committee Members present at the Committee Meeting are to determine the procedure and order of business to be followed at a Committee Meeting.
- (g) All Committee Members have the right to attend and vote at Committee Meetings.
- (h) All Members, or other guests, may attend Committee Meetings if invited by the Committee but the person shall not have any right to comment without invitation, or any right to vote, or to be provided with copies of any agenda, minutes of meetings, or documents presented to such meetings.
- (i) The Secretary or a person authorised by the Committee from time to time must keep minutes of the resolutions and proceedings of all Committee Meetings together with a record of the names of persons present at each meeting.

**Comment [GL24]:** Note for HW: We will need to add an item to meeting Agendas to review the order of business at each meeting under this clause.

HW This will be done upon adoption of the new constitution.

#### 14.5 Voting at Committee Meetings

- (a) Each Committee Member present at a Committee Meeting has a deliberate vote.
- (b) A question arising at a Committee Meeting is to be decided by a majority of votes, but if there is an equality of votes, the chairperson of the Committee Meeting as set out in rule 14.3 is entitled to exercise a second or casting vote.
- (c) Decisions may be made by general agreement or a show of hands.
- (d) A poll by secret ballot must be used if requested by any one Committee Member who prefers to determine a matter in this way and the person

presiding over the Committee Meeting is to oversee the ballot.

#### **14.6 Acts not Affected by Defects or Disqualifications**

Any act performed by the Committee, a sub-committee or a person acting as a Committee Member is deemed to be valid even if the act was performed when:

- (a) there was a defect in the appointment of a Committee Member, sub-committee or person holding a subsidiary office; or
- (b) a Committee Member, a sub-committee member or a person holding a subsidiary office was disqualified from being a Member.

#### **15. REMUNERATION OF COMMITTEE MEMBERS**

Subject to rule 3.2(a) and 4.1(c), a Committee Member must not receive any remuneration for their services as a Committee Member.

#### **16. SUB-COMMITTEES AND DELEGATION**

##### **16.1 Appointment of Sub-Committee**

- (a) The Committee may appoint (or may cancel) one or more sub-committees as considered appropriate by the Committee from time to time to assist with the conduct of the Association's operations, or to examine or report on any matter.
- (b) Sub-committees may comprise (in such numbers as the Committee determines) Members and non-members.
- (c) Subject to these rules, the sub-committee members present at the sub-committee meeting are to determine the procedure and order of business to be followed at the sub-committee meeting.
- (d) The Sub-Committee shall remain responsible to, and must follow any directions of, the Committee at all times.

##### **16.2 Delegation by Committee to Sub-Committee**

- (a) The Committee may delegate, in writing, to any or all of the sub-committees, any authority, power or functions and may cancel any authority, powers or functions, as the Committee sees fit from time to time.
- (b) Despite any delegation under this rule, the Committee may continue to exercise all its functions, including any function that has been delegated to a sub-committee and remains responsible for the exercise of those functions at all times.

##### **16.3 Delegation to Subsidiary Offices**

- (a) The Committee may create and fill such subsidiary office as may be necessary for the proper and efficient management of the Association's affairs.
- (b) The Committee may delegate, in writing, to any person holding a subsidiary office any authority, power or functions and may cancel any authority, powers or functions, as the Committee sees fit from time to time.
- (c) Despite any delegation under this rule, the Committee may continue to exercise all its functions, including any function that has been delegated to a subsidiary office and remains responsible for the exercise of those functions at all times.

## **17. GENERAL MEETINGS**

### **17.1 Procedure for General Meetings**

- (a) General Meetings may take place where the Members (being a natural person or a person appointed under rule 6.3(a):
  - (i) are physically present together; or
  - (ii) where the Members are able to communicate by using any technology that reasonably allows at the discretion of the Chair or a majority of those Committee Members physically present, the Member to participate fully in discussions as they happen in the General Meeting and in making any decisions, provided that the participation of the Member in the General Meeting must be made known to all other Members.
- (b) A Member who participates in a meeting as set out in rule 17.1(a)(ii):
  - (i) is deemed to be present at the General Meeting; and
  - (iii) continues to be present at the meeting for the purposes of establishing a quorum,
 until the Member notifies the other Members that he or she is no longer taking part in the General Meeting.

### **17.2 Quorum for General Meetings**

- (a) The Quorum for General Meetings is specified in rule 1.4.
- (b) Subject to rules 17.2(c) and (d), no business is to be conducted at a General Meeting unless a quorum of Members entitled to vote under these Rules is present at the time when the meeting is considering that item.
- (c) If, within thirty (30) minutes of the time appointed for the commencement of a General Meeting, a quorum is not present:
  - (i) in the case of a Special General Meeting, the meeting is to stand adjourned to:
    - A. a place, date, and time as determined by the Committee; and
    - B. the Secretary must give notice of the adjourned Special General Meeting in the same or substantially the same manner as General Meetings are convened;
  - (ii) in the case of an AGM, the meeting is to stand adjourned to:
    - A. the same time and day in the following week; and
    - B. the same place unless another place is specified by the Chair at the time of the adjournment or by written notice to the Members given before the day to which the meeting is adjourned.
- (d) If at the adjourned meeting a quorum is not present within thirty (30) minutes of the time appointed for the commencement of the meeting, the Members present are to constitute a quorum.

### **17.3 Notice of General Meetings and Motions**

- (a) The Secretary must give at least:

- (i) 21 days' notice of a General Meeting to each Member, or
- (ii) 21 days' notice of a General Meeting to each Member if a Special Resolution is proposed to be moved at the General Meeting.
- (b) The notice convening a General Meeting must specify:
  - (i) the place, date and time of the meeting; and
  - (ii) the particulars and order of the business to be conducted at the meeting.
- (c) The notice convening a General Meeting or any notice of motion must be issued in the manner prescribed by rule 2.3.

#### 17.4 Presiding Member

- (a) The Chair, or in the Chair's absence the Deputy-Chair, is to preside as chairperson of each General Meeting.
- (b) If the Chair and the Deputy-Chair are absent or unwilling to act, the remaining Committee Members must choose one of their number to preside as chairperson at the General Meeting.

#### 17.5 Adjournment of General Meetings

- (a) The person presiding over a General Meeting, at which a quorum is present, may adjourn the meetings from time to time and place to place with the consent of a majority of Members present at the meeting.
- (b) No business is to be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.
- (c) When a General Meeting is adjourned for 14 days or more, the Secretary must give notice of the adjourned meeting in accordance with rules 2.2 and 17.3 as if that General Meeting was a new General Meeting.

**Comment [GL25]:** Is this reference correct?

### 18. SPECIAL GENERAL MEETINGS

#### 18.1 Special General Meeting

- (a) The Committee may at any time convene a Special General Meeting of the Association.
- (b) The Secretary must convene a Special General Meeting of the Association within 28 days after receiving a written request to do so from at least 20 per cent of the total number of General Members.

#### 18.2 Request for Special General Meeting

A request by the General Members (being a natural person or a person appointed under rule 6.3(a)) for a Special General Meeting must:

- (a) state the purpose of the meeting;
- (b) be signed by the required number of General Members making the request as specified in rule 18.1(b); and
- (c) be lodged with the Secretary.

#### 18.3 Failure to Convene Special General Meeting

- (a) If the Secretary fails to convene a Special General Meeting within the 28 days referred to in rule 18.1(b), the General Members who made the request may convene a Special General Meeting within 3 months after the original request was lodged as if the Members were the Committee.
- (b) A Special General Meeting must be convened in the same or substantially the same manner as General Meetings are convened by the Committee and the Association must pay the reasonable expenses of convening and holding the Special General Meeting.

## **19. MAKING DECISIONS AT GENERAL MEETINGS**

### **19.1 Special Resolutions**

- (a) A Special Resolution must be moved at a General Meeting where notice of the Special Resolution has been given under rule 19.1(c).
- (b) A Special Resolution of the Association is required to:
  - (i) amend the name of the Association;
  - (ii) amend the rules, under rule 24.2;
  - (iii) affiliate the Association with another body;
  - (iv) transfer the incorporation of the Association;
  - (v) amalgamate the Association with one or more other incorporated associations;
  - (vi) voluntarily wind up the association;
  - (vii) cancel incorporation; or
  - (viii) request that a statutory manager be appointed.
- (c) Notice of a Special Resolution must:
  - (i) be in writing;
  - (ii) include the place, date and time of the meeting;
  - (iii) include the intention to propose a Special Resolution;
  - (iv) set out the wording of the proposed Special Resolution; and
  - (v) be given in accordance with rule 2.3.
- (d) If notice is not given in accordance with rule 19.1(c), the Special Resolution will have no effect.
- (e) A Special Resolution must be passed at a General Meeting at which there is a quorum and be supported by the votes of not less than three-fourths of the Members present in person or by postal vote, and eligible to cast a vote at the meeting.

### **19.2 Ordinary Resolutions**

Subject to these rules, a majority of votes will determine an Ordinary Resolution.

### **19.3 Voting at meetings**

- (a) Subject to these Rules, each General Member (who is a natural person, or a person appointed under rule 6.3(a) has one vote at a General Meeting of the Association.
- (b) A person casts a vote at a meeting either by:
  - (i) voting at the meeting either in person or through the use of technology as under rule 17.1(a)(ii); or
  - (ii) by postal vote in accordance with rule 19.4(a).
- (c) In the case of an equality of votes at a General Meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (d) A Member is only entitled to vote at a General Meeting if the Member's name is recorded in the Register, or who is a person appointed under rule 6.3(a), as at the date the notice of the General Meeting was sent out under rule 17.3.

**Comment [HW26]:** 19.3 (c) Voting at Meetings

This section allows for the Chair to have a casting vote. It is the complete opposite of the previous constitution (s19.7). Is this change intended by the group?

The issue of the chair voting is also raised by GL

**Comment [BW27]:** Do you really need this!!!

HW Would agree with BW – think postal voting at this time and into the foreseeable future is unlikely and its inclusion makes adds a layer of administrative complexity and cost which for now can't be justified.

#### 19.4 Postal Voting

- (a) Any Member entitled to vote, but unable to attend any Annual General Meeting or Special General Meeting, may vote by postal vote, provided the Member:
  - (i) has requested in writing at least six (6) days prior to the Annual General Meeting or Special General Meeting that the Secretary provide a postal vote form;
  - (ii) exercise his or her or its vote by such postal vote in the prescribed form sent by the Secretary for that purpose; and  
  
returned the form marked and signed as prescribed in a sealed envelope (marked "postal vote") to the Secretary at least forty-eight (48) hours before the date and time set for the Annual General Meeting or Special General Meeting.
  - (iii) Such postal votes will be counted prior to the commencement of the Annual General Meeting or Special General Meeting by a returning officer appointed for such purpose by the Committee.

**Comment [GL28]:** Do we need to outline the process of appointing a returning officer at the AGM?

#### 19.5 Manner of Determining Whether Resolution Carried

- (a) Unless a Poll is demanded under rule 19.6, if a question arising at a General Meeting of the Association is determined by general agreement or a show of hands, a declaration must be made by the chairperson of the General Meeting that the resolution has been:
  - (i) carried unanimously;
  - (ii) carried by a particular majority; or
  - (iii) lost.
- (b) If the declaration relates to a Special Resolution, then subject to rule 19.1(c), the declaration should state that a Special Resolution has been determined.
- (c) The declaration made under rule 19.5(a) must be entered into the minute book of the Association.
- (d) The entry in the minute book of the Association under rule 19.5(c) is evidence of the fact that the resolution has been determined, without proof of the number or proportion of the votes recorded in favour of or against that resolution.

### **19.6 Poll at General Meetings**

- (a) At a General Meeting, a Poll on any question may be demanded by either:
  - (i) the chairperson of the meeting; or
  - (ii) at least three Members present in person.
- (b) If a Poll is demanded at a General Meeting, the Poll must be taken in a manner as the chairperson of the meeting directs and a declaration by the chairperson of the result of the Poll is evidence of the matter so declared.
- (c) If a Poll is demanded at a General Meeting, the Poll must be taken:
  - (i) immediately in the case of a Poll which relates to electing a person to preside over the meeting;
  - (ii) immediately in the case of a Poll which relates to adjourning the meeting; or
  - (iii) in any other case, in the manner and time before the close of the meeting as the chairperson directs.

## **20. MINUTES OF MEETINGS**

### **20.1 Minutes of Meetings**

- (a) The Secretary or a person authorised by the Committee from time to time must keep minutes of the resolutions and proceedings of all General Meetings and Committee Meetings together with a record of the names of persons present at each meeting.



- (b) The minutes are to be taken and then to be entered within 30 days after the holding of each meeting, into a minute book kept for that purpose.
- (c) The Chair must ensure that the minutes of a General Meeting or Committee Meeting under rule 20.1(a) are reviewed and signed as correct by:
  - (i) the chairperson of the General Meeting or Committee Meeting to which those minutes relate; or
  - (ii) the chairperson of the next succeeding General Meeting or Committee Meeting.
- (d) When minutes have been entered and signed as correct under this rule, they are, until the contrary is proved, evidence that:
  - (i) the General Meeting or Committee Meeting to which they relate was duly convened and held;
  - (ii) all proceedings recorded as having taken place at the General Meeting or Committee Meeting did in fact take place at the meeting; and
  - (iii) all appointments or elections purporting to have been made at the meeting have been validly made.
- (e) The minutes of General Meetings may be inspected by a Member under rule 27.2.
- (f) The minutes of Committee Meetings may be inspected by a Member under rule 27.2 unless the Committee determines that the minutes of Committee Meetings generally, or the minutes of a specific Committee Meeting are not to be available for inspection.

## 21. FUNDS AND ACCOUNTS

### 21.1 Control of Funds

- (a) The funds of the Association must be kept in an account in the name of the Association in a financial institution determined by the Committee.
- (b) The funds of the Association are to be used in pursuance of the objects of the Association.
- (c) The Secretary shall open and operate and maintain bank accounts in the name of the Association and shall have all moneys received by the Association deposited into such an account.
- (d) Cheques drawn on the Association's Account shall be signed by:
  - (i) the Secretary or in his or her absence by a duly authorised Committee Member; and
  - (ii) shall be countersigned by another duly authorised Committee Member.

**Comment [BW29]:** Why is this not the treasurer?

**Comment [GL30]:** How does this work with our current system of payments?

**Comment [GL31]:** This clause needs to be rewritten to reflect that cheques are not used and allow for EFT. Also I think the clause should be sufficiently flexible to allow the Committee to appoint who they like to approve and authorize payments.

- (e) The Secretary may open investment bank accounts in the name of the Association for the investment of Association moneys received into the Association bank account. Moneys drawn from the investment account shall be signed by:
  - (iii) the Secretary or in his or her absence by a duly authorised Committee Member; and
  - (iv) shall be countersigned by another duly authorised Committee Member.
- (f) All expenditure above the maximum amount set by the Committee from time to time must be approved or ratified at a Committee Meeting.

## 21.2 Source of Association Funds

- (a) The funds of the Association may be derived from annual membership fees of Members, donations, State or Commonwealth grants, interest, and any other sources approved by the Committee.
- (b) The Association must, as soon as practicable:
  - (i) deposit all money received by the Association, to the credit of the Association's bank account, without deduction; and
  - (ii) after receiving any money, issue an appropriate receipt.

Comment [GL32]: Fee or Levy?

## 21.3 Financial Records

- (a) The Association must keep Financial Records that:
  - (i) correctly record and explain its transactions, financial position and performance; and
  - (ii) enable true and fair financial statements to be prepared in accordance with Part 5 of the Act.
- (b) The Association must retain its Financial Records for at least 7 years after the transactions covered by the records are completed.

## 21.4 Financial Statements and Financial Reports

- (a) For each financial year, the Association must ensure that the requirements under Part 5 of the Act are met.
- (b) Without limiting rule 21.4(a), those requirements include—
  - (i) if the Association is a Tier 1 Association, the preparation of the Financial Statements;
  - (ii) If the Association is a Tier 2 Association or Tier 3 Association, the preparation of the Financial Report;
  - (iii) if required, the review or auditing of the Financial Statements or Financial Report (whichever is applicable);
  - (iv) if the Association is a Tier 1 Association, the presentation of the Financial Statements to the annual general meeting of the

- Association (and, if required, a copy of the report of the review or auditor's report, whichever is applicable);
- (v) if the Association is a Tier 2 Association or a Tier 3 Association, the presentation of the Financial Report to the annual general meeting of the Association (and a copy of the report of the review or auditor's report, whichever is applicable); and
- (vi) if required by the regulations made under the Act, the lodgement of the annual return with the Commissioner.

## **21.5 Review or Audit of Financial Statements or Financial Report**

The Association must ensure that a review or audit is undertaken of the Financial Statements or Financial Report of the Association if:

- (a) the Association is a Tier 2 or Tier 3 Association;
- (b) the by-laws of the Association require a review or audit;
- (c) the Members require a review or audit by resolution at a General Meeting;
- (d) an audit or review is directed by the Commissioner; or
- (e) an audit or review is required as a condition of a funding arrangement; or holding of a charitable collections licence.

## **22. FINANCIAL YEAR OF THE ASSOCIATION**

The financial year of the association is at rule 1.6.

## **23. ANNUAL GENERAL MEETINGS**

### **23.1 Annual General Meeting**

- (a) Subject to rule 23.1(b), the Association must convene an AGM each calendar year:
  - (i) within 6 months after the end of the Association's Financial Year; or
  - (ii) within a longer period as the Commissioner may allow.
- (b) If the Association requires the approval from the Commissioner to hold its AGM within a longer period under rule 23.1(a)(ii), the Secretary must apply to the Commissioner no later than four months after the end of the Association's Financial Year.

### **23.2 Notice of AGM**

The notice convening an AGM must specify that it is the AGM of the Association and otherwise must comply with rules 2.3 and 17.3 (as applicable).

### 23.3 Business to be Conducted at AGM

- (a) Subject to rule 23.1, the AGM of the Association is to be convened on a date, time and place as the Committee decides.
- (b) At each AGM of the Association, the business of the AGM shall include in this order:
  - (i) confirmation of the minutes of the last preceding AGM and of any Special General Meeting held since that meeting if the minutes of that Special General Meeting have not yet been confirmed;
  - (ii) the Chairs report;
  - (iii) the Treasures report:
- - A. and if the Association is a Tier 1 Association, must present the Financial Statements of the Association for the preceding Financial Year; and
  - B. if the Association is a Tier 2 Association or a Tier 3 Association, must present the Financial Report of the Association for the preceding Financial Year;
- (iv) if applicable, appoint or remove a reviewer or auditor in accordance with the Act;
- (v) if applicable, present a copy of the report of the review or the auditor's report to the Association;
- (vi) the election of the Office Holders and ordinary Committee Members whose terms expire;
- 
- (vii) special business of which notice is given; and
- 
- (viii) general business.

## 24. RULES OF THE ASSOCIATION

### 24.1 Rules of the Association

- (a) These rules bind every Member and the Association and each Member agrees to comply with these rules.
- (b) The Association must provide, free of charge, a copy of the rules in force, at the time Membership commences, to each person who becomes a Member under rule 5.5.
- (c) The Association must keep a current copy of the rules.

### 24.2 Amendment of Rules, Name and Objects

- (a) The Association may alter, rescind or add to these Rules by Special Resolution in accordance with rule 19.1 and not otherwise.
- (b) When a Special Resolution amending the Rules is passed, the required documents must be lodged with the Commissioner within:
  - (i) one month after the Special Resolution is passed; or

- (ii) a longer period as the Commissioner may allow.
- (c) Subject to rule 24.2(d), an amendment to the Rules does not take effect until the required documents are lodged with the Commissioner under rule 24.2(b).
- (d) An amendment to the Rules that changes or has the effect of changing:
  - (i) the name of the Association; or
  - (ii) the objects or purposes of the Association,
 does not take effect until the required documents are lodged with the Commissioner under rule 24.2(b) and the approval of the Commissioner is given in writing.

## **25. BY-LAWS OF THE ASSOCIATION**

25.1 The Members of the Association may make, amend and repeal by-laws for the management of the Association by Ordinary Resolution at a General Meeting provided that the by-laws are not inconsistent with the rules or the Act.

25.2 The by-laws made under rule 25.1:

- (a) Do not form part of the Rules;
- (b) May make provision for:
  - (i) classes of Membership and the rights and obligations that apply to each class of Membership;
  - (ii) requirements for financial reporting, financial accountability or audit of accounts in addition to those prescribed by the Act and the Rules;
  - (iii) restrictions on the powers of the Committee including the power to dispose of assets;
  - (iv) a requirement for members to hold a specified educational, trade or professional qualification; and
  - (v) any other matter that the Association considers necessary or appropriate; and
- (c) Must be available for inspection by Members.

## **26. AUTHORITY REQUIRED TO BIND ASSOCIATION**

### **26.1 Executing Documents**

- (a) The Association may execute a document without using a common seal if the document is signed by:
  - (i) any two Committee Members; or
  - (ii) one Committee Member and a person authorised by the Committee.

### **26.2 Use of the Common Seal**

- (a) If the Association has a common seal on which its corporate name appears in legible characters:
  - (i) the Secretary or any other person as the Committee from time to time decides must provide for its safe custody; and

- (ii) it must only be used under resolution of the Committee.
- (b) The Association executes a document with its common seal, if the fixing of the seal is done:
  - (i) under resolution of the Committee; and
  - (ii) witnessed by any two of the Chair, the Deputy Chair, or the Secretary.
- (c) Every use of the common seal must be recorded in the Committee's minute book.

## **27. THE ASSOCIATION'S BOOKS AND RECORDS**

### **27.1 Custody of the Books of the Association**

- (a) Except as otherwise decided by the Committee from time to time, the Secretary must keep in his or her custody or under his or her control all of the Books of the Association with the exception of including the Financial Records, which, except as otherwise directed by the Committee from time to time, are to be kept under the custody or control of the Treasurer.
- (b) The Books of the Association must be retained for at least 7 years.

### **27.2 Inspecting the Books of the Association**

- (a) Subject to these rules, and in particular rule 20.1(f), a Member is able to inspect the Books of the Association, with the exception of the Financial Records, free of charge at such time and place as is mutually convenient to the Association and the Member.
- (b) A Member must contact the Secretary to request to inspect the Books of the Association.
- (c) The Member may copy details from the Books of the Association but has no right to remove the Books of the Association for that purpose.

**Comment [GL33]:** Is this standard and required by the model rules? If not, I wouldn't think this is appropriate or warranted.

### **27.3 Prohibition on Use of Information in the Books of the Association**

- (a) A Member must not use or disclose information in the Books of the Association except for a purpose:
  - (i) that is directly connected with the affairs of the Association; or

- (ii) related to the provision of the information to the Commissioner in accordance with a requirement of the Act.

#### 27.4 **Returning the Books of the Association**

Outgoing Committee Members are responsible for transferring all relevant assets and Books of the Association to the new Committee within 14 days of ceasing to be a Committee Member.

### 28. **RESOLVING DISPUTES**

#### 28.1 **Disputes Arising under the Rules**

- (a) This rule applies to:
  - (i) disputes between Members; and
  - (ii) disputes between the Association and one or more Members that arise under the rules or relate to the rules of the Association.
- (b) In this rule "Member" includes any former Member whose membership ceased not more than six months before the dispute occurred.
- (c) The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.
- (d) If the parties are unable to resolve the dispute, any party to the dispute may initiate a procedure under this rule by giving written notice to the Secretary of the parties to, and details of, the dispute.
- (e) The Secretary must convene a Committee Meeting within 28 days after the Secretary receives notice of the dispute under rule 28.1(d) for the Committee to determine the dispute.
- (f) At the Committee Meeting to determine the dispute, all parties to the dispute must be given a full and fair opportunity to state their respective cases orally, in writing or both.
- (g) The Secretary must inform the parties to the dispute of the Committee's decision and the reasons for the decision within 7 days after the Committee Meeting referred to in rule 28.1(e).
- (h) If any party to the dispute is dissatisfied with the decision of the Committee they may elect to initiate further dispute resolution procedures as set out in the Rules.

**Comment [GL34]:** There may be other parties to disputes other than members – we need to broaden this to include contractors etc.

#### 28.2 **Mediation**

- (a) This rule applies:
  - (i) where a person is dissatisfied with a decision made by the Committee under rule 28.1; or

- (ii) where a dispute arises between a Member or more than one Member and the Association and any party to the dispute elects not to have the matter determined by the Committee.
- (b) Where the dispute relates to a proposal for the suspension or expulsion of a Member this rule does not apply until the procedure under rule 7.3 in respect of the proposed suspension or expulsion has been completed.
- (c) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 28.1(c), or a party to the dispute is dissatisfied with a decision made by the Committee under rule 28.1(g) a party to a dispute may:
  - (i) provide written notice to the Secretary of the parties to, and the details of, the dispute;
  - (ii) agree to, or request the appointment of, a mediator.
- (d) The party, or parties requesting the mediation must pay the costs of the mediation.
- (e) The mediator must be:
  - (i) a person chosen by agreement between the parties; or
  - (ii) in the absence of agreement:
    - A. if the dispute is between a Member and another Member – a person appointed by the Committee; or
    - B. if the dispute is between a Member or more than one Member and the Association, the Committee or a Committee Member then an independent person who is a mediator appointed to, or employed with, a not for profit organisation.
- (f) A Member can be a mediator, but the mediator cannot be a Member who is a party to the dispute.
- (g) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (h) The parties are to exchange written statements of the issues that are in dispute between them and supply copies to the mediator at least 5 days before the mediation session.
- (i) The mediator, in conducting the mediation, must:
  - (i) give the parties to the mediation process every opportunity to be heard;
  - (ii) allow all parties to consider any written statement submitted by any party; and
  - (iii) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (j) The mediator must not determine the dispute and the mediation must be confidential. Information provided by the parties in the course of the



mediation cannot be used in any other legal proceedings that may take place in relation to the dispute.

### 28.3 Inability to Resolve Disputes

If a dispute cannot be resolved under the procedures set out in the Rules, any party to the dispute may apply to the State Administrative Tribunal to determine the dispute in accordance with the Act or otherwise at law.

## 29. CANCELLATION AND DISTRIBUTION OF SURPLUS PROPERTY

- (a) The Association may cease its activities and have its incorporation cancelled in accordance with the Act if the General Members, who are on the Register of Members and who are eligible to vote under the rules, resolve by Special Resolution that the association will:
  - (i) apply to the Commissioner for cancellation of its incorporation; or
  - (ii) appoint a liquidator to wind up its affairs.
- (b) The Association must be wound up under rule 29(a)(ii) and Part 9 of the Act before cancellation can take place if it has outstanding debts or any other outstanding legal obligations, or is a party to any current legal proceedings.
- (c) Upon cancellation of the Association, and subject to rule 29(d), the Surplus Property must only be distributed to one or more of the following, having objects similar to the objects of the Association:
  - (i) an incorporated association under the Act;
  - (ii) a company limited by guarantee that is registered as mentioned in section 150 of the Corporations Act 2001 (Cwth);
  - (iii) a company holding a licence that continues in force under section 151 of the Corporations Act 2001(Cwth);
  - (iv) a body corporate that:
    - A. is a Member or former member of the Association; and
    - B. at the time of the Surplus Property is distributed, has rules that prevent the property being distributed to its members;
  - (v) a trustee for a body corporate referred to in rule 29(c)(v); or
  - (vi) a co-operative registered under the Co-operatives Act 2009 that, at the time of the distribution, is a non-distributing co-operative as defined in that Act.

**Comment [GL35]:** There is no clause 29(d)

This report requests Council note and endorse the new constitution.

**OFFICER COMMENT**

There was need to make changes to the CEACA constitution, as in its current form it did not cover all of the issues that CEACA have to deal with. The proposed new constitution will hopefully address the issues experienced in the past and allow the project to progress into the future.

**Strategic & Social Implications****Consultation**

A select few individuals from CEACA Members Shires have thoroughly reviewed and made changes to the draft Constitution on behalf of the Member Shires and these changes are tracked within the Document to allow Council to easily compare and review the changes from those in the constitution endorsed in April 2015.

**Statutory Environment:**

Nil

**Policy Implications**

Nil

**Financial Implications**

Council has made an allowance of \$113,000 as financial contribution towards the CEACA project (GL 120805060) to date \$989,648 has been expensed from this account and Council has a contingency of \$14,351 should additional member Council contribution be required.

**OFFICER RECOMMENDATION****Council Decision Number –**

**Moved:**

**Seconded:**

**That Council receive the draft CEACA constitution as presented.**

**Carried /**

## 8. Information Report

8.1 Please refer to Correspondence and Information Report submitted as a separate attachment

## 9. Elected Members Motions of which previous notice has been given

9.1 Nil

## 10. Urgent Business without notice (with the approval of the president or meeting)

10.1 Nil

## 11. Important Dates

11.1 Dates to Remember

ANNUALLY	
Date	Details
January	No Council Meeting in January
February	Chief Executive Officer and Works Supervisor to inspect all plant evaluate and/or amend its plant replacement programme for recommendation to Council. Audit Committee to review Statutory Compliance Return, meet with Auditor and report to next full Council meeting Local Government Compliance Return 1 January to 31 December each year. Community Strategic Plan, Long Term Financial Plan and Asset Management Plans – commence review process (Every two years)
March	Buildings inspection Shire buildings with Property Manager and report to Council's March or April meeting Roads Inspection – Annual Road inspections to prioritise items of roadwork's for forthcoming year. Councillors to present road proposals to CEO for consideration prior to this inspection. Complete review of Annual Budget (FM Regulations (33A) Completion of Statutory Compliance Audit Return (LG Act 7.13, Audit Regulations 13-15) to be sent to Department of Local Government prior to 31 March. Arrange AGM Bush Fire Advisory Committee meeting with Chief Bush Fire Control Officer for April
April	Present any items Councillors or Community requests for Budget inclusion – Community & Recreation Grant Forms. (Advertise) Undertake Review of Delegation of Authority Register to Committee and CEO.(written confirmation to staff concerned) CEO to commence a full review of Delegations Register Policy / Procedures Manual Review – CEO to commence review process by including as last item on Council Agenda (if necessary)
May	Undertake Staff Annual Performance Reviews. National Volunteer Week Send out recoups of roads and other projects so grant funding can be received by 30 June Review Councils Fees and Charges for all Council services and facilities including rubbish service and charges MF to review and renew Council's insurance policies with LGIS
June	Sitting fees – Reminder to Councillors re: forthcoming years fees FOI Return (Note: not necessary if Nil return) FOI Statement – Review this month Works Supervisor to provide comments on RRG Submissions, which are due to go to Council in the August meeting. MF to conduct a Finance & Audit Committee meeting and meet with Auditor as per Committee Roles Council's Audit Committee to meet to discuss Interim Audit Every 4 years Financial Management Review due before 30 June WALGA Local Government Convention deadline for nominations 30 June each year – Public Interest Disclosure Return to be submitted for previous period 1/7 to 30/6. Chief Executive Officer's performance and remuneration review – commence this month
July	Draft Budget submitted by Chief Executive Officer and Manager of Finance Councillors and Senior Staff issued with Annual Interest Returns for completion CEO performance review
August	Councillors and Senior Staff – reminder of Annual Financial Interest Return to be completed to CEO prior to 31 August Completion/Adoption of budgets (absolute majority). Send copy to Department of Local Government within 30 days (LG Act 6.2, FM Regulations 33) Resolution regarding timing of Annual Electors Meeting

September	Completion of Annual Financial Report & submitted to Auditor. AFR sent Dept. of Local Government within 30 days (LG Act 6.5, FM Regulations 5.1)
October	Review of Council's Code of Conduct – Section 5.103 (if unable to complete full review at this meeting discuss with Council the need to convene a Special Meeting to finalise review at this meeting or simply complete review at December Ordinary Meeting) Local Govt is to review its Code of Conduct within 12 months after each ordinary election day & make such changes to the code as appropriate. Advise Council in the October Information Bulletin of the time, date and venue for the annual staff end of year function. Special Meeting (Election Years Only) advertise special meeting to swear in Councillors, Elect President, Deputy President, Committee etc. for Monday immediately after the Saturday elections.
November	Pensioner rates rebate claim to be lodged Call for nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)
December	Annual Financial Report – Acceptance by Council within two months of receipt of the Auditors report Newsletter & Local Newspaper – advertise date, time and venue of all Council and Committee meetings for next calendar year (with delegated authority, if any) (S.5.251 (g) & Reg 12). Council's Audit Committee to meet to discuss Final Audit Report and Management Letter. Close of nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)

## 12. Closure of Meeting

### 12.1 The Chairperson to declare the meeting closed at    pm.