



# **Minutes Ordinary Council Meeting 20 September 2017**

Held at the Warradarge Community Hall



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Signed on behalf of Council

**Peter Crispin**  
**Chief Executive Officer**

# Minutes

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UNCONFIRMED

1. **DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:**

The President Cr Moira J Girando, welcomed those present and opened the Meeting at 5.00 pm.

2. **RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Councillor M J Girando  
Councillor B A Jack  
Councillor M R Bothe  
Councillor R J Clement  
Councillor E M Cullen  
Councillor V R Oakes  
Councillor G C Sims

President  
Deputy President

Mr P J Crispin  
Mrs L J Parola  
Mr T B Brandy

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager Regulatory Services

Ryan Alach  
Edwina B Lefroy  
Deanne Lovelady  
Craig Lovelady  
Des Alach  
Barry Wood

June Wood  
Matt Lovelady  
Robert Keogh  
John Browne  
Judith Browne  
Heather Sewell

**Leave of Absence**  
Cr D A Rackemann

**Apologies**  
Mr K Bean

Manager of Works & Services

3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:**

Nil

#### 4. **PUBLIC QUESTION TIME:**

##### 4.1 DESMOND ALACH - CLIFF PARK

Mr Alach said that the Shire has poor record of encouraging strong community participation and involvement as evidenced by the unapproved and unplanned Cliff Park development (including unauthorised native vegetation clearing, unauthorised random planting, unauthorised building of structures and sand dune construction). He asked how the Shire of Coorow will achieve better outcomes in the future?

*Firstly there has been no unauthorised development at Cliff Park. The Shire is the management authority of the Local Planning Scheme and holds the vesting order for the Reserve. The Shire of Coorow has a commitment to consult with the community who to this point of time have not always availed themselves of this opportunity. At the recent consultation for the review of the Strategic Community Plan only 3 people attended the session and only 51 returned survey forms.*

##### 4.2 RYAN ALACH - CLIFF PARK

Mr Alach advised he was concerned about dune height and slope with no restraints given the probability of a fall is high. He asked if the design for the sand dunes been signed off by a design consultant, if not has a site audit been conducted by a suitably qualified safety practitioner that approves their implementation into a reserve that has been designated "Parking & Recreation"?

*The President noted that the landscape treatments are not structures that need design approval and no other approvals are required. The shape of the landscape treatments are not dissimilar to some of the nearby coastal regions and will improve as the vegetation takes hold. She took the question on notice.*

##### 4.3 EDWINA LEFROY – COMMUNITY GARDEN

Ms Lefroy advised she was concerned about the ad hoc development of Cliff Park including the planting of exotic species. She asked if Council would engage with the community to identify an environmentally appropriate location for the establishment of a community garden in Green Head as is being undertaken in Leeman which recognises the existing work and interests of our volunteers.

*The President advised that the Shire would be happy to work with the community for the development of a community garden in Green Head (possibly through the Green Head Progress Association). Previously a community member tried this and could not get support from the rest of the community. Even if this was established, Cliff Park would remain as it is.*

*The President also noted that Cliff Park is near and dear to the hearts of those who have developed it over a number of years, the support for this park is particularly evidenced in the strong numbers attending ANZAC Day services.*

#### 4.4 EDWINA LEFROY - CLIFF PARK

Ms Lefroy advised she was concerned that the landscape plan for Cliff Park (developed almost 20 years ago) has not been implemented. She asked if Council would meet with the community and relevant organisations to develop a new plan for Cliff Park based on the Plan undertaken by Takkanarra Environmental Consultants in 1999/2000 (is keen to contribute to the process)?

*The President advised that due to the state of the Federal and State financial position, funding will be very hard to attract over the next 3-4 years. The Shire has already lost almost \$100,000 of funding for the current financial year and has very limited resources that do not include funding for consultants.*

*The installation of the mounds was the most cost effective method identified to negate the effects of the ongoing vandalism of trees in the park which we assume to be to improve the views of properties adjacent to the park. Council posted a notice in the area to the effect that this type of measure would be taken if the vandalism continued, which it has.*

#### 4.5 EDWINA LEFROY – FARLEY STREET

Ms Lefroy asked if Council could stop the planting of exotic plants on Farley Street?

*The President advised that staff will investigate this matter.*

#### 4.6 DESMOND ALACH - CLIFF PARK

Mr Alach said that the Shire of Coorow has constructed a sand dune in Cliff Park that is unsafe, will cause a dust nuisance and does not meet recreational park design guidelines. He asked if the Shire of Coorow planned to remove this structure?

*The President advised that the Shire does not agree that the landscape structure is unsafe and the matting applied is guaranteed for 5 years which will give the vegetation time to establish should it not also be vandalised as has already been threatened.*

*The President advised that the Shire has no plan to remove this treatment which was installed to deter the vandalism that can only be presumed to be carried out by someone who wanted a better ocean view. Signage had been in place many times warning that action would be taken if the vandalism did not cease, which it did not.*

*The President agreed to provide a list of the plants that have been planted.*

#### 4.7 MATT LOVELADY – GOVERNANCE MANUAL

Mr Lovelady asked if the Shire of Coorow would be open to considering a GOVERNANCE MANUAL in accordance with the existing framework of “EXCELLENCE in GOVERNANCE for LOCAL GOVERNMENT” (produced by the Local Government Managers of Australia) which will assist the Council to achieve its commitment to governance?

*The President advised that the Shire of Coorow is on the smaller end in size of municipalities and as much as we would like to use all frameworks that are available, we do not have the resources or funding to operate or commission larger schemes. She advised that Council are always looking to improve the operation of the Shire and will consider this framework when the workload permits.*

#### 4.8 DEANNE LOVELADY - CLIFF PARK

Ms Lovelady asked if the Shire Executive and Councillors could reassure the concerned residents of Green Head that in developing Cliff Park during the past 10 years, that the Shire has indeed abided by its own governance principles and acted with conduct accountability in:

- > Clearing and allowing to be cleared, the natural vegetation systems- scrub-heath, coastal heath, and other salt and wind tolerant species
- > Replacing the natural vegetation systems with introducing non-native species (iris, geraniums, and frangipanis) which require unsustainable water supplies and do not complement the native fauna and fragile surrounding coastal ecosystem
- > Completing developments without prior community participation and involvement, in particular, consultation with those adjacent residents most directly impacted
- > Obtaining appropriate planning approval for the developments on Local Reserve land, having due regard to matters set out in clause 10.2 of the Shire of Coorow Local Planning Scheme No. 3?

*The President advised that Council and the executive staff can assure the residents that no unauthorised development or activity has taken place at Cliff Park (with the exception of the vandalism). Council was not assessing a development application so clause 10.2 does not apply. Many areas along the coast are developed for the community and visitors which includes creating lawn areas, BBQs, memorials, shade shelters etc and Cliff Park is not dissimilar.*

The President advised that staff would investigate the restrictions regarding reserves adjoining A Class Marine Reserves.

#### 4.9 CRAIG LOVELADY - CLIFF PARK

Mr Lovelady asked if Council could stop spraying glysohate in the Farley Street area?

The President advised that staff would investigate.

Mr Lovelady asked if Council could provide the fully apportioned annual operating costs for Cliff Park setting out the direct costs (power, water, cleaning) and then the indirect allocations for the last 3 financial years?

The President advised staff had prepared the following figures:

	2016/17	2015/16	2014/15
<b>Park &amp; Play Equipment</b>			
Internal Costs (labour/plant/overheads)	6,382.16	11,970.79	5,295.14
Water	2,924.79	4,092.79	3,573.11
Materials (retic fittings etc)	1,248.13	1,241.68	1,487.46
	<b>10,555.08</b>	<b>17,305.26</b>	<b>10,355.71</b>
<b>Toilet</b>			
Internal Costs (labour/plant/overheads)	7,532.49	8,971.20	5,692.77
Green Head Mens Shed (w/e cleaning)	1,107.50	1,170.00	210.00
Materials (toilet paper etc)	1,669.70	718.76	1,700.79
Insurance	140.00	121.24	121.24
	<b>10,449.69</b>	<b>10,981.20</b>	<b>7,724.80</b>
<b>TOTAL</b>	<b>21,004.77</b>	<b>28,286.46</b>	<b>18,080.51</b>

#### 4.10 JUDY BROWN - CLIFF PARK

Mrs Browne advised she has been involved with Cliff Park for many years and attended a meeting of the Coast Care Group today. 20 years ago she purchased her property in Green Head and was involved in community consultation/meetings about community facilities in Green Head.

She advised that the Shire had approached two ladies to create a group to make recommendations to make the area more user-friendly. They worked with a townscape consultant for 12 months and drew up guidelines for the Shire. One of the main things was preserving what was there. That was the main reason they worked on the walkway.

Mrs Browne noted that at the time Cliff Park was a large mess of big, dead wattles, so they cleaned it up. There were two trees recommended by a local horticultural

consultant Robyn Westlake, a melaleuca and the Rottnest Island Ti Tree. Most of the plants that were planted were propagated by a volunteer from local trees.

Another group of volunteers took over Cliff Park, and it has become a very popular park, particularly at ANZAC Day.

She does not think anyone who puts copper nails in the trees is someone she would like in her town. She believed that the Shire had to take action and that a small sand hill is better than a built structure.

She is pleased with the work finally being done at Lot 601.

Edwina Lefroy said that casuarina trees aren't endemic to the area.

The majority of members of the public left the meeting at 5.49 pm.

Ted Jack entered the meeting at 5.49 pm.

UNCONFIRMED

**SHIRE OF COOROW**

**QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Desmond Alach

**SIGNATURE:** 

**ADDRESS:** 102 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0417 877 008

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (if applicable):** N/A

**QUESTION:**

The Shire of Coorow Strategic Plan 2017- 2027, Theme 1 'Community Wellbeing' requires the Shire of Coorow to "Encourage strong community participation and involvement". The Shire of Coorow has a poor record in this regard, as is evidenced over the last decade and more by the unapproved and unplanned Cliff Park development where unauthorised native vegetation clearing, unauthorised random planting, unauthorised building of structures and sand dune construction opposite residential housing has occurred without involvement in the planning of the park by the whole community. How will the Shire of Coorow achieve better outcomes in the future?

## Shire of Coorow – Questions from the Public

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### SHIRE OF COOROW QUESTIONS FROM THE PUBLIC

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so however, Council requires your name, address and written questions to be provided to the meeting secretary.

NAME: Ryan Alach

SIGNATURE: 

ADDRESS: 102 Ocean View Drive, Green Head 6514

TELEPHONE: 0427 391 870 MEETING DATE: 20/09/17

NAME OF ORGANISATION REPRESENTING (if applicable):

N/A

#### QUESTION:

Safety: The sand dunes constructed by the council are up to 2 metres in height with slopes of up to 70 degrees. There are no restraints (e.g. fence) that prevent the public from accessing these man made sand dunes, council workers have been witnessed traversing the top of the sand dunes to water plants installed by the council. The probability of falling from these sand dunes is high considering their uneven contours, extreme slopes and trip hazards created by the installed mesh. The consequence of a fall from this height is of 'high severity' with a potential of a permanent injury to either the public or a council worker. Has the design for the sand dunes been signed off by a design consultant, if not, has a site audit been conducted by a suitably qualified safety practitioner that approves their implementation into a reserve that has been designated 'Parking & Recreation'?

**SHIRE OF COOROW****QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Edwina Lefroy

**SIGNATURE:**



**ADDRESS:** 104 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0407443853

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (if applicable):** N/A

**QUESTION:**

A landscape plan was developed for Cliff Park almost 20 years ago. However, the Plan has not been implemented. Instead there have been adhoc developments in the Park including plantings of an overwhelming number of exotic species, tall trees and built structures while removing the endemic coastal heath vegetation association recognised in the original Plan.

Would Council meet with the community and relevant organisations to develop a new plan for Cliff Park based on the Plan undertaken by Takkanarra Environmental Consultants in 1999/2000? I am keen to contribute to the process.

**SHIRE OF COOROW**

**QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Edwina Lefroy

**SIGNATURE:** 

**ADDRESS:** 104 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0407443853

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (If applicable):** N/A

**QUESTION:**

The contribution of volunteers is a highly regarded and valued activity in the Shire of Coorow. Community gardens are an important element supporting social engagement and well-being. However, the adhoc development involving planting of exotic species in a Cliff Park - nature reserve needs to end.


Would Council engage with the community to identify an environmentally appropriate location for the establishment of a community garden in Green Head as being undertaken in Leaman which recognises the existing work and interests of our volunteers?

SHIRE OF COOROW

QUESTIONS FROM THE PUBLIC

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

NAME: Matt Lovelady

SIGNATURE: 

ADDRESS: 32 Ocean View Drive, Green Head, WA 6514

TELEPHONE: 0431 111 709

MEETING/DATE: Ordinary Council Meeting, 20 September 2017

NAME OF ORGANISATION REPRESENTING (if applicable): N/A

**QUESTION:**


Would the Shire of Coorow be open to considering a GOVERNANCE MANUAL, in accordance with the existing framework of "EXCELLENCE in GOVERNANCE for LOCAL GOVERNMENT" (produced by the Local Government Managers of Australia) which will assist the Council to achieve its commitment to governance?

**SHIRE OF COOROW**

**QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Desmond Alach

**SIGNATURE:** 

**ADDRESS:** 102 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0417 877 908

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (if applicable):** N/A

**QUESTION:**

The Shire of Coorow has constructed a sand dune in Cliff Park Green Head which is unsafe, will cause a dust nuisance to surrounding residents and does not meet recreational park design guidelines. Does the Shire of Coorow plan to remove this structure?

## SHIRE OF COOROW

### QUESTIONS FROM THE PUBLIC

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Deanne Lovelady

**SIGNATURE:** 

**ADDRESS:** 32 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0412 771111

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (if applicable):** N/A

#### **QUESTION:**

During the last decade, to its credit, the Shire of Coorow has significantly invested in the preparation of a number of planning initiative and strategy documents to outline a positive framework for the future community of "Our Coorow". Several comprehensive and inter-related publications have been produced, some of the most current working documents being:-

- Strategic Community Plan - Our Future Coorow, 2017-2027
- Shire of Coorow Local Planning Scheme No. 3 (as gazetted 27 October 2015)
- Shire of Coorow Local Planning Strategy 2015 (developed with close reference to State Planning Policy 2.6: State Coastal Planning and associated guidelines)
- Leeman and Greenhead Townsite Local Planning Strategy (2013)

All of these abovementioned documents share consistent guidelines to preserve and protect the integrity of the existing natural environment for the future - to preserve and protect the landscapes, the reserves and the national parks within the Shire. The clearing of native vegetation in particular is to be avoided, as repeatedly stated in these documents, and is furthermore stipulated to be avoided under the Environmental Protection Act (1986) and the Environmental Protection Regulations (2004).

All of these documents, in addition, vigorously promote community engagement and resolution-focussed interaction with the Shire, as a requirement, in accordance with the State's Integrated Planning and Reporting framework to encourage connected community wellbeing, a community which coheres through open and united decision making.

CLIFF PARK in Green Head is a precious piece of natural environment zoned Local Scheme Reserve/ Crown Reserve 31229. Cliff Park possesses historic and heritage significance. The Cliff Park Historic Well is an official local heritage listing under the Municipal Inventory. Any land classified Local Reserve is stringently protected for use or development and unconditionally requires planning approval under Part 9 of the Shire of Coorow Local Planning Scheme No.3.

Please can the Shire Executive and Councillors reassure the concerned residents of Green Head that in developing Cliff Park during the past 10 years, that the Shire has indeed abided by its own governance principles and acted with conduct accountability in:-

- Clearing and allowing to be cleared, the natural vegetation systems- scrub-heath, coastal heath, and other salt and wind tolerant species
- Replacing the natural vegetation systems with introducing non-native species (iris, geraniums, frangipanis) which require unsustainable water supplies and do not complement the native fauna and fragile surrounding coastal ecosystem
- Completing developments without prior community participation and involvement, in particular, consultation with those adjacent residents most directly impacted
- Obtaining appropriate planning approval for developments on Local Reserve land, having due regard to matters set out in clause 10.2 of the Shire of Coorow Local Planning Scheme No.3?

**SHIRE OF COOROW**

**QUESTIONS FROM THE PUBLIC**

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.

**NAME:** Craig Lovelady

**SIGNATURE:** 

**ADDRESS:** 32 Ocean View Drive, Green Head, WA 6514

**TELEPHONE:** 0439 515 898

**MEETING/DATE:** Ordinary Council Meeting, 20 September 2017

**NAME OF ORGANISATION REPRESENTING (if applicable):** N/A

**QUESTION:**

Can Council please provide the fully apportioned annual operating costs for Cliff Park setting out the direct costs (power, water, cleaning) and then the indirect allocations for the last 3 financial years?

## **5. APPLICATIONS FOR LEAVE OF ABSENCE:**

The following Councillor/s requested Leave of Absence from Council Meetings and Duties:

- Councillor Cullen from 25 September to 4 October 2017

**RESOLUTION:**                      **2017/113A**

**Moved: Cr Jack                      Seconded: Cr Bothe**

***That Councillor Cullen be granted Leave of Absence from Council Meetings and Duties from 25 September to 4 October 2017.***

**CARRIED 7/0  
Simple Majority**

## **6. DECLARATION OF INTEREST:**

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

## **8. CONFIRMATION OF MINUTES:**

### **8.1 SHIRE OF COOROW BUSH FIRE ADVISORY COMMITTEE MEETING**

**AUTHOR**                                      Peter Crispin  
**DISCLOSURE OF INTEREST**                      Nil  
**DATE OF REPORT**                                      1 September 2017

**COMMENT:**  
Nil

**OFFICER RECOMMENDATION/ RESOLUTION:**                      **2017/113**

**Moved: Cr Jack                                      Seconded: Cr Oakes**

***That the Minutes of the Bush Fire Advisory Committee meeting held on Thursday 10 August 2017 be received.***

**CARRIED 7/0  
Simple Majority**

**8.2 CARNAMAH – COOROW LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING**

**AUTHOR** Peter Crispin  
**DISCLOSURE OF INTEREST** Nil  
**DATE OF REPORT** 1 September 2017

**COMMENT:**  
Nil

**OFFICER RECOMMENDATION RESOLUTION:** 2017/114

**Moved:** Cr Clement **Seconded:** Cr Bothe

***That the Minutes of the Carnamah- Coorow Local Emergency Management Committee Meeting held on Wednesday 16 August 2017 be received.***

**CARRIED 7/0  
Simple Majority**

**8.3 ORDINARY MEETING HELD WEDNESDAY 16 AUGUST 2017 AT THE LEEMAN RECREATION CENTRE**

**AUTHOR** Peter Crispin  
**DISCLOSURE OF INTEREST** Nil  
**DATE OF REPORT** 1 September 2017

**COMMENT:**  
Nil

**OFFICER RECOMMENDATION/ RESOLUTION:** 2017/115

**Moved:** Cr Bothe **Seconded:** Cr Sims

***That the Minutes of the Ordinary Meeting held on Wednesday 16 August 2017 be confirmed as a true and correct record.***

**CARRIED 7/0  
Simple Majority**

**9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:**

Nil

## 10. MATTERS FOR WHICH MEETING MAY BE CLOSED:

Nil

## 11. **REPORTS:**

### 11.1 CHIEF EXECUTIVE OFFICER:

#### 11.1.1 SHIRE OF COOROW BUSHFIRE RESPONSE PLAN

AUTHOR	Community Emergency Services Manager
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	4 September 2017
ATTACHMENT	11.1.1.1 - Shire of Coorow Bushfire Response Plan (as separate attachment)
FILE	ADM0306

#### **SUMMARY:**

**(As per Plan's Aim)**

*The Bushfire Response Plan is to document preparedness and response requirements for the Shire of Coorow in order to minimise the impact of bushfires in, or threatening the area, and so reducing the fire threat to life, property and the environment.*

#### **BACKGROUND:**

The implementation of a Bushfire Response Plan for the Shire of Coorow arose from a review of Bushfire Response Planning arrangements being considered against a list of Critical Success Factors identified in the *Auditor Generals Report No 7 (October 2004) – Responding to Major Bushfires*.

#### **COMMENT:**

The original Bushfire Response Plan was documented in September 2007 and was scheduled to be reviewed on an annual basis. A subsequent plan was developed – May 2013 (endorsed by CBFCO James Raffan and presented to Council) – and a review undertaken in March 2014, but nothing further since this time. Hence a review of the plan has been long overdue, as the information contained within it was incorrect.

The attached Bushfire Response Plan has been reviewed by the Community Emergency Services Manager and endorsed by the Chief Bush Fire Control Officer, Mr James Raffan.

#### **STRATEGIC IMPLICATIONS:**

*Shire of Coorow Strategic Community Plan 2017-2027*

Theme 1: Community Wellbeing

Aspiration: Safe and Secure. *All members of our community have access to appropriate facilities and services in a safe environment. People feel safe and secure.*

Objective: *Create and maintain safe and attractive places for people to live, work and play.*

Strategies: *Ensure facilities and infrastructure are well maintained and safe for use.  
Ensure built and natural environments provide a sense of safety and security.*

**POLICY IMPLICATIONS:**

There are no policy implications.

**FINANCIAL IMPLICATIONS:**

There are no direct financial implications.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION:**

**2017/116**

***Moved: Cr Bothe***

***Seconded: Cr Jack***

***That the updated Bushfire Response Plan be noted.***

***CARRIED 7/0  
Simple Majority***

UNCONFIRMED

### 11.1.2 WAIVER OF HIRE FEES FOR FUNDRAISING QUIZ NIGHT

**AUTHOR** Peter Crispin  
**DISCLOSURE OF INTEREST** Nil  
**DATE OF REPORT** 12 September 2017  
**FILE** ADM0051 Community Relations - Sponsorship  
**ATTACHMENT**

#### **SUMMARY:**

**To consider a request to waive fees to hold a fundraising quiz night for “Ride to Conquer Cancer” at the Green Head Community.**

#### **BACKGROUND:**

Mr Rex Heal will once again be taking part in the “Ride to Conquer Cancer” to raise money for the Charles Perkins Centre (CPC). The CPC is based at the University of Sydney and also includes a clinic at Royal Prince Alfred Hospital.

The CPC provides innovative research and teaching into obesity, diabetes, cardiovascular disease and related conditions.

At the 2016 Ride to Conquer Cancer, Rex Heal was the second biggest fund raiser, raising \$42,305 (just behind the leader who raised \$45,070).

As part of the 2017 Ride, Mr Heal planned to hold a “Paint and Sip” event at the Green Head Community on Saturday 13 May 2017. Council considered this at the meeting held 15 March 2017, and resolved:

#### **OFFICER RECOMMENDATION/RESOLUTION:**

**2017/024**

***Moved: Cr Jack***

***Seconded: Cr Bothe***

***That:***

- 1) the hire fees be waived for the Green Head Community Centre for Mr Rex Heal to hold a fundraising event (Paint and Sip) to raise money for the “2017 Ride to Conquer Cancer” on Saturday 13 May 2017; and***
- 2) the Donations account (0212) be debited and the Green Head Community Centre income account (24A3) be credited for the amount of \$150.***

***CARRIED 7/0 by Absolute Majority***

Unfortunately this event did not go ahead and Mr Heal is now requesting that the fees for hiring the Green Head Community Centre be waived to help the fundraising for a quiz night instead (to be held 29 September 2017).

#### **COMMENT:**

The fundraising for the 2016 Ride to Conquer Cancer event included some events at the Green Head Community Centre for which the fees were waived.

Delegated Authority 3.2.3 allows the Chief Executive Officer to waive fees in certain circumstances (being a local community group, no alcohol) which does not apply to this situation.

Should Council consider this to be a worthy cause, they could donate the hire fee (debit donation account and credit the Green Head Community Centre hire account).

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 - s6.12 Power to defer, grant discounts, waive or write off debts

**STRATEGIC IMPLICATIONS:**

NIL

**POLICY IMPLICATIONS:**

Delegation 3.2.3 Waiving of Fees and Charges for Council Facilities

**FINANCIAL IMPLICATIONS:**

Income of \$82 to \$155 will be foregone if the fee waiver is approved.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION/RESOLUTION:**

2017/117

*Moved: Cr Bothe*

*Seconded: Cr Clement*

*That:*

- 1) the hire fees be waived for the Green Head Community Centre for Mr Rex Heal to hold a fundraising event (Quiz Night) to raise money for the "2017 Ride to Conquer Cancer" on Friday 29 September 2017; and*
- 2) the Donations account (0212) be debited and the Green Head Community Centre income account (24A3) be credited for the amount of \$155.*

**CARRIED 7/0**  
**Absolute Majority**

### 11.1.3 APPLICATION FOR PLAQUE AT CLIFF PARK, GREEN HEAD

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	13 September 2017
<b>ATTACHMENT</b>	11.1.3.1 - Letter from Mrs June Delgado
<b>FILE</b>	ADM0509

#### **SUMMARY:**

**To consider approving an application from Mrs June Delgado to install a memorial plaque commemorating her husband, at Cliff Park in Green Head.**

#### **BACKGROUND:**

Mrs June Delgado is seeking permission to install a memorial plaque commemorating her husband, at Cliff Park in Green Head. Her husband, Mr Desmond Patrick Delgado was a Green Head pioneer and foundation member involved in setting up the golf club and bowls club (as a life member) in Green Head.

#### **COMMENT:**

Policy 7.3.7 states criteria that a plaque must meet before being considered. It would appear that the policy was reviewed to remove any ambiguity, but unfortunately this still exists depending on how the policy is read. See the same two statements below, highlighted differently, which still create ambiguity.

1. "Memorial plaques will only be considered where they satisfy the following criteria: *Commemorating a deceased individual* or individuals who were members of the Green Head and/or Leeman Communities".
2. "Memorial plaques will only be considered where they satisfy the following criteria: *Commemorating a deceased individual or individuals who* were members of the Green Head and/or Leeman Communities".

In this case, Mr Delgado would satisfy either interpretation and the approval would appear to be straight forward.

#### **STATUTORY ENVIRONMENT:**

**Local Government Act 1995**      **s2.7. Role of council**  
**Part 3 – Functions of local governments**

#### **POLICY IMPLICATIONS:**

Recreation and culture 7.3.7 - Plaques on Cliff Park and Harold Heil Reserve Memorial Walls.

#### **FINANCIAL IMPLICATIONS:**

There are no known financial implications as the proponent will cover all costs.

**STRATEGIC IMPLICATIONS:**

**A Sense of Community**

*We belong to a cohesive, connected community. There is a strong sense of community pride and identity.*

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION:**

**2017/118**

**Moved: Cr Cullen**

**Seconded: Cr Oakes**

***That Mrs June Delgado be granted permission to have a memorial plaque for her husband (Desmond Patrick Delgado) erected at Cliff Park, Green Head, noting that it must comply with the requirements of policy 7.3.7.***

**CARRIED 7/0  
Simple Majority**

#### 11.1.4 PERMISSION TO INSTALL PAVING ON FRONT VERGE

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	13 September 2017
<b>FILE</b>	A605
<b>ATTACHMENT</b>	11.1.4.1 - Letter from Norm & Glenise Just

#### **SUMMARY:**

**To consider a request from Norm & Glenise Just to brick pave the verge in front of their house at 2 Morcombe Road, Leeman.**

#### **BACKGROUND:**

Norm and Glenise Just have requested that they be allowed to replace the verge area in front of their house at 2 Morcombe Road, Leeman with brick paving (similar to their driveway).



Norm and Glenise Just believe that installing paving would help to alleviate the problems they are having with caltrop and walkaway burr spreading in this area.

#### **COMMENT:**

There is no existing policy to deal with this request so it has been presented to Council for consideration. The report writer, following consultation with the Manager Works & Services, could not identify a reason for not approving this request.

**STATUTORY ENVIRONMENT:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION:**

2017/119

*Moved: Cr Cullen*

*Seconded: Cr Sims*

*That Norm and Glenise Just be advised that they have permission to install brick paving to the verge area in front of their home at 2 Morcombe Road, Leeman, noting:*

- 1) that the paving must be maintained (at the property owners cost) to prevent any trip hazards;*
- 2) that the paving should be installed to ensure that water is directed to the road and not back into the property; and*
- 3) that access to the fire hydrant is maintained for use and maintenance.*

**CARRIED 7 /0**  
**Simple Majority**

### 11.1.5 REQUEST FOR CONTRIBUTION TOWARDS PRINTING OF THE GREEN HEAD HISTORY BOOK

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	13 September 2017
<b>ATTACHMENT</b>	11.1.5.1 - Letter from Deborah O'Brien and Lynda Birch
<b>FILE</b>	ADM0051 Community Relations - Donations

#### **SUMMARY:**

**To consider a request from Deborah O'Brien and Lynda Birch for a contribution towards the printing costs of the Green Head History Book.**

#### **BACKGROUND:**

In 2015, one year before the fiftieth anniversary of the gazettal of the Green Head town, it was proposed to write a book on the history of Green Head. This process has taken two years and the final product is ready for printing.

Quotes have been sourced from various printers and the Green Head Community Association will be approached to help fund the printing. As it is suggested that the purchase price be set at \$40, it is expected that there will be a loss even if the 100 copies are all sold.

Deborah O'Brien and Lynda Birch have requested that the Shire consider making a contribution towards the expected loss.

#### **COMMENT:**

The history that has been compiled is very thorough and the publication would be a great addition for our libraries.

It has been noted that the Shire provides money to the Green Head Community Association from the sale of "Green Head" special series number plates which would be the ideal source of funding for this project (\$1,400 was contributed to the Association on 9 June 2017, and another \$100 on 30 June 2017).

#### **STATUTORY ENVIRONMENT:**

Nil

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

The Donations & Grants Account (0212) contains \$5,000 which is available subject to Council resolution.

#### **STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Deborah O'Brien and Lynda Birch be advised that a contribution of \_\_\_\_\_ will be made towards the printing costs of the Green Head History Book

OR

That Deborah O'Brien and Lynda Birch be advised that the Shire is unable to make a contribution towards the printing of the Green Head History Book due to budgetary constraints.

**RESOLUTION:**

**2017/120**

***Moved: Cr Clement***

***Seconded: Cr Oakes***

***That Deborah O'Brien and Lynda Birch be advised that a contribution of \$700 will be made towards the printing costs of the Green Head History Book***

**CARRIED 7/0  
Simple Majority**

#### 11.1.6 2017/18 FIRE BREAK NOTICE – PROPOSED AMENDMENT

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	13 September 2017
<b>ATTACHMENT</b>	11.1.6.1 - Minutes of the Coorow Bush Fire Advisory Committee held 10 August 2017 11.1.6.2 - Fire Break Notice
<b>FILE</b>	ADM0306 Emergency Services – Bush Fire Advisory Committee

#### **SUMMARY:**

**To consider the request from the Coorow Bush Fire Advisory Committee to amend the Fire Break Notice for the 2017/18 Bush Fire Season.**

#### **BACKGROUND:**

In August each year, the Bushfire Advisory Committee meets to recommend appointment of Bush Fire Control Officers and discuss prohibited and restricted burning times. Council makes appointments and resolutions which include recommendations from the Bush Fire Advisory Committee.

As the rate notices needed to be sent out in July 2017, Council considered the prohibited and restricted burning times at the meeting held 19 July 2017 and resolved:

#### **RESOLUTION:**

**2017/091**

**Moved: Cr Bothe**

**Seconded: Cr Rackemann**

***That the 2017/18 Fire Break Notice (as attached) be adopted, subject to 29 March being changed to 14 March where it appears, and the Bush Fire Advisory Committee be advised of the decision.***

***CARRIED 8/0  
Simple Majority***

This resulted in that times being as follows:

- |  |   |
|--|---|
| ○ <b><u>Restricted Burning Times</u></b> |   |
| <b>16 September to 31 October</b>        | <b>Coast east to Mudge-Willcocks Rd</b> |
| <b>16 September to 14 October</b>        | <b>Remainder of Shire</b>               |
| <b>15 February to 14 March</b>           | <b>both sectors</b>                     |
| ○ <b><u>Prohibited Burning Times</u></b> |   |
| <b>1 November to 14 February</b>         | <b>Coast east to Mudge-Willcocks Rd</b> |
| <b>15 October to 14 February</b>         | <b>Remainder of Shire</b>               |

The Coorow Bush Fire Advisory Committee (BFAC) met on Thursday 10 August 2017 and raised concerns with the dates that have been chosen. The main concerns are

- 1) **The end date of the restricted burning period.**  
It was felt that given the increased number of absentee landowners, larger landholdings and the number of transient untrained workers, the date should remain as 29 March 2018. The Chief Bush Fire Control Officer was particularly concerned with this change and has asked that if Council will not agree to change the date back to 29 March 2018, that at least the coast portion be changed.
- 2) **The commencement of restricted burning period for the coast**  
It was felt that the commencement date for the coast portion should be changed to 30 September 2018. Apparently this was changed last year to 16 September and does not suit the coastal conditions.

Other concerns were raised regarding the fire break notice being:

- 1) **The width of the required firebreak**  
To be considered wide enough to allow safe traversing of firefighting appliances or adequate safe distance for volunteers from which to ignite a back burn, the notice should be changed from 2 metres to 3 metres.
- 2) **Harvesting and Straw Raking, Bailing and Chaining Operations**  
Due to the problems that can be caused by trailer mounted fire fighting units, it is suggested that the notice be changed to read "...during the restricted and prohibited period unless a firefighting unit, mounted on a 4wd vehicle, and containing a minimum of 400 litres of water capacity powered by an engine driven pump...".

**COMMENT:**

In future the Coorow Bush Fire Advisory Committee will meet in late June or early July to ensure that their recommendations are presented to Council before a resolution is considered.

Council need to consider the advice from the BFAC and decide what follow up action should be taken.

**STATUTORY ENVIRONMENT:**

*Bush Fires Act (1954) Various sections including:*

- 17. Prohibited burning times may be declared by Minister*
- 18. Restricted burning times may be declared by Authority*
- 33. Local government may require occupier of land to plough or clear firebreak*

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Council Policies:

Part 4 – Law, Order & Public Safety – Fire Prevention

4.1.2 Bush Fire Advisory Committee

**FINANCIAL IMPLICATIONS:**

Nil

## **VOTING REQUIREMENTS:**

Simple Majority

## **OFFICER RECOMMENDATION:**

That the 2017/18 Fire Break Notice be modified to reflect:

- 1) the following prohibited and restricted burning periods

### Restricted Burning Times

30 September to 31 October  
16 September to 14 October  
15 February to 29 March

Coast east to Mudge-Willcocks Rd  
Remainder of Shire  
both sectors

### Prohibited Burning Times

1 November to 14 February  
15 October to 14 February

Coast east to Mudge-Willcocks Rd  
Remainder of Shire

- 2) the increased firebreak width from 2 metres to 3 metres
- 3) the change of the Harvesting and Straw Raking, Bailing and Chaining Operations section to read "...during the restricted and prohibited period unless a firefighting unit, mounted on a 4wd vehicle, and containing a minimum of 400 litres of water capacity powered by an engine driven pump...".

## **RESOLUTION:**

**2017/121**

**Moved: Cr Clement**

**Seconded: Cr Cullen**

***That the 2017/18 Fire Break Notice be modified to reflect the following prohibited and restricted burning periods:***

### **Restricted Burning Times**

**30 September to 31 October  
16 September to 14 October  
15 February to 29 March  
15 February to 14 March**

**Coast east to Mudge-Willcocks Rd  
Remainder of Shire  
Coast east to Mudge-Willcocks Rd  
Remainder of Shire**

### **Prohibited Burning Times**

**1 November to 14 February  
15 October to 14 February**

**Coast east to Mudge-Willcocks Rd  
Remainder of Shire**

**CARRIED 7/0  
Simple Majority**

*Councillors did not support parts two and three as they would have a significant financial impact on farmers and may discourage volunteers from assisting at fires. They requested community consultation be taken on these two points.*



## MINUTES OF THE SHIRE OF COOROW BUSH FIRE ADVISORY COMMITTEE

Held in the Leeman Community and Recreation Centre on  
Thursday 10 August 2017

<b>PRESENT:</b>	(Acting) Chairperson	Mr Kyle Pollitt, Community Emergency Services Manager
	Green Head Bush Fire Brigade	Mr Sam Dell'Agostino
	Leeman Bush Fire Brigade	Mr Trevor Brandy
	Warradarge Bush Fire Brigade	Mr Dennis Martin
		Mrs Heather Sewell
		Mr Ben Plozza
		Mr Sean Plozza
	Shire of Coorow	Mr Peter Crispin, Chief Executive Officer
		Mr James Raffan, Chief Bush Fire Control Officer
	DFES	Mr Matt Dadd, (Acting) Area Officer
<b>APOLOGIES:</b>	Shire Councillor	Cr Moira Girando, Shire President
	Coorow Town Bush Fire Brigade	Mr Kelvin Bean
	Marchagee Bush Fire Brigade	Mr Graham Maley

### **1.0 OPENING/ANNOUNCEMENTS**

Mr Pollitt declared the meeting open at 6:05 pm and welcomed all those in attendance.

## **2.0 MINUTES OF PREVIOUS ANNUAL GENERAL MEETING HELD ON 12 SEPTEMBER 2016**

**Moved S Dell'Agostino**

**Seconded H Sewell**

That the minutes of the Shire of Coorow Bush Fire Advisory Committee meeting held 1 August 2016 be confirmed as a true and correct record of that meeting.

**CARRIED**

## **3.0 BUSINESS ARISING**

It was raised that these meetings in future will need to be brought forward in date so as to enable review of the Shire's Fire Break Notice prior to them being mailed out with the Rates Notices, and also to enable collation of Brigade Office Bearers for inclusion in DFES' Regional Contacts Directory.

Future meetings of the Shire of Coorow Bush Fire Advisory Committee will be held prior to 30 June each year.

## **4.0 ELECTION OF BRIGADE OFFICE BEARERS**

Mr Pollitt advised that the following positions for each Brigade were to be recommended to Council for adoption. Each Brigade was requested to advise the meeting of their recommended officers for the forthcoming season.

**Moved D Martin**

**Seconded T Brandy**

**That the following officers be recommended to Council for appointment to each Brigade.**

<b>Coorow Town Brigade</b>	<b>Brigade Captain</b>	J Pendergrast
	<b>Brigade Lieutenants</b>	1 R Clement 2 K Bean 3 R Broun

<b>Green Head Brigade</b>	<b>Brigade Captain</b>	S Dell'Agostino
	<b>Brigade Lieutenants</b>	1 W Kenworth 2 R Coates 3 G Dearle

<b>Leeman Brigade</b>	<b>Brigade Captain</b>	T Brandy
	<b>Brigade Lieutenants</b>	1 M Gilbertson 2 T Gilbertson

<b>Warradarge Brigade</b>	<b>Brigade Captain (Deputy)</b>	D Martin B Plozza)
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**Brigade Lieutenants** (South West) S Plozza/L Ebersohn  
(South East) J Raffan  
(North West) A Cooper/B White  
(North East) N Ashby/G Dring

**Secretary/Treasurer** H Sewell

**Maintenance** W Browne/D Martin

**CARRIED**

## **5.0 APPOINTMENT OF AUTHORISED OFFICERS**

**Moved D Martin**

**Seconded T Brandy**

That Mr J Raffan be recommended to Council for appointment as Chief Bush Fire Control Officer.

That Mr B Plozza, and Mr K Bean be recommended to Council for appointment as Deputy Chief Bush Fire Control Officers.

That Mr K Bean, Mr J Raffan, Mr I Hunt, and Mr I Falconer be recommended to Council for appointment as Fire Weather Officers.

That the Shire of Coorow Community Emergency Services Manager be recommended as a Fire Control Officer (non-Permit Issuing), and the Shire of Coorow Ranger be recommended as a Fire Control Officer (Permit Issuing Only) to Council for appointment.

**CARRIED**

## **6.0 REPORTS**

### **CHIEF BUSH FIRE CONTROL OFFICERS REPORT**

Mr Raffan had no formal report to present.

### **DFES REPORT**

Mr Pollitt invited the DFES representative, Mr Matt Dadd to address the meeting.

*I would like to thank the Shire of Coorow for their commitment over the last fire season.*

*There is a replacement Light Tanker for Coorow Town Bush Fire Brigade which is to be delivered shortly.*

*Automatic Vehicle Locator (AVL) & Emergency Distress Beacons (EDB) have been retro-fitted to all Bush Fire Brigade appliances within the Midwest Region now.*

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### **DPaW REPORT**

No representative was present.

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## **BUSH FIRE BRIGADES REPORT**

### **COOROW TOWN**

No representative was present.

### **GREEN HEAD**

Mr Pollitt invited the Green Head Bush Fire Brigade Captain, Mr Sam Dell'Agostino to address the meeting.

*As Captain of the Green Head Volunteer Fire Brigade, I have a very good crew when needed to be called out to fires. There are approximately 20 men that can be called upon.*

*I have signed up four new members this season...some have started their training.*

*This year we changed about 80 fire alarm batteries around town for pensioners.*

*We held a training weekend which was run by Kyle Pollitt and Darren Cole. The courses run over this weekend were AIMS Awareness and Introduction to Fire Fighting. We had a very good turnout, and our Auxillary Ladies did all the catering for this. We hope that we can have many more training days like this to come.*

*We have attended 9 fires this season, and the worst one would have been on Indian Ocean Drive, which could have been very bad if the Water Bombers were not called in.*

*We also have two new vehicles, being a new Landcruiser Light Tanker and a new Isuzu 3.4 Urban.*

*I would like to thank the two men who have been there for us this year...Kyle Pollitt, and Ian Comben. Their guidance and help is very much appreciated.*

### **LEEMAN**

Mr Pollitt invited the Leeman Bush Fire Brigade Captain, Mr Trevor Brandy to address the meeting.

*The Leeman Bush Fire crew worked well over the summer period with 5 crew changes being available over the 4 days with one of the Jurien Bay fires. We are very happy with the design of the new 4.4 Broadacre; the designers have got it right.*

*The Leeman Bush Fire Brigade has secured a grant from the Leeman Community Resource Centre to provide a computer for the shed to aid online training for members.*

*The shed now has a keypad coded door lock and has also been fitted out to provide both vehicles with reticulated trickle feed power to the batteries.*

*We have now set up an account with the Bendigo Bank who have also agreed to sponsor the Leeman Bush Fire Brigade and supply Brigade members with polo shirts.*

*In conjunction with Green Head Bush Fire Brigade, Tim Gilbertson has been carrying out "Mosaic Mapping" of heavily fuelled areas to be considered for controlled burns during*

appropriate weather conditions, under the Act, 1 Hectare can be burnt without any major approval process.

With Budget approval, the rear section of the shed will be made accessible to the 4.4 allowing one way access; this will alleviate any reversing issues from the street frontage.

All fire hydrants have now been checked and marked, hydrants requiring servicing have been reported to the Water Corporation.

## **WARRADARGE**

Mr Pollitt invited the Warradarge Bush Fire Brigade Captain, Mr Dennis Martin to address the meeting

*The Brigade attended 12 fires during the season.*

*We are supposed to be getting a new truck, but the one that's there seems to be working okay.*

*We seem to be finding enough people to attend fires at the moment, but our numbers are becoming a bit of an issue. Land holdings are getting bigger and bigger, there are unknowledgeable people, you have backpackers working on farms and they don't have the knowledge. You can get them trained, but they won't be around next year, and some of us are getting a bit long in the tooth.*

*The availability of Vehicle Identifier Stickers – allowing farmer response units to navigate through roadblocks – will be a help this coming season.*

## **SHIRE REPORT**

### **Works Programs**

*Funded under the ESL, Leeman BFB Shed will have modifications completed to allow for drive through access of their 4.4 Broadacre appliance. Other programs being investigated include Quickfill standpipe at the Green Head Water Tank; Relocation of hydrant on Green Head Road (opposite the Fire Shed); and, Gravel area outside Warradarge Fire Shed.*

### **ESL Expenditure**

*Brigades to get their PPC requirements to me for this financial year.  
Warradarge 2.4 Rural appliance, and Coorow Town Light Tanker is due to be replaced shortly.*

### **Mitigation Programs**

*I have costed some maintenance works on the UCL & UMR around the Shire of Coorow, but just waiting on the State Budget to be handed down in September before works can commence.*

### **Training**

*Upcoming courses:*

**Crew Leader & Advanced Bush Fire Fighting** 26-27 August Geraldton

<b>Introduction to Firefighting</b>	8-9 September	Geraldton
<b>Bush Fire Fighting</b>	10-11 September	Geraldton
<b>Sector Commander</b>	12-13 September	Geraldton

*Nomination for these (& any DFES course) is via the eAcademy – accessed via the DFES Volunteer Portal.*

*The Bush Fire Appliances should all now be fitted with Automatic Vehicle Locator & Emergency Distress Beacons – which require monthly testing (instructions appended).*

*There is a joint training session coming up on 16 September with St John Ambulance, on the RAC Rescue (651) Helicopter. This will be held in Port Denison, at the Irwin Rec Centre (Ridley Street, Port Denison) commencing at 2:00pm.*

**Other**

*Thanks to all Brigade Volunteers and their partners and families.*

*The CESM role now excludes Carnamah, who withdrew from the program as of 30 June 2017.*

**Moved B Plozza**

**Seconded S Dell'Agostino**

That all reports be received.

**CARRIED**

## **7.0 GENERAL BUSINESS**

### **7.1 Shire of Coorow Firebreak Notice**

The issue of firebreak width was raised. The assembled committee would like to see the firebreak requirement widened to 3 metres, as the current width of 2 metres is not considered wide enough to allow for the safe traversing of firefighting appliances, or adequate safe distance for volunteers from which to ignite a backburn. This committee would like the Coorow Shire Council to amend the firebreak width requirement to read “...of not less than 3 metres in width...”

The assembled committee were not happy with Council's resolution (2017/091) in respect to the alignment of the end date of Restricted Burning Time with the Shire of Carnamah – being 14 March. They feel that given the increased number of absentee landowners, larger landholdings, and the number of transient, untrained workers that the date should remain at 29 March. Further to the specified dates on the Firebreak Notice, the committee discussed that the commencement date for the Restricted Burning Time for the Coastal portion should be moved back 14 days to 30 September.

The third item to be raised from the Shire of Coorow Firebreak Notice is the requirements for firefighting units under the 'HARVESTING AND STRAW RAKING, BAILING AND CHAINING OPERATIONS'. This committee would like to see the restriction of trailer mounted firefighting units on active firegrounds. They recommend the section in the Firebreak Notice should read “...during the restricted and prohibited period unless a firefighting unit, mounted on a 4wd vehicle, and containing a minimum of 400 litres of water capacity powered by an engine driven pump...”

### **7.2 Correspondence**

Mr Pollitt advised the committee of the following incoming correspondence.

From: Commissioner of the Department of Fire & Emergency Services  
Topic: “MISLEADING ARTICLE IN THE ASSOCIATION OF VOLUNTEER BUSH FIRE BRIGADES E-NEWSLETTER”

Action: Nil

From: Department of Fire & Emergency Services

Topic: "FUEL FILTERS ON BUSH FIRE BRIGADE LIGHT TANKERS"

Action: Supply & fitment of filter conversion kits (only affecting Leeman & Warradarge)

From: Department of Fire & Emergency Services

Topic: "MONTHLY AUTOMATIC VEHICLE LOCATION (AVL) TESTING"

Action: Monthly test of AVL in appliances

## **8.0 NEXT MEETING DATE**

The next meeting to be held 28 June 2018, commencing at 6pm.

## **9.0 CLOSURE**

There being no further business to discuss Mr Pollitt thanked everybody for their attendance and declared the meeting closed at 7:43pm.

UNCONFIRMED

#### 11.1.7 APPOINTMENT OF BUSHFIRE CONTROL OFFICERS

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	13 September 2017
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	ADM0306 Emergency Services – Bush Fire Advisory Committee

#### **SUMMARY:**

**To consider the appointment of Bush Fire Control Officers for the Shire of Coorow for the 2017/18 fire season.**

#### **BACKGROUND:**

Traditionally, in August each year, Council's Bushfire Advisory Committee (BFAC) meets to recommend the appointment of Bush Fire Control Officers and the setting of prohibited and restricted burning times. Council then considers the recommendations from BFAC and appoints the officers.

The BFAC met on 10 August 2017 and their recommendations are contained in the Minutes of that meeting (attached to the Amendment of the 2017/18 Fire Break Notice item in this agenda).

#### **COMMENT:**

Council appointed the Bush Fire Control Officers (as recommended by the Bush Fire Advisory Committee) for the 2016/17 season as follows:

Chief Bush Fire Control Officer	James Raffan
Deputy Chief Bush Fire Control Officer (West)	Ben Plozza
Deputy Chief Bush Fire Control Officer (East)	Kelvin Bean
Fire Control Officers	Peter Crispin
	Kelvin Bean
	Rob Clement
	Ian Hunt
	Geoff Hortin
	Sam Dell'Agostino
	Ben Plozza
	Ian Falconer
	Graeme Maley
	Kyle Pollitt
	Dennis Martin
Permit Officers	Kelvin Bean
	Rob Clement
	Ian Hunt
	Sam Dell'Agostino
	Ian Falconer
	Dennis Martin
	James Raffan
	John Richardson
	Peter Crispin

Harvest Ban Officer – Western Sector  
Harvest Ban Officer – Eastern Sector  
Special Permit Clover Burning Officers

James Raffan, Ian Falconer  
Kelvin Bean, Ian Hunt  
Ian Falconer

The BFAC is not recommending any changes

**STATUTORY ENVIRONMENT:**

***Bush Fire Act 1956*** - Various sections including:

38. *Local government may appoint bush fire control officer*

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

UNCONFIRMED

**OFFICER RECOMMENDATION/ RESOLUTION: 2017/122**

**Moved: Cr Bothe**

**Seconded: Cr Sims**

- 1) *That, considering recommendations made by the Shire of Coorow Bush Fire Advisory Committee meeting held 10 August 2017, the following people be appointed for the 2017/18 fire season as listed below:*

<b>Chief Bush Fire Control Officer</b>	<b>James Raffan</b>
<b>Deputy Chief Bush Fire Control Officer (West)</b>	<b>Ben Plozza</b>
<b>Deputy Chief Bush Fire Control Officer (East)</b>	<b>Kelvin Bean</b>

<b>FIRE CONTROL OFFICERS</b>	<b>FIRE PERMIT OFFICERS</b>
<b>Kyle Pollitt</b>	<b>Kelvin Bean</b>
<b>Kelvin Bean</b>	<b>Rob Clement</b>
<b>Rob Clements</b>	<b>Ian Hunt</b>
<b>Ian Hunt</b>	<b>Sam Dell 'Agostino</b>
<b>Sam Dell 'Agostino</b>	<b>Ian Falconer</b>
<b>Ian Falconer</b>	<b>Dennis Martin</b>
<b>Dennis Martin</b>	<b>James Raffan</b>
<b>Graeme Maley</b>	<b>John Richardson</b>
<b>James Raffan</b>	<b>Peter Crispin</b>
<b>Geoff Hortin</b>	
<b>Peter Crispin</b>	
<b>Ben Plozza</b>	

**Harvest Ban Officer – Western Sector**  
**Harvest Ban Officer – Eastern Sector**  
**Special Permit Clover Burning Officers**

**James Raffan, Ian Falconer**  
**Kelvin Bean, Ian Hunt**  
**Ian Falconer**

**CARRIED 7 /0**  
**Simple Majority**

**11.2 MANAGER REGULATORY SERVICES:**

11.2.1 NIL

**11.3 MANAGER OF WORKS AND SERVICES:**

11.3.1 NIL

## 11.4 DEPUTY CHIEF EXECUTIVE OFFICER:

### 11.4.1 ACCOUNTS FOR PAYMENT

AUTHOR	Caroline Hirt
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	9 September 2017

#### **SUMMARY:**

**Council approval is required for payment of accounts made within the month August 2017 to approve payments of accounts due in September 2017.**

#### **COMMENT:**

Approval is sought for the following list of payments of accounts made since Council's last meeting on 16<sup>th</sup> of August 2017 and of accounts that are now due.

#### **STATUTORY ENVIRONMENT:**

***Local Government (Financial Management) Regulations 1996***

#### **13. Lists of accounts**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
  - (a) for each account which requires council authorisation in that month —
    - (i) the payee's name;
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction;and
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

*[Regulation 13 inserted in Gazette 20 Jun 1997 p. 2838-9; amended in Gazette 31 Mar 2005 p. 1048.]*

**STRATEGIC, POLICY & FINANCIAL IMPLICATIONS:**

There is no financial policy or strategic implications regarding this matter.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION: 2017/123**

**Moved: Cr Bothe**

**Seconded: Cr Jack**

***That payment listed in 11.4.1 Accounts Due and Submitted to Council up to 9th of September 2017 including:***

**MUNICIPAL FUND**

<b>Cheque</b>	<b>20094 - 20104</b>	<b>\$ 41,764.57</b>
<b>Collection</b>	<b>71040917 - 72310817</b>	
<b>Summaries</b>		<b>\$ 34,188.60</b>
<b>Payroll DD's</b>	<b>23/08/2017 – 06/09/2017</b>	<b>\$ 116,604.00</b>
<b>EFTS</b>	<b>11759 – 11838</b>	<b>\$ 357,229.10</b>
<b>Superannuation</b>	<b>09/08/2017 – 06/09/2017</b>	<b>\$ 45,141.33</b>
<b>Credit Card</b>	<b>13100817</b>	<b>\$ 4,778.44</b>
<b>Totalling</b>		<b>\$ 599,706.04</b>

**TRUST FUND**

<b>EFTS</b>	<b>11762 - 11763</b>	<b>\$ 261.70</b>
<b>Cheques</b>	<b>140817</b>	<b>\$ 23.25</b>
<b>Totalling:</b>		<b>\$ 284.95</b>

***be endorsed.***

***CARRIED 7/0  
Simple Majority***

## List of Accounts Due & Submitted to Council 08/09/2017

Chq/EFT	Date	Name	Description	Trust	Muni
EFT11762	14/08/2017	CONSTRUCTION TRAINING FUND	BCITF LEVY JULY 2017	\$ 91.75	
EFT11763	14/08/2017	BUILDING COMMISSION	BUILDING SERVICES LEVY JULY 2017	\$ 169.95	
140817	14/08/2017	SHIRE OF COOROW	BSL COMMISSIONS JULY 17	\$ 23.25	
			<b>TOTAL TRUST PAYMENTS</b>	<b>\$ 284.95</b>	
EFT11759	09/08/2017	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		\$ 27.45
EFT11760	09/08/2017	LGIS INSURANCE BROKING	ANNUAL MOTOR VEHICLE INSURANCE 2017.2018		\$ 85,949.48
EFT11761	09/08/2017	STEVE MCWHIRTER	SETTLEMENT CLAIM FOR BOAT MOORING		\$ 6,000.00
EFT11764	18/08/2017	AVON WASTE	WASTE REMOVAL - JULY 17		\$ 24,461.06
EFT11765	18/08/2017	AUSSIE TREE SERVICES	ASSESSMENT/REPORT PRUNING TREES - LE FORESHORE		\$ 835.12
EFT11766	18/08/2017	BOQ	PHOTOCOPIER LEASE TO 22 SEPTEMBER 2017		\$ 420.88
EFT11767	18/08/2017	BUNNINGS	10LTR SEASOL, TEK SCREWS, ROLL STRAPPING, UNITIES		\$ 321.61
EFT11768	18/08/2017	BEAN KL	REIMBURSEMENT - PHONE 16/06/17 - 15/07/17		\$ 69.95
EFT11769	18/08/2017	BCW	REPAIRS-HOT WATER SYSTEM & KITCHEN FRIDGE-M. PARK		\$ 1,718.75
EFT11770	18/08/2017	COURIER AUSTRALIA	FREIGHT X WESTRAC		\$ 10.44
EFT11771	18/08/2017	COVS	FUEL & AIR FILTER - CW006		\$ 240.77
EFT11772	18/08/2017	CUNNINGHAMS AG SERVICES	TYRE MOUNT WAX, 6 X VALVES		\$ 150.34
EFT11773	18/08/2017	COASTAL MOBILE AUTO REPAIRS	45,000KMS SERVICE - CW001		\$ 536.80
EFT11774	18/08/2017	DIRECT CONTRACTING PTY LTD	INSTALLATION OF 900MM & 600MM PIPES & HEADWALLS - CW/GH RD & CAMPBELL RD		\$ 12,371.70
EFT11775	18/08/2017	DRYLANDS FOUNDATION	330 X TUBE STOCK NATIVE SEEDLINGS, 80 X TUBE STOCK TEATREES, 34 X 3LTR BAG TEATREES		\$ 1,964.60
EFT11776	18/08/2017	EASIFLEET	NOVATED LEASE - MRS		\$ 455.84
EFT11777	18/08/2017	EVERGREEN SYNTHETIC GRASS	SUPPLY & INSTALL BOWLING GREEN 50.1M X 36.6M - LE BOWLING CLUB - 40% DEPOSIT PAYMENT		\$ 56,799.60
EFT11778	18/08/2017	FAMILY SHOPPING CENTRE	MILK, BISCUITS, CHICKEN WINGS, TEA, WATER, COOL DRINKS, MEAT, BREAD, PUFF PASTRY, EGGS, PLATES, VELCRO DOTS, JIF, COLESLAW DRESSING, DAIRYLEA SLICES		\$ 360.88
EFT11779	18/08/2017	FIVE STAR BUSINESS MACHINES	PHOTOCOPIER METERPLAN CHARGES - CW		\$ 1,390.65
EFT11780	18/08/2017	GREEN HEAD MEN'S SHED	ABLUTION BLOCK CLEANING - JUL/AUG/SEP 2017		\$ 2,970.00
EFT11781	18/08/2017	HERSEY JR & A PTY LTD	GUIDE POSTS, ASSTD DELINEATORS, AMBER FLASH LIGHTS		\$ 5,663.61
EFT11782	18/08/2017	ROELOF HINDRIKSEN	REIMBURSEMENT - PROTECTIVE CLOTHING (4 X PANTS)		\$ 200.00

EFT11783	18/08/2017	LEEMAN SENIORS	FUEL AND BUS HIRE - JUNE 17		\$ 274.45
EFT11784	18/08/2017	LANDMARK	1 X 20KG CALCIUM HYPO TABLETS		\$ 375.82
EFT11785	18/08/2017	LANDGATE	GRV 03/06/17-30/0617 SCHEDULE: G2017/7		\$ 359.78
EFT11786	18/08/2017	LEEMAN POST AND FUEL	POSTAGE - JULY 17		\$ 496.31
EFT11787	18/08/2017	LAND INSIGHTS	GREEN HEAD AND LEEMAN DEVELOPMENT FRAMEWORK - 20% PROJECT COMMENCEMENT FEE		\$ 4,824.60
EFT11788	18/08/2017	MAJOR MOTORS PTY LTD	GASKET SET - CW0026		\$ 679.12
EFT11789	18/08/2017	MACH 1 AUTO ONE GERALDTON	GLOBES, HEADLIGHT, BATTERY		\$ 136.92
EFT11790	18/08/2017	MAIN STREET HARDWARE COOROW	10 X 20LTR ROUNDUP		\$ 2,011.54
EFT11791	18/08/2017	PAPER PLUS OFFICE NATIONAL	1 BOX BINDING COMBS		\$ 16.28
EFT11792	18/08/2017	STATE LIBRARY OF WA	LOST AND DAMAGED BOOKS 2017/2018		\$ 330.00
EFT11793	18/08/2017	SEASIDE SUPPLIES	MILK, BISCUITS, SURFACE SPRAY, TOILET BLOCKS, BATTERY, DOG FOOD, CARPET CLEANER		\$ 237.88
EFT11794	18/08/2017	THINK WATER GERALDTON	3 X 20KG GROW SAFE FERTILISER		\$ 126.00
EFT11795	18/08/2017	WALGA	WA LOCAL GOVERNMENT CONVENTION 2017 - CEO		\$ 4,874.02
EFT11796	18/08/2017	WESTRAC EQUIPMENT	16 X RETAINERS - CW0013		\$ 547.15
EFT11797	18/08/2017	WINCHESTER INDUSTRIES	95.80MT BLUE METAL DUST		\$ 1,053.80
EFT11798	21/08/2017	AUSTRALIAN TAXATION OFFICE	BAS JULY 2017		\$ 37,166.00
EFT11800	24/08/2017	STEPHEN DOWNES CARPENTARY	REPLACEMENT - LEAKING ROOF - GH GOLF CART SHED		\$ 3,150.00
EFT11801	31/08/2017	W A TREASURY CORPORATION	LOAN NO.88 - INTEREST PAYMENTS		\$ 38,608.38
EFT11802	01/09/2017	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		\$ 27.45
EFT11803	01/09/2017	AUTOPRO MOORA	RADIO - CW007		\$ 167.00
EFT11804	01/09/2017	BADGINGARRA MOTORS	SERVICE - CW0051		\$ 1,478.29
EFT11805	01/09/2017	COVS	AIR FILTERS - CW004		\$ 70.95
EFT11806	01/09/2017	CUNNINGHAMS AG SERVICES	HYDRAULIC HOSE & FITTINGS - CW0014		\$ 324.40
EFT11807	01/09/2017	COASTAL MOBILE AUTO REPAIRS	20,000KMS SERVICE - CW0050		\$ 393.80
EFT11808	01/09/2017	CHRISTIE PARKSAFE BARBECUES	FAT COLLECTION TRAY - GH & LE PUBLIC BBQ'S		\$ 722.70
EFT11809	01/09/2017	DRYLANDS FOUNDATION	PLANTS & SHRUBS - GH & LE PARKS AND STREETS, PETERSON PLACE GH		\$ 663.30
EFT11810	01/09/2017	EASIFLEET	NOVATED LEASE - MRS		\$ 455.84
EFT11811	01/09/2017	FRAN'S KITCHEN	MEALS - COUNCIL MEETING 16/08/17		\$ 264.00
EFT11812	01/09/2017	FIVE STAR BUSINESS MACHINES	TRAVEL CHARGE FOR PHOTOCOPIER FAULT IN CW		\$ 495.00
EFT11813	01/09/2017	FUEL DISTRIBUTORS	3 X 20 LTRS TRANS OIL - CW0014		\$ 289.74
EFT11814	01/09/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	UNIFORMS/PPE - GH & WARRADARGE BUSH FIRE BRIGADES		\$ 2,748.68
EFT11815	01/09/2017	GH COUNTRY COURIERS	FREIGHT X WESTRAC		\$ 30.80
EFT11816	01/09/2017	GIRANDO MJ	REIMBURSEMENT ACCOMMODATION & REFRESHMENTS -		\$ 630.62

			WALGA STATE CONF.		
EFT11817	01/09/2017	GERRARD HYDRAULICS	TRIPPER VALVE - CW004		\$ 1,185.80
EFT11818	01/09/2017	HERSEY JR & A PTY LTD	SAFETY BOOTS		\$ 198.00
EFT11819	01/09/2017	KALANNIE TREE SUPPLIES	448 TREES & SHRUBS - CW BUSHLAND REHABILITATION		\$ 221.76
EFT11820	01/09/2017	LEEMAN HARDWARE	TOILET SEATS, RAKE, AEROSOL PAINT, METHYLATED SPIRITS, KEY CUTTING		\$ 178.74
EFT11821	01/09/2017	LEEMAN COUNTRY&SPORTING CLUB	REFRESHMENTS - COUNCIL MEETING 16/08/17		\$ 178.00
EFT11822	01/09/2017	LAVENDER COTTAGE	1 NIGHT ACCOMMODATION (28.08.17) - EOFY AUDIT 16/17		\$ 120.00
EFT11823	01/09/2017	LEEMAN FISH AND CHIPS	REFRESHMENTS/SANDWICHES - COUNCIL MEETING 16/08/17		\$ 107.00
EFT11824	01/09/2017	LEEMAN PLUMBING & EXCAVATION	LEAKING TEMPERATURE RELIEF VALVE - LOT 64 NAIRN ST		\$ 426.49
EFT11825	01/09/2017	MAIN STREET HARDWARE COOROW	PROPANE GAS		\$ 26.99
EFT11826	01/09/2017	MASTERPLAN	GREEN HEAD AND LEEMAN INDUSTRIAL LAND SUPPLY - STAGE 3 (29/07/17 - 18/08/17)		\$ 6,500.00
EFT11827	01/09/2017	NATURE TOURISM SERVICES	INTERPRETATION SIGNS 1000 X 500 MM - 3BAYS WALKWAY		\$ 3,300.00
EFT11828	01/09/2017	OFFICEWORKS BUSINESS DIRECT	ASSTD. STATIONARY & CLEANING PRODUCTS		\$ 292.69
EFT11829	01/09/2017	PURCHER-INTERNATIONAL PTY LTD	AIR FILTERS - CW004		\$ 172.63
EFT11830	01/09/2017	PRINTEK COMPUTER SERVICES	SET TOP BOX REPAIR & REPLACEMENT - LOT 64 NAIRN ST, LOT 453 MORCOMBE RD		\$ 385.00
EFT11831	01/09/2017	GLENDA OLIVE REED	REIMBURSEMENT - PLANTS & SHRUBS - 3BAYS WALKWAY		\$ 158.40
EFT11832	01/09/2017	SPRAYLINE SPRAYING EQUIPMENT	12V PUMP - SILVAN TROLLEY SPRAYER		\$ 198.00
EFT11833	01/09/2017	WCC ELECTRICAL & AIR COND.	LATHE REPAIRS		\$ 281.60
EFT11834	01/09/2017	WALGA	COUNCIL CONNECT DNS MANAGEMENT FEE 17/18		\$ 55.00
EFT11835	01/09/2017	WESTRAC EQUIPMENT	CUTTING EDGES - CW007, CW3456		\$ 5,418.15
EFT11836	04/09/2017	PMB TECHNOLOGIES	SUPPLY OF 5,000L PACKED IN 1,000L IBC ISB9000		\$ 18,399.70
EFT11837	05/09/2017	MURRAY ATTHOWE	RATES REFUND- A796 - 29 HEALES WAY GREEN HEAD 6514		\$ 10,000.00
EFT11838	08/09/2017	DALWALLINU CONCRETE (DALLCON)	600MM & 300MM HEAD WALLS - CW/GH ROAD & BUNTINE MARCHAGEE RD		\$ 2,475.00
			<b><u>TOTAL EFT PAYMENTS</u></b>		<b>\$ 357,229.10</b>
20094	10/08/2017	SHIRE OF COOROW - LOTTO	PAYROLL DEDUCTIONS		\$ 130.00
20096	18/08/2017	SHIRE OF COOROW	SERVICE CHARGES - RATES 17.18		\$ 20,488.10
20097	18/08/2017	SYNERGY	ELECTRICITY ACCOUNT TO 01/08/17		\$ 7,563.40
20098	18/08/2017	TELSTRA	PHONE ACCOUNTS TO 02/08/17		\$ 2,826.74
20099	23/08/2017	SHIRE OF COOROW - LOTTO	PAYROLL DEDUCTIONS		\$ 130.00
20100	01/09/2017	CITY OF GREATER GERALDTON	ACTIVITY PLAN - LE & GH LIBRARY VISIT 17/18		\$ 446.00
20101	01/09/2017	SYNERGY	ELECTRICITY ACCOUNT TO 14/08/17		\$ 5,601.00
20102	01/09/2017	TELSTRA	WARRADARGE FIRE BRIGADE PHONE ACCOUNT TO		\$ 51.94

			11/08/17		
20103	01/09/2017	WATER CORPORATION	WATER ACCOUNT TO 18/08/17		\$ 4,397.39
20104	06/09/2017	SHIRE OF COOROW - LOTTO	PAYROLL DEDUCTIONS		\$ 130.00
			<b><u>TOTAL CHEQUE PAYMENTS</u></b>		<b>\$ 41,764.57</b>
DD25701.1	09/08/2017	WA SUPER	PAYROLL DEDUCTIONS		\$ 13,202.71
DD25701.2	09/08/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 486.83
DD25701.3	09/08/2017	ULTIMATE SUPER AND PENSION	PAYROLL DEDUCTIONS		\$ 1,219.59
DD25701.4	09/08/2017	SHOALWATER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS		\$ 196.93
DD25701.5	09/08/2017	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 228.19
DD25752.1	23/08/2017	WA SUPER	PAYROLL DEDUCTIONS		\$ 12,965.63
DD25752.2	23/08/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 451.83
DD25752.3	23/08/2017	ULTIMATE SUPER AND PENSION	PAYROLL DEDUCTIONS		\$ 1,219.59
DD25752.4	23/08/2017	SHOALWATER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS		\$ 65.95
DD25752.5	23/08/2017	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 215.79
DD25795.1	06/09/2017	WA SUPER	PAYROLL DEDUCTIONS		\$ 13,087.61
DD25795.2	06/09/2017	ULTIMATE SUPER AND PENSION	PAYROLL DEDUCTIONS		\$ 1,219.59
DD25795.3	06/09/2017	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 215.79
DD25795.4	06/09/2017	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS		\$ 365.30
			<b><u>TOTAL SUPERANNUATION PAYMENTS</u></b>		<b>\$ 45,141.33</b>
13100817	10/08/2017	BANKWEST	MASTERCARD - CEO		\$ 1,098.50
13100817	10/08/2017	BANKWEST	MASTERCARD - DCEO		\$ 1,696.20
13100817	10/08/2017	BANKWEST	MASTERCARD - MWS		\$ 148.24
13100817	10/08/2017	BANKWEST	MASTERCARD - MRS		\$ 1,835.50
			<b><u>TOTAL CREDIT CARD PAYMENTS</u></b>		<b>\$ 4,778.44</b>
71040917	04/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 786.45
71060917	06/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 16.90
71060917	06/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 358.00
71070917	07/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,336.40
71080917	08/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 3,055.55
71100817	10/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,774.00
71140817	14/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 4,629.85
71170817	17/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 186.65
71180817	18/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 634.65
71210817	21/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 470.85
71220817	22/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 290.30
71230817	23/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 689.70

71240817	24/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 2,621.60
71250817	25/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,673.65
71290817	29/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 636.20
71300817	30/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,904.40
71310817	31/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 808.10
72010917	01/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 97.20
72040917	04/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 81.80
72050917	05/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 920.35
72060917	06/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 92.45
72070917	07/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 311.40
72080917	08/09/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 54.70
72090817	09/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,220.25
72100817	10/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,147.50
72110817	11/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 25.70
72140817	15/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 429.10
72150817	15/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,494.20
72160817	16/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 773.95
72170817	17/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 992.05
72180817	18/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,836.00
72210817	21/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 371.15
72230817	23/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 539.95
72240817	24/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 648.75
72280817	28/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 1,055.25
72290817	30/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 92.20
72300817	30/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 65.90
72310817	31/08/2017	TRANSPORT DEPT OF	TRANS LICENSING		\$ 65.50
			<b><u>TOTAL LICENSING PAYMENTS</u></b>		<b>\$ 34,188.60</b>
DDEBIT	23/08/2017	PAYROLL	PAYROLL		\$ 57,758.00
DDEBIT	06/09/2017	PAYROLL	PAYROLL		\$ 58,846.00
			<b><u>TOTAL PAYROLL PAYMENTS</u></b>		<b>\$ 116,604.00</b>
			<b><u>TOTAL PAYMENTS</u></b>	<b>\$ 284.95</b>	<b>\$599,706.04</b>

## Credit Card Payment summary

Credit card payments made  
between

12/07/2017 – 10/08/2017

<b>CEO</b>			
INDUSTRIAL RELATIONS	SEMINAR – INDUSTRIAL RELATIONS IN LOCAL GOVERNMENT	\$	148.50
DYNAMITE BAY TAKEAWAYS	LUNCH – GH & LE PLANNING CONSULTANTS	\$	85.00
BP EXPRESS	FUEL – CW73	\$	50.00
KAILIS BROS FISH CAFE	DINNER – WALGA CONFERENCE	\$	611.00
CITY OF VINCENT	PARKING – WALGA CONFERENCE	\$	4.00
LEEMAN POST	NACC MONITORING PHONE	\$	200.00
		<b>\$</b>	<b>1,098.50</b>
<b>DCEO</b>			
GODFREYS JOONDALUP	VACUUM CLEANER – CW OFFICE	\$	399.00
CITY MELVILLE PARKING	PARKING – IT VISION MEETING	\$	11.90
OFFICEWORKS	RATES PAPER, 24PK OF WATER	\$	28.88
BUNNINGS	SOLAR LIGHTS – LE FORESHORE TOILET	\$	120.00
WIX.COM	WILDFLOWER WEBSITE – PREMIUM PLAN	\$	189.18
BP MOORA	FUEL – CW000	\$	146.97
MERCURE HOTEL PERTH	ACCOMMODATION PARKING, MEALS – CR JACK (LOCAL GOVERNMENT WEEK)	\$	644.77
MERCURE HOTEL PERTH	REIMBURSEMENT – MEALS – PRESIDENT GIRANDO – LOCAL GOVERNMENT WEEK	\$	149.92
BANKWEST	FOREIGN TRANSACTION FEE (WIX.COM)	\$	5.58
		<b>\$</b>	<b>1,696.20</b>
<b>MWS</b>			
IINET	INTERNET – CW OFFICE	\$	54.99
WIX.COM	WILDFLOWER WEBSITE – MAILBOX MODULE (17/18)	\$	61.49
WESTNET	INTERNET – GH LIBRARY	\$	29.95
BANKWEST	FOREIGN TRANSACTION FEE (WIX.COM)	\$	1.81
		<b>\$</b>	<b>148.24</b>
<b>MRS</b>			
KARALONG GROUP	INDUSTRIAL FRIDGE – MALEY PARK	\$	1,699.00
TELSTRA	INTERNET	\$	105.00
LEEMAN FISH & CHIPS	LUNCH – CHARLES JOHNS (PAINTING QUOTES)	\$	31.50
		<b>\$</b>	<b>1,835.50</b>
Total Credit Card Payment		<b>\$</b>	<b>4,778.44</b>

#### 11.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – AUGUST 2017

<b>AUTHOR</b>	Erika Clement
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	8 August 2017
<b>ATTACHMENT</b>	11.4.2.1 - Statement of Financial Activity for August 2017
<b>FILE</b>	ADM 0426 – Finance – 2017/18

#### **SUMMARY:**

**In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month.**

#### **BACKGROUND:**

The form of the Monthly Financial Statements presented to Council is a Statement of Financial Activity, which also includes supplementary information including an Operating Statement Function and Activity, Balance Sheet and Cash Flow Graph. A copy of the Statement of Financial Activity for the month ended 31 August 2017 is included at Attachment 11.4.2 for Councillors' information.

#### **COMMENT:**

Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

#### **STATUTORY ENVIRONMENT:**

##### **Local Government (Financial Management) Regulations 1996**

#### **34. Financial reports to be prepared s. 6.4**

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - 4(e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
  - (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

- (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A4 statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**PUBLIC CONSULTATION:**

Not required

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION:** 2017/124

**Moved:** Cr Cullen

**Seconded:** Cr Sims

***That Council accepts the Monthly Statement of Financial Activity as included at Attachment 11.4.2 for the period ended 31 August 2017.***

***CARRIED 7/0  
Simple Majority***

**SHIRE OF COOROW**  
**MONTHLY FINANCIAL REPORT**  
**FOR THE PERIOD ENDED 31 August 2017**

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**SHIRE OF COOROW**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Nature or Type)**  
**FOR THE PERIOD ENDED 31 August 2017**

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	
<b>Operating Revenues</b>								
Grants, Subsidies and Contributions	8	\$ 1,796,365	\$ 1,796,365	\$ 399,755	\$ 288,767	(110,988)	(28%)	▼
Profit on Asset Disposal	11	0	0	0	0	0		
Fees and Charges		534,785	534,785	326,616	331,882	5,266	2%	
Interest Earnings		70,764	70,764	18,044	8,942	(9,102)	(50%)	
Other Revenue		518,520	518,520	86,416	4	(86,412)	(100%)	▼
<b>Total (Excluding Rates)</b>		<b>2,920,434</b>	<b>2,920,434</b>	<b>830,831</b>	<b>629,595</b>	<b>(201,236)</b>		
<b>Operating Expense</b>								
Employee Costs		(1,762,577)	(1,762,577)	(275,644)	(256,520)	19,124	7%	
Materials and Contracts		(2,253,568)	(2,253,568)	(374,956)	(252,588)	122,368	33%	▼
Utilities Charges		(230,500)	(230,500)	(38,372)	(6,162)	32,210	84%	▼
Depreciation (Non-Current Assets)		(6,051,277)	(6,051,277)	(1,008,524)	0	1,008,524	100%	▼
Interest Expenses	13	(10,861)	(10,861)	(1,806)	759	2,565	142%	
Insurance Expenses		(200,506)	(200,506)	(48,294)	(150,374)	(102,080)	(211%)	▲
Loss on Asset Disposal	11	(18,398)	(18,398)	(3,064)	0	3,064		
Other Expenditure		(64,560)	(64,560)	(10,754)	(3,387)	7,367	69%	
<b>Total</b>		<b>(10,592,246)</b>	<b>(10,592,246)</b>	<b>(1,761,414)</b>	<b>(668,272)</b>	<b>1,093,142</b>		
<b>Funding Balance Adjustment</b>								
Add Back Depreciation		6,051,277	6,051,277	1,008,524	0	(1,008,524)	(100%)	▼
(Profit)/Loss on Asset Disposal	11	18,398	18,398	3,064	0	(3,064)		
Movement in Employee Benefits Prov (NC)		(38,919)	(38,919)	(38,919)	0	38,919	(100%)	
Movement in Deferred Pensioner Rates (NC)		0	0	0	9,591	9,591	100%	
Movement in Leave Reserve		0	0	0	0	0		
Adjust Rounding		0	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>		<b>(1,641,057)</b>	<b>(1,641,057)</b>	<b>42,086</b>	<b>(29,086)</b>	<b>(71,172)</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions	8	1,177,694	1,177,694	347,865	259,924	(87,941)	(25%)	▼
Proceeds from Disposal of Assets	11	185,843	185,843	30,972	0	(30,972)	(100%)	▼
Transfer from Restricted Cash (Unspent Grants)		71,777	71,777	71,777	74,504	2,727	4%	
Transfer from Reserves	10	38,195	559,695	6,364	0	(6,364)	(100%)	
<b>Total</b>		<b>1,473,509</b>	<b>1,995,009</b>	<b>456,978</b>	<b>334,428</b>	<b>(122,550)</b>		
<b>Capital Expenses</b>								
Land Held for Resale	11	0	0	0	0	0		
Buildings	11	(382,818)	(382,818)	(63,784)	(13,114)	50,670	79%	▼
Plant and Equipment	11	(643,407)	(643,407)	(107,232)	0	107,232	100%	▼
Tools	11	(5,000)	(5,000)	(832)	0	832	100%	
Furniture and Equipment	11	(32,872)	(32,872)	(5,476)	(1,677)	3,799	69%	
Infrastructure Assets - Roads	11	(1,912,797)	(1,912,797)	(272,695)	(113,365)	159,330	58%	▼
Infrastructure Assets - Footpaths	11	(92,400)	(92,400)	(15,398)	0	15,398	100%	▼
Infrastructure Assets - Other	11	(1,422,535)	(1,422,535)	(261,262)	(110,853)	150,409	58%	▼
Repayment of Debentures	13	(137,199)	(137,199)	(22,864)	(35,914)	(13,050)	(57%)	▲
Transfer to Reserves	10	(325,792)	(325,792)	(54,292)	0	54,292	100%	▼
<b>Total</b>		<b>(4,954,820)</b>	<b>(4,954,820)</b>	<b>(803,835)</b>	<b>(274,923)</b>	<b>528,912</b>		
<b>Net Capital</b>		<b>(3,481,310)</b>	<b>(2,959,810)</b>	<b>(346,857)</b>	<b>59,505</b>	<b>406,362</b>		
<b>Total Net Operating + Capital</b>		<b>(5,122,367)</b>	<b>(4,600,867)</b>	<b>(304,771)</b>	<b>30,419</b>	<b>335,190</b>		
Rate Revenue		3,122,247	3,122,247	3,122,226	3,097,309	(24,917)	(1%)	
Opening Funding Surplus(Deficit)		1,963,417	1,963,417	1,963,417	2,003,105	39,688	2%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(36,703)</b>	<b>484,797</b>	<b>4,780,872</b>	<b>5,130,833</b>	<b>349,961</b>		

**SHIRE OF COOROW**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**FOR THE PERIOD ENDED 31 August 2017**

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300% 3	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	\$	%	
Governance		16,050	16,050	2,672	2,158	(514)	(19%)	▲
General Purpose Funding		812,260	812,260	143,038	177,363	34,325	24%	▼
Law, Order and Public Safety		116,960	116,960	19,486	556	(18,930)	(97%)	▼
Health		4,194	4,194	696	1,724	1,028	148%	▼
Education and Welfare		100,215	100,215	16,700	5,049	(11,651)	(70%)	▼
Housing		97,061	97,061	16,174	11,403	(4,771)	(29%)	▼
Community Amenities		800,470	800,470	368,836	298,068	(70,768)	(19%)	▼
Recreation and Culture		826,252	826,252	132,358	2,701	(129,657)	(98%)	▼
Transport		1,114,560	1,114,560	414,564	283,387	(131,177)	(32%)	▼
Economic Services		114,807	114,807	48,294	61,291	12,997	27%	▲
Other Property and Services		95,300	95,300	15,878	45,819	29,941	189%	▲
<b>Total (Excluding Rates)</b>		<b>4,098,128</b>	<b>4,098,128</b>	<b>1,178,696</b>	<b>889,518</b>	<b>(289,178)</b>		
<b>Operating Expense</b>								
Governance		(566,337)	(566,337)	(109,290)	(163,846)	(54,556)	(50%)	▲
General Purpose Funding		(292,933)	(292,933)	(48,812)	(22,067)	26,745	55%	▼
Law, Order and Public Safety		(406,204)	(406,204)	(67,666)	(47,322)	20,344	30%	▼
Health		(186,895)	(186,895)	(31,128)	(8,862)	22,266	72%	▼
Education and Welfare		(112,989)	(112,989)	(18,806)	(6,682)	12,124	64%	▼
Housing		(13,853)	(13,853)	(2,260)	(12,900)	(10,640)	(471%)	▲
Community Amenities		(899,863)	(899,863)	(140,384)	(102,372)	38,012	27%	▼
Recreation and Culture		(1,734,161)	(1,734,161)	(287,726)	(121,137)	166,589	58%	▼
Transport		(5,770,880)	(5,770,880)	(961,768)	(179,018)	782,750	81%	▼
Economic Services		(254,029)	(254,029)	(42,310)	(20,741)	21,569	51%	▼
Other Property and Services		(354,103)	(354,103)	(51,264)	16,675	67,939	133%	▼
<b>Total</b>		<b>(10,592,246)</b>	<b>(10,592,246)</b>	<b>(1,761,414)</b>	<b>(668,272)</b>	<b>1,093,142</b>		
<b>Funding Balance Adjustment</b>								
Add back Depreciation		6,051,277	6,051,277	1,008,524	0	(1,008,524)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	10	18,398	18,398	3,064	0	(3,064)	(100%)	▼
Adjust Employee Benefits Provision (Non-Current)		(38,919)	(38,919)	(38,919)	0	38,919	(100%)	▼
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	9,591	9,591	100%	▼
Movement in Leave Reserve (Added Back)		0	0	0	0	0		▼
Adjust Rounding		0	0	0	0	0		▼
<b>Net Operating (Ex. Rates)</b>		<b>(463,363)</b>	<b>(463,363)</b>	<b>389,951</b>	<b>230,837</b>	<b>(207,624)</b>		
<b>Capital Revenues</b>								
Proceeds from Disposal of Assets	11	185,843	185,843	30,972	0	(30,972)	(100%)	▼
Proceeds from New Debentures	12	0	0	0	0	0		▼
Proceeds from Trust Account		0	0	0	0	0		▼
Proceeds from Advances		0	0	0	0	0		▼
Self-Supporting Loan Principal		0	0	0	0	0		▼
Transfer from Restricted Cash (Unspent Grants)		71,777	71,777	71,777	74,504	2,727	4%	▼
Transfer from Reserves	10	38,195	559,695	6,364	0	(6,364)	(100%)	▼
<b>Total</b>		<b>295,815</b>	<b>817,315</b>	<b>109,113</b>	<b>74,504</b>	<b>(34,609)</b>		
<b>Capital Expenses</b>								
Land Held for Resale	11	0	0	0	0	0		▼
Buildings	11	(382,818)	(382,818)	(63,784)	(13,114)	50,670	79%	▼
Plant and Equipment	11	(643,407)	(643,407)	(107,232)	0	107,232	100%	▼
Tools	11	(5,000)	(5,000)	(832)	0	832	100%	▼
Furniture and Equipment	11	(32,872)	(32,872)	(5,476)	(1,677)	3,799	69%	▼
Land	11	0	0	0	0	0		▼
Non-Freehold Shire Land	11	0	0	0	0	0		▼
Infrastructure Assets - Roads	11	(1,912,797)	(1,912,797)	(272,695)	(113,365)	159,330	58%	▼
Infrastructure Assets - Footpaths	11	(92,400)	(92,400)	(15,398)	0	15,398	100%	▼
Infrastructure Assets - Drainage	11	0	0	0	0	0		▼
Infrastructure Assets - Other	11	(1,422,535)	(1,422,535)	(261,262)	(110,853)	150,409	58%	▼
Repayment of Debentures	13	(137,199)	(137,199)	(22,864)	(35,914)	(13,050)	(57%)	▲
Advances to Community Groups		0	0	0	0	0		▼
Transfer to Reserves	10	(325,792)	(325,792)	(54,292)	0	54,292	100%	▼
<b>Total</b>		<b>(4,954,820)</b>	<b>(4,954,820)</b>	<b>(803,835)</b>	<b>(274,923)</b>	<b>528,912</b>		
<b>Net Capital</b>		<b>(4,659,004)</b>	<b>(4,137,504)</b>	<b>(694,722)</b>	<b>(200,419)</b>	<b>494,303</b>		
<b>Total Net Operating + Capital</b>		<b>(5,122,367)</b>	<b>(4,600,867)</b>	<b>(304,771)</b>	<b>30,418</b>	<b>286,679</b>		
Rate Revenue		3,122,247	3,122,247	3,122,226	3,097,309	(24,917)	(1%)	
Opening Funding Surplus(Deficit)		1,963,417	1,963,417	1,963,417	2,003,105	39,688	2%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(36,703)</b>	<b>484,797</b>	<b>4,780,872</b>	<b>5,130,832</b>	<b>301,449</b>		

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

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

**(e) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(g) Trade and Other Receivables**

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**(h) Inventories**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land Held for Resale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	40 years	2.5% per annum
Office Furniture and Equipment	10 years	10% per annum
Electrical Office Equipment	5 years	20% per annum
Computers	5 years	20% per annum
Plant and Equipment	8 years	12.5% per annum
Mobile Plant and Vehicles	5 years	20% per annum
Tools	5 years	20% per annum
Sealed Roads	14 years	7% per annum
Unsealed Roads	40 years	2.5% per annum
Footpaths and Cycleways	25 years	4% per annum
Drainage	25 years	4% per annum

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(l) Employee Benefits**

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

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

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

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

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

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

**Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(o) Current and Non-Current Classification**

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

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**Non-Operating Grants, Subsidies and Contributions**

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*"The Shire of Coorow will be a sustainable, progressive, desirable and caring community, which recognises and values its diversity."*

The Strategic Community Plan defines the key objectives of the Shire as:

*"Community Wellbeing: Create and maintain safe and attractive places for people to live, work and play. Our communities have active and healthy lifestyles. A culture that encourages and supports events, community interaction, sport and recreation activities and volunteering in local community organisations."*

*Environment: Development of the built environment reflects our unique community. Our natural environment is preserved for the future. The impacts of climate variability are managed."*

*Economy: A prosperous community with a range of local business and services. Diversity of employment with job opportunities available locally. A favourable business environment."*

*Leadership: A strong democracy and effective partnerships. Decision making is transparent, accountable, legal and ethical. Residents are informed and take part in strategic decisions that impact on their local community. The organisation is well managed with accessible senior management across the Shire."*

**(s) Reporting Programs**

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Details expenses related to Council's eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

**GENERAL PURPOSE FUNDING**

Rates - the amount raised is determined by Council's budget "shortfall" between known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

**SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 August 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(s) Reporting Programs (Continued)**

**LAW, ORDER, PUBLIC SAFETY**

Supervision of by-laws, fire prevention and animal control.  
Requirements that Council carries out by statute.

**HEALTH**

Food quality control, contributions to medical and health operations.

**EDUCATION AND WELFARE**

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

**HOUSING**

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

**COMMUNITY AMENITIES**

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains rubbish disposal sites.

**RECREATION AND CULTURE**

Maintenance of halls, recreation centres, community centres, the aquatic centre, libraries and various reserves.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets.  
Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

**ECONOMIC SERVICES**

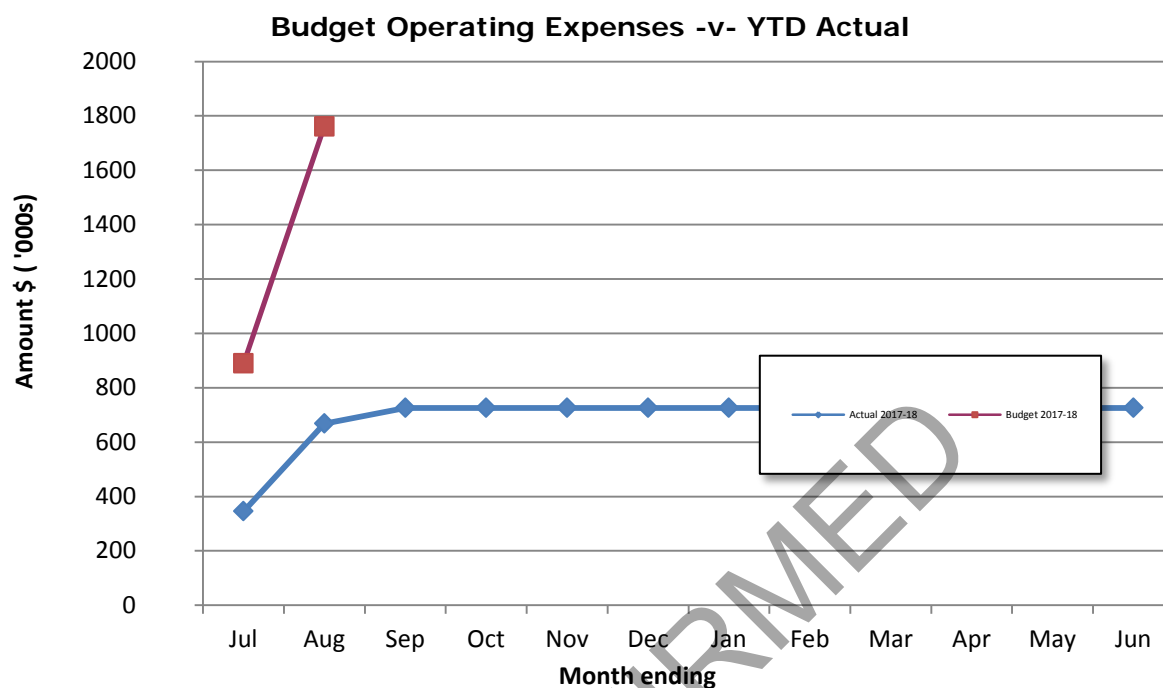
Natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

**OTHER PROPERTY & SERVICES**

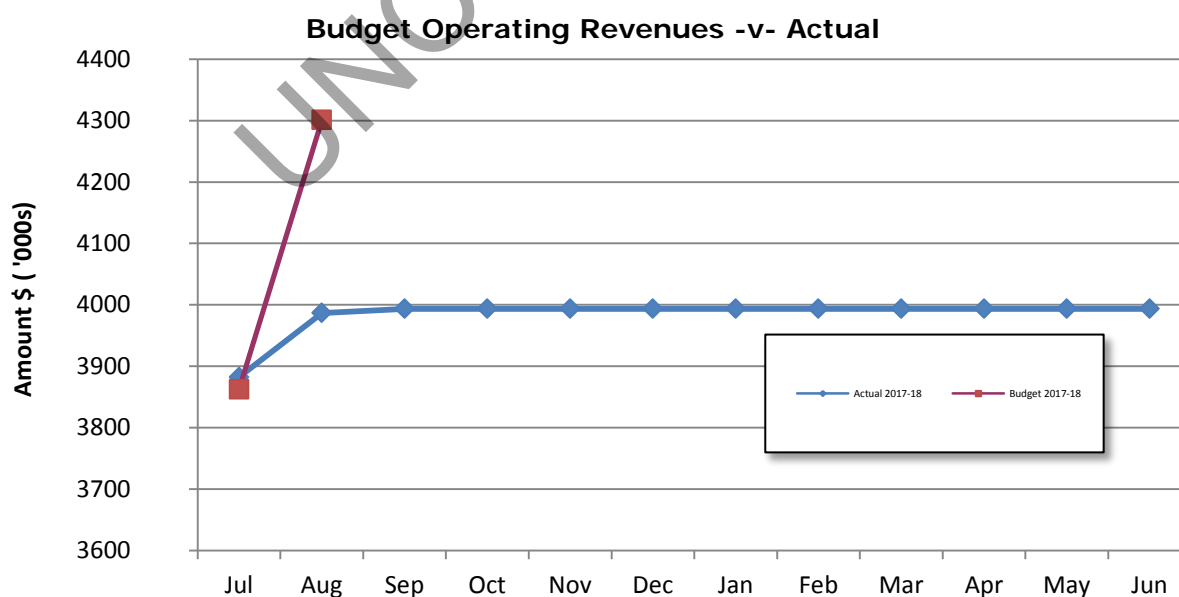
Private works carried out by council and indirect cost allocation pools.  
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



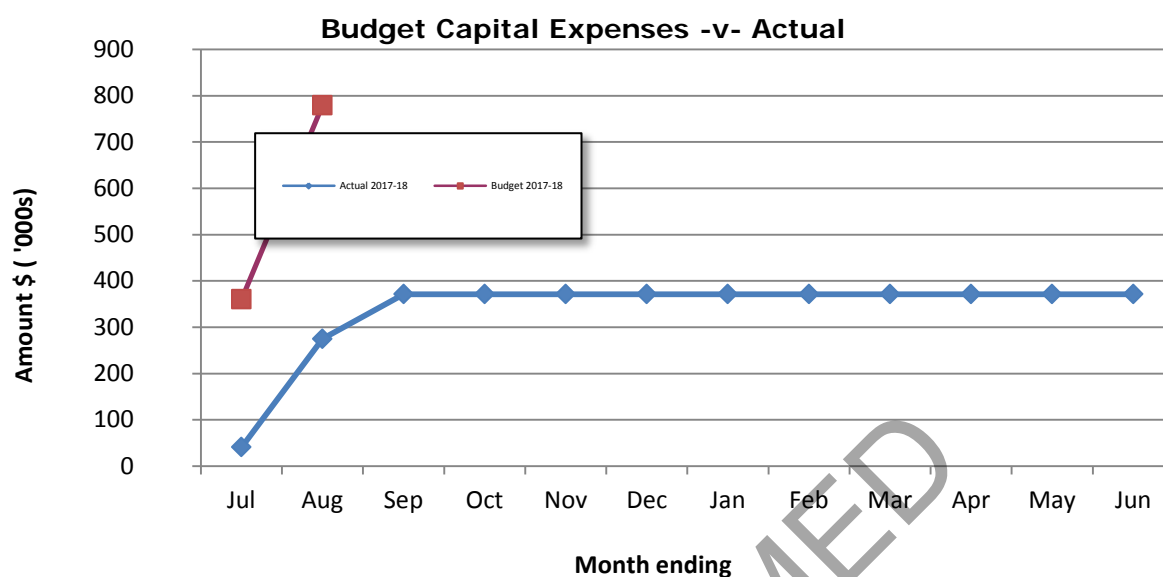
**Comments/Notes - Operating Expenses**



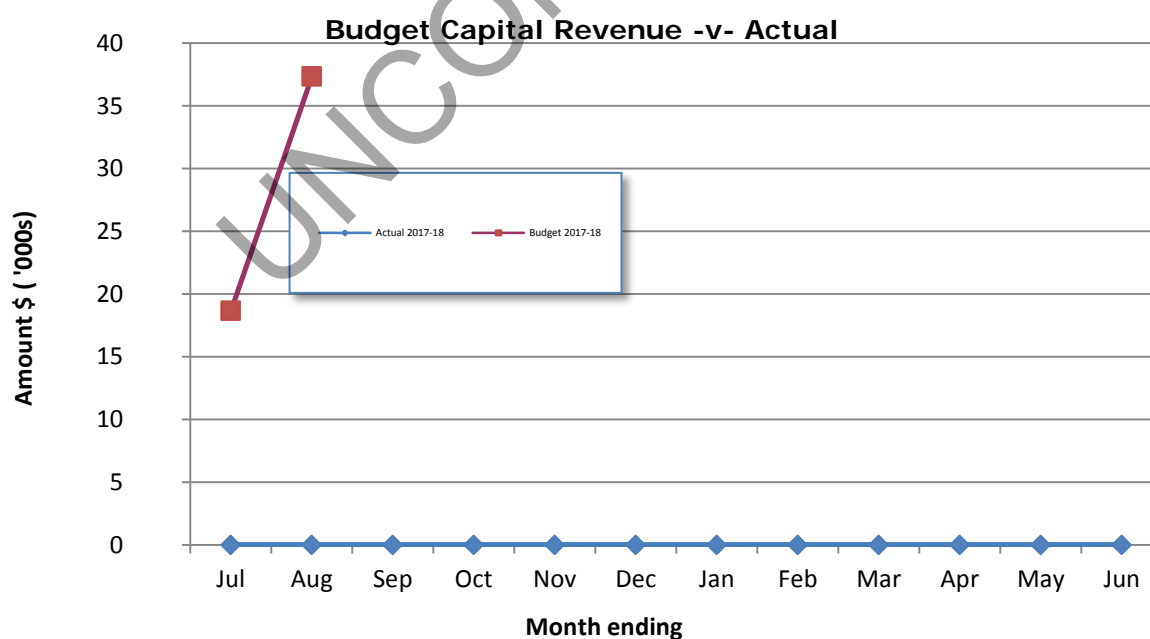
**Comments/Notes - Operating Revenues**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**

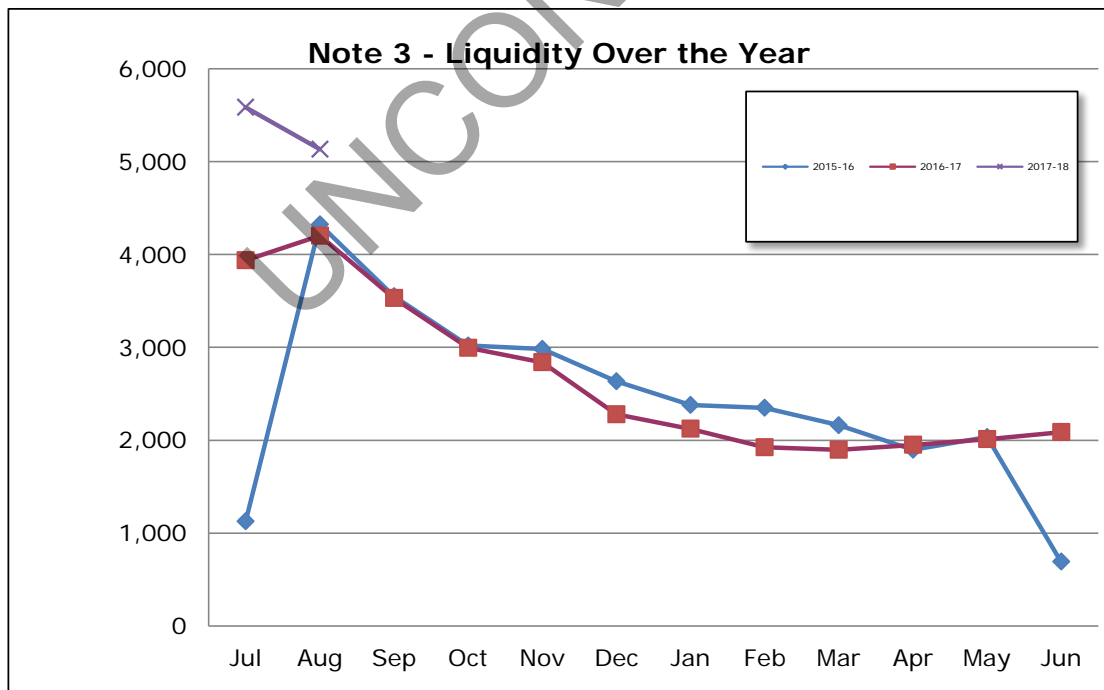


**Comments/Notes - Capital Revenues**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 3: SURPLUS/(DEFICIT) POSITION**

	Positive=Surplus (Negative=Deficit)		
	31/08/2017	31/07/2017	31/08/2016
Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	4,411,312	1,989,000	3,329,042
Cash Restricted	764,634	764,634	1,252,475
Receivables - Rates and Rubbish	1,028,632	3,615,686	1,210,692
Receivables - Other	47,216	372,923	33,177
Inventories	14,369	14,369	10,614
	6,266,163	6,756,612	5,836,000
<b>Less: Current Liabilities</b>			
Payables	(135,957)	(174,322)	(183,794)
Loan Liability	(101,289)	(137,203)	(96,975)
Provisions	(416,710)	(416,710)	(393,791)
	(653,956)	(728,235)	(674,560)
<b>Net Current Asset Position</b>	5,612,207	6,028,377	5,161,440
Less: Cash Restricted	(764,634)	(764,634)	(1,252,475)
Add Back: Component of Leave Liability not Required to be funded	172,378	172,378	194,589
Add Back: Current Loan Liability	101,289	137,203	96,975
Add Back: Movement in Deferred Rates	9,591		
Adjustment for Trust Transactions Within Muni	0	0	213
<b>Net Current Funding Position</b>	5,130,832	5,573,324	4,200,742



**Comments - Net Current Funding Position**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Account		616,241			616,241	BankWest	
Cash Floats		850			850		
Municipal Saver Account		44,221			44,221	Bankwest	
Reserve Account			634		634	BankWest	
Trust Account				561,061	561,061	BankWest	
(b) <b>Term Deposits</b>							
Reserve Account					0		
Reserve Term Deposit	2.80%		764,000		764,000	ME BANK	13/04/2018
Municipal Account	2.15%	250,000			250,000	Bankwest	19/09/2017
Municipal Account	2.33%	250,000			250,000	Bankwest	16/10/2017
Municipal Account	2.35%	250,000			250,000	Bankwest	30/10/2017
Municipal Account	2.65%	250,000			250,000	ME Bank	12/12/2017
Municipal Account	2.55%	250,000			250,000	ME Bank	28/01/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	12/02/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	7/03/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	12/03/2018
Municipal Account	2.75%	250,000			250,000	ME Bank	8/05/2018
Municipal Account	2.80%	250,000			250,000	ME Bank	12/04/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	29/04/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	12/05/2018
Municipal Account	2.65%	250,000			250,000	ME Bank	29/05/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	12/06/2018
Municipal Account	2.70%	250,000			250,000	ME Bank	29/06/2018
<b>Total</b>		4,411,312	764,000	561,061	5,737,007		

**Comments/Notes - Investments**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	Variance	
	Timing	Permanent
<b>5.1 OPERATING REVENUE (EXCLUDING RATES) - NATURE OR TYPE</b>		
<b>GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>		
<b>5.1.3 FEES AND CHARGES</b>		
Income is currently more the year to date budget as a result of budget profiling not yet having been done	■	
<b>OTHER REVENUE</b>		
Income is currently less the year to date budget as a result of Reserve Transfer still to occur.	■	
<b>5.2 OPERATING EXPENSES - NATURE OR TYPE</b>		
<b>MATERIAL AND CONTRACTS</b>		
Expenditure is some \$122,368 lower than budgeted across a large number of accounts. At this early stage of the year is considered a timing variance	■	
<b>UTILITY CHARGES</b>		
Expenditure is lower than year to date budget by \$32,210 across a large number of accounts. This is considered a timing variance.	■	
<b>DEPRECIATION (NON CURRENT ASSETS)</b>		
Depreciation is currently zero as a result of delaying the raising of depreciation for 2017/18 until the 2016/17 Annual Report has been completed. This is considered a timing variance.	■	
<b>INSURANCE EXPENSES</b>		
This is considered a timing issue only.	■	
<b>5.3 CAPITAL REVENUE</b>		
<b>GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>		
Year to date income is \$87,941 lower than budgeted. This is due largely to reduction in Direct Road Grant reduction		■
<b>PROCEEDS FROM DISPOSAL OF ASSETS</b>		
Expenditure is currently \$30,972 less than year to date budget. Is considered to be a timing variance, as new vehicles have not been purchased	■	
<b>5.4 CAPITAL EXPENSES</b>		
<b>BUILDINGS</b>		
Expenditure is \$107,232 less than budgeted as a number of projects have not yet started. This is considered a timing issue	■	
<b>ROADS</b>		
Expenditure is \$159,330 less than budgeted, there are a number of projects still to commence	■	
<b>DEBENTURE REPAYMENTS</b>		
Expenditure is currently \$13,050 higher than year to date budget. This is considered a timing variance.	■	
<b>INFRASTRUCTURE ASSETS - OTHER</b>		
Expenditure is \$150,409 less than year to date budget as budget profiling has yet to be done.	■	



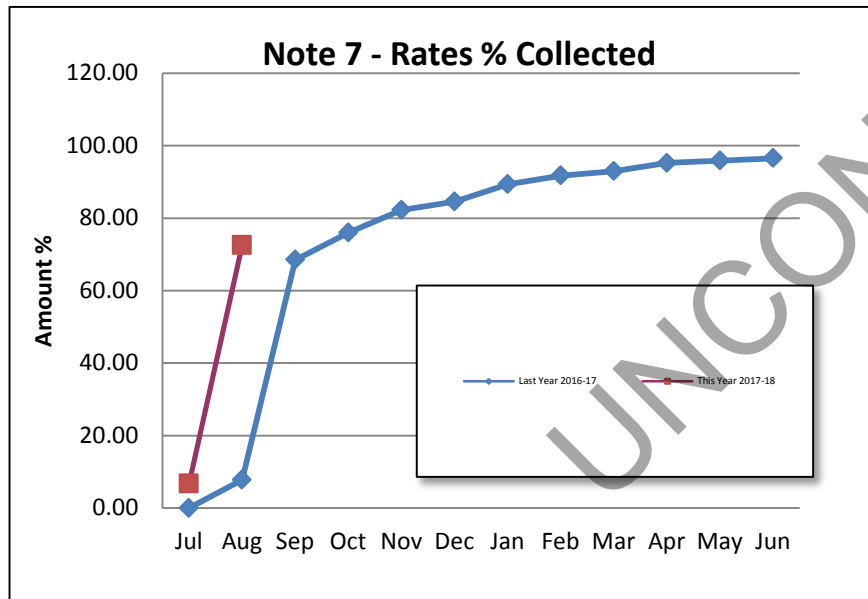
**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 7: RECEIVABLES**

**Receivables - Rates and Rubbish**

Opening Arrears Previous Years  
 Rates Levied this year (YTD)  
Less Collections to date  
 Equals Current Outstanding

Current 2017-18	Previous 2016-17
\$	\$
171,831	113,343
3,576,843	3,451,785
2,752,981	2,345,269
<b>995,693</b>	<b>1,219,859</b>
<b>Net Rates Collectable</b>	
% Collected	73.44%
	65.78%



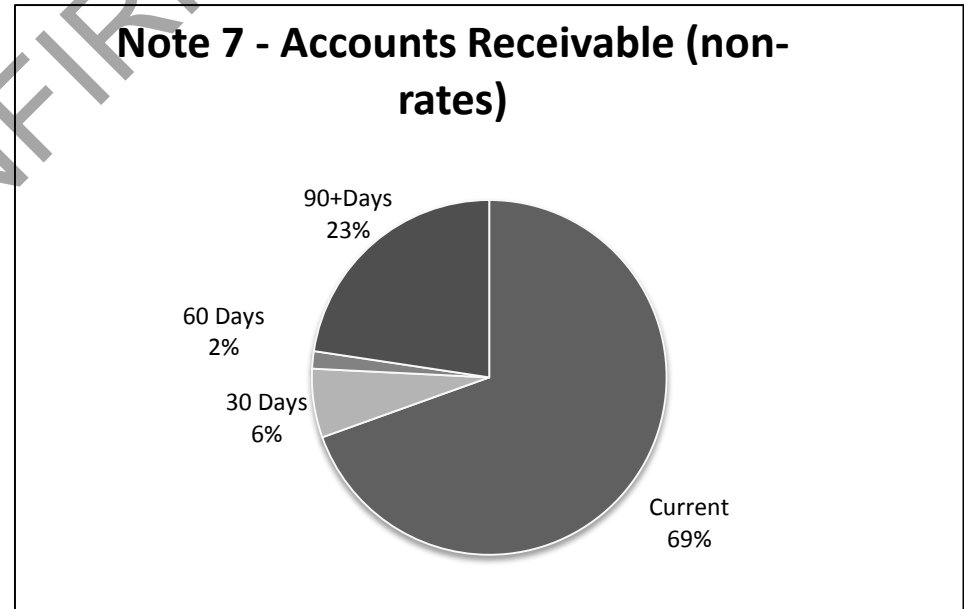
**Comments/Notes - Receivables Rates and Rubbish**

**Receivables - General**

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
12,536	1,130	286	4,081
			<b>18,034</b>

**Total Outstanding**

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables General**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 8: GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Program/Details	Provider	Approval Yes No	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>							
GRANTS COMMISSION ROADS GRANT	Grants Commission	Yes	(269,153)		(269,153)	(61,563)	(207,590)
GRANTS COMMISSION GENERAL PURPOSE GRANT	Grants Commission	Yes	(428,583)		(428,583)	(101,832)	(326,751)
ESL ADMINISTRATION COMMISSION	Grants Commission	Yes	(4,000)		(4,000)	0	(4,000)
POLICE LICENSING COMMISSIONS	Grants Commission	Yes	(20,000)		(20,000)	(3,488)	(16,512)
BANKING COMMISSION	Grants Commission	Yes	(1,000)		(1,000)	(226)	(775)
LEGAL COSTS RECOVERED	Reimbursements		(10,250)		(10,250)	654	(10,904)
<b>GOVERNANCE</b>							
REIMBURSEMENTS (no gst)	Reimbursements		(100)		(100)	(500)	400
NOVATED LEASE CONTRIBUTIONS (INCOME)	Reimbursements		(9,950)		(9,950)	(1,658)	(8,292)
COUNCIL PROPERTY VALUATION REBATE	Reimbursements		0		0	0	0
OTHER INCOME (GST)	Reimbursements		(4,000)		(4,000)	0	(4,000)
SUNDRY INCOME (NO GST)	Reimbursements		0		0	0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>							
DFES GRANTS	DFES	Yes	(109,000)		(109,000)	0	(109,000)
DFES APPLIANCE PROGRAM CONTRIBUTION	DFES	Yes	0		0	0	0
VOLUNTEER BUSHFIRE BRIGADE GRANTS INCOME -INC GST			(3,128)		(3,128)	0	(3,128)
<b>HEALTH</b>							
REIMBURSEMENTS	Reimbursements		(1,000)		(1,000)	0	(1,000)
<b>EDUCATION AND WELFARE</b>							
AGED PERSONS UNITS - REIMBURSEMENT (GST FREE)	Reimbursements		(400)		(400)	(37)	(363)
TRANSFER FROM LGCHP TRUST	LGCHP Trust		(19,581)		(19,581)	0	(19,581)
GREEN HEAD MEN'S SHED	Reimbursements		(72,555)		(72,555)	0	(72,555)
<b>HOUSING</b>							
REIMBURSEMENTS - STAFF HOUSING (NO GST)	Reimbursements		0		0	0	0
REFUND OF HOUSING BONDS - RENTAL PROPERTIES	Reimbursements		0		0	0	0
OTHER INCOME	Reimbursements		0		0	0	0
<b>COMMUNITY AMENITIES</b>							
COASTWEST/COASTCARE GRANT	Coastwest/Coastcare		(454,771)		(454,771)	0	(454,771)
OTHER CONTRIBUTIONS	Reimbursements		(43,912)		(43,912)	0	(43,912)
GRANTS/CONTRIBUTIONS (gst)	Contribution		(3,727)		(3,727)	0	(3,727)

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 8: GRANTS AND CONTRIBUTIONS**

Program/Details	Provider	Approval Yes No	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
<b>ECONOMIC SERVICES</b>		(Yes/No)	\$	\$	\$	\$	\$
DRUMMUSTER INCOME	Reimbursements		(1,000)		(1,000)	0	(1,000)
GRANT INCOME - TOURISM	MWC/Tourism WA	Yes	(35,000)		(35,000)	(50,057)	15,057
RESOURCE SHARING WITH OTHER SHIRES - MRS	Reimbursements		(17,000)		(17,000)	112	0
<b>RECREATION AND CULTURE</b>							
REIMBURSEMENTS - GST	Reimbursements		(500)		(500)	0	(500)
CSRFF GRANTS & CONTRIB	CSRFF		(22,581)		(22,581)	0	(22,581)
GOVERNMENT GRANTS - SUBSIDY	DRD	Yes	(32,000)		(32,000)	0	0
RECREATION BOATING FACILITES FUND GRANT			(16,930)		(16,930)	0	0
CHARGES - LEEMAN REC CENTRE			0		0	(60)	0
COOROW HALL OTHER INCOME			(1,000)		(1,000)	0	0
REIMBURSEMENTS - NO GST	Reimbursements		0		0	(1,150)	1,150
CONTRIBUTIONS/GRANTS	Dept of Water	No	(172,360)		(172,360)	0	(172,360)
REIMBURSEMENTS - SUNDRY	Reimbursements		(1,800)		(1,800)	(310)	(1,490)
REIMBURSEMENTS - LIBRARY	Reimbursements		(20)		(20)	(13)	0
CONTRIBUTIONS	Leeman Bowling Club		(63,479)		(63,479)	0	(63,479)
REIMBURSEMENTS	Reimbursements		0		0	0	0
<b>TRANSPORT</b>							
REGIONAL ROAD GROUP GRANTS	Main Roads WA	Yes	(524,667)		(524,667)	(209,867)	(314,800)
ROADS TO RECOVERY FUNDS	Dept of Infra. & Transport	Yes	(462,234)		(462,234)	0	(462,234)
MRWA DIRECT GRANT	Main Roads WA	Yes	(127,659)		(127,659)	(73,520)	(54,139)
<b>OTHER PROPERTY &amp; SERVICES</b>							
RE-IMBURSEMENTS - OTHER	Reimbursements		(100)		(100)	(37,343)	37,243
DAAFGS REFUNDS FUEL REBATES	ATO		(40,000)		(40,000)	(7,834)	(32,166)
REIMB WORKERS COMP	Reimbursements		(20,000)		(20,000)	0	(20,000)
REIMBURSEMENTS - OTHER	Contributions		(200)		(200)	0	0
Reimbursements - Other (NO GST)	Reimbursements		0		0	0	0
<b>TOTALS</b>			<b>(2,993,640)</b>	<b>0</b>	<b>(2,993,640)</b>	<b>(548,691)</b>	<b>(2,377,761)</b>

Comments - Grants and Contributions

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 9: RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>Rate Revenue \$</b>	<b>Interim Rates \$</b>	<b>Back Rates \$</b>	<b>Total Revenue \$</b>	<b>Amended Budget Rate Revenue \$</b>	<b>Amended Budget Interim Rate \$</b>	<b>Amended Budget Back Rate \$</b>	<b>Amended Budget Total Revenue \$</b>
<b>Differential General Rate</b>											
UV - Agricultural	1.5920	201	121,966,000	1,941,699	0	0	1,941,699	1,941,699	0	0	1,941,699
GRV - Townsites	12.0080	728	8,089,906	971,436	0	0	971,436	971,436	500	0	971,936
UV - Mining	16.0764	15	608,022	97,748	0	0	97,748	97,748	0	0	97,748
UV - Mining Exploration	11.5831	5	19,459	2,254	0	0	2,254	2,254	0	0	2,254
				0			0				
<b>Sub-Totals</b>		949	130,683,387	3,013,137	0	0	3,013,137	3,013,137	500	0	3,013,637
<b>Minimum Payment</b>	<b>Minimum \$</b>										
UV - Agricultural	815.00	9	106,800	7,335	0	0	7,335	7,335	0	0	7,335
GRV - Townsites	815.00	202	903,122	164,630	0	0	164,630	16,430	0	0	16,430
UV - Mining	815.00	10	63,750	8,150	0	0	8,150	8,150	0	0	8,150
UV - Mining Exploration	300.00	5	5,123	1,500	0	0	1,500	1,500			1,500
<b>Sub-Totals</b>		226	1,078,795	181,615	0	0	181,615	33,415	0	0	33,415
Discounts							3,194,752				3,047,052
Rates Adjustments							(87,191)				(85,195)
Movement in Excess Rates							(33)				(499)
<b>Amount from General Rates</b>							(19,566)				0
Ex Gratia Rates							<b>3,087,962</b>				<b>2,961,358</b>
Specified Area Rates							9,348				11,890
							0				0
<b>Totals</b>							<b>3,097,310</b>				<b>2,973,248</b>

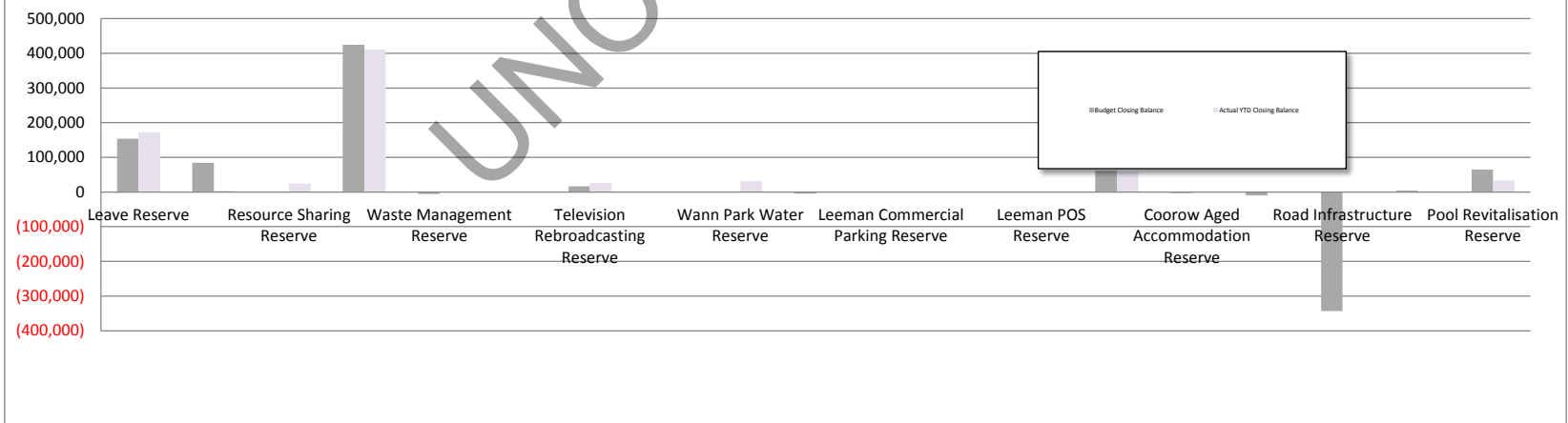
**Comments - Rating Information**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 10: Cash Backed Reserve**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	172,378	4,871	0	0	0	23,580	0	GJ1614-10.07	153,669	172,378
Building Reserve	4,044	99	0	80,000	0	0	0		84,143	4,044
Resource Sharing Reserve	24,285	592	0	0	0	24,232	0		645	24,285
Plant Reserve	410,880	13,692	0	0	0	0	0	GJ1614-10.07	424,572	410,880
Waste Management Reserve	0	136	0	0	0	5,583	0	GJ1614-10.07	(5,447)	0
Green Head Commercial Parking Reserve	0	9	0	0	0	247	0	GJ1614-10.07	(238)	0
Television Rebroadcasting Reserve	26,456	615	0	0	0	10,738	0		16,333	26,456
Unspent Grants Reserve	0	0	0	0	0	0	0		0	0
Wann Park Water Reserve	31,756	774	0	0	0	31,687	0		843	31,756
Community Grant Reserve	0	122	0	0	0	4,999	0	GJ1614-10.07	(4,877)	0
Leeman Commercial Parking Reserve	0	0	0	0	0	117	0	GJ1614-10.07	(117)	0
Green Head POS Reserve	0	0	0	0	0	0	0		0	0
Leeman POS Reserve	0	0	0	0	0	0	0		0	0
Leeman Aged Accommodation Reserve	59,829	133	0	1,408	0	0	0		61,370	59,829
Coorow Aged Accommodation Reserve	0	81	0	0	0	2,549	0	GJ1614-10.07	(2,468)	0
Furniture & Equipment Reserve	0	250	0	0	0	10,250	0	GJ1614-10.07	(10,000)	0
Road Infrastructure Reserve	0	8,573	0	0	0	351,490	0	GJ1614-10.07	(342,917)	0
Coorow Bowling Club Reserve	2,157	53	0	2,100	0	0	0		4,310	2,157
Pool Revitalisation Reserve	32,848	0	0	32,000	0	0	0		64,848	32,848
	<b>764,633</b>	<b>30,000</b>	<b>0</b>	<b>115,508</b>	<b>0</b>	<b>465,472</b>	<b>0</b>		<b>444,669</b>	<b>764,633</b>

**Note 10 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Actual Profit(Loss) of Asset Disposal				Disposals	Current Budget					
					This Year					
Cost	Accum Depr	Proceeds	Profit (Loss)		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	TRADE-IN MRS VEHICLE	\$ 32,545	\$ 32,545	\$ 5,424	\$ 0	\$ (5,424)	▼
				TRADE 4WD WORKS SUPERVISOR CW003	23,388	23,388	3,898	0	(3,898)	▼
				CAT 2009 GRADER	127,310	129,910	21,650	0	(21,650)	▼
				TORO GROUNDMASTER MOWER	2,600	129,910	21,650	0	(21,650)	▼
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
					0	0	0	0	0	↑↑↑
			0		0	0	0	0	0	↑↑↑
0	0	0	0	Totals	185,843	315,753	52,622	0	(52,622)	

Comments - Capital Disposal

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Contributions Information				Summary Acquisitions	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget		Variance (Under)Over	
\$	\$	\$	\$	Property, Plant & Equipment	\$	\$			\$	
0	0	0	0	Land for Resale	0	0	0	0	0	
72,555	0	0	72,555	Buildings	382,818	382,818	63,784	13,114	(50,670)	▼
0	0	0	0	Plant & Equipment	643,407	643,407	107,232	0	(107,232)	▼
0	0	0	0	Furniture & Equipment	32,872	32,872	5,476	1,677	(3,799)	▼
0	0	0	0	Tools	5,000	5,000	832	0	(832)	▼
0	0	0	0	Land	0	0	0	0	0	↑↑↑
0	0	0	0	Non-Freehold Shire Land	0	0	0	0	0	↑↑↑
				Infrastructure						
986,901	0	0	986,901	Roads	1,957,648	1,957,648	272,695	113,365	(159,330)	▼
0	0	0	0	Footpaths	92,400	92,400	15,398	0	(15,398)	▼
0	0	0	0	Drainage	0	0	0	0	0	↑↑↑
716,918	32,390	0	749,308	Other Infrastructure	1,422,535	1,422,535	261,262	110,853	(150,409)	▼
1,776,374	32,390	0	1,808,764	Totals	4,536,680	4,536,680	726,679	239,009	(487,670)	

Comments - Capital Acquisitions

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Contributions				Buildings	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	0	\$	\$	0	\$	\$	0
40,000			40,000	COOROW OFFICE UPGRADE BUILDING (BUILDINGS)	0	0	0	0	0	↑↑↑
				LEEMAN OFFICE UPGRADE (BUILDINGS)	10,185	10,185	1,696	221	(1,475)	▼
				EMPLOYEE HOUSING (BUILDINGS)	74,500	74,500	12,410	2,199	(10,211)	▼
				COUNCIL HOUSING GENERAL CARPET CONTINGENCY (BUIL	5,125	5,125	854	0	(854)	▼
				LEEMAN FORESHORE TOILETS (BUILDINGS)	91,992	91,992	15,328	109	(15,219)	▼
				FIRE SHED GREEN STATION (BUILDINGS)	40,000	40,000	6,666	0	(6,666)	▼
				MALEY PARK CAPITAL EXPEND (BUILDINGS)	0	0	0	0	0	↑↑↑
				LEEMAN REC CENTRE (BUILDINGS)	8,500	8,500	1,416	0	(1,416)	▼
				COOROW GOLF CLUB (BUILDINGS)	0	0	0	0	0	↑↑↑
				COOROW MEDICAL CENTRE (BUILDINGS)	5,000	5,000	832	0	(832)	▼
72,555			72,555	GREEN HEAD SPORTING CLUB (BUILDINGS)	0	0	0	3,150	3,150	▲
				COOROW AQUATIC CTR UPGRADE (BUILDINGS)	60,000	60,000	10,000	0	(10,000)	▼
				MENS SHED CAPEX (BUILDINGS)	77,516	77,516	12,916	7,435	(5,481)	▼
				LEEMAN FIRE SHED ADDITION (BUILDINGS)	0	0	0	0	0	
			0	DEPOT BUILDING CAPITAL (BUILDINGS)	10,000	10,000	1,666	0	(1,666)	▼
72,555	0	0	72,555	Totals	382,818	382,818	63,784	13,114	(50,670)	

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Contributions				Plant & Equipment	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	0	\$	\$		\$	\$	
				0	50,648	50,648	8,440	0	(8,440)	▼
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	340,000	340,000	56,666	0	(56,666)	▼
				0	28,982	28,982	4,830	0	(4,830)	▼
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	33,500	33,500	5,584	0	(5,584)	▼
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	40,277	40,277	6,712	0	(6,712)	▼
				0	150,000	150,000	25,000	0	(25,000)	▼
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
				0	0	0	0	0	0	↑↑↑
0	0	0	0	0	643,407	643,407	107,232	0	(107,232)	

Contributions				Furniture & Equipment	Current Budget					
					This Year					Variance (Under)Over
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual		
\$	\$	\$	\$	ADMIN COMPUTERS (F&E)	\$27,872	\$27,872	4,644	\$0	\$ (4,644)	▼
				COOROW HALL OVEN REPLACEMENT	5,000	5,000	832	1,677	845	▲
				CARAVAN PARK EQUIPMENT (F&E)	0	0	0	0	0	↑↑↑
0	0	0	0	Totals	32,872	32,872	5,476	1,677	(3,799)	

Contributions				Tools	Current Budget				
					This Year				
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	0	\$	\$		\$	\$
				0	5,000	5,000	832	0	(832)
0	0	0	0	0	5,000	5,000	832	0	(832)

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Contributions				Roads	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$		\$	\$		\$	\$	
462,234			462,234	ROADS TO RECOVERY WORKS (INFRA ROADS)	484,464	484,464	69,853	47,830	(22,023)	▼
524,667			524,667	REGIONAL ROAD GROUP ROADWORKS (INFRA ROADS)	799,565	799,565	0	21,628	21,628	▲
			0	ROAD CONSTRUCTION (INFRA ROADS)	673,619	673,619	202,842	43,906	(158,936)	▼
			0	BLACK SPOT ROAD CONSTRUCTION (INFRA ROADS)	0	0	0	0	0	↑↑↑
			0	CAR PARK CONSTRUCTION (INFRA ROADS)	0	0	0	0	0	↑↑↑
			0	REGIONAL ROAD GROUP (INFRA ROADS)	0	0	0	0	0	↑↑↑
986,901	0	0	986,901	Totals	1,957,648	1,957,648	272,695	113,365	(159,330)	

Contributions				Footpaths	Current Budget					
					This Year					Variance (Under)Over
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual		
\$	\$	\$	\$	FOOTPATH CONSTRUCTION - COUNCIL FUNDED (FOOTPATHS)	\$ 92,400	\$ 92,400	15,398	\$ 0	\$ (15,398)	▼
			0	FOOTPATH CONSTRUCTION - RTR FUNDED (FOOTPATHS)	0	0	0	0	0	
0	0	0	0	Totals	92,400	92,400	15,398	0	(15,398)	

Contributions				Other Infrastructure	Current Budget						
					This Year						
Grants	Reserves	Borrowing	Total		Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over		
\$	\$	\$	\$	0	COASTAL WASTE MANAGEMENT (INFRA OTH)	21,364	21,364	3,560	0	(3,560)	▼
454,771			454,771	0	GREEN HEAD WALK TRAILS (INFRA OTH)	482,950	482,950	80,492	0	(80,492)	▼
3,727			3,727	0	COASTAL CEMETERY DEVELOPMENT (INFRA OTH)	46,216	46,216	7,702	0	(7,702)	▼
			0	0	DEVELOP PUBLIC OPEN SPACE - LOT 601 PETERSON PLACE	169,834	169,834	28,304	20,958	(7,346)	▼
			0	0	JOHNS ST FISH CLEANING STATION	22,575	22,575	12,094	0	(12,094)	▼
172,360	32,390		204,750	0	WANN PARK WATER SUPPLY CAP EXP (INFRA OTH)	256,423	256,423	42,732	0	(42,732)	▼
			0	0	MILLIGAN ISLAND ECO TOURISM SITE (INFRA OTH)	0	0	0	38,259	38,259	▲
			0	0	DYNAMITE BAY BEACH RAMP	45,000	45,000	12,094	0	(12,094)	▼
			0	0	SKATE PARK CAPEX (INFRA OTH)	39,906	39,906	6,650	0	(6,650)	▼
			0	0	LEEMAN FORESHORE DEVELOPMENT (INFRA OTH)	204,177	204,177	34,026	0	(34,026)	▼
86,060			86,060	0	LEEMAN BOWLING GREEN UPGRADE (INFRA OTH)	129,090	129,090	21,514	51,636	30,122	▲
			0	0	DYNAMITE BAY SOLAR LIGHTS	5,000	5,000	12,094	0	(12,094)	▼
716,918	32,390	0	749,308	Totals	1,422,535	1,422,535	261,262	110,853	(150,409)		

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 12: TRUST FUND**

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

Trust Items	Opening Balance 1-Jul-17 \$	Amount Received \$	Amount Paid \$	Closing Balance 31-Aug-17 \$
House Bonds - Leeman Aged Unit 1	300	0	0	300
House Bonds - Leeman Aged Unit 2	300	0	0	300
House Bonds - Leeman Aged Unit 3	400	0	0	400
House Bonds - Leeman Aged Unit 4	300	0	0	300
House Bond - Lot 121 Commercial St	0	0	0	0
House Bond - Lot 490 Tamarisk St	0	0	0	0
Aged Unit Bond - Commercial St	300	0	0	300
Leeman Aged Units Surplus	0	0	0	0
Coorow Aged Units Surplus	0	0	0	0
LGCHP Surplus	19,581	0	0	19,581
BCITF Levy	100	604	(100)	604
BRB Levy	0	845	(185)	660
Police Licensing	0	97,224	(97,224)	0
Standpipe Card Bond	2,380	0	0	2,380
Leeman Ratepayers Association	5,975	0	0	5,975
Kerbing Deposits	14,100	0	0	14,100
Maley Park Committee	0	0	0	0
Coorow Christmas Tree	0	0	0	0
Coorow Bushfire Brigade	2,025	0	0	2,025
CCLI Number Plate Funds	0	0	0	0
Leeman Number Plate Funds	0	0	0	0
Green Head Number Plate Funds	0	0	0	0
Warradarge Bushfire Brigade	1,350	0	0	1,350
Leeman Bushfire Brigade	3,816	0	0	3,816
Refuse Site Key Bond	400	0	0	400
Public Open Space	495,939	83	0	496,022
Bonds - Other	12,495	53	0	12,548
Snag Island Kids Centre	0	0	0	0
Nomination Deposits	0	0	0	0
Footpath Deposits	0	0	0	0
Trust Adjustments	0	0	0	0
	559,761	98,809	(97,509)	561,061

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 August 2017**

**Note 13: INFORMATION ON BORROWINGS**

Debenture Repayments	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		Maturity Date
		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>Staff Housing</b>										
Loan 79 - Leeman Executive House	23,627	0	0	23,627	0	23,627	23,627	1,233	(134)	27/06/2018
Loan 88 - Leeman MRS House	147,637	0	0	72,483	35,914	147,637	111,723	5,992	322	28/02/2019
Loan 89 - Brand St Residence	73,842	0	0	28,829	0	73,842	73,842	2,766	(823)	9/10/2019
<b>Recreation &amp; Culture</b>										
Loan 87 - Maley Park Changerooms	12,264	0	0	12,264	0	12,264	12,264 0	870	(123)	13/06/2018
	257,370	0	0	137,203	35,914	257,370	221,456	10,861	(758)	

(SS) Self supporting loan financed by payments from third parties.

(SAR) Self Supporting Loan where financed by combination of Specified Area Rate and payment from third parties.

All other loan repayments are to be financed by general purpose revenue.

### 11.4.3 LONG TERM FINANCIAL PLAN 2017 - 2027

<b>AUTHOR</b>	Leanne Parola
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	5 September 2017
<b>FILE</b>	ADM0605
<b>ATTACHMENT</b>	11.4.3.1 –Long Term Financial Plan 2017-2027 (as a separate attachment)

#### **SUMMARY:**

**To adopt the updated version of the Long Term Financial Plan.**

#### **BACKGROUND:**

Council is required to adopt a suite of integrated plans including a Community Strategic Plan, Corporate Business Plan and Long Term Financial Plan. These plans are to be 'rolling' and the Long Term Financial Plan should be updated each year.

The current version of the Long Term Financial Plan was for the years 2016-2026 and was adopted in February 2017.

#### **COMMENT:**

The Long Term Financial Plan is a rolling ten year estimation of income and expenditure which should be reviewed annually. The draft Long Term Financial Plan 2017-2028 is attached for consideration and incorporates the following variations of the previous plan:

- Rates increases will be reduced to 4% for the first five years, then revert back to the original 5% after that
- Reduced Main Roads Direct Grants funding to reflect actual 2017/18 levels
- Reduced Grants Commission Grants funding to reflect actual 2017/18 levels
- Reduced Capital Renewal as a result of the above reductions in income

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995 – Section 5.56 - Planning for the future

#### **STRATEGIC IMPLICATIONS:**

The 2017-2027 Long Term Financial Plan integrates with the Shire of Coorow Community Strategic Plan and Corporate Business Plan.

#### **POLICY IMPLICATIONS:**

Policy 3.1.1 Service Provision Across the Shire

Policy 3.7.2 Asset Management

#### **FINANCIAL IMPLICATIONS:**

While not having an impact on the 2017/18 financial year, the 2017-2027 Long Term Financial Plan will shape the 2018/2019 Annual Budget and future budgets.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION/ RESOLUTION:**      2017/125

***Moved: Cr Jack***

***Seconded: Cr Sims***

***That the Shire of Coorow 2017-2027 Long Term Financial Plan, as attached, be adopted.***

***CARRIED 7/0  
Simple Majority***

UNCONFIRMED



# Shire of Coorow Long Term Financial Plan 2017 – 2027



# Preface



## **Shire of Coorow**

*If you would like further information or have any questions relating to this Plan please contact:*

*The Shire of Coorow  
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## **Document Management**

*Version: 4.0  
Status: To be adopted by Council  
Release Date: September 2017*

UNCONFIRMED

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# Foreword

## *Shire President*

I am pleased to present this updated version of the Shire's Long Term Financial Plan (LTFP) for the period 2017/18 to 2026/27. The Shire is committed to an integrated approach to long term planning and the LTFP is a critical tool in ensuring financial sustainability.

Local government is a complex business with many competing demands on resources. Council needs to ensure that the Shire's asset base is maintained and services delivered within agreed standards. The Council has worked hard to ensure rating levels are kept at a sustainable level for the community yet appropriate to meet funding requirements.

The Shire will encounter opportunities during the next 10 years along with challenges in the form of limited resources and external economic pressures. An integrated approach to planning is essential in ensuring the Shire is adequately equipped and has the agility to respond.

The Council welcomes community participation as we plan for a sustainable future for the Shire of Coorow. I invite members of the Community to contact the Council staff or a Councillor if they have any questions.

Regards

Moira Girando JP

## *Chief Executive Officer*

The Long Term Financial Plan is a fundamental part of Council's forward planning strategy and provides linkage between the Strategic Community Plan and Council's Corporate Business Plan.

The Shire of Coorow's Long Term Financial Plan plays an important role in ensuring financial sustainability now and into the future. Long Term Financial Planning allows the Shire to identify early any financial issues and their possible longer term impacts.

The Long Term Financial Plan 2016/17 to 2025/26 provided the basis for this iteration of the Plan. The assumptions underpinning the Plan have been revised based on current data and estimates to better reflect the Shire's financial future.

The Shire, like most local authorities, has a substantial asset base that needs to be adequately maintained. This is an important aspect to service delivery and a focus of the Shire's long term financial planning.

The Plan serves as a strong guide in the development of the Annual Budget and will continue to be refined.

Best Wishes

Peter Crispin

# Executive Summary

## Planning for a Sustainable Future

The LTFP provides a mechanism for the Council to assess its long term financial sustainability and shows the linkages between specific plans and strategies and the impacts they may have on the Council's financial position. The LTFP enables the Shire to set priorities, based on its resourcing capabilities, for the delivery of short, medium and long term community priorities.

## Financial Summary

### Operations

The Plan predicts an annual negative result from operations, worsening in the first five years, then improving over the rest of the plan.

### Rates

Rates revenue is forecast to increase by 4% each financial year for the first five years, then 5% in the following five.

### Grants

Grants and contributions for operations are expected to be \$1.5m in year one and have been increased by an estimated 2.5% pa. This is a reduction from estimates in previous years as a result of cuts in funding experienced in 2017/2018.

## Financing

The balance of reserve funds while fluctuating to allow for specific projects, is expected to be approximately \$0.7m at the conclusion of the 10 year period.

Year 1 of the Plan is funded by an opening surplus of \$1.96m.

A new loan is expected to be raised to pay for the Shire's portion of the Coorow Swimming Pool Redevelopment.

## Assumptions

The Plan has been prepared based on the following broad assumptions:

- The Shire will maintain its current service levels and, where financially prudent, increase services.
- The level of grants and contributions for capital projects and operations will generally increase with CPI
- The district and State economy will remain stable.
- No major changes in the level of services are expected over the life of the Plan.

Assets are expected to be adequately maintained and continue to provide existing levels of service. In some cases the level of service will be improved.

## Strategic Financial Issues

The Shire has responsibility for the maintenance of a large asset base including a significant part of the district's road network. To undertake this task the Shire receives substantial external grants from the National and State Government. Without this source of revenue the Shire would be faced with the prospect of a substantial rate increase and/or a significant reduction in service levels.

Without significant capital grants available Shire funds are not considered adequate to renew infrastructure assets, based on the current rate of depreciation, over the long term.

## Major Projects

The Council has a capital works program with resources being utilised primarily for the renewal of assets.

Significant projects include the Coorow Swimming Pool, improvements to the Buntine Marchagee Road, Coorow Green Head Road and Coorow Latham Road, Leeman Foreshore and the 3 Bays Walkway in Green Head.

# Introduction

## Planning Framework

The LTFP is an “informing strategy” reflecting the Council's Strategic Community Plan and Corporate Business Plan and contributing key financial information to assess resourcing requirements to achieve the Shire’s strategic objectives and to assist the Shire ensure its future financial sustainability.

This version of the LTFP follows a major strategic review in 2017.

## Background Statistics

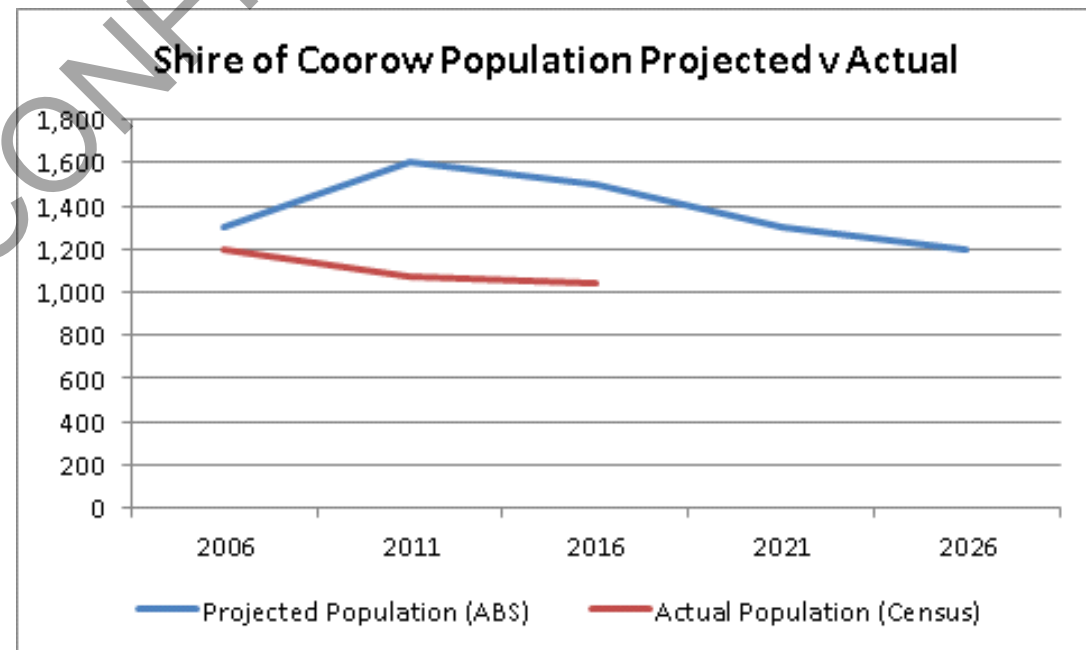
Number of Elected Members	8
Number of Staff	28
Annual revenue (\$)	7.2 m
Rates revenue (\$)	3.1 m
Number of Electors	1,040
Number of Dwellings	880
Distance from Perth (km)	265
Area (sq km)	4,137
Length of sealed roads (km)	301
Length of unsealed roads (km)	662
Population (2016)	1,036

## Community

The Shire encompasses an area of 4,137 square kilometers, and has a number of natural assets including beaches, national parks, and bushlands. Within the Shire, the town sites of Leeman and Greenhead are coastal communities which are home to the bulk of the population of the Shire, and a large number of unoccupied homes.

The town site of Coorow is small and provides basic goods and services to residents of the town and to the rural area immediately surrounding the town. The Shire’s primary industry is agriculture.

The population of the Shire has been declining steadily over the past ten years and is currently much lower than former predictions by the Australian Bureau of Statistics.



# Introduction

## Service Programs

The Shire provides a wide variety of services to the community. These services are:

**Governance** – To ensure good governance, planning and lobbying activities for the Shire through Council meeting procedures, policies, procedures, strategic planning, advocacy and collaboration activities.

**General Purpose Funding** – Activities associated with levying and collecting rates, general purpose grants and interest on investments.

**Law, Order and Public Safety** – Services principally associated with the Shire Rangers. This includes administration and implementation of various local laws, animal control (licensing and enforcement), bush fire prevention, emergency services and the Volunteer Marine Rescue Service at Leeman.

**Health** – The operation of Doctors' surgeries at Coorow and Leeman. Immunisation services, monitoring of food quality and licensing of food premises and pest control measures. Environmental Health services including notifiable diseases and industrial emissions.

**Education and Welfare** – Activities for the operation of child minding centre, senior citizens' services including the Mens Shed and Community Resource Centres.

**Housing** - The provision of employee housing and rental aged persons' accommodation.

**Community Amenities** – The operations of waste services (rubbish collection, disposal and recycling), inspection of septic tanks, cemeteries, public toilets, townscaping, town planning and development and urban storm water drainage functions.

**Recreation and Culture** – The operation and maintenance of halls, recreation centres, a swimming pool, boat ramps, foreshore reserves, various sports grounds, ovals, parks, gardens and reserves throughout the district.

The operation and maintenance of the three libraries, television and digital radio rebroadcast and other cultural activities is also included.

**Transport** – Maintenance of streets, roads, bridges, drainage, parking areas and footpaths including street cleaning and lighting of streets. Maintenance and operation of Leeman aerodrome and activities associated with operation of the works depots are also included.

**Economic Services** – Building control services (licences), support for the local tourist centres, area promotion and economic development initiatives undertaken by the Shire including events.

**Other Property and Services** – Work undertaken by the Shire for external customers. Operating costs for Shire's plant and equipment. Labour overheads for works and services. Administration overheads and all other activities including financial management and auditing, licensing and operating Bankwest agency (closing November 2017).

No other services are expected to cease or be the subject of major modification over the term of the Plan, although some may be outsourced.

The Statement of Funding is disclosed according to these service programs in accordance with Schedule 1 of the Local Government (Financial Management) Regulations 1996.

## Nature or Type

The Statement of Funding in this Plan is also disclosed using nature or type of descriptors of revenue and expenditure (for example Rates and Employee Costs).

This classification is in accordance with Schedule 1 of the Local Government (Financial Management) Regulations 1996.

## Financial Statements

The Long Term Financial Plan 2017-2026 includes the Statement of Funding by Program and by Nature & Type.

This statement (included towards the end of the Plan) details budgeted expenditure and revenue and shows how much rate revenue is required to cover the budget deficit.

The statement has been prepared within a framework which accords with the Australian Accounting Standards.



## Review

The Plan undergoes a review annually and takes into account any material changes in strategic or operational direction. Key assumptions are also reviewed including a review of relevant inflationary indices, interest rates and any national/state economic factors.

A full review of the Long Term Financial Plan has been undertaken as a result of the recent formal review of the Shire's Strategic Community Plan.

The next full review of these integrated plans is planned to take place in 2021.



## Linkage with other Plans

The Long Term Financial Plan is one of the key informing plans under Western Australia's Local Government Integrated Planning and Reporting (IPR) framework.

This Plan includes, and influences, other strategic planning activities as a mechanism to action the strategies contained in Shire's Community Strategic Plan. The Plan links to other Strategic documents as follows.

### Diagram: Planning Cycle



## Strategic Community Plan

On 20 August 2014 the Council adopted its Strategic Community Plan (***Our Future Coorow 2014-24***). The Strategic Community Plan is the overarching ten year Plan.

The Strategic Community Plan is a “rolling” plan that is reviewed every two years. The two yearly reviews alternate between a mini strategic review (updating as needed) and a major strategic review (going through the steps again). The Plan is continuously looking ahead and the reviews keep a ten year horizon.

***Our Future Coorow 2017-2027*** provides clear direction. The plan is long-term, overarching and sets out the community's vision and aspirations for the future. It also sets out the key strategies required to achieve these aspirations. It was developed with reference to the plans and strategies of the Council, Regional and State plans, and input from community engagement processes.

The individual strategies contained in the Strategic Community Plan all require actions that may require additional human and physical resources. In addition, achieving these strategies may require a series of actions over time and

may not be able to be achieved concurrently taking into account limited financial resources.

To achieve the Shire's strategic outcomes requires careful operational planning and prioritisation. This planning process is formalised as a Corporate Business Plan which operates on a rolling 4 years basis.

## Corporate Business Plan

The Corporate Business Plan contains details of the actions and resources (human and financial) to achieve each outcome. It is a rolling 4 year Plan which acts as an organisational guide to the Council and management.

The financial capacity to undertake these tasks is evidenced in the **Long Term Financial Plan** for the period. This long term financial planning provides an assurance the actions contained in the Corporate Business Plan can be adequately resourced over the next 4 years and highlight the long term consequences of the application of human and financial resource to undertaking various projects.

The each year of the Corporate Business Plan is 'sliced off' to form the draft annual budget for consideration by the Council.

## *Linkage with other Plans (cont.)*

### *Workforce Planning*

The Shire Workforce Plan was reviewed in November 2013 with a number of key actions being completed. The actions carried forward into the reviewed plan that have yet to be implemented are:

- Implement key HR processes
- Develop Governance Manual
- Develop and implement succession plan

The Workforce Plan will be reviewed during 2017/2018.

### *Asset Management Planning*

The Shire is on an asset improvement pathway that will take place over several years. The key actions over the short-term are to:

- Define the Asset Management (AM) roles and responsibilities of Shire staff;
- Develop and update the asset inventory databases with spatial references;
- Develop asset safety and maintenance inspection regime, and implement;
- Develop asset road condition inspection regime, and implement;

- Define the Asset Management (AM) roles and responsibilities of Shire staff;
- Develop and update the asset inventory databases with spatial references;
- Develop asset safety and maintenance inspection regime, and implement;
- Develop asset road condition inspection regime, and implement;
- Research whether an audit checklist for roads and paths against the requirements of the DDA and DSAPT exist, if not develop one, and then audit the infrastructure assets;
- Develop and implement a formal staff AM training program, including induction awareness;
- Develop a single corporate building and public open space condition and maintenance inspection cyclic regime, and implement;
- Prepare a long term building and public open space renewal program; and
- Present and adopt the Community Facilities AM Plan.

In addition to setting service standards for these assets, there are work schedules that apply financial resources to the renewal of assets over the next 10+ years. The update of this Plan contains an extract of key projects.

These renewal schedules will generally influence the Shire's Forward Capital Works Plan which in turn be used as a basis for forecasting capital expenditure.

### *Major Variations in Service Levels*

The Shire of Coorow does not have any Plans, or envisages the need, to significantly vary the level of services provided to the community over the life of this Plan.

BankWest have however, advised that the Agency operated from the Coorow Administration Centre will be closed from 10 November 2017.

### *Relevant Council Policies*

Council currently does not have any formal policies regarding long term financial planning or borrowings. It has adopted an Asset Management policy to guide the strategic management of all Shire assets.

# Major Assumptions

## Major Assumptions

The following is a summary of the major assumptions relevant to the development of this Plan.

The forecast financial information presented should be read in conjunction with all assumptions to gain an understanding of the limitations of the financial forecasts.

### Inflation Forecasts

The Long Term Financial Plan is based on inflation rates of 2.5% each year over the ten year period for employee costs, materials & contracts, utilities, grants and insurance.

### Interest Rate Movements

Current borrowings are based on fixed interest rates and will not be affected by market movements in interest rates over the life of the Plan.

Future borrowings have been based on interest rates currently offered by WA Treasury and are in line with rates on other borrowings.

### Service Levels and Delivery

In order to manage population growth across a range of demographics current service levels are forecast to be maintained.

Where finances permit, there will be some targeted increases in service. The specific areas identified are:

- Council commitment to stronger engagement with residents and communities;
- Aged care accommodation;
- Tourism promotion;
- Release of serviced industrial land for business development;
- Rural road maintenance – increased resourcing to maintain and/or renew roads;
- Exploring options for reduced operating costs and/or use of renewable energy.

### General Economic Forecasts for State and Region

WALGA, in its August 2017 economic briefing, observed that the worst of the downturn in the Western Australian economy is behind us. They advised Local Governments to prepare for cost pressures to increase going forward.

### Population Movements

Estimated resident district population of 1,190 in 2011 has reduced to 1036 in 2016, a decline of 154 people.

The impact of population growth on rates and fees and charges is difficult to predict where the base population level is low.

No growth in the rating base attributable to population growth has been assumed for forecasting purposes.

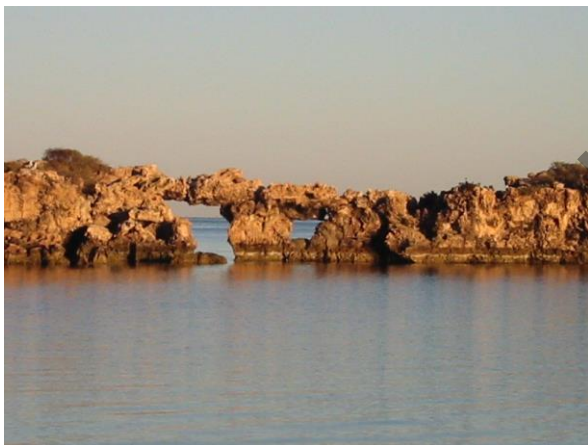
## Revenue Forecasts

The Shire's revenue sources are heavily dependent on external grants to support operations and capital investment. This revenue source is not within the Council's direct sphere of influence which adds inherent uncertainty to the revenue forecasts.

### General Rates

Rate revenue represents the Shire's greatest discretionary revenue source and is forecast to increase by 4% each year for five years and 5% each year for following years.

No new specified area rates or differential rates are expected to be created over the rest of the life of this Plan.



## Grants, Subsidies and Contributions

Untied Grants are those provided without specific restriction on their use and the Shire may determine where untied grant funding is expended.

An example of untied grants is the annual financial assistance grants allocated by the WA Local Government Grants Commission (WALGGC).

In 2018/2019 the estimated amount of untied grants is \$1.38m which represents 25% of total operating revenue for 2018/2019.

It is not possible to determine with certainty Federal Financial Assistance grants, particularly as Federal and State budgets are under severe pressure.

## Capital Grants and Contributions

Grants and contributions received to fund specific capital works are forecast to reduce in amount and proportion over the life of the Plan. This is a conservative forecast and results from the difficulty in predicting the level of these grants. As they are for a specific purpose, they do not always impact directly on the Shire's operational capacity, the exception being the Shire's capacity to maintain a stable workforce.

## Fees and Charges

A fee or a charge is the recovery of cost for goods or services provided by the Shire. The level of a fee or charge must be restricted to its cost in specific circumstances (mainly for access to information) but otherwise is not limited. The exception being non-discretionary fees and charges set by external bodies (such as planning fees). To maintain relativity, it is generally assumed fees and charges will follow a similar inflatory level as expenses.

# Forecasts

## *Expenditure Forecasts*

The largest expenditure categories for the Shire are employee costs and materials/contracts. The Shire employs staff and purchases goods/services to deliver services to the community and maintain public assets.

### *Employee Costs*

Employee costs are forecast to increase generally with inflation during the term of the plan. The Shire is of the opinion future levels of service will have to be met within existing staffing levels.

### *Materials and Contracts*

Materials and contracts are forecast to increase with inflation. Any savings from moving towards a planned asset maintenance program are forecast to be offset by increased maintenance requirements from new assets.

## *Depreciation*

Depreciation is the systematic allocation of the value of assets purchased in the past. It is not a cash payment but it is often used as a proxy for the level of asset depletion. The straight line depreciation method is assumed in the forecasts using average depreciation rates applied to the closing value of fixed assets at the end of each forecast period.

## *Insurance*

Insurance costs are forecast to increase by 2.5% per annum. This includes cover for assets, professional indemnity, public liability and workers compensation.

## *Interest*

For existing loans the interest expense has been calculated based in the actual debenture interest schedules for each loan. New loans are forecast to be required in 2018/19 and 2019/20.



## Scenario Modeling

Scenario modeling was undertaken in the preparation of the Shire's first LTFP in 2012/13. In the refresh of the LTFP in 2017 the scenario modelling has not been repeated.

In the first LTFP three scenarios were modeled, a Low Scenario, a Medium Scenario and a High Scenario. (*Refer to LTFP adopted by the Council on 15 May 2013 for details of the scenarios*).

The Shire selected the **Medium Scenario** as having the characteristics that best reflected the likely future events. The characteristics at the time were rates increases of higher than inflation for the first six years, possible increases in grant funding and a decrease in Reserve levels for the first eight years of the plan.

In preparing this refreshed version of the LTFP the figures have been updated to reflect actual experience and current projections for that scenario.

## Risk Management

The Shire provides a diverse range of services and facilities to the general public which exposes it to risks. As part of the implementation of Integrated Planning and Reporting the Shire intends to formalise its risk based management practices to improve the management of identified risks.

The Shire is in the practice of conducting a regular review of insurance levels of its assets by the Chief Executive/Directors to ensure the level is adequate to protect the Shire's assets. The Shire's insurer is LGIS.

The Financial Management Regulations require the investment of surplus funds (including cash reserves) to be in Term Deposits held by Authorised Deposit taking Institutions or Treasury Bonds.

The Shire seeks to engage experienced and qualified personnel in areas of high risk and provides them with appropriate ongoing training and equipment to ensure they are able to undertake their roles with minimal risk to the Community and the Shire.

## Operations

The Shire expects to record a negative operating result in every year of the Plan. The proposed rate increase of 2.5% over inflation in the last five years will reduce the operating deficit over that time.

The Shire is heavily reliant on receiving government grant funding in order to maintain the current level of operations and services. In 2018/19, the total projected grant funding is \$2.36m – consisting of \$1.41m operating and \$0.95m non-operating. This amount is in excess of the amount generated from total rate revenue (\$3.2m).

# Financial Summary

## Revenue Summary

Majority of the revenue for many local government authorities is sourced from:

- Discretionary rates and
- Non-Discretionary grant funding

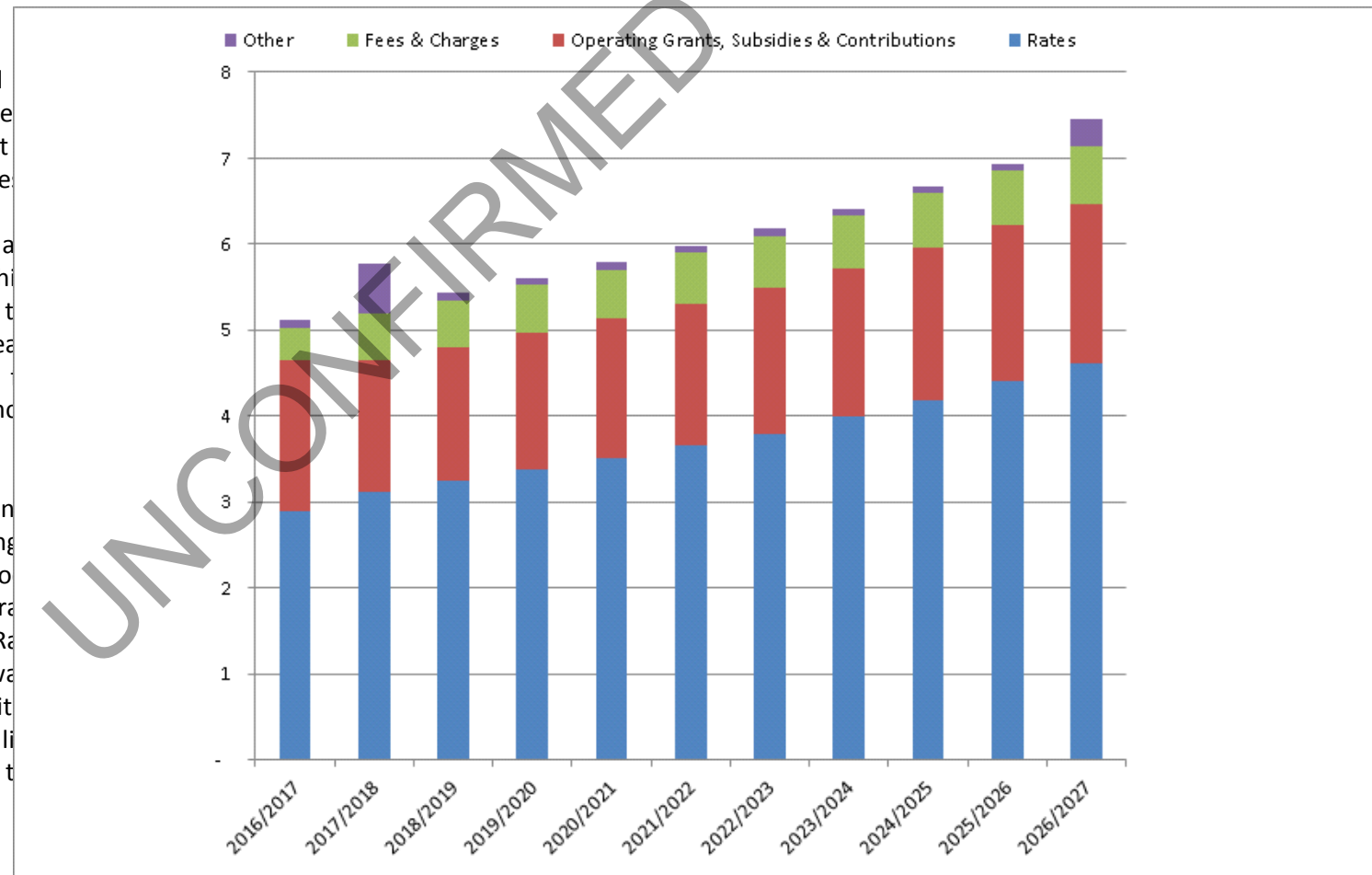
Reliance on these income sources should be noted as any increase in expenditure will be the financial cost of ratepayers or subject to receiving grant allocations (in most instances).

The Shire understands the need to keep a rate revenue increases reasonable while balancing the long term requirements of the Shire. Rate revenue is forecast to increase by 4% in the first five years then 5% in each remaining year of the 10 year financial plan.

The State Government recently expressed their desire to take a strong role in the oversight of Local Governments. The possibility of rate capping is an option being considered. Rate capping is designed to place downward pressure on rates. Local authorities would be limited to a rate increase in line with a specified index such as the consumer price index.

Due to the uncertainty of this proposed measure, this iteration of the Plan does not factor in a rate capping scenario. However, should this occur the impact on the Shire may be a reduction in services.

**Graph 2** Forecast Operating Revenue (\$M)



**Graph 3** Forecast Operating Expenditure (\$M)

## Expenses Summary

The components of operating expenditure are expected to remain relatively stable over the period.

Depreciation, employee costs and materials and contracts remain the dominant operating expenditure components.

All expenditure components, from the 2017/18 base year, will have an annual average increase of 2.5%. When reviewing the assumptions, the consumer price index, contract pricing and other long run averages were considered.

The Shire will continue to ensure value for money in the procurement of goods and services, as well as ensuring efficiency in operational practices.



# Financial Summary

## Capital Works

The majority of the capital expenditure in the long term will be on road infrastructure and plant and equipment.

This proportion of expenditure continues to demonstrate the clear priority the Shire has for maintaining its most substantial asset, the road asset network. Over the period the Shire will spend \$31.4m on assets with \$17m of this being on roads, drainage and footpaths and \$8.6m on plant and equipment.

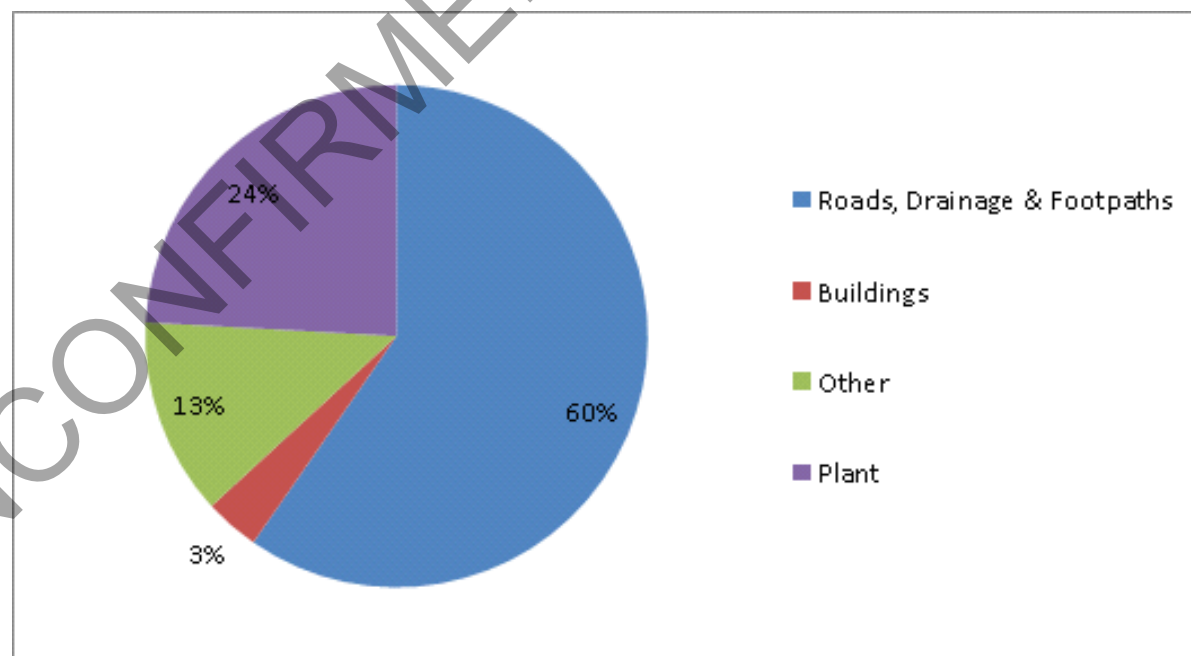
Also represented in the capital spending mix are parks and gardens and to a lesser extent, buildings and other equipment.

An extract of key capital projects is listed further along in this document.

However, it should be noted that this level of expenditure is heavily reliant on external grant funding.

Roads, Drainage & Footpaths	\$18,473,899
Buildings	\$1,090,878
Other	\$3,931,108
Plant and Equipment	\$7,467,443
<b>Total</b>	<b>\$30,963,328</b>

**Graph 4** Forecast Capital Expenditure

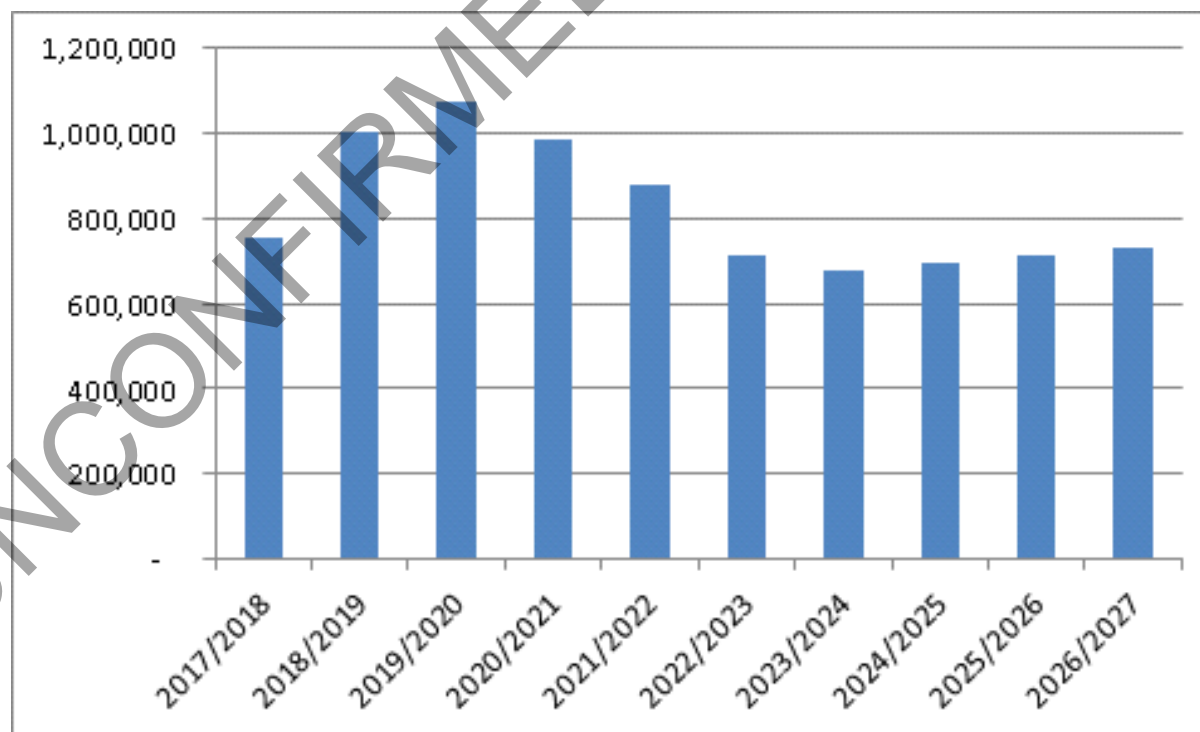


## Cash Reserves

The Shire maintains a number of financial reserves which can be used for a variety of purposes. Financial reserves are a means to quarantine funds for use at a future date. Reserve funds are a useful tool to smooth renewal expenditure.

The revised LTFP predicts the net decrease from Reserves to be \$25k over the 10 year period.

**Graph 5** Forecast Reserve Balances



# Major Capital Projects

## Capital Projects

The Shire has a number of long term project schedules that support the capital works projections. These schedules inform the annual budget but may be subject to changes in timing.

Outlined below are some key capital projects (for roads and facilities), funding arrangements and estimated timing.

### Regional Road Group Funding Program (Roads):

Marchagee/Buntine Road	17/18 to 18/19
Coorow/Greenhead Road East	17/18 to 21/22
Coorow/Greenhead Road West	17/18 to 24/25
Coorow Latham Road	22/23 onwards

### Auslink Road to Recovery Program (Roads):

Wubin/Gunyidi Road Resheeting	17/18 to 18/19
Thomas Road Resheeting	18/19 to 19/20

### Shire and Other Funding (Roads):

South Waddy Road	17/18 to 19/20
McPartland Road	17/18 & 18/19
Teasdale Road	17/18 to 19/20
Ocean View Dr Drainage, Kerbing and F/path	19/20 & 20/21
Long St Seal, Kerbing and Drainage	17/18

### Shire and Other Funding (Facilities/Other)

Leeman Foreshore	17/18 onwards
Resurfacing Leeman Bowling Greens	17/18
3 Bays Walkway	17/18
Coorow Swimming Pool	17/18 to 19/20
Green HEad Sports Club	21/22



## Statement 1 - Statement of Funding 2017 to 2027 - by Nature & Type

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
<b>Opening surplus/deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Revenue</b>										
Rates	3,122,247	3,247,137	3,377,022	3,512,103	3,652,587	3,798,691	3,988,625	4,188,057	4,397,459	4,617,332
Operating grants, subsidies and contributions	1,530,526	1,546,908	1,587,509	1,618,595	1,655,788	1,699,111	1,732,987	1,773,040	1,819,294	1,856,174
Fees & charges	533,062	551,135	563,272	575,693	588,406	601,417	614,735	628,365	642,317	656,597
Profit on sale of asset	-	-	-	-	-	-	-	-	-	-
Interest earnings	70,764	80,555	82,324	80,156	77,468	73,394	72,431	72,826	73,273	326,832
Other revenue	518,520	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	5,775,119	5,428,735	5,613,127	5,789,547	5,977,249	6,175,612	6,411,778	6,665,287	6,935,343	7,459,936
<b>Operating Expenditure</b>										
Employee costs	1,739,115	1,820,301	1,866,334	1,873,517	1,961,881	2,011,453	2,022,265	2,114,347	2,167,731	2,222,450
Materials & contracts	2,150,773	1,983,793	2,082,846	2,108,083	2,186,888	2,213,897	2,294,864	2,297,151	2,411,930	2,414,493
Utility charges	205,664	210,193	215,448	220,834	226,355	232,014	237,814	243,760	249,854	256,100
Depreciation on non-current assets	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277
Interest expenses	10,861	3,280	37,100	71,025	65,455	59,460	53,006	46,059	38,582	30,533
Insurance expenses	194,478	199,340	204,323	209,432	214,667	220,034	225,535	231,173	236,953	242,876
Other expenditure	64,560	59,560	59,560	59,560	59,560	59,560	59,560	59,560	59,560	59,560
	10,416,728	10,327,744	10,516,888	10,593,728	10,766,083	10,847,696	10,944,321	11,043,327	11,215,886	11,277,289
<b>Operating Surplus/(Deficit)</b>	<b>- 4,641,609</b>	<b>- 4,899,009</b>	<b>- 4,903,762</b>	<b>- 4,804,181</b>	<b>- 4,788,834</b>	<b>- 4,672,083</b>	<b>- 4,532,543</b>	<b>- 4,378,040</b>	<b>- 4,280,543</b>	<b>- 3,817,354</b>

## Statement 1 - Statement of Funding 2017 to 2027

### - by Nature & Type continued

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
<b>Operating Surplus/(Deficit)</b>	- 3,371,871	- 3,430,238	- 3,491,526	- 3,931,492	- 3,675,679	- 3,731,786	- 3,631,756	- 3,483,419	- 3,385,408	- 2,921,693
<b>Adjustments for Cash Budget Requirements</b>										
Add back (profit)/loss	18,398	-	-	-	-	-	-	-	-	2
Add back depreciation	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277
Movement in leave reserve	3,441	4,395	4,505	4,618	4,733	4,852	4,973	5,097	5,225	5,225
Movement in employee provisions	-	-	-	-	-	-	-	-	-	2
<b>Capital Income &amp; Expenditure</b>	-	-	-	-	-	-	-	-	-	-
Non operating grants	-	-	-	-	-	-	-	-	-	-
Proceeds from disposals	185,843	237,583	245,453	292,485	182,272	548,094	260,320	343,242	232,885	343,242
Capital renewal	- 2,538,429	- 2,816,841	- 3,117,167	- 1,858,416	- 2,566,039	- 2,742,132	- 2,493,794	- 2,727,463	- 2,659,029	- 3,687,324
Capital upgrades/additions	- 1,998,250	- 370,499	- 228,919	- 593,081	- 81,081	- 84,324	- 84,324	- 72,973	- 121,622	- 121,622
Repayment of loans	- 137,203	- 104,921	- 50,353	- 72,899	- 78,469	- 84,464	- 90,918	- 97,865	- 105,342	- 113,391
Proceeds from new loans	-	500,000	500,000	-	-	-	-	-	-	-
Transfer from restricted cash	71,777	-	-	-	-	-	-	-	-	-
Transfer from reserves	38,195	122,071	115,653	134,264	187,054	58,477	3,253	1,530	1,887	753,807
Transfer to reserves	- 286,596	- 192,827	- 28,924	- 26,756	- 24,068	- 19,994	- 19,031	- 19,426	- 19,873	- 309,527
<b>Closing surplus/(deficit)</b>	- 1	0	0	0	0	0	0	0	0	0

## Statement 2 - Statement of Funding 2017 to 2027 - by Program

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
<b>Opening surplus/deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Revenue</b>										
Governance	16,050	16,050	21,250	16,050	16,050	21,250	16,050	16,050	21,250	16,050
General Purpose Funding	3,934,507	4,678,015	4,842,764	5,009,600	5,182,168	5,359,837	5,585,340	5,822,611	6,070,842	6,583,614
Law, Order and Public Safety	116,960	64,935	66,541	68,187	69,874	71,604	73,376	75,193	77,056	78,964
Health	4,194	4,273	4,355	4,439	4,525	4,613	4,703	4,796	4,891	4,988
Education and Welfare	100,215	27,987	28,318	28,653	28,992	29,335	29,683	30,034	30,390	30,749
Housing	97,061	78,410	79,351	80,303	81,267	82,242	83,229	84,227	85,238	86,261
Community Amenities	800,470	311,787	319,487	327,379	335,467	343,756	352,252	360,959	369,883	379,029
Recreation and Culture	826,252	604,341	554,728	55,123	255,526	55,938	56,359	56,789	57,228	57,677
Transport	1,114,560	980,759	975,702	977,671	979,690	1,008,425	1,010,545	966,052	968,280	970,564
Economic Services	114,807	81,377	82,987	84,636	86,327	88,060	89,837	91,658	93,524	95,437
Other Property and Services	95,300	96,475	97,884	99,329	100,810	102,327	103,883	105,478	107,112	108,787
	7,220,375	6,944,410	7,073,367	6,751,370	7,140,695	7,167,387	7,405,257	7,613,847	7,885,693	8,412,121
<b>Operating Expenditure</b>										
Governance	566,337	546,434	585,720	574,424	602,693	597,805	634,462	615,072	660,722	640,510
General Purpose Funding	292,933	262,094	272,335	278,494	311,845	292,088	298,749	300,548	312,576	314,465
Law, Order and Public Safety	406,204	346,800	352,964	358,356	362,836	369,563	375,378	380,202	387,447	392,515
Health	186,895	166,667	171,377	174,816	176,641	181,999	185,725	187,691	193,460	195,525
Education and Welfare	112,989	113,940	115,852	117,429	118,624	120,706	122,406	123,693	125,935	127,287
Housing	13,853	14,006	14,482	14,827	15,033	15,545	15,918	16,139	16,691	16,924
Community Amenities	899,863	783,270	802,372	819,765	835,064	855,911	874,664	891,139	913,589	930,898
Recreation and Culture	1,734,161	1,750,012	1,811,441	1,865,091	1,879,282	1,900,097	1,917,805	1,932,139	1,953,534	1,967,843
Transport	5,770,880	5,782,191	5,811,412	5,840,009	5,868,549	5,899,210	5,931,856	5,963,963	5,998,455	6,032,188
Economic Services	254,029	256,160	262,895	268,276	271,893	279,502	285,327	289,222	297,416	301,509
Other Property and Services	354,103	353,074	364,045	371,374	373,914	386,747	394,722	397,457	411,277	414,150
	10,592,246	10,374,648	10,564,893	10,682,862	10,816,374	10,899,173	11,037,013	11,097,266	11,271,102	11,333,814
<b>Operating Surplus/(Deficit)</b>	<b>- 3,371,871</b>	<b>- 3,430,238</b>	<b>- 3,491,526</b>	<b>- 3,931,492</b>	<b>- 3,675,679</b>	<b>- 3,731,786</b>	<b>- 3,631,756</b>	<b>- 3,483,419</b>	<b>- 3,385,408</b>	<b>- 2,921,693</b>

## Statement 2 - Statement of Funding 2017 to 2027 - by Program continued

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
<b>Operating Surplus/(Deficit)</b>	- 3,371,871	- 3,430,238	- 3,491,526	- 3,931,492	- 3,675,679	- 3,731,786	- 3,631,756	- 3,483,419	- 3,385,408	- 2,921,693
<b>Adjustments for Cash Budget Requirements</b>										
Add back (profit)/loss	18,398	-	-	-	-	-	-	-	-	2
Add back depreciation	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277	6,051,277
Movement in leave reserve	3,441	4,395	4,505	4,618	4,733	4,852	4,973	5,097	5,225	5,225
<b>Capital Income &amp; Expenditure</b>										
Non operating grants	-	-	-	-	-	-	-	-	-	-
Proceeds from disposals	185,843	237,583	245,453	292,485	182,272	548,094	260,320	343,242	232,885	343,242
Capital renewal	- 2,538,429	- 2,816,841	- 3,117,167	- 1,858,416	- 2,566,039	- 2,742,132	- 2,493,794	- 2,727,463	- 2,659,029	- 3,687,324
Capital upgrades/additions	- 1,998,250	- 370,499	- 228,919	- 593,081	- 81,081	- 84,324	- 84,324	- 72,973	- 121,622	- 121,622
Repayment of loans	- 137,203	- 104,921	- 50,353	- 72,899	- 78,469	- 84,464	- 90,918	- 97,865	- 105,342	- 113,391
Proceeds from new loans	-	500,000	500,000	-	-	-	-	-	-	-
Transfer from restricted cash	71,777	-	-	-	-	-	-	-	-	-
Transfer from reserves	38,195	122,071	115,653	134,264	187,054	58,477	3,253	1,530	1,887	753,807
Transfer to reserves	- 286,596	- 192,827	- 28,924	- 26,756	- 24,068	- 19,994	- 19,031	- 19,426	- 19,873	- 309,527
<b>Closing surplus/(deficit)</b>	- 1	0	0	0	0	0	0	0	0	0

#### 11.4.4 BUDGET VARIATIONS

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	8 September 2017
FILE	ADM0605
ATTACHMENT	Nil

#### SUMMARY:

To consider amending the 2017/2018 Budget to take a number of changes in circumstances into account.

#### BACKGROUND:

The 2017/2018 Budget was adopted by Council at its Ordinary Meeting held 19 July 2017. Since then the 2016/2017 Annual Financial Statements have been prepared, resulting in a change in the opening surplus and a number of grants have been reduced or denied.

#### COMMENT:

It is proposed to make a number of changes to the 2017/2018 Budget as follows:

#### **Reduced Road Grants ↓ \$54,139**

Main Roads have reduced the Shire's Direct Grant from \$127,659 to \$73,520.

#### **Reduced Grants Commission Road Grant ↓ \$22,902**

Commonwealth Government reduced portion of funding to Western Australia, resulting in less grant funds than advised.

#### **Reduced Grants Commission General Purpose Grant ↓ \$21,256**

Commonwealth Government reduced portion of funding to Western Australia, resulting in less grant funds than advised.

#### **Timing of Milligan Island Project/Grants ↓ \$25,000**

##### **Grant Income – Tourism ↑ \$15,000**

Balance of Milligan Island Stage 2 Funding not included in budget

##### **Milligan Island Camp Site ↓ \$40,000**

Carried forward expenditure (grant funded)

#### **Reduced DFES Grants ↓ \$16,159**

Annual operating grant reduced as first quarter was paid in June 2017 and formed part of the opening surplus.

#### **Opening Budget Surplus ↑ \$39,688**

The budget was based on an estimated opening surplus of \$1,963,417. The opening surplus in the Financial Report prepared for the Auditors was \$2,003,105 (note the audit has yet to be finalised).

#### **Cuts to Offset Grant Reductions ↑ \$55,135**

**Solar Panels – Lot 50 Nairn Street ↑ \$7,000**

Remove solar panels from budget

**Administration Salaries ↑ \$10,000**

Remove provision for contract casual staff

**Visiting GP Subsidy ↑ \$20,400**

No subsidy to be paid for a service to Leeman

**Reduce Rural Roads Maintenance ↑ \$17,735**

Reduce to balance revised budget.

**Additional Income Raised ↑ \$38,800**

**Increase on Investments ↑ \$25,000**

More interest expected than budgeted

**Charges – Refuse Removal ↑ \$6,000**

More domestic rubbish charges raised than budgeted

**Charges Refuse Removal – Commercial ↑ \$7,800**

More commercial rubbish charges raised than budgeted

**Savings on Purchase of Ride on Mower ↑ \$5,773**

Mower was cheaper than budgeted

**Waddy Forest Road Complaints - Nil Impact**

**Teasdale Road Project ↑ \$60,000**

Defer the design phase for the Teasdale Road Realignment.

**Waddy Forest Road Renewal ↓ \$60,000**

Regravel Waddy Forest Road using a combination of internal resources and contractors.

**Unplanned Renewal – Green Head Sports Club Shed – Nil Impact**

**Green Head Sports Club ↓ \$3,150**

Replacement of shed roof

**Reimbursements ↑ \$1,150**

Contribution from Green Head Sports Club towards shed roof

**Green Head Sports Club ↑ \$2,000**

Remove provision for maintenance to pay for shed roof

**Mobile Sand Dune Rehabilitation – Nil Impact**

**Coastwest/Coastcare Grant ↓ \$25,271**

Grant application to stabilise moving dune in Green Head rejected.

**Other Contributions ↓ \$43,912**

Grant application to stabilise moving dune in Green Head rejected.

**Coastwest/Coastcare Expenditure ↑ \$69,183**

Grant application to stabilise moving dune in Green Head rejected.

**Vandalism at Cliff Park – Nil Impact**

**Green Head Walk Trails ↓ \$6,000**

Increase budget for Three Bays Walkway to include creation of 'dunes' at Cliff Park (Shire funded)

**Green Head Parks & Reserves ↑ \$6,000**

Decrease budget to offset creation of 'dunes' at Cliff Park

**Vehicle Licence Concessions – Nil Impact**

**Vehicle/Plant Licences ↓ \$39,174**

Had to pay full vehicle registrations and claim reimbursement on concession portion.

**Reimbursements ↑ \$39,174**

Had to pay full vehicle registrations and claim reimbursement on concession portion.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

**STRATEGIC IMPLICATIONS:**

The reduction in untied funding normally relied upon by the Shire in future years will have compounding effects on the Long Term Financial Plan and is likely to have a detrimental impact on the Shire's ability to maintain its assets long term unless alternative sources of income can be found, or other services levels are permanently reduced.

**POLICY IMPLICATIONS:**

There are no policy implications.

**FINANCIAL IMPLICATIONS:**

The budget variations are necessary to ensure that expenditure is reduced to offset the reduced levels of income, or the Shire will end the year in deficit.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION/ RESOLUTION: 2017/126****Moved: Cr Cullen****Seconded: Cr Bothe****That the following budget amendments be authorised:**

<b>GL/Job</b>	<b>Description</b>	<b>Original Budget</b>	<b>Proposed Budget</b>
	<b>Opening Surplus</b>	<b>1,963,417</b>	<b>2,003,105</b>
<b>3313</b>	<b>MRWA Direct Grant</b>	<b>127,659</b>	<b>73,520</b>
<b>3382</b>	<b>Rural Roads Maintenance</b>	<b>-716,030</b>	<b>-698,295</b>
<b>C026</b>	<b>Teasdale Road</b>	<b>-60,000</b>	<b>0</b>
<b>C013</b>	<b>Waddy Forest Road</b>	<b>0</b>	<b>-60,000</b>
<b>0753</b>	<b>DFES Grants</b>	<b>109,000</b>	<b>92,841</b>
<b>4003</b>	<b>Coastwest/Coastcare Grant</b>	<b>454,711</b>	<b>429,500</b>
<b>2103</b>	<b>Other Contributions</b>	<b>43,912</b>	<b>0</b>
<b>4032</b>	<b>Coastwest/Coastcare Expenditure</b>	<b>-69,183</b>	<b>0</b>
<b>2064</b>	<b>Green Head Walk Trails</b>	<b>-482,950</b>	<b>-488,950</b>
<b>G014</b>	<b>Green Head Parks &amp; Reserves</b>	<b>-123,414</b>	<b>-117,414</b>
<b>4502</b>	<b>Vehicle/Plant Licences</b>	<b>-10,000</b>	<b>-49,174</b>
<b>4513</b>	<b>Reimbursements</b>	<b>100</b>	<b>39,274</b>
<b>0091</b>	<b>Grants Commission Roads Grant</b>	<b>269,153</b>	<b>246,251</b>
<b>0181</b>	<b>Grants Commission General Purpose Grant</b>	<b>428,583</b>	<b>407,327</b>
<b>6963</b>	<b>Grant Income – Tourism</b>	<b>35,000</b>	<b>50,000</b>
<b>6854</b>	<b>Milligan Island Eco Tourism Site</b>	<b>0</b>	<b>-40,000</b>
<b>31F4</b>	<b>Green Head Sports Club</b>	<b>0</b>	<b>-3,150</b>
<b>24E2</b>	<b>Green Head Sportsmans Club</b>	<b>-4,353</b>	<b>-2,353</b>
<b>2463</b>	<b>Reimbursements</b>	<b>0</b>	<b>1,150</b>
<b>6364</b>	<b>Purchase Ride-On Mower</b>	<b>-33,500</b>	<b>-27,727</b>
<b>0623</b>	<b>Interest on Investments</b>	<b>30,000</b>	<b>55,000</b>
<b>H001</b>	<b>Lot 50 Nairn Street</b>	<b>-7,000</b>	<b>0</b>
<b>2SW2</b>	<b>Administration Salaries</b>	<b>-779,744</b>	<b>-769,744</b>
<b>1803</b>	<b>Rubbish – Charges Refuse Removal</b>	<b>223,420</b>	<b>229,420</b>
<b>1923</b>	<b>Charges Refuse Removal – Commercial</b>	<b>57,200</b>	<b>65,000</b>
<b>1602</b>	<b>Visiting GP Subsidy</b>	<b>-40,800</b>	<b>-20,400</b>
	<b>Closing Surplus</b>	<b>0</b>	<b>0</b>

**CARRIED 7/0**  
**Absolute Majority**

#### 11.4.5 INTRODUCTION OF FEE FOR SALE OF CAMP OVENS

<b>AUTHOR</b>	Leanne Parola
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	23 August 2017
<b>FILE</b>	ADM0605
<b>ATTACHMENT</b>	Nil

#### **SUMMARY:**

**To consider introducing a fee to sell eight used cast iron camp ovens owned by the Shire.**

#### **BACKGROUND:**

There are currently eight second hand camp ovens being stored at Maley Park Function Centre that were purchased by the Shire to use at a function to celebrate the Shire's fiftieth Anniversary in 2012. They have not been used since.

#### **COMMENT:**

It is proposed to introduce a fee of \$50 for the sale of second hand camp ovens which are currently being stored at Maley Park Function Centre.

In determining a fee for the sale of the camp ovens, the Shire must take into consideration the following:

- Cost in providing the goods
- Importance of the goods to the community
- Price at which they can be provided by an alternative provider

There are six "Campfire" ovens and two "Oztrail" ovens, all are the same size (12 Quart). When purchased in 2012, the camp ovens cost the Shire \$123.75 each (including GST). The cost to sell the camp ovens will be a minimum amount of staff time in preparing advertising, relocating the ovens to the Administration Centres and receipting the payments for their sale.

As the camp ovens have not been used in the past five years and there is no plan to utilise them again in the future, it not likely they represent any importance to the community to keep, but may be of interest to someone looking to purchase.

Staff have recently been approached by a local caterer who was interested in hiring or purchasing some of the camp ovens.

Staff have found that it is currently possible to purchase new camp ovens of these brands/size for between \$90 and \$140 each. Second hand ones were listed on the internet for between \$30 and \$60.

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995, Sections 6.16 to 6.19 apply

**STRATEGIC IMPLICATIONS:**

There are no strategic implications.

**POLICY IMPLICATIONS:**

There are no policies relevant to selling the camp ovens.

**FINANCIAL IMPLICATIONS:**

The potential income from the sale of the camp ovens is only \$364 so there are minimal financial implications.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION/ RESOLUTION: 2017/127**

***Moved: Cr Bothe***

***Seconded: Cr Oakes***

***That a fee of \$50 for the sale of second hand camp ovens be introduced and advertised accordingly.***

***CARRIED 7/0  
Absolute Majority***

#### 11.4.6 WAIVER OF HIRE FEES FOR KATHERINE OUTBACK EXPERIENCE EXHIBITION/CONCERT

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	4 September 2017
FILE	ADM0166
ATTACHMENT	Nil

#### SUMMARY:

**To consider waiving the fees for Katherine Outback Experience to put on a horse and dog training exhibition followed by a concert at Maley Park on 10 December 2017.**

#### BACKGROUND:

Katherine Outback Experience are planning to hold a community event at Maley Park on 10 December 2017 and have requested that any fees be waived.

#### COMMENT:

Katherine Outback Experience are travelling from Katherine to Pinjarra and are planning to hold a series of events along the way to showcase their horse and dog training skills and hold a concert which they would like to invite local talent to participate in (music, poetry, jokes, story telling etc).

They have identified Coorow as a potential location for a show on Sunday 10 December 2017 and would require a flat space of approximately 30 m x 30 m for the show. The Manager Works & Services has identified a suitable area.

Katherine Outback Experience propose to charge \$30 per head for adults, \$15 per head for children and no charge for children under 5. They have advised that local community groups would be able to run the bar and provide food as a means of fundraising.

#### STATUTORY ENVIRONMENT:

Local Government Act 1995 - s6.12 Power to defer, grant discounts, waive or write off debts

#### STRATEGIC IMPLICATIONS:

The Community Strategic Plan includes the following strategies:

- *Support live performance, exhibitions and other arts opportunities*
- *Encourage increased town site interaction through sport and cultural events*
- *Encourage strong community participation and involvement*
- *Provide social facilities and services to serve the lifestyle needs of our communities*
- *Pursue projects and programs to support and develop tourism promotion in the area*

With the incredibly dry winter experienced in the area, this year has been a really bad one for farmers and local businesses. Not only would this event provide something different for people to attend, but would also involve local community groups and individuals and is likely to attract visitors from outside the area.

**POLICY IMPLICATIONS:**

Delegation 3.2.3 Waiving of Fees and Charges for Council Facilities

**FINANCIAL IMPLICATIONS:**

There are currently no fees for using the grounds at Maley Park, only the Function Centre or Change Rooms. The fee to hire the Function Centre is \$155 per day which will be foregone if the fee waiver is approved.

The Schedule of Fees and Charges indicates that "Shire of Coorow Based Community Group One Off Functions" are subject to no fees. While Katherine Outback Experience is not a community group and would be looking to make money, community groups would be offered the opportunity to raise funds via the bar/food sales, and it would be them that would actually be using the Maley Park Function Centre.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION/ RESOLUTION:** 2017/128

**Moved: Cr Cullen**

**Seconded: Cr Oakes**

***That Katherine Outback Experience be advised there will be no fees to hold a show at Maley Park.***

***CARRIED 7/0  
Simple Majority***

Councillors requested staff provide more information regarding the potential impact on sporting organisations etc.

**12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:**

Nil

**13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:**

Nil

**14. MATTERS BEHIND CLOSED DOORS:**

Nil

**15. DATE OF NEXT MEETING:**

**15.1 ORDINARY MEETING OF COUNCIL**

**Ordinary Meeting**

Next meeting of Council will be held on Wednesday 18 October 2017 at the Coorow District Hall from 5.00 pm.

**16. CLOSURE:**

There being no further business the President, Cr Moira Girando closed the meeting at 6.34 pm.