



# **Minutes Ordinary Council Meeting**

## **20 June 2018**

Held at Leeman Recreation Centre



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Signed on behalf of Council

A handwritten signature in black ink, appearing to read 'Peter Crispin'.

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

# Minutes

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

The President Cr Moira J Girando, welcomed those present and opened the Meeting at 5.20 pm.

*The Shire of Coorow acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.*

President Girando thanked Sgt McDonald for attending the meeting. He noted that the Union is pushing for GROH not to increase rents again. He understands the Shire was going to write to the Department seeking for them to make Leeman a rent free location.

He noted that their vacant position has now been filled, that Police have a maximum tenure of four years in Leeman and can be relocated to another station at any time by the Inspector.

Having vacancies puts the remaining staff in a difficult position as they may not be able to attend urgent calls for safety reasons if there is only one of them in town when they arise.

He also thanked the Shire for the support they have given Jenny Griffiths.

Dave noted that Jurien Bay Realty gives GROH 14 days notice for inspections, but they don't get it straight away. He asked if inspections could be carried out every six months (instead of the current three), with the tenants being advised at the same time as GROH?

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

Councillor M J Girando  
Councillor B A Jack  
Councillor M R Bothe  
Councillor S D Peck

President  
Deputy President

Councillor D A Rackemann (until 6.08pm)  
Councillor G C Sims

Mr P J Crispin  
Mrs L J Parola  
Mr K Bean

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager of Works & Services

Sgt McDonald, OIC Leeman Police (until 5.35pm)

### **Apologies**

Councillor V R Oakes

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

Nil

**4. PUBLIC QUESTION TIME:**

**4.1 (Edwina Lefroy) – Water Usage**

*Last summer, the Shire of Coorow was paying the cost for approximately 36 000 litres of water, per week being applied to the exotic plant garden at Cliff Park, (not including the previously existing ‘sand mound’s which were watered from the stand pipe out of regulatory sessions), until intervention by the Water Corporation, which resulted in ongoing consumption of approximately 18 000 litres per week.*

*Therefore, I am wondering why the Shire of Coorow agreed at Council meeting 16 May 2018:*

*“That the Green Head Sporting Club Inc be informed that the Shire confirms that it is not in a position to contribute towards the operational water costs incurred by the Club”.*

*After-all, the Club is the most significant site for social gatherings in the Green Head community.*

*NB: Water consumption at Cliff Park (18 000 litres per week) until 1 June 2018 was sufficient to water 367 dry sheep per week. Prior to intervention by the Water Corporation in March 2018, water consumption at Cliff Park (36 000 litres per week) was sufficient to water 734 dry sheep per week. REF: [www.future.beef.com.au](http://www.future.beef.com.au)*

**Response**

There is no correlation between water usage at Cliff Park and the Green Head Sporting Club. The Green Head Sporting Club have exclusive use of their facilities and have the opportunity to raise their own income via memberships, liquor sales, usage rentals, etc and have a significant bank balance behind them.

**5. APPLICATION FOR LEAVE OF ABSENCE:**

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

- Councillor Rackemann from 21 June to 27 June 2018 and 5 July to 11 July 2018 inclusive
- Councillor Girando from 30 July to 22 August 2018 inclusive

**RESOLUTION:**            **2018/055A**

***Moved: Cr Sims***

***Seconded: Cr Bothe***

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

- ***Councillor Rackemann from 21 June to 27 June 2018 and 5 July to 11 July 2018 inclusive***
- ***Councillor Girando from 30 July to 22 August 2018 inclusive.***

***CARRIED 6/0  
Simple Majority***

**6.    DECLARATION OF INTEREST:**

Nil

**7.    PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**8.    CONFIRMATION OF MINUTES**

8.1	GREEN HEAD COAST CARE MEETING HELD MONDAY 14 MAY 2018 HELD AT THE GREEN HEAD COMMUNITY CENTRE
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AUTHOR	Peter Crispin
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	13 June 2018

***OFFICER RECOMMENDATION/ RESOLUTION:***            ***2018/055***

***Moved: Cr    Rackemann***

***Seconded: Cr Bothe***

***That the Minutes of the Green Head Coast Care Meeting held on Monday 14 May 2018 be received.***

***CARRIED 6/0  
Simple Majority***

## 8.2 ORDINARY MEETING HELD WEDNESDAY 16 MAY 2018 HELD AT THE COOROW DISTRICT HALL

AUTHOR Peter Crispin  
DISCLOSURE OF INTEREST Nil  
DATE OF REPORT 11 June 2018

**OFFICER RECOMMENDATION/ RESOLUTION:** 2018/056

**Moved: Cr Jack**

**Seconded: Cr Sims**

***That the Minutes of the Ordinary Meeting held on Wednesday 16 May 2018 confirmed and a true and correct record.***

***CARRIED 6/0  
Simple Majority***

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

Councillors and Staff, I draw your attention to our Local Law Standing Orders; I urge you to read this document which outlines Meeting Procedures very clearly.

In part it states that only one person is to speak to an item at a time and then only when identified by the presiding person as the speaker. The mover is to speak for the motion then the seconder followed in order as recognised by the speaker - for and against. There is a time limit for speaking which can be found in the document.

Staff are not to be engaged in debate, other than to be asked for a clarification.

I endeavour to conduct meetings so as not to stifle constructive debate but these rules need to be adhered to. In recent months there have been way too many side conversations and speaking out of order instances. This is in contrary to our Local Law but more so is discourteous and frustrating to others who are politely awaiting an opportunity to speak. This behaviour also prevents councillors and staff from hearing the recognised speaker.

Councillors need to indicate to the person presiding their desire to speak and will be given an opportunity in order of indication to do so if they haven't already spoken.

Our Information Sessions while on a less formal basis would benefit from our observing the above procedures, with the exception that staff are entitled to fully participate.

## 10. **MATTER FOR WHICH MEETING MAY BE CLOSED;**

**Item 14.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW**

## 11. REPORTS:

### 11.1 CHIEF EXECUTIVE OFFICER:

#### 11.1.1 TURQUOISE COAST TABLE TENNIS ASSOCIATION SPONSORSHIP

AUTHOR	Peter Crispin
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	6 June 2018
ATTACHMENT	Letter from S Campbell – Secretary/Treasurer
FILE	ADM0539 – Recreation and Cultural Services – General

#### **SUMMARY:**

**The Turquoise Coast Table Tennis Association is requesting that the Shire of Coorow again sponsor the Batavia Coast Open Table Tennis Championship being held 22 & 23 September 2018.**

#### **BACKGROUND:**

The Turquoise Coast Table Tennis Association, in conjunction with the Geraldton Table Tennis Association, held the first Batavia Coast Open Table Tennis Championship in Leeman on 4 & 5 March 2017. This was a great success with people attending from as far away as Albany. Feedback received by the organisers indicated that the time of year that the tournament is held should be changed due to the heat and clashes with other events. This was taken into account with the next championship scheduled to be held on 4 & 5 November 2017. Unfortunately, this event had to be cancelled and it was decided to not hold another event until 2018.

The Turquoise Coast Table Tennis Association are now planning to hold the next Country Table Tennis Championship on 22 & 23 September 2018. This will incur a cost of \$318 for the use of the Leeman Sport and Recreation Centre which the association has again asked the Shire to waive as sponsorship. The tournament would be known as the “Shire of Coorow Turquoise Coast Open Table Tennis Championship”.

#### **COMMENT:**

The waiving of the hire fees for the Leeman Sport and Recreation Centre would be outweighed by the benefit that the community would receive from having a number of competitors and visitors staying in Leeman over the two-day tournament, many coming from Geraldton, Perth and further afield.

If this request is supported by Council, it is suggested that accounting wise, a debit be made to the donations account and a credit to income for the Leeman Sport and Recreation Centre which would essentially show better use of the centre.

#### **STATUTORY ENVIRONMENT:**

Nil

#### **STRATEGIC IMPLICATIONS:**

A number of objectives in the Shire of Coorow Strategic Community Plan are covered by this request:



- 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

**POLICY IMPLICATIONS:**

NIL

**FINANCIAL IMPLICATIONS:**

This would be accommodated for in the donations account in the 2018/19 budget.

**PUBLIC CONSULTATION:**

Nil

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION / RESOLUTION:**

**2018/057**

***Moved: Cr Sims***

***Seconded: Cr Rackemann***

***That:***

- 1) the Shire of Coorow sponsor the Turquoise Coast Open Table Tennis Championship by way of waiving the fees for hiring the Leeman Sport and Recreation Centre; and***
- 2) the Donations account (2040129) be debited and the Leeman Recreation Centre income account (3110120) be credited for the amount of \$318 when the tournament has taken place.***

***CARRIED 6/0  
Simple Majority***

### 11.1.2 RESIGNATION OF CR R CLEMENT

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	28 May 2018
<b>ATTACHMENT</b>	Resignation Letter from Cr R Clement
<b>FILE</b>	ADM0559 – Governance - Councillors

#### **SUMMARY:**

**To acknowledge the resignation of Councillor R Clement and consider options for the future makeup of the Council.**

#### **BACKGROUND:**

On 16 May 2018, Cr R Clement submitted his resignation in writing to the Chief Executive Officer effective from Friday 18 May 2018.

Cr Clement was first elected in 2013 and was re-elected in 2017, having served as a Councillor for over 4.5 years.

#### **COMMENT:**

There are two options for dealing with the vacancy as follows:

- 1) Conduct an extra ordinary election (the last election cost approximately \$14,000 which included discounts for shared advertising)
- 2) As per section 4.17 of the Local Government Act 1995, apply to the Electoral Commissioner to allow the vacancy to remain unfilled.

For option 1, the cost for the Electoral Commission to run an extra ordinary election would exceed the cost of running a normal election as there will be no discounts for shared advertising required throughout the election process. (This would be equivalent of approximately 0.5% increase in rates)

Option 2 would save the expenditure and, given that the next election is 16 months away, would allow the Council to conduct a review of the current number of members of Council if that is their desire. The last review appears to have been conducted in 2002, which resulted in the removal of the ward system and the number of members of Council set to eight (8).

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995 -	s2.31	Resignation
	s2.32	How extraordinary vacancies occur in offices elected by electors
	s4.8	Extraordinary elections
	s4.17	Cases in which vacant offices can remain unfilled.

#### **STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

There is no provision in the budget for an extraordinary election which is expected to cost over \$15,000 if conducted by the Electoral Commission as a postal vote.

**VOTING REQUIREMENT:**

Absolute Majority

**OFFICER RECOMMENDATION /**

That:

- 1) application be made to the Electoral Commissioner to allow the vacancy created by the resignation of Councillor Robert Clement to remain unfilled until the Ordinary Election in October 2019; and
- 2) a review be commenced into the number of offices of members of Council.

**RESOLUTION:**

**2018/058**

**Moved: Cr Bothe**

**Seconded: Cr Jack**

***That an application be made to the Electoral Commissioner to allow the vacancy created by the resignation of Councillor Robert Clement to remain unfilled until the Ordinary Election in October 2019.***

**CARRIED 6/0  
Absolute Majority**

*Councillors did not feel a review was required.*

### 11.1.3 2018 WALGA ANNUAL GENERAL MEETING – VOTING DELEGATES

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	1 June 2018
<b>ATTACHMENT</b>	Email Back Form – Voting Delegate Information
<b>FILE</b>	ADM0059 – Government Relations - Local & Regional Liaison - WALGA

#### **SUMMARY:**

**Council is requested to appoint its Voting Delegates for the WALGA Annual General Meeting, scheduled to be held as part of the 2018 Local Government Week Convention on Wednesday 1 August 2018.**

#### **BACKGROUND:**

The 2018 Annual General Meeting for the WA Local Government Association is being held during the Local Government Week Convention on Wednesday 1 August 2018 at the Perth Convention and Exhibition Centre.

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates. Voting Delegates may be either Elected Members or Serving Officers. Member Councils seeking to exercise their voting entitlements must ensure that their voting delegates are appropriately registered.

Voting Delegates must be registered by the Chief Executive Officer by faxing or emailing a completed nomination form to the WA Local Government Association. In the event that a Voting Delegate is unable to attend, provision is made for Proxy Delegates to be registered on the attached form. Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or Serving Officers.

#### **COMMENT:**

Council's Voting Delegates to the Annual General Meeting of WALGA are normally the President and Deputy President, being Council's delegates to the Northern Country Zone (NCZ) of WALGA, in accordance with Council policy.

Council have already indicated that no one will be attending the 2018 Convention. In 2017, 4 Councillors (Cr Girando, Cr Jack, Cr Oakes and Cr Clements) attended on behalf of the Shire of Coorow.

The State and Local Government Forum is being held in the morning (from 9:00am) which is normally attended by the President and Chief Executive Officer. The AGM commences at 1:30pm.

#### **STATUTORY ENVIRONMENT:**

Nil

#### **STRATEGIC IMPLICATIONS:**

Nil

## **POLICY IMPLICATIONS:**

### **1.1.4 Policy Statement: Attendance at Local Government Week**

- Policy:** That Council provide within each Financial Year Budget for the cost of Council Delegates to attend Local Government Week with first preferences being given to NCZ of WALGA Delegates.
- Objectives:** To recognise the importance of providing Councillors with the opportunity to meet fellow Councillors from other Local Authorities and to participate in a state-wide forum on issues relevant to Local Government.
- Guidelines:**
- 1) In relation to bookings to the Conference, the following shall apply:
    - NCZ OF WALGA Delegates - two (2) as appointed by Council
    - Observers - two (2) Councillors and the Chief Executive Officer
  - 2) That all accommodation and incidental expenses of partners accompanying Councillors and Staff Members be met by Council
  - 3) Bookings to the Conference/Hotel shall be made as soon as notice is given of the venue/Conference in order to avoid problems with accommodation

## **FINANCIAL IMPLICATIONS:**

There is an annual budget provision for Councillors and the CEO to attend the annual Local Government Week Convention.

This will be saved this year as Council have indicated that they will not be attending the Convention.

## **VOTING REQUIREMENT:**

Simple Majority

## **OFFICER RECOMMENDATION**

That the Shire President and Deputy Shire President be nominated as Voting Delegates to the Western Australian Local Government Association AGM being held on Wednesday 1 August 2018.

**RESOLUTION:**                      **2018/059**

**Moved: Cr Rackemann**

**Seconded: Cr Bothe**

***That the Deputy Shire President and the Chief Executive Officer be nominated as Voting Delegates to the Western Australian Local Government Association AGM being held on Wednesday 1 August 2018.***

***CARRIED 6/0  
Simple Majority***

*The President will be on a leave of absence.*

#### 11.1.4 LEEMAN TO GREEN HEAD COASTAL STRATEGY

<b>AUTHOR</b>	Simon Lancaster
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	8 June 2018
<b>ATTACHMENT</b>	Schedule of Submissions (Copy of Leeman to Green Head Coastal Strategy, and copies of received submissions provided as separate attachment)
<b>FILE</b>	ADM0433

#### **SUMMARY:**

**The draft Leeman to Green Head Coastal Strategy has been advertised for comment and is returned to Council for its consideration. This report recommends that Council adopt the Leeman and Green Head Coastal Strategy subject to modifications.**

#### **BACKGROUND:**

Council resolved at its 21 February 2018 meeting as follows:

*“That Council resolve to advertise the Leeman to Green Head Coastal Strategy for public comment for a period of 60 days and at the conclusion of the advertising period return the draft strategy and any received submissions to a further meeting of Council for consideration.”*

A copy of the advertised draft Leeman to Green Head Coastal Strategy has been provided to Councillors as a **separate attachment** to the agenda.

The purpose of the Strategy is to give regard for the Shire’s existing planning framework and produce actionable recommendations to address the coastal issues being faced by Council.

The Strategy outcomes are as follows:

- review, investigate and make recommendation for nature based low impact camping and recreation sites along the coast between Leeman and Green Head;
- provide strategic consideration for the designation of off-road vehicle tracks to contain and improve access;
- provide actions relating to infrastructure and amenities, environmental and coastal management, and protection of areas of heritage significance.

#### **COMMENT:**

Table 9 of the Strategy makes recommendations in relation to each of the coastal nodes between Leeman and Green Head.

Section 4.6-Implementation and Table 10-Recommendations and Actions of the Strategy make a series of recommendations relating to the issues of Land Use, Access, Management and Implementation.

**STATUTORY ENVIRONMENT:**

The State Coastal Planning Policy ('SPP2.6') was prepared under Part 3 of the *Planning and Development Act 2005* to provide guidance for decision-making within the coastal zone including managing development and land use change, establishment of foreshore reserves, and to protect, conserve and enhance coastal values. The Coastal Strategy is required to be prepared in accordance with SPP 2.6.

Section 2.1 of SPP2.6 notes that:

*"There are pressures on the coastal zone for use by different groups in the community for a variety of purposes including a mix of recreational, residential, industrial and commercial uses. Planning for coastal zone land is about balancing these often competing needs and desires in a way that takes into account the values of the coastal zone, which include its scenic, aesthetic and ecological qualities; recreational opportunities; and social, indigenous, cultural and economic importance. The overall effect of these values contributes to the psychological wellbeing and health of the Western Australian community. The presence of coastal hazards is also an important consideration."*

The Leeman to Green Head Coastal Strategy would not be a statutory document but would instead be a strategic document used to inform Council's future decision making in relation to expenditure, grant applications, development, future land use and management of the Shire of Coorow coastline between its two coastal townsites.

**STRATEGIC IMPLICATIONS:**

The Shire of Coorow Local Planning Strategy (2015) and Green Head and Leman Townsite Local Planning Strategy (2012) make recommendations in relation to the coastal section between Leeman and Green Head and these have been considered in the Coastal Strategy with regards to how they might be implemented.

**POLICY IMPLICATIONS:**

The Shire called for expressions of interest in accordance with the procedures laid out in its Policy Manual, and received seven submissions that were subsequently reviewed against evaluation criteria, with Land Insights (in conjunction with Edge Planning and Property) being appointed as the successful firm.

**FINANCIAL IMPLICATIONS:**

The Leeman and Green Head Coastal Strategy was funded through the Royalties for Regions Northern Planning Funding Program with the Shire providing in-kind support for the project.

**PUBLIC CONSULTATION:**

The consultant has drawn upon the extensive range of preceding documents as evidenced in Appendix A-Literature Review of the Coastal Strategy.

The consultant gave a presentation to Councillors on 15 November 2017 on their preliminary findings.



The Leeman to Green Head Coastal Strategy was advertised for public comment from 1 March 2018 until 30 April 2018 with notification including the following:

- public notices placed in the Snag Island News and Magpie Squawk;
- posters displayed at the Shire of Coorow Leeman office, Leeman Recreation Centre and Green Head Community Centre;
- placement of a copy of the draft strategy on the Shire of Coorow website;
- display of the draft strategy at the Shire of Coorow Leeman office/library;
- correspondence advising of the draft strategy and where it may be viewed being sent to the following local community groups:
  - Leeman Progress Association;
  - Green Head Community Association; &
  - Green Head Men's Shed.
- correspondence advising of the draft strategy and where it may be viewed being sent to the following government agencies:
  - Department of Aboriginal Affairs;
  - Department of Biodiversity, Conservation & Attractions;
  - Department of Fire & Emergency Services;
  - Department of Mines, Industry Regulation & Safety;
  - Department of Planning, Lands & Heritage;
  - Department of Water & Environment Regulation;
  - LandCorp;
  - Main Roads;
  - Mid West Development Commission; &
  - Tourism WA.

At the conclusion of the advertising period 17 submissions had been received and a copy of these submissions have been provided to Councillors as a **separate attachment**. Eight submissions were from government agencies offering technical comment, seven submissions were from landowners in objection, a further objection was received from the Green Head Community Association and another from a consultant on behalf of one of the objecting landowners.

A Schedule of Submissions that summarises the content of each of the received submissions, provides comment in relation to the issues raised, and also suggests modifications to the Coastal Strategy to address issues raised in the submissions has been provided as **Attachment 11.1.4.1** for Council's consideration.

#### **VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION / RESOLUTION:**

**2018/060**

**Moved: Cr Sims**

**Seconded: Cr Rackemann**

**That Council adopt the Leeman to Green Head Coastal Strategy subject to the modifications as recommended within the Schedule of Submissions.**

**CARRIED 6/0  
Simple Majority**

### 11.1.5 PROPOSED DRIVEWAY – 7 (LOT 519) TUART STREET, LEEMAN

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	12 June 2018
<b>ATTACHMENT</b>	Application Documentation
<b>FILE</b>	A836

#### **SUMMARY:**

**To consider an application to remove the front lawn and replace with a semi-circular driveway including planting of native plants.**

#### **BACKGROUND:**

7 (Lot 519) Tuart Street, Leeman is a 1,020m<sup>2</sup> property located in Tuart Street, Leeman, next to a pedestrian thoroughfare (right of way). The applicant is seeking approval to remove the lawn and construct a semi-circular driveway with native planting either side of the driveway (including on the verge) as in Attachment 11.1.5.1 (a). The existing construction is a well-established four bedroom, two bathroom residence.

**Figure 1 – Location Plan for 7 (Lot 519) Tuart Street, Leeman**



#### **COMMENT:**

The removal of the lawn and replacement with a semi-circular driveway would not immediately impact on the Shire. Although there are currently no plans for a footpath in Tuart Street, that could change in the future, affecting any plantings. There would need to be some control over the height of the plants on the verge, with the Manager Works and Services suggesting that they not exceed 700mm to allow vision clearance for anyone using the driveway, or adjacent driveways.

**Figure 2 – View from Tuart Street towards Lot 519**



**STATUTORY ENVIRONMENT:**

7 (Lot 519) Tuart Street, Leeman is zoned 'Residential R15' under Shire of Coorow Local Planning Scheme No.3 ('the Scheme').

**STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**VOTING REQUIREMENT:**

Simple majority

**Moved: Cr Jack**

**Seconded: Cr Rackemann**

***That approval be given to Phil Condor to remove the front verge lawn and install a semi-circular driveway including native plants at 7 (Lot 519) Tuart Street, Leeman, subject to compliance with the following:***

***Conditions***

- 1 Any plantings on the verge must not exceed 700 mm in height.***
- 2 Should work be required on the verge (by the Shire of utility providers) it will be the applicant's responsibility to repair/replant any damage.***
- 3 The crossovers (driveways) must commence within the property boundaries and not use neighbouring crossovers (driveways).***

***CARRIED 6/0  
Simple Majority***

#### 11.1.6 DEVELOPMENT ASSESSMENT PANEL – LOCAL GOVERNMENT ALTERNATE MEMBER NOMINATION

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	12 June 2018
<b>ATTACHMENT</b>	11.1.6.1 DAP Nomination
<b>FILE</b>	ADM0338 – Land Use & Planning – Development Assessment Panels

#### **SUMMARY:**

**Council are requested to nominate another alternate Development Assessment Panel ('DAP') due to the resignation of Cr Clement, who was Alternate Member 1.**

#### **BACKGROUND:**

On 24 March 2011 the *Planning and Development (Development Assessment Panels) Regulations 2011* ('the Regulations') commenced operation leading to the creation of 15 DAP's across the state.

The Mid West/Wheatbelt (Central) DAP consists of 5 members:

- Chairperson (a specialist member);
- 2 specialist members;
- 2 local government representatives from the relevant Local Government;
- 1 specialist member proxy\*;
- 1 local government proxy from each local government\*.

(\* the proxies will only be used when there is failure to reach a quorum, this being the Presiding Member and any two members being in attendance irrespective of whether they are specialist members or Local Government members)

At the meeting held 15 February 2017, Council resolved:

#### **RESOLUTION: 2017/008**

***Moved: Cr Cullen***

***Seconded: Cr Rackemann***

***That Council submit to the Minister of Planning the following Local Government nominations to serve upon a Development Assessment Panel:***

***Councillor Bothe (member); and  
Councillor Jack (member).***

***Councillor Clement (alternate member/proxy); and  
Councillor Sims (alternate member/proxy).***

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

As per the attached email, these nominations are now valid until 26 January 2020, but the resignation of Cr Clement, another nominee will be required.

**COMMENT:**

DAP meetings operate as follows:

- meetings will be conducted in a place open to the public;
- a person who has made a submission during the advertising period will be permitted to make a presentation to the DAP;
- in some circumstances, the public may be excluded from a meeting where the application contains commercial information of a confidential nature or information about the personal affairs of a person;
- Code of Conduct will be in place for DAP Members to adhere to;
- a record of meetings and voting outcomes by individual DAP members will be kept and made available to the public via websites;
- annual report will be required by the Department for Planning;
- planning staff from the relevant Local Government will prepare a report and recommendation on the development application for the DAP's consideration in making its determination;
- planning staff from the relevant Local Government will be required to attend the DAP to present the application and provide clarity on the assessment report;
- secretariat support for the DAP will be provided by the relevant Local Governments on a six monthly rotational basis;
- these duties will include preparing agendas, advertising meetings, organising meetings, taking minutes, publicising meeting outcomes, and notifying applicants and respondents;
- the Chairperson's sessional sitting fee will be higher than the other members to reflect the responsibilities of this role; &
- meeting frequency is proposed to be determined by the individual DAP, meeting frequency will be based on the number of applications submitted for consideration.

All new members (including alternate members) are required to attend mandatory training sessions and existing members are encouraged to attend as re-fresher training.

**STATUTORY ENVIRONMENT:**

DAP members will be bound by similar requirements regarding their conduct as Local Government Councillors, for example:

- all DAP members will be required to declare any direct or indirect pecuniary interest in a matter, before the meeting on that application commences;
- DAP members will not be permitted to disclose or make improper use of information that they acquire during their time as a member;
- DAP members will be prevented from accepting "prohibited" gifts in all circumstances, and will be permitted to accept other types of gifts ("notifiable" gifts) as long as they notify the Department of Planning;
- Members will be required to comply with the DAP Code of Conduct developed by the Department of Planning; and
- No DAP member will be permitted to make a statement regarding the competence or honesty of a Local Government employee or public sector employee.

**STRATEGIC IMPLICATIONS:**

It is alleged by the State Government that DAP's provide the following:

*“Development assessment panels are a mix of independent experts and elected representatives, created to be the decision-making body for development applications. These panels will have the power to determine applications for development approval, instead of the relevant decision-making authority, for development of a certain class and value. The objectives of the proposed development assessment panel model are to:*

- streamline the determination process for particular types of development applications, by eliminating the requirement for dual approval under both the local and region schemes;*
- involve independent technical experts in the determination process;*
- encourage an appropriate balance between independent professional advice and local representation in decision-making for significant projects; and*
- reduce the number of complex development applications being determined by local governments, to allow local governments to focus their resources on strategic planning.”*

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The financial threshold for activating a mandatory DAP is when the estimated cost of development is \$10million or more (except for the City of Perth where it is \$20million). Applicants have the option of requesting that a DAP assess the application where the total development value is between \$2million and \$10million (between \$2million and \$20million in the City of Perth). Local Governments also have the option of resolving by absolute majority to delegate applications for developments of between \$2million and \$10million value to a DAP for determination if they so choose.

All DAP members, except those not entitled to receive sitting fees, will be paid sitting fees on a sessional basis.

The Regulations provide that travelling costs that DAP members incur when attending meetings are to be paid to all DAP members, including accommodation and airfares. These costs are to be paid as set out in the current Public Sector Commissioner's Circular on this matter (*2009/20 Reimbursement of Travel Expenses for Members of Government Boards and Committees*). For the avoidance of doubt, all DAP members, including those not entitled to be paid sitting fees, will be entitled for reimbursement for these out-of-pocket expenses.

**VOTING REQUIREMENT:**

Simple majority

**OFFICER RECOMMENDATION**

That Councillor \_\_\_\_\_ be nominated to serve upon a Development Assessment Panel as Alternate Member 1 (to replace Cr Clement).

**RESOLUTION:** **2018/062**

**Moved: Cr Sims**

**Seconded: Cr Girando**

***That Councillor Peck be nominated to serve upon a Development Assessment Panel as Alternate Member 1 (to replace Cr Clement).***

***CARRIED 6/0  
Simple Majority***



### 11.1.7 NACC COASTAL ENVIRONMENTAL OFFICER PROPOSAL

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	12 June 2016
<b>ATTACHMENT</b>	Email & Proposal from Mic Payne - NACC
<b>FILE</b>	ADM0160 Environmental Management - NACC

#### **SUMMARY:**

**To consider the proposal from Northern Agricultural Catchments Council (NACC) for a shared Coastal Environmental Officer position.**

#### **BACKGROUND:**

The federal government has reviewed its Natural Resource Management funding and changed the focus to be more agriculturally linked. This has unfortunately had the effect of making the coastal management programmes no longer eligible for ongoing funding.

NACC have suggested that these services could still be provided by a shared funding method, similar to the Regional Risk Co-ordinator and the Community Emergency Services Manager. Following the presentation at the last forum meeting from Hamish Longbottom, Coastal & Marine Project Manager NACC, Mic Payne has provided updated information (as attached) regarding the proposal.

Basically, the current position would become redundant, with the new funding being sought to commence on 1 January 2019 for a 6 month trial period. The cost to the Shire for this option would be \$10,000 towards the salary, with the on costs being covered by the grant. Should the grant application not be successful, no funding would be required.

#### **COMMENT:**

Since the coastal and marine programme commenced, there has been great support to the Shire regarding coastal management, particularly to the Green Head Coast Care Advisory Committee.

It is unsure what the flow on effect of not having this support available will be, as it will take time to realise the benefits that were happening.

Council need to consider whether this service is important enough to fund through a partnership agreement such as that proposed by NACC.

#### **STATUTORY ENVIRONMENT:**

Nil

#### **STRATEGIC IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

An amount of \$10,000 would need to be included in the 2018/19 draft budget.

**VOTING REQUIREMENT:**

Simple Majority

**OFFICER RECOMMENDATION**

That \$10,000 be included in the draft 2018/19 budget for a shared Coastal Environmental Officer in partnership with NACC and other Shires.

OR

That NACC be advised that due to reductions in funding and increases in operating costs, the Shire is unable to accommodate funding for a Coastal Environmental Officer within the 2018/19 draft budget.

**RESOLUTION:**

**2018/063**

**Moved: Cr Bothe**

**Seconded: Cr Sims**

***That \$10,000 be included in the draft 2018/19 budget for a shared Coastal Environmental Officer in partnership with NACC and other Shires.***

***CARRIED 5/1  
Simple Majority***

### 11.1.8 PROPOSED OUTBUILDING – LOT 775 (#2) CRAIKE WAY, GREEN HEAD

<b>AUTHOR</b>	Rory Mackay, Planning Officer (Shire of Dandaragan)
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	12 June 2016
<b>ATTACHMENT</b>	Plans and Submissions
<b>FILE</b>	A1452

#### **SUMMARY:**

To consider a planning application for a proposed outbuilding on Lot 775 (#2) Craike Way, Green Head. The application proposes a nil setback to the side and rear boundaries in addition to an increased maximum height of 4.5m to 5.5m. The application was advertised to adjoining potentially affected landowners for comment, both consulted stakeholders made a submission. This report recommends that conditional approval (with modifications to the proposal) be granted for the application.

#### **BACKGROUND:**

Lot 775 Craike Way, Green Head has an area of 647m<sup>2</sup> and is zoned R15 under Local Planning Scheme No.3 (LPS3).

**Figure 1 – Location Plan for Lot 775 (2) Craike Way, Green Head**



The proponent has submitted a proposal to construct a 114m<sup>2</sup> outbuilding with a nil setback to both the northern rear boundary and western side boundary as shown in the attached site plan. The proposed outbuilding has a skillion roof with a lower wall height of 3.5m and higher wall height of 5.5m. The Skillion rises to the southern front boundary in contrast to the house which has east-west skillion rooftops. However, the skillion roof of the outbuilding will be 1m higher at the highest point than the existing dwelling which stands at 4.5m at its highest point.

Under Council's Local Planning Policy 6.6.4: Outbuildings, the maximum standards for the proposed outbuilding is an area of 120m<sup>2</sup>, a wall height of 4m and a total

maximum height of 4.5m measured from natural ground level. Further to these provisions the area of the outbuilding is to not exceed the open space requirements of Table 1 of the Residential Design Codes (R-Codes), which for this property is 50% of the total site area. The proposal is within these provisions except for seeking a variation to maximum height of 4.5m by proposing 5.5m maximum height of the skillion roof outbuilding.

As per Table 2a of the R-Codes adopted as part of LPS3 the proposed outbuilding is required to be setback 1.5m from both the side and rear boundaries. The applicant seeks a variation to both setbacks as a nil setback is proposed for both boundaries.

The applicant provided the following justification for the variations by way of verbal discussion:

The nil setback to both boundaries in question is proposed to make use of otherwise 'dead space' the required setbacks would create and are most practicable for vehicle parking given the dual driveway access of the corner property (as shown on the attached site plan).

The orientation of the skillion roof is proposed to reduce the bulk and scale of the nil setbacks and increased maximum height of the outbuilding; complement the existing dwelling skillion rooftops; and provide higher access for storage of a large domestic boat.

**COMMENT:**

Where a proposal does not meet the provisions of any Local Planning Policy or the R-Codes the decision maker is to exercise its judgement to consider the merits of the proposal in accordance with the Design Principles of the R-Codes. Clause 5.4.3 P3 of the R-Codes state:

*Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.*

Thus the three issues to be considered are:

1. Does the proposal detract from the Streetscape?
2. Does the proposal affect the visual amenity of neighbouring properties?
3. Does the proposal match the existing residence?

The proposal is recommended for approval based on the following reasons:

1. The design and colours of the outbuilding will blend with the dwelling constructed and will not detract from the streetscape or the amenity of the neighbouring properties.
2. The outbuilding incorporates a skillion roof to reduce bulk and scale impacts of the development for adjoining neighbours while catering for the applicant's storage objectives.
3. The concerns of affected neighbours can be addressed by conditions of approval and/or modifications of the proposal. Modifications include upholding the Policy required maximum height of 4.5m and rear boundary setback of 1.5m, resulting in only one variation being sought, the reduced side setback from 1.5m to 0m.

**Alternative Recommendation:**

That Council refuse the application for planning approval for an outbuilding on Lot 775 (#2) Craike Way, Green Head for the following reasons:

1. Approval of the application would set an undesirable precedent for future applications for such development type within the Residential zone.
2. Council considers that this type of development will have an adverse impact on the amenity of the adjoining sites and surrounding locality in contravention of Local Planning Policy 6.6.4: Outbuildings.
3. The proposed development does not comply with orderly and proper planning for the locality.

**STATUTORY ENVIRONMENT:**

- Local Planning Scheme No.3.
- Residential Design Codes.

**STRATEGIC IMPLICATIONS:**

There are no strategic implications relevant to this item.

**POLICY IMPLICATIONS:**

- Local Planning Policy 6.6.4: Outbuildings:

The Policy has the following objectives:

- a) *To allow for variation to the Residential Design Codes (Sections 5.4.3 & 6.4.4) in recognition of the Shire of Coorow's specific requirements for outbuildings to house larger domestic items including boats, trailers, caravans, Recreational Vehicles etc.*
- b) *To provide a clear definition of what constitutes an 'outbuilding'.*
- c) *To ensure that outbuildings are not used for residential habitation, commercial (other than agricultural) or industrial purposes.*
- d) *To limit the visual impact of outbuildings.*
- e) *To encourage the use of outbuilding materials and colours that complement the landscape and amenity of the surrounding areas.*
- f) *To ensure that the outbuilding remains an ancillary use to the main dwelling or the principal land use on the property.*

The Policy also notes that:

*Applications that propose variation to any part of the Policy will require consultation by means of the Shire writing directly to the surrounding landowners inviting comment, and placement of an advisory sign on-site for a period of not less than 14 days, prior to the application and any received submissions being placed before a meeting of Council for consideration.*

*Note: (i) The advertising of a received application that proposes variation to any part of the Policy is undertaken to make the proposal available for inspection in order to provide opportunity for public comment and it should not be construed that final approval will be granted.*

*Note: (ii) The Local Government in determining the application will take into account the submissions received but is not obliged to support those views.*

- SouthBay Development Guidelines:

This policy provides *development guidelines with the aim of maintaining an open streetscape and preventing development that is not in the general interest in the community.*

Clauses that are specific to this application are:

9. *Roofs shall be tiled or colorbond metal deck or equivalent. The use of zincalume or like finish on roofs is not permitted.*
12. *Ancillary structures, when visible from a public street, shall be designed and constructed in the same or complementary materials as the dwelling, whether they be appended to or constructed separate from the house on the block.*
13. *Where sheds and the like are constructed behind a house and are not generally visible from a public street they shall be clad in colorbond or in a material with a similar finish to colorbond, unless the total area of the building is less than 9m<sup>2</sup> and less than 2.1m in height.*
19. *Stormwater runoff from roofs and paved areas is to be contained within the boundaries of each property.*

These clauses will be covered by conditions of planning approval.

**FINANCIAL IMPLICATIONS:**

The applicant has paid a standard planning application fee of \$147.

**PUBLIC CONSULTATION:**

Pursuant to Local Planning Policy 6.6.4 notice of proposed development was advertised directly to the adjoining landowners inviting comment and an advisory sign was placed on-site from 21 May to 12 June. Both affected neighbours made a submission.

Landowners of Lot 776 (#4) Craike Way objected to the increased maximum height of the proposed outbuilding and suggested the Shire's policy for outbuildings be reviewed in general. In response to this objection it is recommended as a condition of planning approval that the maximum height be decreased from the proposed 5.5m height to the maximum policy allowance and existing house height of 4.5m.

Landowners of Lot 790 (#23) Glover Crescent objected to proposed nil setback of the outbuilding to their southern side boundary (rear boundary of Lot 775). Reasons for the objection are, firstly, the reduction in natural light the outbuilding at the proposed position will have on the affected side of their house, which includes two habitable rooms (bedrooms). Further relevant concerns include the creation of a wind tunnel, stormwater management and noise associated with the use of the outbuilding. In response to this objection it is recommended as a condition of approval that the rear setback be increased from the proposed nil setback to the policy required setback of 1.5m. Other aspects of the objection are controlled by additional conditions of planning approval.

**VOTING REQUIREMENT:**

Simple Majority

## **OFFICERS RECOMMENDATION**

That Council resolve to grant formal planning consent for an outbuilding upon Lot 775 (#2) Craike Way, Green Head, subject to compliance with the following:

### **Conditions**

1. All development shall be in accordance with the attached plans date stamped 20 June 2018 subject to any modifications required as a consequence of any conditions of this approval (see conditions 6 & 7) and shall not be altered without the prior written approval of the local government.
2. The roof and wall material being of non-reflective nature and colour consistent with the existing structure and/or predominant colours of the individual site.
3. The storm water run-off on the property to be managed on site or directed to a suitable disposal system to the satisfaction of the Shire's Chief Executive Officer.
4. All guttering is to be self-contained on the property.
5. The outbuilding is not to be used for human habitation.
6. The maximum height (top of the skillion roof) of the outbuilding on the dated approved plans is to be modified from 5.5m to 4.5m to align the development with Local Planning Policy 6.6.4: Outbuildings and the height of the existing dwelling.
7. The rear boundary setback of the outbuilding on the dated approved plans is to be modified from 0m to 1.5m to align the development with the Residential Design Codes of Local Planning Scheme No.3.

### **Advice Notes**

1. The applicant be advised this is planning approval only and not a building permit. A building permit must be obtained for this development. The applicant will need to ensure appropriate structural fire ratings for the proposed nil setbacks at building permit lodgement.
2. If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
3. Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
4. The applicant be advised that "should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the Planning and Development Act 2005. An application for Review must be submitted in accordance with Part XIV of the Planning and Development Act within 28 days of the date of this decision to:

The State Administrative Tribunal  
GPO Box U1991  
PERTH WA 6845"

**RESOLUTION:**

**2018/064**

**Moved: Cr Sims**

**Seconded: Cr Rackemann**

***That Council refuse the application for planning approval for an outbuilding on Lot 775 (#2) Craike Way, Green Head for the following reasons:***

- 1. Approval of the application would set an undesirable precedent for future applications for such development type within the Residential zone.***
- 2. Council considers that this type of development will have an adverse impact on the amenity of the adjoining sites and surrounding locality in contravention of Local Planning Policy 6.6.4: Outbuildings.***
- 3. The proposed development does not comply with orderly and proper planning for the locality.***

***CARRIED 6/0  
Simple Majority***

*Council did not support due to non-compliance with Policy 6.6.4 and objections from the neighbours*



### 11.1.9 REQUEST FOR DONATION TOWARDS 'THANK A VOLUNTEER DAY 2018'

<b>AUTHOR</b>	Ted Jack
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	5 June 2016
<b>ATTACHMENT</b>	Nil
<b>FILE</b>	Nil

#### **SUMMARY:**

**Council is requested to vote towards provision of a \$500 donation towards a proposed 'Thank A Volunteer Day 2018' function.**

#### **BACKGROUND:**

Kylie Pollitt is applying for funding from Department of Communities to host a Thank A Volunteer Day function in 2018 to help celebrate the fantastic efforts by volunteers in our communities.

#### **COMMENT:**

The proposed function is to be for the entire Council's volunteer base and as such will need additional funding on top of the maximum \$1,000 that can be sought from the Thank A Volunteer Day grants program.

Council has previously provided similar funding to help such functions in years past.

#### **STATUTORY ENVIRONMENT:**

Nil

#### **STRATEGIC IMPLICATIONS:**

##### **ASPIRATIONS**

##### **OBJECTIVES**

##### **OBJECTIVES**

##### **STRATEGIES**

### **Theme 1: Community Wellbeing**

#### **A Sense of Community**

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

- A culture that encourages and supports events, community interaction, sport and recreation activities and volunteering in local community organisations

- 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
- Improve services and facilities that actively support youth, disability and seniors in the region

#### **POLICY IMPLICATIONS:**

**Sub Section:** General

**Policy Number:** 1.1.9

**Policy Subject:** Refreshments policy for Ordinary, Special and Annual Electors Meetings of Council, Civic Functions and

**Receptions General, Specific Functions and Ceremonies and for General Entertainment and Hospitality.**

- Objectives: To provide direction to the President and Chief Executive Officer in the provision of refreshments during Ordinary, Special and Annual Electors Meetings of Council, Civic Functions, Receptions General, Specific Functions, Ceremonies and General Hospitality.
- Policy: Refreshments at Ordinary, Special and Annual Electors Meetings of Council, Civic Functions, Receptions General, Specific Functions, Ceremonies and General Hospitality will be provided at the discretion of the Shire President and Chief Executive Officer.

**3. Specific Function and Ceremonies**

**Annual Volunteers Appreciation Reception**

During each year, to commemorate Volunteers Day, a function with refreshments may be held to demonstrate the appreciation of the Council to all the Volunteers who undertook community service throughout all Service areas of the Shire of Coorow on invitation of the Shire President

Other invitees shall include all current Elected Members, Freemen of the Shire of Coorow, the Chief Executive Officer, Executives, and other staff of the Shire of Coorow at the discretion of the Shire President

**FINANCIAL IMPLICATIONS:**

The request is that \$500 be donated for this function to enable provision of refreshments as per previous such functions. Funding has been budgeted for in the upcoming annual budget for such occasions [*Sub Program 01- Members of Council – MEMBERS- Donations to Community Groups*].

**VOTING REQUIREMENT:**

Simple Majority

**OFFICERS RECOMMENDATION / RESOLUTION:**

**2018/065**

**Moved: Cr Rackemann**

**Seconded: Cr Jack**

***That the requested \$500 donation be approved to be used towards the proposed Thank A Volunteer Day annual function.***

**CARRIED 6/0  
Simple Majority**

## **11.2 MANAGER OF WORKS AND SERVICES:**

11.2.1 NIL

## **11.3 DEPUTY CHIEF EXECUTIVE OFFICER:**

### **11.3.1 ACCOUNTS FOR PAYMENT**

<b>AUTHOR</b>	Annie Rudd
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	8 <sup>th</sup> June 2018

#### **SUMMARY:**

**Council approval is required for payment of accounts made within the month May 2018 to approve payments of accounts due in June 2018.**

#### **COMMENT:**

Approval is sought for the following list of payments of accounts made since Council's last meeting on 16 May 2018 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:**

**2018/066**

**Moved: Cr Sims**

**Seconded: Cr Rackemann**

***That payment listed in 11.4.1 Accounts Due and Submitted to Council up to 8<sup>th</sup> of June 2018 including:***

**MUNICIPAL FUND**

<b>Cheque</b>	<b>20184 - 20197</b>	<b>\$ 43,508.98</b>
<b>Payroll DD's</b>	<b>16/05/2018 – 30/05/2018</b>	<b>\$ 132,021.01</b>
<b>EFTS</b>	<b>12612 - 12769</b>	<b>\$ 712,411.17</b>
<b>Superannuation</b>	<b>16/05/2018 – 30/05/2018</b>	<b>\$ 37,297.45</b>
<b>Credit Card</b>	<b>13100518</b>	<b>\$ 1,256.05</b>
<b>Totalling</b>		<b>\$ 926,494.66</b>

**TRUST FUND**

<b>EFTS</b>	<b>12703 - 12773</b>	<b>\$ 3,065.40</b>
<b>Cheques</b>		<b>\$ 0</b>
<b>Totalling:</b>		<b>\$ 3,065.40</b>

**CARRIED 6/0**  
**Simple Majority**

**List of Accounts Due and Submitted to Council 08.06.18**

Chq/EFT	Date	Name	Description	Trust	Muni
EFT12703	17/05/2018	CONSTRUCTION TRAINING	BCITF APRIL 18 RETURN	\$ 382.24	
EFT12704	17/05/2018	BUILDING COMMISSION	BSL APRIL 18 RETURN	\$ 432.44	
EFT12705	17/05/2018	SHIRE OF COOROW	BSL APRIL 18 COLLECTION FEE	\$ 28.25	
EFT12706	23/05/2018	SHIRE OF COOROW	TRANSFER WASHING MACHINE MONEY TO MUNI	\$ 1,680.00	
EFT12770	07/06/2018	BUILDING COMMISSION	BRB RETURN MAY 18	\$ 56.65	
EFT12771	07/06/2018	FAMILY SHOPPING CENTRE	SHIRE SOCIAL CLUB - FOOD & DRINKS	\$ 170.82	
EFT12772	07/06/2018	BRUCE ANDREW JACK	REFUND MALEY PARK BOND	\$ 310.00	
EFT12773	07/06/2018	SHIRE OF COOROW	BRB RETURN COLLECTION FEE MAY 18	\$ 5.00	
			<b><u>TOTAL TRUST PAYMENTS</u></b>	<b>\$ 3,065.40</b>	
EFT12612	08/05/2018	GREEN HEAD PLUMBING	SEPTIC PUMP OUT - TOILETS BILLY GOAT BAY		\$ 544.00
EFT12613	08/05/2018	HIMAC ATTACHMENTS	SUPPLY NEW COMBO CHAIN		\$ 897.60
EFT12614	08/05/2018	SHANNON HALL	REIMBURSE MEALS FOR RATES TRAINING		\$ 59.15
EFT12655	11/05/2018	AUSTRALIA POST	POSTAGE - APRIL 18		\$ 52.32
<i>EFT12656</i>	<i>11/05/2018</i>	<i>AVON WASTE</i>	<i>WASTE REMOVAL - APRIL 2018</i>		<i>\$ 25,178.70</i>
EFT12657	11/05/2018	AMPAC	DEBT RECOVERY TO 04/04/18		\$ 88.00
EFT12658	11/05/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		\$ 27.45
EFT12659	11/05/2018	BOC GASES	GAS BOTTLE RENTAL - APRIL 18		\$ 45.18
EFT12660	11/05/2018	BEAN KL	POWER & WATER ACCOUNTS		\$ 1,379.26
EFT12661	11/05/2018	BOLTS-R-US	DIE NUT, TAPER TAP - CW0014		\$ 105.93
EFT12662	11/05/2018	TUTT BRYANT EQUIPMENT	LOCKING PIN - CW3316		\$ 33.26
<i>EFT12663</i>	<i>11/05/2018</i>	<i>COOROW CRC</i>	<i>REFRESHMENTS - STAFF &amp; COUNCILLORS W/SHOP &amp; LG PROF MTG</i>		<i>\$ 1,750.00</i>
EFT12664	11/05/2018	COURIER AUSTRALIA	FREIGHT X LIBRARY, WATER LAB, JASON SIGNS		\$ 354.63
EFT12665	11/05/2018	CJD EQUIPMENT PTY LTD	NUTS, STUDS, WASHERS - CW0014		\$ 174.33
EFT12666	11/05/2018	CARNAMAH TYRE SALES	2 X GRADER TYRES, FITTED - CW007		\$ 2,522.30
EFT12667	11/05/2018	ENVIRONMENTAL HEALTH AUS	AFSA FOOD SAFETY PADS		\$ 91.70
EFT12668	11/05/2018	FAMILY SHOPPING CENTRE	REFRESHMENTS, CARPET CLEANER - MALEY PARK, BUG SPRAY - CW DEPOT		\$ 136.35
EFT12669	11/05/2018	GREEN HEAD PLUMBING	CONNECT WATER MAINS, WATER METER & SWIMMING POOL, INSTALL CONNECTION NEAR SHED - MALEY PARK		\$ 3,737.75
EFT12670	11/05/2018	GH GENERAL STORE	REFRESHMENTS - ANZAC DAY BBQ GH 2018		\$ 191.84
EFT12671	11/05/2018	HERRINGS PLUMBING & GAS	CLEAR DRAINS, FIX OUTSIDE TAP - 7 SPAIN ST		\$ 402.69
EFT12672	11/05/2018	SHIRE OF IRWIN	REIMBURSEMENT FOR CESM, DOT - CW FIRE		\$ 2,700.31
EFT12673	11/05/2018	LEEMAN SENIORS	REIMBURSE - FUEL & BUS HIRE		\$ 290.80

EFT12674	11/05/2018	LANDGATE	RURAL UV GEN VALUTATIONS FIRST 500 SHARED		\$ 4,257.53
EFT12675	11/05/2018	LEEMAN POST AND FUEL	POSTAGE - APRIL 2018		\$ 93.35
EFT12676	11/05/2018	MIDWEST CHEMICAL	TOILET ROLLS, BROOMS, WINDOW CLEANER- COASTAL TOILETS		\$ 582.98
EFT12677	11/05/2018	MAIN STREET HARDWARE	ASSTD PIPE FITTINGS - CW POOL, FENCING, CLOTHESLINE, SPADE, KEYS, TAPS		\$ 6,065.67
EFT12678	11/05/2018	NORTH MIDLANDS MOTORS	MANUFACTURE HI-PRESSURE HOSE - CW3315		\$ 101.86
EFT12679	11/05/2018	OFFICEWORKS	ASSTD STATIONERY - CW OFFICE		\$ 208.68
EFT12680	11/05/2018	LEANNE PAROLA	WATER ACCOUNT TO 01/05/18		\$ 763.37
EFT12681	11/05/2018	KYLE POLLITT	REIMBURSE - RECORDER & KETTLE - GH BRIGADE		\$ 72.00
EFT12682	11/05/2018	QUANTOCK S & L ELECTRICS	UPGRADE SWITCH BOARD, REMOVE CEILING FAN, REPLACE SECURITY LIGHT, REPAIR LIGHT- 20 BRISTOL ST		\$ 1,478.84
EFT12683	11/05/2018	SEASIDE SUPPLIES	MILK, WINDOW CLEANER - LE REC CENTRE		\$ 22.51
EFT12684	11/05/2018	PETER SKIPPINGS	CONSULTING ON BUILDING MAINT - SHIRE PROPERTIES		\$ 2,185.00
EFT12685	11/05/2018	SPIDERWEB PLUMBING	HOT WATER SYSTEM - UNIT 3 MORCOMBE RD		\$ 1,321.59
<i>EFT12686</i>	<i>11/05/2018</i>	<i>SUN CITY TRANSPORT</i>	<i>HIRE WATERCART - BUNTINE-MARCHAGEE EXPANSION</i>		<i>\$ 5,659.50</i>
EFT12687	11/05/2018	THINK WATER	MISC RETICULATION PARTS - CW PARKS, CW POOL, CW OVAL, LE OVAL, COASTAL PARKS, WANN PARK		\$ 3,047.95
EFT12688	11/05/2018	WALGA	TRAINING - FINANCIAL REPORTS & BUDGETS		\$ 300.00
EFT12689	11/05/2018	AFGRI	DIPSTICK - CW0025		\$ 59.73
EFT12690	11/05/2018	WESTRAC EQUIPMENT	20 CUTTING EDGES, COOLANT & BELTS - CW007 & CW3456		\$ 2,811.02
<i>EFT12691</i>	<i>11/05/2018</i>	<i>WINCHESTER INDUSTRIES</i>	<i>WASHED STONE - BUNTINE-MARCHAGEE, CW-GH WEST, LONG ST</i>		<i>\$ 37,373.88</i>
EFT12692	11/05/2018	WREN OIL	WASTE OIL DISPOSAL GH - 500LTR		\$ 33.00
EFT12693	11/05/2018	WA CARAVAN & CAMPING	ADVERTISEMENT - APRIL 2018 EDITION, VOL 19 NO 1		\$ 745.00
EFT12694	11/05/2018	ATO	MARCH BAS RETURN		\$ 92,412.00
EFT12695	16/05/2018	ATO	FBT ADDITIONAL PAYMENT 2017.2018		\$ 345.40
EFT12696	16/05/2018	COURIER AUSTRALIA	FREIGHT - TUTT BRYANT		\$ 10.44
EFT12697	16/05/2018	COASTAL MOBILE AUTO	50,000KM SERVICE - CW0050		\$ 338.80
EFT12698	16/05/2018	GREEN HEAD PLUMBING	INSTALL TAPS, GUARD FLASHINGS, REPAIR LADIES TOILET, REMOVE SHOWER COVERS - LE BACK BEACH		\$ 744.74
EFT12699	16/05/2018	LANDMARK	4 X 20LT 540 GLYPHO, BOOTS - CW PARKS & RESERVES		\$ 742.92
EFT12700	16/05/2018	MIDWEST GROUP	DONATION FOR MIDWEST DISTRICT DISPLAY 2018		\$ 150.00
EFT12701	16/05/2018	EDWARD POL	REIMBURSE - HIGH RISK WORK LICENSE		\$ 48.00
EFT12702	16/05/2018	LEANNE PAROLA	INTERNET 15/05/18 - 14/06/2018		\$ 59.95
EFT12707	24/05/2018	ATO	BAS FOR APRIL 2018		\$ 17,482.00
EFT12708	25/05/2018	BOQ ASSET FINANCE	PHOTOCOPIER LEASES TO 22/06/18		\$ 841.76
EFT12709	25/05/2018	AUS SERVICES UNION	PAYROLL DEDUCTIONS		\$ 27.45

EFT12710	25/05/2018	BUNNINGS	CARGO NET-CW006, HOOKS-CW006, CW3494, CW0032, GAS-MILLIGAN ISLAND, DOOR ROLLERS- 63 NAIRN ST, DECK MATERIAL, SCREWS - DYNAMITE BAY LOOKOUT		\$ 2,203.57
EFT12711	25/05/2018	BOLTS-R-US	CUP HEAD BOLT & NUTS, GALV FLAT WASHERS, GALV HEX NUTS, SPRING WASHERS, SPRING WASHER		\$ 108.06
EFT12712	25/05/2018	BITUTEK PTY LTD	WIDEN AND SEAL - MARCHAGEE-BUNTINE RD, LONG ST CW, COOROW GREENHEAD ROAD		\$ 176,265.02
EFT12713	25/05/2018	COURIER AUSTRALIA	FREIGHT X LIBRARY		\$ 46.02
EFT12714	25/05/2018	COVS	2 WAY HAND PIECES - CW008, CW0032, STOCK		\$ 162.99
EFT12715	25/05/2018	CARNAMAH FAMILY MEDICAL	FEE FOR SERVICES - 07/03/18, 14/03/18, 28/03/18		\$ 1,705.00
EFT12716	25/05/2018	FIVE STAR	PHOTOCOPIER METERPLAN CHARGES		\$ 688.01
EFT12717	25/05/2018	GREEN HEAD PLUMBING	REPAIRS TO MENS TOILET, SUPPLY GEOTEX CLOTH - LE & GH		\$ 680.24
EFT12718	25/05/2018	GERO INDUSTRIAL SUPP	HITACHI 18V BATTERY, GRAB CHAIN		\$ 364.90
EFT12719	25/05/2018	GREAT SOUTHERN FUELS	CASTROL H/D GREASE, RECOSOL R55 DETERGENT		\$ 456.50
EFT12720	25/05/2018	MOORE STEPHENS	FBT WORKSHOP - 15 MARCH - DCEO		\$ 660.00
EFT12721	25/05/2018	HERRINGS PLUMBING	REPAIR OR REPLACE LAUNDRY TAP - 2 THOMAS ST		\$ 155.91
EFT12722	25/05/2018	JURIEN HOME HARDWARE	CISTERN, CONN FLEX 8MM - LE BACK BEACH TOILET		\$ 80.60
EFT12723	25/05/2018	LEWIS ELECTRICS	POWER POINT FOR H/W SYSTEM UNIT 3/21 MORCOMBE RD		\$ 336.05
EFT12724	25/05/2018	MOORA TOYOTA	CABIN AIR FILTER, ELEMENT SUB-ASSY, BELT		\$ 341.95
EFT12725	25/05/2018	MOMAR	BULK CLEANING MATERIALS - COASTAL TOILETS, COLD GALVANISING SPRAY		\$ 3,227.35
EFT12726	25/05/2018	SUSAN LORRAINE MILLS	REIMBURSE MEALS - RATES COURSE		\$ 123.00
EFT12727	25/05/2018	NORTH LEA HOMES	SECOND INSTALMENT - BUILDING GH FIRE SHED		\$ 10,395.00
EFT12728	25/05/2018	O'DRISCOLL'S MECHANICAL	FABRICATE TAIL GATE - CW0058		\$ 82.10
EFT12729	25/05/2018	SHIRE OF DANDARAGAN	PLANNING SERVICES - APRIL 2018		\$ 220.00
EFT12730	25/05/2018	T-QUIP	BEARINGS ASM, OIL SEALS, O-RINGS - CW3513		\$ 263.40
EFT12731	25/05/2018	THINK WATER GERALDTON	DRIPPERS, POLY PIPES, RATCHET CLIP, NUT & TAIL - GH COMM CENTRE		\$ 142.10
EFT12732	25/05/2018	WATERMAN IRRIGATION	PROGRESS CLAIM 3 - SUPPLY, INSTALLATION OF COMPLETE WATER SYSTEM - LE FORESHORE		\$ 20,462.82
EFT12733	25/05/2018	WALLIS COMPUTERS	TOSHIBA LAPTOPS - CEO & MWS, INCLUDE SET UP		\$ 4,441.80
EFT12734	29/05/2018	OFFICEWORKS	THIMBLETTES, RUBBISH BAGS, HAND WASH, GLOVES		\$ 299.93
EFT12735	07/06/2018	JUNE DELGADO	REIMBURSE - LEEMAN SENIORS BUS TRIP - MAY 2018		\$ 307.50
EFT12736	07/06/2018	AUSTRALIA POST-LPO	POSTAGE - MAY 2018		\$ 244.14
EFT12737	07/06/2018	AUSTRAL MERCANTILE	LEGAL FEES		\$ 467.50
EFT12738	07/06/2018	AVON WASTE	WASTE REMOVAL - MAY 2018		\$ 29,370.78
EFT12739	07/06/2018	AUS SERVICES UNION	PAYROLL DEDUCTIONS		\$ 27.45

EFT12740	07/06/2018	BUNNINGS	ROLLER CARRIAGES - 27 NAIRN ST, PLANTS - GH COMM CENTRE, GH PARKS, LE BACK BEACH, GAS BOTTLE EXCHANGE 8.5KG - NODES BBQ		\$ 467.70
EFT12741	07/06/2018	BOC GASES	GAS BOTTLE RENTAL - MAY 2018		\$ 46.70
EFT12742	07/06/2018	BOLTS-R-US	BOLTS, FLAT WASHERS, NUTS - ILLYARIE ST BOAT RAMP		\$ 100.65
EFT12743	07/06/2018	BLACKWOODS	1 X EMERGENCY SHOWER/EYE SIGN - 05001696		\$ 33.84
EFT12744	07/06/2018	BITUTEK PTY LTD	RESEAL USING C170 BITUMEN @ 2.0 L/M2 AT SPRAY TEMP AND 14MM AGGREGATE- CW GH RD		\$ 139,250.58
EFT12745	07/06/2018	FAMILY SHOPPING CENTRE	CLEANING MATERIAL, REFRESHMENTS - COUNCIL MEETING, TRAINING, OFFICE		\$ 166.07
EFT12746	07/06/2018	GREEN HEAD PLUMBING	CHECK AND REPAIR BLOCKED TOILETS, REPLACE DRAINS DUE TO TREE ROOTS. 100mm SEWER PIPE, 13 x FITTINGS, PIPE CLIPS, RUBBERS, VENT COWL - GH COMM CENTRE		\$ 1,161.27
EFT12747	07/06/2018	GERALDTON MOWERS	FUEL PRIMER & FUEL HOSE - POLE SAW		\$ 40.80
EFT12748	07/06/2018	GOLDINGS PAVING	254 STYLESTONE ROCKPAVE 400X400X40MM - LOT 601 GH PARK INCL FREIGHT FROM GERALDTON		\$ 9,824.62
EFT12749	07/06/2018	GREAT SOUTHERN FUELS	DIESEL (1) COOROW DEPOT		\$ 31,509.23
EFT12750	07/06/2018	HERSEY JR & A PTY LTD	MISCELLANEOUS TOOLS AND PARTS - LE DEPOT		\$ 439.04
EFT12751	07/06/2018	HITACHI	TRANSMISSION SEAL - CW0014		\$ 83.04
EFT12752	07/06/2018	GR & AJ HANNINGTON	SIDETIPPER CONTRACT GRAVEL OPERATIONS - WUBIN-GUNYIDI ROAD RENEWAL		\$ 33,990.00
EFT12753	07/06/2018	IT VISION	RATES ESSENTIALS TRAINING - SFO & CSO, ON DEMAND RECORDING SUBSCRIPTION		\$ 4,667.30
EFT12754	07/06/2018	JURIEN HOME HARDWARE	GALVANISED RODS - GH COMM CENTRE, DRILL BIT X2		\$ 80.90
EFT12755	07/06/2018	LE & GH CRC	DONATION 2017/2018 - CLEAN UP AUS DAY		\$ 50.00
EFT12756	07/06/2018	OFFICEWORKS	STATIONARY - PENS, CALCULATOR, CLIPS AND MONITOR STAND - LE OFFICE		\$ 316.78
EFT12757	07/06/2018	O'CALLAGHAN PTY	3 X TYRES & REPAIR FLAT TYRE - CW0017, FUEL & OIL FILTER - CW000		\$ 754.60
EFT12758	07/06/2018	PAPER PLUS	COLLINS DIARIES, STATIONARY SUPPLIES		\$ 148.48
EFT12759	07/06/2018	PETER SKIPPINGS	BRICK & TILE HOB IN BATHROOM, SECURE FRONT DOOR FRAME, INVESTIGATE & REPAIR LEAKING GUTTER - 11 TAMARISK. CONSULTATION, DOOR LOCK REPAIRS, REPLACE ROLLERS & DOWNPIPE - 9 MORCOMBE RD		\$ 2,540.00
EFT12760	07/06/2018	SNAG ISL COMM GARDEN	RUBBISH REMOVAL (EASTER LONG WEEKEND) - WANN PARK LE		\$ 440.00



EFT12761	07/06/2018	ST JOHN AMBULANCE	FIRST AID KIT SERVICING - ONSITE 16/05/18, SERVICING, SALES, SERVICE FEE		\$ 2,093.60
EFT12762	07/06/2018	TRUCKLINE	2 COMPLETE AXLES, 16 BUSHES, 4 SADDLES, 8 TORSION BAR PINS, FREIGHT - CW0034 RELAY VALVES - CW0059, BOLTS, SPRING SEATS ETC		\$ 4,910.66
EFT12763	07/06/2018	THINK WATER GERALDTON	VALVE BOXES - WANN PARK		\$ 532.20
EFT12764	07/06/2018	WESTRAC EQUIPMENT	BOLTS, WASHERS & SEAL END TANK - CW0035		\$ 934.72
EFT12765	07/06/2018	WREN OIL	WASTE OIL DISPOSAL - CW 5800LTR		\$ 16.50
EFT12766	07/06/2018	WURTH AUSTRALIA PTY LTD	PNEUMATIC L-PIECE, PNEUMATIC HOSE, MAIN PIPE SCREW CONNECTION - CW0034, CW0059, CW0020, CW004, CW0010, CW005		\$ 701.33
EFT12767	07/06/2018	WA RANGERS ASSOC	UNIFORMS & EQUIPMENT - POSTAGE		\$ 322.15
EFT12768	07/06/2018	WORKWEAR GROUP	UNIFORM - (BEAN, RUDD, HALL)		\$ 1,203.75
EFT12769	07/06/2018	WALLIS COMPUTERS	INTERNET 06/18 - GH LIBRARY		\$ 104.50
			<b><u>TOTAL EFT PAYMENTS</u></b>		<b>\$ 712,411.17</b>
20184	11/05/2018	SYNERGY	ELECTRICITY ACCOUNT TO 02/05/18		\$ 4,794.35
20185	11/05/2018	TELSTRA	MANAGERS PHONE ACCOUNTS TO 02/05/18		\$ 688.49
20186	11/05/2018	WATER CORP	WATER ACCOUNT TO 27/04/18		\$ 16,337.49
20187	16/05/2018	TELSTRA	PHONE ACCOUNTS TO 24/04/2018		\$ 3,038.95
20188	16/05/2018	WHITES (BARARA)	GRAVEL SUPPLY 1852M3 - CAMPBELL WHITE RD		\$ 5,556.00
20189	16/05/2018	FAMILY SHOPPING - LOTTO	PAYROLL DEDUCTIONS		\$ 130.00
20190	25/05/2018	NATURAL AREA HLDS	FLORA & FAUNA STUDY - 3 BAYS WALKWAY		\$ 7,960.00
20191	25/05/2018	SYNERGY	ELECTRICITY ACCOUNT TO 15/05/18 - MALEY PARK & CW POOL		\$ 634.05
20192	25/05/2018	TELSTRA	PHONE ACCOUNT TO 06/05/18		\$ 53.94
20193	30/05/2018	FAMILY SHOPPING - LOTTO	PAYROLL DEDUCTIONS		\$ 130.00
20194	30/05/2018	SHIRE OF COOROW	HOUSING BONDS PAID VIA PAYROLL WE 30/05/2018		\$ 265.00
20195	07/06/2018	COMMISSIONER OF POLICE	CORPORTATE GUN LICENCE		\$ 124.00
20196	07/06/2018	SYNERGY	ELECTRICITY ACCOUNT TO 12/05/2018		\$ 120.05
20197	07/06/2018	TELSTRA	PHONE ACCOUNTS TO 02/06/18		\$ 3,676.66
			<b><u>TOTAL CHEQUE PAYMENTS</u></b>		<b>\$ 43,508.98</b>
DD26747.1	16/05/2018	WA SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 14,465.20
DD26747.2	16/05/2018	ULTIMATE SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 1,259.86
DD26747.3	16/05/2018	CARE SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 600.78
DD26747.4	16/05/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 4,929.76
DD26747.5	16/05/2018	SHOALWATER SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 57.70
DD26747.6	16/05/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 215.79
DD26773.1	30/05/2018	WA SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 13,122.90
DD26773.2	30/05/2018	ULTIMATE SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 1,259.86

DD26773.3	30/05/2018	CARE SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 600.78
DD26773.4	30/05/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 479.73
DD26773.5	30/05/2018	SHOALWATER SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 89.30
DD26773.6	30/05/2018	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS		\$ 215.79
			<b><u>TOTAL SUPERANNUATION PAYMENTS</u></b>		<b>\$ 37,297.45</b>
13100518	10/05/2018	BANKWEST	MASTERCARD - CEO		\$ 49.95
13100518	10/05/2018	BANKWEST	MASTERCARD - DCEO		\$ 917.06
13100518	10/05/2018	BANKWEST	MASTERCARD - MWS		\$ 289.04
			<b><u>TOTAL CREDIT CARD PAYMENTS</u></b>		<b>\$ 1,256.05</b>
DDEBIT	16/05/2018	PAYROLL	PAYROLL		\$ 69,999.01
DDEBIT	30/05/2018	PAYROLL	PAYROLL		\$ 62,022.00
			<b><u>TOTALPAYROLL PAYMENTS</u></b>		<b>\$ 132,021.01</b>
			<b><u>TOTAL PAYMENTS</u></b>	<b>\$ 3,065.40</b>	<b>\$ 926,494.66</b>

Credit Card Payment Summary		
Credit card payments made between	12.04.2018 to 10.05.2018	
CEO		
GODFREYS GERALDTON	ELECTRICAL HOME AIDS - VACUUM HEAD	\$ 49.95
		\$ 49.95
DCEO		
QUEST INNALOO	PARKING & RESTAURANT CHARGEBACK - BROUN (DOT TRAINING)	\$ 121.60
QUEST INNALOO	RESTAURANT CHARGEBACK - HALL (DOT TRAINING)	\$ 53.60
QUEST INNALOO	RESTAURANT CHARGEBACK - BROUN (DOT TRAINING)	\$ 24.50
TELSTRA	MECHANIC INTERENT RECHARGE	\$ 30.00
JENNYS BACKHOUSE	REFRESHMENTS - DCEO & SFO TRAINING	\$ 30.60
HALF WAY MILL ROADHOUSE	FUEL - CW000	\$ 50.00
DEPT OF TRANSPORT	RENEWAL - CW0012 CATPLR BACKHO (12MONTHS)	\$ 77.50
CANNING BRIDGE AUTO LODGE	STAFF TRAINING ACCOMMODATION - MILLS Rates & Property	\$ 236.00
CANNING BRIDGE AUTO LODGE	STAFF TRAINING ACCOMMODATION - HALL Rates & Property	\$ 336.00
NATIONAL CRIME CHECK	POLICE CLEARANCE - REFUND (BROUN)	-\$ 42.74
		\$ 917.06
MWS		
DMIRS	HIGH RISK WORK LICENCE - VICKI BURLEY	\$ 48.00
IINET	INTERNET - CW OFFICE	\$ 54.99
WESTNET	INTERNET & EMAIL - GH LIBRARY	\$ 29.95
DEPT OF TRANSPORT	PLATE LOST - CW0048 TO CW1848	\$ 25.70
DEPT OF TRANSPORT	PLATE CHANGE - CW003 TO 1GDA998 FORD RANGER	\$ 25.70
DEPT OF TRANSPORT	VEHICLE RENEWAL - CW003	\$ 104.70
		\$ 289.04
Total Credit Card Payment		\$ 1,256.05

### 11.3.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – MAY 2018

<b>AUTHOR</b>	Leanne Parola
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	7 June 2018
<b>ATTACHMENT</b>	11.3.2 - Statement of Financial Activity for May 2018
<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 usually 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.

#### **COMMENT:**

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

The Shire converted its chart of accounts to a new model in January and staff are still preparing the new monthly financial statement format. The majority of the new format has been completed, with only a summary of budget amendments to date not included. All mandatory information is provided and the closing surplus balances to the net current assets at 31 May 2018.

A copy of the Statement of Financial Activity for the month ended 31 May 2018 is included at Attachment 11.3.2 for Councillors' information.

#### **STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulations 1996,  
34. Financial reports to be prepared s. 6.4

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **POLICY IMPLICATIONS:**

Nil

#### **FINANCIAL IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION /RESOLUTION:**

**2018/067**

***Moved: Cr Bothe***

***Seconded: Cr Rackemann***

***That Council accepts the Monthly Statement of Financial Activity as included at Attachment 11.3.2 for the period ended 31 May 2018.***

***CARRIED 6/0  
Simple Majority***



## **SHIRE OF COOROW**

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

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Coorow  
Information Summary  
For the Period Ended 31 May 2018**

## Key Information

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

### Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 May 2018 of \$2,508,978.

### Items of Significance

The material variance adopted by the Shire of Coorow for the 2017/18 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Income & Expenditure		Annual Budget	YTD Budget	YTD Actual
Operating Grants, Subsidies and Contributions	64%	\$ 1,674,850	\$ 1,444,936	\$ 1,074,928
Non-operating Grants, Subsidies and Contributions	84%	\$ 1,845,572	\$ 1,233,577	\$ 1,548,779
	<b>75%</b>	<b>\$ 3,520,422</b>	<b>\$ 2,678,513</b>	<b>\$ 2,623,707</b>
Rates Levied	99%	\$ 3,117,310	\$ 3,117,359	\$ 3,099,401
Materials & Contracts	63%	-\$ 2,223,724	-\$ 2,043,866	-\$ 1,411,845
Capital Projects				
Infrastructure Assets - Roads	87%	-\$ 1,857,937	-\$ 1,857,474	-\$ 1,617,293
Infrastructure Assets - Other	33%	-\$ 1,538,535	-\$ 1,435,876	-\$ 510,633

*% Compares current ytd actuals to annual budget*

Financial Position		This Time Last Year	31 May 2018
Adjusted Net Current Assets	125%	\$ 2,007,019	\$ 2,508,978
Cash and Equivalent - Unrestricted	128%	\$ 2,088,476	\$ 2,678,034
Cash and Equivalent - Restricted	102%	\$ 763,155	\$ 780,693
Receivables - Rates	143%	\$ 145,659	\$ 208,333
Receivables - Other	106%	\$ 74,330	\$ 78,441
Payables	294%	\$ 84,628	\$ 248,583

*% Compares current ytd actuals to prior year actuals at the same time*

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

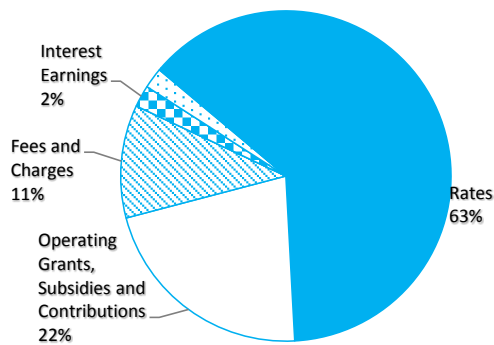
## Preparation

Prepared by: Leanne Parola

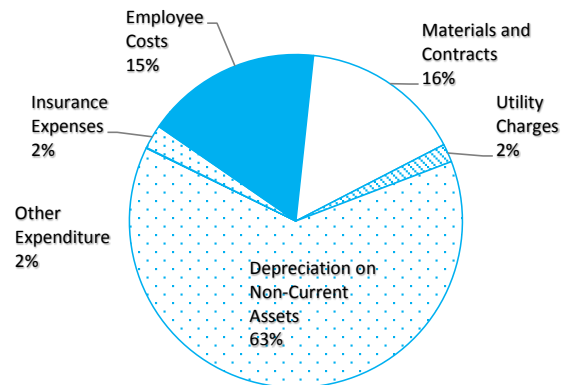
Date Prepared 08 Jun 2018

**Shire of Coorow  
Information Summary  
For the Period Ended 31 May 2018**

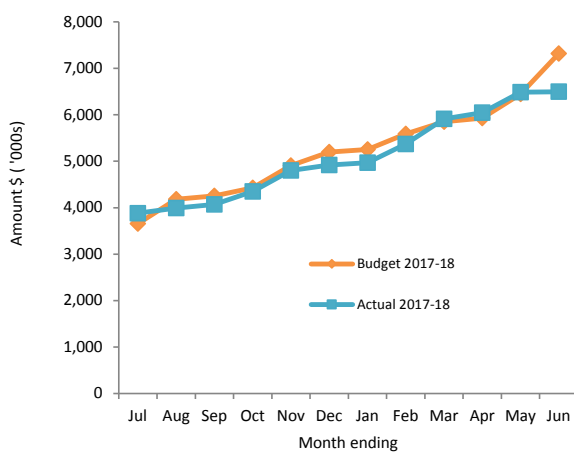
## Operating Revenue



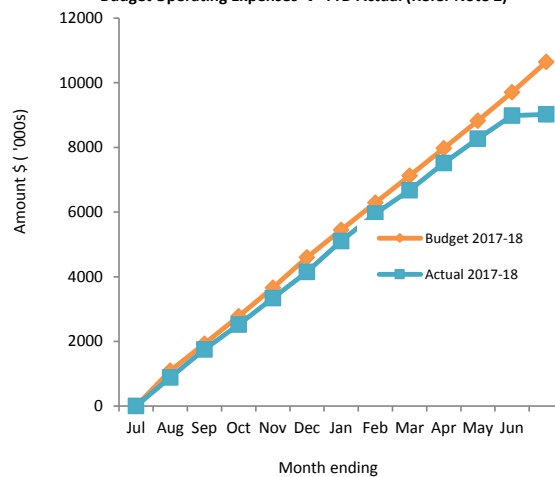
## Operating Expenditure



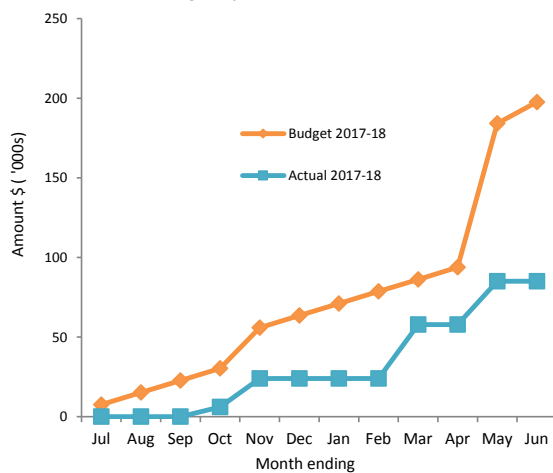
**Budget Operating Revenues -v- Actual (Refer Note 2)**



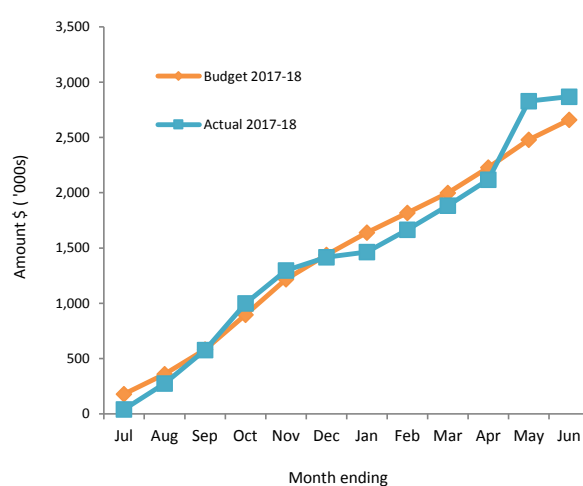
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



**Budget Capital Revenue -v- Actual (Refer Note 2)**



**Budget Capital Expenses -v- Actual (Refer Note 2)**



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



**SHIRE OF COOROW**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 May 2018**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	2,030,684	2,030,684	<b>2,030,685</b>	1	0%	
<b>Revenue from operating activities</b>							
Governance		6,900	6,325	7,454	1,129	18%	
General Purpose Funding - Rates	9	3,117,310	3,117,359	3,099,400	(17,959)	(1%)	
General Purpose Funding - Other		767,102	755,659	767,213	11,554	2%	
Law, Order and Public Safety		74,801	69,693	76,337	6,644	10%	
Health		4,194	3,979	5,324	1,345	34%	
Education and Welfare		27,660	25,344	27,250	1,906	8%	
Housing		92,381	86,307	89,234	2,927	3%	
Community Amenities		736,050	520,432	318,740	(201,692)	(39%)	▼
Recreation and Culture		297,262	295,287	199,245	(96,042)	(33%)	▼
Transport		93,520	91,835	93,386	1,551	2%	
Economic Services		79,807	73,258	80,385	7,127	10%	
Other Property and Services		175,424	166,123	174,940	8,817	5%	
		5,472,410	5,211,600	4,938,908	(272,693)	(5%)	
<b>Expenditure from operating activities</b>							
Governance		(573,137)	(526,806)	(513,400)	13,406	3%	
General Purpose Funding		(304,072)	(278,685)	(274,852)	3,833	1%	
Law, Order and Public Safety		(494,205)	(462,249)	(493,454)	(31,205)	(7%)	
Health		(162,995)	(149,314)	(127,087)	22,227	15%	▲
Education and Welfare		(112,989)	(103,455)	(88,662)	14,793	14%	▲
Housing		(13,853)	(12,507)	(24,888)	(12,381)	(99%)	▼
Community Amenities		(830,680)	(709,068)	(638,444)	70,624	10%	
Recreation and Culture		(1,722,018)	(1,579,392)	(1,562,597)	16,795	1%	
Transport		(5,561,078)	(5,097,466)	(5,029,260)	68,206	1%	
Economic Services		(284,029)	(248,804)	(189,058)	59,746	24%	▲
Other Property and Services		(587,822)	(541,978)	(40,335)	501,643	93%	▲
		(10,646,876)	(9,709,724)	(8,982,037)	727,687	7%	
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,051,277	5,546,882	5,660,915	114,033	2%	
Adjust (Profit)/Loss on Asset Disposal	8	8,398	6,852	(6,634)	(13,486)	(197%)	▼
Adjust Provisions and Accruals		3,442	12	3,620	3,608	29048%	
<b>Amount attributable to operating activities</b>		<b>888,650</b>	<b>1,055,623</b>	<b>1,614,773</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	1,845,572	1,233,577	1,548,779	315,202	26%	▲
Proceeds from Disposal of Assets	8	76,533	71,658	85,045	13,387	19%	▲
Land and Buildings	13	(474,043)	(439,517)	(328,782)	110,735	25%	▲
Infrastructure Assets - Roads	13	(1,857,937)	(1,857,474)	(1,617,293)	240,181	13%	▲
Infrastructure Assets - Other	13	(1,538,535)	(1,435,876)	(510,633)	925,243	64%	▲
Infrastructure Assets - Footpaths	13	(92,400)	(84,689)	0	84,689	100%	▲
Infrastructure Assets - Drainage	13	0	0	(3,303)	(3,303)		
Plant and Equipment	13	(416,546)	(393,208)	(249,753)	143,455	36%	▲
<b>Amount attributable to investing activities</b>		<b>(2,457,356)</b>	<b>(2,905,529)</b>	<b>(1,075,940)</b>	1,829,589	63%	▲
<b>Financing Activities</b>							
Transfer from Reserves	7	121,043	112,537	0	(112,537)	(100%)	▼
Transfer from Restricted Cash		71,777	71,777	74,504	2,727	(4%)	
Repayment of Debentures	10	(137,203)	(125,752)	(118,986)	6,766	5%	
Transfer to Reserves	7	(517,596)	(217,184)	(16,059)	201,125	93%	▲
<b>Amount attributable to financing activities</b>		<b>(461,979)</b>	<b>(158,622)</b>	<b>(60,541)</b>	98,081	62%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>22,156</b>	<b>2,508,978</b>			

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

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

**SHIRE OF COOROW**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 May 2018**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Opening Funding Surplus (Deficit)</b>	3	\$ 2,030,684	\$ 2,030,685	\$ 2,030,685	\$ 0	% 0%	
<b>Revenue from operating activities</b>							
Rates	9	3,117,310	3,117,359	3,099,401	(17,958)	(1%)	
Operating Grants, Subsidies and Contributions	11	1,674,850	1,444,936	1,074,928	(370,008)	(26%)	▼
Fees and Charges		551,905	531,386	546,498	15,112	3%	
Interest Earnings		95,764	85,611	104,885	19,274	23%	▲
Other Revenue		22,581	22,320	99,686	77,366	347%	▲
Profit on Disposal of Assets	8	10,000	10,000	13,511	3,511	35%	
		5,472,410	5,211,611	4,938,908	(272,704)	(5%)	
<b>Expenditure from operating activities</b>							
Employee Costs		(1,759,051)	(1,548,172)	(1,374,782)	173,390	11%	▲
Materials and Contracts		(2,223,724)	(2,043,866)	(1,411,845)	632,021	31%	▲
Utility Charges		(230,500)	(211,057)	(159,738)	51,319	24%	▲
Depreciation on Non-Current Assets		(6,051,277)	(5,546,882)	(5,660,915)	(114,033)	(2%)	
Interest Expenses		(10,861)	(9,933)	(5,387)	4,546	46%	
Insurance Expenses		(200,506)	(193,317)	(209,811)	(16,494)	(9%)	
Other Expenditure		(152,560)	(139,645)	(152,682)	(13,037)	(9%)	
Loss on Disposal of Assets	8	(18,398)	(16,852)	(6,877)			
		(10,646,876)	(9,709,724)	(8,982,037)	727,687	7%	
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,051,277	5,546,882	5,660,915	114,033	2%	
Adjust (Profit)/Loss on Asset Disposal	8	8,398	6,852	(6,634)	(13,486)	(197%)	▼
Adjust Provisions and Accruals		3,438	0	3,620	3,620		
<b>Amount attributable to operating activities</b>		<b>888,646</b>	<b>1,055,621</b>	<b>1,614,773</b>	<b>559,151</b>		
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	1,845,572	1,233,577	1,548,779	315,202	26%	▲
Proceeds from Disposal of Assets	8	76,533	71,658	85,045	13,387	19%	▲
Land and Buildings	13	(474,043)	(439,517)	(328,782)	110,735	25%	▲
Infrastructure Assets - Roads	13	(1,857,937)	(1,857,474)	(1,617,293)	240,181	13%	▲
Infrastructure Assets - Other	13	(1,538,535)	(1,435,876)	(510,633)	925,243	64%	▲
Infrastructure Assets - Footpaths	13	(92,400)	(84,689)	0	84,689	100%	▲
Infrastructure Assets - Drainage	13	0	0	(3,303)	(3,303)		
Plant and Equipment	13	(416,546)	(393,208)	(249,753)	143,455	36%	▲
<b>Amount attributable to investing activities</b>		<b>(2,457,356)</b>	<b>(2,905,529)</b>	<b>(1,075,940)</b>	<b>1,829,589</b>	<b>63%</b>	
<b>Financing Activities</b>							
Transfer from Reserves	7	121,043	112,537	0	(112,537)	(100%)	▼
Transfer from Restricted Cash (Unspent Grants)		71,777	71,777	74,504	2,727	(4%)	
Repayment of Debentures	10	(137,199)	(125,752)	(118,986)	6,766	5%	
Transfer to Reserves	7	(517,596)	(217,184)	(16,059)	201,125	93%	▲
<b>Amount attributable to financing activities</b>		<b>(461,975)</b>	<b>(158,622)</b>	<b>(60,541)</b>	<b>98,081</b>	<b>62%</b>	
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(0)</b>	<b>22,156</b>	<b>2,508,978</b>	<b>2,486,822</b>	<b>11224%</b>	<b>▲</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

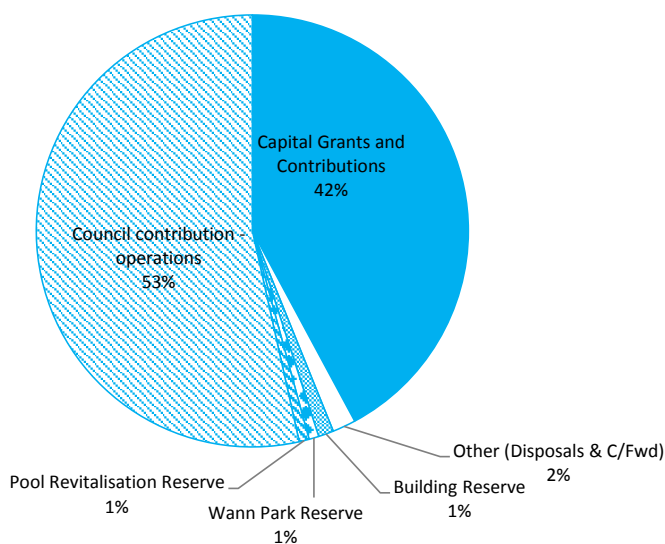
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF COOROW**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 31 May 2018**

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	328,782	0	439,517	474,043	328,782	(110,735)
Infrastructure Assets - Roads	13	1,617,293	0	1,857,474	1,857,937	1,617,293	(240,181)
Infrastructure Assets - Other	13	510,633	0	1,435,876	1,538,535	510,633	(925,243)
Infrastructure Assets - Footpaths	13	0	0	84,689	92,400	0	(84,689)
Infrastructure Assets - Drainage	13	3,303	0	0	0	3,303	3,303
Plant and Equipment	13	249,753	0	393,208	416,546	249,753	(143,455)
<b>Capital Expenditure Totals</b>		<b>2,709,764</b>	<b>0</b>	<b>4,210,764</b>	<b>4,379,461</b>	<b>2,709,764</b>	<b>(1,501,000)</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				1,233,577	1,845,572	1,548,779	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				71,658	76,533	85,045	
Council contribution - Cash Backed Reserves							
Building Reserve				0	50,000	0	
Wann Park Reserve				0	32,390	0	
Pool Revitalisation Reserve					32,848	0	
Council contribution - operations				2,905,529	2,342,118	1,075,940	
<b>Capital Funding Total</b>				<b>4,210,764</b>	<b>4,379,461</b>	<b>2,709,764</b>	

**Budgeted Capital Acquisitions Funding**



**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 1: Significant Accounting Policies**

The Shire of Coorow adopts its significant accounting policies at the time of adopting its annual budget. Significant accounting policies are set in relation to the following:

- a) Basis of preparation
- b) Prior year actual balances
- c) Rounding off figures
- d) Comparative figures
- e) Budget comparative figures
- f) Forecast fair value adjustments
- g) Rates, grants, donations & other contributions
- h) Goods and services tax (GST)
- i) Superannuation
- j) Cash and cash equivalents
- k) Trade and other payables
- l) Inventories
- m) Fixed assets
- n) Fair value of assets and liabilities
- o) Financial instruments
- p) Impairment of assets
- q) Trade and other payables
- r) Employee benefits
- s) Borrowing costs
- t) Provisions
- u) Leases
- v) Investments in associates
- x) Interests in joint arrangements
- y) Current and non-current classification

There have been no changes to the Shire of Coorow's significant accounting policies since adopting the 2017/2018 budget.

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.  
The material variance adopted by Council for the 2017/18 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	1,129	18%			
General Purpose Funding	(6,405)	1%			
Law, Order and Public Safety	6,644	10%			
Health	1,345	34%			
Education and Welfare	1,906	8%			
Housing	2,927	3%			
Community Amenities	(201,692)	(39%)	▼	Timing	3 Bays Walkway Grant - see capital grants
Recreation and Culture	(96,042)	(33%)	▼	Timing	Balance of water grant not yet received
Transport	1,551	2%			
Economic Services	7,127	10%			
Other Property and Services	8,817	5%			
<b>Operating Expense</b>					
General Purpose Funding	3,833	1%			
Law, Order and Public Safety	(31,205)	(7%)			
Health	22,227	15%	▲	Timing	Admin allocations currently under budget
Education and Welfare	14,793	14%	▲	Timing	Less maintenance done on aged units than budgeted
Housing	(12,381)	(99%)	▼	Timing	Housing allocation settings to be investigated
Community Amenities	70,624	10%		Timing	Tip maintenance costs lower than YTD budget
Recreation and Culture	16,795	1%			
Transport	68,206	1%			
Economic Services	59,746	24%	▲	Permanent	Building services, promotions, Milligan Island budgets currently underspent
Other Property and Services	501,643	93%	▲	Permanent	More PWO & POC allocated out than budgeted
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	315,202	26%	▲	Timing	Some grants originally budgeted as operating
Proceeds from Disposal of Assets	13,387	19%	▲	Permanent	Better trade ins prices than budgeted
<b>Capital Expenses</b>					
Land and Buildings	110,735	25%	▲	Timing	Swimming Pool works, Maley Park aircond and Green Head Fire Shed yet to be completed
Infrastructure - Roads	240,181	13%	▲	Permanent	Includes some savings on Long St & South Waddy Rd
Infrastructure - Other	925,243	64%	▲	Timing	Bulk of Public Open Space, Leeman Water, 3 Bays Walkway works yet to occur
Infrastructure - Footpaths	84,689	100%	▲	Timing	Yet to seek quotations
Plant and Equipment	143,455	36%	▲	Permanent	New truck ordered, will be less than budget
<b>Financing</b>					
Transfer from Reserves	(112,537)	(100%)		Timing	Timing only, will be done in June
Loan Principal Repayments	6,766	5%			
Transfer to Reserves	201,125	93%	▲	Timing	Timing only, will be done in June

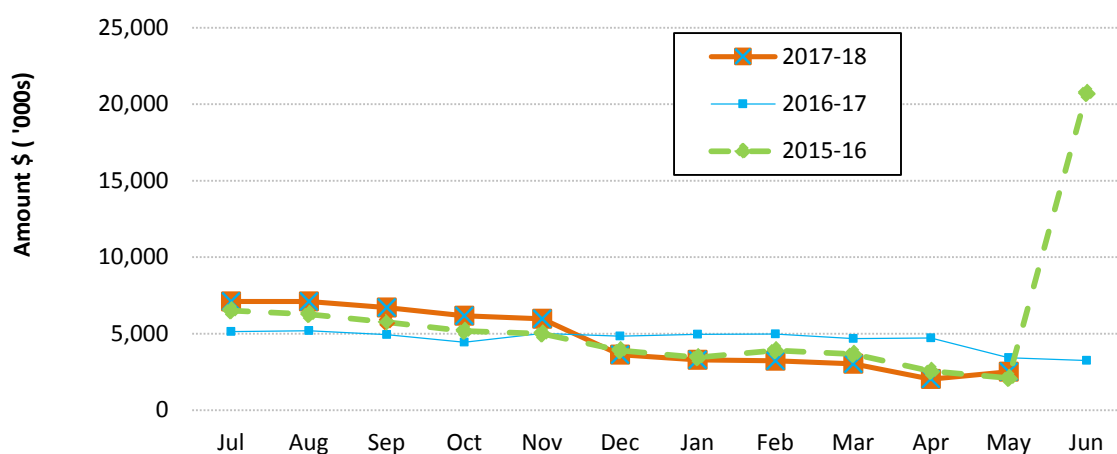
**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	31 May 2017	31 May 2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	2,413,451	2,088,476	2,678,034
Cash Restricted - Conditions over Grants	11	74,504	0	0
Cash Restricted	4	764,634	763,155	780,693
Receivables - Rates	6	162,700	145,659	208,333
Receivables - Other	6	131,319	74,330	78,441
Inventories		14,369	4,930	33,403
		3,560,977	3,076,548	3,778,904
<b>Less: Current Liabilities</b>				
Payables		(446,821)	(84,628)	(248,583)
Provisions Loans		(137,203)	(17,147)	(18,217)
Provisions Leave		(416,710)	(393,791)	(416,710)
		(1,000,734)	(495,567)	(683,510)
Less: Cash Reserves	7	(764,634)	(763,155)	(780,693)
Less: Unspent Grants		(74,504)	0	0
Add: Loan Current		137,203	17,147	18,217
Less: SSL Repayments		0	0	0
Add: Leave Reserve		172,378	172,044	175,998
Trust imbalance (Department of Transport funds timing)		0	0	61
<b>Net Current Funding Position</b>		<b>2,030,685</b>	<b>2,007,019</b>	<b>2,508,978</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution
	\$	\$	\$	\$	
<b>(a) Cash Deposits</b>					
Cash At Bank	-2,987			-2,987	BankWest
Cash At Call - Bank	678,839			678,839	BankWest
Municipal Fund Term Deposits	2,001,433			2,001,433	ME Bank & BankWest
Cash at Reserve - Bank		693		693	BankWest
Reserve Fund Term Deposits		780,000		780,000	ME Bank
Trust Fund Bank			454,067	454,067	BankWest
Petty Cash Float	750			750	
<b>Total</b>	<b>2,678,034</b>	<b>780,693</b>	<b>454,067</b>	<b>3,912,794</b>	

**Comments/Notes -**

Term Deposit For	Amount	Held With	Interest Rate	Matures
Municipal Fund	250,000	ME Bank	2.70%	12/06/2018
Municipal Fund	250,446	BankWest	2.10%	14/06/2018
Municipal Fund	250,000	ME Bank	2.50%	20/06/2018
Municipal Fund	250,000	ME Bank	2.50%	20/06/2018
Municipal Fund	250,000	ME Bank	2.70%	20/06/2018
Municipal Fund	250,987	BankWest	2.10%	21/06/2018
Municipal Fund	250,000	BankWest	2.10%	22/06/2018
Municipal Fund	250,000	BankWest	2.10%	22/06/2018
	<u>2,001,433</u>			
Reserve Fund	780,000	BankWest	2.30%	13/06/2018

SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 May 2018

**Note 5: Budget Amendments**

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

Current Budget

Prog	Sub Prog	Description	Non Cash Adjustment	Original Budget	Variation	Current Budget	Amended Budget Running Balance
			\$	\$	\$	\$	\$
		<b>Budget Adoption</b>					<b>-0</b>
		<b>Permanent Changes</b>					
		Opening surplus adjustment			67,267.00		67,267
03	0301	Rates	-2,897,000.94		6,937.00	-2,890,063.94	74,204
03	0302	Other General Purpose Funding	-719,170.00		44,158.00	-675,012.00	118,362
04	0401	Members of Council	156,545.00		0.00	156,545.00	118,362
04	0402	Other Governance	409,692.00		0.00	409,692.00	118,362
05	0501	Fire Prevention	130,740.00		0.00	130,740.00	118,362
05	0502	Animal Control	57,459.00		3,100.00	60,559.00	121,462
05	0503	Other Law, Order & Public Safety	225,045.58		5,847.00	230,892.58	127,309
07	0704	Preventative Services - Inspection/Admin	129,863.05		-48,148.00	81,715.05	79,161
07	0705	Preventative Services - Pest Control	15,092.00		4,000.00	19,092.00	83,161
07	0707	Other Health	93,394.38		-30,400.00	62,994.38	52,761
08	0803	Care of Families and Other Children	14,890.00		0.00	14,890.00	52,761
08	0806	Aged & Disabled - Other	37,289.96		0.00	37,289.96	52,761
08	0807	Other Welfare	51,886.00		0.00	51,886.00	52,761
09	0901	Staff Housing	322,842.00		12,103.00	334,945.00	64,864
09	0902	Other Housing	-6,611.00		0.00	-6,611.00	64,864
10	1001	Sanitation - General	154,546.81		-6,000.00	148,546.81	58,864
10	1002	Sanitation - Other	20,184.00		-7,800.00	12,384.00	51,064
10	1003	Sewerage	14,587.00		0.00	14,587.00	51,064
10	1004	Urban Stormwater Drainage	62,642.68		0.00	62,642.68	51,064
10	1005	Protection of the Environment	96,748.00		-19,271.00	77,477.00	31,793
10	1006	Town Planning & Regional Development	118,841.00		0.00	118,841.00	31,793
10	1007	Other Community Amenities	304,946.16		-65,000.00	239,946.16	-33,207
11	1101	Public Halls and Civic Centre	499,981.23		10,450.00	510,431.23	-22,757
11	1102	Swimming Areas and Beaches	283,082.28		59,152.00	342,234.28	36,395
11	1103	Other Recreation and Sport	1,000,310.23		20,608.00	1,020,918.23	57,003
11	1104	TV & Radio Re-Broadcasting	1,671.00		6,400.00	8,071.00	63,403
11	1105	Libraries	65,098.00		0.00	65,098.00	63,403
11	1107	Other Culture	9,935.00		0.00	9,935.00	63,403
12	1201	Construction - Streets, Roads, Bridges & Depots	1,013,147.04		60,000.00	1,073,147.04	123,403
12	1202	Maintenance - Streets, Roads, Bridges & Depots	5,407,392.98		53,546.32	5,460,939.30	176,949
12	1203	Road Plant Purchases	613,304.00		-200,773.00	412,531.00	-23,824
12	1205	Traffic Control (Vehicle Licensing)	-19,139.00		0.00	-19,139.00	-23,824
12	1206	Aerodromes	10,212.25		0.00	10,212.25	-23,824
13	1301	Rural Services	24,209.00		0.00	24,209.00	-23,824
13	1302	Tourism and Area Promotion	58,146.59		22,350.00	80,496.59	-1,474
13	1303	Building Control	58,370.00		30,000.00	88,370.00	28,526
13	1308	Other Economic Services	138.00		0.00	138.00	28,526
14	1401	Private Works	-20,144.98		0.00	-20,144.98	28,526
14	1402	General Administration Overheads	10,106.95		-10,000.00	106.95	18,526
14	1403	Public Works Overheads	319,048.02		-25,000.00	294,048.02	-6,474
14	1404	Plant Operating Costs	169,971.00		6,473.82	176,444.82	-0
14	1405	Salaries and Wages	0.00		0.00	0.00	-0
			<b>0.00</b>	<b>8,299,292</b>	<b>-67,267</b>	<b>8,232,025</b>	



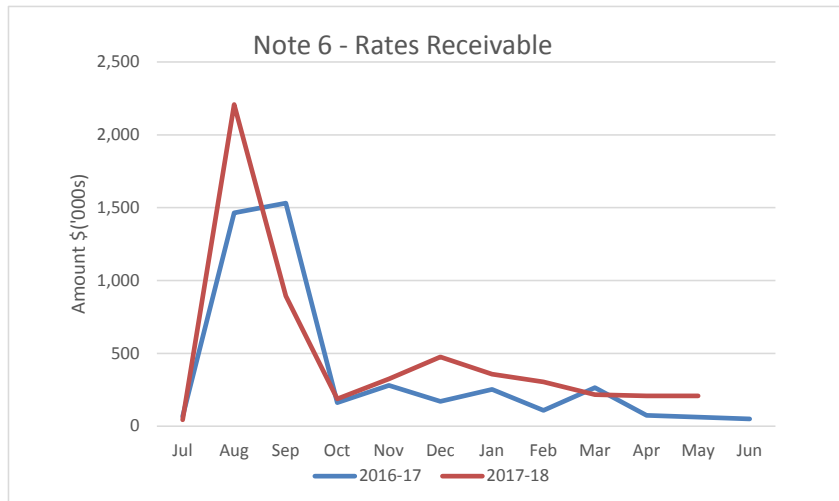
**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 6: Receivables**

Receivables - Rates Receivable	31 May 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	162,700	95,674
Levied this year	3,099,401	3,007,924
<u>Less</u> Collections to date	<u>3,053,767</u>	<u>2,940,899</u>
Equals Current Outstanding	208,333	162,700
<b>Net Rates Collectable</b>	<b>208,333</b>	<b>162,700</b>
% Collected	93.61%	94.76%

Receivables - General	Current	30 Days	60 Days	90+ Days	Totals
	\$	\$	\$	\$	\$
Receivables - General	4,953	0	36	9,862	14,850
Pensioner Rebate Claims					11,966
<b>Balance per Trial Balance</b>					
Sundry Debtors					26,817
<b>Total Receivables General Outstanding</b>					<b>26,817</b>

Amounts shown above include GST (where applicable)



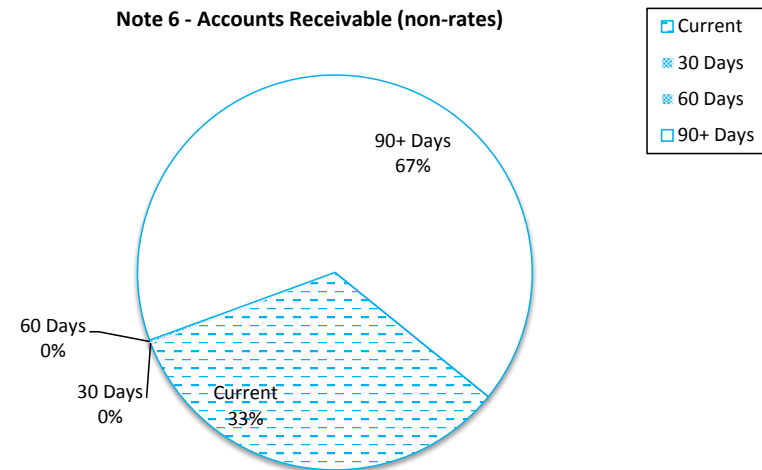
**Comments/Notes - Receivables Rates**

**Levies 2017/2018**

Rates (see Note 9) 3,099,400

**Totals 3,099,400**

**Note 6 - Accounts Receivable (non-rates)**



**Comments/Notes - Receivables General**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	172,378	3,441	3,620	0	0	0	0	175,819	175,998
Building Reserve	4,044	81	85	200,000	0	(50,000)	0	154,125	4,129
Resource Sharing Reserve	24,285	485	510	0	0	0	0	24,770	24,795
Plant Reserve	410,880	8,202	8,629	150,000	0	0	0	569,082	419,509
Rebroadcasting Reserve	26,456	528	556	0	0	0	0	26,984	27,012
Wann Park Reserve	31,756	634	667	0	0	(32,390)	0	0	32,423
Joint Venture Housing Reserve	59,829	1,194	1,257	19,581	0	(5,805)	0	74,799	61,086
Bowling Club Reserve	2,157	43	45	2,100	0	0	0	4,300	2,203
Road Infrastructure Reserve	0	0	0	113,000	0	0	0	113,000	0
Pool Revitalisation Reserve	32,848	656	690	0	0	(32,848)	0	656	33,538
Tourist Infrastructure Reserve	0	0	0	17,651	0	0	0	17,651	0
	<b>764,634</b>	<b>15,264</b>	<b>16,059</b>	<b>502,332</b>	<b>0</b>	<b>(121,043)</b>	<b>0</b>	<b>1,161,187</b>	<b>780,693</b>

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								
3281	2016 FORD RANGER XLT DUAL CAB WITH CANOPY - CW001 - MRS	40,200	33,773		(6,427)	35,398	32,545	0	(2,853)
3283	2016 FORD RANGER PX MKII DUAL CAB CHASSIS 4X4 XL - LEADING HAND CW003	24,713	27,273	2,560		24,907	23,388	0	(1,519)
2975	CW 007 CAT 120M GRADER 2009	0	0			0	0	0	(11,422)
5303	2007 TORO MOWER GM7200	5,213	6,000	787		5,204	2,600	0	(2,604)
2968	CW0044 ISUZU FIRE UNIT WARRADARGE BFB	7,836	18,000	10,164		28,000	18,000	10,000	0
2140	TOSHIBA TECRA R950 NOTEBOOK PC - CR CULLEN	450	0		(450)	0	0	0	0
		<b>78,412</b>	<b>85,045</b>	<b>13,511</b>	<b>(6,877)</b>	<b>93,509</b>	<b>76,533</b>	<b>10,000</b>	<b>(18,398)</b>

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>RATE TYPE</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV - Townsites	12.0080	728	8,089,906	971,436	3,647	0	975,083	971,396	525	0	971,921
UV - Agricultural	1.5920	201	121,966,000	1,941,699	(3,024)	0	1,938,675	1,941,699	0	0	1,941,699
UV - Mining	16.0764	15	608,022	97,748	3,312	0	101,060	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
<b>Sub-Totals</b>		<b>949</b>	<b>130,683,387</b>	<b>3,013,137</b>	<b>3,935</b>	<b>0</b>	<b>3,017,072</b>	<b>3,013,097</b>	<b>525</b>	<b>0</b>	<b>3,013,622</b>
<b>Minimum Payment</b>	<b>Minimum</b>										
	\$										
GRV - Townsites	815.00	202	903,122	164,630	0	0	164,630	165,445	0	0	165,445
UV - Agricultural	815.00	9	106,800	7,335	0	0	7,335	7,335	0	0	7,335
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	0	0	1,500
<b>Sub-Totals</b>		<b>226</b>	<b>1,078,795</b>	<b>181,615</b>	<b>0</b>	<b>0</b>	<b>181,615</b>	<b>182,430</b>	<b>0</b>	<b>0</b>	<b>182,430</b>
		<b>1,175</b>	<b>131,762,182</b>	<b>3,194,752</b>	<b>3,935</b>	<b>0</b>	<b>3,198,687</b>	<b>3,195,527</b>	<b>525</b>	<b>0</b>	<b>3,196,052</b>
Movement in Excess Rates							(19,566)				0
Discounts							(90,132)				(90,132)
<b>Amount from General Rates</b>							<b>3,088,988</b>				<b>3,105,920</b>
Write Offs							(566)				(500)
Ex-Gratia Rates							10,978				11,890
<b>Totals</b>							<b>3,099,400</b>				<b>3,117,310</b>

**Comments - Rating Information**

(0)

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Amended		Amended		Amended	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
<b>Housing</b>								
Loan 79 - Tuart Street House	23,627	0	11,655	23,627	11,972	0	712	1,233
Loan 88 - Morcombe Street House	147,636	0	72,484	72,483	75,152	75,153	2,577	5,992
Loan 89 - Brand Street Houses	73,842	0	28,829	28,829	45,013	45,013	1,546	2,766
<b>Recreation &amp; Culture</b>								
Loan 87 - Maley Park	12,264	0	6,019	12,264	6,245	0	552	870
	257,369	0	118,987	137,203	138,382	120,166	5,387	10,861

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Budget Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$
<b>General Purpose Funding</b>											
RATES - Reimbursement of Debt Collection Costs	Ratepayers	Operating	0	10,250	0	9,394	10,250		10,250	3,706	0
GEN PUR - Commissions	BankWest	Operating	0	1,000	0	913	1,000		1,000	557	0
GEN PUR - Financial Assistance Grant - General	WALGGC	Operating	0	407,327	0	407,327	407,327		407,327	407,327	0
GEN PUR - Financial Assistance Grant - Roads	WALGGC	Operating	0	246,251	0	246,251	246,251		246,251	246,251	0
<b>Governance</b>											
MEMBERS - Reimbursements	Green Head Community Assn	Operating - Tied	0	6,900	0	6,325	6,900		6,900	7,454	(7,454)
<b>Law, Order and Public Safety</b>											
FIRE - Grants		Operating - Tied	0	3,128	0	2,860	3,128		3,128	0	0
OLOPS - ESL Admin Fee/Commission	Dept. of Fire & Emergency Serv.	Operating	0	4,000	0	4,000	4,000		4,000	4,000	0
OLOPS - ESL Operating Grant	Dept. of Fire & Emergency Serv.	Operating - Tied	0	52,841	0	48,433	52,841		52,841	56,649	(78,777)
OLOPS - ESL Operating Grant	Dept. of Fire & Emergency Serv.	Non-operating	0	0	40,000	36,663	40,000		40,000	0	(15,039)
OLOPS - ESL Capital Grant	Dept. of Fire & Emergency Serv.	Non-operating	0	0	137,000	137,000	137,000		137,000	136,688	(136,688)
<b>Health</b>											
OTH HEALTH - Reimbursements	North Midlands Health Service	Operating - Tied	0	1,000	0	913	1,000		1,000	1,325	(1,325)
<b>Welfare &amp; Education</b>											
AGED OTHER - Reimbursements	Tenants	Operating - Tied	0	400	0	363	400		400	622	(622)
WELFARE - Contributions & Donations	Green Head Mens Shed	Non-operating	0	0	72,555	66,506	72,555		72,555	73,693	(73,693)
<b>Housing</b>											
STF HOUSE - Staff Rental Reimbursements	Tenants	Operating - Tied	0	0	0	0	0		0	0	0
OTHER HOUSE - Contributions & Donations	Tenants	Operating - Tied	0	0	0	0	0		0	0	0
<b>Community Amenities</b>											
ENVIRON - Grants	POS Trust Funds & NACC	Operating - Tied	14,525	429,500	0	214,750	429,500		429,500	10,000	(10,908)
ENVIRON - Grants	LotteryWest, MWDC	Non-operating	0	0	0	0	0		0	265,721	(39,601)
PLAN - Grants		Operating - Tied	56,818	0	0	0	0		0	0	(52,323)
COM AMEN - Grants		Non-operating	3,161	0	3,727	3,410	3,727		3,727	0	(25,390)
<b>Recreation and Culture</b>											
HALLS - Reimbursements		Operating - Tied	0	1,650	0	1,601	1,650		1,650	1,650	(1,650)
HALLS - Grants		Operating - Tied	0	0	0	0	0		0	1,921	(1,921)
HALLS - Community Buildings Hire		Operating - Tied	0	1,000	0	913	1,000		1,000	808	(808)
SWIM AREAS - Grants		Operating - Tied	0	32,000	0	32,000	32,000		32,000	32,000	(66,535)
REC - Contributions & Donations		Operating - Tied	0	63,479	0	63,479	63,479		63,479	63,488	(129,090)
REC - Contributions & Donations		Non-operating	0	0	495,939	0	495,939		495,939	0	(91,201)
REC - Reimbursements - Other Recreation		Operating - Tied		1,800	0	1,650	1,800		1,800	3,002	(3,002)
REC - Grants		Operating - Tied	0	172,360	0	172,360	172,360		172,360	0	(65,225)
REC - Grants		Non-operating	0	0	39,511	38,091	39,511		39,511	103,904	(103,904)
LIB - Reimbursements Lost Books		Operating	0	20	0	11	20		20	13	(13)

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2018

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue (c)	Unspent Grant (a)+(b)+(c)	
				\$	\$	\$				\$	\$	
Transport												
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA	Non-operating	0	0	524,667	419,734	524,667		524,667	419,734	(809,746)	0
ROADC - Roads to Recovery Grant	Commonwealth Gvt	Non-operating	0	0	475,523	475,523	475,523		475,523	492,332	(442,559)	49,773
ROADC - Other Grants - Roads/Streets		Operating	0	0	0	0	0		0	288	0	0
ROADM - Direct Road Grant (MRWA)		Operating	0	73,520	0	73,520	73,520		73,520	73,520	0	0
LICENSING - Transport Licensing Commission		Operating	0	20,000	0	18,326	20,000		20,000	12,637	0	0
Economic Services												
RURAL - Contributions & Donations		Operating - Tied	0	1,000	0	913	1,000		1,000	0	(1,938)	0
TOUR - Grants		Non-operating	0	0	56,650	56,650	56,650		56,650	56,707	(44,297)	0
BUILD - Building Officer Charge Out Income		Operating - Tied	0	7,000	0	6,413	7,000		7,000	-112	0	0
ADMIN - Contributions & Donations		Operating - Tied	0	0	0	0	0		0	2,000	(2,000)	0
ADMIN - Reimbursements		Operating - Tied	0	9,950	0	9,119	9,950		9,950	18,864	(18,864)	0
ADMIN - Other Income Relating to Administration		Operating - Tied	0	4,000	0	3,663	4,000		4,000	29	(29)	0
ADMIN - Admin Rebates		Operating	0	0	0	0	0		0	3,420	0	0
PWO - Long Service Leave Recoup		Operating - Tied	0	25,000	0	25,000	25,000		25,000	25,278	(25,278)	0
PWO - Other Reimbursements		Operating - Tied	0	200	0	176	200		200	464	(464)	0
POC - Reimbursements		Operating - Tied	0	39,274	0	39,274	39,274		39,274	40,865	(40,865)	0
POC - Fuel Tax Credits Grant Scheme		Operating - Tied	0	40,000	0	36,663	40,000		40,000	46,913	(46,913)	0
SAL - Reimbursement - Workers Compensation		Operating - Tied	0	20,000	0	18,326	20,000		20,000	9,989	(9,989)	0
TOTALS			74,504	1,674,850	1,845,572	2,678,513	3,520,422	0	3,520,422	2,623,707	(2,348,113)	275,893
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	762,368	0	759,742	762,368	0	762,368	751,718	(13)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		71,343	912,482	0	1,496,658	912,482	0	912,482	323,210	(565,980)	0
Non-operating	Non-operating Grants, Subsidies and Contributions		3,161	0	1,845,572	1,233,577	1,845,572	0	1,845,572	1,548,779	(1,782,119)	275,893
TOTALS			74,504	1,674,850	1,845,572	3,489,977	3,520,422	0	3,520,422	2,623,707	(2,348,113)	275,893

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2018**

**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:

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 31/05/2018
	\$	\$	\$	\$
BCTIF	100	11,985	(12,015)	70
Building Services Levy	0	9,724	(9,662)	62
Standpipe Cards	2,380	350	0	2,730
Leeman Ratepayers Association	5,791	0	0	5,791
Kerbing/Footpath Bonds	14,100	0	(500)	13,600
Coorow Volunteer Bush Fire Brigade	7,191	0	(5,166)	2,025
Coorow Number Plates	0	300	0	300
Green Head Number Plates	0	200	0	200
Leeman Number Plates	0	200	0	200
Refuse Site Key	400	0	(200)	200
Nomination Deposits	0	480	(480)	0
Other Bonds	529,700	3,911	(104,987)	428,624
Housing Bonds	0	265	0	265
	<b>559,662</b>	<b>27,415</b>	<b>(133,010)</b>	<b>454,067</b>

Trust Cash @ Bank as per Note 4

454,067
<b>454,067</b>



























**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2018

**Note 13: Capital Acquisitions**

		YTD Actual			Amended Budget			Strategic Reference / Comment	
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$		
<div><div></div>Level of completion indicator, please see table at the end of this note for further detail.</div>									
Buildings									
Law, Order & Public Safety									
<div><div></div></div>	OLOPS - Building (Capital)	4050310	15,039	0	15,039	43,100	39,512	(24,473)	GH Fire Shed - ongoing
Law, Order & Public Safety Total			15,039	0	15,039	43,100	39,512	(24,473)	
Health									
<div><div></div></div>	OTH HEALTH - Building (Capital)	4070710	(0)	5,182	5,182	5,000	4,576	606	Complete
Health Total			(0)	5,182	5,182	5,000	4,576	606	
Education & Welfare									
<div><div></div></div>	WELFARE - Building (Capital)	4080710	82,933	0	82,933	77,516	71,038	11,895	Complete
Education & Welfare Total			82,933	0	82,933	77,516	71,038	11,895	
Housing									
<div><div></div></div>	STF HOUSE - Land & Building (Capital)	4090110	60,006	0	60,006	55,500	50,853	9,153	Complete
<div><div></div></div>	OTHER HOUSE - Building (Capital)	4090210	11,134	0	11,134	20,500	18,788	(7,654)	
Housing Total			71,139	0	71,139	76,000	69,641	1,498	
Community Amenities									
<div><div></div></div>	COM AMEN - Building (Capital)	4100710	29,770	0	29,770	26,992	24,728	5,042	Lights to go
Community Amenities Total			29,770	0	29,770	26,992	24,728	5,042	
Recreation And Culture									
<div><div></div></div>	HALLS - Building (Capital)	4110110	26,550	0	26,550	66,850	65,794	(39,244)	Aircond ordered
<div><div></div></div>	SWIM AREAS - Building (Capital)	4110210	66,535	0	66,535	152,000	139,337	(72,802)	
<div><div></div></div>	REC - Other Rec Facilities Building (Capital)	4110310	4,227	0	4,227	0	0	4,227	Complete
<div><div></div></div>	TV RADIO - Land & Building (Capital)	4110410	6,409	0	6,409	6,400	6,400	9	Complete
Recreation And Culture Total			103,721	0	103,721	225,250	211,531	(107,810)	
Transport									
<div><div></div></div>	ROADC - Land & Building (Capital)	4120110	10,772	0	10,772	10,000	9,163	1,609	Plumbing to go
Transport Total			10,772	0	10,772	10,000	9,163	1,609	
Other Property & Services									
<div><div></div></div>	ADMIN - Building (Capital)	4140210	10,226	0	10,226	10,185	9,328	898	Complete
Other Property & Services Total			10,226	0	10,226	10,185	9,328	898	
<div><div></div></div>	Buildings Total		323,600	5,182	328,782	474,043	439,517	(110,735)	
Footpaths									
Transport									
<div><div></div></div>	Greenhead Road, Green Head Footpath	FC104	0	0	0	92,400	84,689	(84,689)	Scheduled for June
<div><div></div></div>	Morcombe Street, Green Head Footpath	FC108	0	0	0	0	0	0	
<div><div></div></div>	Morcombe Road, Leeman Footpath	FC109	0	0	0	0	0	0	
Transport Total			0	0	0	92,400	84,689	(84,689)	
<div><div></div></div>	Footpaths Total		0	0	0	92,400	84,689	(84,689)	














**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2018

**Note 13: Capital Acquisitions**

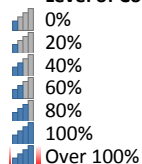
Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Plant &amp; Equipment (inc Furniture)</b>								
<b>Law, Order &amp; Public Safety</b>								
 OLOPS - Plant & Equipment (Capital)	4050330	0	136,688	136,688	136,688	136,688	(0)	Complete
<b>Law, Order &amp; Public Safety Total</b>		<b>0</b>	<b>136,688</b>	<b>136,688</b>	<b>136,688</b>	<b>136,688</b>	<b>(0)</b>	
<b>Recreation And Culture</b>								
 HALLS - Plant & Equipment (Capital)	4110130	0	8,073	8,073	5,000	4,576	3,497	Complete
<b>Recreation And Culture Total</b>		<b>0</b>	<b>8,073</b>	<b>8,073</b>	<b>5,000</b>	<b>4,576</b>	<b>3,497</b>	
<b>Transport</b>								
 PLANT - Plant & Equipment (Capital)	4120330	39,343	32,306	71,649	246,986	226,402	(154,753)	Truck ordered
<b>Transport Total</b>		<b>39,343</b>	<b>32,306</b>	<b>71,649</b>	<b>246,986</b>	<b>226,402</b>	<b>(154,753)</b>	
<b>Other Property &amp; Services</b>								
 ADMIN - Plant and Equipment (Capital)	4140230	0	33,343	33,343	27,872	25,542	7,801	Complete
<b>Other Property &amp; Services Total</b>		<b>0</b>	<b>33,343</b>	<b>33,343</b>	<b>27,872</b>	<b>25,542</b>	<b>7,801</b>	
<b>Plant &amp; Equipment Total</b>		<b>39,343</b>	<b>210,410</b>	<b>249,753</b>	<b>416,546</b>	<b>393,208</b>	<b>(143,455)</b>	
<b>Infrastructure Assets - Roads</b>								
<b>Transport</b>								
 Long Street (Capital) Council Funded	RC085	53,761		53,761	153,055	153,055	(99,294)	Kerbing ordered
 Grigson Street (Capital) Council Funded	RC106	26,169		26,169	23,956	23,956	2,213	Complete
 Morcombe Street, Green Head (Capital) Council Funded	RC108	18,274		18,274	16,594	16,594	1,680	Complete
 Morcombe Road, Leeman (Capital) Council Funded	RC109	12,834		12,834	10,900	10,900	1,934	Complete
 Quandong Place (Capital) Council Funded	RC119	32,092		32,092	28,472	28,472	3,620	Complete
 South Waddy Road (Capital) Council Funded	RC005		45,156	45,156	111,221	111,221	(66,065)	
 Waddy Forest Road (Capital) Council Funded	RC013	62,483		62,483	52,000	52,000	10,483	Complete
 Davies Road (Capital) Council Funded	RC015		697	697	4,924	4,924	(4,227)	Complete
 McPartland Road (Capital) Council Funded	RC023		93,661	93,661	108,997	108,997	(15,336)	Complete
 Mazza Road (Capital) Council Funded	RC028		0	0	37,979	37,979	(37,979)	C/Forward
 Campbell White Road (Capital) Council Funded	RC052		19,187	19,187	12,520	12,060	7,127	Complete
 Tootbardie Road (Capital) Black Spot	RBS027	674		674	0	0	674	Complete
 Launer Road (Capital) R2R	R2R006		103,008	103,008	152,393	152,393	(49,385)	More seal to go
 Thomas Road (Capital) R2R	R2R014		129,647	129,647	111,416	111,416	18,231	Culverts to go
 Willmott Road (Capital) R2R	R2R093		91,153	91,153	69,853	69,853	21,300	Complete
 Coorow-Greenhead Road West (Capital) R2R	R2R162	0		0	0	0	0	Complete
 Wubin-Gunyidi Road (Capital) R2R	R2R165		118,752	118,752	164,090	164,090	(45,338)	Underway
 Buntine-Marchagee Road (Capital) RRG	RRG002	320,894		320,894	314,520	314,520	6,374	
 Coorow-Greenhead Road East (Capital) RRG	RRG161		238,403	238,403	240,751	240,751	(2,348)	
 Coorow-Greenhead Road West (Capital) RRG	RRG162	250,450		250,450	244,294	244,294	6,156	
<b>Transport Total</b>		<b>777,629</b>	<b>839,664</b>	<b>1,617,293</b>	<b>1,857,937</b>	<b>1,857,474</b>	<b>(240,181)</b>	
<b>Infrastructure Roads Total</b>		<b>777,629</b>	<b>839,664</b>	<b>1,617,293</b>	<b>1,857,937</b>	<b>1,857,474</b>	<b>(240,181)</b>	

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 May 2018

**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Infrastructure Assets - Drainage</b>								
<b>Transport</b>								
 Central Street Drainage (Capital)	DC079	3,303		3,303	0	0	3,303	Complete
<b>Transport Total</b>		<b>3,303</b>	<b>0</b>	<b>3,303</b>	<b>0</b>	<b>0</b>	<b>3,303</b>	
<b>Infrastructure Assets - Drainage Total</b>		<b>3,303</b>	<b>0</b>	<b>3,303</b>	<b>0</b>	<b>0</b>	<b>3,303</b>	
<b>Other Infrastructure</b>								
<b>Community Amenities</b>								
 SAN - Infrastructure Other (Capital)	4100180	0	0	0	21,364	21,364	(21,364)	Ordered
 ENVIRON - Infrastructure Other (Capital)	4100580	39,601	0	39,601	488,950	448,206	(408,605)	3 Bays underway
 COM AMEN - Infrastructure Other (Capital)	4100780	25,390	0	25,390	46,216	42,361	(16,971)	Underway
<b>Community Amenities Total</b>		<b>64,991</b>	<b>0</b>	<b>64,991</b>	<b>556,530</b>	<b>511,931</b>	<b>(446,940)</b>	
<b>Recreation And Culture</b>								
 REC - Infrastructure Parks & Gardens (Capital)	4110370	36,320	0	36,320	235,834	216,183	(179,863)	Lot 601 underway
 REC - Infrastructure Other (Capital)	4110380	0	0	0	50,000	50,000	(50,000)	Complete
 Leeman Foreshore Infrastructure (Capital)	OC004	136,988	0	136,988	204,177	187,165	(50,177)	Underway
 Wann Park Infrastructure (Capital)	OC035	65,225	0	65,225	256,423	235,026	(169,801)	Underway
 Dynamite Bay Infrastructure (Capital)	OC043	794	0	3,415	50,000	50,000	(46,585)	Underway
 Coorow Skate Park (Capital)	OC036	5,692	0	15,657	39,906	39,906	(24,249)	Underway
 Morphet Park Infrastructure (Capital)	OC042	1,162	0	14,649	22,575	22,575	(7,926)	Complete
 Leeman Bowling Club Infrastructure (Capital)	OC100	0	129,090	129,090	129,090	129,090	0	Complete
<b>Recreation And Culture Total</b>		<b>246,180</b>	<b>129,090</b>	<b>401,345</b>	<b>988,005</b>	<b>929,945</b>	<b>(528,600)</b>	
<b>Other Property &amp; Services</b>								
 TOUR - Infrastructure Other (Capital)	4130280	44,297	0	44,297	44,000	44,000	297	Complete
<b>Other Property &amp; Services Total</b>		<b>44,297</b>	<b>0</b>	<b>44,297</b>	<b>44,000</b>	<b>44,000</b>	<b>297</b>	
<b>Other Infrastructure Total</b>		<b>355,469</b>	<b>129,090</b>	<b>510,633</b>	<b>1,588,535</b>	<b>1,485,876</b>	<b>(975,243)</b>	
<b>Capital Expenditure Total</b>		<b>1,499,345</b>	<b>1,184,345</b>	<b>2,709,764</b>	<b>4,429,461</b>	<b>4,260,764</b>	<b>(1,551,000)</b>	

**Level of Completion Indicators**



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

### 11.3.3 2018/2019 DIFFERENTIAL RATES

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	6 June 2018
ATTACHMENT	Nil
FILE	ADM0085 - RATES & VALUATIONS, RATE CLASSIFICATION, GENERAL

#### SUMMARY:

**Council is required to finalise its differential rates for the 2018/2019 financial year and request Ministerial approval prior to adoption of its rate-in-the-dollar as part of the Budget adoption process.**

#### BACKGROUND:

At its ordinary meeting held on 18 April 2018 Council resolved:

*Moved: Cr Jack*

*Seconded: Cr Sims*

*That the Shire:*

- 1. Advertise its intention, in accordance with Section 6.36 of the Local Government Act 1995 to adopt the following rates in the dollar and minimum rates for the differential rating categories specified for the 2018/2019 financial year, and if no submissions are received, that Ministerial approval be requested.*

RATE CATEGORY	BASIS	2018/2019 RATE (cents in the dollar)	2018/2019 MINIMUM	2018/2019 Average Rates (ex minimum)	2017/2018 Average Rates (ex minimum)
<i>Agriculture</i>	<i>UV</i>	<i>1.6577</i>	<i>\$815</i>	<i>\$10,233</i>	<i>\$9,660</i>
<i>Mining</i>	<i>UV</i>	<i>16.7738</i>	<i>\$815</i>	<i>\$6,795</i>	<i>\$6,517</i>
<i>Exploration</i>	<i>UV</i>	<i>11.5831</i>	<i>\$300</i>	<i>\$966</i>	<i>\$451</i>

- 2. State its objectives and reasons in levying differential rates as:*

*“The objective of Council’s Differential Unimproved Value Rating is to ensure that rates are levied equitably on Agricultural, Mining and Exploration Properties in the Shire of Coorow and for each land user to make a reasonable contribution to road maintenance.*

#### *Reasons for levying UV – Agriculture Rate*

*The different methods required to calculate the UV for agricultural, mining and exploration properties means that agricultural assessments have a much higher value than mining and exploration ones. The average valuation for agricultural properties is \$588,820.*

*Agricultural property values are based on what the land could be sold for, whereas mining and exploration assessments are based on their annual rental value, multiplied by a factor which is determined by their size. Properties with an agricultural use therefore have a much higher unimproved value.*

*Under the current valuation regime, the only way fair way that agricultural properties can be required to contribute to the services they receive and the maintenance of the road network is for them to be on a much lower rate in the dollar than mining and exploration properties.*

*The proposed differential rates in the dollar for UV rated properties would mean that the average rates levied on agricultural assessments would be \$9,788, which is still much higher than the average mining and exploration assessments of only \$4,403 and \$664 respectively.*

#### *Reasons for levying UV – Mining Rate*

*The different methods required to calculate the UV for agricultural, mining and exploration properties means that mining and exploration assessments have a much lower value than agricultural ones.*

*Agricultural property values are based on what the land could be sold for, whereas mining and exploration assessments are based on their annual rental value, multiplied by a factor which is determined by their size. Properties with a mining use therefore have a much lower unimproved value than agricultural uses.*

*The average valuation for mining properties is \$25,091.*

*Extractive industries such as lime sand and dolomite generate a significant volume of heavy vehicle traffic on local roads, much more than a property used for agricultural or exploration purposes, therefore costing the Shire a lot more in road maintenance and renewal.*

*The Shire of Coorow does not charge heavy haulage fees, or extractive industry fees. This means that under the current valuation regime, the only way that mining properties can fairly be required to contribute to the maintenance of the road network is for them to be on a much higher rate in the dollar than agricultural properties.*

*The proposed differential rates in the dollar for UV rated properties would mean that the average mining assessment would be \$4,403. If the mining assessments were rated using the same rate in the dollar as agricultural assessments, their average rate would only be \$876, with most assessments being on the minimum rate.*

*Differential rating allows Council to maintain a degree of parity between rates levied on all unimproved value (UV) assessments within the Shire of Coorow rate base whilst providing income annually to allow for the service requirements of all property owners.*

#### *Reasons for levying UV – Exploration Rate*

*The different methods required to calculate the UV for agricultural, mining and exploration properties means that mining and exploration assessments have a much lower value than agricultural ones.*

*Agricultural property values are based on what the land could be sold for, whereas mining and exploration assessments are based on their annual rental value, multiplied by a factor which is determined by their size. Properties with an exploration use therefore have a much lower unimproved value than agricultural uses.*

*The average valuation for exploration properties is \$5,017.*

*Exploration activities rarely generate a significant volume of heavy vehicle traffic on local roads, much less than a property used for agricultural or mining purposes, therefore costing the Shire very little in road maintenance and renewal.*

*There is still a cost in administering these types of assessments however, so a minimum rate of \$300 is proposed to cover administration costs. The lowest possible rate in the dollar has been proposed for this category which would result in less than 50% of properties being on this minimum rate.*

*The proposed differential rates in the dollar for UV rated properties would mean that the average exploration assessment would be \$664. If the exploration assessments were rated using the same rate in the dollar as agricultural assessments, their average rate would be \$815 as they would all be on the minimum rate.*

*Differential rating allows Council to maintain a degree of parity between rates levied on all unimproved value (UV) assessments within the Shire of Coorow rate base whilst providing income annually to allow for the service requirements of all property owners.*

#### *Differential General Rate*

<i>Description</i>	<i>Characteristics</i>	<i>Objects</i>	<i>Reasons</i>
<i>UV – Agricultural</i>	<i>Properties used predominantly for agricultural purposes</i>	<i>To ensure all ratepayers contribute an equitable share to maintaining the Shire's assets and services</i>	<i>To compensate for the much higher unimproved value of agricultural assessments compared to mining assessments</i>
<i>UV – Mining</i>	<i>Properties with a land use associated with mining leases/tenements</i>	<i>To ensure all ratepayers contribute an equitable share to maintaining the Shire's assets and services</i>	<i>To compensate for the much lower unimproved value of mining assessments compared to agricultural assessments and high impact on road maintenance requirements</i>
<i>UV – Exploration</i>	<i>Properties with a land use associated with exploration permits</i>	<i>To ensure all ratepayers contribute an equitable share to maintaining the Shire's assets and services</i>	<i>To compensate for the much lower unimproved value of exploration assessments compared to agricultural assessments and low impact on road maintenance requirements</i>

### *Differential Minimum Rate*

<i>Description</i>	<i>Characteristics</i>	<i>Objects</i>	<i>Reasons</i>
<i>UV – Agricultural</i>	<i>Properties used predominantly for agricultural purposes</i>	<i>This rate is considered the minimum contribution for basic services and infrastructure</i>	<i>This rate is considered the minimum contribution for basic services and infrastructure</i>
<i>UV – Mining</i>	<i>Properties with a land use associated with a mining lease/tenement</i>	<i>This rate is as close to the other minimum rates as legislation will allow</i>	<i>This rate ensures that less than 50% of assessments in this category are on the minimum rate</i>
<i>UV – Exploration</i>	<i>Properties with a land use associated with exploration permits</i>	<i>To cover basis costs of administering a rate assessment.</i>	<i>This rate is reflective of the lowest minimum rate considered appropriate to cover administrative costs.</i>

3. *Prepare the 2018/2019 annual Budget incorporating a 3.95% rate increase, noting that the increase is less than the 4% projected in the Long Term Financial Plan as a result of efficiency measures identified since its adoption.*
4. *Confirms that it has reviewed its expenditure and considered efficiency measures as part of its budget deliberations.*

*CARRIED 6/0  
Absolute Majority*

### **COMMENT:**

Statutory advertising has taken place and an explanation of the Shire's objectives and reasons for the proposed differential rates were sent to all Mining and Exploration assessment holders.

At the close of the submission period at 4 pm on 30 May 2018, no submissions had been received.

Since advertising the proposed differential rates, the new valuations for UV properties have been received and are significantly lower than the ones used in modelling the differential rates.

As a consequence, new modelling has been carried out to achieve the same total of rates to be levied in each differential rate category. The proposed new rates in the dollars are as follows:

Rating Category	2018 – 2019					
	rate in \$ (cents)	% change from previous year	rateable value (\$)	Nº mins	Not on mins	Average per property (excluding mins)
UV - Agriculture	1.6672	4.72%	121,192,300	9	198	\$10,196
UV - Mining	16.7738	4.34%	627,275	10	15	\$6,795
UV - Exploration	11.5831	0%	51,188	5	6	\$966

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995, Part 6 — Financial management, Subdivision 2 — Categories of rates and service charges

#### **STRATEGIC IMPLICATIONS:**

The Shire of Coorow Long Term Financial Plan includes an overall rate increase of 4% in 2018/19, but does not specify the make up of the rates.

#### **POLICY IMPLICATIONS:**

Nil

#### **PUBLIC CONSULTATION:**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS:**

The annual budget identifies how funds will be sourced and allocated in the forthcoming year, and allows for the imposition of rates as an income stream from which services and upcoming projects may be funded.

The 2018/2019 draft Budget is proposed to raise \$3,323,652 from GRV and UV rates. If the advertised rates in the dollar were applied, rates of \$3,312,147 would be raised, with \$11,503 less being raised on UV Agricultural assessments.

#### **VOTING REQUIREMENTS:**

Absolute Majority



**Moved: Cr Bothe****Seconded: Cr Rackemann**

***That, in accordance with Section 6.33 of the Local Government Act 1995, approval be sought from the Minister for Local Government to impose a differential Unimproved Value (UV) rate on all Mining and Exploration Assessments within the Shire of Coorow that is more than twice the lowest general rate, in accordance with the following:***

<b>RATE CATEGORY</b>	<b>BASIS</b>	<b>2018/2019 RATE (cents in the dollar)</b>	<b>2018/2019 MINIMUM</b>	<b>2018/2019 Average Rates (ex minimum)</b>	<b>2017/2018 Average Rates (ex minimum)</b>
<b>Agriculture</b>	<b>UV</b>	<b>1.6672</b>	<b>\$815</b>	<b>\$10,196</b>	<b>\$9,660</b>
<b>Mining</b>	<b>UV</b>	<b>16.7738</b>	<b>\$815</b>	<b>\$6,795</b>	<b>\$6,516</b>
<b>Exploration</b>	<b>UV</b>	<b>11.5831</b>	<b>\$300</b>	<b>\$966</b>	<b>\$451</b>

**CARRIED 6/0  
Absolute Majority**

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

Nil

***Councillor Rackemann left the meeting at 6.08 pm***

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

**RESOLUTION:**

**2018/069**

**Moved: Cr Bothe****Seconded: Cr Peck**

***That two (2) items of urgent business be considered.***

**CARRIED 5/0  
Simple Majority**

### 13.1 LATE ITEM - TENDER FOR 'DOZER REPLACEMENT'

<b>AUTHOR</b>	Kelvin Bean
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	19 June 2018
<b>FILE</b>	ADM0566 – Tenders General
<b>ATTACHMENT</b>	RFT 04/2018

#### **SUMMARY:**

**For Council to consider the draft tender document for the replacement of the Shire's CAT D6H Dozer.**

#### **BACKGROUND:**

The draft 2018/2019 includes the replacement of the Shire's Cat D6H Dozer.

#### **COMMENT:**

This tender document is for the replacement of the Shire's dozer. Proposed advertising date set for 21 June 2018 with closing date of 9 July 2018.

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995      *s3.57 Tenders for providing goods or services*  
Local Government (Functions and General) Regulations  
Part 4 Provision of goods and services

#### **STRATEGIC IMPLICATIONS:**

The dozer is a vital piece of equipment required to deliver the Shire's road program.

#### **POLICY IMPLICATIONS:**

Policy 3.6.2 – Purchases of Goods & Services

#### **FINANCIAL IMPLICATIONS:**

The draft 2018/2019 budget includes the replacement of the Shire's current dozer.

#### **VOTING REQUIREMENT:**

Absolute Majority

#### **OFFICER RECOMMENDATION /**

That the draft tender document RFT 04/2018 – Replacement of D6H Dozer (including specifications) be approved for advertising through the WALGA Preferred Supplier Program as attached.

**Moved: Cr Jack**

**Seconded: Cr Peck**

***That the draft tender document RFT 04/2018 – Replacement of D6H Dozer (including specifications) be approved for advertising through the WALGA Preferred Supplier Program and open tender as attached.***

**CARRIED 4/1**

***Was not carried by absolute majority***

**Moved: Cr Peck**

**Seconded: Cr Jack**

***That the draft tender document RFT 04/2018 – Replacement of D6H Dozer (including specifications) be approved for advertising through an open tender as attached.***

**CARRIED 3/2**

***Was not carried by absolute majority***

**Moved: Cr Sims**

**Seconded: Cr Bothe**

***That the draft tender document RFT 04/2018 – Replacement of D6H Dozer (including specifications) be approved for advertising through the WALGA Preferred Supplier Program as attached.***

**CARRIED 3/2**

***Was not carried by absolute majority***



## REQUEST FOR TENDER [DRAFT]

<b>Request for Tender (RFT)</b>	<b>REPLACEMENT OF D6 DOZER</b>
<b>Deadline:</b>	<b>4 pm – Monday 9 July 2018</b>
<b>Address for Delivery:</b>	<i>Shire of Coorow Att: Chief Executive Officer PO Box 42 Coorow, WA 6515</i>
<b>RFT Number:</b>	<b>04/2018</b>

## PRINCIPAL'S REQUEST

### CONTRACT REQUIREMENTS IN BRIEF

This tender is for:

- A) the supply and deliver of a new Dozer.
- B) the trade in of the Shire's current D6 Dozer.

A full statement of the goods and services required and the trade vehicle offered under the proposed contract appear in the Specification.

This tender is subject to Council's Regional Price Preference policy.

### CONTACT PERSONS

Tender should not rely on any information provided by any person(s) other than those listed below unless specified by person below:

#### Specification Enquiries

Name: Kelvin Bean, Manager of Works & Services  
John Cortese, Mechanic  
Telephone: 0428 521 103 (Kelvin), 0428 521 104 (John)  
Facsimile: 08 9952 1173  
Email: [mws@coorow.wa.gov.au](mailto:mws@coorow.wa.gov.au) (Kelvin)

### TRADE VEHICLE INSPECTION/MEETING

Appointments may be made to inspect the trade vehicle by contacting Kelvin Bean or John Cortese as above.

### PRICE BASIS

All prices for goods and services offered under this Request are to be fixed for the term of the Contract. Tender prices must include Goods and Services Tax (GST).

Any variations must be submitted and agreed upon by both parties (contractor and Shire of Coorow) prior to any implementation

### EVALUATION PROCESS

This is a Request for Tender (RFT). Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- (a) tenders are checked for completeness and compliance. Tenders that do not contain all information requested (eg completed Offer form and Attachments) may be excluded from evaluation.
- (b) tenders are assessed against the Selection Criteria. Contract costs are evaluated, eg tendered prices and other relevant whole-of life costs are considered.
- (c) the most suitable Tenderers may be shortlisted and may also be required to clarify the Tender, make a presentation, demonstrate the product/solution offered and/or open premises for inspection. Referees may also be contacted prior to the selection of the successful Tenderer.

A contract may then be awarded to the Tenderer, whose Tender is considered the most advantageous tender to the Principal.

## **SELECTION CRITERIA**

The Principal has adopted a best value for money approach to this Tender.

The Contract will be awarded to a Tenderer who best demonstrates the ability to provide quality products at a competitive price. The tendered prices will be assessed with the following qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

This means that, although price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

## **COMPLIANCE CRITERIA**

These criteria will not be point scored. Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of "No" against any criterion may eliminate the Tender from consideration.

Description of Compliance Criteria	Yes/No
(a) Compliance with the Specification contained in the Request.	Yes/No
(b) Compliance with the Conditions of Tendering this Request.	Yes/No

## **PRICE CONSIDERATIONS**

The tendered price will be considered along with related factors affecting the total cost to the Principal, eg the lifetime operating costs of goods or the Principal's contract management costs may also be considered in assessing the best value for money outcome.

## **LOCAL GOVERNMENT POLICIES THAT MAY AFFECT SELECTION**

The following local government policies may affect this selection:

- Regional Price Preference Policy

## **PRICE BASIS**

All prices offered under this Request shall be fixed for the term of the Contract. Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered shall include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

## **CONDITIONS OF TENDERING**

Tenders may be:

- (a) delivered by hand to:

The Chief Executive Officer

Main Street Coorow  
COOROW WA 6515  
(by the Tenderer or the Tenderer's private agent) or;

- (b) sent through the mail to:

The Chief Executive Officer  
PO Box 42  
COOROW WA 6515

Electronic mail Tenders and Tenders submitted by facsimile will only be accepted by prior arrangement with the Chief Executive Officer (0428 521 100).

The Tender must be lodged by the Deadline. The Deadline for this Request is:

- 4 pm, Monday 9 July 2018

The Tender must be:

- (a) placed in a sealed envelope;
- (b) clearly endorsed with the tender number and titled as shown on the front cover of this Request;

Tenderers must ensure that they have provided **two** signed copies of their Tender (one to be marked "ORIGINAL" and bound, the other to be marked "COPY". Any brochures or pamphlets must be attached to both the original and the copies.

All copies must be unbound and unstapled. All pages must be numbered consecutively and the Tender should include an index.

## **REJECTION OF TENDERS**

A Tender shall be rejected without consideration of its merits in the event that it is not submitted before the Deadline and at the place specified in the Request and may be rejected if it fails to comply with any other requirements of the Request.

## **LATE TENDERS**

Tenders received after the Deadline will not be accepted for evaluation.

## **ACCEPTANCE OF TENDERS**

Unless otherwise stated in this Request, Tenders may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

## **DISCLOSURE OF CONTRACT INFORMATION**

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given particulars of the successful Tenderer or advising that no Tender was accepted.

## **ALTERNATIVE TENDERS**

All Alternative Tenders shall be accompanied by a conforming Tender.

Tenders submitted as Alternative Tenders or made subject to conditions other than the General and Special Conditions of Contract shall in all cases arising be clearly marked "ALTERNATIVE TENDER".

The Principal may in its absolute discretion reject any Alternative Tender as invalid.

Any printed "General Conditions of Contract" shown on the reverse of a Tenderer's letter or quotation form will not be binding on the Principal in the event of a Contract being awarded unless the Tender is marked as an Alternative Tender.

## **TENDER VALIDITY PERIOD**

All Tenders shall remain valid and open for acceptance for a minimum period of one (1) month from the Deadline for determining the Tender unless extended on mutual agreement between the Principal and the Tenderer in writing.

## **SPECIFICATION**

The specification for the new Dozer is shown in attachment A.

The specifications of the trade in Dozer are shown in attachment B.

## **ATTACHMENT A – NEW DOZER SPECIFICATIONS**

1. Basic operating weight with the Semi-Universal blade shall not be more than 23,500 kg. Weight includes lubricants, coolant, full fuel tank, SU blade, 22 inch shoes, cab, hydraulic controls, rear ripper and operator
2. The overall length of the basic tractor shall not exceed 8,500 mm with Semi-Universal Blade and Rear Ripper fitted and not exceed 3,000 mm in width.
3. Ground clearance per SAE J1234 will be at least 372 mm
4. Engine shall develop at least 215 net flywheel hp (161 kW ).
5. Engine air cleaner shall have a service indicator with warning/status lamp inside the cabin.
6. Engine shall be equipped with an electric fuel priming system.
7. Engine shall be equipped with a hydraulically driven reverse demand fan to adjust fan speeds dependent on ambient conditions, thus improving fuel efficiency and reducing sound levels.
8. Transmission shall provide at least three ground speeds selections forward and three ground speeds selections in reverse.
9. Transmission shall be fully automatic with auto-up and down shift features available.
10. Hydraulic system shall have separate pumps for steering and implement control.
11. Hydraulics and controls shall have a load sensing, variable displacement piston pump, which adjusts hydraulic flow to match implement demand.
12. Hydraulics and controls shall have a single lever for dozer control functions.
13. Machine shall have a blade control that will allow operators to automatically maintain a pre-established blade position without use of external systems.
14. Undercarriage shall have reinforced box section and tubular track roller frame construction to resist bending and torsional loads.
15. Undercarriage shall have a roller frame attached to the tractor by a pivot shaft and pinned equalizer bar.
16. Undercarriage shall have no less seven track rollers per side.
17. 22 inch (560 mm) heavy duty track shoes shall be standard with heavy duty track chains
18. Undercarriage shall have a minimum 2500 mm length of track on ground.
19. Machine to have Coorow Shire Logo.
20. AM/FM Bluetooth radio
21. UHF radio
22. Alternator, 150 AMP, Ducted with raised air intake for work in dusty conditions
23. Tiller shall allow operator to work precisely in close areas.



24. Operator shall have a clear working view to the blade and rear of the machine provided by a tapered hood, notched fuel tank and large single pane windows as well as a low rear window.
25. Machine shall have Premium Lighting package (min 10 lights) for night time work, with guards.
26. Seat shall have canvas seat cover and standard adjustable arm rests.
27. A rear vision camera and screen integrated in main dash display shall be provided to enhance visibility behind the machine
28. Cab shall feature a 10 amp, 12 volt power converter for the convenient use of radios, wireless phones and laptop computers.
29. An electronic rocker switch work tool lockout valve shall be provided to prevent inadvertent operation of the hydraulic work tool attachments.
30. Cab shall be fitted with airconditioner with filtered & pressurized intake air for working in dusty conditions
31. A multi-shank (3) parallelogram design ripper shall be available through the tractor manufacturer.
32. Minimum ripper penetration shall be at least 500 mm
33. Minimum ripper penetration force shall be at least 70 kN
34. A Semi-universal (SU), blade shall be available with all wear items available through machine selling dealer
35. A ground level Service Centre shall provide a secondary engine shutdown, battery disconnect and service hour meter.
36. Heavy duty grab handles for entry onto machine
37. Machine to be fitted with fuel tank guard
38. Machine to be fitted with perforated engine side doors.
39. Dual cab mounted LED amber beacons.
40. Fire extinguisher.
41. Inspected for license.
42. Tenders to state all warranties including any extended warranty if applicable.
43. Full set workshop, parts & operators manuals in CD software.
44. Machine to be delivered to Shire of Coorow depot in Coorow.

## ATTACHMENT B – TRADE IN SPECIFICATIONS

<b>YEAR OF MANUFACTURE:</b>	1988	<b>VIN NUMBER:</b>	4YF00456
<b>REGISTRATION NUMBER:</b>	CW 0035	<b>ENGINE NUMBER:</b>	10Z14477
<b>REGISTRATION EXPIRY:</b>	30/12/2018	<b>ENGINE SIZE:</b>	3306
<b>HOUR METER READING:</b>	19,305 Hrs	<b>FUEL TYPE:</b>	Diesel
<b>COLOUR:</b>	Yellow	<b>TARE:</b>	18,500 kg
<b>HORSEPOWER RATING:</b>	170hp or 128.6Kw		
<b>TRACK CONDITION:</b>	Fair		
<b>ANTICIPATED AVAILABILITY DATE:</b>	On delivery of new dozer		
<b>OTHER DETAILS:</b>	Closing Date is 4 pm, 9 July 2018		

### **Important Information:**

- To arrange an inspection or ask any questions relating to the plant item please contact: John Cortese Shire Mechanic on 0428 521104 or Kelvin Bean Manager of Works & Services on 0428 521103 or mws@coorow.wa.gov.au
- The trade vehicle includes all fitted “add on” (non OEM) devices, toolboxes and bracketing etc. This does not include non-fitted, loose equipment carried in the Plant at the time of inspection.
- It is the Tenderer’s responsibility to satisfy themselves as to the condition and the value of the Plant

## 13.2 LATE ITEM - WALGA STATE COUNCIL – MATTERS FOR DECISION

<b>AUTHOR</b>	Peter Crispin
<b>DISCLOSURE OF INTEREST</b>	Nil
<b>DATE OF REPORT</b>	18 June 2018
<b>FILE</b>	ADM0425 – Government Relations – Local & Regional Liaison
<b>ATTACHMENT</b>	Northern Country Zone of WALGA Agenda, Email extract

### **SUMMARY:**

**To provide direction to the WALGA Northern Zone for voting on the matters for decision at the WALGA State Council meeting to be held in 4 July 2018.**

### **BACKGROUND:**

The next meeting of the Northern Country Zone of WALGA will be held on Monday 25 June 2018. There is a list of 7 matters for decision at the WALGA State Council which need to be discussed at this meeting.

Councils direction is requested so that the President can provide responses to the Northern Country Zone of WALGA prior to the WALGA State Council Meeting.

### **COMMENT:**

The agenda, listing the matters for decision and information is 196 pages and is available to Councillors as required. A copy of Northern Country Zone of WALGA, containing the motions for decision is attachment to this report.

The recommendations are:

#### **5.1 Updated Climate Change Policy Statement**

*That the revised WALGA Climate Change Policy Statement be endorsed.*

#### **5.2 Interim Submission – Model Subdivision Conditions**

*That the interim submission to the WA Planning Commission on the Model Subdivision Conditions be endorsed.*

#### **5.3 Interim Submission – Position Statement – Housing on Lots Less Than 100m<sup>2</sup>**

*That the interim submission to the WA Planning Commission on Position Statement – Housing on Lots less than 100m<sup>2</sup> be endorsed.*

#### **5.4 Policy for Restricted Access Vehicles on Roads not on an Approved Network During Harvest**

- 1. That WALGA support changes to the Harvest Mass Management Scheme to enable heavy vehicles that meet the requirements of RAV 2, RAV 3 or RAV 4 to travel on roads not assessed for the RAV network between paddocks and the nearest RAV route during the harvest period.*
- 2. Advocate that any roads assessed on the initiative of Main Roads that do not meet the requirements for addition to the RAV network at the level used under the Harvest Mass Management Scheme remain unassessed for the purpose of network definition.*

## **5.5 WA State Library Strategy Implementation Plan and Consultation Report**

*That:*

1. *The WA Public Libraries Strategy be endorsed; and,*
2. *WALGA continue to advocate with Western Australia Public Libraries and key stakeholders to Department of Local Government, Sport and Cultural Industries to prioritise funding for implementation of the strategy.*

## **5.6 Aboriginal Heritage Act 1972 Review Submission to Stage 1**

*That the submission to Stage 1 Review of the Aboriginal Heritage Act 1972 be endorsed.*

## **5.7 Interim Submission – Review of the State Industrial Relations System**

*That the interim supplementary submission in response to the Interim Report of the Review of the State Industrial Relations System be endorsed.*

### **STATUTORY ENVIRONMENT:**

Library Board Act 1951

Aboriginal Heritage Act 1972

### **STRATEGIC IMPLICATIONS:**

Some of the issues raised will have great effect on the Shire, such as the Restricted Access Vehicle Access on Unapproved Roads, Library Strategy Implementation and Review of the State Industrial Relations System.

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Nil

### **VOTING REQUIREMENTS:**

Simple Majority

**Moved: Cr Bothe**

**Seconded: Cr Peck**

**That the Northern Country Zone of WALGA be advised that the Shire of Coorow votes as follows:**

- **5.1 Updated Climate Change Policy Statement  
Support**
- **5.2 Interim Submission – Model Subdivision Conditions  
Support**
- **5.3 Interim Submission – Position Statement – Housing on Lots Less Than 100m<sup>2</sup>  
Support**
- **5.4 Policy for Restricted Access Vehicles on Roads not on an Approved Network During Harvest  
Support**
- **5.5 WA State Library Strategy Implementation Plan and Consultation Report  
Support**
- **5.6 Aboriginal Heritage Act 1972 Review Submission to Stage 1  
Support**
- **5.7 Interim Submission – Review of the State Industrial Relations System  
Support**

**CARRIED 5/0  
Simple Majority**

**14. MATTERS BEHIND CLOSED DOORS:**

**RESOLUTION:** 2018/071

**Moved: Cr Bothe**

**Seconded: Cr Peck**

**That the meeting be closed to the public to consider item 14.1**

**CARRIED 5/0  
Simple Majority**

*Manager Works & Services and Deputy Chief Executive Officer left the meeting at 6.36pm*

**RESOLUTION:** 2018/072

**Moved: Cr Bothe**

**Seconded: Cr Peck**

**That the meeting be re-opened to the public.**

**CARRIED 5/0  
Simple Majority**

*Manager Works & Services & Deputy Chief Executive Officer re-entered the meeting at 6.43pm*

*The Presiding Member then read allowed the Resolution(s) passed.*

**14.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW**

**OFFICER RECOMMENDATION / RESOLUTION:** 2018/073

**Moved: Cr Bothe**

**Seconded: Cr Peck**

**That:**

- 1. The Chief Executive Officer's annual performance review finalised following the May 2018 meeting be adopted; and**
- 2. The updated Key Performance Indicators, as attached, be adopted and included for assessment at the next performance review.**

**CARRIED 5/0  
Simple Majority**

**15. DATE OF NEXT MEETING:**

**15.1 ORDINARY MEETING OF COUNCIL**

**Ordinary Meeting**

Next meeting of Council will be held on Wednesday 18 July 2018 at the Coorow District Hall from 5.00 pm.

**16. CLOSURE:**

There being no further business the President, Cr Moira Girando JP closed the meeting at 6.45 pm