



# **Minutes**

## **FOR THE**

### **ORDINARY MEETING**

### **OF COUNCIL**

### **TO BE HELD ON**

## **WEDNESDAY 17 October 2018**

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING**

Members of the public are cautioned against taking any action on Council decisions, on items in these Minutes in which they may have an interest, until such times as they have been advised in writing by Shire staff

# 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 5.30 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.*

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

Councillor M J Girando  
Councillor B A Jack  
Councillor M R Bothe  
Councillor V R Oakes  
Councillor S D Peck  
Councillor D A Rackemann  
Councillor G C Sims

President  
Deputy President

Mr P J Crispin  
Mrs L J Parola  
Mr K Bean

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

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

Nil

**4. PUBLIC QUESTION TIME:**

**4.1 (Craig Lovelady) – Establishment of Medical Practice in Green Head**

*Could the Council please advise if the Shire is willing to support the establishment of a Medical Practice in Green Head, and if so what the relevant conditions for such a subsidy might be?*

**Response**

The 2018/19 Adopted Budget contains an amount of \$5,500 as a subsidy for a Doctor to visit Leeman Silver Chain (to allow for 11 visits at \$500 each). At this stage no medical practice has shown any interest in taking advantage of this subsidy.

The main issue that arises with supporting a Medical Practice in Green Head is the lack of suitable surgery space, hence the reason that the Shire has supported a service from Leeman which has suitable treatment rooms that can be leased from Silver Chain.

The Council would be happy to consider alternate proposals, subject to budgetary constraints.

#### 4.2 (Craig Lovelady) – Clearing of Material from South Bay

*Over the last 2 years there has been a significant deterioration in the reef system due south of Cliff Park. There appears to be a correlation with the Shire's clearing of the boat ramp at South Bay and the practice of taking the cleared material from the ramp and dumping it in a formation to the East of the ramp. This practice is disrupting the natural flow of water in the bay resulting in accumulation of sand in the reef system to the west of the ramp and scouring of the beach system to the east of the dumped material. Does the Shire have the relevant approvals for this activity?*

#### **Response**

As this is a complex question with several aspects requiring accurate information we will take this question on notice pending further investigation.

Assuming your question is in the best long-term interest of the amenity could you please supply us with any documented information you may have which would assist in this process.

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

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

- Councillor Rackemann from 24 October to 31 October and 8 November to 14 November 2018 inclusive
- Councillor Sims from 21 December 2018 to 5 January 2019

**RESOLUTION:**            **2018/112**

***Moved: Cr Oakes***

***Seconded: Cr Jack***

***That the following leave of absences be approved:***

- Councillor Rackemann from 24 October to 31 October and 8 November to 14 November 2018 inclusive
- Councillor Sims from 21 December 2018 to 5 January 2019 inclusive

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

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

Councillor Sims declared an indirect financial interest in Item 11.1.2 as Elders Coorow (his employer) has submitted a quotation for netting and pipe.

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**8. CONFIRMATION OF MINUTES**

8.1 GREEN HEAD COAST CARE MEETING HELD MONDAY 20 AUGUST 2018  
HELD AT THE GREEN HEAD COMMUNITY CENTRE

**RESOLUTION:** 2018/113

**Moved:** Cr Oakes

**Seconded:** Cr Bothe

That the Minutes of the Green Head Coast Care Meeting held on Monday 20 August 2018 be received.

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

8.2 ORDINARY MEETING HELD WEDNESDAY 19 SEPTEMBER 2018 HELD  
AT THE WARRADARGE MEETING ROOM

**RESOLUTION:** 2018/114

**Moved:** Cr Jack

**Seconded:** Cr Sims

That the Minutes of the Ordinary Meeting held on Wednesday 19 September 2018 be confirmed as a true and correct record.

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

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

Nil

**10. MATTER FOR WHICH MEETING MAY BE CLOSED:**

Nil


## 11. REPORTS:

### 11.1 CHIEF EXECUTIVE OFFICER:

#### 11.1.1 VALUATION OF PORTION OF LOT 53 THOMAS STREET, LEEMAN

<b>Reporting Officer:</b>	Chief Executive Officer
<b>Responsible Executive:</b>	Chief Executive Officer
<b>File Reference:</b>	ADM0746 – Council properties – Leasing Out
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Valuation from Griffin Valuation – Dated 2 June 2018
<b>Voting Requirements:</b>	Simple Majority

### COUNCIL ROLE

 <b>Executive</b>	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.
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### REPORT PURPOSE:

For Council to consider accepting the valuation dated 28 June 2016 as the valuation to be used for advertising the proposed disposal, by lease, of portion of Lot 53 Thomas Street, Leeman (a fishing industry processing facility).

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

**2018/115**

**Moved: Cr Bothe**

**Seconded: Cr Oakes**

That

- 1) the valuation dated 28 June 2016 be accepted as it is believed to be a true indication of the value of portion of Lot 53 Thomas Street, Leeman at the present time;
- 2) that advertising of the disposition by way of lease to Darren Blom and Steve Buckeridge of portion of Lot 53 Thomas Street Leeman be commenced; and
- 3) should there be no objections within the advertising period, agree to the disposition of the portion of Lot 53 Thomas Street, Leeman by way of a lease.

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

**BACKGROUND:**

The northern most portion of Lot 53 Thomas Street (part of Reserve 34516), Leeman is zoned "Special Use" for purposes associated with the fishing industry. The site contains a small building for processing and a plant and equipment including freezers and pumping infrastructure. A lease on this northern most processing facility has been expired for a number of years. The expired lease was still being paid by the last holder, Fat Marine Pty Ltd (Coral Park Seafoods). The owner of the infrastructure and facilities, Jimmy Money, has negotiated a sale to the proposed new proprietors, Darren Blom and Steve Buckeridge. Before this can be finalised, the new proprietors need to have a lease in place with the Shire.

**COMMENT:**

To dispose of the property by lease, the Shire of Coorow will need to advertise the disposal, including a valuation. According to the *Local Government Act 1995 s3.58 (4) (c)* the advertising must include a valuation. The valuation should be obtained within the last 6 months, however, subsection (ii) states that the valuation used can be *"as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition"*.

On 28 June 2018, the Shire received a valuation on this land as included in the attachment. Valuation of land and property has continued to decline slightly or, at best, remained stable over the past 2-3 years in Leeman.

**STAKEHOLDER ENGAGEMENT:**

Jimmy Money – Fat Marine Pty Ltd  
Darren Blom & Steve Buckridge

**FINANCIAL / RESOURCE IMPLICATIONS:**

There will be no change in the lease fees that are included in the 2018/19 Budget.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 – s3.58 Disposing of Property

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Having another active processing facility in Leeman would be a good indication that the fishing industry is remaining a crucial part of the Leeman economy.

The 2017-2027 Strategic Community Plan includes as a strategic priority under Theme 2: Economy: Creating a diverse economic base and supporting local businesses.

**RISK IMPLICATION:**

Should the lease not occur, there could be a risk that the facility remains vacant and not operating, with the eventual deterioration of the infrastructure on site.

***Councillor Sims has declared an indirect financial interest in this item, but was able to stay and vote on the matter.***

#### 11.1.2 COOROW CRICKET TRAINING NETS

**Reporting Officer:** Community Development Office  
**Responsible Executive:** Chief Executive Officer  
**File Reference:** ADM0189 – Council Properties – Sporting Facilities – Maley Park Coorow.  
**Disclosure of Interest:** Nil  
**Attachments:** Budgets, Quotes and Photographs  
**Voting Requirements:** Simple Majority

### COUNCIL ROLE

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, setting and amending budgets.

### REPORT PURPOSE:

For Council to consider allocating funds towards constructing the proposed new Cricket training nets to be located adjacent to the Tennis courts at Maley Park.

### OFFICER RECOMMENDATION:

Option 1: That funding of \$6,499 for all requested works items as identified in project budget be approved for the Coorow Cricket Club's training net proposal.

Option 2: That funding of \$4,462 for requested works with 50% turf covering be approved for the Coorow Cricket Club's training net proposal.

Option 3: That funding of \$3,306 for concrete and netting only be approved for the Coorow Cricket Club's training net proposal.

Option 4: That funding of \$2,376 for concrete only be approved for the Coorow Cricket Club's training net proposal.

Option 5: That no funding be approved for the Coorow Cricket Club's training net proposal until all available grant funding options have been exhausted.

**RESOLUTION: 2018/116**

**Moved: Cr Sims**

**Seconded: Cr Jack**

That funding of up to \$6,500 be approved for the Coorow Cricket Club's training net proposal as long as all alternative funding sources have been exhausted.

**CARRIED 7/0  
Simple Majority**



*Council wanted to make sure that any new grants could be taken into account whilst still supporting the new nets.*

**BACKGROUND:**

The Coorow Cricket Club is a long-standing sporting group which incorporates players from other areas which enables people from many age groups to participate in a social or competitive sporting activity.

They have been successful in winning many championships over the years and have enjoyed increased memberships numbers from previous years.

Current training nets are located east of the hockey field at Maley Park which were constructed many years ago and have deteriorated significantly over this period (see attached photographs).

**COMMENT:**

There is a lack of amenities at this location (water source for hydration, ablutions are 200m+ away), there is no lighting and it is very close to adjacent bushland (risk of snakes).

Given the above the current facilities and their location are not conducive to increased inclusion and participation, especially for juniors. The proposed relocation and construction of new cricket training nets will be between the tennis courts and the new playground close to the function centre. This will enable better training facilities with the option to hit out onto the larger oval during training but also allow quick practice batting during games.

The proximity to the function centre will provide adequate access to ablutions, hydration sources, parking, power (to be used for bowling machine) shade and shelter. The existing lighting sources at the proposed new location shall also enable longer & safer training sessions (currently held from 5:30pm onwards Thursdays). This will both enhance the quality of training while also encouraging greater participation in a sporting and recreation activity, especially juniors.

**STAKEHOLDER ENGAGEMENT:**

Department of Local Government, Sport and Cultural Industries  
Coorow Cricket Club

**FINANCIAL / RESOURCE IMPLICATIONS:**

The proposed project is flexible given the relatively simple nature of the infrastructure required. The following 4 options were identified for potential funding from Council:

- a) Provide funding for all requested works items as identified in project budget \$6,466
- b) Provide funding for requested works with 50% turf covering \$4,462
- c) Provide funding for concrete and netting only \$3,206
- d) Provide funding for concrete only \$2,376

Given the relatively low cost of the training nets infrastructure, the project does not qualify for Department of Local Government, Sport and Cultural Industries: CSRFF Small Grants (minimum total project cost \$7,500).

The current 2018/19 budget currently contains funding for lighting elements of this project under Maley Park Infrastructure: *Additional lighting for ovals and cricket wickets* [\$50,000]. However, given that an existing floodlight is overlooking the proposed area (attached to the tennis lighting pole), funding could potentially be partially used for a new globe and switch with other funding allocated towards training net costs instead of a standalone pole.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

**POLICY IMPLICATIONS:**

3.6.1 Regional Price Preference

3.6.2 Purchase of Goods & Services

**STRATEGIC IMPLICATIONS:**

Theme 1: Community Wellbeing

Healthy Lifestyles – Facilitate healthy lifestyles within the community through recreation facilities and programs

A Sense of Community – Encourage increased town site interaction through sport and cultural events


**RISK IMPLICATION:**

If the funding request is not approved for any amount, the old infrastructure will likely be continued to be used in their current state but with some repairs to certain components such as new netting. This will not allow for adequate training facilities for the Cricket club which will increase safety risks and may hinder participation and inclusion.

### 11.1.3 LEEMAN GREEN HEAD CRC – SENIORS WEEK 2018 SPONSORSHIP

<b>Reporting Officer:</b>	Chief Executive Officer
<b>Responsible Executive:</b>	Chief Executive Officer
<b>File Reference:</b>	ADM0152 – Community Relations -Telecentres
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Email from Gaynor Lindsay, Coordinator – Leeman Green Head Community Resource Centre
<b>Voting Requirements:</b>	Simple Majority

#### COUNCIL ROLE

 <b>Executive</b>	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.
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#### REPORT PURPOSE:

For Council to consider the request from the Leeman Green Head Community Resource Centre for funding to run a Seniors Week 2018 function involving the communities of Leeman Green Head, Coorow and Eneabba.

**OFFICER RECOMMENDATION: RESOLUTION:** **2018/117**

**Moved: Cr Bothe**

**Seconded: Cr Oakes**

That \$500 be provided to the Leeman Green Head Community Resource Centre for running of a Seniors Week 2018 event catering for the community of Leeman, Green Head, Coorow and Eneabba.

**CARRIED 7/0  
Simple Majority**

#### BACKGROUND:

The Leeman Green Head Community Resource Centre have been running an annual Seniors Week function with funding from Council on The Aging (COTA). Unfortunately, they were unsuccessful in obtaining the \$1,000 that they have received in the past.

The function has been arranged on the presumption that funding would be available for this purpose. The Trash to Treasure (T2T) have committed to funding \$500 of the shortfall and the LGHCRC are requesting \$500 from the Shire.

#### COMMENT:

Seniors Week 2018 is a special time of celebration for Western Australian seniors. During Seniors Week, events and activities are held across Western Australia to acknowledge seniors and show our appreciation for their valued contribution to society.

**STAKEHOLDER ENGAGEMENT:**

Leeman Green Head Community Resource Centre

**FINANCIAL / RESOURCE IMPLICATIONS:**

There is a budget of \$7,000 for unallocated donations in General Ledger 2040129 of which \$50 has currently been expended.

**STATUTORY ENVIRONMENT:**

Nil

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

The 2017-2027 Strategic Community Plan includes as a strategic priority under Theme 1: Community Wellbeing: A sense of community by encouraging strong community participation and involvement, and improving services and facilities that actively support youth, disability and seniors in the region.

**RISK IMPLICATION:**

There are no known risks with supporting this request, but not supporting the request may result in the cancellation of the planned event.

#### 11.1.4 LEEMAN BOWLING CLUB – RECREATION CENTRE KITCHEN USE

**Reporting Officer:** Chief Executive Officer  
**Responsible Executive:** Chief Executive Officer  
**File Reference:** ADM0009 – Recreation & Cultural Service – Leeman Bowling Club  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Voting Requirements:** Absolute Majority

#### COUNCIL ROLE

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, setting and amending budgets.

#### REPORT PURPOSE:

For Council to consider formalising a previous verbal agreement for the Leeman Bowling Club to use the Leeman Recreation Centre Kitchen for a number of annual functions at no cost.

**OFFICER RECOMMENDATION: RESOLUTION:** 2018/118

**Moved: Cr Rackemann**

**Seconded: Cr Oakes**

#### OFFICER RECOMMENDATION:

That the fees and charges included in the 2018/19 Adopted Budget be changed to include (under Recreation Centre usage):

Leeman Bowling Club use of Leeman Recreation Centre kitchen for special events (Gateway to the North, Champion of Champions, Women's Gala Day Triples, Men's Open Fours) - no charge.

**CARRIED 7/0  
By Absolute Majority**

#### BACKGROUND:

For many years the Leeman Bowling Club has used the Leeman Recreation Centre kitchen for preparing food (sausage rolls, pies, sandwiches, etc) for their special events including the Gateway to the North, a three-day event attracting many visitors from out of town. This usage has not been charged under an unwritten agreement that has apparently existed for many years.

There is currently no fee set for the use of the kitchen only.

**COMMENT:**

To formalise this agreement, Council needs to consider if it is appropriate, and then amend the fees and charges included in the 2018/19 Adopted Budget (and future budgets) so that there is no doubt about the arrangement.

The special events that are catered for by the Leeman Bowling Club are as follows:

Gateway to the North (a three-day event)

Champion of Champions (both Men's and Women's) – not every year

Men's Open Fours

Women's Gala Day

**STAKEHOLDER ENGAGEMENT:**

Leeman Administration Office Staff

Leeman Bowling Club

**FINANCIAL / RESOURCE IMPLICATIONS:**

Although the Shire may be foregoing some fees (not known as no fees are set for kitchen hire), there has never been any collected for this usage.

**STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Most of the special events attract competitors from outside of the Shire, and in the case of the Gateway to the North, who stay in town for a number of days.

The 2017-2027 Strategic Community Plan includes as a strategic priority under Theme 1: Community Wellbeing: Healthy lifestyle through recreation facilities and programs, encouraging increased town site interaction through sport and cultural events, and encouraging strong community participation and involvement.

**RISK IMPLICATION:**

If an agreement to continue the usage at no charge is not reached, there would be some concern that the club may not be able to continue to run all the special events.

### 11.1.5 REVIEW OF DELEGATED AUTHORITY

<b>Subject</b>	Review of Delegated Authority
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Responsible Executive:</b>	Chief Executive Officer
<b>File Reference:</b>	ADM0275 – Governance - Authorisations
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Delegated Authority Manual (Separate Attachment)
<b>Voting Requirements:</b>	Simple Majority

#### COUNCIL ROLE

 <b>Legislative</b>	Includes adopting local laws, local planning schemes and policies.
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#### REPORT PURPOSE:

For Council to consider the review delegations register of delegated authority from Council.

**OFFICER RECOMMENDATION: RESOLUTION:** **2018/119**

**Moved: Cr Sims**

**Seconded: Cr Jack**

#### OFFICER RECOMMENDATION:

That the Delegations Register, as attached as a draft, be adopted as the record of delegations of authority from Council.

**CARRIED 7/0  
Simple Majority**

#### BACKGROUND:

Council is required to review its Delegations Register at least once every financial year.

At its Ordinary Meeting held on 20 October 2017, Council resolved:

**OFFICER RECOMMENDATION/RESOLUTION:** **2017/132**

**Moved: Cr Sims**

**Seconded: Cr Clements**

*That the Delegations Register, as attached as a draft, be adopted as the record of delegations of authority from Council.*

**CARRIED 8/0  
Absolute Majority**

**COMMENT:**

This year no delegations have been significantly changed with the exception of the following modifications:

- 1) Adding Snag Island Community Garden to the list of organisation exempt from the criteria in delegation 3.2.3;
- 2) Increasing the amount for exempt organisations to \$600;
- 3) Changing reference to Customer Service Officers to Administration Staff in delegation 2.1.2; and
- 4) Removing references to the Manager Regulatory Services and replacing with appropriate staff if required.

Council should consider whether all of these delegations are still valid and required.

**STAKEHOLDER ENGAGEMENT:**

Senior Staff  
Shire of Dandaragan

**FINANCIAL / RESOURCE IMPLICATIONS:**

Nil

**STATUTORY ENVIRONMENT:**

*Local Government Act 1995*  
*Building Regulations (1989) Act 2011*  
*Bush Fire Act 1954*  
*Caravan Park and Camping Grounds Act (1995)*  
*Council Local Laws*  
*Health Act 1911*  
*Food Standards Code*  
*Local Government (Miscellaneous Provisions) Act 1960*  
*Food Act 2008*  
*Local Government (Financial Management) Regulations 1996*  
*Planning and Development Act 2005*

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Although the review of delegations is mandatory at least once per financial year, it is good practice to continually review the document as changes arise, as some changes affect delegations. Delegations allow decisions to be taken outside of a Council meeting that enables the Shire to provide a timely service to the community.

**RISK IMPLICATION:**

Providing delegated authority to staff prevents the inevitable consequences of not being able to provide decision making to the community in a timely manner.



## 11.2 MANAGER OF WORKS AND SERVICES:

### 11.2.1 NIL

## 11.3 DEPUTY CHIEF EXECUTIVE OFFICER:

### 11.3.1 LIST OF ACCOUNTS PAID

**Reporting Officer:** Annie Rudd  
**Responsible Executive:** Deputy Chief Executive Officer  
**File Reference:** ADM0083 – Financial Management – Creditors - General  
**Disclosure of Interest:** Nil  
**Attachments:** List of Accounts for Payment  
**Voting Requirements:** Simple Majority

#### Council Role

 **Review** When Council reviews decisions made by officers.

#### REPORT PURPOSE:

For Council to accept the list of accounts paid since the last list was prepared.

#### OFFICERS RECOMMENDATION: *RESOLUTION:*

2018/120

**Moved : Cr Rackemann**

**Seconded: Cr Oakes**

That the list of accounts paid under delegated authority since the last list was presented on 19 September 2018 be accepted, including:

#### MUNICIPAL FUND

Cheques	20224 - 20229	\$ 24,708.80
Payroll DD's	05/09/18 – 19/09/18	\$ 125,552.00
EFTS	13030 - 13137	\$ 675,830.69
Superannuation	05/09/18 – 19/09/18	\$ 18,494.92
Credit Card	13110918	\$ 4,545.33
Direct Debits	03/09/18 – 25/09/18	\$ 12,605.48
<b>TOTALLING</b>		<b>\$ 861,737.22</b>

#### TRUST FUND

EFTS	13100 – 13102	\$ 1594.29
<b>TOTALLING</b>		<b>\$ 1594.29</b>

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

**BACKGROUND:**

The Chief Executive Officer has been delegated authority to make payments from the Municipal account. The *Local Government (Financial Management) Regulations 1996* require a list of payments made under delegated authority to be prepared each month and presented to the next ordinary meeting of Council following the preparation of the list.

**COMMENT:**

The list has been prepared showing payments made under delegation since the last list was prepared for the 19 September 2018 ordinary meeting of Council.

**STAKEHOLDER ENGAGEMENT:**

Nil

**FINANCIAL / RESOURCE IMPLICATIONS:**

Nil

**STATUTORY ENVIRONMENT:**

*Local Government (Financial Management) Regulations 1996*  
- s13 List of accounts

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**RISK IMPLICATIONS:**

This review process should help to ensure that payments are always made under the correct authority.

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

**Reporting Officer:** Deputy Chief Executive Officer  
**Responsible Executive:** Deputy Chief Executive Officer  
**File Reference:** ADM0634 – Financial Management-Annual Budget 18/19  
**Disclosure of Interest:** Nil  
**Attachments:** 11.3.2 – Monthly Statement of Financial Activity  
**Voting Requirements:** Simple Majority

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#### **Council Role:**

 **Review** When Council reviews decisions made by officers.

#### **REPORT PURPOSE:**

For Council to accept the Monthly Statement of Financial Activity.

#### **OFFICERS RECOMMENDATION: RESOLUTION:**

**2018/121**

**Moved: Cr Rackemann**

**Seconded: Cr Bothe**

That the Monthly Statement of Financial Activity as included at Attachment 11.3.2 for the period ended 30 September 2018 be accepted.

**CARRIED 7/0  
Simple Majority**

#### **BACKGROUND:**

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.

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:**

The Shire 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.

All mandatory information is provided and the closing surplus balances to the net current assets at 30 September 2018.

**STAKEHOLDER ENGAGEMENT:**

Nil

**FINANCIAL / RESOURCE IMPLICATIONS:**

Nil

**STATUTORY ENVIRONMENT:**

*Local Government (Financial Management) Regulations 1996*

- s34 Financial activity statement required each month (Act s. 6.4)

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**RISK IMPLICATIONS:**

Nil



## **SHIRE OF COOROW**

### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 September 2018**

**LOCAL GOVERNMENT ACT 1995**

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

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**Shire of Coorow  
Information Summary  
For the Period Ended 30 September 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 30 September 2018 of \$4,926,311.

### Items of Significance

The material variance adopted by the Shire of Coorow for the 2018/19 year is \$10,000 and 10%. 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	22%	\$	1,251,729	\$ 561,786	\$ 275,952
Non-operating Grants, Subsidies and Contributions	38%	\$	1,585,292	\$ 282,493	\$ 605,716
	<b>31%</b>	<b>\$</b>	<b>2,837,021</b>	<b>\$ 844,279</b>	<b>\$ 881,668</b>
Rates Levied	98%	\$	3,239,523	\$ 3,238,529	\$ 3,165,329
Materials & Contracts	27%	-\$	1,723,216	-\$ 449,048	-\$ 460,754
Capital Projects					
Infrastructure Assets - Roads	9%	-\$	1,908,602	-\$ 456,966	-\$ 169,380
Infrastructure Assets - Other	23%	-\$	2,049,015	-\$ 834,015	-\$ 465,913

% Compares current ytd actuals to annual budget

Financial Position		This Time Last Year	30 Sep 2018
Adjusted Net Current Assets	107%	\$ 4,619,951	\$ 4,926,311
Cash and Equivalent - Unrestricted	97%	\$ 4,033,877	\$ 3,896,547
Cash and Equivalent - Restricted	149%	\$ 764,634	\$ 1,135,633
Receivables - Rates	118%	\$ 835,002	\$ 988,638
Receivables - Other	569%	\$ 55,888	\$ 317,971
Payables	100%	\$ 71,948	\$ 72,166

% 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.

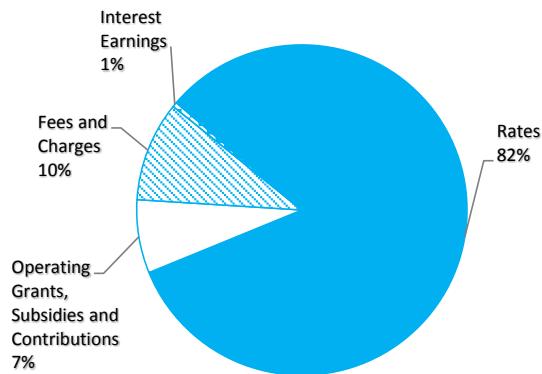
## Preparation

Prepared by: Leanne Parola

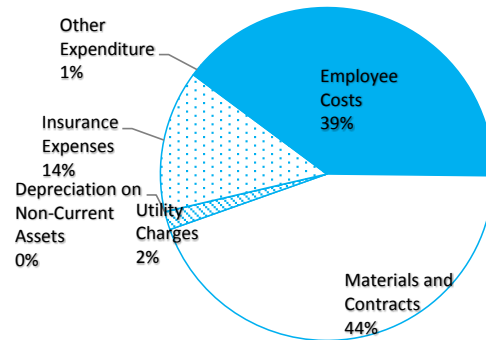
Date Prepared 07 Oct 2018

Shire of Coorow  
Information Summary  
For the Period Ended 30 September 2018

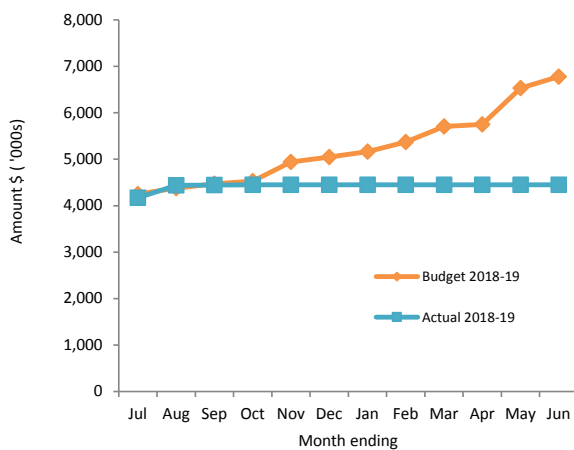
### Operating Revenue



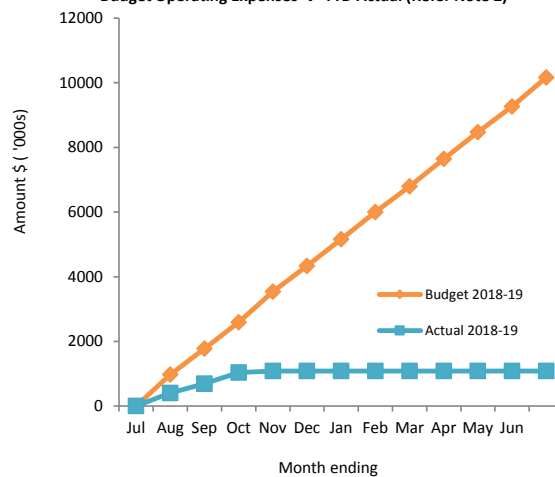
### Operating Expenditure



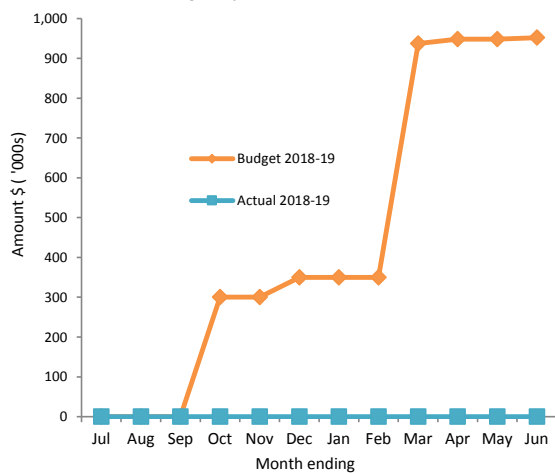
Budget Operating Revenues -v- Actual (Refer Note 2)



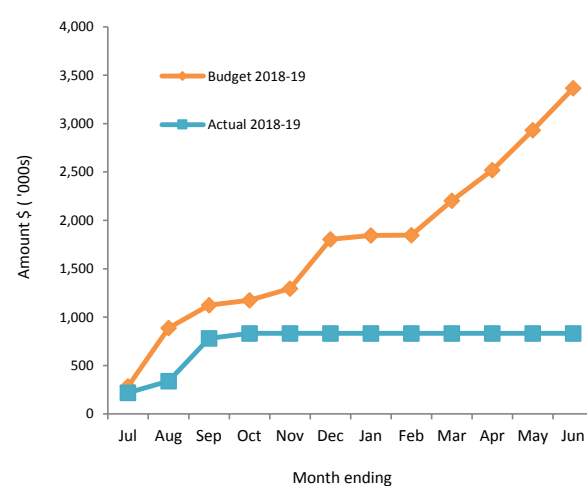
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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 30 September 2018**

		Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
Note							
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	1,933,486	1,933,486	<b>2,088,834</b>	155,348	8%	
<b>Revenue from operating activities</b>							
Governance		0	0	0	0		
General Purpose Funding - Rates	9	3,239,523	3,238,529	3,165,330	(73,199)	(2%)	
General Purpose Funding - Other		792,220	185,530	199,319	13,789	7%	
Law, Order and Public Safety		66,430	14,851	691	(14,160)	(95%)	▼
Health		3,425	2,560	2,590	30	1%	
Education and Welfare		27,760	6,936	7,615	679	10%	
Housing		105,339	22,998	26,743	3,745	16%	
Community Amenities		312,163	306,678	309,702	3,024	1%	
Recreation and Culture		387,220	287,563	8,218	(279,345)	(97%)	▼
Transport		94,980	80,839	82,095	1,256	2%	
Economic Services		77,008	21,930	21,793	(137)	(1%)	
Other Property and Services		87,493	20,295	15,957	(4,338)	(21%)	
		5,193,561	4,188,709	3,840,053	(348,656)	(8%)	
<b>Expenditure from operating activities</b>							
Governance		(557,148)	(138,466)	(122,867)	15,599	11%	▲
General Purpose Funding		(259,633)	(65,647)	(59,805)	5,842	9%	
Law, Order and Public Safety		(452,310)	(119,802)	(72,007)	47,795	40%	▲
Health		(136,607)	(35,254)	(22,675)	12,579	36%	▲
Education and Welfare		(105,409)	(27,224)	(15,988)	11,236	41%	▲
Housing		(20,682)	(7,880)	(6,483)	1,397	18%	
Community Amenities		(793,750)	(195,009)	(113,868)	81,141	42%	▲
Recreation and Culture		(1,686,750)	(434,452)	(206,900)	227,552	52%	▲
Transport		(5,831,255)	(1,452,800)	(320,177)	1,132,623	78%	▲
Economic Services		(298,567)	(74,486)	(53,759)	20,727	28%	▲
Other Property and Services		(24,938)	(40,879)	(42,899)	(2,020)	(5%)	
		(10,167,049)	(2,591,899)	(1,037,428)	1,554,471	60%	▲
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,172,980	1,543,221	0	(1,543,221)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	4,969	0	0	0		
Adjust Provisions and Accruals		4,594	12	0	(12)	(100%)	
<b>Amount attributable to operating activities</b>		<b>1,209,055</b>	<b>3,140,043</b>	<b>2,802,625</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	1,585,292	282,493	605,716	323,223	114%	▲
Proceeds from Disposal of Assets	8	187,379	0	0	0		
Land and Buildings	13	(384,350)	(86,252)	(43,874)	42,378	49%	▲
Infrastructure Assets - Roads	13	(1,908,602)	(456,966)	(169,380)	287,586	63%	▲
Infrastructure Assets - Other	13	(2,049,015)	(834,015)	(465,913)	368,102	44%	▲
Infrastructure Assets - Footpaths	13	(96,210)	(96,210)	(26,340)	69,870	73%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(730,925)	(71,219)	(23,326)	47,893	67%	▲
<b>Amount attributable to investing activities</b>		<b>(3,396,431)</b>	<b>(1,262,169)</b>	<b>(123,117)</b>	1,139,052	90%	▲
<b>Financing Activities</b>							
Proceeds from New Debentures	10	750,000			0		
Advances to Community Groups	10	(250,000)					
Self-Supporting Loan Principal		21,663	0	0	0		
Transfer from Reserves	7	7,131	0	0	0		
Transfer from Restricted Cash		190,406	190,406	209,970	19,564	(10%)	
Repayment of Debentures	10	(126,584)	(37,237)	(52,001)	(14,764)	(40%)	▼
Transfer to Reserves	7	(338,726)	(12,534)	0	12,534	100%	▲
<b>Amount attributable to financing activities</b>		<b>253,890</b>	<b>140,635</b>	<b>157,969</b>	17,334	(12%)	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>3,951,995</b>	<b>4,926,311</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 30 September 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	1,933,486	1,933,486	<b>2,088,834</b>	155,348	8%	
<b>Revenue from operating activities</b>							
Rates	9	3,239,523	3,238,529	3,165,329	(73,200)	(2%)	
Operating Grants, Subsidies and Contributions	11	1,251,729	561,786	275,952	(285,834)	(51%)	▼
Fees and Charges		552,355	372,560	376,052	3,492	1%	
Interest Earnings		112,406	12,024	17,635	5,611	47%	
Other Revenue		15,250	3,810	5,085	1,275	33%	
Profit on Disposal of Assets	8	22,298	0	0	0		
		5,193,561	4,188,709	3,840,053	(348,656)	(8%)	
<b>Expenditure from operating activities</b>							
Employee Costs		(1,817,897)	(442,410)	(402,367)	40,043	9%	
Materials and Contracts		(1,723,216)	(449,048)	(460,754)	(11,706)	(3%)	
Utility Charges		(171,640)	(42,801)	(18,404)	24,397	57%	▲
Depreciation on Non-Current Assets		(6,172,980)	(1,543,221)	0	1,543,221	100%	▲
Interest Expenses		(10,431)	(1,372)	0	1,372	100%	
Insurance Expenses		(187,968)	(99,135)	(143,297)	(44,162)	(45%)	▼
Other Expenditure		(55,650)	(13,912)	(12,607)	1,305	9%	
Loss on Disposal of Assets	8	(27,267)	0	0			
		(10,167,049)	(2,591,899)	(1,037,428)	1,554,471	60%	▲
<b>Operating activities excluded from budget</b>							
Add back Depreciation		6,172,980	1,543,221	0	(1,543,221)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	4,969	0	0	0		
Adjust Provisions and Accruals		4,594	12	0	(12)	(100%)	
<b>Amount attributable to operating activities</b>		<b>1,209,055</b>	<b>3,140,043</b>	<b>2,802,625</b>	<b>(337,418)</b>		
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	1,585,292	282,493	605,716	323,223	114%	▲
Proceeds from Disposal of Assets	8	187,379	0	0	0		
Land and Buildings	13	(384,350)	(86,252)	(43,874)	42,378	49%	▲
Infrastructure Assets - Roads	13	(1,908,602)	(456,966)	(169,380)	287,586	63%	▲
Infrastructure Assets - Other	13	(2,049,015)	(834,015)	(465,913)	368,102	44%	▲
Infrastructure Assets - Footpaths	13	(96,210)	(96,210)	(26,340)	69,870	73%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(730,925)	(71,219)	(23,326)	47,893	67%	▲
<b>Amount attributable to investing activities</b>		<b>(3,396,431)</b>	<b>(1,262,169)</b>	<b>(123,117)</b>	1,139,052	90%	
<b>Financing Activities</b>							
Proceeds from New Debentures		750,000			0		
Proceeds from Advances		21,663	0	0	0		
Advances to Community Groups		(250,000)	0				
Transfer from Reserves	7	7,131	0	0	0		
Transfer from Restricted Cash (Unspent Grants)		190,406	190,406	209,970	19,564	(10%)	
Repayment of Debentures	10	(126,584)	(37,237)	(52,001)	(14,764)	(40%)	▼
Transfer to Reserves	7	(338,726)	(12,534)	0	12,534	100%	▲
<b>Amount attributable to financing activities</b>		<b>253,890</b>	<b>140,635</b>	<b>157,969</b>	17,334	(12%)	
<b>Closing Funding Surplus (Deficit)</b>	3	<b>0</b>	<b>3,951,995</b>	<b>4,926,311</b>	<b>974,315</b>	25%	▲

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.

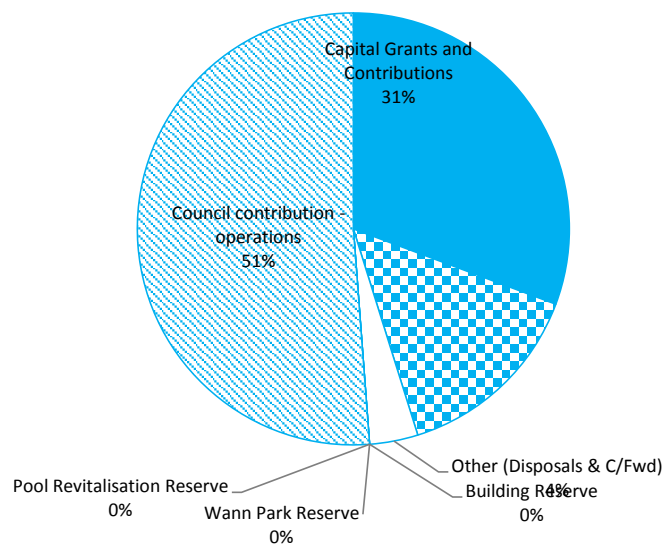
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF COOROW**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
**For the Period Ended 30 September 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	43,874	0	86,252	384,350	43,874	(42,378)
Infrastructure Assets - Roads	13	169,380	0	456,966	1,908,602	169,380	(287,586)
Infrastructure Assets - Other	13	465,913	0	834,015	2,049,015	465,913	(368,102)
Infrastructure Assets - Footpaths	13	26,340	0	96,210	96,210	26,340	(69,870)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Plant and Equipment	13	23,326	0	71,219	730,925	23,326	(47,893)
<b>Capital Expenditure Totals</b>		<b>728,833</b>	<b>0</b>	<b>1,544,662</b>	<b>5,169,102</b>	<b>728,833</b>	<b>(815,829)</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				282,493	1,585,292	605,716	
Borrowings				0	750,000	0	
Other (Disposals & C/Fwd)				0	187,379	0	
Council contribution - Cash Backed Reserves							
Building Reserve				0	0	0	
Wann Park Reserve				0	0	0	
Pool Revitalisation Reserve					0	0	
Council contribution - operations				1,262,169	2,646,431	123,117	
<b>Capital Funding Total</b>				<b>1,544,662</b>	<b>5,169,102</b>	<b>728,833</b>	

**Budgeted Capital Acquisitions Funding**



**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 2018/2019 budget.

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2018**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.  
The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	0				
General Purpose Funding	(59,410)	5%			
Law, Order and Public Safety	(14,160)	(95%)	▼	Timing	The 1st quarterly grant for BFB has yet to be received
Health	30	1%			
Education and Welfare	679	10%			
Housing	3,745	16%			
Community Amenities	3,024	1%			
Recreation and Culture	(279,345)	(97%)	▼	Permanent	POS income budgeted as operating, should be capital
Transport	1,256	2%			
Economic Services	(137)	(1%)			
Other Property and Services	(4,338)	(21%)			
<b>Operating Expense</b>					
General Purpose Funding	5,842	9%			
Law, Order and Public Safety	47,795	40%	▲	Timing	Depreciation yet to be raised
Health	12,579	36%	▲	Timing	Administration allocation currently under budget
Education and Welfare	11,236	41%	▲	Timing	Depreciation yet to be raised
Housing	1,397	18%			
Community Amenities	81,141	42%	▲	Timing	September refuse collection not yet invoiced, underexpenditure across a number of account including tip maintenance and storm drainage maintenance
Recreation and Culture	227,552	52%	▲	Timing	Depreciation yet to be raised, underexpenditure across a number of accounts including parks and ovals
Transport	1,132,623	78%	▲	Timing	Depreciation yet to be raised, underexpenditure on gravel road maintenance and built up areas
Economic Services	20,727	28%	▲	Timing	Under & over expenditure across a number of accounts
Other Property and Services	(2,020)	(5%)			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	323,223	114%	▲	Permanent	POS income budgeted as operating, should be capital
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					
Land and Buildings	42,378	49%	▲	Timing	Tuart St balcony job not yet completed
Infrastructure - Roads	287,586	63%	▲	Timing	Road program behind schedule due to wet conditions, unplanned staff and plant unavailability
Infrastructure - Other	368,102	44%	▲	Timing	More expenditure on 3BWW in 17/18 than estimated, Lot 601 and Leeman Foreshore projects currently behind schedule
Infrastructure - Footpaths	69,870	73%	▲	Timing	Footpath projects behind schedule due to contractor availability
Plant and Equipment	47,893	67%	▲	Timing	No plant purchased yet
<b>Financing</b>					
Transfer from Reserves	0				
Loan Principal Repayments	(14,764)	(40%)	▼	Timing	October payment raised in September
Transfer to Reserves	12,534	100%	▲	Timing	Reserve transfers to be done at EOY

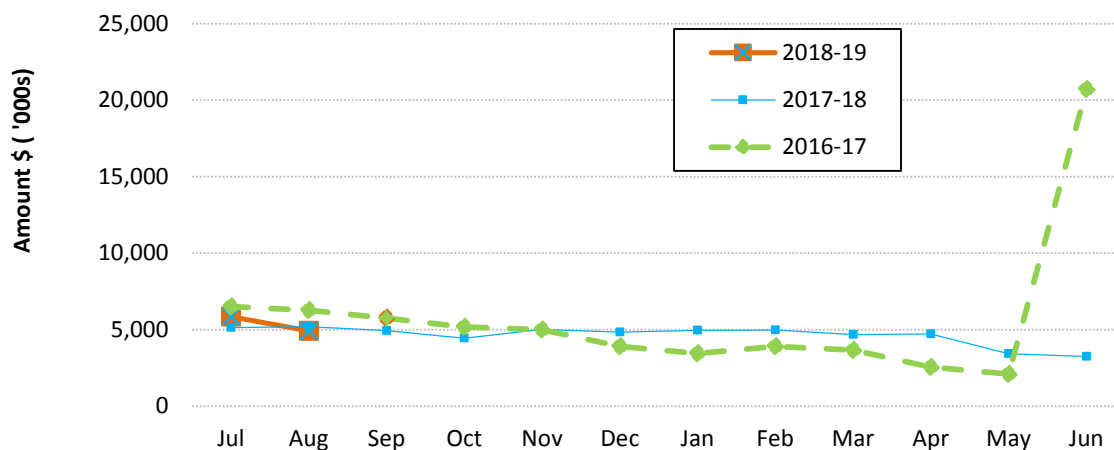
**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2018**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2018	30 Sep 2017	30 Sep 2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	2,436,852	4,033,877	3,896,547
Cash Restricted	4	1,135,633	764,634	1,135,633
Receivables - Rates	6	200,587	835,002	988,638
Receivables - Other	6	31,154	55,888	317,971
Inventories		17,918	11,465	14,113
		4,032,114	5,700,866	6,352,903
<b>Less: Current Liabilities</b>				
Payables		(377,749)	(71,948)	(72,166)
Provisions Loans		(104,921)	(101,289)	(52,919)
Provisions Leave		(396,602)	(416,710)	(396,602)
		(879,271)	(589,947)	(521,687)
Less: Cash Reserves	7	(1,135,633)	(764,634)	(1,135,633)
Less: Unspent Grants		(209,970)	0	0
Add: Loan Current		104,921	101,289	52,919
Less: SSL Repayments		0	0	0
Add: Leave Reserve		176,674	172,378	176,674
Trust imbalance (Department of Transport funds timing)		0	0	1,135
<b>Net Current Funding Position</b>		<b>2,088,834</b>	<b>4,619,951</b>	<b>4,926,311</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 30 September 2018**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution
	\$	\$	\$	\$	
<b>(a) Cash Deposits</b>					
Cash At Bank	45,040			45,040	BankWest
Cash At Call - Bank	100,507			100,507	BankWest
Municipal Fund Term Deposits	3,750,000			3,750,000	BankWest MMI & ME
Cash at Reserve - Bank		3		3	BankWest
Reserve Fund Term Deposits		1,135,630		1,135,630	BankWest MMI
Trust Fund Bank			133,919	133,919	BankWest
Petty Cash Float	1,000			1,000	
<b>Total</b>	<b>3,896,547</b>	<b>1,135,633</b>	<b>133,919</b>	<b>5,166,100</b>	

**Comments/Notes -**

Term Deposit For	Amount	Held With	Interest Rate	Matures	Interest Expected
Municipal Funds	250,000	BankWest MMI	2.75%	1/10/2018	1,714.04
Municipal Funds	250,000	BankWest MMI	2.15%	15/10/2018	471.23
Municipal Funds	250,000	BankWest MMI	2.75%	30/10/2018	2,260.27
Municipal Funds	250,000	BankWest MMI	2.52%	2/11/2018	1,035.62
Municipal Funds	250,000	BankWest MMI	2.52%	12/11/2018	1,035.62
Municipal Funds	250,000	BankWest MMI	2.75%	29/11/2018	2,825.34
Municipal Funds	250,000	BankWest MMI	2.62%	3/12/2018	1,633.01
Municipal Funds	250,000	BankWest MMI	2.80%	31/12/2018	3,490.41
Municipal Funds	250,000	BankWest MMI	2.66%	3/01/2019	2,222.74
Municipal Funds	250,000	ME Bank	2.85%	3/02/2019	4,156.25
Municipal Funds	250,000	BankWest MMI	2.80%	27/02/2019	4,602.74
Municipal Funds	250,000	ME Bank	2.75%	4/03/2019	3,437.50
Municipal Funds	250,000	ME Bank	2.85%	4/04/2019	5,343.75
Municipal Funds	250,000	BankWest MMI	2.80%	29/04/2019	5,772.60
Municipal Funds	250,000	BankWest MMI	2.80%	28/05/2019	6,328.77
	<u>3,750,000</u>				
Reserve Fund	1,135,630	BankWest MMI	2.80%	28/05/2019	28,748.55

SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 September 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>					0
		<b>Permanent Changes</b>					
		Opening surplus adjustment					0
03	0301	Rates		-3,052,694.00	0.00	-3,052,694.00	0
03	0302	Other General Purpose Funding		-690,242.00	0.00	-690,242.00	0
04	0401	Members of Council		131,850.00	0.00	131,850.00	0
04	0402	Other Governance		425,298.00	0.00	425,298.00	0
05	0501	Fire Prevention		223,505.00	0.00	223,505.00	0
05	0502	Animal Control		15,742.00	0.00	15,742.00	0
05	0503	Other Law, Order & Public Safety		136,694.00	0.00	136,694.00	0
07	0704	Preventative Services - Inspection/Admin		52,358.00	0.00	52,358.00	0
07	0705	Preventative Services - Pest Control		17,230.00	0.00	17,230.00	0
07	0707	Other Health		63,594.00	0.00	63,594.00	0
08	0803	Care of Families and Other Children		11,702.00	0.00	11,702.00	0
08	0806	Aged & Disabled - Other		18,533.00	0.00	18,533.00	0
08	0807	Other Welfare		45,033.00	0.00	45,033.00	0
09	0901	Staff Housing		183,171.00	0.00	183,171.00	0
09	0902	Other Housing		74,383.00	0.00	74,383.00	0
10	1001	Sanitation - General		135,840.00	0.00	135,840.00	0
10	1002	Sanitation - Other		-619.00	0.00	-619.00	0
10	1003	Sewerage		12,082.00	0.00	12,082.00	0
10	1004	Urban Stormwater Drainage		67,588.00	0.00	67,588.00	0
10	1005	Protection of the Environment		28,109.00	0.00	28,109.00	0
10	1006	Town Planning & Regional Development		61,431.00	0.00	61,431.00	0
10	1007	Other Community Amenities		178,794.00	0.00	178,794.00	0
11	1101	Public Halls and Civic Centre		558,346.00	0.00	558,346.00	0
11	1102	Swimming Areas and Beaches		784,591.00	0.00	784,591.00	0
11	1103	Other Recreation and Sport		1,270,651.00	0.00	1,270,651.00	0
11	1104	TV & Radio Re-Broadcasting		-5,375.00	0.00	-5,375.00	0
11	1105	Libraries		71,645.00	0.00	71,645.00	0
11	1107	Other Culture		9,003.00	0.00	9,003.00	0
12	1201	Construction - Streets, Roads, Bridges & Depots		1,306,790.00	0.00	1,306,790.00	0
12	1202	Maintenance - Streets, Roads, Bridges & Depots		5,712,224.00	0.00	5,712,224.00	0
12	1203	Road Plant Purchases		723,111.00	0.00	723,111.00	0
12	1205	Traffic Control (Vehicle Licensing)		-14,100.00	0.00	-14,100.00	0
12	1206	Aerodromes		13,550.00	0.00	13,550.00	0
13	1301	Rural Services		12,820.00	0.00	12,820.00	0
13	1302	Tourism and Area Promotion		111,999.00	0.00	111,999.00	0
13	1303	Building Control		83,498.00	0.00	83,498.00	0
13	1308	Other Economic Services		-23,394.00	0.00	-23,394.00	0
14	1401	Private Works		-10,062.00	0.00	-10,062.00	0
14	1402	General Administration Overheads		45,387.00	0.00	45,387.00	0
14	1403	Public Works Overheads		-200.00	0.00	-200.00	0
14	1404	Plant Operating Costs		-40,000.00	0.00	-40,000.00	0
14	1405	Salaries and Wages		0.00	0.00	0.00	0
			0.00	8,749,866	0	8,749,866	

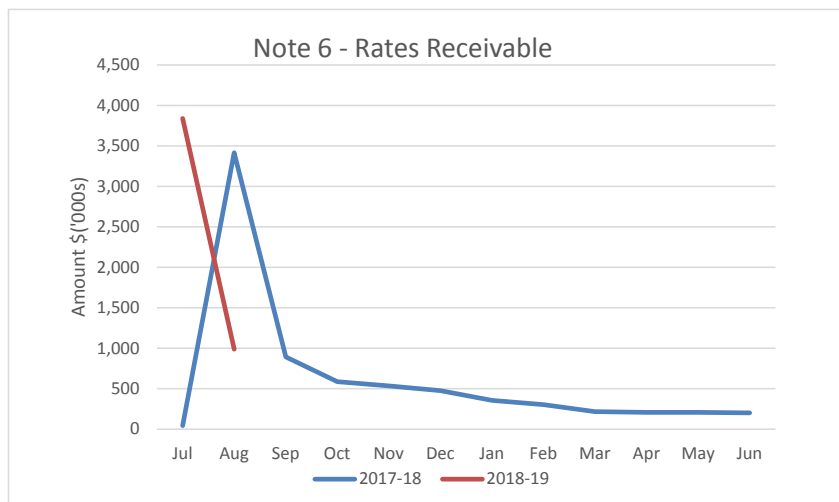
**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2018**

**Note 6: Receivables**

Receivables - Rates Receivable	30 Sep 2018	30 June 2018
	\$	\$
Opening Arrears Previous Years	200,587	162,700
Levied this year	3,462,782	3,512,638
<u>Less</u> Collections to date	<u>2,674,731</u>	<u>3,474,751</u>
Equals Current Outstanding	988,638	200,587
<b>Net Rates Collectable</b>	<b>988,638</b>	<b>200,587</b>
% Collected	73.01%	94.54%

Receivables - General	Current	30 Days	60 Days	90+ Days	Totals
	\$	\$	\$	\$	\$
Receivables - General	13,385	1,646	299,469	3,880	318,380
Pensioner Rebate Claims					906
<b>Balance per Trial Balance</b>					
Sundry Debtors					319,287
<b>Total Receivables General Outstanding</b>					<b>319,287</b>

Amounts shown above include GST (where applicable)

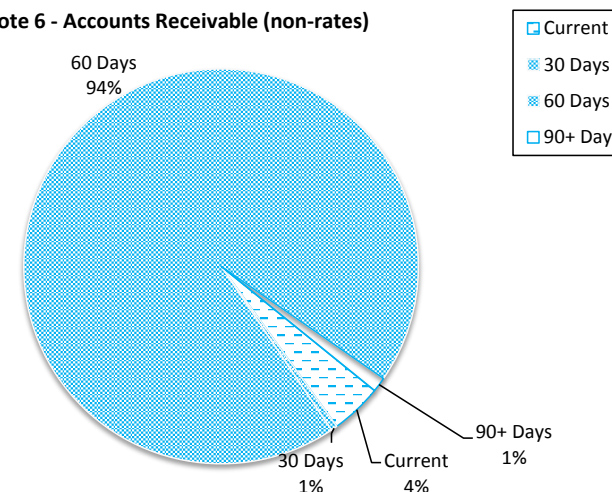


**Comments/Notes - Receivables Rates**

**Levies 2018/2019**

Rates (see Note 9)	3,165,330
ESL	-7,797
Refuse	305,250
<b>Totals</b>	<b>3,462,782</b>

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



**Comments/Notes - Receivables General**



**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 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	176,674	4,594	0	0	0	0	0	181,268	176,674
Building Reserve	154,145	4,008	0	50,000	0	0	0	208,153	154,145
Resource Sharing Reserve	24,891	647	0	0	0	0	0	25,538	24,891
Plant Reserve	560,882	14,849	0	50,140	0	0	0	625,871	560,882
Rebroadcasting Reserve	27,116	705	0	0	0	(4,750)	0	23,071	27,116
Joint Venture Housing Reserve	58,893	1,178	0	0	0	(2,381)	0	57,690	58,893
Bowling Club Reserve	4,311	112	0	2,100	0	0	0	6,523	4,311
Road Infrastructure Reserve	123,239	2,938	0	0	0	0	0	126,177	123,239
Pool Revitalisation Reserve	0	0	0	207,312	0	0	0	207,312	0
Tourist Infrastructure Reserve - Accumulation	5,484	143	0	0	0	0	0	5,627	5,484
	<b>1,135,633</b>	<b>29,174</b>	<b>0</b>	<b>309,552</b>	<b>0</b>	<b>(7,131)</b>	<b>0</b>	<b>1,467,228</b>	<b>1,135,633</b>

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 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>Land &amp; Buildings</b>								
2156	45 BRISTOL ST COOROW					10,000	10,000	0	0
1062	STAFF HOUSING - 45 BRISTOL ST COOROW					26,661	40,000	13,339	0
	<b>Plant and Equipment</b>								
3285	2016 HILUX 4X4 2.8L TURBO DIESEL DUAL CAB SR5 - MWS - CW002					42,770	30,273	0	(12,497)
3285	2016 HILUX 4X4 2.8L TURBO DIESEL DUAL CAB SR5 - MWS - CW002					22,040	22,706	666	
2051	CW0035 CAT D6H DOZER					64,770	50,000	0	(14,770)
2927	CW3494 TRITON UTE 2003					0	2,000	2,000	
	2016 PRADO 2.8L TURBO DIESELWAGON GXL -								
3277	DCEO CAR - CW000					26,107	32,400	6,293	0
		0	0	0	0	155,687	137,379	22,298	(27,267)

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2018**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>RATE TYPE</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV - Townsites	12.4871	747	7,437,137	928,683	0	0	928,683	1,031,054	0	0	1,031,054
UV - Agricultural	1.6672	198	121,085,473	2,018,738	0	0	2,018,738	2,018,738	0	0	2,018,738
UV - Mining	16.7738	15	607,680	101,931	0	0	101,931	101,931	0	0	101,931
UV - Mining Exploration	11.5831	6	50,064	5,799	0	0	5,799	5,799	0	0	5,799
<b>Sub-Totals</b>		<b>966</b>	<b>129,180,354</b>	<b>3,055,151</b>	<b>0</b>	<b>0</b>	<b>3,055,151</b>	<b>3,157,522</b>	<b>0</b>	<b>0</b>	<b>3,157,522</b>
<b>Minimum Payment</b>	<b>Minimum</b>										
	\$										
GRV - Townsites	815.00	242	1,004,625	197,230	0	0	197,230	149,145	0	0	149,145
UV - Agricultural	815.00	9	106,827	7,335	0	0	7,335	7,335	0	0	7,335
UV - Mining	815.00	10	19,595	8,150	0	0	8,150	8,150	0	0	8,150
UV - Mining Exploration	300.00	5	5,124	1,500	0	0	1,500	1,500	0	0	1,500
<b>Sub-Totals</b>		<b>266</b>	<b>1,136,171</b>	<b>214,215</b>	<b>0</b>	<b>0</b>	<b>214,215</b>	<b>166,130</b>	<b>0</b>	<b>0</b>	<b>166,130</b>
		<b>1,232</b>	<b>130,316,525</b>	<b>3,269,366</b>	<b>0</b>	<b>0</b>	<b>3,269,366</b>	<b>3,323,652</b>	<b>0</b>	<b>0</b>	<b>3,323,652</b>
Movement in Excess Rates							(22,175)				0
Discounts							(89,559)				(95,000)
<b>Amount from General Rates</b>							<b>3,157,632</b>				<b>3,228,652</b>
Write Offs							(2,585)				(500)
Ex-Gratia Rates							10,282				11,371
<b>Totals</b>							<b>3,165,330</b>				<b>3,239,523</b>

**Comments - Rating Information**

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2018**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2018	New Loans Budgeted	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
<b>Housing</b>								
Loan 88 - Morcombe Street House	75,153	0	37,237	75,153	37,916	0	455	2,064
Loan 89 - Brand Street Houses	45,014	0	14,765	29,768	30,249	15,246	397	735
<b>Recreation &amp; Culture</b>								
Loan 91 - Swimming Pool	0	500,000	0	0	500,000	500,000	0	0
<b>Economic Services</b>								
Loan 90 - Coorow Community Land Inc	0	250,000	0	21,663	250,000	228,337	0	7,632
	120,167	750,000	52,001	126,584	818,166	743,583	852	10,431

All debenture repayments were financed by general purpose revenue except for Loan 90 which is a Self Supporting Loan.

(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 30 September 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	10,000	0	2,499	10,000	10,000	0	0	0
GEN PUR - Financial Assistance Grant - General	WALGGC	Operating	0	419,547	0	104,887	419,547	419,547	115,014	0	0
GEN PUR - Financial Assistance Grant - Roads	WALGGC	Operating	0	253,689	0	63,422	253,689	253,689	63,608	0	0
<b>Governance</b>											
MEMBERS - Reimbursements		Operating - Tied	0	0	0	0	0	0	0	0	0
<b>Law, Order and Public Safety</b>											
FIRE - Reimbursements		Operating - Tied	0	0	0	0	0	0	0	0	0
OLOPS - Reimbursements	Dept. of Fire & Emergency Serv.	Operating	0	0	0	0	0	0	148	0	0
OLOPS - ESL Admin Fee/Commission	Dept. of Fire & Emergency Serv.	Operating	0	4,000	0	0	4,000	4,000	0	0	0
OLOPS - ESL Operating Grant	Dept. of Fire & Emergency Serv.	Operating - Tied	0	58,180	0	14,545	58,180	58,180	0	(39,994)	0
OLOPS - ESL Operating Grant	Dept. of Fire & Emergency Serv.	Non-operating	0	0	0	0	0	0	0	0	0
OLOPS - ESL Capital Grant	Dept. of Fire & Emergency Serv.	Non-operating	0	0	40,000	0	40,000	40,000	0	(23,326)	(23,326)
OLOPS - Other Grants	CCTV Cameras	Non-operating	0	0	22,875	22,875	22,875	22,875	20,795	23,326	44,122
<b>Health</b>											
OTH HEALTH - Reimbursements	North Midlands Health Service	Operating - Tied	0	1,150	0	285	1,150	1,150	296	(296)	0
<b>Welfare &amp; Education</b>											
AGED OTHER - Reimbursements	Tenants	Operating - Tied	0	500	0	123	500	500	189	(189)	0
<b>Housing</b>											
STF HOUSE - Staff Rental Reimbursements	Tenants	Operating - Tied	0	200	0	48	200	200	80	(80)	0
<b>Community Amenities</b>											
ENVIRON - Grants	POS Trust Funds & NACC	Operating - Tied		0	0	0	0	0	0	0	0
ENVIRON - Grants	LotteryWest, MWDC	Non-operating	180,752	0	0	0	0	0	0	(292,683)	(111,931)
PLAN - Grants		Operating - Tied	3,004	0	0	0	0	0	0	(4,786)	0
COM AMEN - Grants		Operating		0	0	0	0	0	364	0	0
COM AMEN - Grants		Non-operating		0	3,727	930	3,727	3,727	0	(13,293)	0
<b>Recreation and Culture</b>											
HALLS - Reimbursements		Operating - Tied	0	1,500	0	375	1,500	1,500	3,103	(3,103)	0
HALLS - Grants		Non-operating	0	0	50,000	0	50,000	50,000	0	0	0
HALLS - Community Buildings Hire		Operating - Tied	0	0	0	0	0	0	0	0	0
SWIM AREAS - Grants		Non-operating	0	0	500,000	0	500,000	500,000	0	0	0
REC - Contributions & Donations		Operating - Tied	0	368,429	0	284,215	368,429	368,429	0	0	0
REC - Contributions & Donations		Non-operating	0	0	0	0	0	0	274,821	(126,003)	148,818
REC - Reimbursements - Other Recreation		Operating - Tied		0	0	0	0	0	625	(625)	0
REC - Grants		Operating - Tied	0	0	0	0	0	0	0	(6,576)	0
REC - Grants		Non-operating	0	0	234,139	0	234,139	234,139	0	0	0
TV RADIO - Other Income		Operating	0	0	0	0	0	0	73	(73)	0
LIB - Reimbursements Lost Books		Operating	0	20	0	3	20	20	0	0	0

SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 September 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	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$	\$
Transport												
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA	Non-operating	0	0	500,333	200,133	500,333		500,333	200,100	(36,618)	163,483
ROADC - Roads to Recovery Grant	Commonwealth Gvt	Non-operating	0	0	234,218	58,555	234,218		234,218	110,000	(19,270)	0
ROADM - Street Lighting Subsidy		Operating	0	300	0	75	300		300	0	0	0
ROADM - Direct Road Grant (MRWA)		Operating	0	77,014	0	77,014	77,014		77,014	77,014	0	0
LICENSING - Transport Licensing Commission		Operating	0	0	0	0	0		0	0	0	0
Economic Services												
RURAL - Contributions & Donations		Operating - Tied	0	1,000	0	249	1,000		1,000	0	0	0
TOUR - Grants		Operating - Tied	6,650	0	0	0	0		0	0	(6,650)	0
BUILD - Building Officer Charge Out Income		Operating - Tied	0	0	0	0	0		0	0	0	0
ADMIN - Contributions & Donations		Operating - Tied	0	0	0	0	0		0	0	0	0
ADMIN - Reimbursements		Operating - Tied	0	0	0	0	0		0	1,218	(1,218)	0
ADMIN - Other Income Relating to Administration		Operating - Tied	0	0	0	0	0		0	0	0	0
ADMIN - Admin Rebates		Operating	0	6,000	0	1,500	6,000		6,000	0	0	0
PWO - Long Service Leave Recoup		Operating - Tied	0	0	0	0	0		0	0	0	0
PWO - Other Reimbursements		Operating - Tied	0	200	0	48	200		200	0	0	0
POC - Reimbursements		Operating - Tied	0	0	0	0	0		0	0	0	0
POC - Fuel Tax Credits Grant Scheme		Operating - Tied	0	40,000	0	9,999	40,000		40,000	13,796	(13,796)	0
SAL - Reimbursement - Workers Compensation		Operating - Tied	0	10,000	0	2,499	10,000		10,000	424	(424)	0
TOTALS			190,406	1,251,729	1,585,292	844,279	2,837,021	0	2,837,021	881,668	(565,675)	221,165
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	770,570	0	249,400	770,570	0	770,570	256,220	(73)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		9,654	481,159	0	658,924	481,159	0	481,159	19,732	(77,737)	0
Non-operating	Non-operating Grants, Subsidies and Contributions		180,752	0	1,585,292	282,493	1,585,292	0	1,585,292	605,716	(487,865)	221,165
TOTALS			190,406	1,251,729	1,585,292	1,190,817	2,837,021	0	2,837,021	881,668	(565,675)	221,165

**SHIRE OF COOROW**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 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 30/09/2018
	\$	\$	\$	\$
BCTIF	606	223	(679)	150
Building Services Levy	429	434	(637)	226
Standpipe Cards	2,730	0	0	2,730
Leeman Ratepayers Association	5,791	0	(710)	5,081
Kerbing/Footpath Bonds	13,600	0	0	13,600
Coorow Volunteer Bush Fire Brigade	2,025	0	0	2,025
Coorow Number Plates	400	0	0	400
Green Head Number Plates	200	0	0	200
Leeman Number Plates	200	100	0	300
Refuse Site Key	200	0	0	200
Nomination Deposits	0	0	0	0
Other Bonds	383,119	463	(276,534)	107,047
	<b>410,995</b>	<b>1,484</b>	<b>(278,560)</b>	<b>133,919</b>

























Trust Cash @ Bank as per Note 4

133,919
<b>133,919</b>

SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 September 2018

17 October 2018

Note 13: Capital Acquisitions























Assets	Job	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Level of completion indicator, please see table at the end of this note for further detail.								
<b>Buildings</b>								
<b>Law, Order &amp; Public Safety</b>								
 Green Head Fire Shed - Capital	BC047	27,273	0	27,273	28,061	28,061	(788)	C/Forward
<b>Law, Order &amp; Public Safety Total</b>		<b>27,273</b>	<b>0</b>	<b>27,273</b>	<b>28,061</b>	<b>28,061</b>	<b>(788)</b>	
<b>Housing</b>								
 6, Lot 131 Spain Street - Capital	BC000	0	0	0	30,000	0	0	
 7, Lot 29 Spain Street - Capital	BC013	0	0	0	57,000	0	0	
 2, Lot 9 Thomas Street - Capital	BC019	0	0	0	25,000	0	0	
 29, Lot 49 Nairn Street - Capital	BC020	0	0	0	9,370	2,340	(2,340)	
 63, Lot 64 Nairn Street - Capital	BC022	0	0	0	10,900	2,724	(2,724)	
 5, Lot 520 Tuart Street - Capital	BC023	12,955	0	12,955	40,000	40,000	(27,045)	
 18, Lot 626 Morcombe Road - Capital	BC024	0	0	0	6,500	0	0	
 9, Lot 453 Morcombe Road - Capital	BC054	0	0	0	1,700	423	(423)	
 Unit A Brand Street - Capital	BC055	0	0	0	3,410	852	(852)	
 Unit B Brand Street - Capital	BC056	0	0	0	3,410	852	(852)	
<b>Housing Total</b>		<b>12,955</b>	<b>0</b>	<b>12,955</b>	<b>187,290</b>	<b>47,191</b>	<b>(34,236)</b>	
<b>Recreation And Culture</b>								
 Coorow Bowling Club - Capital	BC031	0	0	0	6,220	0	0	
 Coorow Hall - Capital	BC033	0	0	0	3,000	0	0	
 Maley Park Facilities - Capital	BC034	0	0	0	12,000	0	0	
 Green Head Community Centre - Capital	BC036	0	0	0	105,000	0	0	
 Coorow Golf Club Buildings - Capital	BC050	0	0	0	6,250	0	0	
<b>Recreation And Culture Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>132,470</b>	<b>0</b>	<b>0</b>	
<b>Transport</b>								
 Coorow Depot - Capital	BC039	0	0	0	11,000	11,000	(11,000)	
 Leeman Depot - Capital	BC040	0	0	0	5,053	0	0	
 Green Head Depot - Capital	BC041	2,796	0	2,796	20,476	0	2,796	
<b>Transport Total</b>		<b>2,796</b>	<b>0</b>	<b>2,796</b>	<b>36,529</b>	<b>11,000</b>	<b>(8,204)</b>	
<b>Buildings Total</b>		<b>43,874</b>	<b>0</b>	<b>43,874</b>	<b>384,350</b>	<b>86,252</b>	<b>(42,378)</b>	
<b>Footpaths</b>								
<b>Transport</b>								
 Green Head Road Footpath (Capital)	FC104	26,340	0	26,340	27,970	27,970	(1,630)	
 Grigson Street Footpath (Capital)	FC106	0	0	0	26,180	26,180	(26,180)	
 Morcombe Street, Green Head Footpath (Capital)	FC108	0	0	0	14,020	14,020	(14,020)	
 Morcombe Road, Leeman Footpath (Capital)	FC109	0	0	0	28,040	28,040	(28,040)	
<b>Transport Total</b>		<b>26,340</b>	<b>0</b>	<b>26,340</b>	<b>96,210</b>	<b>96,210</b>	<b>(69,870)</b>	
<b>Footpaths Total</b>		<b>26,340</b>	<b>0</b>	<b>26,340</b>	<b>96,210</b>	<b>96,210</b>	<b>(69,870)</b>	



SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 September 2018

17 October 2018
















Note 13: Capital Acquisitions

Assets	Job	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>								
 CCTV Cameras & Equipment (Capital)	PE0072	23,326	0	23,326	24,875	24,875	(1,549)	
<b>Law, Order &amp; Public Safety Total</b>		<b>23,326</b>	<b>0</b>	<b>23,326</b>	<b>24,875</b>	<b>24,875</b>	<b>(1,549)</b>	
<b>Transport</b>								
 CAT DGH Dozer (Capital)	PE0035	0	0	0	480,000	0	0	
 CW002 MWS Dual Cab Utility (Capital)	PE0002	0	0	0	51,500	0	0	
 CW008 Coastal Leading Hand Utility (Capital)	PE0008	0	0	0	40,526	0	0	
 CW0024 Low Loader Trailer (Capital)	PE0024	0	0	0	30,000	0	0	
 Sundry Plant & Equipment (Capital)	PE6	0	0	0	12,000	12,000	(12,000)	
 CW3315 Utility (Capital)	PE3315	0	0	0	31,669	31,669	(31,669)	
 CW3512 Skid Steer Loader (Capital)	PE3512	0	0	0	2,675	2,675	(2,675)	
<b>Transport Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>648,370</b>	<b>46,344</b>	<b>(46,344)</b>	
<b>Other Property &amp; Services</b>								
 CW000 DCEO Vehicle (Capital)	PE000	0	0	0	57,680	0	0	
<b>Other Property &amp; Services Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>57,680</b>	<b>0</b>	<b>0</b>	
<b>Plant &amp; Equipment Total</b>		<b>23,326</b>	<b>0</b>	<b>23,326</b>	<b>730,925</b>	<b>71,219</b>	<b>(47,893)</b>	
<b>Infrastructure Assets - Roads</b>								
<b>Transport</b>								
 Fennell Road (Capital) Council Funded	RC025	0	0	0	120,046	0	0	
 Teasdale Road (Capital) Council Funded	RC026	0	0	0	60,000	15,000	(15,000)	
 Banovich Road (Capital) Council Funded	RC035	22,495	0	22,495	123,612	123,612	(101,117)	
 South Waddy Road (Capital) Council Funded	RC005	0	0	0	186,581	0	0	
 Tootbardie Road (Capital) Council Funded	RC027	62,582	0	62,582	116,468	116,468	(53,886)	
 Mazza Road (Capital) Council Funded	RC028	28,416	0	28,416	83,348	83,348	(54,932)	
 Launer Road (Capital) R2R	R2R006	1,728	0	1,728	0	0	1,728	
 Miling North Road (Capital) R2R	R2R029	0	0	0	132,662	33,159	(33,159)	
 Thomas Road (Capital) R2R	R2R014	0	0	0	113,076	0	0	
 Wubin-Gunyidi Road (Capital) R2R	R2R165	17,542	0	17,542	162,664	82,664	(65,122)	
 Buntine-Marchagee Road (Capital) RRG	RRG002	0	0	0	292,199	0	0	
 Coorow-Greenhead Road East (Capital) RRG	RRG161	26,223	0	26,223	248,114	2,715	23,508	
 Coorow-Greenhead Road West (Capital) RRG	RRG162	10,395	0	10,395	269,832	0	10,395	
<b>Transport Total</b>		<b>169,380</b>	<b>0</b>	<b>169,380</b>	<b>1,908,602</b>	<b>456,966</b>	<b>(287,586)</b>	
<b>Infrastructure Roads Total</b>		<b>169,380</b>	<b>0</b>	<b>169,380</b>	<b>1,908,602</b>	<b>456,966</b>	<b>(287,586)</b>	

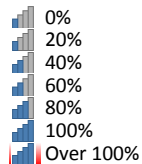
SHIRE OF COOROW  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 September 2018

17 October 2018

Note 13: Capital Acquisitions

Assets	Job	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Other Infrastructure</b>								
<b>Community Amenities</b>								
 Coastal Waste Transfer Station (Capital)	OC007	6,015	0	6,015	5,365	5,365	650	
 Coastal Cemetery (Capital)	OC048	13,293	0	13,293	0	0	13,293	
<b>Community Amenities Total</b>		<b>19,308</b>	<b>0</b>	<b>19,308</b>	<b>5,365</b>	<b>5,365</b>	<b>13,943</b>	
<b>Recreation And Culture</b>								
 Leeman Foreshore Infrastructure (Capital)	OC004	88,445	0	88,445	249,145	179,145	(90,700)	
 Green Head Skate Park (Capital)	OC009	0	0	0	30,000	0	0	
 Maley Park Infrastructure (Capital)	OC034	0	0	0	50,000	0	0	
 Wann Park Infrastructure (Capital)	OC035	6,576	0	6,576	0	0	6,576	
 Coorow Skate Park (Capital)	OC036	500	0	500	11,700	11,700	(11,200)	
 Morphet Park Infrastructure (Capital)	OC042	500	0	500	4,990	4,990	(4,490)	
 Dynamite Bay Infrastructure (Capital)	OC043	901	0	901	45,000	45,000	(44,099)	
 Lakes Park (Capital)	OC046	17,061	0	17,061	0	0	17,061	
 Green Head Sports Club Other Infrastructure (Capital)	OC062	0	0	0	5,000	0	0	
 Lot 601 Park, Peterson Place (Capital)	OC064	37,557	0	37,557	183,834	183,834	(146,277)	
 Coorow Swimming Pool (Capital)	OC037	2,382	0	2,382	1,060,000	0	2,382	
 Three Bays Walkway (Capital)	OC065	292,683	0	292,683	403,981	403,981	(111,298)	
<b>Recreation And Culture Total</b>		<b>446,605</b>	<b>0</b>	<b>446,605</b>	<b>2,043,650</b>	<b>828,650</b>	<b>(382,045)</b>	
<b>Other Property &amp; Services</b>								
		0	0	0	0	0	0	
<b>Other Property &amp; Services Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Infrastructure Total</b>		<b>465,913</b>	<b>0</b>	<b>465,913</b>	<b>2,049,015</b>	<b>834,015</b>	<b>(368,102)</b>	
<b>Capital Expenditure Total</b>		<b>728,833</b>	<b>0</b>	<b>728,833</b>	<b>5,169,102</b>	<b>1,544,662</b>	<b>(815,829)</b>	

Level of Completion Indicators



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

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	
<b>Closing Funding Surplus(Deficit)</b>	RP	0.00	3,951,995.42	4,926,310.85
<b>Closing Funding Surplus(Deficit)</b>	NT	0.00	3,951,995.42	4,926,310.85
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Good</b>
<b>Capital</b>				
Fin Activity (RP)	-5,169,102.00		-728,832.93	
Capital	5,169,102.00		728,832.93	
Note 13	5,169,102.00		728,832.93	
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Good</b>
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Good</b>
<b>Surplus</b>				
Fin Activity (RP)			4,926,310.85	
Note 3			4,926,310.85	
			<b>0.00</b>	<b>Good</b>
<b>Fin Activity (RP)</b>			0.00	
<b>Fin Activity (NT)</b>			0.00	
<b>Budget Amendments (Note 5)</b>			0.00	
			<b>0.00</b>	<b>Good</b>
			<b>0.00</b>	<b>Good</b>
<b>Trust</b>				
Trust Bank Note 4			133,919.19	
Trust Balance Note 12			133,919.19	
			<b>0.00</b>	<b>Good</b>
<b>Sale of Assets</b>				
Note 8			0.00	
Fin Activity (RP)			0.00	
			<b>0.00</b>	<b>Good</b>
<b>Reserve Fund</b>				
Note 4			1,135,633.48	
Note 7			1,135,633.48	
			<b>0.00</b>	<b>Good</b>
<b>Unspent Grants Note 7</b>				
Schedule			0.00	
Reconciliation			0.00	
			<b>0.00</b>	<b>Good</b>

30/09/2018

<b>Operating Grants</b>	<b>Note 11</b>	275,951.66	
<b>Fin Activity (NT)</b>		-275,951.66	
		<b>0.00</b>	<b>Good</b>
<b>Capital Grants</b>	<b>Note 11</b>	605,716.25	
<b>Fin Activity (NT)</b>		-605,716.25	
		<b>0.00</b>	<b>Good</b>
<b>Sundry Debtors</b>	<b>Note 6 (manual)</b>	318,380.25	
<b>Sundry Debtors</b>	<b>Note 6 (System)</b>	318,380.25	
		<b>0.00</b>	<b>Good</b>
<b>Municipal Investment</b>	<b>Note 4</b>		
Bank GL 9130010		3,750,000.00	
Summary		3,750,000.00	
		<b>0.00</b>	<b>Good</b>
<b>Trust Note 12 Reconciliation</b>			
Schedule		133,919.19	
Summary		-133,919.19	
		<b>0.00</b>	<b>Good</b>
<b>Trust Sundry Debtors</b>	<b>Note 12</b>	0.00	
<b>Trust Reconciliation</b>		0.00	
		<b>0.00</b>	<b>Good</b>
<b>Asset Reconciliation</b>			
True Variance		-0.00	<b>Problem</b>
<b>Assets - All listed in Recon?</b>		<b>0.00</b>	<b>Good</b>

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

Nil

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

**RESOLUTION:**

**2018/122**

***Moved: Cr Jack***

***Seconded: Cr Rackemann***

That Council consider three (3) items of urgent / late business.

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

### 13.1. THREE SPRINGS ARRINO RSL – REMEMBRANCE DAY

**Subject** Three Spring s Arrino RSL – Remembrance Day  
**Reporting Officer:** Chief Executive Officer  
**Responsible Executive:** Chief Executive Officer  
**File Reference:** ADM0051 Sponsorship - Donations  
**Disclosure of Interest:** Nil  
**Attachments:** Email from Veronica Davies, Publicity Officer – three Springs Arrino RSL  
**Voting Requirements:** Simple Majority

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#### COUNCIL ROLE

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, setting and amending budgets.

#### REPORT PURPOSE:

For Council to consider the request from the Three Springs Arrino RSLWA Sub Branch for a contribution towards Remembrance Day 2018 - Centenary Celebrations.

#### **OFFICERS RECOMMENDATION: RESOLUTION:**

**2018/123**

**Moved: Cr Jack**

**Seconded: Cr Rackemann**

That \$500 be provided to the Three Springs Arrino RSLWA Sub Branch for running of the Remembrance Day 2018 – Centenary Celebrations.

**CARRIED 6/1  
Simple Majority**

#### **BACKGROUND:**

The Three Springs Arrino RSLWA Sub Branch are planning a Remembrance Day 2018 – Centenary Celebration encompassing the Shires of Mingenew, Three Springs, Carnamah and Coorow.

They anticipate 300 people attending and have requested a contribution of \$500 from the Shire.

#### **COMMENT:**

This celebration is expected to be a significant event as it is the 100-year anniversary of the end of World War One.

The Shire already provide \$250 per year for the Green Head Remembrance Day function.

**STAKEHOLDER ENGAGEMENT:**

Three Springs Arrino RSLWA Sub Branch

**FINANCIAL / RESOURCE IMPLICATIONS:**

There is a budget of \$7,000 for unallocated donations in General Ledger 2040129 of which \$50 has currently been expended.

**STATUTORY ENVIRONMENT:**

Nil

**POLICY IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

The 2017-2027 Strategic Community Plan includes as a strategic priority under Theme 1: Community Wellbeing: A sense of community by encouraging increased town site interaction through sport and cultural events, and encouraging strong community participation and involvement.

**RISK IMPLICATION:**

There are no known risks with supporting this request, and it is not known whether not supporting the event would result in the cancellation of the planned event.

**13.2 PROPOSED ROAD DEDICATION AND EXCISION FROM LOT 35/  
RESERVE 22521**

**Reporting Officer:** Chief Executive Officer  
**Responsible Executive:** Chief Executive Officer  
**File Reference:** R001 Roads – Indian Ocean Drive  
**Disclosure of Interest:** Nil  
**Attachments:** Email from Isabel Houston, Planning Officer – Main Roads Western Australia  
**Voting Requirements:** Simple Majority

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**COUNCIL ROLE**

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, setting and amending budgets.

**REPORT PURPOSE:**

For Council to consider the request from Main Roads Western Australia to support the proposed road dedication and excision from portion of Lot 35 / Reserve 22521 Indian Ocean Drive.

**OFFICER RECOMMENDATION: RESOLUTION:** **2018/124**

**Moved: Cr Peck**

**Seconded: Cr Oakes**

That the excision and dedication of the land subject of Main Roads Land Dealing Plans 1860-206 as a road pursuant to section 56 of the Land Administration Act 1997 be supported and approved.

**Carried 7/0  
Simple Majority**

**BACKGROUND:**

Part of Indian Ocean Drive that was constructed by the Shire of Coorow and handed back to Main Road Western Australia (MRWA) around 8-9 years ago was upgraded in 2012/13 by MRWA. It was then discovered that part of the road was constructed outside of the road reserve.

MRWA have been in discussion with the Shire and the Water Corporation to fix this discrepancy, but negotiations with the Water Corporation have not progressed. MRWA have now amended the plan to take staged approach and progress the tenure amendments as shown in the original Land Dealings Plan 1460-058.

The Shire will be indemnified by MRWA against any claims that may arise as a result of this road dedication in accordance with Section 56 of the Land Administration Act 1997.

The original Land Dealings was supported by a resolution of Council on 20 August 2014 as follows.

<b><u>RESOLUTION:</u></b>	2014/105
Moved: Cr Bothe	Seconded: Cr Sims
That Council:	
<ol style="list-style-type: none"><li>1.Consents to the excision of the land required from Reserve 22521 as depicted on Main Roads' Land Dealings Plan 1460-058 and the dedication of this land as a road pursuant to Section 56 of the Land Administration Act 1997.</li><li>2.Confirms via the Department of Lands that there are no interests, either registered or unregistered on Reserve 22521.</li><li>3.Supports the proposal to close that portion of Indian Ocean Drive and its amalgamation with Reserves 24496 and 40671, as shown depicted on Land Dealings Plan 1460-058, pursuant to Section 58 of the Land Administration Act 1997.</li><li>4.Advertises the road closure in the local papers and writes to the Water Corporation seeking its comments on the closure.</li><li>5.Supports the amendments to Reserves 22521, 24496 and 40671 as depicted on Land Dealings Plan 1460-058.</li></ol>	
CARRIED 6/0 Absolute Majority	

MRWA have requested that Council pass a new resolution for Land Dealings Plan 1860-206.

**COMMENT:**

This process is to correct the existing road reserve to reflect the on-ground construction. There is no cost or burden on the Shire created by this amendment

**STAKEHOLDER ENGAGEMENT:**

Main Road Western Australia  
Executive Staff

**FINANCIAL / RESOURCE IMPLICATIONS:**

Nil

**STATUTORY ENVIRONMENT:**

*Land Administration Act 1997*

**POLICY IMPLICATIONS:**

Nil



**STRATEGIC IMPLICATIONS:**

Nil


**RISK IMPLICATION:**

There are no known risks with supporting this request.

### 13.3 SALE OF LOT 6 (20) BRISTOL STREET, COOROW

<b>Subject</b>	Sale of Lot 6 (20) Bristol Street, Coorow
<b>Reporting Officer:</b>	Deputy Chief Executive Officer
<b>Responsible Executive:</b>	Deputy Chief Executive Officer
<b>File Reference:</b>	ADM0104 – Council Residences - Coorow
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority

#### COUNCIL ROLE

 <b>Executive</b>	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.
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#### REPORT PURPOSE:

For Council to consider an offer to purchase Lot 6 (20) Bristol Street Coorow.

**OFFICER RECOMMENDATION: RESOLUTION:** **2018/125**

**Moved: Cr Jack**

**Carried: Cr Sims**

That:

- 1) The offer to purchase Lot 6 (20) Bristol Street, Coorow, be accepted, subject to no submissions being received;
- 2) The valuation dated 6 July 2017 be accepted as it is believed to be a true indication of the value of Lot 6 (20) Bristol Street, Coorow, at the present time; and
- 3) The proceeds from the sale of Lot 6 (2) Bristol Street, Coorow, be transferred to the Building Reserve.

**Carried 7/0**  
**Simple Majority**

#### BACKGROUND:

At the Ordinary Meeting of Council held 17 June 2015, Council resolved as follows:

**RESOLUTION:**

2015/048

*Moved: Cr Jack*

*Seconded: Cr Rob Clement*

*That Council sell off the two older houses being Lots 6 (20) and 103 (45) Bristol Street, Coorow and proceeds being placed in reserve for future use.*

*CARRIED 7/0  
Simple Majority*

Lot 6 (20) Bristol Street was listed with Ray White Real Estate with an asking price of \$115,000.

**COMMENT:**

A cash offer to purchase Lot 6 (20) Bristol Street for \$100,000 has been received from Mr Gavin Maxwell Johns.

The property is currently rented to a Shire employee who is required to be given 60 days notice to vacate the property. If the offer is accepted, the employee will be given notice to leave the property, and a non-Shire employee renting the Shire house at Lot 42 (5) Commercial Street will be given 60 days notice to allow her to move into that property.

A valuation was carried out on Lot 6 (20) Bristol Street by Griffin Valuations on 6 July 2017 which indicated a market value of \$90,000. Staff do not believe that the valuation of residential properties within the Coorow townsite will have changed significantly in the past 16 months.

**STAKEHOLDER ENGAGEMENT:**

Nil

**FINANCIAL / RESOURCE IMPLICATIONS:**

The sale of older housing stock will improve the Shire's asset ratios. Funds from the sale of this house would be placed into the Building Reserve for the development of new housing stock, or the renewal of existing houses in the future.

The Shire will receive less rental income if the property on Commercial Street that is currently rented out to a non-Shire employee is rented by an employee.

**STATUTORY ENVIRONMENT:**

Council may dispose of property in accordance with Section 3.58 "Disposing of Property" *Local Government Act 1995*.

Before an offer for the property is accepted, the Shire must give local public notice, inviting public submissions, for a period of not less than two weeks.

**POLICY IMPLICATIONS:**

Policy 6.1.2 – Council Provided Staff Housing

**STRATEGIC IMPLICATIONS:**

The Community Facilities Asset Management Plan includes the disposal of Lot 6 (20) Bristol Street, Coorow.

The Strategic Community Plan includes the following strategy:

*“Advocate for improvements in housing affordability and access to appropriate housing”*

The sale of the Shire’s older housing stock after it has been refurbished creates an opportunity for someone to purchase affordable housing and has the potential to attract someone to move to the Shire.

**RISK IMPLICATIONS:**

There is a risk that in selling housing stock and not replacing them immediately, the Shire may not have enough houses to attract/retain staff. This can be mitigated by planning the construction of a new house in the future.

**14. MATTERS BEHIND CLOSED DOORS:**

Nil

**15. DATE OF NEXT MEETING:**

**15.1 ORDINARY MEETING OF COUNCIL**

**Ordinary Meeting**

Next meeting of Council will be held on Wednesday 21 November 2018 at the Leeman Recreation Centre from 5.00 pm.

**16. CLOSURE:**

There being no further business the President, Cr Moira Girando closed the meeting at 6.32 pm