



Shire of Victoria Plains

Minutes of an Ordinary Meeting of Council held

On	Tuesday 18 th March 2008
At	Council Chambers, Calingiri
Commencing	1.01pm

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	
	138	
2	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED	
	138	
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	138
4	PUBLIC QUESTION TIME	138
5	APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST	139
6	PETITIONS/DEPUTATION'S/PRESENTATIONS.....	139
7	CONFIRMATION OF MINUTES.....	139
8	ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	139
9	PRESIDENT AND COUNCILLORS REPORTS	140
10	BUSINESS PAPER	140
10	Suspension of Standing Orders.....	140
10.5	Plant and Works Status Report.....	140
W4	Works and Services Manager's Report	141
10.1	Finance.....	144
F16	ACCOUNTS FOR PAYMENT.....	144
F17	SUNDRY DEBTORS	149
F18	MONTHLY FINANCIAL STATEMENT.....	150
F19	OUTSTANDING RATES REPORT.....	175
F20	BANKING AND INVESTMENTS	177
F21	HALF YEARLY BUDGET REVIEW	180
F22	AUDIT CONTRACT.....	184
F23	COMPLIANCE AUDIT REPORT	185
10.2	Community Services Status Report	187
CS3	Review of Customer Charter for Waste Water Services.....	187

10.3	Town Planning Status Report	189
TP11	Pig Keepers Cottage Renovation Benedictine Community New Norcia	189
TP12	Planning Policy Outbuildings in Residential Areas	191
TP13	Sandstone Block Manufacturing Business	193
TP14	Rezoning of Vacant Land Lots 101, 102 and 23 Bolgart	196
10.4	Administration Status Report	198
A23	Chief Executive Officer's Report	199
A24	National Roads Congress 2008	201
A25	Shire Logo and Signage	202
A26	Exploration Licence Application	204
A27	Biosolids Use – Dalkey Farms	205
A28	Gillingarra Community Water Supply Grant	206
A29	Grant Support – Gillingarra School Site	208
A30	Repairs – Staff House 12 Harrington Street Calingiri	210
10.5	Plant and Works	211
11	NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	212
12	CONFIDENTIAL ITEMS	212
13	NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION	212
13.1	Ablution Block – Calingiri	212
13.2	Ablution Block - Calingiri	212
13.3	S S S Presentation Meeting	212
14	DECLARATION OF CLOSURE	213

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 1.01pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President: Cr G Erickson South Ward

Councillors:

Cr N Smith	East Ward
Cr B Johnson	East Ward
Cr D Lovelock	West Ward
Cr M Anspach	West Ward
Cr J Kelly	West Ward
Cr J Brennan	Central Ward
Cr S Young	Central Ward

Leave of Absence: Cr D Holmes South Ward

Apologies: Nil

Chief Executive Officer:	Mr H Hawkins
Finance and Administration Manager:	Mr N Hamilton
Works and Services Manager:	Mr R Hooper
Building Surveyor:	Mr G Tester
Executive Assistant:	Mrs F Watson (Minutes)

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST

Cr Kelly declared an impartiality interest in item A29 – Grant Support - Gillingarra School Site.

6 PETITIONS/DEPUTATION'S/PRESENTATIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes

RESOLUTION 70/08

Moved Cr Anspach seconded Cr Brennan that the minutes of the Ordinary Meeting held 19th February 2008 be confirmed as a true and correct record of the proceedings.

MOTION PUT & CARRIED 8/0

7.2 Business Arising from Minutes

Cr Lovelock

Tourism Signs

Funds available for repair. Investigating whether there are “spare” signs at the shire depot.

Cr Young

Has contacted a local sign writer. No quote available as yet. Artwork required. Sign is on the move, waiting for quote.

Cr Anspach

This item should be included in urgent business toward the end of the meeting.

8 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 PRESIDENT AND COUNCILLORS REPORTS

Cr Anspach

Attended LGMA conference in Fremantle. Cr Anspach gave an overview of his attendance.

Cr Erickson

Meeting with Landcorp. Discussion was held regarding the Calingiri residential subdivision and the Bolgart Industrial subdivision.

Cr Smith

Attended Rural Water Council meeting in Merredin 10th March 2008, which included a tour of Merredin and recent developments including the airport.

Next meeting of the RWC will be held in August or September and maybe the last meeting of this council.

10 BUSINESS PAPER

- 10.1 Finance
- 10.2 Community Services
- 10.3 Town Planning
- 10.4 Administration
- 10.5 Works

10 SUSPENSION OF STANDING ORDERS

RESOLUTION 71/08

Moved Cr Lovelock seconded Cr Anspach that Council's Standing Orders be suspended to allow a change in the Order of Business to enable Item 10.5 Plant and Works to be dealt with prior to Item 10.1 Finance.

MOTION PUT & CARRIED 8/0

10.5 Plant and Works Status Report

RESOLUTION 72/08

Moved Cr Anspach seconded Cr Brennan that the items in the Plant and Works Status Report detailed below be noted.

MOTION PUT & CARRIED 8/0

Item No	Report Details	Plant and Works Action Required	Status
W3	Works and Services Manager Report	Nil. Report received	Complete

10.5 PLANT AND WORKS

W4 WORKS AND SERVICES MANAGER'S REPORT

File Reference: A1.2.1
Report Date: 13th March 2008
Applicant/Proponent: n/a
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Ross Hooper - Works and Services Manager
Attachments: Nil

PURPOSE OF REPORT

To inform Council of the Works and Services Manager's actions and movements.

BACKGROUND

See report

COMMENT

Road Construction:

The sealing of the Yerecoin-Glentromie Road for the R2R funding has been completed. The tree lopping along with the gravel sheeting under the construction programme for the Bulligan Road has recommenced and the construction will continue onto Behanging Road for similar treatment.

Maintenance Grading:

The following roads have received maintenance grading in the last month, Gillingarra-Glentromie Road, Longman Road, Scholz Road, West Gillingarra Road and Rodgers Road.

Mogumber Water Supply:

The tank on the hill is now in place with water already filling the tank and the surrounds mostly completed.

Atlas Farms Entrance:

The cost of the entrance to Atlas Farms with cement stabilising and asphalt, would be approximately \$25,000.00. Trucks Entering signs would need to be erected both

sides of the driveway and a 10 metre wide road entrance for approximately 50 metres would also be required.

Nash Grader:

Recently it has been found that the hire of the grader for the construction of the Calingiri-New Norcia Road and other works has come to the amount of \$113,000.00. This is \$13,000.00 over the tender figure of \$100,000.00. The reasons given for this is that when he was hired early last year the Council had lost two of its experienced grader operators at a similar time leaving the shire with no alternative but to hire an experienced person for the construction programme and other works.

Other Works:

Currently the loader and tree lopper have been hired out to the Shire of Chittering until Easter and after that will resume tree lopping on our roads. A grader is currently in the Gillingarra area on maintenance grading and I have been able to secure another driver from our internal work force for the other grader which is on construction gravel sheeting of the Bulligan and Behanging Roads as per the construction programme.

Cr Anspach

Distributed information to all councillors regarding Old Plains Road from a Plant and Works meeting held in February 2004.

Discussion was held regarding the Old Plains Road maintenance issues.

Recommendation

Moved Cr Anspach seconded Cr Kelly that Council suspends Atlas Farms Heavy Vehicle Local Road Permit advising Atlas that access to the composting facility should be made through their property.

Motion left on the table

Cr Young

Correspondence should be forwarded to Atlas farms encouraging them to upgrade their internal road system to allow them access to their composting facility prior to suspending their permits.

Cr Lovelock

Dangerous section of road. Serious danger at entrance to compost facility. Merge lanes are not appropriate. Road needs to come to a T stop. Approach City of Stirling for assistance on road maintenance issues. Negotiate with Atlas and Stirling for \$25,000 for immediate repair work.

Cr Smith

Are speed signs erected? Can safety signs be erected regarding heavy vehicles and dust? Follow up on rezoning (specific rates) to allow extra rate income. Entrance should be completed as soon as possible. Obtain up to date road counts and previous counts to compare road use.

Cr Kelly

Initial planning agreement should be investigated. Is Old Plains Road a designated Road Train Route?

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 73/08

Moved Cr Young seconded Cr Kelly that the Works and Services Manager's report for March 2008 be received by Council.

MOTION PUT & CARRIED 8/0

Cr Smith

Road Inspection Report needs to be prepared following the road inspection undertaking by staff and Councillors and presented to the Ordinary Meeting of Council to be held 15th April 2008.

Works and Services Manager left the meeting at 2.16pm.

RESOLUTION 74/08

Moved Cr Anspach seconded Cr Smith that Council's Standing Orders resume and the Order of Business recommence with Item 10.1 Finance.

MOTION PUT & CARRIED 8/0

10.1 Finance

10.1 FINANCE

F16 ACCOUNTS FOR PAYMENT

In accordance with Local Government (Financial Management) Regulations 1996 Item 13, the Chief Executive Officer is to provide a list of accounts paid from the Municipal and Trust Funds each month and this list is to be presented at the next ordinary meeting of council.

From the Municipal Fund, payments are made. Either via Electronic Funds Transfer (EFT) or by cheque for accounts paid from the Accounts Payable System and by EFT direct from the payroll system for the payment of wages.

For the month of February 2008 there were no Creditor EFT payments and cheques drawn amounted to \$287,699.20.

EFT payments for payroll purposes amounted to \$40,862.00 giving an overall total of \$328,561.20 during the month.

To offset Trust payments made from the Municipal Account an amount of \$3,326.32 was transferred from the Trust CMVROC Bank Account.

RESOLUTION 75/08

Moved Cr Lovelock seconded Cr Brennan that Municipal cheques numbered 6363-6464 and direct payments totalling \$328,561.20 and fund transfers from the Trust CMVROC Bank Account of \$3326.32 be endorsed.

MOTION PUT & CARRIED 8/0

**Minutes - Ordinary Meeting of Council
18th March 2008**

Chq No	Date	Name	Description	Amount \$
6363	05/02/2008	AUSTRALIAN TAXATION OFFICE	Payroll deductions	-10927.82
6364	05/02/2008	TELSTRA CORPORATION LTD	Telephone: Works Manager and Building Maintenance	-146.39
6365	05/02/2008	BROOKS HIRE SERVICE PTY LTD	Dry hire of Vib Roller for AG Lime Route Project PO#10096	-4707.12
6366	05/02/2008	WONGAN CONCRETE SERVICES	Supply and Lay of concrete for Building Maintenance Shed PO#10128	-4525.40
6367	05/02/2008	RURAL PRESS REGIONAL MEDIA WA PTY LTD	Advertising AGM of electors	-624.40
6368	05/02/2008	STAR TRACK EXPRESS	Freight	-124.18
6369	05/02/2008	CALINGIRI TRADERS	Depot consumables	-344.05
6370	05/02/2008	AVON WASTE	Refuse collection	-1955.95
6371	05/02/2008	Reliance	Fuel purchase for the month of December 2007 PO#10211	-13038.29
6372	05/02/2008	LINX ELECTRICAL	Installation of 3 phase power outlet st Shire Office for Generator PO#10137	-2031.17
6373	05/02/2008	COURIER AUSTRALIA	Freight: fire fighting equipment	-30.29
6374	05/02/2008	CALINGIRI SPORTS CLUB	Meeting consumables PO#9790	-31.50
6375	05/02/2008	BENEDICTINE COMMUNITY OF NEW NORCIA INC	Fuel purchases for the New Norcia Fire Truck	-204.54
6376	05/02/2008	JOLLY & SONS PTY LTD	Repairs to PR07 PO#10219	-395.21
6377	05/02/2008	VICTORIA PLAINS MECHANICAL SERVICES	Repairs to Loader PLR2 PO#10194	-1179.15
6378	05/02/2008	MICHAEL ANSPACH	Supply of 450 cubic metres of gravel for the AG Lime route project PO#10251	-198.00
6379	05/02/2008	IT VISION	Staff Computer training PO#9960	-231.00
6380	05/02/2008	RNR CONTRACTING PTY LTD	Supply & spray bitumen for the AG Lime Route Project PO#10099	-52152.21
6381	05/02/2008	FIRE & EMERGENCY SERVICES AUTHORITY OF WA	2007/2008 ESL 1st Quarter ESL charges	-6361.20
6382	05/02/2008	WESTNET PTY LTD	Internet fees	-86.00
6383	05/02/2008	PIAWANING PROGRESS ASSOCIATION	Power subsidy for the Piawaning Hall	-177.15
6384	05/02/2008	EMERGENCY SERVICE PUBLISHING WA	Area promotion advertising PO#9908	-385.00
6385	05/02/2008	NEIL HAMILTON	Reimbursement for label printer for the property filing system	-423.83
6386	05/02/2008	WONGAN HILLS HARDWARE	Key Cutting	-39.95
6387	05/02/2008	CIVIC LEGAL LOCAL GOVERNMENT LAWYERS	Legal fees: 2 Riley Street Piawaning non payment of rates deceased estate	-1465.80

**Minutes - Ordinary Meeting of Council
18th March 2008**

6388	05/02/2008	ST JOHN AMBULANCE (CALINGIRI SUBCENTRE)	First Aid Kit PO#9783	-88.00
6389	05/02/2008	BROADBAND NET	Internet fees	-25.95
6390	05/02/2008	RADIOWEST BROADCASTERS PTY LTD	Advertising Christmas greetings	-110.00
6391	05/02/2008	MCINTOSH & SON	Parts for Backhoe PBH2 PO#10195	-199.69
6392	05/02/2008	COUNTRYWIDE MOBILE WINDOW TINT & AUTO GLASS	Repairs to Windscreens on various Shire vehicles PO#10213	-2145.00
6393	05/02/2008	NASH BROS	Grader and Operator hire for the AG Lime Route Project PO#9895	-15654.38
6394	05/02/2008	M.C.W CONSTRUCTION	Supply concrete for Headstone beams for Bolgart Cemetery PO#10220	-1776.50
6395	05/02/2008	RURAL WATER COUNCIL OF WA INC	Membership fee to the Rural Water Council	-50.00
6396	07/02/2008	WALG SUPER PLAN	Superannuation contributions	-4727.64
6397	07/02/2008	CHILD SUPPORT AGENCY	Payroll deductions	-204.76
6398	07/02/2008	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-15.30
6399	07/02/2008	SHIRE OF VICTORIA PLAINS	Cash wages for the pay period ending 06/02/2008	-5395.30
6400	07/02/2008	AUSTRALIAN SUPER	Superannuation contributions	-149.97
6401	07/02/2008	C BUS SUPER	Superannuation contributions	-151.07
6402	07/02/2008	AMP LIFE LIMITED	Superannuation contributions	-61.18
6403	18/02/2008	SHIRE OF VICTORIA PLAINS	Petty cash claim for the month of January 2008	-496.05
6404	18/02/2008	UHY HAINES NORTON	Audit services	-4895.00
6405	18/02/2008	PAUL SPOWART	Building materials for Depot building maintenance PO#10148	-193.60
6406	18/02/2008	BOLGART TRADERS	Postage, office consumables and meeting consumables	-876.83
6407	19/02/2008	MALTS CONTRACTING	Cleaning	-2263.00
6408	20/02/2008	SYNERGY	Power: 28 Cavell St Calingiri	-3311.25
6409	20/02/2008	TELSTRA CORPORATION LTD	Telephone	-1064.15
6410	20/02/2008	CORPORATE EXPRESS AUSTRALIA LTD	Stationary PO#9789	-376.56
6411	20/02/2008	PIONEER CREDIT	Rates collection	-223.22
6412	20/02/2008	STAR TRACK EXPRESS	Freight	-149.64
6414	20/02/2008	CALINGIRI TRADERS	Depot consumables for the month of January 2008	-1226.10
6415	20/02/2008	LANDGATE	Withdrawal of caveat due to paid sewerage connection charges	-66.00
6416	20/02/2008	Reliance	Fuel purchase for OVP November 2007	-66.38
6417	20/02/2008	HILLS FIRE EQUIPMENT SERVICE	Service fire equipment throughout the Shire PO#9791	-1965.59
6418	20/02/2008	COURIER AUSTRALIA	Freight for stationary	-52.35

Minutes - Ordinary Meeting of Council
18th March 2008

6419	20/02/2008	DAVID HOLMES	Councillor allowance for third quarter January 2008	-875.00
6420	20/02/2008	JIM KELLY	Councillor allowance for third quarter January 2008	-875.00
6421	20/02/2008	COUNTRY COPIERS NORTHAM	Copier servicing	-541.42
6422	20/02/2008	STEVE WOODS	Councillor allowance for third quarter January 2008	-354.34
6423	20/02/2008	NEIL SMITH	Councillor allowance for third quarter January 2008	-875.00
6424	20/02/2008	GEOFF ERICKSON	Councillor allowance: pro rata councillor claim and president payment for the third quarter January 2008	-1246.90
6425	20/02/2008	DAVID LOVELOCK	Councillor allowance for third quarter January 2008	-875.00
6426	20/02/2008	JOHN YOUNG	Councillor allowance for third quarter January 2008	-354.34
6427	20/02/2008	MICHAEL ANSPACH	Councillor allowance: President pro rata and Councillor payment pro rata third quarter January 2008	-1128.10
6428	20/02/2008	JOHN BRENNAN	Councillor allowance for third quarter January 2008	-875.00
6429	20/02/2008	SKIPPER TRUCK PARTS	Parts for Truck PTK16 PO#10215	-982.87
6430	20/02/2008	PPCA	Phonographic licence fees for Shire Halls	-212.19
6431	20/02/2008	WONGAN STEEL MANUFACTURERS	Repairs to truck PTK14 PO#10216	-534.17
6432	20/02/2008	JOHN AND CORRY GILFELLON	Consultant fees for the CMVROC	-2804.15
6433	20/02/2008	BUNNINGS GROUP LIMITED	Tools for building Maintenance Officer PO#10133	-524.75
6434	20/02/2008	TAG TREE SERVICES	Removal of tree limb overhanging Behanging Rd Bolgart PO#10255	-1320.00
6435	20/02/2008	OVERLAND FREIGHT	Freight for parts PGR6	-77.23
6436	20/02/2008	SHERIDAN'S FOR BADGES	Plaques for retiring councillors and new councillors	-137.46
6437	20/02/2008	STILLITANO'S HOME HARDWARE	Building consumables for various jobs around the Shire PO#10126	-111.37
6438	20/02/2008	ROCKINGHAM HOLDEN	Purchase of New CEO vehicle PO#9909	-5967.25
6439	20/02/2008	COUNTRYWIDE MOBILE WINDOW TINT & AUTO GLASS	Windscreen repairs to VP 00 PO#9978	-330.00
6440	20/02/2008	BARRY JOHNSON	Councillor allowance for third quarter January 2008	-520.66
6441	20/02/2008	STEVEN YOUNG	Councillor allowance for third quarter January 2008	-520.66
6442	20/02/2008	ALYNDALE JOINERY	Supply and installation of new kitchen for Shire Office	-8921.00
6443	20/02/2008	TIM BROAD AUTO ELECTRICS	Repairs to Fire Fighting vehicle Gillingarra PO#9792	-77.00
6444	20/02/2008	MINTER ELLISON	Legal fees: Poincare Street Bolgart	-1846.83
6445	20/02/2008	AVON WASTE	Refuse collection	-2453.43
6446	20/02/2008	FUEL DISTRIBUTORS	Fuel purchase for the month of February 2008 PO#10234	-11499.60
6447	20/02/2008	CUTTING EDGES	Replacement grader blades for Grader PGR6 PO#10225	-1113.20
6448	20/02/2008	WONGAN RETRAVISION & COMFORTSTYLE	Purchase of new phone for depot PO#10261	-79.95

Minutes - Ordinary Meeting of Council
18th March 2008

		FURNITURE		
6449	20/02/2008	JASOL AUSTRALIA	Toilet rolls for public toilets PO#10223	-163.22
6450	20/02/2008	WA HINO	Purchase of New Truck PO#10156	-73767.00
6451	20/02/2008	METROCOUNT VEHICLE CLASSIFIER SYSTEMS	30m road tubbing for various roads within the Shire PO#10229	-133.00
6452	20/02/2008	TIGER TEK	Protective eyewear PO#10226	-130.02
6453	20/02/2008	DOWERIN REFRIGERATION & AIR CONDITIONING SERVICES	Repairs to Air conditioner at 13 Lambert Cres Calingiri PO#10260	-268.18
6454	20/02/2008	Reliance	Fuel purchase and oil for the month of January 2008 PO#10256	-5298.78
6455	20/02/2008	BOLGART RURAL MERCHANDISE	Library postage	-26.80
6456	21/02/2008	WALG SUPER PLAN	Superannuation contributions	-5037.55
6457	21/02/2008	CHILD SUPPORT AGENCY	Payroll deductions	-204.76
6458	21/02/2008	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-15.30
6459	21/02/2008	SHIRE OF VICTORIA PLAINS	Cash wages for the pay period ending the 20/02/2008	-3765.85
6460	21/02/2008	AUSTRALIAN SUPER	Superannuation contributions	-200.96
6461	21/02/2008	C BUS SUPER	Superannuation contributions	-151.07
6462	21/02/2008	AMP LIFE LIMITED	Superannuation contributions	-181.29
6463	25/02/2008	WALG SUPER PLAN	Superannuation contributions	-471.89
6464	26/02/2008	CROSBY TILES	Tiles and grout for Bolgart aged units PO#10146	-83.60
			Total Cheque Payments for the month of February 2008	<u>-287699.20</u>
EFT	6.2.08			-15663.16
EFT	20.2.08			-19724.87
EFT	22.2.08			-5243.24
EFT	20.2.08			-230.73
			EFT Payroll Payments	<u>-40862.00</u>
			Total Payments for the month of February 2008	<u><u>-328561.20</u></u>

F17 SUNDRY DEBTORS

A list of sundry debtors as at 29th February 2008 follows this item.

RESOLUTION 76/08

Moved Cr Smith seconded Cr Brennan that the sundry debtors report as at 29th February 2008 be received.

MOTION PUT & CARRIED 8/0

**SHIRE OF VICTORIA PLAINS DEBTORS LISTING
as at February 2008**

Debtor	Current	30 Days	60 Days	90 Days	Over 90 Days	Total	Comments
44			14.85		3,285.15	3300.00	Issue is currently being handled
204	33.00						
194				15.00		15.00	Statement sent
7					2369.29	2369.29	issue is currently being handled
3			23.43			23.43	Statement sent
4					48.00		Statement sent, letter to be sent
193				8.80		8.80	Statement sent
182					33.00	33.00	Statement sent, letter to be sent
186	772.20					772.20	
139					3,080.20	3330.20	Monthly Payments of \$100
153	71.95						
195				38.50		38.50	Statement sent
11					155.00	155.00	Letter Sent 8/8/07, statement sent 06/12/2007
29	79754.40					79754.40	
205	1320.00					1320.00	
198			33.00			33.00	
	81951.55	0.00	71.28	62.30	8970.64	91,055.77	

F18 MONTHLY FINANCIAL STATEMENT

In accordance with the Local Government Act 1995 S6.4 and the Local Government (Financial Management) Regulations 1996 Item 34, the local government is to prepare each month a statement of financial activity on the source and applications of funds to be presented to Council in the month following the month of the financial activity.

The monthly financial report for February 2008 is therefore presented to Council showing monthly income and expenditure to date and comparative year to date budget and annual budget figures.

A statement showing the net current assets position at the end of the month is also presented.

RESOLUTION 77/08

Moved Cr Lovelock seconded Cr Anspach that the Monthly Financial Report for the period ending 29th February 2008 be received.

MOTION PUT & CARRIED 8/0

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Income Statement by Program
For the period ending 29th February 2008

	YTD Actual	YTD Budget	Current Budget
	\$	\$	\$
Operating Income			
General Purpose Funding	2,178,655	2,158,292	2,327,728
Governance	40,403	14,212	91,106
Law, Order and Public Safety	31,098	21,430	28,425
Health	2,030	2,440	4,189
Education & Welfare			
Housing	26,138	24,124	36,356
Community Amenities	68,721	34,107	40,928
Recreation & Culture	2,691	4,768	7,178
Transport	743,500	549,454	670,070
Economic Services	19,072	13,072	19,157
Other Property & Services	22,920	64,486	95,056
	<u>3,135,229</u>	<u>2,886,385</u>	<u>3,320,192</u>
Operating Expenditure			
General Purpose Funding	(103,598)	(103,832)	(168,281)
Governance	(161,594)	(192,161)	(361,390)
Law, Order and Public Safety	(72,108)	(81,252)	(110,404)
Health	(48,621)	(55,052)	(83,392)
Education & Welfare	(3,159)	(4,072)	(12,929)
Housing	(54,459)	(59,026)	(84,647)
Community Amenities	(94,483)	(100,419)	(161,275)
Recreation & Culture	(168,642)	(195,839)	(312,569)
Transport	(1,126,147)	(1,180,542)	(1,724,346)
Economic Services	(46,617)	(52,237)	(96,736)
Other Property & Services	(46,793)	(106,886)	(144,317)
	<u>(1,926,221)</u>	<u>(2,131,318)</u>	<u>(3,260,285)</u>
Interest on Borrowings			
Governance	(2,948)	(3,048)	(5,778)
Health	0	0	0
Housing	(6,452)	(9,176)	(13,778)
Community Amenities	(1,865)	(2,240)	(3,369)
Recreation & Culture	(1,998)	(3,832)	(5,753)
Other Property & Services	(8,346)	(10,968)	(16,466)
	<u>(21,608)</u>	<u>(29,264)</u>	<u>(45,145)</u>
	<u>\$ 1,187,401</u>	<u>725,802</u>	<u>14,762</u>

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Income Statement by Nature and Type
For the period ending 29th February 2008

	YTD Actual	Current
	\$	Budget
		\$
REVENUES FROM ORDINARY ACTIVITIES		
Rates	1,595,108	1,620,530
Grants and Subsidies - Operating	507,511	599,717
Contributions Reimbursements and Donations	78,117	72,450
Fees and Charges	95,636	178,337
Interest Earnings	69,638	51,000
Other Revenue	21,589	766
	<u>2,367,597</u>	<u>2,522,800</u>
EXPENSES FROM ORDINARY ACTIVITIES		
Employee Costs	(354,202)	(574,178)
Materials and Contracts	(377,843)	(757,324)
Utilities	(18,518)	(36,900)
Depreciation	(891,378)	(1,325,096)
Interest Expenses	(21,608)	(45,145)
Insurance	(128,483)	(138,688)
Other Expenditure	(151,801)	(389,343)
	<u>(1,943,833)</u>	<u>(3,266,674)</u>
	423,764	(743,874)
Grants and Subsidies - non-operating	682,156	717,300
Profit on Asset Disposals	85,476	55,263
Loss on Asset Disposals	<u>(3,995)</u>	<u>(13,927)</u>
NET RESULT	<u>1,187,401</u>	<u>14,762</u>

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Statement of Financial Activity
For the period ending 29th February 2008

	YTD Actual	YTD Budget	Current Budget	YTD Variance
	\$	\$	\$	
Operating Income				
General Purpose Funding	583,547	537,762	707,198	8.51%
Governance	40,403	14,212	91,106	184.29%
Law, Order and Public Safety	31,098	21,430	28,425	45.11%
Health	2,030	2,440	4,189	-16.80%
Education & Welfare	0	0	0	
Housing	26,138	24,124	36,356	8.35%
Community Amenities	68,721	37,682	40,928	82.37%
Recreation & Culture	2,691	4,768	7,178	-43.56%
Transport	743,500	549,454	670,070	35.32%
Economic Services	19,072	13,072	19,157	45.90%
Other Property & Services	22,920	64,486	95,662	-64.46%
	<u>1,540,121</u>	<u>1,269,430</u>	<u>1,700,268</u>	<u>21.32%</u>
Operating Expenditure				
General Purpose Funding	(103,598)	(105,832)	(168,281)	-2.11%
Governance	(164,542)	(195,209)	(367,168)	-15.71%
Law, Order and Public Safety	(72,108)	(81,252)	(110,404)	-11.25%
Health	(48,621)	(55,052)	(83,392)	-11.68%
Education & Welfare	(3,159)	(4,072)	(12,929)	-22.43%
Housing	(60,910)	(68,202)	(98,425)	-10.69%
Community Amenities	(96,347)	(102,659)	(164,644)	-6.15%
Recreation & Culture	(170,640)	(199,671)	(318,322)	-14.54%
Transport	(1,126,147)	(1,180,542)	(1,724,346)	-4.61%
Economic Services	(46,617)	(52,237)	(96,736)	-10.76%
Other Property & Services	(55,139)	(117,854)	(168,334)	-53.21%
	<u>(1,947,828)</u>	<u>(2,162,582)</u>	<u>(3,312,981)</u>	<u>-9.93%</u>
Adjustment for Non-Cash				
Expenditure & Revenue				
(Profit)/Loss On Asset Disposals	(59,092)	(46,653)	(41,336)	26.66%
Depreciation on Assets	891,378	883,272	1,325,089	0.92%
Capital Expenditure & Revenue				
Purchase of Land Held for Resale	0	0	0	
Purchase Land & Buildings	(59,260)	(59,477)	(639,961)	-0.37%
Purchase Infrastructure Assets - Roads	(719,235)	(711,866)	(785,224)	1.04%
Purchase Construction other than Buildings	(118,908)	(86,659)	(86,662)	37.21%
Purchase Plant & Equipment	(348,328)	(354,421)	(394,421)	-1.72%
Purchase Furniture & Equipment	(2,817)	0	(3,000)	
Proceeds from Disposal of Assets	255,133	265,455	297,454	-3.89%
Repayment of Loans	(127,953)	(127,953)	(286,503)	0.00%
Proceeds from New Loans	0	0	250,000	
Transfer to Reserves (Restricted Assets)	0	0	(255,170)	
Transfer from Reserves (Restricted Assets)	0	0	225,170	
Add Net Current Assets July 1 B/fwd	511,591	384,746	384,746	32.97%
Less Net Current Assets Year to Date	1,409,910	875,821	0	60.98%
Amount Raised from Rates	<u>(1,595,108)</u>	<u>(1,622,530)</u>	<u>(1,622,530)</u>	

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Report on Significant Variances Greater than 10% or \$5000
for period ending 29th February 2008

	YTD Var
	\$
Operating Income	
General Purpose Funding	
General Purpose Grants budgeted at \$583,000 actual will be \$601,400	4,202
Note: GP Grant includes Bridge Maint grant of \$20,000, Main Roads to provide additional \$10,000	
Ex Gratia rates received greater than budget: Benedictine Monestary	2,149
CBH	649
Interest income greater than budget ytd	35,654
Governance	
LGIS share of accumulated surplus funds - Liability, Workcare schemes	4,405
Police Licensing commission higher than budgeted YTD	3,046
Emergency Management grant for trailer and generator received greater than budgeted amount	3,545
Law Order & Public Safety	
Additional Funds received from FESA to cover 2006-07 overspend	8,584
Community Amenities	
Invoice to NACC re Grain & Graze (for G Gardner)	23,280
(Note this will be paid directly to G Gardner when received at Shire)	
Zero Waste Plan funds received not budgeted	5,000
Transport	
Direct Roads Grant allocated to Shire greater than budgeted	5,570
Road Grants allocated greater than budgeted as follows	
	Budget
	Allocation
Regional Roads	153,000
Ag Lime Route	200,000
	431,973
Progress claims increased on budget accordingly	
Regional Roads	122,640
Ag Lime Route	200,000
	145,008
	345,578
Note: as grant income increased so too will expenditure correspondingly	
Proceeds on Sale of Plant PTK10 Hine 5 Tonne Truck greater than budget	8,181
Proceeds on Sale of Plant PTK13 Dual Cab Truck greater than budgeted	8,182
Economic Services	
Building Applications below budget YTD	3,255
Bendigo Bank commissions	1,378
Community Safety and Crime Prevention Grant not budeted	1,200
Other Property & Services	
Private Works - timing differences on work done at this stage	(42,670)
(Note: offset by below budget expenditure also)	
Operating Expenditure	
Governance	
Members	
Saving on expenditure for Local Government Week	1,545
Administration	
Variance mainly due to timing difference on computing and admin costs	10,800
Saving on Energy Audit	7,000
Law, Order & Public Safety	
Timing differences on supplies and invoicing	9,144
Health	
Timing Difference - Mosquito Fogging & Control	4,978
Timing Difference -Health Admin - Contractor invoicing	1,816
Housing	
No major variance mainly timing differences on building maint	7,292
Community Amenities	
No major variances mainly timing differences - tip, sewerage and cemetery maintenance	6,312
Recreation & Culture	
No major variances mainly timing differences - town and reserves maintenance	29,031
Economic Services	
Timing Difference -Building officer - Contractor invoicing	1,426
No major variance - timing differences on caravan parks costs	3,296
Other Property & Services	
Private Works - timing differences	23,137
Timing differences on Plant maint costs against budget recoveries	39,578
Plant recoveries slightly high YTD due to low plant usage	
Capital Expenditure	
Construction other than Buildings	
Mogumber Water Supply	
Carry over grant proceeds 2006-07	37,000
Mogumber Hall Maint Budget	10,000
Small Tank Grant	<u>8,000</u>
	55,000
Expenditure to 29th February 2008	81416
(Includes Shire in kind contribution of \$17665)	(26,416)
Infrastructure Assets - Road Construction	
Transport	
No major variance - timing Difference on Road Construction	
Proceeds on Sale of Assets	
Variance mainly attributable to better than expected sale prices on plant items but partially offset by lowering than expected sale prices on light vehicles	12,439

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report at as : 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
General Purpose Funding							
Rates	10300	Rates Income			(1,595,108)	(1,620,530)	(1,620,530)
	20300	Rates Collection			5,374	5,616	18,950
		Total Rates Income / Expenditure			<u>(1,589,734)</u>	<u>(1,614,914)</u>	<u>(1,601,580)</u>
General Purpose Grants	10325	General Purpose Grants			(451,052)	(444,750)	(593,000)
		Total General Purpose Grants			<u>(451,052)</u>	<u>(444,750)</u>	<u>(593,000)</u>
Other General Purpose Income	10310	Ex Gratia Rates			(52,748)	(49,950)	(49,950)
	10315	Administrative Fees & Charges			(5,773)	(4,750)	(4,750)
	10320	Interest Income			(69,638)	(33,984)	(51,000)
	10395	Administration Income - Allocated			(4,336)	(4,328)	(6,498)
	20310	Admin Expenditure Reallocated			98,224	98,216	147,331
		Total Other General Purpose Income / Expenditure			<u>(34,271)</u>	<u>5,204</u>	<u>35,133</u>
		Total General Purpose Funding			<u>\$ (2,075,057)</u>	<u>(2,054,460)</u>	<u>(2,159,447)</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Governance							
Members Of Council	10420	Contributions And Donations			0	(328)	(500)
	10495	Admin Income Allocated			(3,400)	(3,400)	(5,106)
		Members Of Council Operating Income			<u>(3,400)</u>	<u>(3,728)</u>	<u>(5,606)</u>
	20401	Member'S Expenses			3,157	6,250	12,500
	20402	Member'S Allowances			15,000	15,500	31,000
	20403	Election Expenses			2,504	3,884	3,884
	20404	Conferences & Seminars - Local Government Week			4,995	6,540	6,540
	20405	Conferences & Seminars - Councillor Training			3,546	4,500	9,000
	20406	Meeting Costs			3,766	3,992	6,000
	20407	Delivering Agendas			1,418	2,696	4,077
	20408	Sundry			13,207	21,916	25,536
	20409	Public Relations			1,069	1,160	50,400
	20410	Legal Fees			0	0	0
	20411	Insurance			1,940	1,942	1,943
	20412	Strategic Plan			3,388	5,100	69,667
	20420	Admin Expenditure Allocated			77,176	77,188	115,760
		Members of Council Operating Expenditure			<u>131,166</u>	<u>150,648</u>	<u>336,307</u>
		Total Members of Council			<u>127,766</u>	<u>146,920</u>	<u>330,701</u>
Administration	10430	Reimbursements			(16,797)	(7,992)	(12,000)
	10431	Commissions			(11,374)	(8,664)	(13,000)
	10432	Administration Charges			(2,310)	(1,560)	(2,350)
	10433	Sundry Income			(58)	(328)	(500)
	10434	Rounding			(1)	0	0
	10496	Admin Income Reallocated			18,576	18,560	27,850
		Administration Operating Income			<u>(11,964)</u>	<u>16</u>	<u>0</u>
	16030	Emergency Management Grant - Generator & Trailer			(14,045)	(10,500)	(10,500)
	16032	Rebate - Admin Building Solar Upgrade			0	0	(75,000)
		Grants for the Development of Assets			<u>(14,045)</u>	<u>(10,500)</u>	<u>(85,500)</u>
	10490	Write back depreciation on Sale of Assets			94,460	113,420	113,421
	16001	Ceo'S Vehicle - Holden Statesman - Av13 Replacement			(65,455)	(67,000)	(67,000)
	16002	Mgr Fin Vehicle - Holden Commodore - Wv33 Replacement			(40,000)	(44,000)	(44,000)
		Adminstration (Profit) / Loss on Sale of Assets			<u>(10,994)</u>	<u>2,420</u>	<u>2,421</u>
	20430	Salaries & Wages			226,695	209,398	320,272
	20431	CEO Package			16,572	12,028	15,600
	20432	DCEO Package			11,371	11,064	15,900

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Governance							
20433		Other Staff Costs			851	1,700	1,800
20434		CEO Rental Subsidy			1,300	1,700	2,600
20435		Computing			18,814	25,605	32,785
20436		Insurance			47,249	49,458	49,458
20437		Staff Recruitment			424	2,392	3,600
20438		Staff Training			9,952	10,875	14,500
20439		Office Building - Operating			10,270	10,773	15,003
20440		Office Building & Surrounds Maintenance	B001	Admin Office Building Maintenance	10,616	10,759	16,239
20440		Office Building & Surrounds Maintenance	G001	Admin Buldng Ground Maintenance	1,435	6,148	9,388
20441		Minor Office Equipment			1,330	1,500	3,000
20442		Office Consumables			8,214	3,656	5,500
20443		Telephone			4,866	6,664	10,000
20444		Postage			3,173	2,760	4,200
20445		Other Office Expenses			48,300	70,519	99,973
20447		Bank Charges			1,508	1,664	2,500
20448		Audit Fees			5,470	5,470	9,100
20449		Occupational Health & Safety			2,981	0	0
20450		Write-Offs			6,383	0	0
20481		Depreciation Expense			16,555	18,952	28,440
20490		Administration Expenditure - Reallocated			(420,952)	(420,944)	(631,419)
		Administration Operating Expenditure			33,376	42,141	28,440
40004		Ceo Vehicle Replacement - Holden Statesman			82,957	86000	86000
40005		Dceo Vehicle Replacement - Holden Commodore			51,806	53000	53000
40032		Office Furniture			0	0	3000
40048		Emergency Generator			11,135	9000	9000
40049		Trailer for Generator			2,130	1500	1500
40051		Reverse Cycle Airconditioning			20,475	20000	20000
40052		Office Upgrade Library / Council Chambers			22,231	20000	20000
40053		Solar Photovoltaic Cells to Admin / Depot Buildings			0	0	15000
		Total Governance Capital Expenditure			190,733	189,500	342,500
		Total Administration			187,106	223,577	287,861
		Total Governance			\$ 314,872	370,497	618,562

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Law, Order & Public Safety							
Fire Prevention	10510	Operating Grant			(27,934)	(19,350)	(25,800)
	10511	Contributions And Donations			0	0	0
	10512	Fire Prevention Infringements			(500)	0	0
		Fire Prevention - Operating Income			<u>(28,434)</u>	<u>(19,350)</u>	<u>(25,800)</u>
	20500	Fire Prevention			25,102	35,371	38,762
	20509	Sandlewood Farm Fire Expenses			1,206	1,160	1,747
	20512	Depreciation Expense			1,515	1,512	2,279
		Fire Prevention - Operating Expenditure			<u>27,824</u>	<u>38,043</u>	<u>42,788</u>
Bush Fire Brigades	16003	Esl Grant - Bolgart Urban 2.4 Tanker			0	0	0
		Bushfire Brigades - Capital Income			<u>0</u>	<u>0</u>	<u>0</u>
	20510	FESA Fire Truck Expenses			15,696	12,640	18,965
	20511	Fire Stations	B002	Admin Building Maint	1,803	1,850	2,670
	20511	Fire Stations	B003	Bolgart Fire Station	133	161	197
	20511	Fire Stations	B004	Mogumber / Gillingarra Fire Station	189	590	852
	20511	Fire Stations	B005	Yerecoin Fire Station	132	294	385
	20511	Fire Stations	B006	New Norcia Emergency Services Building	973	966	1,320
		Bush Fire Brigades - Operating Expenditure			<u>18,926</u>	<u>16,501</u>	<u>24,389</u>
		Total Fire Prevention			<u>18,316</u>	<u>35,194</u>	<u>41,377</u>
Animal Control	10521	Fees & Charges			0	0	0
	10522	Licensing			(1,584)	(1,000)	(1,000)
	20520	Animal Compound			589	1,056	3,295
	20521	Dog Licensing			180	100	100
		Total Animal Control			<u>(814)</u>	<u>156</u>	<u>2,395</u>
Other Law, Order And Public Safety	10530	Other Income			0	0	0
	10595	Administration Income - Allocated			(1,080)	(1,080)	(1,625)
		Other Law Order & Public Safety - Operating Income			<u>(1,080)</u>	<u>(1,080)</u>	<u>(1,625)</u>
	20530	Emergency Services			37	1,000	1,000
	20531	Impounded Vehicles			0	0	0
	20532	Local Emergency Management Committee			0	0	2,000
	20590	Administration Cost Allocated			24,552	24,552	36,833
		Other Law Order & Public Safety - Operating Expenditure			<u>24,589</u>	<u>25,552</u>	<u>39,833</u>
		Total Other Law Order & Public Safety			<u>23,509</u>	<u>24,472</u>	<u>38,208</u>
		Total Law, Order & Public Safety			<u>\$ 41,011</u>	<u>59,822</u>	<u>81,980</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Health							
Preventative Services - Administration & Inspection	10710	Fees & Charges			(638)	(1,048)	(1,600)
		Administration & Inspection - Operating Income			<u>(638)</u>	<u>(1,048)</u>	<u>(1,600)</u>
	20700	Salaries & Wages			0	0	0
	20701	Salary Packaging			0	0	0
	20702	Subscriptions			300	328	500
	20703	Conferences & Seminars			0	0	0
	20704	Health Administration			6,512	8,328	12,500
		Administration & Inspection - Operating Expenditure			<u>6,812</u>	<u>8,656</u>	<u>13,000</u>
		Administration & Inspection - Capital Expenditure			<u>0</u>	<u>0</u>	<u>0</u>
		Total Administration & Inspection			<u>6,174</u>	<u>7,608</u>	<u>11,400</u>
Preventative Services - Pest Control	20710	Mosquito Control			7,757	4,632	6,957
	20711	Fogging Mosquitos			1,336	9,440	12,079
		Total Pest Control			<u>9,094</u>	<u>14,072</u>	<u>19,036</u>
Preventative Services - Other	20720	Analytical Expenses			335	328	500
		Total Preventative Services - Other			<u>335</u>	<u>328</u>	<u>500</u>
Other Health	10750	Ambulance Reimbursements			0	0	(500)
	10795	Administration Income - Allocated			(1,392)	(1,392)	(2,089)
		Other Health - Operating Income			<u>(1,392)</u>	<u>(1,392)</u>	<u>(2,589)</u>
	20730	Ambulance Facilities			81	100	3,000
	20731	Reimbursable Expenditure			732	328	500
	20790	Admin Expenditure - Allocated			31,568	31,568	47,356
		Other Health - Operating Expenditure			<u>32,381</u>	<u>31,996</u>	<u>50,856</u>
		Total Other Health			<u>30,989</u>	<u>30,604</u>	<u>48,268</u>
		Total Health			<u>\$ 46,591</u>	<u>52,612</u>	<u>79,204</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
Education & Welfare					\$	\$	\$
Education	20800	School Programmes & Improvements			1,575	3,072	11,429
	20801	Sponsorships & Prizes			1,584	1,000	1,500
	20802	Administration Expenditure Allocated			0	0	0
Total Education & Welfare					\$ 3,159	\$ 4,072	\$ 12,929

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Monthly Report as at : 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Housing							
Housing - Council Staff	10910	Staff Housing - 44 Edmonds Street			(2,210)	(2,210)	(3,380)
	10911	Staff Housing - 9 Harrington Street			(2,385)	(1,296)	(1,950)
	10912	Staff Housing - 12 Harrington Street			(2,210)	(2,210)	(3,380)
	10913	Staff Housing - 16 Yulgering Street			(2,800)	(3,464)	(5,200)
	10914	Staff Housing - 13 Lambert Cres			(1,280)	0	0
		Staff Housing - Operating Income			<u>(10,885)</u>	<u>(9,180)</u>	<u>(13,910)</u>
	16006	Grant - Staff Housing			0	0	0
		Staff Housing - Capital Income			<u>0</u>	<u>0</u>	<u>0</u>
	20900	Staff Housing Operating Expenditure			14,471	18,327	25,220
	20901	Staff Housing Building & Surrounds Maintenance	H001	9 Harrington Street	376	5,494	8,236
	20901	Staff Housing Building & Surrounds Maintenance	H002	12 Harrington Street	695	838	1,258
	20901	Staff Housing Building & Surrounds Maintenance	H003	13 Lambert Cres	3,109	182	268
	20901	Staff Housing Building & Surrounds Maintenance	H004	15 Lambert Cres	4,402	1,142	1,717
	20901	Staff Housing Building & Surrounds Maintenance	H005	44 Edmonds Street	167	574	858
	20901	Staff Housing Building & Surrounds Maintenance	H006	16 Yulgering Road	2,373	110	168
		Staff Housing - Operating Expenditure			<u>25,594</u>	<u>26,667</u>	<u>37,726</u>
	40012	New Staff Housing			0	0	250,000
	40054	2 x Aged Person Units - Bolgart			0	0	40,000
	40055	2 x Aged Person Units - Calingiri			0	0	40,000
		Staff Housing - Capital Expenditure			<u>0</u>	<u>0</u>	<u>330,000</u>
		Total Staff Housing			<u>14,709</u>	<u>17,487</u>	<u>353,816</u>
Housing - Aged Persons	10920	Calingiri Aged Person Units - Unit 1			(1,836)	(1,984)	(2,983)
	10921	Calingiri Aged Person Units - Unit 2			(1,960)	(2,264)	(3,397)
	10922	Calingiri Aged Person Units - Unit 3			(1,697)	(1,728)	(2,595)
	10923	Calingiri Aged Person Units - Unit 4			(3,132)	(3,016)	(4,524)
	10930	Bolgart Aged Person Units - Unit 1			(3,603)	(3,016)	(4,524)
	10931	Bolgart Aged Person Units - Unit 2			(2,065)	(1,984)	(2,983)
		Aged Person Housing - Operating Income			<u>(14,293)</u>	<u>(13,992)</u>	<u>(21,007)</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at : 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual \$	YTD Budget \$	Current Budget \$
Housing							
	20902	Calingiri Aged Person Units Operating Expenditure			7,160	8,502	11,404
	20903	Calingiri Aged Person Units Maintenance	APC	Aged Persons Units Calingiri	0	0	0
	20903	Calingiri Aged Person Units Maintenance	APC1	Aged Person Unit 1 - Calingiri	112	142	208
	20903	Calingiri Aged Person Units Maintenance	APC2	Aged Persons Units Calingiri	182	142	208
	20903	Calingiri Aged Person Units Maintenance	APC3	Aged Persons Units Calingiri	403	142	208
	20903	Calingiri Aged Person Units Maintenance	APC4	Aged Person Unit 1 - Calingiri	382	254	368
	20903	Calingiri Aged Person Units Maintenance	APUSC	Apu Surrounds - Calingiri	406	0	0
	20904	Bolgart Aged Perons Untis Operating Expenditure			3,161	3,417	4,845
	20905	Bolgart Aged Perons Untis Maintenance					
	20905	Bolgart Aged Perons Untis Maintenance	APB	Aged Persons Units Bolgart	668	0	0
	20905	Bolgart Aged Perons Untis Maintenance	APB1	Aged Person Unit 1 - Bolgart	453	4,128	6,198
	20905	Bolgart Aged Perons Untis Maintenance	APB2	Aged Person Unit 2 - Bolgart	329	1,384	2,099
	20905	Bolgart Aged Perons Untis Maintenance	APUSB	APU Surrounds - Bolgart	0	0	0
		Aged Person Housing - Operating Expenditure			13,255	18,111	25,538
		Total Aged Person Housing			(1,038)	4,119	4,531
Housing - Other							
	10950	Housing Misc Income			0	0	0
	10995	Administration Income - Allocated			(960)	(952)	(1,439)
	20906	Vacant Land Operating Costs			0	328	500
	20907	Housing Other			0	1,224	1,838
	20950	Reimbursable Expenditure			310	128	200
	20960	Depreciation Expense - Housing			0	0	0
	20990	Administration Expenditure - Allocated			21,752	21,744	32,623
		Total Other Housing			21,102	22,472	33,722
		Total Housing			\$ 34,772	44,078	392,069

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at : 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Community Amenities							
Sanitation - Household Refuse	11000	Refuse Removal			0	0	0
	11001	Refuse Removal			(22,301)	(21,000)	(21,000)
	11002	Refuse Removal			0	0	0
		Sanitation - Household Refuse - Operating Income			<u>(22,301)</u>	<u>(21,000)</u>	<u>(21,000)</u>
	21000	Domestic Refuse Collection			10,193	12,000	18,000
	21005	Landfill Site Maintenance	TIPB	Refuse Site Maintenance - Bolgart	2,741	9,096	13,669
	21005	Landfill Site Maintenance	TIPC	Refuse Site Maintenance - Calingiri	14,346	16,496	24,778
	21005	Landfill Site Maintenance	TIPM	Refuse Site Maintenance - Mogumber	5,023	6,248	9,381
	21005	Landfill Site Maintenance	TIPP	Refuse Site Maintenance - Piawaning	0	0	0
	21010	Waste Oil Removal	WSTO	Waste Oil	0	0	0
		Sanitation - Household Refuse - Operating Expenditure			<u>32,303</u>	<u>43,840</u>	<u>65,827</u>
		Total Sanitation - Household Refuse			<u>10,002</u>	<u>22,840</u>	<u>44,827</u>
Sanitation - Other	11010	Drum Muster			(688)	0	(2,000)
	11011	Zero Waste Plan			(5,000)	0	0
		Sanitation - Other - Operating Income			<u>(5,688)</u>	<u>0</u>	<u>(2,000)</u>
	21020	Refuse Collection - Streets, Parks, Gardens & Reserves	RUBB	Rubbish Removal	3,103	2,600	3,911
	21021	Litter Control Roadside Bins	LITT	Litter Control Roadside Bins	651	2,208	3,332
	21022	Drum Muster	DRUM	Drum Muster	416	1,064	1,600
		Sanitation - Other - Operating Expenditure			<u>4,171</u>	<u>5,872</u>	<u>8,843</u>
		Total Sanitation - Other			<u>(1,517)</u>	<u>5,872</u>	<u>6,843</u>
Sewerage	11020	Sewerage			(14,250)	(14,250)	(14,250)
		Sewerage - Operating Income			<u>(14,250)</u>	<u>(14,250)</u>	<u>(14,250)</u>
	21030	Effluent Disposal Schemes	SEWC	Sewerage - Calingiri	4,463	6,375	7,808
	21030	Effluent Disposal Schemes	SEWY	Sewerage - Yerecoin	1,421	3,412	4,480
	21031	Audit Effluent Disposal Schemes			0	0	0
	21032	Effluent Pond Maintenance	EPNDC	Effluent Ponds Calingiri	728	1,520	2,302
	21032	Effluent Pond Maintenance	EPNDY	Effluent Ponds Yerecoin	80	1,224	1,852
		Sewerage - Operating Expenditure			<u>6,692</u>	<u>12,531</u>	<u>16,442</u>
		Total Sewerage			<u>(7,558)</u>	<u>(1,719)</u>	<u>2,192</u>
Protection Of The Environment	11030	Operating Grant Income			(23,280)	0	0
		Protection of the Environment - Operating Income			<u>(23,280)</u>	<u>0</u>	<u>0</u>
		Write back depreciation on Sale of Assets			0	23,575	23,575
	16007	Landcare Officer - Nissan Patrol Vp41 Replacement			0	(20,000)	(20,000)
	16008	Landcare Officer - Nissan Patrol Vp77 Replacement			0	0	0
		Protection of the Environment - Profit / Loss on Sale of Assets			<u>0</u>	<u>3,575</u>	<u>3,575</u>
	21040	Landcare - Salaries & Wages	GRGR	Grain & Graze	21,164	0	0
	21046	Environmental Sustainability - Carbon Trading			90	0	0

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at : 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Community Amenities							
Protection of the Environment - Operating Expenditure					22,547	0	0
Total Protection of the Environment					(733)	3,575	3,575
Town Planning & Regional Development	11040	Planning Applications			(1,956)	(328)	(500)
	11041	Industrial Land - Calingiri			0	0	0
Town Planning & Regional Development - Operating Income					(1,956)	(328)	(500)
	21050	Rural Numbering Scheme			37	0	0
	21051	Town Planning Scheme / Local Planning Strategy			0	0	10,000
	21052	Shared Town Planner			0	0	0
	21053	Interest Expense			1,865	2,240	3,369
Town Planning & Regional Development - Operating Expenditure					1,902	2,240	13,369
Total Town Planning & Regional Development					(55)	1,912	12,869
Other Community Amenities	11050	Calingiri Cemetery			(190)	(1,056)	(1,600)
	11051	Mogumber Water Supply			0	0	0
	11095	Administration Income Allocated			(1,056)	(1,048)	(1,578)
Other Community Amenities - Operating Income					(1,246)	(2,104)	(3,178)
	16023	Com Facilities Grant - Calingiri Caravan Park Ablutions Upgrade			0	0	0
Other Community Amenities - Capital Income					0	0	0
	21060	Cemetery Works	CEMM	Cemetery Maintenance	2,728	3,440	5,184
	21060	Cemetery Works	GRAVE	Grave Digging	10	6,320	9,489
	21061	Cemeteries Operations			113	176	284
	21062	Mogumber Water Supply			0	0	0
	21063	Yenart Bore	YENART		304	2,200	2,525
	21065	Public Toilets And Drinking Fountains	TOILET	Public Toilets	1,037	1,600	2,426
	21066	Community Amenities - Depreciation Expense			685	592	899
	21090	Administration Expenditure Allocated			23,856	23,848	35,780
Other Community Amenities - Operating Expenditure					28,734	38,176	56,587
	40016	Sceptage at Calingiri			0	0	0
	40034	Bolgart Cemetery			13,179	21,955	21,957
	40038	Calingiri Public Toilets Upgrade			100	0	82,937
	40047	Mogumber Water Supply			81,416	37,000	37,000
	40056	Calingiri Caravan Park Land Access Purchase			0	0	6,500
	40057	Disability Access Program			8,059	10,396	10,397
					102,754	69,351	158,791
Total Other Community Amenities					130,241	105,423	212,200
Total Community Amenities					\$ 130,380	137,903	282,507

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Recreation & Culture							
Public Halls & Civic Centres	11100	Calingiri Recreation Centre			(303)	(400)	(600)
	11102	Bolgart Hall			(55)	0	0
		Public Halls & Civic Centres - Operating Income			<u>(358)</u>	<u>(400)</u>	<u>(600)</u>
	21100	Bolgart Hall	B007	Bolgart Hall & Grounds Maintenance	4,632	2,256	3,399
	21100	Bolgart Hall	B008	Bolgart Hall Other Costs	2,643	3,476	3,703
	21101	Calingiri Recreation Centre	B009	Calingiri Rec Centre Maintenance	5,241	3,838	5,689
	21101	Calingiri Recreation Centre	B010	Calingiri Rec Centre Other Costs	9,465	9,279	11,569
	21102	Piawaning Hall	B011	Piawaning Hall & Grounds Maintenance	0	0	0
	21102	Piawaning Hall	B012	Piawaning Hall Other Costs	1,516	1,074	1,075
	21103	Mogumber Hall	B013	Mogumber Hall & Grounds Maintenance	0	0	0
	21103	Mogumber Hall	B014	Mogumber Hall Other Costs	4,738	4,459	5,632
	21104	Gillingarra Hall	B015	Gillingarra Hall & Grounds Maintenance	622	624	950
	21104	Gillingarra Hall	B016	Gillingarra Hall Other Costs	0	3,164	4,000
	21105	Yerecoin Hall	B017	Yerecoin Hall & Grounds Maintenance	0	0	0
	21105	Yerecoin Hall	B018	Yerecoin Hall Other Costs	222	2,150	2,150
	21106	Public Halls - Depreciation Expense			22,637	22,416	33,630
	21107	Cwa Building	B021	Cwa Calingiri Building Maintenance	595	0	0
	21107	Cwa Building	B022	Cwa Building Operating Expenditure	463	595	667
		Public Halls & Civic Centres - Operating Expenditure			<u>52,774</u>	<u>53,331</u>	<u>72,462</u>
	40018	Capital Upgrade To Mogumber Hall			0	0	11046.63
	40039	Calingiri CWA Building Upgrade			11,312	12888.15	12888.4
	40062	Upright Electric Oven for Calingiri Community Centre			2,817	0	0
		Public Halls & Civic Centres - Capital Expenditure			<u>14,130</u>	<u>12,888</u>	<u>23,935</u>
		Total Public Halls & Civic Centres			<u>66,546</u>	<u>65,819</u>	<u>95,797</u>
Other Recreation & Sport	11110	Calingiri Sports Ground			(50)	(2,000)	(3,000)
	11112	Misc Reserves Income			0	0	0
		Other Recreation & Sport - Operating Income			<u>(50)</u>	<u>(2,000)</u>	<u>(3,000)</u>
	21110	Town & Gardens Maintenance	TWNBOL	Bolgart Town & Gardens Maintenance	7,861	6,720	10,106
	21110	Town & Gardens Maintenance	TWNCAL	Calingiri Town & Gardens Maintenance	13,223	8,320	12,500
	21110	Town & Gardens Maintenance	TWNGIL	Gillingarra Town & Gardens Maintenance	3,031	4,840	7,285
	21110	Town & Gardens Maintenance	TWNMOG	Mogumber Town & Gardens Maintenance	2,092	5,384	8,096
	21110	Town & Gardens Maintenance	TWNPIA	Piawaning Town & Gardens Maintenance	1,087	4,736	7,132
	21110	Town & Gardens Maintenance	TWNYER	Yerecoin Town & Gardens Maintenance	6,122	5,560	8,362
	21111	Reserves Maintenance	CMEMPK	Calingiri Memorial Park	0	0	0

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Recreation & Culture							
	21111	Reserves Maintenance	HERPRK	Heritage Park Bolgart	0	0	0
	21111	Reserves Maintenance	RESVS	Reserves Maintenance	1,903	3,608	5,429
	21112	Calingiri Sporting Club Operating			5,067	5,624	8,449
	21113	Calingiri Sporting Club Maintenance	CSPC	Calingiri Sports Club Maintenance	12,549	24,000	36,020
	21114	Bolgart Sportsground Operating			124	264	400
	21115	Bolgart Sportsground Maintenance	BSPG	Bolgart Sportsground Maintenance	38	5,952	8,948
	21115	Bolgart Sportsground Maintenance	BGOLF	Bolgart Sportsground Maintenance	0	0	0
	21116	Town Beautification			0	0	5,000
	21117	Sport And Recreation Officer - Be Active Co-Ordinator			0	0	11,000
	21118	Recreation Equipment Maintenance			0	1,104	1,678
	21119	Sports Clubs - Depreciation Expense			6,761	6,752	10,149
	21120	Interest Expense			1,998	3,832	5,753
		Other Recreation & Sport - Operating Expenditure			<u>61,856</u>	<u>86,696</u>	<u>146,307</u>
		Total Other Recreation & Sport			<u>61,806</u>	<u>84,696</u>	<u>143,307</u>
Libraries	11120	Bolgart Library			(21)	0	0
	11121	Calingiri Library			(79)	(128)	(200)
		Libraries - Operating Income			<u>(100)</u>	<u>(128)</u>	<u>(200)</u>
	21130	Library - Salaries & Wages			2,269	2,528	3,804
	21131	Library Services			5,125	8,836	13,303
	21132	Library Building Maintenance	B020	Mogumber Library Building Maintenance	4,932	4,784	7,199
	21133	Depreciation Expense			186	0	0
		Libraries - Operating Expenditure			<u>12,514</u>	<u>16,148</u>	<u>24,306</u>
		Total Libraries			<u>12,414</u>	<u>16,020</u>	<u>24,106</u>
Other Culture	11130	Cultural Mapping			0	0	0
	11131	History Book			(264)	(328)	(500)
	11195	Administration Income Allocated			(1,920)	(1,912)	(2,878)
		Other Culture - Operating Income			<u>(2,184)</u>	<u>(2,240)</u>	<u>(3,378)</u>
	21140	History Book Project			0	0	0
	21141	Cultural Mapping Program			0	0	0
	21142	Community Facilities			0	0	10,000
	21190	Administration Expenditure Allocated			43,496	43,496	65,247
		Other Culture - Operating Expenditure			<u>43,496</u>	<u>43,496</u>	<u>75,247</u>
		Total Other Culture			<u>41,312</u>	<u>41,256</u>	<u>71,869</u>
		Total Recreation & Culture			<u>\$ 182,078</u>	<u>207,791</u>	<u>335,079</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Transport							
Streets, Roads, Bridges & Depot Construction	16009	Govt Grant Rrg - Toodyay / Bindi Bindi Road			(145,007)	(122,640)	(153,300)
	16010	Govt Grant - Direct			(64,570)	(59,000)	(59,000)
	16012	Govt Grant - R2R			(112,000)	(112,000)	(200,000)
	16018	AG Lime Route 2			(345,578)	(200,000)	(200,000)
		Streets Roads Bridges Construction - Capital Income			<u>(667,156)</u>	<u>(493,640)</u>	<u>(612,300)</u>
	40021	Roadworks - Council & Direct Road Funding	C0010		171	66,658	60,910
	40021	Roadworks - Council & Direct Road Funding	C0032		19,514	66,658	66,659
	40021	Roadworks - Council & Direct Road Funding	C0098		135	66,658	9,767
	40022	Roadworks - Rrg Funded Infrastructure	RR0125		79,856	90,000	225,991
	40024	Roadworks - Roads To Recovery Funded Infra	R2R004		22,275	101,266	101,267
	40024	Roadworks - Roads To Recovery Funded Infra	R2R009		1,116	0	0
	40025	Ag Lime Route Capital Expenditure	AG0008		579,881	300,618	300,620
	40050	Martins Road - Bolgart			16,289	20,008	20,010
		Streets Roads Bridges Construction - Capital Expenditure			<u>719,235</u>	<u>711,866</u>	<u>785,224</u>
		Total Streets, Roads, Bridges Construction			<u>52,080</u>	<u>218,226</u>	<u>172,924</u>
Streets, Roads, Bridges & Depot Maintenance	11200	Road & Footpath Maintenance			(656)	0	(417)
	11295	Administration Income Allocated			(3,064)	(3,056)	(4,595)
		Streets Roads Bridges Maintenance - Operating Income			<u>(3,720)</u>	<u>(3,056)</u>	<u>(5,012)</u>
	21200	Maintenance Grading			93,532	118,856	178,300
	21201	Aglime Maintenance Grading			10,469	12,440	18,683
	21202	Bitumen Maintenance	BM9999		6,597	13,512	20,297
	21203	Signage & Guideposts	SIGNM		22,441	11,656	12,937
	21204	Tree Lopping	TRELOP		92,695	54,367	54,367
	21204	Tree Lopping	TREMR		31,132	57,816	86,740
	21205	Drainage Maintenance	DRM		23,386	31,920	47,905
	21206	Town Streets Maintenance	TSM		977	9,192	13,804
	21207	Flood Damage	FLOOD		0	9,736	14,615
	21208	Misc Road Maintenance	XXX999		46,871	35,360	53,058
	21209	Bridge & Culvert Maintenance	BRIDM		0	37,656	41,512
	21210	Crossovers	CROSS		13	3,192	4,807
	21211	Street Lighting Maintenance	SLM		3,572	3,328	5,000
	21212	Traffic Signs & Control Equipment	TSCE		1,714	8,080	12,140
	21213	Reinstatements	REIN		0	0	0
	21214	Footpath Maintenance	FPM		573	5,688	8,557
	21215	Infrastructure Depreciation Expense			722,722	698,288	1,047,441
	21290	Administration Expenditure Allocated			69,456	69,456	104,184
		Streets Roads Bridges Maintenance - Operating Expenditure			<u>1,126,147</u>	<u>1,180,542</u>	<u>1,724,346</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Transport							
		Total Streets Roads Bridges Maintenance			1,122,428	1,177,486	1,719,334
Road Plant Purchases	16027	Sale of PTK13 5 Tonne Dual Cab Truck			(42,727)	(34,545)	(34,545)
	16028	Sale of PTK10 5 Tonne Tip Truck			(30,909)	(22,727)	(22,727)
	16029	Sale of PLR4 Skid Steere Loader			(16,364)	(18,182)	(18,182)
	16034	Sale of 1800Ltr Fuel Tank			(1,364)	0	0
	11290	WDV on Assets sold			18,739	22,697	22,697
		Road Plant Profit / Loss on Sale of Assets			(72,625)	(52,758)	(52,758)
	40058	Purchase 9 Tonne Tip Truck			97,970	100,000	100,000
	40059	Replace Skid Steere Loader PLR4			55,477	58,000	58,000
	40061	Traffic Classifiers			6,246	6,921	6,921
		Road Plant Purchases - Capital Expenditure			159,694	164,921	164,921
		Total Road Plant Purchases			87,069	112,163	112,163
		Total Transport			\$ 1,261,576	1,507,876	2,004,422

Minutes - Ordinary Meeting of Council
18th March 2008

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Economic Services							
Rural Services	21300	Noxious Weeds & Pest Control	NWPC	Noxious Weeds & Pest Control	7,181	8,457	33,855
	21300	Noxious Weeds & Pest Control	WANTS	White Ant Control	3,361	2,376	3,579
	21301	Central Midland Business Enterprise Centre			3,500	3,500	3,500
	21302	Rural Financial Counselling Service			0	160	250
	21303	Rural Water Council Of Wa			0	600	900
	21305	Rural Youth			50	0	0
Total Rural Services					14,091	15,093	42,085
Tourism & Area Promotion	11300	Bolgart Caravan Park			(2,072)	(1,328)	(2,000)
	11301	Calingiri Caravan Park			(427)	(728)	(1,100)
	11302	Sundry Income			139	(64)	(100)
Tourism & Area Promotion - Operating Income					(2,360)	(2,120)	(3,200)
	21320	Area Promotion			836	664	1,000
	21321	Caravan Parks And Camping Grounds Operating			3,924	6,396	8,627
	21322	Caravan Parks And Camping Grounds Maintenance	BCVPK	Bolgart Caravan Park Maint	492	1,534	2,249
	21322	Caravan Parks And Camping Grounds Maintenance	CCVPK	Calingiri Caravan Park Maint	196	150	150
	21323	Information Bays Maintenance	INFO	Information Bays Maintenance	0	0	0
	21324	Depreciation Expense - Caravan Parks			0	0	0
Tourism & Area Promotion - Operating Expenditure					5,448	8,744	12,026
Total Tourism & Area Promotion					3,088	6,624	8,826
Building Control	11310	Building Applications			(5,583)	(2,328)	(3,500)
	11311	Swimming Pools Program			0	0	0
	11312	Bcitr & Brb			1	(96)	(150)
Building Control - Operating Income					(5,582)	(2,424)	(3,650)
	21330	Building Control Operating			7,702	9,128	13,700
Building Control - Operating Expenditure					7,702	9,128	13,700
Total Building Control					2,120	6,704	10,050
Other Economic Services	11320	Bendigo Bank			(7,906)	(6,528)	(9,800)
	11321	Extractive Industry Licences			(1,000)	(1,000)	(1,000)
	11322	Standpipes - Water			(217)	(200)	(300)
	11323	Community Safety & Crime Prevention			(1,200)	0	0

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/02/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Economic Services							
	11395	Administration Income - Allocated			(808)	(800)	(1,207)
		Other Economic Services - Operating Income			<u>(11,130)</u>	<u>(8,528)</u>	<u>(12,307)</u>
	21350	Bendigo Bank Agency			273	264	400
	21360	Water Supply - Standpipes	WATERB	Water Supply - Standpipe Bolgart	502	432	650
	21360	Water Supply - Standpipes	WATERC	Water Supply - Standpipe Calingiri	96	128	200
	21360	Water Supply - Standpipes	WATERY	Water Supply - Standpipe Yerecoin	240	200	300
	21361	Water Supply - Standpipe Depreciation			25	8	14
	21362	Community Safety & Crime Prevention			0	0	0
	21390	Administration Expenditure - Allocated			18,240	18,240	27,361
		Other Economic Services - Operating Expenditure			<u>19,376</u>	<u>19,272</u>	<u>28,926</u>
		Total Other Economic Services			<u>8,246</u>	<u>10,744</u>	<u>16,619</u>
		Total Economic Services			<u>\$ 27,545</u>	<u>39,165</u>	<u>77,580</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/2/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Other Property & Services							
Private Works	11400	Private Works Income			(12,906)	(55,576)	(83,370)
		Private Works - Operating Income			<u>(12,906)</u>	<u>(55,576)</u>	<u>(83,370)</u>
	21400	Private Works Expenditure			25,183	48,320	72,496
		Private Works - Operating Expenditure			<u>25,183</u>	<u>48,320</u>	<u>72,496</u>
		Total Private Works			<u>12,277</u>	<u>(7,256)</u>	<u>(10,874)</u>
Public Works Overheads	11410	Sundry Income			(51)	(2,152)	(3,250)
	11411	Diesel Fuel Rebate			(3,614)	(4,000)	(8,000)
	11495	Administration Income Allocated			(560)	(552)	(836)
		Public Works Overheads - Operating Income			<u>(4,225)</u>	<u>(6,704)</u>	<u>(12,086)</u>
	11490	Wdv On Disposed Assets			37,631	36,316	72,631
	16017	Works Mgr - Toyota Prado Replacement			(33,636)	(34,000)	(68,000)
		Public Works Overheads - (Profit) / Loss on Sale of Assets			<u>3,995</u>	<u>2,316</u>	<u>4,631</u>
	21410	Salaries & Wages			80,671	72,248	108,403
	21411	Works Manager Package			60,604	54,008	81,050
	21412	Superannuation			25,896	31,960	47,950
	21413	Insurance			15,111	29,216	29,216
	21414	Other Staff Costs			6,751	10,836	15,550
	21415	Conferences & Seminars			437	4,625	5,500
	21416	Engineering Services			1,364	0	0
	21417	Occupational Health & Safety			1,100	2,160	3,250
	21418	Other Public Works Overheads			2,256	2,976	4,482
	21419	Depot Operating Costs			80,450	40,977	59,933
	21420	Depot Maintenance			1,953	1,600	2,419
	21421	Unallocated Wages			0	0	0
	21422	Staff Training			7,618	6,008	9,028
	21423	Administration Costs Allocated			12,632	12,624	18,943
	21424	Staff Meetings			710	3,248	4,879
	21425	Building Maintenance			20,841	12,632	19,006
	21490	Workshop Overheads Recovered			(283,568)	(255,072)	(382,617)
		Public Works Overheads - Operating Expenditure			<u>34,826</u>	<u>30,046</u>	<u>26,991</u>
	40030	Works Manager Vehicle Replacement - Nissa			40,606	40,000	80,000

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Monthly Report as at: 29/2/2008

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
					\$	\$	\$
Other Property & Services							
	40042	Tool Storage Shed - Building Maint			4,457	6,589	6,589
	40060	Fencing Industrial Lot 301			16,254	17,308	17,308
	40063	Depot Office upgrade for Works Manager			685	0	0
		Public Works Overheads - Capital Expenditure			<u>62,002</u>	<u>63,897</u>	<u>103,897</u>
		Total Public Works Overheads			<u>96,598</u>	<u>89,554</u>	<u>123,434</u>
Plant Operation	21430	Fuel & Oil			67,305	136,256	204,388
	21431	Tyres & Tubes			2,603	17,360	26,050
	21432	Parts & Repairs			79,928	83,856	125,800
	21433	Insurance & Licences			18,927	7,112	10,674
	21434	Depreciation Ex Asset Ledger			104,328	107,296	160,956
	21436	Interest On Loans			5,774	8,552	12,830
	21495	Plant Recovery			(291,950)	(320,944)	(481,426)
		Total Plant Operation			<u>(13,085)</u>	<u>39,488</u>	<u>59,272</u>
Salaries & Wages	21496	Salaries & Wages			550,545	601,688	902,543
	21497	Salaries & Wages Allocated			(550,545)	(601,688)	(902,543)
		Total Salaries & Wages			<u>0</u>	<u>0</u>	<u>0</u>
Materials	21501	Materials Purchased			0	0	0
	21502	Materials Issued			0	0	0
		Total Materials			<u>0</u>	<u>0</u>	<u>0</u>
Unclassified	11461	Insurance Claims Recovered			(3,933)	0	0
	11491	WDV on Lot 301 Yulgering Road			22,821	22,794	22,794
	16031	Sale of Industrial Lot Yulgering Road			(24,678)	(25,000)	(25,000)
	16033	Sale of Land by Auction			0	0	0
		Unclassified Capital Income			<u>(5,789)</u>	<u>(2,206)</u>	<u>(2,206)</u>
	21461	Insurance Claims - Costs			3,333	0	0
	21462	Cost of sale of Land			887	0	0
		Unclassified - Operating Expenditure			<u>4,219</u>	<u>0</u>	<u>0</u>
		Total Other Property & Services			<u>\$ 94,221</u>	<u>121,786</u>	<u>169,626</u>

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Capital Expenditure Report as at : 29-February-2008

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
				\$	\$	\$
Sched 4 - Governance						
40004	Ceo Vehicle Replacement - Holden Statesman			82,957	86,000	86,000
40005	Dceo Vehicle Replacement - Holden Commodore			51,806	53,000	53,000
40032	Office Furniture			0	0	3,000
40048	Emergency Generator			11,135	9,000	9,000
40049	Trailer for Generator			2,130	1,500	1,500
40051	Reverse Cycle Airconditioning			20,475	20,000	20,000
40052	Office Upgrade Library / Council Chambers			22,231	20,000	20,000
40053	Solar Photovoltaic Cells to Admin / Depot Buildings			0	0	150,000
	Total Governance Capital Expenditure			190,733	189,500	342,500
Sched 9 - Housing						
40012	New Staff Housing			0	0	250,000
40054	2 x Aged Person Units - Bolgart			0	0	40,000
40055	2 x Aged Person Units - Calingiri			0	0	40,000
	Housing Capital Expenditure			0	0	330,000
Sched 10 - Community Amenities						
40016	Sceptage at Calingiri			0	0	0
40034	Bolgart Cemetery			13,179	21,955	21,957
40038	Calingiri Public Toilets Upgrade			100	0	82,937
40047	Mogumber Water Supply			81,416	37,000	37,000
40056	Calingiri Caravan Park Land Access Purchase			0	0	6,500
40057	Disability Access Program			8,059	10,396	10,397
	Community Amenities Capital Expenditure			102,754	69,351	158,791
Sched 11 - Recreation & Culture						
40018	Capital Upgrade To Mogumber Hall			0	0	11,047
40039	Calingiri CWA Building Upgrade			11,312	12,888	12,888
40062	Upright Electric Oven for Calingiri Community Centre			2,817	0	0
	Recreation & Culture Capital Expenditure			14,130	12,888	23,935
Sched 12 - Transport						

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Capital Expenditure Report as at : 29-February-2008

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget
				\$	\$	\$
40021	Roadworks - Council & Direct Road Funding	C0010	Behanging Road South	171	66,658	60,910
40021	Roadworks - Council & Direct Road Funding	C0032	Bulligan Road	19,514	66,658	66,659
40021	Roadworks - Council & Direct Road Funding	C0098	Edmonds Street	135	66,658	9,767
40022	Roadworks - Rrg Funded Infrastructure	RR0125	Regional Roads - Toodyay Bindi Bindi	79,856	90,000	225,991
40024	Roadworks - Roads To Recovery Funded Infrastructure	R2R004	R2R - Yerecoin Glentromie Road	22,275	101,266	101,267
40024	Roadworks - Roads To Recovery Funded Infrastructure	R2R009	R2R - New Norcia / Gillingarra Road	1,116	0	0
40025	Ag Lime Route Capital Expenditure	AG0008	Ag Lime - Calingiri / New Norcia Road	576,764	300,618	300,620
40025	Ag Lime Route Capital Expenditure	AG0123	Ag Lime - Calingiri / Goomalling Road	3,116	0	0
40050	Martins Road - Bolgart			16,289	20,008	20,010
40058	Purchase 9 Tonne Tip Truck			97,970	100,000	100,000
40059	Replace Skid Steere Loader PLR4			55,477	58,000	58,000
40061	Traffic Classifiers			6,246	6,921	6,921
	Transport Capital Expenditure			878,929	876,787	950,145
	Sched 14 - Other Property & Services					
40030	Works Manager Vehicle Replacement - Nissan Patrol			40,606	40,000	80,000
40042	Tool Storage Shed - Building Maint			4,457	6,589	6,589
40060	Fencing Industrial Lot 301			16,254	17,308	17,308
40063	Depot Office Upgrade for Works Manager			685	0	0
	Other Property & Services Capital Expenditure			62,002	63,897	103,897
	Total Capital Expenditure			\$ 1,248,548	1,212,423	1,909,269

F19 OUTSTANDING RATES REPORT

The Outstanding Rates Report for the period ending 29th February 2008 will be tabled at the meeting on 18th March 2008.

RESOLUTION 78/08

Moved Cr Anspach seconded Cr Smith that the Outstanding Rates Report for the period ending 29th February 2008 as tabled be received.

MOTION PUT & CARRIED 8/0

Outstanding Rates Report

As At: 29th February 2008

Assess No	Outstanding Balance	Comments	Action	Sub Totals
		Properties To Be Sold		
Total	\$ -			
		Deferred		1,504.75
		Arrears		2,159.91
		Total Outstanding 2007/2008		89,754.38
			Total outstanding	93,419.04

Outstanding rates - Sent to Pioneer Credit	6,453.38
Outstanding rates - pensioners, interims, financial difficulties, etc	3,884.57
Installments - fourth payment due 20/03/08	79,626.64
Assessments with small balances outstanding, eg less than \$50.00	307.11
Assessments in Credit	-650.56
Assessments on Payment Plan	2,293.15
Assessments to be sold for non payment of rates	
Deferred Rates	1,504.75
Total outstanding	93,419.04
Total Rates Income	1,595,107.83

F20 BANKING AND INVESTMENTS

File Reference:	F1.1.2
Report Date:	10 th March 2008
Applicant/Proponent:	Not applicable
Officer Disclosure of Interest:	None
Previous Meeting References:	None
Author:	Neil Hamilton - Finance and Administration Manager
Attachments:	Nil

PURPOSE OF REPORT

To advise Council of Banking and Investment details.

BACKGROUND

Item 6.2.1 of the Shire of Victoria Plains Policy Manual requires that Council be advised on investments of surplus funds, relevant interest rates and terms applicable.

COMMENT

The Municipal, Reserves and Trust funds on hand as at 29th February 2008 are as follows:-

Please see over for Bank Reconciliation

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Bank Reconciliation as at 29th February 2008 - Bendigo Bank

General Ledger Movement Details	Total	Municipal	Municipal Term Deposit	Reserve Term Dep	Reserve	Trust	Trust Term Deposit	CMVROC
Balance Bought Forward from Previous	2,310,916.91	429,653.63	917,244.73	634,835.08	104,485.56	15,827.29	16,809.00	192,061.62
Add Receipts as per Ledger	251,259.26	239,913.28	2,684.62	6,727.81	455.77	640.00		837.78
Add Transfers from Other Bank Account	100,934.77	100,934.77						
	2,663,110.94	770,501.68	919,929.35	641,562.89	104,941.33	16,467.29	16,809.00	192,899.40
Less Payments as per Ledger	369,667.84	366,341.52						3,326.32
Less Transfers to Other Bank Account	100,934.77		100,934.77					-
Closing Balance Ledger	2,192,508.33	404,160.16	818,994.58	641,562.89	104,941.33	16,467.29	16,809.00	189,573.08
Check Figure (Must = 0.00)	(3,409.61)	(3,409.61)	0.00	0.00	0.00	0.00	0.00	0.00

	Total	Municipal	Municipal Term Deposit	Reserve Term Dep	Reserve	Trust	Trust Term Deposit	CMVROC
Balance on Bank Statement	2,217,631.78	429,283.61	818,994.58	641,562.89	104,941.33	16,467.29	16,809.00	189,573.08
+ Outstanding Deposits	2,895.35	2,895.35						
- Outstanding Cheques	(24,609.19)	(24,609.19)						
Balance	2,195,917.94	407,569.77	818,994.58	641,562.89	104,941.33	16,467.29	16,809.00	189,573.08
Deposits on Statement not receipted								
Rent	(200.00)	(200.00)						
Transfer from Reserve	-							
Rates	(5,038.83)	(5,038.83)						
Main Roads payment	-							
ATO GST Refund	-							
Interest	1,350.01	1,350.01						
Commission	615.64	615.64						
Sub-total- Deposits not receipted	(3,273.18)	(3,273.18)	0.00	-	-	-	0.00	-
+ PAYMENTS not journalled								
Police Licensing	-							
Rounding in Ledger	-							
Dishonoured Cheque	-							
Fees & other charges	-							
Bank Fees	(136.43)	(136.43)						
Accrued Bank Interest	-							
Cancelled cheques ledger error	-							
Sub-total PAYMENTS not journalled	(136.43)	(136.43)	0.00	0.00	0.00	0.00	0.00	0.00
	(3,409.61)	(3,409.61)	0.00	0.00	0.00	0.00	0.00	0.00
Balance as per Reconciliation	2,192,508.33	404,160.16	818,994.58	641,562.89	104,941.33	16,467.29	16,809.00	189,573.08
Check Figure (Must = 0.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ledger Balance	2,192,508.33	404,160.16	818,994.58	641,562.89	104,941.33	16,467.29	16,809.00	189,573.08
Account #		91000	91005/91006	91011	91010	99000	99001	99002

As at 29th February 2008 the Shire investments were:-

	Institution	Term	Amount	Interest %	Review Date
Municipal	Bendigo Bank	1 month	206 500.11	5.5	10/3/08
Municipal	Bendigo Bank	2 months	612,494.47	6.25	7/4/08
Reserves	Bendigo Bank	2 months	641 562.89	6.25	10/4/08

Total interest earned to Year to date

Municipal Account \$19,929.35

Reserve Account \$24,144.87

POLICY REQUIREMENTS

Section 6.2.1

LEGISLATIVE REQUIREMENTS

Local Government Act 1995 Section S6.15

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Maximum interest earned

VOTING REQUIREMENTS

Absolute Majority Required: No

RESOLUTION 79/08

Moved Cr Anspach seconded Cr Kelly that:-

- a) That details of the Municipal, Reserve and Trust Funds on hand as at 29th February 2008 be received; and**
- b) That council endorse the Investments made with the Bendigo Bank.**

MOTION PUT & CARRIED 8/0

F21 HALF YEARLY BUDGET REVIEW

File Reference: F1.2.1
Report Date: 12th March 2008
Applicant/Proponent: n/a
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Neil Hamilton - Finance and Administration Manager
Attachments: Budget Review Financial Year 2007/2008

PURPOSE OF REPORT

To allow council to discuss the half yearly budget review document.

BACKGROUND

Each year in accordance with Local Government (Financial Management) Regulations 1996 Item 33A

“Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year..... and within 30 days of that review it is to be submitted to council for determination, thereafter within 30 days of that determination a copy of the review is to be submitted to the department”.

COMMENT

In coming up with the attached forecast income statement the review examined all aspects of income and expenditure, likely and actual increased over budget and perceived reduced income and expenditure.

The review examined operating costs and capital expenditure and where doubt arose, favoured current budget figures.

Both the Works and Services Manager and Building Maintenance Officer were consulted as part of the process.

In addition to the forecast income statement, an analysis of major variances from budget is also attached. There is a perceived saving for this financial year of approximately \$249,000 which if actualised it is recommended that \$200,000 be held in reserve pending future requirements.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government (Financial Management) Regulation 1996

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 80/08

Moved Cr Brennan seconded Cr Kelly that the half yearly budget review for 2007/2008 as presented be accepted by Council

MOTION PUT & CARRIED 8/0

**Minutes - Ordinary Meeting of Council
18th March 2008**

Shire of Victoria Plains
Budget Review
Forecast Income Statement for Financial Year 2007-08

	YTD Actual	2007-08 Budget	2007-08 Forecast	Variance %
	\$	\$	\$	\$
Operating Income				
General Purpose Funding	2,178,655	2,325,728	2,361,866	1.6% Fav
Governance	15,364	5,606	6,583	17.4% Fav
Law, Order and Public Safety	31,098	28,425	31,953	12.4% Fav
Health	2,030	4,189	4,438	6.0% Fav
Education & Welfare	0	0	0	
Housing	26,138	36,356	39,671	9.1% Fav
Community Amenities	68,721	40,928	116,986	185.8% Fav
Recreation & Culture	2,691	7,178	7,978	11.2% Fav
Transport	3,720	5,012	6,548	30.6% Fav
Economic Services	19,072	19,157	21,888	14.3% Fav
Other Property & Services	21,063	95,456	64,475	-32.5% Unfav
	<u>2,368,553</u>	<u>2,568,034</u>	<u>2,662,387</u>	
Operating Expenditure				
General Purpose Funding	(103,598)	(166,281)	(176,756)	6.3% Unfav
Governance	(164,542)	(364,747)	(286,900)	-21.3% Fav
Law, Order and Public Safety	(72,108)	(110,404)	(104,757)	-5.1% Fav
Health	(48,620)	(83,392)	(83,134)	-0.3% Fav
Education & Welfare	(3,159)	(12,929)	(13,012)	0.6% Unfav
Housing	(60,910)	(98,425)	(109,507)	11.3% Unfav
Community Amenities	(96,347)	(161,069)	(230,052)	42.8% Unfav
Recreation & Culture	(170,640)	(318,322)	(320,983)	0.8% Unfav
Transport	(1,126,149)	(1,724,345)	(1,743,569)	1.1% Unfav
Economic Services	(46,617)	(96,736)	(97,801)	1.1% Unfav
Other Property & Services	(51,142)	(158,759)	(78,042)	-50.8% Fav
	<u>(1,943,833)</u>	<u>(3,295,409)</u>	<u>(3,244,512)</u>	
Grants for the Development of Assets				
Governance	14,045	85,500	89,045	4.1% Fav
Transport	667,156	612,300	877,965	43.4% Fav
	<u>681,201</u>	<u>697,800</u>	<u>967,010</u>	
Profit / (Loss) on Sale of Assets				
Governance	10,994	(2,421)	(11,406)	371.1% Unfav
Community Amenities	0	(3,575)	(3,575)	0.0% Fav
Transport	72,625	52,758	72,625	37.7% Unfav
Other Property & Services	(2,138)	(2,425)	983	-140.6% Fav
	<u>81,481</u>	<u>44,337</u>	<u>58,628</u>	
	<u>1,187,401</u>	<u>14,762</u>	<u>443,512</u>	
Net Operating Result				
Capital Expenditure				
Governance	(190,733)	(342,500)	(352,857)	3.0% Unfav
Housing	0	(330,000)	(140,000)	-57.6% Fav
Community Amenities	(102,754)	(152,291)	(194,784)	27.9% Unfav
Recreation & Culture	(14,130)	(23,935)	(14,429)	-39.7% Fav
Transport	(878,929)	(950,145)	(1,288,189)	35.6% Unfav
Economic Services	0	(6,500)	(6,500)	0.0% Fav
Other Property & Services	(62,002)	(103,897)	(110,701)	6.5% Unfav
Total Capital Expenditure	<u>(1,248,548)</u>	<u>(1,909,269)</u>	<u>(2,107,460)</u>	
	<u>\$ (61,147)</u>	<u>(1,894,507)</u>	<u>(1,663,948)</u>	
Write Back Non Cash Items				
Profit / Loss	(81,481)	(44,337)	(58,628)	
Depreciation	891,378	1,321,147	1,325,096	
	<u>748,750</u>	<u>(617,697)</u>	<u>(397,479)</u>	
Proceeds from the Sale of Assets	255,133	299,455	311,496	
Repayments of Loans	(127,953)	(286,503)	(286,503)	
Proceeds from New Loans	0	250,000	140,000	
Transfers (to)/from Reserves	0	(30,000)	(230,000)	
Opening Net Current Assets	511,591	384,746	511,591	
Closing Net Current Assets	<u>1,387,520</u>	<u>0</u>	<u>49,105</u>	

**Minutes - Ordinary Meeting of Council
18th March 2008**

**Shire of Victoria Plains
Report on Forecast Variance to Budget
for Financial Year 2007-2008**

	Major Variances		
	\$		
Operating Income			
General Purpose Funding			
Shortfall on Rates income (Rates paid in advance and interim adjustments)			(24,522) UNFAV
General Purpose Grants budgeted at \$593,000 actual will be \$611,400			18,400 FAV
Note: GP Grant includes Bridge Maint grant of \$20,000, Main Roads to provide additional \$10,000			
Ex Gratia rates received greater than budget			2,798 FAV
Interest income greater than budget ytd			34,800 FAV
Housing			
Rental income on 13 Lambert Cres not budgeted for			3,040 FAV
Community Amenities			
Operating Grants received not budgeted for			
Landcare re Grain & Graze (for G Gardner)			49,366 FAV
Landcare re Enviro Funds project Moore Catchment Council			19,549 FAV
Zero Waste Plan funds received not budgeted			5,000 FAV
Note: Grants offset by unbudgeted operating expenditure			
Other Property & Services			
Private Works income not expected to amount to budgeted figures			(33,623) UNFAV
(Note: offset by below budget expenditure also)			
Operating Expenditure			
Governance			
Members			
Timing difference in Strategic Plan activity resulted in no new staffing			64,567 FAV
Consultant Services SSS strategy			(5,000) UNFAV
New Logo development			(6,500) UNFAV
Contribution to CMVROC re WA on Show exhibition			(1,200) UNFAV
Administration			
Saving on Energy Audit			7,000 FAV
Note: There is a potential savings on Legal Costs for the remainder of the year			25,000 FAV
Housing			
Extra maintenance work on Staff housing over budget			(11,776) UNFAV
Community Amenities			
Landcare re Grain & Graze (for G Gardner)			(49,366) UNFAV
Landcare re Enviro Funds project Moore Catchment Council			(19,549) UNFAV
Zero Waste Plan funds received not budgeted			(5,000) UNFAV
Refer unbudgeted operating grants income			
Other Property & Services			
Private Works income not expected to amount to budgeted figures			29,325 FAV
Potential savings on plant maintenance and fuel usage due to low manning			50,000 FAV
Roads Congress in June 2008 (Normally would be next financial year 2008-09)			(5,000) UNFAV
Capital Expenditure			
Housing			
Aged Person Units not to go ahead this year			80,000 FAV
1 x two bedroom unit only forecast			110,000 FAV
Construction other than Buildings			
Mogumber Water Supply			
Carry over grant proceeds 2006-07	37,000		
Mogumber Hall Maint Budget	10,000		
Small Tank Grant	<u>8000</u>	55,000	
Anticipated expenditure		82000	(27,000) UNFAV
Infrastructure Assets - Road Construction			
Transport			
Direct Roads Grant allocated to Shire greater than budgeted			5,570 FAV
Road Grants allocated greater than budgeted as follows			
	Budget	Allocation	
Income			
Regional Roads	153,300	181,260	27,960 FAV
Ag Lime Route	200,000	431,973	231,973 FAV
Expenditure			
Regional Roads	229,950	271,890	(41,940) UNFAV
Ag Lime Route	300,000	647,960	(347,960) UNFAV
			<u>(129,967) UNFAV</u>

F22 AUDIT CONTRACT

File Reference: F1.4.2
Report Date: 12th March 2008
Applicant/Proponent: U H Y Haines Norton
Officer Disclosure of Interest: Nil
Previous Meeting References: Resolution 45/08
Author: Neil Hamilton - Finance and Administration Manager
Attachments: Nil

BACKGROUND

The audit contract to 2011/2012 was approved by Council at the Ordinary meeting of council 12th February 2008. As per the minutes UHY Haines Norton were appointed for the next five years.

COMMENT

After advising UHY Haines Norton of their appointment of auditors it was pointed out by them that the Local Government Act 1995 S7.3 (1) requires the local government to appoint a person to be its auditors i.e. not a company. S7.3 (2) permits the local government to appoint one or more persons as its auditors.

In view of the above it is recommended that Council accept this amendment that Messrs DJ Tomasi, G Godwin and RB Swarbreck of UHY Haines Norton be appointed as the Shires auditors for the period 2007/2008 to 2011/2012.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995 S7.3 (1) and S7.3 (2)

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: No

RESOLUTION 81/08

Moved Cr Smith seconded Cr Anspach that Messrs DJ Tomasi, G Godwin and RB Swarbreck be appointed as the shires auditors for the period 2007/2008 to 2011/2012.

MOTION PUT & CARRIED 8/0

F23 COMPLIANCE AUDIT REPORT

File Reference: F1.4.5
Report Date: 20th February 2008
Applicant/Proponent: n/a
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Neil Hamilton - Finance and Administration Manager
Attachments: DLGRD Compliance Audit Return 2007 - under separate cover

PURPOSE OF REPORT

To allow council to review the compliance audit return.

BACKGROUND

Each year council is requested to complete a Compliance Audit Return to ensure the operations of the organisation are complying with the Local Government Act 1995 and associated Regulations.

COMMENT

The report aims to highlight the areas of non-compliance and detail remedial action proposed to be taken in to instances of non-compliance:-

1. Did the Chief Executive Officer record on all occasions the decision in the owners and occupiers register in accordance with Regulations 13 of the Local Government (Elections) Regulations 1997 and give written notice of the decision to the claimant without delay, for eligibility to enrol"

Comment:

Updates to the owners and occupiers electoral roll at the Shire are very few in number and new enrolments are usually action upon immediately by the CEO, and to maintain a register for this purpose has not been seen as necessary. However to conform with the Act and Regulations a register will be raised and maintained.

2. Finance P3

"Where the auditors report was not available in time for acceptance by 31dt December, was it accepted no more than two months after the auditors report was made available"

Comment

This refers to the annual report of Council to the electors of the district to be accepted by Council no more than two months after acceptance of the auditors report.

The auditors report was accepted by Council at the December 18th Meeting and it was recommended that the annual report be presented to the electors following the Council meeting on 15th January 2008.

Unfortunately because of the Christmas holidays, the Central Midlands and Coastal Advocate office was closed, (unbeknown to us), this meant that the advert for the electors meeting did not appear in the advocate at the required time to meet statutory requirements for the holding of the electors meeting.

Council is required to adopt the return and endorse the comments and remedial actions before the return is submitted to the Department of Local Government and Regional Development by 31st March 2008.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 82/08

Moved Cr Anspach seconded Cr Johnson that Council adopts the Compliance Audit Return for the year 1st January 2007 to 31st December 2007 and endorse the comments and remedial actions proposed on the items of non compliance.

MOTION PUT & CARRIED 8/0

Finance and Administration Manager left the meeting at 2.45pm.

Building Surveyor entered the meeting at 2.46pm.

Finance and Administration Manager entered the meeting at 2.53pm

10.2 Community Services Status Report

Item No	Report Details	Community Services Action Required	Status
Nil	Nil	Nil	Nil

10.2 COMMUNITY SERVICES

(Incorporating Health, Building and Community Services)

CS3 REVIEW OF CUSTOMER CHARTER FOR WASTE WATER SERVICES

File Reference: CA 2.2
Report Date: 19 February 2008
Applicant/Proponent: Economic Regulatory Authority
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Gordon Tester – Building Surveyor
Attachments: Customer Charter for Waste Water Services

PURPOSE OF REPORT

To comply with the requirements of the Economic Regulatory Authority to review Councils Customer Charter For Waste Water Services at least once in every 36 month period.

BACKGROUND

On 21 December 2008 all Councils waste water customers were contacted by mail and provided with a Copy of Council's Customer Charter for Waste Water Services and requested to make comment on the Customer Charter.

At the end of the (14) fourteen day advertising period no comments were received.

COMMENT

It is recommended that Council advise the Economic Regulatory Authority that the Customer Service Charter has been advertised by sending a copy to all of its Customers and has been reviewed by Council at its ordinary meeting held on 18 March 2008.

As no comment has been received on the customer charter it would appear that Councils waste water services are performing satisfactorily for its customers.

POLICY REQUIREMENTS

None

LEGISLATIVE REQUIREMENTS

Economic Regulation Act and Regulations.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 83/08

Moved Cr Anspach seconded Cr Smith that Council provide the Economic Regulatory Authority with a Current Copy of the Customer Charter For Waste Water Services and advise that the Customer Charter for Waste Water Services was distributed to all customers with no comment being received at the end of the comment period, and that Council has reviewed the Charter at its Ordinary Meeting held on 18 March 2008 with no changes being made.

MOTION PUT & CARRIED 8/0

10.3 Town Planning Status Report

Item No	Report Details	Town Planning Action Required	Status
Nil	Nil	Nil	Nil

10.3 TOWN PLANNING

TP11 PIG KEEPERS COTTAGE RENOVATION BENEDICTINE COMMUNITY NEW NORCIA

File Reference: D5.1
Report Date: 11th March 2008
Applicant/Proponent: Benedictine Community New Norcia
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Gordon Tester - Building Surveyor
Attachments: Pig Keepers Building Renovation and Transportable Accommodation Addition, Site plan and Elevation plan.

PURPOSE OF REPORT

To seek councils approval for proposed works.

BACKGROUND

An application for planning approval to restore the Pig Keepers Cottage building and to install a transportable accommodation unit plus a steel framed and clad shed situated south of the former football oval for the purposes of staff accommodation has been received from The Benedictine Community of New Norcia Inc.

COMMENT

The proposal is supported as the building is not only to be restored it is intended to be used for staff accommodation and the project is being managed by Heritage Architect Mr R. McK Campbell who will ensure that the building is restored in accordance with sound conservation values.

While the transportable accommodation unit has no heritage value and may even be considered to look totally out of place adjacent the former pig keepers cottage, as stated by the applicant they can be easily removed if desired to do so at some time in the future.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Town Planning Scheme No 4 states:

PART 6 - HERITAGE PRECINCTS AND PLACES OF CULTURAL SIGNIFICANCE

6.1 PURPOSE AND INTENT - *The purpose and intent of the heritage provisions are:*

- (a) to facilitate the conservation of places of heritage value;*
- (b) to ensure as far as possible that development occurs with due regard to heritage values.*

6.4 NEW NORCIA HERITAGE PRECINCT

(1) *There shall be a Heritage Precinct as designated in the New Norcia Conservation and Development Plan approved by the Benedictine Community of New Norcia and endorsed by Council.*

(2) *The purposes and the intent of the New Norcia Heritage Precinct will be to;*

(a) recognise the unique heritage values of the precinct while allowing a wide range of land use and development options in accordance with the Scheme Objectives and the needs of the existing community of New Norcia, and

- (b) ensure the coordinated development and conservation of new Norcia in accordance with the New Norcia Conservation Design and Management Plan.*

STRATEGIC IMPLICATIONS

➤ Environment

Will further enhance Tourism in this area.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: Yes/No

RESOLUTION 84/08

Moved Cr Kelly seconded Cr Brennan that:-

- 1. Council approve the development application from The Benedictine Community of New Norcia to restore the Pig Keepers Cottage and install transportable accommodation plus a steel framed and clad shed for the purposes of staff accommodation at Location CG 15 Great Northern Highway subject to ;**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 3. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 4. A building licence being obtained prior to commencement of any building works.**
- 5. The development complying with setbacks and any other details and amendments marked in red and shown on the approved plans .**
- 6. Prior to the issue of a building licence a potable water supply consisting of scheme water or an underground supply or rainwater storage of not less than 92000 litres being provided on the lot.**
- 7. A suitable effluent disposal system being installed on the site. Approval for this system must be sought from the Shire of Victoria Plains through the lodgement of an “Application to Construct or Install an Apparatus for the Treatment of Sewage”.**
- 8. The development is to be serviced by a 240 volt electrical supply.**

MOTION PUT & CARRIED 8/0

TP12 PLANNING POLICY OUTBUILDINGS IN RESIDENTIAL AREAS

File Reference: D4.1.1

Report Date: 26th February 2008

Applicant/Proponent: n/a

Officer Disclosure of Interest: Nil

Previous Meeting References: Nil

Author: Gordon Tester - Building Surveyor/Environmental Health Officer

Attachments: Planning Policy

PURPOSE OF REPORT

Council is requested to consider the adoption of the proposed Planning Policy that address delegation of authority for a planning matter and outbuildings in residential areas.

BACKGROUND

This policy provides direction on the area and height of outbuildings the Council will permit in the residential areas of the Shire and provides the basis for determining applications for outbuildings that do not meet the Acceptable Development Criteria of the Residential Design Codes

Consideration of this policy was deferred by council at their ordinary meeting held on 14th November 2007, pending further advertising.

No submissions were received during the advertising period; it is recommended that Council adopt the proposed "Outbuildings in Residential Areas - Planning Policy".

COMMENT

The proposed policies will achieve a range of objectives, including providing a basis for Council's decision making, defining Shire procedures and allowing clear and consistent advice to be provided to the community.

The Delegation of Authority – Planning Policy will provide for improved customer service standards with reduced processing times for those applications that comply fully with the relevant legislation. This policy also provides clear advice to staff on when applications should be presented to Council.

POLICY REQUIREMENTS

The proposed policies will provide guidance to Council's decision making relating to outbuildings in residential areas, as well as providing clear information to the community on these matters. The proposed Delegation of Authority – Planning policy will provide clear direction to Council and staff when delegation to determine applications will apply. This policy will facilitate the processing of statutory planning matters, allowing the Shire to improve its customer service standards.

LEGISLATIVE REQUIREMENTS

The provisions giving Council power to make policies for Town Planning Scheme matters are included in Town Planning Scheme No 4 and the specific requirements for advertising a draft policy are stated in clause 8.6 of the Scheme document.

STRATEGIC IMPLICATIONS

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

These policies will assist in providing clear guidance and direction to the community on town planning matters.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: No

RESOLUTION 85/08

Moved Cr Smith seconded Cr Johnson that Council adopt the proposed Town Planning Policy “Outbuildings in Residential Areas” in accordance with the provisions of Clause 8.6 of Town Planning Scheme No 4 having again reconsidered the policy for adoption at the expiration of the advertising period.

MOTION PUT & CARRIED 8/0

TP13

SANDSTONE BLOCK MANUFACTURING BUSINESS

File Reference: D5.4
Report Date: 26th February 2008
Applicant/Proponent: Beau Mete - Bolgart
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Gordon Tester - Building Surveyor
Attachments: Site plan and correspondence

PURPOSE OF REPORT

To seek Council’s approval to establish reconstituted sandstone block manufacturing business as a home occupation on Lot 130 Forrest Street Bolgart.

BACKGROUND

An application was received from Mr Beau Mete on 4th February 2008 seeking Councils approval to commence a sandstone block manufacturing business as a home occupation under the provisions on Council’s Town Planning Scheme No 4 on Lot 130 Forrest Street Bolgart.

The lot is currently zoned Rural and is 1.4898 ha in area and has an existing house and carport constructed on it.

Adjoining land owners have been consulted in writing seeking any comments they may have about the proposal.

At the expiration of the advertising period no comments were received.

COMMENT

The site of the proposed manufacturing area does not comply with the 50m setback requirements for proposed development in Rural Areas due to the sites configuration.

Councils do however have the power to use its discretion to approve development within the setback area under Section 5.2 of Town Planning Scheme No 4.

The proponent has been made aware of the requirements applicable to home occupations and has confirmed this in his correspondence to Council.

This type of activity is normally undertaken in an industrial area; however no industrial area is currently available in Bolgart.

As this is a relatively small scale operation and owners of the adjacent properties have no objection to the concept it is recommended that Council approve of the proposed manufacturing of reconstituted limestone bricks as a home occupation.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Shire of Victoria Plains TPS No 4 Page No. 15

Part V - Development Requirements

5.1 General Development Standards

Subject to the provisions of the Scheme, the minimum standards for development in the various zones, except residential development provided for in the residential planning codes are set out in table 2, except that:-

- a) In the rural and rural residential zones the minimum building setbacks shall be 50m from any road and 20m from any internal boundary; and
- b) The site requirements listed only apply to developments not covered by the residential planning codes.

5.2 Discretion to modify Development standards

Except for development in respect of which the Residential Planning Codes apply under this scheme, if a development the subject of an application for planning approval does not comply with a standard prescribed by the scheme with respect to minimum lot sizes, building height, setback, site coverage, landscaping and related matters the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit. The power conferred by this clause may only be exercised if the Council is satisfied that:-

- a) Approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;

- b) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality; and
- c) The spirit and purpose of the requirements or standard will not unreasonably departed from thereby.

Home Occupation means a business or activity carried out within a dwelling house or the curtilage of a house by a person resident therein or within a domestic outbuilding by a person resident in the dwelling house to which it is appurtenant that:-

- a) Entails the conduct of a business, office, a workshop only, and does not entail the retail sale or display of goods of any nature;
- b) Does not cause injury to or prejudicially affect the amenity of the neighbourhood;
- c) Does not detract from the residential appearance of the dwelling house or domestic outbuilding;
- d) Does not entail employment of any person not a member of the occupiers household;
- e) Does not occupy an area greater than 20 m²;
- f) Does not display a sign exceeding 0.2m² in area;
- g) In the opinion of the Council is compatible with the principal uses to which land in the zone in which it is located may be put;
- h) Will not result in the requirement for a greater number of parking facilities than normally reserved for a single dwelling, and will not result in a substantial increase in the amount of vehicular traffic in the vicinity;
- i) Does not entail the presence, parking and garaging of a vehicle or more than two (2) tonnes tare weight.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

Noise and dust issues are a possibility

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 86/08

Moved Cr Anspach seconded Cr Young that Council approve of a home occupation (manufacturing of reconstituted sandstone blocks) being established on Lot 130 Forrest Street Bolgart by Mr Beau Mete subject to strict compliance with the home occupation provisions outlined in Town Planning Scheme No 4.

MOTION PUT & CARRIED 8/0

RESOLUTION 87/08

Moved Cr Lovelock seconded Cr Kelly that Late Item TP14 Rezoning of Vacant Land Lots 101, 102 and 23 Bolgart be introduced to Council.

MOTION PUT & CARRIED 8/0

TP14 REZONING OF VACANT LAND LOTS 101, 102 AND 23 BOLGART

FILE REFERENCE: D7.1

REPORT DATE: 18th March 2008

APPLICANT/PROPONENT: Landcorp

OFFICER DISCLOSURE OF INTEREST: None

PREVIOUS MEETING REFERENCES: None

AUTHOR: Harry Hawkins Chief Executive Officer

ATTACHMENTS: Draft Rezoning Proposal – under separate cover

PURPOSE OF REPORT: To advise Council of the reasons for rezoning and the details of the draft proposal so that the rezoning may go ahead without further delays if considered appropriate.

BACKGROUND: Council has approached Landcorp to develop Lot 23 as a light industrial area under their Townsite Development Projects and Landcorp in response to demand for residential land in Bolgart has asked the shire to rezone lots 101 and 102 so they may be released for sale for residential development.

COMMENT: Council has approached Landcorp to develop Lot 23 as a light industrial area under their Townsite Development Projects and Landcorp in response to demand for residential land in Bolgart has asked the shire to rezone lots 101 and 102 so they may be released for sale for that purpose. It was originally planned to wait for the passage of the new Local Planning Strategy and Local Planning Scheme No.5 to make the necessary rezoning however due to the expected time frames for those it is now considered prudent to undertake a separate scheme amendment.

The brief given to the consultant was to keep the rezoning simple and any restrictions required on the industrial sites due to its proximity to the school can be imposed at planning approval stage for the subdivision.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2005 Section 75

STRATEGIC IMPLICATIONS:

The rezoning of lot 23 will allow for the creation of an industrial precinct in Bolgart townsite.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

By rezoning this land an industrial subdivision can go ahead and create business opportunities in Bolgart.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There will be professional fees due to the planning consultant for the rezoning.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

RESOLUTION 88/08

Moved Cr Lovelock seconded Cr Johnson that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amends the Shire of Victoria Plains Town Planning Scheme No.4 by:

- a) Reclassifying Lots 101 and 102 Smith Street, Bolgart, from 'Public Purpose - Playground' and 'Public Purpose - Parking' local scheme reserves to 'Residential' Zone with an 'R 10' residential density code; and
- b) Reclassifying Lot 23 Emmanuel Street, Bolgart, from 'Parks and Recreation' local Scheme reserve to 'Industrial' zone;

as more clearly shown on the Scheme Amendment Map.

MOTION PUT & CARRIED 8/0

RESOLUTION 89/08

Moved Cr Anspach seconded Cr Kelly that the meeting adjourn for afternoon tea.

MOTION PUT & CARRIED 8/0

The meeting adjourned at 3.16pm.

The meeting resumed 3.40pm.

10.4 Administration Status Report

RESOLUTION 90/08

Moved Cr Anspach seconded Cr Brennan that the items in the Administration Status Report detailed below be noted.

MOTION PUT & CARRIED 8/0

Item No	Report Details	Administration Action Required	Status
A10	CEO Report	Nil	Report received
A11	Exploration Licence	Nil	Information received
A12	Exploration Licence	Nil	Information received
A13	Be Active Co-ordinator Report	Nil	Report received
A14	Liberal Parliamentary Party Midwest and Wheatbelt Policy	Advise Hon Brian Ellis MLC of issues identified	Complete
A15	Culverts Newdale and Yenart Roads	Advise Martindale of their responsibility for works	Complete
A16	Drainage Proposal – Gillingarra	Advise the DoAF that council have no comment or objection	Complete
A17	Future of the Shire of Victoria Plains	Council to hold discussions and introduce long term asset management plans	Ongoing
A18	Extractive Industries Licence Exemption	Applicant granted exemption from applying for an extractive industries licence	Advised
A19	Subdivision Refusal – Toodyay Bindi Bindi Road Wyening	Information received. Proponents to be advised of options following shire meeting with Consultant Planner	Ongoing
A20	Bolgart Ambulance Relocation	Staff authorised to liaise with St John Ambulance re land transfers etc	Ongoing

A21	Rezoning Proposal Lot 21 Toodyay Bindi Bindi Road Bolgart	Changes to be made to TPS No 4	Ongoing
A22	Planning Approval – Development Addition Boshack	Planning Approval given subject to 7 conditions	Ongoing

10.4 ADMINISTRATION

A23 CHIEF EXECUTIVE OFFICER'S REPORT

File Reference: A1.2.1
Report Date: 11th March 2008
Applicant/Proponent: Chief Executive Officer
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Harry Hawkins - Chief Executive Officer
Attachments: Report

PURPOSE OF REPORT

To inform Council of the Chief Executive Officer's actions and movements.

BACKGROUND

See report

COMMENT

1. Meetings Attended

Bolgart Progress Association Meeting in Bolgart 25th February 2008
WALGA SSS Draft Report Release in Perth 28th February 2008
CMVROC Executive Officers Meeting in Calingiri 29th February 2008
Grants Commission Hearing in Calingiri 5th March 2008
LGMA Annual State Conference in Fremantle 12th, 13th and 14th March 2008

2. WA on Show Exhibition

The CMVROC stand at the WA on Show exhibition was very well received and visited by a large number of people. Preparations are now being made to have a stand at the Dowerin Field Days and perhaps one other exhibition later in the year. Thank you to Councillors Anspach and Lovelock for manning the stand on behalf of the Shire of Victoria Plains on the Saturday and Sunday.

3. Delegation to Visit WAPC

Consultant Planner Paul Bashall from Planwest has requested that the proposed delegation from Council to meet with the Western Australian Planning Commission delay their visit until he has met with Phil Woodward from the commission to discuss the issues with the Local Planning Strategy. Mr Woodward is on leave until the 17th March 2008 and Paul hopes to arrange a meeting soon after his return.

4. Director General Department of Local Government and Regional Development

The appointment of the new Director General of the Department of Local Government and Regional Development has been announced she is Ms Jennifer Mathews and she has been appointed for a five year term beginning on Monday 31st March 2008. Ms Mathews is currently the State Manager of the Australian Trade Commission (Austrade).

5. Staff

Lauren Franklin has been employed on a casual basis to take over from John Watson-Bates as depot clerk until the position can be permanently filled. The position description has been rewritten and was advertised as Engineering Support Officer and received no interest. The position will be renamed Administration Officer (Engineering) and readvertised as it is believed that the name "Engineering Support Officer" may have led people to believe that the position was a technical one.

6. Water Corp

The Chief Executive Officer advised that correspondence had been received regarding the Small Country Towns Sewerage Program.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required: *No*

RESOLUTION 91/08

Moved Cr Smith seconded Cr Anspach that the Chief Executive Officer's report to Council be received.

MOTION PUT & CARRIED 8/0

A24 NATIONAL ROADS CONGRESS 2008

FILE REFERENCE: A1.1.1
REPORT DATE: 6th March 2008
APPLICANT/PROPONENT: n/a
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Harry Hawkins - Chief Executive Officer
ATTACHMENTS: Provisional Congress Program

PURPOSE OF REPORT: To advise Council of the date and location of the 2008 National Roads Congress and to nominate shire representatives to attend the congress if considered appropriate.

BACKGROUND: In the past Council has sent a Councillor and the Works Manager to the national roads congress which has resulted in some additional commonwealth "black spot" funding being received as well as providing valuable networking opportunities and information on road funding changes and opportunities.

COMMENT: The National Roads Congress is on again and this year will be held in Shepparton Victoria from the 15th to the 17th June 2008. The provisional program is attached for Councillors information.

The estimated cost for this year's conference for two people is \$5,000 including return airfares and accommodation.

POLICY REQUIREMENTS: Policy 8.1.20 for staff and 9.1.2 for Councillors states that any application to attend conferences or seminars should where possible be put before full Council for approval.

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The conference is in June 2008 not July as in previous years and \$5,000 needs to be allowed for in the 2007-2008 Budget estimate.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

RESOLUTION 92/08

Moved Cr Anspach seconded Cr Young that the Works Manager – Ross Hooper and Cr Neil Smith be authorised to attend the National Roads Congress to be held in Shepparton Victoria from the 15th to the 17th June 2008 and that \$5,000 unbudgeted expenditure be allocated in the 2007/2008 budget estimate to cover the cost of attendance.

MOTION PUT & CARRIED 8/0

A25 SHIRE LOGO AND SIGNAGE

FILE REFERENCE: A1.9.6
REPORT DATE: 7th March 2008
APPLICANT/PROPONENT: n/a
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: 60/07 February 2007
AUTHOR: Harry Hawkins - Chief Executive Officer
ATTACHMENTS: Quotation

PURPOSE OF REPORT: To advise Council of the progress in updating the shire brand and logo and to seek approval to employ a consultant to progress the project.

BACKGROUND: In February 2007 resolution 60/07 agreed that a new logo and brand was required for the shire and allowed for a competition to be held for the design of a new logo and brand for marketing the shire. A notice of the competition was placed in the November newsletter and although several telephone enquires were received only one person submitted entries.

COMMENT: In February 2007 it was resolved to seek a new logo and brand for the shire and limited stationery has been ordered since due to the impending change. A notice asking for community suggestions offering a \$500.00 prize was placed in the November 2007 newsletter and only one person submitted entries.

It was evident at the WA on Show exhibition that the Shire of Victoria Plains is not as well known as places like Moora, Dalwallinu and Wongan Ballidu where the town and shire names are the same therefore we need to work harder to promote our shire.

A corporate design company specialising in signs and logo design who has undertaken a significant amount of work for local governments including several in Western Australia has contacted the shire and offered to prepare a new logo and sign system for \$2,000 as per the attached quotation. Samples of work they have done for other Councils have been submitted by email and are of high quality.

The proposal has not been of high priority and therefore has not been progressed however it is getting to the stage where a stationery order has to be made and consideration is being given to new name badges for staff and Councillors so if a new brand is to be developed it should happen now to enable any change to be reflected in the new stationery and badges.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

To grow the shire we need to promote ourselves and what we have to offer and an easily recognisable logo or brand is required.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The cost to design a new logo and sign system is \$2,000 and is unbudgeted.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Discussion was held on various aspects of a new logo for the shire.

RESOLUTION 93/08

Moved Cr Kelly seconded Cr Lovelock that unbudgeted expenditure of \$1,500 is approved and staff are authorised to engage Danthonia Designs to design a new logo and sign system to promote and market the Shire of Victoria Plains in accordance with the goals of the Strategic Plan 2007/2011.

MOTION PUT & CARRIED 5/3

A26 EXPLORATION LICENCE APPLICATION

FILE REFERENCE: R3.12
REPORT DATE: 6th March 2008
APPLICANT/PROPONENT: Austwide Mining Title Management Pty Ltd
OFFICER DISCLOSURE OF INTEREST: None
PREVIOUS MEETING REFERENCES: None
AUTHOR: Harry Hawkins Chief Executive Officer
ATTACHMENTS: Application for Exploration Licence 70/3405

PURPOSE OF REPORT: To Inform Council of the Application

BACKGROUND: Austwide Mining Title Management Pty Ltd has applied to the Department of Industry and Resources for exploration licence 70/3405 on behalf of Bauxite Resources Limited for sub-surface rights only in an area in the Southwest of the shire.

COMMENT: Austwide Mining Title Management Pty Ltd has applied to the Department of Industry and Resources for exploration licence 70/3405 on behalf of Bauxite Resources Limited for sub-surface rights only in an area in the Southwest of the shire.

It is a requirement under section 33 (a) of the Mining Act 1978 to notify the Chief Executive Officer of a Local Government of all applications for exploration licences.

POLICY REQUIREMENTS:

None

LEGISLATIVE REQUIREMENTS:

Mining Act 1978 Section 91

STRATEGIC IMPLICATIONS:

None

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

None

➤ **Economic**

None

➤ **Social**

None

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

RESOLUTION 94/08

Moved Cr Lovelock seconded Cr Kelly that the information be received.

MOTION PUT & CARRIED 8/0

A27 BIOSOLIDS USE – DALKEY FARMS

FILE REFERENCE: H2.12
REPORT DATE: 6th March 2008
APPLICANT/PROPONENT: None
OFFICER DISCLOSURE OF INTEREST: None
PREVIOUS MEETING REFERENCES: None
AUTHOR: Harry Hawkins Chief Executive Officer
ATTACHMENTS: Letter of Proposal

PURPOSE OF REPORT: To advise Council that the Water Corporation has proposed to deliver Biosolids cake or lime amended Biosolids to Dalkey Farm and that the Health Department has no objection.

BACKGROUND: The Water Corporation has proposed to deliver Biosolids cake or lime amended Biosolids to Old Ford, Big Airstrip and Walebing paddocks at Dalkey Farm and has contacted the Health Department for approval.

COMMENT: The Water Corporation has proposed to deliver Biosolids cake or lime amended Biosolids to Old Ford, Big Airstrip and Walebing paddocks at Dalkey Farm and has contacted the Health Department for approval.

The Health Department has given approval subject to the conditions listed in the attached letter.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

RESOLUTION 95/08

Moved Cr Lovelock seconded Cr Kelly that Council receives the report.

MOTION PUT & CARRIED 8/0

A28 GILLINGARRA COMMUNITY WATER SUPPLY GRANT

FILE REFERENCE: F1.11.1

REPORT DATE: 6th March 2008

APPLICANT/PROPONENT: Tom Kelly

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Harry Hawkins - Chief Executive Officer

ATTACHMENTS: Extract from Grant Application - to be tabled

PURPOSE OF REPORT: To advise Council of the application and to seek their approval for endorsement of the project, responsibility for the ongoing operation and maintenance of the water supply and support for the grant.

BACKGROUND: In November 2007 the water tank at the Gillingarra school site which is used by the community and also by the Mogumber Gillingarra fire brigade failed. Rather than just replace the tank the Gillingarra community decided to apply for a "Community Supply Program" grant to upgrade the water supply.

COMMENT: In November 2007 the water tank at the Gillingarra school site which is used by the community and also by the Mogumber Gillingarra fire brigade failed and this project is to replace that tank and enhance the community water supply in times of low rainfall by providing a reliable local non-potable water source for farm emergencies and fire fighting activities.

The Shire of Victoria Plains is required to endorse the grant application and agree to be responsible for the ongoing operation and maintenance of the system. The Mogumber Gillingarra fire brigade and the Gillingarra Sport and Recreation Club have indicated a willingness to accept responsibility for the ongoing operation and maintenance however the Department of Water requires for grant purposes that the shire accept this responsibility.

Unlike the Calingiri and Mogumber water supplies there is not a lot of pipe to be laid with this project and this was the area where cost blow outs to the shire occurred when volunteers were not available when work was programmed and shire staff had to do more of the work as in kind contributions than was planned. No request for a shire in kind contribution has been received from the Gillingarra Sport and Recreation Club and as with the old school project they have indicated that they would underwrite cost blowouts where possible.

POLICY REQUIREMENTS:

None

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Cr Smith

What part of scheme will the shire be responsible for maintaining?

Chief Executive Officer

The project. As with the Mogumber and Calingiri supplies.

STAFF RECOMMENDATION

That Council approve shire endorsement of the Gillingarra Community Water Supply grant application and agree to accept responsibility for the ongoing operation and maintenance of the system in conjunction with the Mogumber Gillingarra Fire Brigade and the Gillingarra Sport and Recreation Club should the grant be successful.

AMENDMENT TO STAFF RECOMMENDATION

RESOLUTION 96/08

Moved Cr Smith seconded Cr Lovelock that Council approve shire endorsement of the Gillingarra Community Water Supply grant application and agree to accept responsibility for the ongoing operation and maintenance of the system in conjunction with the Mogumber Gillingarra Fire Brigade and the Gillingarra Sport and Recreation Club should the grant be successful and that the Council have no obligation to provide funding for cost over runs on the project.

MOTION PUT & CARRIED 6/2

The Amendment became the MOTION PUT & CARRIED 8/0

Votes For: Cr Erickson, Cr Lovelock, Cr Johnson, Cr Smith, Cr Anspach,
Cr Young

Votes Against: Cr Kelly, Cr Brennan

Executive Assistant left the meeting at 4.50pm.

A29 GRANT SUPPORT – GILLINGARRA SCHOOL SITE

FILE REFERENCE: F1.11.1

REPORT DATE: 6th March 2008

APPLICANT/PROPONENT: Gillingarra Sport and Recreation Club

OFFICER DISCLOSURE OF INTEREST: Cr J Kelly

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Harry Hawkins - Chief Executive Officer

ATTACHMENTS: Nil

PURPOSE OF REPORT: To advise Council of the Grant Applications and the requirement for the Shire of Victoria Plains to sponsor the project and to seek Council approval for that sponsorship.

BACKGROUND: The Gillingarra Sport and Recreation Club have approached the Wheatbelt Area Consultative Committee for grant funds to provide the balance of funding needed to provide an ablution block and other infrastructure at the old Gillingarra School site. They were advised that the Shire of Victoria Plains should sponsor the grant applications.

COMMENT: The Gillingarra Sport and Recreation Club have approached the Wheatbelt Area Consultative Committee (ACC) for grant funds to provide the balance of funding needed to provide an ablution block and other infrastructure at the old Gillingarra School site. They were advised that the Shire of Victoria Plains should sponsor the grant applications as they do not have an ABN and are not registered for GST. The Shire in its budget allocation for 2007-2008 has included an amount of \$16,500 as a contribution towards the ablution block. When it approached the ACC for help with grant funding to enable the project to proceed the club was advised that they should enlarge the scope of the proposal as limited funding is available for ablution blocks.

The Wheatbelt ACC has prepared applications for funding from both the commonwealth governments Regional Partnerships program as well as LotteryWest and the Shire of Victoria Plains is required to sponsor both grant applications on behalf of the club who have sent representatives to meet the CEO and explain the requirements and expectations of the club.

The Gillingarra Sport and Recreation Club has re-emerged as an active community organisation in recent months and it is a good sign to see them helping themselves in applying for grants to undertake the proposed project of providing facilities at the old school site and agreeing to underwrite any cost blowouts from a community cropping program or self supporting loan.

POLICY REQUIREMENTS:

None

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

The local LCDC uses the old school facilities and new infrastructure would promote their activities and increase interest and participation in environmental projects.

➤ **Economic**

New facilities at the old school site will increase its use and promote the area.

➤ **Social**

The development of infrastructure at the old school site would provide another option for community functions.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item outside of the budget allocation.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Cr Kelly remained in chambers though did not participate in the vote having previously declaring an interest in this item as a member of the Gillingarra Sport and Recreation Club.

RESOLUTION 97/08

Moved Cr Smith seconded Cr Lovelock that Council agrees to sponsor the Gillingarra Sport and Recreation Club grant applications to Regional Partnerships and LotteryWest for the old school site project subject to there being no obligation to provide funding in excess of the \$16,500 budget allocation.

MOTION PUT & CARRIED 7/0

A30 REPAIRS – STAFF HOUSE 12 HARRINGTON STREET CALINGIRI

FILE REFERENCE: HS1.1
REPORT DATE: 7th March 2008
APPLICANT/PROPONENT: n/a
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Harry Hawkins Chief Executive Officer
ATTACHMENTS: Nil

PURPOSE OF REPORT: To advise Council of the need to repair the staff house situated at 12 Harrington Street Calingiri and to seek approval for unbudgeted expenditure for that purpose.

BACKGROUND: The staff house situated at 12 Harrington Street Calingiri has recently been vacated and is required for a staff member seeking to relocate to Calingiri however there are repairs to be made prior to occupation by a new tenant.

COMMENT: The staff house situated at 12 Harrington Street Calingiri has recently been vacated and is required for a staff member seeking to relocate to Calingiri however there are repairs to be made prior to occupation by a new tenant.

The repairs include new carpet to the lounge, dining and passage, new blinds to the front rooms of the house and cleaning of cigarette stained paint work. The cost of the repairs to be carried out prior to occupation is approximately \$7,100 which will be partly funded by the retention of the bond paid by the previous tenant and is unbudgeted expenditure.

Other less essential work required on the house that can be carried out after occupation by the new tenant will be included in the 2008-2009 and subsequent budget allocations.

POLICY REQUIREMENTS:

Policy 8.2 deals with staff housing

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Unbudgeted expenditure of approximately \$7,100 is required prior to occupation of the house by a new tenant.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

RESOLUTION 98/08

Moved Cr Smith seconded Cr Anspach that Council approve unbudgeted expenditure of \$7,100 required to replace carpets, blinds and clean the staff house at 12 Harrington Street Calingiri prior to the occupation by a new staff tenant.

MOTION PUT & CARRIED 8/0

10.5 Plant and Works

10.5 PLANT AND WORKS

See Plant and Works items listed prior to Item 10.1 Finance.

11 NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CONFIDENTIAL ITEMS

Nil

13 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION

RESOLUTION 99/08

Moved Cr Anspach seconded Cr Smith that new business of an urgent nature be introduced to Council.

MOTION PUT & CARRIED 8/0

13.1 ABLUTION BLOCK – CALINGIRI

Cr Brennan enquired regarding plans from D Bruce.

Chief Executive Officer responded by advising that plans should be completed by the end of March.

13.2 ABLUTION BLOCK - CALINGIRI

Cr Lovelock indicated that final detail should be presented to the next ordinary meeting

1. Disabled toilet and shower facility to the Roads Board Building \$25,000
2. Old Toilets approximately \$60,000

13.3 S S S PRESENTATION MEETING

Cr Erickson held discussion on the recent meeting held with Stephen Goode regarding the S S S.

The Chief Executive Officer explained details as discussed at the S S S meeting and the “dot points” distributed to Councillors from that meeting.

Cr Erickson asked if Councillors were happy with the recommendations of dot points to be presented to the Avon Midland Wards next meeting.

All Agreed

14 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 5.35pm.

Signed this 15th day of April 2008

Presiding Member