



# Minutes

## Ordinary Meeting of Council

On	19 July 2017
At	Council Chambers, Calingiri
Commenced	2.13pm

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 2.13pm and confirmed that the Council meeting was being recorded for the minute taking purposes.

### Visitors

Malcolm Palmer

Tania Menzies

Sgt Bernie Hush

Niel Mitchell (at 3.57pm)

WA Police

Conway Highbury

## 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

<b>President:</b>	Cr D Lovelock	West Ward
<b>Deputy President:</b>	Cr S Penn	South Ward
<b>Councillors:</b>	Cr N Clarke	South Ward
	Cr P Carr	West Ward
	Cr A Broadhurst	East Ward
	Cr J Kelly	West Ward
	Cr D Smith	East Ward
	Cr J King	Central Ward
	Cr J Corless-Crowther	Central Ward

<b>Chief Executive Officer:</b>	Mrs G Teede
<b>Deputy Chief Executive Officer:</b>	Mr I Graham
<b>Works &amp; Services Manager (WSM):</b>	Mr D Holland
<b>A/Executive Assistant:</b>	Ms L Wyatt

Item 6 Petitions and Presentations, was heard out of sequence. For further information please refer to page 7.

OIC Bernie Hush left the meeting at 2.40pm

## 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### Mr Gary O'Brien

Mr O'Brien thanked Council for the Community feedback session held 14 June and asked the following questions:

1. Can the Shire provide a cost benefit analysis on contractors compared to depot workers carrying out works?
2. What mechanisms are in place to ensure (depot) staff receive adequate training?
3. What grants have been applied for and received by the Shire for community projects in the past 12 months?

## RESPONSE:

### Question 1 and 2

#### Contractor V's Council Day Labour

There seems to be a misunderstanding as to what has and is going out to contract and what stays in house. With the lack of personnel, there is at times, a need to have contractors do some of the works required to achieve the program set each year.

There are varying reasons for the use of contractors rather than council day labour. Some of the reasons to use contractors are:

- Contracts can be given for one job at a quoted price and time frame. There is no overtime paid, no workers comp, no super, no sick days, no leave etc. These are mandatory things our work force are to be paid by law.
- Contractors are to supply insurance on the work they carry out and in the case of accidents, are also covered for.
- Contractors will have the expertise and capacity to complete a project from the start to the finished product.
- We also use contractors to allow our day labour to achieve their goals of maintaining council's assets and to have the freedom to drop a minor project and be called to an emergency.

If council only used day labour the works program (maintenance & construction) would not be able to be achieved. Council's day labour at present stands at **11** personnel, with only **6** of those being part of the construction (**4**) and maintenance (**2**) crews, so to complete council's budget responsibilities, council would have to employ more personnel to allow them to do so. This would not be financially responsible.

These are valid reasons for the use of contract labour and resources to complete a percentage of works for council and its residents.

#### Employee Training

All employees within the Shire of Victoria Plains are treated equally. There is no difference. Whether it is inside staff or works staff, there is a particular training need for each area. As we have had a larger than normal turnover of staff, there has been a particular need within the office to complete more training. This does not mean the works staff do not do training. At the present time the requirements are to keep the works staff up to date with mandatory training; things like traffic management, white cards and the like.

Each year all employees are required to have a performance review, which at times can be over looked from one year to the next because of staff turnovers. At this meeting between employee and employer things like training are discussed, and at times, training requested by the employee is knocked back for operational reasons, not because there is no funding to do the training.

As we have a trainee at the present, shows council is committed to the future training needs, and will in future years, keep having trainees undertaking their qualifications with the Shire of Victoria Plains, and to keep a multi skilled work force that comes within the staff here presently and those to come.

**QUESTION 3**

**Grants / Funding Applications 2014/15 – 2016/17**

<b>Successful</b>	<b>Unsuccessful</b>
June 2014 Lotterywest Grant for Hall Furniture & Equipment Received: \$13,543.00 Shire Contribution: \$5,780	December 2014 Royalties for Regions Upgrade Bolgart Caravan Park Amount Requested: \$113,807.00 Total Budget:
June 2014 Packaging Stewardship Forum "Do the right thing Signage Program" 5 signs provided & bin stickers provided	September 2015 Seniors Week Events Bus tour/outing for seniors Amount Requested: \$1,000.00 Total Budget:
September 2014 Seniors Week Events Luncheon Received: \$750.00 Shire Contribution:	June 2016 MHC Suicide Prevention Grants Mental Health First Aid Training Amount Requested: \$7,217.00 Total Budget: \$8,087.00
October 2014 Thank a Volunteer Events BBQ Sundowner Received: \$1,000.00 Shire Contribution:	March 2017 Building Better Regions Fund Strategic Planning, Research & Scoping Project Amount Requested: \$15,000.00 Total Budget:\$21,780.00
April 2015 DVA Saluting Their Service Commemorative Plaque for War Memorial Received: \$1,100.00 Shire Contribution: \$210.00	
June 2015 Creating Age Friendly Communities – Small Value Projects Received: \$55,200.00 Shire Contribution: \$47,377.57	
June 2015 Age Friendly Communities Regional Local Government Strategic Planning Grant Program Received: \$5,000.00 (\$10,000 received for Shire of Chittering & SOVP) Shire Contribution:\$7,250.00	
July 2015, extended for 2016/2017. DSR KidSport – new arrangement Received: \$1,000.00 Shire Contribution: \$200	
December 2015 DSR CSRFF Calingiri Netball / Tennis Court Received: \$17,454.00 Shire Contribution: \$27,952.15	
January 2016 DLGC Youth Friendly Communities Received: \$10,000.00 Shire Contribution: \$4,000	

June 2016 Stronger Communities Program Seniors Rest Stops – seating Received: \$10,000.00 Shire Contribution: \$10,000.00	
June 2017 Age-Friendly Communities Implementation Grants Seniors Only Exercise Program Received: \$5,355.00 Shire Contribution: \$5,355.00	
2013/14 – 2016/17 Department of Water Piawaning Desalination Plant Received: \$100,000.00 Shire Contribution: \$167,000.00	
Main Roads WA Regional Road Group Blackspot Funding Annual Competitive Project Funding	

In recent years the amount of government and other funding available for local governments and community groups has significantly decreased. It also appears that many more of the grants are now requiring a 50% contribution from the Shire, whereas once it was more likely to be a third. Any contribution required from the Shire has a significant impact on the budget. Many more grants and funding opportunities have been investigated and not pursued for a variety of reasons, including the shire was not ready or capable of completing the project, or the amount of hours and work involved in preparing the application did not justify the amount of funds likely to be awarded. Assistance has also been given by the Community Development Officer to community groups to apply for their own grants.

Work is currently being undertaken in the area of community consultation and planning which will not only give shire staff and council a clearer picture of what projects we need to seek funding for, but will also support the shire in obtaining this funding. This is why updating the Shire's Strategic Community Plan is so important. It is a widely recognised mistake in grants to create a project for a grant; rather the project should be in the planning ready for the shire to go out and seek the funding for.

Mrs Pamela Evans

Mrs Evans thanked the Shire for burning off which was recently conducted and questioned if:

1. The Shire could purchase some trees for planting on Mofflin Street?
2. An unlicensed vehicle could be removed from Mofflin Street?
3. Reticulation could be installed on the verges of residences in Mofflin Street?

**RESPONSE:**

The vehicle has been removed. The matters of trees and reticulation are currently being discussed with the resident concerned.

#### 4 PUBLIC QUESTION TIME

There were no questions from members of the public however Mr Palmer did take the opportunity to thank Council and residents for sponsoring the trailer.

#### 5 APPLICATION FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST

##### **RESOLUTION 118/2017**

**Moved: Cr S Penn**

**Seconded: Cr J Kelly**

**That the August Ordinary Council Meeting date be changed from 16 August 2017 to 23 August 2017.**

**CARRIED 9/0**

##### **RESOLUTION 119/2017**

**Moved: Cr J Kelly**

**Seconded: Cr A Broadhurst**

**That Councillors Clarke and King be granted leave of absence from the August Ordinary Council meeting.**

**CARRIED 9/0**

#### 6 PETITIONS/DEPUTATIONS/PRESENTATIONS

Presentation by OIC Bernie Hush from Wongan Hill Police Station at 2.15pm (heard out of sequence).

Officer Hush made a general presentation to Council and advised of the types of crimes and response periods. He assured Councillors and members of the public that Calingiri was well resourced in terms of general and community policing. He also spoke of the liaison which regularly occurred between the Shire of Victoria Plains, himself and the Wongan Hills Police Station including the joint attendance and updates regarding the Local Emergency Management Committee which was also attended by the Shire of Victoria plains Chief Executive Officer.

Officer Hush responded to the questions regarding the availability of police and there visibility by advising that over the previous three months, Calingiri had been well serviced, considering officers were required to attend to matters covering 3,500 square kilometres.

#### 7 CONFIRMATION OF MINUTES

##### **7.1 Confirmation of Minutes (Ordinary Council Meeting) – 14 June 2017**

In the process of actioning item D02/2017 - Lot 127 (668) Mogumber –Yarrowindah Road, Mogumber, it was discovered the condition numbering referenced in the resolution (below) appears to have been miscounted and should refer to condition "15".

*Moved: Cr D Lovelock                      Seconded: Cr P Carr*  
*A bond or bank guarantee for an agreed value be submitted to the Shire for the rehabilitation of the stages in accordance with **Condition 16**. The guarantee/bond may be rolled over provided the satisfactory completion of rehabilitation.*  
*Motion Put and Carried: 9/0*

**RESOLUTION 120/2017**

**Moved: Cr P Carr**

**Seconded: Cr S Penn**

**That the Minutes of the Ordinary Meeting held 14 June 2017 be confirmed with an amendment to item D02/2017 - Lot 127 (668) Mogumber –Yarrawindah Road, Mogumber, reflecting condition 15 as the correct numbering, as a true and correct record of proceedings.**

**CARRIED 9/0**

**7.2 Business Arising from Minutes**

Nil

**8 MEMBERS QUESTIONS WITHOUT NOTICE**

Cr Kelly requested that Councillor send a get well card to a previous Councillor.

**9 PRESIDENT AND COUNCILLORS REPORTS**

Councillor gave account of events and meetings attended and subsequently, matters raised at each.

**RESOLUTION 121/2017**

**Moved: Cr S Penn**

**Seconded: Cr N Clarke**

**That the meeting adjourn for an afternoon tea break at 3.31pm**

**CARRIED 9/0**

The meeting resumed at 3.57pm.

Niel Mitchell joined the meeting at 3.57pm.



**10 BUSINESS PAPER**

- 10.1 Plant and Works
- 10.2 Finance
- 10.3 Administration
- 10.4 Planning and Development

**10.1 PLANT AND WORKS**

All Plant and Works items are dealt with within the Works and Services agenda.

**RESOLUTION 122/2017**

**Moved: Cr J Corless-Crowther**

**Seconded: Cr J Kelly**

**That resolutions 112/2017 to 116/2017 be endorsed from the minutes of the Works and Services Committee Meeting held on Wednesday 19 July 2017.**

**Motion Put and Carried: 9/0**

**PW1/2017 WASTE COLLECTION TENDER COLLABORATION - AROC**

FILE REFERENCE	CA1.2
REPORT DATE	7 June 201
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	N/A
AUTHOR	Mr David Holland – Works and Services Manager
ATTACHMENTS	Nil

**SUMMARY**

To seek opportunity to combine waste management contracts (kerb side only) into a single exercise

**BACKGROUND**

The group at the June meeting identified that there is a scope for combining the waste management services into a single tender/ contract to encourage competitive pricing in the region.

**COMMENT**

In order to achieve this, it is essential that the group is aware of the waste management contracts expiry dates for each individual shires so that necessary arrangements can be made when waste management contracts come up for re-tender.

As council does not have a tender with any waste management company. It would be advantageous to having a tender with a waste management company.

**CONSULTATION**

Glenda Teede (CEO) Ian Graham (DCEO), David Holland (WSM)

**STATUTORY IMPLICATIONS**

LG Act 1995,  
LG (Functions & General) Regulations 1996 (as amended)

**POLICY IMPLICATIONS**

As council does not have a tender with any waste management company it would be advantageous to having a tender with a waste management company.

Tenders should be requested in accordance with Councils Purchasing and Tendering Policy.

**FINANCIAL IMPLICATIONS**

Allow an amount for the 2018/19 budget.

## **STRATEGIC IMPLICATIONS**

4.1.3 Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance.

## **VOTING REQUIREMENTS**

Simple Majority

### **RESOLUTION 123/2017**

**Moved: Cr J Kelly**

**Seconded: Cr P Carr**

**That Council combines its waste management contract kerb side only into an alliance with the AROC Waste Management Working Group.**

**CARRIED 9/0**

10.2 FINANCE

**F22/2017 ACCOUNTS FOR PAYMENT**

FILE REFERENCE	F1.8.4
REPORT DATE	17 July 2017
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Ian Graham – DCEO/Finance and Administration Manager
ATTACHMENTS	Creditor and Payroll Payments – (Attachment 2)

**PURPOSE OF REPORT**

To present to Council the list of payments made during June 2017.

**BACKGROUND**

As per Local Government (Finance) Regulations 13, each month Council is to be advised of all payments made from the municipal and trust bank accounts for the period since the last Council meeting.

**COMMENT**

Each month Council is to be advised of payments made during the preceding month; the amount, payee, date and reason for payment.

**POLICY REQUIREMENTS**

Policy 6.5.1 (b) and (c) refers:

*The Chief Executive Officer and in their absence the Deputy Chief Executive Officer/Finance and Administration Manager are authorised to allow all creditors to be paid according to their trading terms and for payments to be endorsed by Council after payment rather than approved by Council prior to payment.*

*All payments made prior to the meeting shall be presented to Council for endorsement or approval of payment.*

**LEGISLATIVE REQUIREMENTS**

In accordance with Local Government (Finance) Regulations Item 13 the Chief Executive Officer is to provide a list of accounts paid from the Municipal fund or Trust fund, a list of all accounts paid each month showing for each account paid:

- a. The Payee's Name
- b. The amount of the payment
- c. The date of the payment
- d. Sufficient information to identify the transaction

And that this list is to be presented to the Council at the next ordinary meeting of Council after the list is prepared.

**STRATEGIC IMPLICATIONS**

There are no known strategic implications related to this item.

**Corporate Business Plan references and impacts:-**

Strategy 4.3.1 “Maintain/retain full compliance with statutory obligations”

➤ **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**

All payments are within the confines of the Councils adopted budget.

**VOTING REQUIREMENTS**

*Absolute Majority Required:*            *No*

**RESOLUTION 124/2017**

**Moved: Cr S Penn**

**Seconded: Cr P Carr**

**That the payments made during June 2017 from the Municipal Bank Account as per the attached listing amounting to \$440,084.27 be endorsed:**

**Creditor EFT Payments    \$325799.58**

**Creditor Cheque Payments    \$ 11071.44**

**Direct Debit Payments    \$ 28727.12**

**Payroll Payments    \$ 74486.13**

**TOTAL**

**\$440,084.27**

**CARRIED 9/0**

Shire of Victoria Plains  
Creditor & Payroll Payments for the month of June 2017

Chq/EFT	Date	Name	Description	Inv Amt	Amount
EFT5314	16/06/2017	ABBOTT & CO PRINTERS	Stationery		372.90
EFT5315	16/06/2017	ABBOTT AUTO ELECTRICS	Parts and labour PTK22	318.73	3927.51
			Remove UHF from PWV62	250.25	
			Labour, travel, parts Depot	1901.46	
			Battery for PAV44	1457.07	
EFT5316	16/06/2017	AD ENGINEERING INTERNATIONAL PTY LTD	Transportable radar speed display (SAM) Trailer		10967.00
EFT5317	16/06/2017	AFGRI Equipment Australia Pty Ltd	Right angle fittings		124.69
EFT5318	16/06/2017	ALGA CONFERENCE (NATIONAL GENERAL ASSEMBLY)	Conference Attendance - Cr D Smith	1484.00	2968.00
			Conference Attendance - Cr J Kelly	1484.00	
EFT5319	16/06/2017	ALLTOOLS WA PTY LTD	Parts for Depot		130.00
EFT5320	16/06/2017	ANDREW FREDERICK WILFRED BROADHURST	June Quarter Allowance		2125.00
EFT5321	16/06/2017	ARM SECURITY	Alarm Monitoring June 17		51.24
EFT5322	16/06/2017	AUSTRALIA POST	Postage for May 17		364.37
EFT5323	16/06/2017	AUSTRALIAN TAXATION OFFICE	Payroll deductions		41573.97
EFT5324	16/06/2017	AUTOSWEEP	Street sweeper		2812.50
EFT5325	16/06/2017	BINDOON TRACTORS PTY LTD	Hire Excavator for 27/3 to 30/4/17	1705.00	4433.00
			Hire Excavator 1/5/17 to 28/5/17	1364.00	
			Hire mini excavator	1364.00	
EFT5326	16/06/2017	BOC LIMITED	Gas bottle charges	30.92	7.45
			Gas Bottle Return Adjustment	-212.38	
			Container service for Jan 17	30.92	
			1 colt bottle of oxygen	28.02	
			Oxygen D2	37.94	
			Acetylene G size	28.91	

EFT5327	16/06/2017	BOLGART PROGRESS ASSOCIATION	Bottle hire for April 17	30.02
EFT5328	16/06/2017	BOLGART RURAL MERCHANDISE	Oxygen for Depot	33.10
EFT5329	16/06/2017	BUILDING & HEALTH SURVEYING SERVICES	Library services for June 17	352.80
EFT5330	16/06/2017	Big Issue In Australia Ltd	Purchases for May 17	225.40
EFT5331	16/06/2017	BigMate Monitoring Services Pty Ltd	Building & Health Services for May 17	3431.82
EFT5332	16/06/2017	CALINGIRI AUTOS	Subscriptions for 2017	155.00
EFT5333	16/06/2017	CALINGIRI FOOTBALL CLUB	GPS Monitoring of Fleet Vehicles	308.00
EFT5334	16/06/2017	CALINGIRI HOCKEY CLUB	Service PWV61	334.16
EFT5335	16/06/2017	CALINGIRI SPORTS CLUB INC	Kidsport - Zachary King	121.00
EFT5336	16/06/2017	CALINGIRI TRADERS	Kidsport fees- Z King, R Dawkins	110.00
EFT5337	16/06/2017	CARAVANS WEST	Calingiri Netball Club - E Dawkins	60.00
EFT5338	16/06/2017	CIVIC LEGAL PTY LTD	Admin Purchases for May 17	428.99
EFT5339	16/06/2017	COUNTRY COPIERS NORTHAM	Building Maint May 17	385.29
EFT5340	16/06/2017	COVS PARTS PTY LTD	Advertising May 17	43.70
EFT5341	16/06/2017	Carringtons Traffic Services	Legal fees - Menzies Quarries	395.00
EFT5342	16/06/2017	Conway Highbury	Legal fees - Industrial relations	14467.75
EFT5343	16/06/2017	DAVID BRITNALL SMITH	Legal fees - Employment matters	4125.00
EFT5344	16/06/2017	DAVID LOVELOCK	Services for Admin Copiers May 17	2794.00
EFT5345	16/06/2017	FULTON HOGAN INDUSTRIES PTY LTD	Services for Depot Copier May 17	7548.75
EFT5346	16/06/2017	Filter Discounters Pty Ltd	Foam cups 240ml Depot	2960.53
EFT5347	16/06/2017	GALVINS PLUMBING SUPPLIES	Traffic controllers - Yerrecooin South East Rd	631.58
EFT5348	16/06/2017	HI-TEC ALARMS	Local Laws Review - Stage 3	80.41
EFT5349	16/06/2017	Hays Specialist Recruitment (Australia) Pty Ltd	June Quarter Allowance	5852.00
EFT5350	16/06/2017	IT VISION AUSTRALIA PTY LTD	June Quarter Allowance	2609.75
			Bag of easy street	2125.00
			Depot Parts	3750.00
			Parts for Water Supplies	1408.00
			Wireless monitoring unit for Admin Office	229.79
			Temp Rates Officer	465.92
				493.90
				5191.28
				11163.67

EFT5351	16/06/2017	JACQUELINE CORLESS-CROWTHER	Records Management Module	8859.17	2125.00
EFT5352	16/06/2017	JDSI Consulting Engineers Pty Ltd	Payroll Processing as quoted	2062.50	1320.00
EFT5353	16/06/2017	JIM KELLY	Update Shire Logo on Templates	242.00	2125.00
EFT5354	16/06/2017	Jaymie King	June Quarter Allowance		1770.83
EFT5355	16/06/2017	KENNARDS HIRE PTY LTD	Electrical costing Bolgart		1335.00
EFT5356	16/06/2017	LANDGATE	June Quarter Allowance		6303.80
			Hire Cherry Picker		
			UV Gen Values first 500	6183.95	
			Rural UV valuation	119.85	
EFT5357	16/06/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	E Connect Subscription 2016-17	289.00	
EFT5358	16/06/2017	MALTS CONTRACTING	Cleaning for Shire buildings June 2017	2079.00	
EFT5359	16/06/2017	MD & FA Glossop	Electrical work at 16 Yulgering Rd	3393.50	4312.00
			Electricity to New ACU Bolgart	918.50	
EFT5360	16/06/2017	MOORE STEPHENS (WA) PTY LTD	Audit Committee Training	4177.80	5772.80
			2017 Financial Reporting Workshop	1595.00	
EFT5361	16/06/2017	MUCHEA GRADING CONTRACTORS	Maintenance Grading for 2016/17	4088.70	
EFT5362	16/06/2017	Maxiparts Pty Ltd	Gloves for Depot	99.00	99.00
EFT5363	16/06/2017	NEVILLE JAMES CLARKE	June Quarter Allowance	2125.00	2125.00
EFT5364	16/06/2017	OCLC (UK) LTD	Amlib Maintenance	1373.65	1373.65
EFT5365	16/06/2017	OFFICEWORKS	Stationery - Pallet of paper	632.39	632.39
EFT5366	16/06/2017	Onsite Mechanical	Service for Depot vehicles	924.00	924.00
EFT5367	16/06/2017	PAULINE CARR	June Quarter Allowance	2125.00	2125.00
EFT5368	16/06/2017	Perth Safety Products Pty Ltd	Sign for Piawaning Desalination Plant	1650.00	1650.00
EFT5369	16/06/2017	REBECCA STONE	Paint Calingiri Library	200.00	200.00
EFT5370	16/06/2017	SCANLAN SURVEYS PTY LTD	Survey Mogumber Tavern	2255.00	2255.00
EFT5371	16/06/2017	SHIRE OF CHITTERING	Planning services for Feb - March 17	1997.50	1997.50
EFT5372	16/06/2017	SHIRE OF WONGAN-BALLIDU	Golden Horizons Subscription 2016/17	1500.00	1500.00
EFT5373	16/06/2017	STAPLES AUSTRALIA PTY LTD	Stationery Admin	870.62	870.62
EFT5374	16/06/2017	STAR TRACK EXPRESS	Freight charges for Depot	190.97	190.97



EFT5375	16/06/2017	STEPHANIE PENN	June Quarter Allowance	2531.25
EFT5376	16/06/2017	Versatile Building Products	Timber, globes, Sanding rolls	532.21
EFT5377	16/06/2017	WA HINO SALES & SERVICE	Parts for Hino Truck - PTK18	326.01
			Parts for Hino Truck - PTK21	148.87
EFT5378	16/06/2017	WALLIS COMPUTER SOLUTIONS	Agreement - Blue-beam Annual	177.14
			NBN service for April 17	8702.24
			Eaton UPS (Bolgart Library)	143.00
			NBN service for May 17	115.50
			Draytek Dual WAN Router	1021.91
			Invoice 13883 paid twice	115.50
			Computer for Mogumber Library	798.58
			NBN for June 17	-2756.88
			2 x New PC's (Rates and Finance)	2314.41
EFT5379	16/06/2017	WESTRAC PTY LTD - PARTS	Coolant for grader - PGR9	115.50
			Parts for Grader - PGR10	274.49
EFT5380	16/06/2017	WHEATBELT TYRES	Grader Tyre PGR9	89.25
			Repair Tyre on mower - PM07	185.24
EFT5381	16/06/2017	WONGAN STEEL MANUFACTURERS	Parts for grader - PGR10	96.40
EFT5382	16/06/2017	Wa Rangers Association Inc	Dangerous Dog Workshop - Ranger	37.00
EFT5383	16/06/2017	Work Clobber	Staff Uniform	319.65
EFT5385	30/06/2017	ABBOTT AUTO ELECTRICS	Fit UHF and Aerial	100.00
			Fit and wire UHF and Aerial	365.00
EFT5386	30/06/2017	AK Evans Earthmoving	Maintenance Grading	2872.39
EFT5387	30/06/2017	AVON WASTE	Waste removal	20163.00
EFT5388	30/06/2017	BGC (Australia) Pty Ltd	2 pallets of rapid set	4511.50
EFT5389	30/06/2017	BINDOON TRACTORS PTY LTD	Hire Excavator 29/05/17	706.46
EFT5390	30/06/2017	BOC LIMITED	G size acetylen	1705.00
EFT5391	30/06/2017	BOLGART PROGRESS ASSOCIATION	Community Budget Request 2015/16	175.48
				9830.00

EFT5392	30/06/2017	BUILDING & HEALTH SURVEYING SERVICES	Building Services for June 2017	3529.62
EFT5393	30/06/2017	CALINGIRI TRADERS	Purchases for May 17	611.55
EFT5394	30/06/2017	CIVIC LEGAL PTY LTD	Professional services	9914.85
EFT5395	30/06/2017	Clayton Consultants	Grants research	1650.00
EFT5396	30/06/2017	DAVE WATSON CONTRACTING PTY LTD	Tree pruning	20047.50
EFT5397	30/06/2017	DAVID BRITNALL SMITH	Travel claim	472.16
EFT5398	30/06/2017	EASTERN HILLS SAWS & MOWERS	Sundry Parts	108.00
EFT5399	30/06/2017	FIVE ROADS CAFE		1678.00
			Catering for Council March 2017	586.00
			Audit Committee Workshop	330.00
			Council Meals May Meeting 2017	762.00
EFT5400	30/06/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Rates Officer	2413.25
EFT5401	30/06/2017	JASON SIGNMAKERS	Bolts for signs	27.50
EFT5402	30/06/2017	Kerbing West Group	Supply and lay kerbing	20076.76
EFT5403	30/06/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Conference CEO	865.00
EFT5404	30/06/2017	MALTS CONTRACTING	Cleaning of Shire Buildings	957.00
EFT5405	30/06/2017	MOORE STEPHENS (WA) PTY LTD	GST Workshop	660.00
EFT5406	30/06/2017	NUTRIPRO PTY LTD	Exercise Sessions for Term 2 2017	1870.00
EFT5407	30/06/2017	OFFICEWORKS	Stationery for Admin	170.75
EFT5408	30/06/2017	Onsite Mechanical	Vehicle servicing	1056.00
EFT5409	30/06/2017	Perth Safety Products Pty Ltd	Sign for Piawaning	330.00
EFT5410	30/06/2017	RAINER GEORGE DUXORTH	Reimburse Parts for fire damage	267.30
EFT5411	30/06/2017	RURAL PROPERTY PROFESSIONALS PTY LTD	Property Appraisals	660.00
EFT5412	30/06/2017	SHIRE OF CHITTERING	Planning services	1360.00
EFT5413	30/06/2017	SHIRE OF TOODYAY	Aged Care Units	10060.12
EFT5414	30/06/2017	STAR TRACK EXPRESS	Freight Charges	168.94
EFT5415	30/06/2017	THOMAS CULVERWELL	Cleaning Gillingarra Public Toilets	140.00
EFT5416	30/06/2017	TOODYAY TYRES & EXHAUST	Tyres for PLR8	9512.00
EFT5417	30/06/2017	TOURISM COUNCIL WESTERN AUSTRALIA LTD	Membership fees 2017	289.00
EFT5418	30/06/2017	WA LOCAL GOVERNMENT ASSOCIATION		615.00
			Councillor W/shop - Integrated Strategic Planning	50.00
			Integrated Strategic Planning - CLGF	50.00
			Course - Serving on Council - Cr King	515.00

EFT5419	30/06/2017	WALLIS COMPUTER SOLUTIONS	Upgrade Synergysoft	822.25
EFT5420	30/06/2017	WONGAN CONCRETE SERVICES	Install foot path on Yerecoin East Rd	4825.26
EFT5421	30/06/2017	WONGAN HILLS HARDWARE	Key cutting	25.00
EFT5422	30/06/2017	WONGAN STEEL MANUFACTURERS	Hoses for PGR10	247.22
EFT5423	30/06/2017	WORKWEAR GROUP	Staff Uniform samples	353.40
EFT5424	30/06/2017	Wheatbelt Furniture and Homewares	Furniture for H002	2015.00
EFT5425	30/06/2017	YERECOIN TRADERS	Purchases for May 17	79.43
<b>Total EFT payments for June 2017</b>				<b>325799.58</b>
12085	01/06/2017	SHIRE OF VICTORIA PLAINS	Cash Wages for Week Ending 31/5/17	3950.00
12086	15/06/2017	SHIRE OF VICTORIA PLAINS	Cash Wages for Week Ending 14/6/17	3300.00
12088	29/06/2017	SHIRE OF VICTORIA PLAINS	Petty cash	455.40
12089	29/06/2017	SHIRE OF VICTORIA PLAINS	Cash Wages for Week Ending 28/6/17	2590.00
12090	30/06/2017	Department Of Transport	MVL Renewal -Portable Toilet	24.75
12091	30/06/2017	PIETRO METE	Rates refund A20465	374.56
12092	30/06/2017	SHIRE OF VICTORIA PLAINS	Petty Cash June 17	97.65
12093	30/06/2017	SYNERGY	Electricity Charges	90.65
12094	30/06/2017	YVONNE CATHERINE KING	Rates refund A20357	188.43
<b>Total Cheque payments for June 2017</b>				<b>11071.44</b>
DD9936.2	08/06/2017	SYNERGY	Electricity Charges 16 Mar - 19 May 17	422.00
DD9940.1	14/06/2017	CARE SUPER	Payroll deductions	512.21
DD9940.2	14/06/2017	WA SUPER	Superannuation contributions	5259.81
DD9940.3	14/06/2017	REST INDUSTRY SUPER	Superannuation contributions	262.51
DD9940.4	14/06/2017	LGIA Super	Superannuation contributions	733.03
DD9940.5	14/06/2017	PRIME SUPER	Superannuation contributions	412.15
DD9940.6	14/06/2017	AMP LIFE LIMITED	Superannuation contributions	177.91
DD9940.7	14/06/2017	Bt Super For Life	Superannuation contributions	186.83
DD9942.1	01/06/2017	THOMAS CULVERWELL	Cleaning Gillingarra Public Toilets	140.00
DD9942.2	06/06/2017	PAUL SPOWART	Reinburse Fridge purchase for Admin	399.00
DD9942.3	05/06/2017	TELSTRA CORPORATION LTD	Telephone Charges	408.07

DD9942.4	14/06/2017	TELSTRA CORPORATION LTD	Telephone Charges	1362.13
DD9942.5	10/06/2017	TELSTRA CORPORATION LTD	Telephone Charges	12.20
DD9942.6	14/06/2017	Wright Express Australia Pty Ltd	Fuel card for May 17	865.27
DD9951.1	16/06/2017	WATER CORPORATION	Water Charges	459.26
DD9951.2	02/06/2017	WATER CORPORATION	Water Charges	9.11
DD9951.3	14/06/2017	SYNERGY	Electricity Charges	1154.40
DD9953.1	21/06/2017	SYNERGY	Electricity charges	81.75
DD9953.2	30/06/2017	SYNERGY	Electricity Charges	663.90
DD9955.1	22/06/2017	Malcolm Palmer	Donation for Trailer	1000.00
DD9955.2	18/06/2017	TELSTRA CORPORATION LTD	Telephone charges	524.97
DD9963.1	28/06/2017	CARE SUPER	Payroll deductions	512.21
DD9963.2	28/06/2017	WA SUPER	Superannuation contributions	4541.24
DD9963.3	28/06/2017	REST INDUSTRY SUPER	Superannuation contributions	262.51
DD9963.4	28/06/2017	LGIA Super	Superannuation contributions	733.03
DD9963.5	28/06/2017	PRIME SUPER	Superannuation contributions	412.15
DD9963.6	28/06/2017	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	51.29
DD9963.7	28/06/2017	AMP LIFE LIMITED	Superannuation contributions	177.91
DD9963.8	28/06/2017	Bt Super For Life	Superannuation contributions	187.86
DD9966.1	22/06/2017	SYNERGY	Superannuation contributions	1247.00
DD9966.2	26/06/2017	COUNTRY HOUSING AUTHORITY	Electricity Charges	240.00
DD9966.3	28/06/2017	BOND ADMINISTRATOR	Rent - Temporary Housing	960.00
DD9972.1	30/06/2017	SYNERGY	Bond for Temporary Housing	-0.40
DD9974.1	15/06/2017	SOVP- CREDIT CARD ACCOUNT	Electricity Charges	4343.81
		ADINA	Accom - Staff Training	190.36
		SUPERCHEAP	Solar charging panel for admin generator	46.49
		WEBJET	Airfares - Cr Kelly Canberra	1153.83
		WEBJET	Airfares - Cr Smith Canberra	438.00
		CITY SUBARU	Service DCEO Vehicle - PAV43	338.00
		INTERNODE	Internet services for Bendigo Bank	60.23
		READDLE	I Pad Sixx Box Access	193.09
		PAN PACIFIC	Accom - DCEO Training	288.14
		CITY S PERTH	Parking - DCEO Training	17.50
		CUE	Uniforms CEO	600.00

PAGODA	Accom - Ranger Training	243.24	
PAGODA	Accom - CEO Training	228.04	
PAGODA	Accom - Admin Staff Training	197.63	
PAGODA	Meals for Training	153.00	
ADOBE	System upgrade	18.69	
WA POLICE	Police Clearance - CEO for Bendigo Bank	52.60	
BP WONGAN	Fuel for CEO - PAV44	58.97	
WALGA	Course fees for Ranger	66.00	
	Bendigo Bank		12.00
DD9974.2	15/06/2017 BENDIGO BANK		<b>28727.12</b>
	<b>Total Direct Debit payments for June 2017</b>		
15/06/2017	EFT Payment for Wages W/E 14/6/17	40162.67	
29/06/2017	EFT Payment for Wages W/E 28/6/17	34323.46	
	<b>Total Wages EFT payments for June 2017</b>	<b>74486.13</b>	
	<b>Total Payments for June 2017</b>	<b>440084.27</b>	

## F23/2017 MONTHLY FINANCIAL STATEMENTS

FILE REFERENCE	F1.3.3
REPORT DATE	17 July 2017
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Ian Graham – DCEO/Finance and Administration Manager
ATTACHMENTS	Monthly Financial Statements ( <b>Attachment 3</b> )

### PURPOSE OF REPORT

That the following statements and reports for the month ended 30 June 2017 be received.

### BACKGROUND

Under the Local Government (Financial Management) Regulations 1996 the Council is to prepare financial reports outlining the financial operations at the previous month end date.

Listed below is a compilation of the reports that will meet compliance, these are listed in Sections and the relevant regulations below.

### Monthly Financial Statement reports

Section 6.4 of the Local Government Act and Regulation 34.1 of the (Financial Management) Regulations requires a Local Government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget containing the following details:

- Annual budget estimates;
- Budget estimates to the end of the month to which the statement relates (known as YTD Budget);
- Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates (known as YTD Actuals);
- Material variances between the comparatives of Budget v's Actuals;
- The net current assets (NCA) at the end of the month to which the statement relates.

Regulation 34.2 – Each statement of financial activity must be accompanied by documents containing:

- An explanation of the composition of the net current assets of the month to which it relates, less committed assets and restricted assets containing the following detail:
  - An explanation of each of the material variances;
  - Such other supporting information as is considered relevant by the Local Government.

Regulation 34.3 – The information in a statement of financial activity may be shown:

- According to nature and type classification
- By program; or
- By business unit

Each financial year a Local Government is to adopt a % value, calculation in accordance with AAS5, to be used in reporting material variances.

#### **COMMENT**

The monthly financial report for May 2017 is therefore presented to Council showing monthly income and expenditure to date and comparative year to date budget and annual budget figures.

#### **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.

#### **Corporate Business Plan references and impacts:-**

Strategy 4.3.1 “Maintain/retain full compliance with statutory obligations”

##### ➤ **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 125/2017**

**Moved: Cr J King**

**Seconded: Cr N Clarke**

**That the following statements and reports for the month ended 30 June 2017 be received:**

Income Statement by Program.....	25
Income Statement by Nature and Type.....	26
Statement of Financial Activity .....	27
Statement of Financial Activity continued.....	27
Report on Significant Variances .....	28
Composition of Net Current Asset Position .....	29
Income and Expenditure Detail by Program.....	31
Capital Expenditure Report .....	50
Investments Report .....	52
Bank Reconciliation Report .....	53
Bank Reconciliation Report continued.....	54
Outstanding Rates Report.....	56
Outstanding Debtors Report.....	57

**CARRIED 9/0**



Income Statement by Program  
For the Period ended 30 June 2017

Attachment 3

Shire of Victoria Plains  
Income Statement by Program

	YTD Actual \$	YTD Budget \$	Current Budget \$	Original Budget \$
<b>Operating Income</b>				
General Purpose Funding	3,880,591	3,345,935	3,345,935	3,355,935
Governance	7,597	4,725	4,725	7,225
Law, Order and Public Safety	70,643	43,459	43,459	43,459
Health	3,205	2,483	2,483	2,483
Education & Welfare	1,093	0	0	0
Housing	158,617	1,054,880	1,054,880	1,026,212
Community Amenities	127,594	96,461	96,461	96,461
Recreation & Culture	34,942	32,051	32,051	32,051
Transport	1,129,150	1,144,215	1,144,215	1,079,301
Economic Services	37,210	31,317	31,317	31,317
Other Property & Services	88,209	35,863	35,863	35,863
	<u>5,538,850</u>	<u>5,791,389</u>	<u>5,791,389</u>	<u>5,710,307</u>
<b>Operating Expenditure</b>				
General Purpose Funding	(285,149)	(273,021)	(273,021)	(273,021)
Governance	(464,691)	(482,127)	(482,127)	(443,572)
Law, Order and Public Safety	(227,809)	(261,324)	(261,324)	(331,324)
Health	(107,706)	(108,005)	(108,005)	(153,005)
Education & Welfare	(38,270)	(41,863)	(41,863)	(41,863)
Housing	(228,469)	(217,728)	(217,728)	(217,728)
Community Amenities	(419,443)	(415,447)	(415,447)	(400,447)
Recreation & Culture	(623,584)	(574,479)	(574,479)	(579,479)
Transport	(2,562,688)	(3,159,076)	(3,159,076)	(2,989,076)
Economic Services	(145,122)	(173,949)	(173,949)	(168,949)
Other Property & Services	14,087	34,770	34,770	(13,230)
	<u>(5,088,843)</u>	<u>(5,672,249)</u>	<u>(5,672,249)</u>	<u>(5,611,694)</u>
<b>Interest on Borrowings</b>				
Governance	0	0	0	0
Housing	(154)	0	0	0
Recreation & Culture	(15,198)	(20,133)	(20,133)	(20,133)
	<u>(15,352)</u>	<u>(20,133)</u>	<u>(20,133)</u>	<u>(20,133)</u>
<b>Net Operating Result</b>	<u>\$ 434,655</u>	<u>99,007</u>	<u>99,007</u>	<u>78,480</u>

Income Statement by Nature and Type  
For the Period ended 30 June 2017

<b>Shire of Victoria Plains</b>			
<b>Income Statement by Nature or Type</b>			
<b>For the period ending 30th June 2017</b>			
	<b>YTD Actual</b>	<b>Current</b>	<b>Original</b>
	<b>\$</b>	<b>Budget</b>	<b>Budget</b>
		<b>\$</b>	<b>\$</b>
<b>REVENUES FROM ORDINARY ACTIVITIES</b>			
Rates	2,334,698	2,334,121	2,334,121
Grants and Subsidies - Operating	1,576,654	1,032,755	1,032,755
Fees and Charges	222,384	176,345	176,345
Interest Earnings	84,853	67,000	107,000
Other Revenue	101,678	88,452	63,538
	<u>4,320,267</u>	<u>3,698,673</u>	<u>3,713,759</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>			
Employee Costs	(1,473,047)	(1,416,062)	(1,268,762)
Materials and Contracts	(1,153,771)	(1,323,381)	(1,230,857)
Utilities	(76,610)	(79,900)	(78,900)
Depreciation	(1,803,591)	(2,379,710)	(2,529,710)
Interest Expenses	(17,531)	(22,303)	(22,303)
Insurance	(187,268)	(183,080)	(183,080)
Other Expenditure	(378,265)	(321,715)	(321,715)
	<u>(5,090,083)</u>	<u>(5,726,151)</u>	<u>(5,635,327)</u>
	(769,816)	(2,027,478)	(1,921,568)
Grants and Subsidies - Non-Operating	1,218,177	2,101,716	2,043,048
Profit/(Loss) on Asset Disposals	(13,706)	24,769	(43,000)
<b>NET RESULT</b>	<u>434,655</u>	<u>99,007</u>	<u>78,480</u>

Statement of Financial Activity  
For the Period ended 30 June 2017

Shire of Victoria Plains Statement of Financial Activity		Current Budget	Original Budget	YTD Variance	
	YTD Actual	YTD Budget			
	\$	\$	\$	\$	
<b>Operating Income</b>					
General Purpose Funding	3,880,591	3,345,935	3,345,935	3,355,935	16%
Governance	7,597	4,725	4,725	4,725	61%
Law, Order and Public Safety	70,643	43,459	43,459	43,459	63%
Health	3,205	2,483	2,483	2,483	29%
Education & Welfare	1,093	0	0	0	#DIV/0!
Housing	94,318	96,212	96,212	126,212	-2%
Community Amenities	107,594	76,461	76,461	76,461	41%
Recreation & Culture	34,942	32,051	32,051	32,051	9%
Transport	(4,728)	30,167	30,167	5,253	-116%
Economic Services	37,210	31,317	31,317	31,317	19%
Other Property & Services	88,209	35,863	35,863	35,863	146%
<b>Sub Total</b>	<b>4,320,673</b>	<b>3,698,673</b>	<b>3,698,673</b>	<b>3,713,759</b>	<b>17%</b>
<b>Operating Expenditure</b>					
General Purpose Funding	(285,149)	(273,021)	(273,021)	(273,021)	4%
Governance	(464,691)	(482,127)	(482,127)	(441,072)	-4%
Law, Order and Public Safety	(227,809)	(261,324)	(261,324)	(331,324)	-13%
Health	(107,706)	(108,005)	(108,005)	(153,005)	0%
Education & Welfare	(38,270)	(41,863)	(41,863)	(41,863)	-9%
Housing	(228,623)	(217,728)	(217,728)	(217,728)	5%
Community Amenities	(419,443)	(415,447)	(415,447)	(400,447)	1%
Recreation & Culture	(638,782)	(594,612)	(594,612)	(599,612)	7%
Transport	(2,562,688)	(3,168,076)	(3,168,076)	(3,038,076)	-19%
Economic Services	(145,122)	(173,949)	(173,949)	(168,949)	-17%
Other Property & Services	14,087	34,770	34,770	(13,230)	-59%
<b>Sub Total</b>	<b>(5,104,195)</b>	<b>(5,701,382)</b>	<b>(5,701,382)</b>	<b>(5,678,327)</b>	<b>-10%</b>
<b>Grants for the Development of Assets</b>					
General Purpose Funding	0	0	0	0	
Law, Order and Public Safety	0	0	0	0	
Housing	64,299	958,668	958,668	900,000	
Community Amenities	20,000	20,000	20,000	20,000	
Recreation & Culture	0	0	0	0	
Transport	1,133,878	1,123,048	1,123,048	1,123,048	
<b>Sub Total</b>	<b>1,218,177</b>	<b>2,101,716</b>	<b>2,101,716</b>	<b>2,043,048</b>	
<b>Net Operating Result</b>	<b>434,655</b>	<b>99,007</b>	<b>99,007</b>	<b>78,480</b>	<b>(0)</b>
<b>Capital Income</b>					
Proceeds from the Sale of Assets	306,859	368,668	368,668	222,000	
Transfer from Reserves	212,760	212,760	212,760	212,760	
Proceeds from New Loans	175,000	175,000	175,000	175,000	
Self-Supporting Loan Principal Income	15,741	15,212	15,212	15,212	
<b>Sub Total</b>	<b>710,360</b>	<b>771,640</b>	<b>771,640</b>	<b>624,972</b>	
<b>Capital Expenditure</b>					
Governance	(218,045)	(215,636)	(215,636)	(203,735)	
Law, Order and Public Safety	0	0	0	0	
Education & Welfare	0	0	0	0	
Housing	(64,299)	(1,053,500)	(1,053,500)	(1,057,500)	
Community Amenities	(230,712)	(231,250)	(231,250)	(220,750)	
Recreation & Culture	0	0	0	(5,200)	
Transport	(1,589,281)	(1,580,354)	(1,580,354)	(1,485,076)	
Economic Services	0	0	0	0	
Other Property & Services	(574,642)	(575,150)	(575,150)	(572,500)	
Transfer to Reserves	(18,716)	(34,000)	(34,000)	(34,000)	
Self-Supporting Loan	0	0	0	0	
Repayment of Loans	(49,036)	(48,511)	(48,511)	(48,511)	
<b>Sub Total</b>	<b>(2,744,731)</b>	<b>(3,738,401)</b>	<b>(3,738,401)</b>	<b>(3,627,272)</b>	
<b>Total Operating + Non-Operating</b>	<b>(1,599,716)</b>	<b>(2,867,754)</b>	<b>(2,867,754)</b>	<b>(2,923,820)</b>	
<b>Adjust Non-Cash items</b>					
Depreciation	1,803,591	2,379,710	2,379,710	2,529,710	
Movement in Self-Supporting Loans	0	0	0	0	
Provisions	0	0	0	0	
P/L on Sale of Assets	13,706	66,563	66,563	43,000	
Surplus / Deficit B/fwd	421,481	421,481	421,481	351,110	
<b>Closing Surplus (Deficit) c/f:</b>	<b>639,062</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	

Report on Significant Variances  
For the Period ended 30 June 2017

Shire of Victoria Plains		
Report on Significant Variances Greater than 10% or \$5000 For the period ending 30th June 2017		
	YTD Var \$	Timing (T) or Permanent (P)
<b>Operating Income</b>		
<b>General Purpose Funding</b>		
Interest Income over budget YTD	16,956 FAV	P
Financial Assistance Grants over budget YTD	516,316 FAV	
<b>Law, Order, Public Safety</b>		
Operating income over budget YTD	27,184 FAV	P
<b>Community Amenities</b>		
Planning Application Fees over budget YTD	34,553 FAV	P
<b>Transport</b>		
WAANDRA claim under budget YTD	(10,548) UNFAV	P
<b>Economic Services</b>		
Caravan Park Income over budget YTD	9,875 FAV	
Bendigo Bank Commissions under budget YTD	(6,214) UNFAV	
<b>Other Property &amp; Services</b>		
Insurance Claims/Worker Comp Recovered over budget YTD	46,606 FAV	P
<b>Operating Expenditure</b>		
<b>General Purpose Funding</b>		
Rates Collection over budget YTD	13,116 UNFAV	P
<b>Governance</b>		
Members Expenses over budget YTD	9,306 UNFAV	P
Members Conferences & Seminars over budget YTD	8,122 UNFAV	T
Admin. Expenses under budget YTD	(54,400) FAV	P
<b>Law, Order &amp; Public Safety</b>		
Bushfire Brigades Expenses under budget YTD	(17,930) FAV	P
Fire Prevention under budget YTD	(17,377) FAV	P
Animal Control & Other Law Order Public Safety over budget YD	6,069 UNFAV	P
<b>Housing</b>		
Staff Housing over budget YTD	12,830 UNFAV	P
<b>Recreation &amp; Culture</b>		
Town Gardens & Reserves Maintenance over Budget YTD	30,230 UNFAV	P
Public Halls & Civic Centres over budget YTD	5,151 UNFAV	P
<b>Transport</b>		
Maintenance Grading under Budget YTD	(29,287) FAV	P
Drainage Maintenance over budget YTD	24,576 UNFAV	P
Misc Road Maintenance over Budget YTD	(9,388) FAV	P
Traffic Signs and Control Equipment under budget YTD	(18,010) FAV	P
Footpath Maintenance under budget YTD	(25,176) FAV	P
Infrastructure Depreciation under budget YTD	(554,086) FAV	P
<b>Economic Services</b>		
Noxious Weed & Pest Control expenses under budget YTD	(24,477) FAV	P
<b>Other Property &amp; Services</b>		
Loss on sale (Dep'n recovered) over Budget YTD	21,927 UNFAV	P
<b>Capital Grants / Income</b>		
<b>Housing</b>		
R4R CLGF Grant under budget YTD	(894,369) UNFAV	P
<b>Transport</b>		
Capital Grants over budget YTD	10,830 FAV	P

Report on Significant Variances  
For the Period ended 30 June 2017 cont...

<b>Shire of Victoria Plains</b>		
<b>Report on Significant Variances Greater than 10% or \$5000</b>		
<b>For the period ending 30th June 2017</b>		
	<b>YTD Var</b>	<b>Timing (T) or</b>
<b>Capital Expenditure</b>		
<b>Housing</b>		
Aged Person Units under budget YTD	(975,701) FAV	<b>P</b>
Fencing Bolgart APU's	(13,500) FAV	<b>P</b>
<b>Transport</b>		
Road Infrastructure Capital Expenditure over budget YTD	8,927 UNFAV	<b>P</b>

Composition of Net Current Asset Position  
For the Period ended 30 June 2017

<b>Shire of Victoria Plains</b>	
<b>Statement of Financial Activity</b>	
<b>For the period ending 30th June 2017</b>	
<b>Composition of Net Current Asset Position</b>	
<b>Current Assets</b>	
	\$
Cash - Unrestricted	561,502
Cash - Restricted	720,678
Receivables	600,738
Inventories	41,242
<b>Total Current Assets</b>	<u>1,924,159</u>
<b>Less Current Liabilities</b>	
Payables	(518,824)
Accrued Salaries & Wages	(4,848)
Current portion of Leave Provisions	(147,812)
Provisions and Borrowings	(40,747)
<b>Total Current Liabilities</b>	<u>(712,231)</u>
<b>Net Current Assets Position</b>	<u><b>1,211,928</b></u>
Less Cash Restricted - Reserves	720,678
Less Provisions	(147,812)
<b>Closing Available Funds</b>	<u><u><b>639,062</b></u></u>

**Financial Ratios in Relation to YTD Figures**

**Current Ratio**

<u>Current Assets - Restricted Assets</u>	<u>1,203,481</u>	<u>1.69</u>
Current Liabilities	712,231	

**Quick Ratio**

<u>Current Assets -(Restricted Assets + Inventories)</u>		
Current Liabilities	712,231	
	<u>1,162,239</u>	<u>1.63</u>

A quick ratio of greater than 2 is desirable in order for a local government to meet its short term commitments and to meet any contingencies.

Income and Expenditure Detail by Program

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>General Purpose Funding</b>								
Rates								
	10300	Rates Income			(2,269,999)	(2,271,621)	(2,271,621)	(2,271,621)
	10315	Administrative Fees & Charges			(2,852)	(4,000)	(4,000)	(4,000)
	20300	Rates Collection			22,316	9,200	9,200	9,200
		<b>Total Rates Income / Expenditure</b>			<b>(2,250,535)</b>	<b>(2,266,421)</b>	<b>(2,266,421)</b>	<b>(2,266,421)</b>
<b>General Purpose Grants</b>								
	10325	General Purpose Grants			(1,481,116)	(964,800)	(964,800)	(964,800)
		<b>Total General Purpose Grants</b>			<b>(1,481,116)</b>	<b>(964,800)</b>	<b>(964,800)</b>	<b>(964,800)</b>
<b>Other General Purpose Income</b>								
	10310	Ex Gratia Rates			(64,699)	(62,500)	(62,500)	(62,500)
	10320	Interest Income			(53,956)	(37,000)	(37,000)	(47,000)
	10395	Administration Income - Allocated			(7,969)	(6,014)	(6,014)	(6,014)
	20310	Admin Expenditure Reallocated			262,833	263,821	263,821	263,821
		<b>Total Other General Purpose Income / Expenditure</b>			<b>136,209</b>	<b>158,306</b>	<b>158,306</b>	<b>148,306</b>
		<b>Total General Purpose Funding</b>			<b>(3,595,442)</b>	<b>(3,072,915)</b>	<b>(3,072,915)</b>	<b>(3,082,915)</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
Members Of Council								
	10420	Contributions And Donations			(1,336)	0	0	0
	10495	Admin Income Allocated			(6,261)	(4,725)	(4,725)	(4,725)
		<b>Members Of Council Operating Income</b>			<b>(7,597)</b>	<b>(4,725)</b>	<b>(4,725)</b>	<b>(4,725)</b>
	20401	Member'S Expenses			30,494	19,000	19,000	19,000
	20402	Member'S Allowances			73,438	75,625	75,625	75,625
	20403	Election Expenses			4,483	3,000	3,000	3,000
	20404	Conferences & Seminars - Local Government Week			20,425	21,000	21,000	21,000
	20405	Conferences & Seminars - Councillor Training			15,122	7,000	7,000	7,000
	20406	Meeting Costs			10,982	6,000	6,000	6,000
	20407	Delivering Agendas			0	1,459	1,459	1,459
	20408	Sundry			17,346	17,950	17,950	17,950
	20409	Public Relations			62,351	60,250	60,250	60,250
	20411	Insurance			5,075	5,000	5,000	5,000
	20412	Strategic Plan			492	0	0	20,000
	20420	Admin Expenditure Allocated			206,503	207,288	207,288	207,288
		<b>Members of Council Operating Expenditure</b>			<b>446,710</b>	<b>423,572</b>	<b>423,572</b>	<b>443,572</b>
		<b>Total Members of Council</b>			<b>439,113</b>	<b>418,846</b>	<b>418,846</b>	<b>438,846</b>
Administration								
	10430	Reimbursements			(15,736)	(8,250)	(8,250)	(8,250)
	10431	Commissions			(13,016)	(15,000)	(15,000)	(15,000)
	10432	Administration Charges			(2,898)	(1,525)	(1,525)	(1,525)
	10433	Sundry Income			(2,508)	(1,000)	(1,000)	(1,000)
	10434	Rounding			(1)	0	0	0
	10496	Admin Income Reallocated			34,158	25,775	25,775	25,775
		<b>Administration Operating Income</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Administration								
	10490	WDV on Assets Sold			94,681	95,231	95,231	75,000
	16001	CEO Vehicle - Sale Proceeds			(44,223)	(45,000)	(45,000)	(45,000)
	16002	DCEO Vehicle - Sale Proceeds			(32,727)	(32,500)	(32,500)	(32,500)
		<b>Administration (Profit) / Loss on Sale of Assets</b>			<b>17,731</b>	<b>17,731</b>	<b>17,731</b>	<b>(2,500)</b>
	20430	Salaries & Wages			560,985	607,274	607,274	607,274
	20431	CEO Package			35,871	37,300	37,300	37,300
	20432	DCEO Package			30,050	36,450	36,450	36,450
	20433	Other Staff Costs			40,516	27,524	27,524	6,700
	20435	Computing			73,288	88,000	88,000	88,000



Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Governance</b>								
20436	Insurance				47,886	47,265	47,265	47,265
20437	Staff Recruitment				35,120	34,850	34,850	14,850
20438	Staff Training				25,385	25,000	25,000	25,000
20439	Office Building - Operating				13,162	12,510	12,510	12,510
20440	Office Building & Surrounds Maintenance			B001 Admin Office Building Mai	15,653	20,394	20,394	20,394
20440	Office Building & Surrounds Maintenance			G001 Admin Bldg Ground Mair	15,524	19,722	19,722	19,722
20441	Minor Office Equipment				4,991	5,000	5,000	5,000
20442	Office Consumables				398	800	800	800
20443	Telephone				12,257	11,920	11,920	11,920
20444	Postage				4,376	4,250	4,250	4,250
20445	Other Office Expenses				164,361	135,100	135,100	135,100
20446	Bank Merchant Fees				4,106	6,000	6,000	6,000
20447	Bank Charges				2,514	1,500	1,500	1,500
20448	Audit Fees				6,434	16,500	16,500	16,500
20449	Occupational Health & Safety				7,300	6,750	6,750	6,750
20450	Write-Offs				278	250	250	250
20481	Depreciation Expense				26,381	27,125	27,125	27,125
20490	Administration Expenditure - Reallocated				(1,126,587)	(1,190,987)	(1,130,660)	(1,130,660)
	<b>Administration Operating Expenditure</b>				250	(9,503)	40,824	0
40004	Ceo Vehicle Replacement				63,636	65,000	65,000	65,000
40005	Deeo Vehicle Replacement				42,119	42,119	42,119	47,500
40278	Community / Admin Pool Vehicle				20,571	20,000	20,000	20,000
40069	Computing upgrade software & hardware				41,318	40,000	40,000	40,000
40279	Upgrade A/C Council Chambers				5,682	5,682	5,682	8,000
40280	ATM Installation				17,940	18,000	18,000	10,400
40259	Admin. Customer Carpark Upgrade				17,703	15,000	15,000	15,000
40074	OHS Upgrades				9,075	9,835	9,835	9,835
	<b>Total Governance/Administration Capital Expenditure</b>				218,045	215,636	215,636	215,735
	<b>Total Administration</b>				236,025	223,864	274,191	213,235
	<b>Total Governance</b>				675,138	642,710	693,037	652,081

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Law, Order &amp; Public Safety</b>								
<b>Fire Prevention</b>								
10510		Operating Grant			(50,643)	(37,455)	(37,455)	(37,455)
10511		Contributions And Donations			(11,004)	0	0	0
10512		Fire Prevention Infringements			(266)	(500)	(500)	(500)
10513		Insurance claims Received			0	0	0	0
		<b>Fire Prevention - Operating Income</b>			<b>(61,913)</b>	<b>(37,955)</b>	<b>(37,955)</b>	<b>(37,955)</b>
20500		Fire Prevention			35,570	64,784	54,784	54,784
20509		Sandlewood Farm Fire Expenses			1,935	500	500	500
20512		Depreciation Expense			4,499	4,088	4,088	4,088
		<b>Fire Prevention - Operating Expenditure</b>			<b>42,005</b>	<b>59,382</b>	<b>59,382</b>	<b>59,382</b>
16003		DFES Capital Grant - Fire Tender Replacement			0	0	0	0
		<b>Bushfire Brigades - Capital Income</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
20510		FESEA Fire Truck Expenses			69,552	84,600	84,600	134,600
20511		Fire Stations		8002 Cairngri Freeman's Building Mair	12,854	15,649	15,649	15,649
20511		Fire Stations		8003 Bolgart Fire Station	280	210	210	210
20511		Fire Stations		8004 Moggumber / Gillingarra Fire Station	335	350	350	350
20511		Fire Stations		8005 Yerecoin Fire Station	149	150	150	150
20511		Fire Stations		8006 New Norcia Emergency Services B.	1,128	1,100	1,100	1,100
		<b>Bush Fire Brigades - Operating Expenditure</b>			<b>84,129</b>	<b>102,959</b>	<b>102,959</b>	<b>152,989</b>
		<b>Total Fire Prevention</b>			<b>54,220</b>	<b>123,486</b>	<b>123,486</b>	<b>173,486</b>
<b>Animal Control</b>								
10520		Animal Infringements			(1,430)	(1,000)	(1,000)	(1,000)
10522		Licensing			(3,268)	(2,500)	(2,500)	(2,500)
20520		Animal Compound			19,367	13,178	13,178	33,178
20521		Dog Licensing			110	250	250	250
		<b>Total Animal Control</b>			<b>14,799</b>	<b>9,928</b>	<b>9,928</b>	<b>29,928</b>
<b>Other Law, Order And Public Safety</b>								
10530		Other Income			(690)	0	0	0
10535		Infringements			(1,350)	(500)	(500)	(500)
10580		(Profit)/Loss on Sale of Assets			0	0	0	0
10585		Administration Income - Allocated			(1,991)	(1,504)	(1,504)	(1,504)
		<b>Other Law Order &amp; Public Safety - Operating Income</b>			<b>(4,031)</b>	<b>(2,004)</b>	<b>(2,004)</b>	<b>(2,004)</b>
20530		Emergency Services			0	500	500	500
20533		Community Emergency Services Manager			16,083	20,000	20,000	20,000
20540		Fines Enforcement Costs			408	0	0	0
20590		Administration Cost Allocated			65,680	65,955	65,955	65,955
		<b>Other Law Order &amp; Public Safety - Operating Expenditure</b>			<b>82,171</b>	<b>86,455</b>	<b>86,455</b>	<b>86,455</b>
40228		Cairngri Fire Tender (DFES replacement)			0	0	0	0
40229		Yerecoin/Plawangi Fire Tender (DFES replacement)			0	0	0	0
		<b>Total Other Law Order &amp; Public Safety</b>			<b>78,147</b>	<b>84,452</b>	<b>84,452</b>	<b>84,452</b>
		<b>Total Law, Order &amp; Public Safety</b>			<b>\$ 157,167</b>	<b>217,866</b>	<b>217,866</b>	<b>287,866</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Health</b>								
Preventative Services - Administration & In	10710	Fees & Charges			(644)	(550)	(550)	(550)
		<b>Administration &amp; Inspection - Operating Income</b>			(644)	(550)	(550)	(550)
20704		Health Administration			18,763	15,017	15,017	15,017
		<b>Administration &amp; Inspection - Operating Expenditure</b>			18,763	15,017	15,017	15,017
		<b><u>Total Administration &amp; Inspection</u></b>			18,120	14,467	14,467	14,467
Preventative Services - Pest Control	20710	Mosquito Control			2,482	4,590	4,590	19,590
20711		Fogging Mosquitos			1,365	2,899	2,899	32,899
		<b><u>Total Pest Control</u></b>			3,847	7,489	7,489	52,489
Preventative Services - Other	20720	Analytical Expenses			350	500	500	500
		<b><u>Total Preventative Services - Other</u></b>			350	500	500	500
Other Health	10750	Ambulance Reimbursements			0	0	0	0
10795		Administration Income - Allocated			(2,562)	(1,933)	(1,933)	(1,933)
		<b>Other Health - Operating Income</b>			(2,562)	(1,933)	(1,933)	(1,933)
20731		Reimbursable Expenditure			197	200	200	200
20790		Admin Expenditure - Allocated			84,494	84,799	84,799	84,799
		<b>Other Health - Operating Expenditure</b>			84,745	84,999	84,999	84,999
		<b><u>Total Other Health</u></b>			82,184	83,066	83,066	83,066
40233		Mosquito Fogger			0	0	0	0
		<b>Total Health Capital Expenditure</b>			0	0	0	0
		<b><u>Total Health</u></b>			<b>104,500</b>	<b>105,522</b>	<b>105,522</b>	<b>150,522</b>

30/06/2017	Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
						\$	\$	\$	\$
	<b>Education &amp; Welfare</b>								
	<b>Education &amp; Welfare Operating Income</b>								
	Education	20800	School Programs and Improvements			2,856	4,319	4,319	4,319
		20801	Sponsorships & Prizes			0	2,500	2,500	2,500
		20802	Administration Expenditure Allocated			0	0	0	0
		20803	Bolgart Playgroup - Maintenance			8,154	831	831	831
			<b>Education &amp; Welfare Operating Expenditure</b>			\$ 11,010	7,650	7,650	7,650
	Community Development								
			<b>Community Development Operating Income</b>			( 1,093)	0	0	0
		20804	Community Development Officer			27,260	34,213	34,213	34,213
			<b>Community Development Operating Expenditure</b>			\$ 27,260	34,213	34,213	34,213
			<b>Total Education &amp; Welfare</b>			\$ 37,177	41,863	41,863	41,863

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Housing</b>								
Housing - Council Staff								
10910		Staff Housing - 44 Edmonds Street			(6,240)	(6,240)	(6,240)	(6,240)
10912		Staff Housing - 12 Harrington Street			(9,600)	(7,800)	(7,800)	(7,800)
10913		Staff Housing - 16 Yulgering Street			(5,217)	(11,440)	(11,440)	(11,440)
10914		Staff Housing - 13 Lambert Cres			0	0	0	0
10915		Staff Housing - 7 Harrington Street			(1,900)	(5,200)	(5,200)	(5,200)
10916		Staff Housing - 15 Lambert Cres			0	0	0	0
10917		Misc Income Staff Housing			(4,212)	(3,000)	(3,000)	(3,000)
		<b>Staff Housing - Operating Income</b>			<b>(27,169)</b>	<b>(33,680)</b>	<b>(33,680)</b>	<b>(33,680)</b>
20900		Staff Housing Operating Expenditure			35,794	36,749	36,749	36,749
20901		Staff Housing Building & Surrounds Maintenance	H002	12 Harrington Street	19,276	16,738	16,738	16,738
20901		Staff Housing Building & Surrounds Maintenance	H003	13 Lambert Cres	5,627	17,278	17,278	17,278
20901		Staff Housing Building & Surrounds Maintenance	H004	15 Lambert Cres	7,084	7,076	7,076	7,076
20901		Staff Housing Building & Surrounds Maintenance	H005	44 Edmonds Street	5,880	13,886	13,886	13,886
20901		Staff Housing Building & Surrounds Maintenance	H006	16 Yulgering Road	39,257	6,361	6,361	6,361
20901		Staff Housing Building & Surrounds Maintenance	H007	7 Harrington Street	7,634	9,635	9,635	9,635
		<b>Staff Housing - Operating Expenditure</b>			<b>120,553</b>	<b>107,723</b>	<b>107,723</b>	<b>107,723</b>
		<b>Staff Housing - Capital Expenditure</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Total Staff Housing</b>			<b>93,385</b>	<b>74,043</b>	<b>74,043</b>	<b>74,043</b>
Housing - Aged Persons								
10920		Calingiri Aged Person Units - Unit 1			(5,200)	(5,200)	(5,200)	(5,200)
10921		Calingiri Aged Person Units - Unit 2			(6,240)	(5,200)	(5,200)	(5,200)
10922		Calingiri Aged Person Units - Unit 3			(4,955)	(5,200)	(5,200)	(5,200)
10923		Calingiri Aged Person Units - Unit 4			(6,032)	(5,200)	(5,200)	(5,200)
10930		Bolgart Aged Person Units - Unit 1			(5,820)	(5,200)	(5,200)	(5,200)
10931		Bolgart Aged Person Units - Unit 2			(6,240)	(5,200)	(5,200)	(5,200)
10932		R4R CLGF Grant			(64,299)	(958,668)	(958,668)	(900,000)
10935		Interest			(30,897)	(30,000)	(30,000)	(60,000)
		<b>Aged Person Housing - Operating Income</b>			<b>(129,682)</b>	<b>(1,019,868)</b>	<b>(1,019,868)</b>	<b>(991,200)</b>
20902		Calingiri Aged Person Units Operating Expenditure			20,300	18,457	18,457	18,457
20903		Calingiri Aged Person Units Maintenance	APC	Aged Persons Units	8,161	0	0	0
20903		Calingiri Aged Person Units Maintenance	APC1	Aged Person Unit 1 -	560	3,427	3,427	3,427
20903		Calingiri Aged Person Units Maintenance	APC2	Aged Persons Unit 1 -	873	3,427	3,427	3,427
20903		Calingiri Aged Person Units Maintenance	APC3	Aged Persons Units	247	3,083	3,083	3,083
20903		Calingiri Aged Person Units Maintenance	APC4	Aged Person Unit 1 -	882	3,083	3,083	3,083

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Housing</b>								
	20904	Bolgart Aged Perons Units Operating Expenditure			12,180	12,616	12,616	12,616
	20905	Bolgart Aged Perons Units Maintenance	APB	Aged Persons Units	2,890	500	500	500
	20905	Bolgart Aged Perons Units Maintenance	APB1	Aged Person Unit 1 -	2,916	3,912	3,912	3,912
	20905	Bolgart Aged Perons Units Maintenance	APB2	Aged Person Unit 2 -	815	3,083	3,083	3,083
		<b>Aged Person Housing - Operating Expenditure</b>			<b>49,825</b>	<b>51,588</b>	<b>51,588</b>	<b>51,588</b>
					0	0	0	0
					0	0	0	0
		<b>Aged Person Housing - Capital Expenditure</b>						
		<b>Total Aged Person Housing</b>			<b>(79,858)</b>	<b>(968,280)</b>	<b>(968,280)</b>	<b>(939,612)</b>
Housing - Other	10950	Housing Misc Income			0	0	0	0
	10995	Administration Income - Allocated			(1,766)	(1,332)	(1,332)	(1,332)
		<b>Housing Other - Operating Income</b>			<b>(1,766)</b>	<b>(1,332)</b>	<b>(1,332)</b>	<b>(1,332)</b>
	20960	Depreciation Expense - Housing			0	0	0	0
	20990	Administration Expenditure - Allocated			58,245	58,417	58,417	58,417
		<b>Housing Other - Operating Expenditure</b>			<b>58,245</b>	<b>58,417</b>	<b>58,417</b>	<b>58,417</b>
		<b>Total Other Housing</b>			<b>56,479</b>	<b>57,086</b>	<b>57,086</b>	<b>57,086</b>
	40197	<b>Housing Other - Capital Expenditure</b>						
	40198	2 x Aged Care Units - Bolgart			46,370	520,000	520,000	520,000
	40281	2 x Aged Care Units - Calingiri			17,930	520,000	520,000	520,000
	40282	Art Society Shed			0	0	0	4,000
		Fencing Bolgart APU's			0	13,500	13,500	13,500
		<b>Total Housing Other - Capital Expenditure</b>			<b>64,299</b>	<b>1,053,500</b>	<b>1,053,500</b>	<b>1,057,500</b>
		<b>Total Housing</b>			<b>\$ 134,305</b>	<b>216,349</b>	<b>216,349</b>	<b>249,017</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Community Amenities</b>								
Sanitation - Household Refuse								
11000		Refuse Removal Gst Charged			(7,068)	(7,500)	(7,500)	(7,500)
11001		Refuse Removal			(41,672)	(42,000)	(42,000)	(42,000)
11002		Refuse Removal			(105)	0	0	0
		<b>Sanitation - Household Refuse - Operating Income</b>			<b>(48,845)</b>	<b>(49,500)</b>	<b>(49,500)</b>	<b>(49,500)</b>
21000		Domestic Refuse Collection			42,535	38,262	38,262	38,262
21005		Landfill Site Maintenance	TIPB	Refuse Site Maintenance - Bolga	40,230	34,328	123,290	34,328
21005		Landfill Site Maintenance	TIPC	Refuse Site Maintenance - Calingiri	85,769	47,309		47,309
21005		Landfill Site Maintenance	TIFM	Refuse Site Maintenance - Mogui	8,432	26,653		26,653
21010		Waste Oil Removal	WSTO	Waste Oil	0	1,000	1,000	1,000
21015		Depreciation			3,750	0	0	0
		<b>Sanitation - Household Refuse - Operating Expenditure</b>			<b>180,716</b>	<b>147,552</b>	<b>162,552</b>	<b>147,552</b>
		<b>Sanitation - Household Refuse - Capital Expenditure</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Sanitation - Household Refuse - Household Refuse</b>			<b>131,876</b>	<b>98,052</b>	<b>113,052</b>	<b>98,052</b>
					(1,955)	(2,000)	(2,000)	(2,000)
					(1,955)	(2,000)	(2,000)	(2,000)
11010		Drum Muster			582	3,935	3,935	3,935
21020		Refuse Collection - Streets, Parks, Gardens & Reserves	RUBB	Rubbish Removal	1,417	3,743	3,743	3,743
21021		Litter Control Roadside Bins	LITT	Litter Control Roadside Bins	2,927	2,000	2,000	2,000
21022		Drum Muster	DRUM	Drum Muster	4,925	9,678	9,678	9,678
		<b>Sanitation - Other - Operating Expenditure</b>			<b>3,971</b>	<b>7,678</b>	<b>7,678</b>	<b>7,678</b>
		<b>Total Sanitation - Other</b>			<b>(17,625)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>
					<b>(17,625)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>
Sewerage								
11020		Sewerage			7,105	13,064	13,064	13,064
21030		Effluent Disposal Schemes	SEWC	Sewerage - Calingiri	1,537	8,803	8,803	8,803
21030		Effluent Disposal Schemes	SEWY	Sewerage - Yerecoin	0	0	0	0
21031		Sewerage Audit			1,118	2,432	2,432	2,432
21032		Effluent Pond Maintenance	EPNDC	Effluent Ponds Calingiri	0	2,432	2,432	2,432
21032		Effluent Pond Maintenance	EPNDY	Effluent Ponds Yerecoin	9,760	26,731	26,731	26,731
		<b>Sewerage - Operating Expenditure</b>			<b>(7,855)</b>	<b>6,731</b>	<b>6,731</b>	<b>6,731</b>
		<b>Total Sewerage</b>			<b>(37,053)</b>	<b>(2,500)</b>	<b>(2,500)</b>	<b>(2,500)</b>
					<b>(37,053)</b>	<b>(2,500)</b>	<b>(2,500)</b>	<b>(2,500)</b>
Town Planning & Regional Development								
11040		Planning Applications			3,440	5,000	5,000	5,000
		<b>Town Planning &amp; Regional Development - Operating Income</b>			<b>3,440</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
21051		Town Planning Scheme / Local Planning Strategy			(33,613)	2,500	2,500	2,500
		<b>Town Planning &amp; Regional Development - Operating Expenditure</b>			<b>(33,613)</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
		<b>Total Town Planning &amp; Regional Development</b>			<b>(1,185)</b>	<b>(1,000)</b>	<b>(1,000)</b>	<b>(1,000)</b>
					<b>(10,000)</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(10,000)</b>
					<b>(10,000)</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(10,000)</b>
11050		Calingiri Cemetery			(1,937)	(1,461)	(1,461)	(1,461)
11053		Piawanning Water Supply Grant						
11055		Durack Stronger Communities Grant						
11095		Administration Income Allocated						
		<b>Other Community Amenities - Operating Income</b>			<b>(23,121)</b>	<b>(22,461)</b>	<b>(22,461)</b>	<b>(22,461)</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Community Amenities</b>								
21060		Cemetery Works		Cemetery Maintenance	19,840	30,736	25,736	30,736
21060		Cemetery Works	CEMM GRAVE	Grave Digging	0	0	0	0
21061		Cemeteries Operations			115	110	110	110
21062		Mogumber Water Supply			14,249	16,000	16,000	1,000
21063		Yenart Bore	WATRM		12,334	13,955	13,955	33,955
21064		Gillingarra Emergency Water Supply	YENART		403	2,709	2,709	2,709
21065		Public Toilets And Drinking Fountains	WATRG	Public Toilets	10,004	14,861	14,861	14,861
21066		Community Amenities - Depreciation Expense	TOILET		66,487	60,074	60,074	60,074
21067		Gillingarra Water Pump Electricity			0	500	500	500
21068		Calingiri Water Supply	WATRC	Calingiri Water Supply	1,067	1,000	1,000	1,000
21069		Bolgart Water Supply	WATRB	Bolgart Water Supply	9,726	5,500	5,500	500
21070		Interest			2,179	2,170	2,170	2,170
21071		Plawanning Water Supply (Desalination Plant)	WATRP	Plawanning Water Supply	20,322	5,000	5,000	0
21090		Administration Expenditure Allocated			63,877	64,071	64,071	64,071
<b>Other Community Amenities - Operating Expenditure</b>					<b>220,501</b>	<b>216,486</b>	<b>211,486</b>	<b>211,486</b>
40285		Street Furniture			21,623	20,000	20,000	20,000
40255		Plawanning Water Supply			209,089	200,500	200,500	175,000
40199		Bolgart Emergency Water Supply Elec. Upgrade			0	0	0	15,000
<b>Other Community Amenities - Capital Expenditure</b>					<b>230,712</b>	<b>220,500</b>	<b>220,500</b>	<b>210,000</b>
<b>Total Other Community Amenities</b>					<b>428,192</b>	<b>414,525</b>	<b>409,525</b>	<b>399,025</b>
<b>Total Community Amenities</b>					<b>522,562</b>	<b>529,486</b>	<b>539,486</b>	<b>513,986</b>



Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Recreation &amp; Culture</b>								
Public Halls & Civic Centres								
11100		Calingiri Recreation Centre			( 259)	(500)	(500)	(500)
11101		Mogumber Hall			0	0	0	0
11102		Bolgart Hall			0	0	0	0
11103		Calingiri Gymnasium			( 2,228)	(2,000)	(2,000)	(2,000)
11104		Roads Board Building Lease			( 4,040)	(1,300)	(1,300)	(1,300)
11105		Misc Income Public Halls			0	0	0	0
<b>Public Halls &amp; Civic Centres - Operating Income</b>					<b>( 6,527)</b>	<b>( 3,800)</b>	<b>( 3,800)</b>	<b>( 3,800)</b>
<b>Public Halls &amp; Civic Centres - Capital Income</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Public Halls & Civic Centres								
21100		Bolgart Hall	B007	Bolgart Hall & Grounds Maintenance	1,907	2,626	2,626	2,626
21100		Bolgart Hall	B008	Bolgart Hall: Other Costs	6,216	9,567	9,567	9,567
21101		Calingiri Recreation Centre	B009	Calingiri Rec Centre Maintenance	4,304	5,050	5,050	5,050
21101		Calingiri Recreation Centre	B010	Calingiri Rec Centre Other Costs	15,107	16,200	16,200	16,200
21102		Plawanning Hall	B012	Plawanning Hall Other Costs	6,128	5,550	5,550	5,550
21103		Mogumber Hall	B013	Mogumber Hall & Grounds Maintenance	1,986	2,851	2,851	2,851
21103		Mogumber Hall	B014	Mogumber Hall Other Costs	8,890	1,435	1,435	1,435
21104		Gillingarra Hall	B016	Gillingarra Hall Other Costs	3,966	3,750	3,750	3,750
21105		Yeracooin Hall	B018	Yeracooin Hall: Other Costs	4,234	2,250	2,250	2,250
21106		Public Halls - Depreciation Expense			44,953	38,830	38,830	38,830
21107		Roads Board Building	B021	Roads Board Building Maintenance	2,356	2,500	2,500	2,500
21107		Roads Board Building	B022	Roads Board Building Operating Exp.	1,416	946	946	946
21109		Calingiri Gymnasium			2,744	7,500	7,500	7,500
<b>Public Halls &amp; Civic Centres - Operating Expenditure</b>					<b>104,205</b>	<b>99,055</b>	<b>99,055</b>	<b>99,055</b>
Disability Access					0	0	0	5,200
40057					0	0	0	5,200
<b>Public Halls &amp; Civic Centres - Capital Expenditure</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Public Halls &amp; Civic Centres</b>					<b>97,579</b>	<b>95,255</b>	<b>95,255</b>	<b>100,455</b>
Other Recreation & Sport					( 6,296)	(2,000)	(2,000)	(2,000)
11123		Calingiri Sports Ground			( 6,391)	(10,000)	(10,000)	(10,000)
11125		Reimbursements			( 12,199)	(13,588)	(13,588)	(13,588)
<b>Other Recreation &amp; Sport - Operating Income</b>					<b>( 24,866)</b>	<b>( 25,588)</b>	<b>( 25,588)</b>	<b>( 25,588)</b>
Other Recreation & Sport								
21110		Town & Gardens Maintenance	TWNBOL	Bolgart Town & Gardens Maintenance	39,078	34,318	34,318	34,318
21110		Town & Gardens Maintenance	TWNCAL	Calingiri Town & Gardens Maintenance	67,303	48,924	48,924	38,924
21110		Town & Gardens Maintenance	TWNGIL	Gillingarra Town & Gardens Maintenance	6,304	7,553	7,553	7,553
21110		Town & Gardens Maintenance	TWNMOG	Mogumber Town & Gardens Maintenance	28,473	8,196	8,196	8,196
21110		Town & Gardens Maintenance	TWNPIA	Plawanning Town & Gardens Maintenance	8,697	8,860	8,860	8,860
21110		Town & Gardens Maintenance	TWNYER	Yeracooin Town & Gardens Maintenance	37,375	23,371	23,371	23,371
21111		Reserves Maintenance	CWEMPK	Calingiri Memorial Park	15,528	13,888	13,888	8,688
21111		Reserves Maintenance	RESYS	Reserves Maintenance	15,612	16,598	16,598	16,598
21111		Reserves Maintenance	WARMEM	War Memorial	0	5,181	5,181	5,181
21112		Calingiri Sporting Club Operating			18,611	15,281	15,281	15,281
21113		Calingiri Football Oval Maintenance	C-SPC	Calingiri Football Oval Maintenance	54,729	76,189	76,189	91,189

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Recreation &amp; Culture</b>								
21114		Bolgart Sportsground Operating			803	500	500	500
21115		Bolgart Sportsground Maintenance			1,269	3,084	3,084	13,084
21117		Sport & Recreation / Youth Activities	BSPG	Bolgart Sportsground Maintenance	18,146	15,000	15,000	15,000
21119		Sports Clubs - Depreciation Expense			55,655	50,485	50,485	50,485
21120		Interest Expense			15,198	20,133	20,133	20,133
21122		Calligiri Sports Pavilion			3,325	2,801	2,801	2,801
		<b>Other Recreation &amp; Sport - Operating Expenditure</b>			<b>386,305</b>	<b>350,382</b>	<b>350,382</b>	<b>360,382</b>
40254		Mogumber Hall Shelter			0	5,750	5,750	5,750
40283		Mogumber Hall Water Tank			0	5,000	5,000	5,000
		<b>Other Recreation &amp; Sport - Capital Expenditure</b>			<b>0</b>	<b>10,750</b>	<b>10,750</b>	<b>10,750</b>
		<b>Total Other Recreation &amp; Sport</b>			<b>361,419</b>	<b>324,794</b>	<b>324,794</b>	<b>334,794</b>
Libraries					0	0	0	0
11120		Bolgart Library			0	0	0	0
11121		Calligiri Library			0	0	0	0
		<b>Libraries - Operating Income</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
21130		Library - Salaries & Wages			4,502	4,196	4,196	4,196
21131		Library Services			13,731	14,497	14,497	14,497
21132		Library Building Maintenance			6,033	4,179	4,179	4,179
21133		Depreciation Expense			0	0	0	0
		<b>Libraries - Operating Expenditure</b>			<b>24,266</b>	<b>22,872</b>	<b>22,872</b>	<b>22,872</b>
		<b>Total Libraries</b>			<b>24,266</b>	<b>22,872</b>	<b>22,872</b>	<b>22,872</b>
Other Culture					0	0	0	0
11130		Cultural Mapping			0	0	0	0
11131		History Book			0	0	0	0
11195		Administration Income Allocated			(3,529)	(2,663)	(2,663)	(2,663)
		<b>Other Culture - Operating Income</b>			<b>(3,529)</b>	<b>(2,663)</b>	<b>(2,663)</b>	<b>(2,663)</b>
21144		Mogumber Rodéo	E002		7,627	5,468	5,468	468
21190		Administration Expenditure Allocated			116,376	116,835	116,835	116,835
		<b>Other Culture - Operating Expenditure</b>			<b>124,004</b>	<b>122,303</b>	<b>122,303</b>	<b>117,303</b>
		<b>Total Other Culture</b>			<b>120,475</b>	<b>119,639</b>	<b>119,639</b>	<b>114,639</b>
		<b>Total Recreation &amp; Culture</b>			<b>\$ 603,840</b>	<b>\$ 73,310</b>	<b>\$ 73,310</b>	<b>\$ 83,510</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Transport</b>								
Streets, Roads, Bridges & Depot Cons	16009	Govt Grant Regional Roads			( 330,780)	(274,541)	(274,541)	(274,541)
	16010	Govt Grant - Direct			( 121,486)	(121,486)	(121,486)	(121,486)
	16011	Blackspot Grant			( 128,160)	(160,200)	(160,200)	(160,200)
	16012	Govt Grant - R2R			<b>( 553,452)</b>	<b>(565,821)</b>	<b>(565,821)</b>	<b>(565,821)</b>
		<b>Streets Roads Bridges Construction - Capital Income</b>			<b>( 133,878)</b>	<b>(1,123,048)</b>	<b>(1,123,048)</b>	<b>(1,123,048)</b>
40021	Roadworks - Council & Direct Road Funding	C9129	Behanging Road		20,058	16,000	16,000	16,000
40021	Roadworks - Council & Direct Road Funding	C9129	Calingiri Sports Club Carpark		17,487	18,000	18,000	18,000
40021	Roadworks - Council & Direct Road Funding	C9130	Edmonds Street		10,042	10,000	10,000	10,000
40021	Roadworks - Council & Direct Road Funding	C9131	Waters, Milner & McDonald Street		34,853	37,000	37,000	37,000
40021	Roadworks - Council & Direct Road Funding	C9132	Kerbing		38,150	36,500	36,500	36,500
40021	Roadworks - Council & Direct Road Funding	C9133	Gravel Pits		0	25,000	25,000	25,000
40022	Roadworks - RRG Funded	RR0079	Toodyay-Bindi Bindi Rd 0124		243,583	239,409	239,409	239,409
40022	Roadworks - RRG Funded	RR0030	Toodyay-Bindi Bindi Rd 0125		121,777	120,720	120,720	120,720
40022	Roadworks - RRG Funded	RR0021	Gillingarra-Glenromie Rd/Wirridi		294,361	300,000	300,000	204,722
40022	Roadworks - RRG Funded	RR0031	Toodyay-Bindi Bindi Rd W/lining '		68,278	66,154	66,154	66,154
40022	Roadworks - RRG Funded	RR0032	Toodyay-Bindi Bindi Rd W/lining '		101,816	99,750	99,750	99,750
40024	Roadworks - Roads To Recovery	R2R014	Yeracoin SE Road		263,159	263,821	263,821	162,821
40024	Roadworks - Roads To Recovery	R2R015	Konnongorring Road		106,810	101,000	101,000	101,000
40024	Roadworks - Roads To Recovery	R2R016	Boxmall Road		113,912	101,000	101,000	101,000
40024	Roadworks - Roads To Recovery	R2R017	Golf Course Road		103,363	101,000	101,000	101,000
40024	Roadworks - Roads To Recovery	R2R018	Erickso Road		0	0	0	101,000
40266	Footpaths	FP2017			<b>48,642</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
		<b>Streets Roads Bridges Construction - Capital Expenditure</b>			<b>1,589,281</b>	<b>1,580,354</b>	<b>1,580,354</b>	<b>1,485,076</b>
		<b>Total Streets, Roads, Bridges Construction</b>			<b>455,403</b>	<b>457,306</b>	<b>457,306</b>	<b>362,028</b>
Streets, Roads, Bridges & Depot Maint	11200	Road & Footpath Maintenance			( 184)	(1,000)	(1,000)	(1,000)
	11203	Reimbursements			10,548	(24,914)	(24,914)	0
	11295	Administration Income Allocated			<b>( 5,636)</b>	<b>(4,253)</b>	<b>(4,253)</b>	<b>(4,253)</b>
		<b>Streets Roads Bridges Maintenance - Operating Income</b>			<b>4,728</b>	<b>(30,167)</b>	<b>(30,167)</b>	<b>(5,253)</b>
21200	Maintenance Grading				667,911	687,198	687,198	537,198
21202	Bitumen Maintenance	BM9999			80,434	82,097	82,097	82,097
21203	Signage & Guideposts	SIGNM			31,082	34,613	34,613	44,613
21204	Tree Lopping	TRELOP			97,495	94,261	94,261	114,261
21205	Drainage Maintenance	DRM			69,151	44,575	44,575	44,575
21207	Flood Damage	FLOOD			10,343	8,714	8,714	8,714
21208	Misc Road Maintenance	XX9999			112,409	121,797	121,797	71,797
21209	Bridge & Culvert Maintenance	BRIDM			16,507	20,314	20,314	20,314
21210	Crossovers	CROSS			10,780	14,582	14,582	14,582
21211	Street Lighting Maintenance	SLM			12,797	14,750	14,750	14,750
21212	Traffic Signs & Control Equipment	TSCF			1,625	19,635	19,635	19,635
21214	Footpath Maintenance	FPM'			10,169	35,345	35,345	35,345

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Transport</b>								
21215		Infrastructure Depreciation Expense			1,240,550	1,794,636	1,794,636	1,794,636
21290		Administration Expenditure Allocated			185,867	186,559	186,559	186,559
		<b>Streets Roads Bridges Maintenance - Operating Expenditure</b>			<b>2,537,140</b>	<b>3,159,076</b>	<b>3,159,076</b>	<b>2,989,076</b>
		<b>Total Streets Roads Bridges Maintenance</b>			<b>2,541,868</b>	<b>3,128,909</b>	<b>3,128,909</b>	<b>2,983,823</b>
11290		WDV on Assets sold			166,366	149,000	149,000	149,000
16083		Sale of Hino 300 Truck (PTK18)			(18,000)	(15,000)	(15,000)	(15,000)
16084		Sale of Hino SS1 EKRG Prime Mover (PTK19)			(91,818)	(90,000)	(90,000)	(90,000)
16073		Sale of Manitou (PLR7)			(31,000)	(35,000)	(35,000)	(35,000)
		<b>Road Plant Profit / Loss on Sale of Assets</b>			<b>25,548</b>	<b>9,000</b>	<b>9,000</b>	<b>49,000</b>
40296		SAM Trailer			9,970	10,000	10,000	10,000
		<b>Road Plant Purchases - Capital Expenditure</b>			<b>9,970</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
		<b>Total Road Plant Purchases</b>			<b>35,518</b>	<b>19,000</b>	<b>19,000</b>	<b>59,000</b>
		<b>Total Transport</b>			<b>3,032,789</b>	<b>3,605,215</b>	<b>3,605,215</b>	<b>3,404,361</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Economic Services</b>								
Rural Services	21300	Noxious Weeds & Pest Control	NWPC	Noxious Weeds & Pest Contr	27,181	46,818	46,818	46,818
	21300	Noxious Weeds & Pest Control	WANTS	White Ant Control	0	5,000	5,000	5,000
					27,341	51,818	51,818	51,818
				<b>Total Rural Services</b>				
					(8,416)	(5,000)	(5,000)	(5,000)
					(8,959)	(2,500)	(2,500)	(2,500)
					(240)	(100)	(100)	(100)
					(17,615)	(7,600)	(7,600)	(7,600)
Tourism & Area Promotion	11300	Bolgart Caravan Park			12,506	13,000	13,000	8,000
	11301	Calingiri Caravan Park			14,286	12,517	12,517	12,517
	11302	Sundry Income			7,979	13,443	13,443	13,443
		<b>Tourism &amp; Area Promotion - Operating Income</b>						
					3,284	2,983	2,983	2,983
					73	75	75	75
					44,435	48,951	48,951	43,951
				<b>Tourism &amp; Area Promotion - Operating Expenditure</b>				
				<b>Tourism &amp; Area Promotion - Capital Expenditure</b>				
				<b>Total Tourism &amp; Area Promotion</b>	26,820	41,351	41,351	36,351
Building Control	11310	Building Applications			(4,192)	(2,500)	(2,500)	(2,500)
	11312	Bciff & Brb			(113)	(100)	(100)	(100)
		<b>Building Control - Operating Income</b>			(4,305)	(2,600)	(2,600)	(2,600)
					18,763	15,000	15,000	15,000
					18,763	15,000	15,000	15,000
					14,459	12,400	12,400	12,400
Other Economic Services	11320	Bendigo Bank Commissions			(13,786)	(20,000)	(20,000)	(20,000)
	11321	Extractive Industry Licences			0	0	0	0
	11322	Standpipes - Water			(22)	0	0	0
	11395	Administration Income - Allocated			(1,482)	(1,117)	(1,117)	(1,117)
		<b>Other Economic Services - Operating Income</b>			(15,290)	(21,117)	(21,117)	(21,117)
	21350	Bendigo Bank Agency			423	450	450	450
	21360	Water Supply - Standpipes	WATERB	Water Supply - Standpipe Bolt	553	1,250	1,250	1,250
	21360	Water Supply - Standpipes	WATERC	Water Supply - Standpipe Cali	3,403	5,526	5,526	5,526
	21360	Water Supply - Standpipes	WATERY	Water Supply - Standpipe Yer	346	500	500	500
	21360	Water Supply - Standpipes	WATERP	Water Supply - Piawaning	963	1,459	1,459	1,459
	21390	Administration Expenditure - Allocated			48,894	48,995	48,995	48,995

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Economic Services</b>								
<b>Other Economic Services - Operating Expenditure</b>								
<b>Total Other Economic Services</b>					<b>39,293</b>	<b>37,063</b>	<b>37,063</b>	<b>37,063</b>
<b>Total Economic Services</b>					<b>\$ 107,912</b>	<b>142,632</b>	<b>142,632</b>	<b>137,632</b>

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Other Property &amp; Services</b>								
Private Works								
	11400	Private Works - Income			(20,748)	(19,240)	(19,240)	(19,240)
		<b>Private Works - Operating Income</b>			<b>(20,748)</b>	<b>(19,240)</b>	<b>(19,240)</b>	<b>(19,240)</b>
	21400	Private Works Expenditure			0	16,730	16,730	16,730
	21407	Private Works Expenditure 2016-17			14,902	0	0	0
		<b>Private Works - Operating Expenditure</b>			<b>14,902</b>	<b>16,730</b>	<b>16,730</b>	<b>16,730</b>
		<b>Total Private Works</b>			<b>(5,846)</b>	<b>(2,510)</b>	<b>(2,510)</b>	<b>(2,510)</b>
Public Works Overheads								
	11410	Sundry Income			(1,736)	(850)	(850)	(850)
	11411	Diesel Fuel Rebate			(18,094)	(15,000)	(15,000)	(15,000)
	11495	Administration Income Allocated			(1,025)	(773)	(773)	(773)
		<b>Public Works Overheads - Operating Income</b>			<b>(20,854)</b>	<b>(16,623)</b>	<b>(16,623)</b>	<b>(16,623)</b>
	11490	WDV on Assets Sold			59,518	41,000	41,000	41,000
	16017	Sale of Works Manager Ute			(75,000)	(80,500)	(80,500)	(80,500)
	16085	Sale of Ute			(14,091)	(12,000)	(12,000)	(12,000)
		<b>Public Works Overheads - (Profit) / Loss on Sale of Assets</b>			<b>(29,573)</b>	<b>(51,500)</b>	<b>(51,500)</b>	<b>(51,500)</b>
	21410	Salaries & Wages			174,387	81,586	81,586	81,586
	21411	Works Manager Package			138,167	140,284	140,284	140,284
	21412	Superannuation			69,194	68,750	68,750	68,750
	21413	Insurance			26,881	23,000	23,000	23,000
	21414	Other Staff Costs			16,911	6,450	6,450	6,450
	21415	Conferences & Seminars			4,524	7,500	7,500	7,500
	21416	Engineering Services			26,192	28,000	28,000	28,000
	21417	Occupational Health & Safety			465	1,500	1,500	1,500
	21418	Other Public Works Overheads			0	500	500	500
	21419	Depot Operating Costs			210,969	159,846	159,846	159,846
	21420	Depot Maintenance			18,040	16,578	16,578	16,578
	21422	Staff Training			14,160	16,425	16,425	16,425
	21423	Administration Costs Allocated			33,797	33,920	33,920	33,920
	21424	Staff Meetings			2,695	3,647	3,647	3,647
	21425	Building Maintenance			49,964	58,115	58,115	58,115
	21440	Gardens Maintenance			11,242	23,978	23,978	23,978
	21450	ROMAN II / Road data			42,942	20,436	20,436	20,436
	21490	Workshop Overheads Recovered			(840,533)	(690,515)	(690,515)	(690,515)
		<b>Public Works Overheads - Operating Expenditure</b>			<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>
	40030	Works Manager Vehicle Replacement			108,300	108,000	108,000	108,000

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
					\$	\$	\$	\$
<b>Other Property &amp; Services</b>								
	40286	Extra Cab Ute			39,065	40,000	40,000	40,000
	40288	Dump Truck			72,830	70,000	70,000	70,000
	40289	6 Wheel Tipper			214,327	210,000	210,000	240,000
	40290	Excavator			122,150	122,150	122,150	150,000
	40291	Air Compressor			0	5,000	5,000	5,000
	40292	Dolly for Side Tipper			8,000	10,000	10,000	20,000
		<b>Public Works Overheads - Capital Expenditure</b>			<b>564,672</b>	<b>565,150</b>	<b>565,150</b>	<b>633,000</b>
		<b>Total Public Works Overheads</b>			<b>514,244</b>	<b>497,027</b>	<b>497,027</b>	<b>612,877</b>
Plant Operation	21430	Fuel & Oil			104,355	148,065	148,065	198,065
	21431	Tyres & Tubes			19,614	28,325	28,325	28,325
	21432	Parts & Repairs			179,192	142,185	142,185	142,185
	21433	Insurance & Licences			30,302	29,250	29,250	29,250
	21434	Depreciation Ex Asset Ledger			287,421	278,970	278,970	378,970
	21495	Plant Recovery			(620,884)	(626,795)	(626,795)	(776,795)
		<b>Total Plant Operation</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Salaries & Wages	21496	Salaries & Wages			1,593,436	1,380,164	1,427,096	1,427,096
	21497	Salaries & Wages Allocated			(1,593,436)	(1,380,164)	(1,427,096)	(1,427,096)
		<b>Total Salaries &amp; Wages</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Unclassified	11461	Insurance Claims Recovered			0	0	0	0
	11460	Workers Compensation Recovered			(46,606)	0	0	0
	21461	Insurance Claims - Costs			584	0	0	0
		<b>Unclassified Capital Income</b>			<b>(46,022)</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Unclassified - Operating Expenditure</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Total Other Property &amp; Services</b>			<b>\$ 462,376</b>	<b>494,517</b>	<b>494,517</b>	<b>610,367</b>



30/06/2017	Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
						\$	\$	\$	\$
	<b>Reserves</b>								
Sched 4	50001		Transfer To Lsl Reserve			1,577	1,583	1,583	1,583
Sched 12	50002		Transfer To Plant Reserve			3,080	1,857	1,857	1,857
Sched 9	50003		Transfer To Housing Reserve			3,224	2,925	2,925	2,925
Sched 4	50004		Transfer To Sewerage Reserve			1,522	1,528	1,528	1,528
Sched 10	50005		Transfer To Light Vehicle Reserve			0	0	0	0
Sched 13	50006		Transfer To Refuse Site Reserve			5,731	5,510	5,510	5,510
Sched 11	50007		Transfer To Building Maintenance Reserve			1,614	18,036	18,036	18,036
Sched 4	50008		Transfer To Computing Reserve			0	0	0	0
Sched 12	50009		Transfer To Infrastructure Reserve			1,825	2,416	2,416	2,416
Sched 11	50010		Transfer to Gymnasium Equipment Reserve			144	145	145	145
			<b>Total Transfer to Reserves</b>			<b>18,716</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>
Sched 4	50051		Transfer From Lsl Reserve			(50,000)	(50,000)	(50,000)	(50,000)
Sched 12	50052		Transfer From Plant Reserve			(87,760)	(87,760)	(87,760)	(87,760)
Sched 9	50053		Transfer From Housing Reserve			(75,000)	(75,000)	(75,000)	(75,000)
Sched 4	50054		Transfer From Sewerage Reserve			0	0	0	0
Sched 10	50055		Transfer From Light Vehicle Reserve			0	0	0	0
Sched 13	50056		Transfer From Refuse Site Reserve			0	0	0	0
Sched 11	50057		Transfer From Building Maintenance Reserve			0	0	0	0
Sched 4	50058		Transfer From Computing Reserve			0	0	0	0
Sched 12	50059		Transfer From Infrastructure Reserve			0	0	0	0
Sched 11	50060		Transfer From Gymnasium Equipment Reserve			0	0	0	0
			<b>Total Transfer From Reserves</b>			<b>(212,760)</b>	<b>(212,760)</b>	<b>(212,760)</b>	<b>(212,760)</b>
			<b>Total Reserves Transfer</b>			<b>(194,044)</b>	<b>(178,760)</b>	<b>(178,760)</b>	<b>(178,760)</b>

Capital Expenditure Report

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
				\$	\$	\$	\$
<b>Sched 4 - Governance/Administration</b>							
40004	Geo Vehicle Replacement			63,636	65,000	65,000	65,000
40005	Dceo Vehicle Replacement			42,119	42,119	42,119	47,500
40278	Community / Admin Pool Vehicle			20,571	20,000	20,000	20,000
40069	Computing upgrade software & hardware			41,318	40,000	40,000	28,000
40279	Upgrade A/C Council Chambers			5,682	5,682	5,682	8,000
40280	ATM Installation			17,940	18,000	18,000	10,400
40259	Admin. Customer Carpark Upgrade			17,703	15,000	15,000	15,000
40074	OHS Upgrades			9,075	9,835	9,835	9,835
	<b>Total Governance/Administration Capital Expenditure</b>			<b>218,045</b>	<b>215,636</b>	<b>215,636</b>	<b>203,735</b>
<b>Sched 9 - Housing</b>							
40281	Art Society Shed			0	0	0	4,000
40197	2 x Aged Persons Units - Bolgart			46,370	520,000	520,000	520,000
40198	2 x Aged Persons Units - Calligiri			17,930	520,000	520,000	520,000
40282	Fencing Bolgart APU's			0	13,500	13,500	13,500
	<b>Housing Capital Expenditure</b>			<b>64,299</b>	<b>1,053,500</b>	<b>1,053,500</b>	<b>1,057,500</b>
<b>Sched 10 Community Amenities</b>							
40283	Mogumber Hall Water Tank			0	5,000	5,000	5,000
40284	Mogumber Hall Shelter			0	5,750	5,750	5,750
40285	Street Furniture			21,623	20,000	20,000	20,000
40255	Piawaning Water Supply			209,089	200,500	200,500	175,000
40199	Bolgart Emergency Water Supply Elec. Upgrade			0	0	0	15,000
	<b>Community Amenities Capital Expenditure</b>			<b>230,712</b>	<b>231,250</b>	<b>231,250</b>	<b>220,750</b>
<b>Sched 11 - Recreation &amp; Culture</b>							
40057	Disability Access			0	0	0	5,200
	<b>Recreation &amp; Culture Capital Expenditure</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>5,200</b>
<b>Sched 12 - Transport</b>							
40021	Roadworks - Council & Direct Road Funding	C9128	Behanging Road	20,058	16,000	16,000	16,000
40021	Roadworks - Council & Direct Road Funding	C9129	Calligiri Sports Club Carpark	17,487	18,000	18,000	18,000
40022	Roadworks - Council & Direct Road Funding	C9130	Edmonds Street	10,042	10,000	10,000	10,000
40022	Roadworks - Council & Direct Road Funding	C9131	Waters, Milner & McDonald Streets	34,853	37,000	37,000	37,000
40022	Roadworks - Council & Direct Road Funding	C9132	Kerbing	38,150	36,500	36,500	36,500
40022	Roadworks - Council & Direct Road Funding	C9133	Gravel Pits	0	25,000	25,000	25,000
40022	Roadworks - RRG Funded	RR0029	Toodyay-Bindi Bindi Rd 0124	243,583	239,409	239,409	239,409
40022	Roadworks - RRG Funded	RR0030	Toodyay-Bindi Bindi Rd 0125	121,777	120,720	120,720	120,720
40022	Roadworks - RRG Funded	RR0021	Gillingarra-Glentromie/Wirriada Int.	294,361	300,000	300,000	204,722

Capital Expenditure Report continued....

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
				\$	\$	\$	\$
40022	Roadworks - RRG Funded			68,278	66,154	66,154	66,154
40022	Roadworks - RRG Funded	RR0031	Toodyay-Bindi Bindi Rd W/lining 0124	101,816	99,750	99,750	99,750
40024	Roadworks - R2R Funded	RR0032	Toodyay-Bindi Bindi Rd W/lining 0125	266,159	263,821	263,821	162,821
40024	Roadworks - R2R Funded	R2R014	Yerecoin SE Road	106,810	101,000	101,000	101,000
40024	Roadworks - R2R Funded	R2R015	Konnongoring Road	113,912	101,000	101,000	101,000
40024	Roadworks - R2R Funded	R2R016	Boxhall Road	103,353	101,000	101,000	101,000
40024	Roadworks - R2R Funded	R2R017	Golf Course Road	0	0	0	101,000
40024	Roadworks - R2R Funded	R2R018	Erickson Road	48,642	45,000	45,000	45,000
40266	Footpaths	FP2017		1,589,281	1,580,354	1,580,354	1,485,076
	<b>Transport Capital Expenditure</b>						
	<b>Sched 14 - Other Property &amp; Services</b>						
40030	Works Manager Vehicle Replacement			108,300	108,000	108,000	47,500
40286	Extra Cab Ute			39,065	40,000	40,000	40,000
40288	Dump Truck			72,830	70,000	70,000	70,000
40289	6 Wheel Tipper			214,327	210,000	210,000	240,000
40290	Excavator			122,150	122,150	122,150	150,000
40291	Air Compressor			0	5,000	5,000	5,000
40292	Dolly for Side Tipper			8,000	10,000	10,000	20,000
40296	SAM Radar Trailer			9,970	10,000	10,000	0
	<b>Other Property &amp; Services Capital Expenditure</b>						
	<b>Total Capital Expenditure</b>						
				<b>2,676,979</b>	<b>3,655,890</b>	<b>3,655,890</b>	<b>3,544,761</b>

Investments Report

**INVESTMENTS**  
30th June 2017

	Institution	Term	Amount	Interest %	Review Date
Municipal	Treasury Corp	OCDF	\$9,352	1.45	-
Municipal	Bendigo Bank	3 months	\$0		
<b>TOTAL MUNICIPAL INVESTMENTS:</b>			<b>\$9,352</b>		
Reserves	Bendigo Bank	3 months	\$611,760	2.25	11/08/2017
Reserves	Bendigo Bank	6 months	\$105,434	2.20	5/09/2017
Reserves	Treasury Corp	OCDF	\$2,084	1.45	-
<b>TOTAL RESERVES INVESTMENTS:</b>			<b>\$719,278</b>		

Interest earned:

	ACTUAL YTD	BUDGET
Municipal	\$12,837	\$17,500
Reserves	\$18,023	\$18,000
<b>TOTAL:</b>	<b>\$30,860</b>	<b>\$35,500</b>

Bank Reconciliation Report

Shire of Victoria Plains  
Bank Reconciliation as at 30th June 2017

General Ledger Movement Details	Total	Municipal	Municipal Term Deposit 90 days	Muni Funds Treasury Corp	Muni Term Deposit 90 Days
Balance Brought Forward from Previous Add Receipts as per Ledger	571,802.02	312,460.84	250,000.00	9,341.18	0.00
Add Transfers from Other Bank Account	695,065.23	695,064.13		11.10	
Less Payments as per Ledger	1,266,867.25	1,007,614.97	250,000.00	9,352.28	0.00
Less Transfers to Other Bank Account	454,734.41	454,734.41			
Closing Balance Ledger	562,132.84	562,780.56		9,352.28	
		0.00	0.00	0.00	0.00
<b>Total</b>		<b>Municipal</b>	<b>Muni Term Dep</b>	<b>Muni Treasury</b>	<b>Muni Term Dep</b>
Balance on Bank Statement		557,972.65	0.00	9,352.28	
+ Outstanding Deposits	4,850.27	4,850.27			
- Outstanding Cheques	(10,042.36)	(10,042.36)			
Balance	562,132.84	552,780.56	0.00	9,352.28	
Deposits on Statement not receipted					
Unknown					
Commission					
Debitors Payments					
Interest					
Sub-total- Deposits not receipted					
+ PAYMENTS not journalled		0.00	0.00	0.00	0.00
Payment not processed					
Unknown deposits					
D/Debits processed in May not June					
Credit for payments rejected by bank		0.00	0.00	0.00	0.00
Sub-total PAYMENTS not journalled		0.00	0.00	0.00	0.00
Balance as per Reconciliation	562,132.84	562,780.56	0.00	9,352.28	0.00
Check Figure (Must = 0.00)		0.00	0.00	0.00	0.00
Ledger Balance	562,132.84	562,780.56	0.00	9,352.28	0.00
Account #		91000	91006	91007	91008



Rates Reconciliation as at 30th June 2017

Description	GL A/c	GL Account Description	GL Balances
<b>RATES</b>	<b>1911000</b>	<b>Rates Debtor - Rates GEN</b>	
RATE ARREARS	1911000	Rates Debtor - Rates GEN	
LEGAL CHARGES	1911000	Rates Debtor - Rates GEN	
SUNDRY CHARGES	1911000	Rates Debtor - Rates GEN	
PENALTY SURCHARGES	1911000	Rates Debtor - Rates GEN	
S02 Legal Costs	1911000	Rates Debtor - Rates GEN	
S04 Legal Costs	1911000	Rates Debtor - Rates GEN	
Legal Costs - ARREARS	1911000	Rates Debtor - Rates GEN	
Legal Costs - ARREARS	1911000	Rates Debtor - Rates GEN	
Back Rates For 04/05	1911000	Rates Debtor - Rates GEN	
Back Rates For 03/04	1911000	Rates Debtor - Rates GEN	
Back Rates For 07/03	1911000	Rates Debtor - Rates GEN	
Back Rates For 01/02	1911000	Rates Debtor - Rates GEN	
Back Rates For 00/01	1911000	Rates Debtor - Rates GEN	55,562.98
<b>S03 Rubbish Residential - ARREARS</b>	<b>1911010</b>	<b>Rates Debtor - Rubbish Collection GEN</b>	
Rubbish Residential	1911010	Rates Debtor - Rubbish Collection GEN	4,604.51
S01 Sewerage	1911020	Rates Debtor - Sewerage GEN	
S04 Sewerage Vacant	1911020	Rates Debtor - Sewerage GEN	
S05 Sewerage Exempt	1911020	Rates Debtor - Sewerage GEN	
Sewerage - ARREARS	1911020	Rates Debtor - Sewerage GEN	
Sewerage Vacant - ARREARS	1911020	Rates Debtor - Sewerage GEN	
Sewerage Exempt - ARREARS	1911020	Rates Debtor - Sewerage GEN	823.27
S97 Instalment Admin Fee	1911030	Rates Debtor - Interest/Admin Charges GEN	
S98 Instalment Interest	1911030	Rates Debtor - Interest/Admin Charges GEN	
Instalment Admin Fee - ARREARS	1911030	Rates Debtor - Interest/Admin Charges GEN	
Instalment Interest - ARREARS	1911030	Rates Debtor - Interest/Admin Charges GEN	89.82
S96 ESL Penalty Interest	1911500	Rates Debtor - ESL Control GEN	
ESL Penalty Interest - ARREARS	1911500	Rates Debtor - ESL Control GEN	
A33 ESL	1911500	Rates Debtor - ESL Control GEN	
ESL - ARREARS	1911500	Rates Debtor - ESL Control GEN	2,405.72
Pensioner Deferred Rates	1920000	Differenc Pensioner Rates	6,698.72
EXCESS RATES	1930010	Excess Rates Receipt GEN	-11,787.58
<b>Total GL Control Account balances</b>			<b>58,397.44</b>
<b>Total from Rates Trial Balance</b>			<b>58,397.44</b>
<b>Difference</b>			<b>0.00</b>

Outstanding Rates Report

**OUTSTANDING RATES REPORT**  
30th June 2017

<b>Total Rates Outstanding</b>	<b>\$58,397</b>
<b>Comprising:</b>	
Rates (Current & Arrears)	\$43,775
Rates (Deferred)	\$6,699
Rubbish	\$4,604
Sewerage	\$823
Interest/Admin Charges	\$90
ESL	\$2,406
<b>TOTAL:</b>	<b>\$58,397</b>
<b>Percentage of total rates bill (excluding ex-Gratia Rates):</b>	<b>2.44%</b>
<b>Balance as at 30th June 2016:</b>	<b>\$53,526</b>



Outstanding Debtors Report

**Shire of Victoria Plains Debtors Listing  
as at 30th June 2017**

Debtor No	2/03/2017 90 Days	1/04/2017 60 Days	1/05/2017 30 Days	31/05/2017 Current	Total	Comments
139	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	Sent to Debt Collectors
29	\$0.00	\$0.00	\$0.00	\$187,993.52	\$187,993.52	
293	\$753.50	\$0.00	\$0.00	\$0.00	\$753.50	Sent to Debt Collectors
31	\$0.00	\$0.00	-\$0.90	\$0.00	-\$0.90	
327	\$0.00	\$0.00	\$0.00	\$1,092.52	\$1,092.52	
36	\$446.80	\$0.00	\$0.00	\$0.00	\$446.80	Payment arrangement
364	\$390.25	\$0.00	\$0.00	\$0.00	\$390.25	Demand Letter No Reply
367	\$619.89	\$0.00	\$0.00	\$0.00	\$619.89	Sent to Debt Collectors
38	\$0.00	\$0.00	\$4,252.08	\$0.00	\$4,252.08	
433	\$262.66	\$0.00	\$0.00	\$0.00	\$262.66	Demand letter send returned no forw address
506	\$0.00	\$0.00	\$202.50	\$0.00	\$202.50	
509	\$0.00	\$0.00	-\$16.50	\$0.00	-\$16.50	
515	\$0.00	\$0.00	\$0.00	\$16.50	\$16.50	
516	\$0.00	\$0.00	\$0.00	\$66.00	\$66.00	
52	\$0.00	\$0.00	\$0.00	\$544.16	\$544.16	
54	\$5,016.22	\$0.00	\$807.48	\$0.00	\$5,823.70	Statement Sent
7	\$0.00	\$0.00	\$0.00	\$25.06	\$25.06	
83	\$0.00	\$0.00	\$0.00	\$33.00	\$33.00	
	<b>\$7,629.32</b>	<b>\$0.00</b>	<b>\$5,244.66</b>	<b>\$189,770.76</b>	<b>\$202,644.74</b>	

**F24/2017 2017/18 ANNUAL BUDGET ADOPTION INCLUDING FEES AND CHARGES**

FILE REFERENCE	F1.2.1
REPORT DATE	7 July 2017
APPLICANT/PROPONANT	None
OFFICER DISCLOSURE OF INTEREST	None
PREVIOUS MEETING REFERENCES	None
AUTHOR	Ian Graham – DCEO/Finance and Administration Manager
ATTACHMENTS	1. Annual Statutory Budget 2017-18 Including Capital expenditure 2017-18 ( <b>Attachment 4</b> ) 2. Schedule of Fees and Charges 2017-18 ( <b>Attachment 5</b> )

**PURPOSE OF REPORT**

To present to Council the 2017-18 Annual Statutory Budget, supported by detailed Capital Expenditure report and the 2017-18 Schedule of Fees and Charges, to allow Council to adopt the 2017-18 Annual Budget.

**BACKGROUND**

The 2017-18 Annual Statutory Budget and supporting schedules have been prepared on principles contained in the Strategic Community Plan, the Corporate Business Plan, the 2017-18 Draft Annual Budget presentation and budget discussions at the Ordinary Council Meeting held on Wednesday 15<sup>th</sup> June 2016.

**COMMENT**

The 2017-18 budget has been prepared with a 2.5% rate increase.

Domestic rubbish removal charges have been increased by 1.0% and are itemised in the 2017-18 Fees & Charges.

Total capital expenditure is \$2.872m, including \$1.519m on Roads and Other Infrastructure, \$986k on Buildings, \$205k on Plant & Equipment and \$110k on Motor Vehicles.

Principal grant funding is:

Royalties for Regions:	\$900k
Roads to Recovery:	\$937k
Regional Roads Group:	\$382k

A surplus/(deficit) of \$639k is estimated as at 30<sup>th</sup> June 2017; however this is unaudited and may change subject to preparation of the final annual financial statements for the year-ended 30<sup>th</sup> June 2017. Any change will be addressed as part of a future budget review.

Council is required to adopt an annual budget each year prior to the 31<sup>st</sup> August. The 2017-18 Annual Budget is attached for Council approval and adoption.

## **POLICY REQUIREMENTS**

The 2017-18 Annual Budget has been prepared based on principles contained within the Corporate Business Plan.

## **LEGISLATIVE REQUIREMENTS**

Council is required to adopt an Annual Budget each year prior to the 31<sup>st</sup> August (Local Government Act s6.2 1).

Divisions 5 and 6 or Part 6 of the Local Government Act 1995 refer to the settings of budgets and raising of rates and charges.

Section 6.2(4)c of the Act requires the proposed fees and charges to be included in the Annual Budget document.

The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The 2017-18 as presented is considered to meet statutory requirements.

## **STRATEGIC IMPLICATIONS**

The 2017-18 Annual Budget determines the budgeted operating and capital expenditure and revenue for the 2017-18 financial year.

### **Corporate Business Plan references and impacts:**

Strategy 4.3.1 “Maintain/retain full compliance with statutory obligations”.

## **DOES THIS ITEM REFER TO THE COMMUNITY STRATEGIC PLAN?**

Yes.

## **SUSTAINABILITY IMPLICATIONS**

### **➤ Environment**

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

### **➤ Economic**

The 2017-18 Annual Budget determines the budgeted operating and capital expenditure and revenue for the 2017-18 financial year.

### **➤ Social**

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

## **FINANCIAL IMPLICATIONS**

The 2017-18 Annual Budget determines the budgeted operating and capital expenditure and revenue and the estimated closing net current asset position for the 2017-18 financial year.

## VOTING REQUIREMENTS

*Absolute Majority Required:* Yes

### **RESOLUTION 126/2017**

**Moved: Cr D Lovelock**

**Seconded: Cr D Smith**

- 1. That the Annual Budget for the 2017-18 year as presented be adopted.**
  
- 2. That in conformity with the adopted budget that Council hereby levies rates for the year ended 30 June 2018 as hereunder:**
  - **General rate 9.3242 cents in the \$ on GRV and 0.6969 cents in the \$ on UV;**
  - **Minimum rates be \$420 per assessment on all GRV valuations and \$550 on all UV Valuations;**
  - **An incentive scheme of four (4) by \$500 cash prizes be offered to encourage payment of rates in full within 35 days of the issue of the rate notice;**
  - **A late payment penalty of 11% pa be added to the general rates unpaid 35 days after the issue of the rate notice, but not applying to those ratepayers who elect to pay by instalments, except this will not apply to pensioners deferred rates;**
  - **An instalment plan interest rate of 5.5% be charged for those ratepayers electing to pay their rates bill by instalments;**
  - **An administration fee of \$4.50 be charged on all assessments per instalment;**
  - **ESL on all properties is \$75.00 as per legislation;**
  
- 3. Sanitation Charges – That Council levy charges for the year ending 30th June 2018 as hereunder:**
  - **Sewerage charges of \$168.00 per connection or ability to connect be charged for sewerage at both Calingiri and Yerecoin townsites;**
  - **Rubbish removal charges of \$176.75 per annum per 240ltr bin weekly service on GRV properties and UV properties. For additional bins the charges are \$176.75 per bin. For the Calingiri Townsite there is a charge of \$94.00 per annum per 240ltr recycling bin.**
  
- 4. That the 2017-18 Schedule of Fees and Charges be included in the budget document.**

**CARRIED 8/1**

**Cr Broadhurst requested that his vote in the negative be recorded.**

**SHIRE OF VICTORIA PLAINS**  
**BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2018**

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**SHIRE OF VICTORIA PLAINS  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Revenue</b>				
Rates	8	2,328,653	2,269,999	2,334,121
Operating grants, subsidies and contributions	15	503,373	1,576,654	1,032,755
Fees and charges	14	153,065	222,384	176,345
Service charges	11	0	0	0
Interest earnings	2(a)	123,000	84,853	107,000
Other revenue	2(a)	116,357	166,377	57,538
		<u>3,224,448</u>	<u>4,320,267</u>	<u>3,707,759</u>
<b>Expenses</b>				
Employee costs		(1,459,493)	(1,473,047)	(1,268,762)
Materials and contracts		(1,287,322)	(1,153,771)	(1,230,857)
Utility charges		(84,850)	(76,610)	(78,900)
Depreciation on non-current assets	2(a)	(1,944,577)	(1,803,591)	(2,529,710)
Interest expenses	2(a)	(22,066)	(19,941)	(22,303)
Insurance expenses		(203,379)	(187,268)	(183,080)
Other expenditure		(358,600)	(375,855)	(315,715)
		<u>(5,360,287)</u>	<u>(5,090,083)</u>	<u>(5,629,327)</u>
		(2,135,839)	(769,816)	(1,921,568)
Non-operating grants, subsidies and contributions	15	900,000	84,299	2,043,048
Profit on asset disposals	6	3,000	29,573	6,000
Loss on asset disposals	6	(22,000)	(43,279)	(49,000)
Loss on revaluation of non current assets		0	0	0
<b>Net result</b>		<u>(1,254,839)</u>	<u>(699,223)</u>	<u>78,480</u>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	0	0
<b>Total other comprehensive income</b>		<u>0</u>	<u>0</u>	<u>0</u>
<b>Total comprehensive income</b>		<u>(1,254,839)</u>	<u>(699,223)</u>	<u>78,480</u>

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

SHIRE OF VICTORIA PLAINS  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE YEAR ENDED 30 JUNE 2018

	- Plant F	2017/18 Budget	2016/17 Actual	2016/17 Budget
		\$	\$	\$
<b>Revenue (refer notes 1,2,8,10 to 15)</b>				
Governance		1,808	7,597	2,225
General purpose funding		2,890,744	3,880,591	3,355,936
Law, order, public safety		43,236	70,237	43,459
Health		2,263	3,205	2,483
Education and welfare		0	1,093	0
Housing		124,154	94,318	126,212
Community amenities		73,232	107,594	76,461
Recreation and culture		21,035	34,942	32,051
Transport		4,878	20,821	5,253
Economic services		28,718	37,210	27,817
Other property and services		34,380	62,660	35,863
		<u>3,224,448</u>	<u>4,320,268</u>	<u>3,707,760</u>
<b>Expenses excluding finance costs (refer notes 1, 2 &amp; 16)</b>				
Governance		(475,767)	(446,960)	(441,072)
General purpose funding		(308,057)	(285,149)	(273,021)
Law, order, public safety		(295,665)	(227,403)	(331,324)
Health		(150,664)	(107,706)	(153,005)
Education and welfare		(48,038)	(38,270)	(41,863)
Housing		(194,686)	(228,469)	(217,728)
Community amenities		(434,191)	(417,709)	(398,277)
Recreation and culture		(606,311)	(622,908)	(579,479)
Transport		(2,597,789)	(2,537,139)	(2,989,076)
Economic services		(211,550)	(142,943)	(168,949)
Other property and services		(15,503)	(15,487)	(13,231)
		<u>(5,338,221)</u>	<u>(5,070,143)</u>	<u>(5,607,025)</u>
<b>Finance costs (refer notes 2 &amp; 7)</b>				
Housing		0	(154)	0
Community amenities		(5,222)	(1,734)	(2,170)
Recreation and culture		(16,844)	(15,874)	(20,133)
Economic services		0	(2,179)	0
		<u>(22,066)</u>	<u>(19,941)</u>	<u>(22,303)</u>
		<u>(2,135,839)</u>	<u>(769,816)</u>	<u>(1,921,568)</u>
Non-operating grants, subsidies and contributions	15	900,000	84,299	2,043,048
Profit on disposal of assets	6	3,000	29,573	6,000
(Loss) on disposal of assets	6	(22,000)	(43,279)	(49,000)
Loss on revaluation of non-current assets		0	0	0
		<u>881,000</u>	<u>70,593</u>	<u>2,000,048</u>
<b>Net result</b>		<b>(1,254,839)</b>	<b>(699,223)</b>	<b>78,480</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	0	0
<b>Total other comprehensive income</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income</b>		<b><u>(1,254,839)</u></b>	<b><u>(699,223)</u></b>	<b><u>78,480</u></b>

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

SHIRE OF VICTORIA PLAINS  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2018

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		2,328,653	2,289,163	2,353,908
Operating grants, subsidies and contributions		712,373	1,305,978	1,032,755
Fees and charges		153,065	222,384	176,345
Service charges		0	0	0
Interest earnings		123,000	84,853	107,000
Goods and services tax		10,000	10,417	100,000
Other revenue		116,357	166,377	63,538
		<u>3,443,448</u>	<u>4,079,172</u>	<u>3,833,546</u>
<b>Payments</b>				
Employee costs		(1,439,493)	(1,521,166)	(1,228,762)
Materials and contracts		(1,337,322)	(871,171)	(1,223,624)
Utility charges		(84,850)	(76,610)	(78,900)
Interest expenses		(22,066)	(22,352)	(22,303)
Insurance expenses		(203,379)	(187,268)	(183,080)
Goods and services tax		0	0	0
Other expenditure		(358,600)	(375,855)	(321,715)
		<u>(3,445,710)</u>	<u>(3,054,422)</u>	<u>(3,058,384)</u>
<b>Net cash provided by (used in) operating activities</b>	3(b)	<u>(2,262)</u>	<u>1,024,750</u>	<u>775,162</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for development of land held for resale	5	0	0	0
Payments for purchase of property, plant & equipment	5	(1,352,700)	(1,023,953)	(1,829,685)
Payments for construction of infrastructure	5	(1,512,533)	(1,589,281)	(1,715,076)
Non-operating grants, subsidies and contributions used for the development of assets		2,259,693	1,218,177	2,043,048
Proceeds from sale of plant & equipment	6	291,500	306,859	222,000
<b>Net cash provided by (used in) investing activities</b>		<u>(314,040)</u>	<u>(1,088,198)</u>	<u>(1,279,713)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings	7	(58,691)	(48,507)	(48,511)
Advances to community groups		0	0	0
Proceeds from self supporting loans		15,993	15,212	15,212
Proceeds from new borrowings	7	0	175,000	175,000
<b>Net cash provided by (used in) financing activities</b>		<u>(42,698)</u>	<u>141,705</u>	<u>141,701</u>
<b>Net increase (decrease) in cash held</b>		<u>(359,000)</u>	<u>78,257</u>	<u>(362,850)</u>
<b>Cash at beginning of year</b>		<u>1,345,047</u>	<u>1,266,790</u>	<u>1,266,790</u>
<b>Cash and cash equivalents at the end of the year</b>	3(a)	<u>986,047</u>	<u>1,345,047</u>	<u>903,940</u>

This statement is to be read in conjunction with the accompanying notes



SHIRE OF VICTORIA PLAINS  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2018

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Net current assets at start of financial year - surplus/(deficit)</b>	<b>4</b>	<b>639,000</b>	<b>421,481</b>	<b>351,110</b>
		<b>639,000</b>	<b>421,481</b>	<b>351,110</b>
<b>Revenue from operating activities (excluding rates)</b>				
Governance		4,808	7,597	4,725
General purpose funding		562,091	1,545,893	1,084,315
Law, order, public safety		43,236	70,237	43,459
Health		2,263	3,205	2,483
Education and welfare		0	1,093	0
Housing		124,154	94,318	126,212
Community amenities		73,232	107,594	76,461
Recreation and culture		21,035	34,942	32,051
Transport		4,878	20,821	5,253
Economic services		28,718	37,210	31,317
Other property and services		<b>34,380</b>	<b>92,233</b>	<b>35,863</b>
		<b>898,795</b>	<b>2,015,143</b>	<b>1,442,139</b>
<b>Expenditure from operating activities</b>				
Governance		(475,767)	(464,691)	(441,072)
General purpose funding		(308,057)	(285,149)	(273,021)
Law, order, public safety		(295,665)	(227,403)	(331,324)
Health		(150,664)	(107,706)	(153,005)
Education and welfare		(48,038)	(38,270)	(41,863)
Housing		(194,686)	(228,623)	(217,728)
Community amenities		(439,413)	(419,443)	(400,447)
Recreation and culture		(623,155)	(638,782)	(599,612)
Transport		(2,612,789)	(2,562,688)	(3,038,076)
Economic services		(211,550)	(145,122)	(168,949)
Other property and services		<b>(22,503)</b>	<b>(15,486)</b>	<b>(13,231)</b>
		<b>(5,382,287)</b>	<b>(5,133,363)</b>	<b>(5,678,328)</b>
<b>Operating activities excluded from budget</b>				
(Profit) on asset disposals	6	(3,000)	(29,573)	(6,000)
Loss on disposal of assets	6	22,000	43,279	49,000
Depreciation on assets	2(a)	1,944,577	1,803,591	2,529,710
Movement in employee benefit provisions (non-current)		0	0	0
<b>Amount attributable to operating activities</b>		<b>(1,880,915)</b>	<b>(879,442)</b>	<b>(1,312,369)</b>
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions	15	2,259,693	1,218,177	2,043,048
Purchase land held for resale	5	0	0	0
Purchase property, plant and equipment	5	(1,352,700)	(1,023,953)	(1,829,685)
Purchase and construction of infrastructure	5	(1,512,533)	(1,589,281)	(1,715,076)
Proceeds from disposal of assets	6	291,500	306,859	222,000
<b>Amount attributable to investing activities</b>		<b>(314,040)</b>	<b>(1,088,198)</b>	<b>(1,279,713)</b>
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	7	(58,691)	(48,507)	(48,511)
Proceeds from new borrowings	7	0	175,000	175,000
Proceeds from self supporting loans		15,993	15,212	15,212
Transfers to cash backed reserves (restricted assets)	9	(91,000)	(17,824)	(34,000)
Transfers from cash backed reserves (restricted assets)	9	0	212,760	212,760
<b>Amount attributable to financing activities</b>		<b>(133,698)</b>	<b>336,641</b>	<b>320,461</b>
<b>Budgeted deficiency before general rates</b>		<b>(2,328,653)</b>	<b>(1,630,999)</b>	<b>(2,271,621)</b>
<b>Estimated amount to be raised from general rates</b>	<b>8</b>	<b>2,328,653</b>	<b>2,269,999</b>	<b>2,271,621</b>
<b>Net current assets at end of financial year - surplus/(deficit)</b>		<b>0</b>	<b>639,000</b>	<b>0</b>

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

**SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of preparation**

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.

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

**Critical accounting estimates**

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

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

**The local government reporting eEntity**

All funds through which the Shire of Victoria Plains controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 17 to the budget.

**(b) 2016/17 actual balances**

Balances shown in this budget as 2016/17 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

**(c) Rounding off figures**

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Comparative figures**

- Plant Replacement Programme

**(e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) **Forecast fair value adjustments**

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

(g) **Rates, grants, donations and other contributions**

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Victoria Plains obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(h) **Goods and services tax (GST)**

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

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

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

(i) **Superannuation**

The Shire of Victoria Plains contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Victoria Plains contributes are defined contribution plans.

(j) **Cash and cash equivalents**

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

Bank overdrafts are shown as short term borrowings in current liabilities in Note 4 - Net Current Assets.

(k) **Trade and other receivables**

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

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

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

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Inventories

**General**

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

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

**Land held for resale**

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

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

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

(m) Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

**Mandatory requirement to revalue non-current assets**

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations* were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the Shire of Victoria Plains commenced the process of adopting fair value in accordance with the Regulations.

Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2015 all non-current assets were carried at fair value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the Shire of Victoria Plains revalues its asset classes in accordance with this mandatory timetable.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

**Initial recognition and measurement between mandatory revaluation dates**

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire of Victoria Plains includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Fixed assets (continued)

**Revaluation**

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

**Land under roads**

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Fixed assets (continued)

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Fair value of assets and liabilities

When performing a revaluation, the Shire of Victoria Plains uses a mix of both independent and management valuations using the following as a guide:

Fair value is the price that the Shire of Victoria Plains would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The Shire of Victoria Plains selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire of Victoria Plains are consistent with one or more of the following valuation approaches:

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Fair value of assets and liabilities (continued)

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire of Victoria Plains gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The mandatory measurement framework imposed by the *Local Government (Financial Management) Regulations* requires, as a minimum, all assets to be revalued at least every 3 years. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards have been made in the budget as necessary.

(o) Financial instruments

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the Shire of Victoria Plains becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire of Victoria Plains commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.



SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Financial instruments (continued)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) *Financial assets at fair value through profit and loss*

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire of Victoria Plains management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) *Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.

(v) *Financial liabilities*

Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Financial instruments (continued)

*Impairment*

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

*Derecognition*

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Shire of Victoria Plains no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(p) Impairment of assets

In accordance with Australian Accounting Standards the Shire of Victoria Plains assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Impairment of assets (continued)

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting this budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2018.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(q) Trade and other payables

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

(r) Employee benefits

**Short-term employee benefits**

Provision is made for the Shire of Victoria Plains's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Victoria Plains's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Victoria Plains's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**Other long-term employee benefits**

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Victoria Plains's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire of Victoria Plains does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

(t) Provisions

Provisions are recognised when the Shire of Victoria Plains has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(u) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire of Victoria Plains, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(v) Investment in associates

An associate is an entity over which the Shire of Victoria Plains has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire of Victoria Plains's share of net assets of the associate. In addition, the Shire of Victoria Plains's share of the profit or loss of the associate is included in the

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Shire of Victoria Plains's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

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

**(w) Investment in associates (continued)**

Profits and losses resulting from transactions between the Shire of Victoria Plains and the associate are eliminated to the extent of the Shire of Victoria Plains's interest in the associate.

When the Shire of Victoria Plains's share of losses in an associate equals or exceeds its interest in the associate, the Shire of Victoria Plains discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Shire of Victoria Plains will resume recognising its share of these profits once its share of the profits equals the share of the losses not recognised.

**(x) Interests in joint arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Victoria Plains's interests, in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 20.

**(y) Current and non-current classification**

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

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

REVENUES AND EXPENSES	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Net result</b>			
The net result includes:			
Charging as an expense:			
<b>Auditors remuneration</b>			
Audit services	14,000	14,000	14,000
Other services	2,500	2,000	2,500
<b>Depreciation by program</b>			
Governance	30,753	26,381	27,125
General purpose funding	0	0	0
Law, order, public safety	4,909	4,499	119,088
Health	0	0	17
Education and welfare	463	425	386
Housing	35,327	47,599	42,692
Community amenities	72,531	70,237	60,074
Recreation and culture	109,917	100,758	89,529
Transport	1,353,327	1,240,550	1,794,636
Economic services	4,500	4,125	3,747
Other property and services	332,850	309,017	392,416
	<u>1,944,577</u>	<u>1,803,591</u>	<u>2,529,710</u>
<b>Depreciation by asset class</b>			
Buildings	121,188	126,709	111,751
Furniture and equipment	29,808	21,501	22,602
Plant and equipment	178,700	167,933	166,689
Construction other than Buildings	79,723	68,210	0
Motor Vehicles	142,624	130,739	339,747
Land	0	0	0
Roads	1,234,614	1,148,691	1,766,710
Footpaths	16,123	14,779	122,211
Infrastructure - Other	141,797	125,029	0
- Plant Replacement Programme	1,944,577	1,803,591	2,529,710
<b>Interest expenses (finance costs)</b>			
- Borrowings (refer note 7(a))	22,066	19,941	22,303
Other	0	0	0
	<u>22,066</u>	<u>19,941</u>	<u>22,303</u>
Crediting as revenues:			
<b>Interest earnings</b>			
Investments			
- Loans Receivable (Clubs/Institutions)	13,000	0	0
- Reserve funds	16,000	18,023	18,000
- Other funds	82,000	44,109	77,500
Other interest revenue (refer note 12)	12,000	22,721	11,500
	<u>123,000</u>	<u>84,853</u>	<u>107,000</u>
<b>Other revenue</b>			
Reimbursements and recoveries	21,307	17,387	5,000
Other	95,050	148,990	52,538
	<u>116,357</u>	<u>166,377</u>	<u>57,538</u>

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

REVENUES AND EXPENSES (Continued)

(b) Statement of objective

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

COMMUNITY VISION

- Our vision statement is an expression of what we aspire to ensure the Shire of Victoria Plains is like for the people who live here in the future:-

A growing shire, continuing to attract more people to its diverse and unique region.  
Attractive country living within reach of the city of Perth  
A sustainable lifestyle with clean and green environmentally friendly practices  
Underpinned by sustainable private enterprise and essential services accessible to all communities  
A shire working and growing in cooperation.  
A shire that supports and encourages innovation, adoption of new environmental and economically positive practices and the rights of the individual.

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

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Members expenses and the costs associated with Council and Committee Meetings.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, General Purpose government grants and revenue

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer and environmentally conscious community

Activities:

Supervision of various Local Laws, administration of the Shire's volunteer Bushfire Brigades, fire prevention, Rural Watch and Animal control.

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

Food control, mosquito control, analytical expenses and assistance to St John Ambulance sub-centres.

EDUCATION AND WELFARE

Objective:

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of school ovals and awards to schools including Community Development and Training.

**SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**REVENUES AND EXPENSES (Continued)**

**(b) Statement of objective (Continued)**

**HOUSING**

**Objective:**

To provide and maintain housing.

**Activities:**

Maintenance of staff and non-staff residences.

**COMMUNITY AMENITIES**

**Objective:**

To provide services required by the community.

**Activities:**

Provision and maintenance of a sewerage system, refuse collection services, operation of refuse sites, noise control, operation of the Calingiri Cemetery, administration of a Town Planning Scheme, Shire development.

**RECREATION AND CULTURE**

**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

**Activities:**

Maintenance of Halls, Recreation Centre, various Reserves and the operation of 3 libraries.

**TRANSPORT**

**Objective:**

To provide safe, effective and efficient transport services to the community.

**Activities:**

Construction and maintenance of roads, bridges, drainage works, footpaths, traffic signs and town streets.

**ECONOMIC SERVICES**

**Objective:**

To help promote the Shire and its economic wellbeing.

**Activities:**

Tourism, pest control services, promotion of Land Conservation measures and implementation of building controls.

**OTHER PROPERTY & SERVICES**

**Objective:**

To monitor and control the Shire's overhead operating accounts.

**Activities:**

Private Works carried out by Council, Public Works Overhead allocations.



SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
Cash - unrestricted	175,261	625,261	167,978
Cash - restricted	<u>810,786</u>	<u>719,786</u>	<u>735,962</u>
	<u>986,047</u>	<u>1,345,047</u>	<u>903,940</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Long Service Leave Reserve	29,019	28,419	28,970
Plant Reserve	142,723	65,545	65,276
Housing Reserve	71,543	70,063	70,706
Sewerage Scheme Reserve	77,828	76,218	76,218
Refuse Site Reserve	279,616	273,830	275,105
Building Maintenance Reserve	77,439	75,837	92,827
#REF!	125,250	122,658	119,644
- Plant Replacement Programme	7,368	7,216	7,216
	<u>810,786</u>	<u>719,786</u>	<u>735,962</u>

Reconciliation of net cash provided by operating activities to net result

Net result	(1,254,839)	(699,223)	78,480
Depreciation	1,944,577	1,803,591	2,529,710
(Profit)/loss on sale of asset	19,000	13,706	43,000
Loss on revaluation of non current assets	0	0	0
(Increase)/decrease in receivables	219,000	(241,095)	119,787
(Increase)/decrease in inventories	0	485	0
Increase/(decrease) in payables	(50,000)	269,784	7,233
Increase/(decrease) in employee provisions	20,000	(38,199)	40,000
Grants/contributions for the development of assets	<u>(900,000)</u>	<u>(84,299)</u>	<u>(2,043,048)</u>
Net cash from operating activities	<u>(2,262)</u>	<u>1,024,750</u>	<u>775,162</u>

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

NOTES TO THE STATEMENT OF CASH FLOWS (Continued)

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Undrawn borrowing facilities</b>			
<b>credit standby arrangements</b>			
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	20,000	20,000	20,000
Credit card balance at balance date	0	4,327	0
<b>Total amount of credit unused</b>	<u>20,000</u>	<u>24,327</u>	<u>20,000</u>
<b>Loan facilities</b>			
Loan facilities in use at balance date	<u>478,577</u>	<u>537,268</u>	<u>538,106</u>
Unused loan facilities at balance date	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Note</b>	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>
<b>NET CURRENT ASSETS</b>			
<b>Composition of estimated net current assets</b>			
<b>Current assets</b>			
Cash - unrestricted	3(a)	112,723	562,723
Cash - restricted reserves	3(a)	810,786	719,786
Receivables		341,128	576,121
Inventories		<u>41,242</u>	<u>41,242</u>
		1,305,879	1,899,872
<b>Less: current liabilities</b>			
Trade and other payables		(473,672)	(523,672)
Short term borrowings		0	0
Long term borrowings		0	(58,691)
Provisions		<u>(162,812)</u>	<u>(147,812)</u>
		(636,484)	(730,175)
<b>Unadjusted net current assets</b>		<b>669,395</b>	<b>1,169,697</b>
Differences between the net current assets at the end of each financial year in the rate setting statement and net current assets detailed above arise from amounts which have been excluded when calculating the budget deficiency in accordance with <i>Local Government (Financial Management) Regulation 32</i> as movements for these items have been funded within the budget estimates. These differences are disclosed as adjustments below.			
<b>Adjustments</b>			
Less: Cash - restricted reserves	3(a)	(810,786)	(719,786)
Less: Land held for resale		0	0
Less: Current loans - clubs / institutions		0	(15,993)
Add: Current portion of borrowings		0	58,691
Add: Current liabilities not expected to be cleared at end of year		<u>141,391</u>	<u>146,391</u>
<b>Adjusted net current assets - surplus/(deficit)</b>		<u><b>0</b></u>	<u><b>639,000</b></u>

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

5. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the year.

Asset class	Governance \$	General purpose funding \$	Law, order, public safety \$	Health \$	Education and welfare \$	Reporting program					2017/18 Budget total \$	2016/17 Actual total \$	
						Housing \$	Community amenities \$	Recreation and culture \$	Transport \$	Economic services \$			Other property and services \$
<i>Property, Plant and Equipment</i>													
Buildings	7,000	0	0	0	0	973,500	0	6,200	0	0	0	986,700	96,977
Furniture and equipment	25,000	0	0	0	0	0	0	0	0	0	0	25,000	41,318
Plant and equipment	0	0	0	0	0	0	0	0	0	0	205,000	205,000	427,277
Const other than Buildings	0	0	0	0	0	0	0	0	0	6,000	20,000	26,000	0
Motor vehicles	110,000	0	0	0	0	0	0	0	0	0	0	110,000	273,691
Land	0	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure - Other	0	0	0	0	0	0	0	0	0	0	0	0	248,416
	<b>142,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>973,500</b>	<b>0</b>	<b>6,200</b>	<b>0</b>	<b>6,000</b>	<b>225,000</b>	<b>1,352,700</b>	<b>1,087,679</b>
<i>Infrastructure</i>													
Roads	0	0	0	0	0	0	0	0	1,467,533	0	0	1,467,533	1,540,658
Footpaths	0	0	0	0	0	0	0	0	45,000	0	0	45,000	48,642
Infrastructure - Other	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,512,533</b>	<b>0</b>	<b>0</b>	<b>1,512,533</b>	<b>1,589,300</b>
<i>Land Held for Resale</i>													
Land held for resale	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total acquisitions</b>	<b>142,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>973,500</b>	<b>0</b>	<b>6,200</b>	<b>1,512,533</b>	<b>6,000</b>	<b>225,000</b>	<b>2,865,233</b>	<b>2,676,979</b>

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Plant Replacement Programme

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

7. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Principal 1-Jul-17	New loans	Principal repayments		Principal outstanding		Interest repayments	
			2017/18 Budget	2016/17 Actual	2017/18 Budget	2016/17 Actual	2017/18 Budget	2016/17 Actual
			\$	\$	\$	\$	\$	\$
<b>Governance</b>								
Loan 69	0	0	0	0	0	0	0	0
<b>Housing</b>								
Loan 68	0	0	0	0	0	0	0	154
<b>Community amenities</b>								
Loan 84	167,240	0	15,811	7,760	151,429	167,240	4,066	1,734
<b>Recreation and culture</b>								
Loan 72	19,938	0	9,646	9,041	10,292	19,938	1,156	2,179
Loan 82	94,376	0	17,241	16,494	77,135	94,376	4,037	4,784
	<b>281,554</b>	<b>0</b>	<b>42,698</b>	<b>33,295</b>	<b>238,856</b>	<b>281,554</b>	<b>9,259</b>	<b>8,851</b>
<b>Self Supporting Loans</b>								
<b>Recreation and culture</b>								
Loan 83	255,714	0	15,993	15,212	239,721	255,714	12,807	11,090
	<b>255,714</b>	<b>0</b>	<b>15,993</b>	<b>15,212</b>	<b>239,721</b>	<b>255,714</b>	<b>12,807</b>	<b>11,090</b>
	<b>537,268</b>	<b>0</b>	<b>58,691</b>	<b>48,507</b>	<b>478,577</b>	<b>537,268</b>	<b>22,066</b>	<b>19,941</b>

All borrowing repayments will be financed by general purpose revenue.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

**7. INFORMATION ON BORROWINGS (Continued)**

**(b) New borrowings - 2017/18**

There are no new borrowings for the 2017/18 year.

**(c) Unspent borrowings**

The Shire had no unspent borrowing funds as at 30th June 2017 nor is it expected to have unspent borrowing funds as at 30th June 2018.

**(d) Overdraft**

The Shire has not utilised an overdraft facility during the financial year.



**SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**8(a). RATING INFORMATION**

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

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

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

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

9. CASH BACKED RESERVES

Reserve name	2017/18	2017/18	2017/18	2017/18	2016/17	2016/17	2016/17	2016/17	2016/17	2016/17	2016/17	2016/17	2016/17
	Budget Opening balance \$	Budget Transfer to \$	Actual Opening balance \$	Actual Transfer to \$	Actual Transfer (from) \$	Actual Closing balance \$	Actual Closing balance \$	Budget Opening balance \$	Budget Transfer to \$	Budget Transfer (from) \$	Budget Closing balance \$	Budget Opening balance \$	Budget Closing balance \$
Long Service Leave Reserve	28,419	600	77,267	1,152	(50,000)	28,419	28,419	77,387	1,583	(50,000)	28,970	77,387	28,970
Plant Reserve	65,545	77,178	150,944	2,361	(87,760)	65,545	65,545	151,179	1,857	(87,760)	65,276	151,179	65,276
Housing Reserve	70,063	1,480	142,742	2,321	(75,000)	70,063	70,063	142,781	2,925	(75,000)	70,706	142,781	70,706
Sewerage Scheme Reserve	76,218	1,610	74,574	1,844	0	76,218	76,218	74,690	1,528	0	76,218	74,690	76,218
Refuse Site Reserve	273,830	5,786	267,922	5,908	0	273,830	273,830	269,595	5,510	0	275,105	269,595	275,105
Building Maintenance Reserve	75,837	1,602	74,201	1,636	0	75,837	75,837	74,791	18,036	0	92,827	74,791	92,827
Infrastructure Reserve	122,658	2,592	120,012	2,646	0	122,658	122,658	117,228	2,416	0	119,644	117,228	119,644
Gym Equipment Reserve	7,216	152	7,060	156	0	7,216	7,216	7,071	145	0	7,216	7,071	7,216
	<b>719,786</b>	<b>91,000</b>	<b>914,722</b>	<b>17,824</b>	<b>(212,760)</b>	<b>719,786</b>	<b>719,786</b>	<b>914,722</b>	<b>34,000</b>	<b>(212,760)</b>	<b>735,962</b>	<b>914,722</b>	<b>735,962</b>



SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

9. CASH BACKED RESERVES (Continued)

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

Reserve name	Anticipated date of use	Purpose of the reserve
Long Service Leave Reserve	As required	- to be used to fund annual and long service leave requirements.
Plant Reserve	As required	- to be used for the purchase of major plant.
Housing Reserve	As required	- to be used for the procurement of staff housing.
Sewerage Scheme Reserve	As required	- to be used to maintain and improve the Calingiri sewerage scheme.
Refuse Site Reserve	As required	- to be used to fund future refuse site development.
Building Maintenance Reserve	As required	- to be used for the long term maintenance of Shire buildings.
- Plant Replacement Programme	As required	- to be used for future purchases and replacement of gymnasium equipment.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

10. SPECIFIED AREA RATE

There are no Specified Area Rates for the 2017/18 year.

11. SERVICE CHARGES

There are no Service Charges for the 2017/18 year.

12. INTEREST CHARGES AND INSTALMENTS - RATES AND SERVICE CHARGES

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge \$	Instalment plan interest rate %	Unpaid rates interest rates %
<b>Option one</b>				
Full payment to be received on or before 35 days after the date of service appearing on the rate notice	35 days after date of service appearing on the rate notice			
<b>Option two</b>				
First Instalment	8/09/2017	\$4.50	5.50%	11.00%
Second Instalment	8/12/2017			
Third Instalment	9/02/2018			
Fourth Instalment	6/04/2018			

2017/18 Budget revenue \$	2016/17 Actual \$
2,000	1,467
7,000	7,681
5,000	15,040
14,000	24,188

Instalment plan admin charge revenue  
Instalment plan interest earned  
Unpaid rates interest earned

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

13. PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS

Council has resolved that for the 2017/18 financial year there will be no discount offered for the early payment of rates.

Early payment incentives of four amounts of \$500.00 (total of \$2,000) are available to all ratepayers who make full payment of rates (including all arrears and current charges) on or before 35 days after the date of service appearing on the rates notice. The four incentive winners are selected in a draw.

A rate subsidy is to apply to the Yerecoin and Bolgart Golf Clubs ensuring that the total amount payable is no more than the minimum rate.

Photocopying charges are waived for certain community groups such as St John Ambulance, Rural Watch and Volunteer Bushfire Brigades. Council considers support of these groups necessary for the overall benefit of the community.

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$
<b>14. FEES &amp; CHARGES REVENUE</b>		
Governance	2,000	3,277
General purpose funding	3,000	2,852
Law, order, public safety	2,500	3,958
Health	500	644
Education and welfare	0	0
Housing	39,940	57,443
Community amenities	70,900	104,703
Recreation and culture	3,800	6,526
Transport	0	0
Economic services	12,600	21,702
Other property and services	17,825	21,279
	<u>153,065</u>	<u>222,384</u>
<b>15. GRANT REVENUE</b>		
Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:		
<b>By Program:</b>		
<b>Operating grants, subsidies and contributions</b>		
Governance	1,000	1,336
General purpose funding	445,608	1,481,115
Law, order, public safety	37,765	61,647
Health	0	820
Community amenities	1,000	955
Recreation and culture	2,000	12,687
Transport	1,000	0
Other property and services	15,000	18,094
	<u>503,373</u>	<u>1,576,654</u>
<b>Non-operating grants, subsidies and contributions</b>		
Housing	900,000	64,299
Community amenities	0	20,000
	<u>900,000</u>	<u>84,299</u>

SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$
<b>16. ELECTED MEMBERS REMUNERATION</b>		
The following fees, expenses and allowances were paid to council members and/or the President.		
Meeting fees	67,500	65,312
Mayor/President's allowance	6,500	6,500
Deputy Mayor/President's allowance	1,625	1,625
Travelling expenses	4,000	15,589
Telecommunications allowance	15,000	14,407
	<u>94,625</u>	<u>103,433</u>

**17. TRUST FUNDS**

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-17 \$	Estimated amounts received \$	Estimated amounts paid (\$)	Estimated balance 30-Jun-18 \$
Housing Bonds	0	400	(400)	0
BCITF	145	4,000	(3,750)	395
BSL	1,134	3,175	(3,500)	809
Gym Key Bonds	400	360	(360)	400
Hall Key Bonds	340	1,000	(1,000)	340
Tip Key Bonds	60	240	(180)	120
Transport Licencing	1,327	300,000	(300,000)	1,327
Other	510	0	0	510
	<u>3,916</u>	<u>309,175</u>	<u>(309,190)</u>	<u>3,901</u>

**SHIRE OF VICTORIA PLAINS  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**18. MAJOR LAND TRANSACTIONS**

It is not anticipated any major land transactions will occur in 2017/18.

**19. - Plant Replacement Programme**

It is not anticipated any trading undertakings or major trading undertakings will occur in 2017/18.

**20. INTERESTS IN JOINT ARRANGEMENTS**

The Shire together with Homeswest have a joint venture agreement with regards to the provision of two aged persons units in Bolgart and four aged persons units in Calingiri townsite.

The only assets are land and buildings, of which Council has a 20% (twenty per cent) share of the assets

As at 30th June 2017 the written down value (WDV) of the 20% share was approximately \$120,000.00.

COA	Description	Job	Description	IE	Inc/Exp Analysis	Budget 2017-18
<b>SCHED 4</b>						
40004	CEO Vehicle Replacement			654	Motor Vehicles	65,000
40005	DCEO Vehicle Replacement			654	Motor Vehicles	45,000
40297	Air Conditioner - Administration Office			653	Furniture & Equipment	5,000
40069	Computing Upgrades Hardware & Software			653	Furniture & Equipment	20,000
40074	OHS upgrades to Shire Buildings			651	Buildings	7,000
						<b>142,000</b>
<b>SCHED 9</b>						
40197	2 x Aged Persons Units - Bolgart			651	Buildings	480,000
40198	2 x Aged Persons Units - Calingiri			651	Buildings	480,000
40298	CEO residence upgrades			651	Buildings	13,500
						<b>973,500</b>
<b>SCHED 11</b>						
40057	Disability Access			651	Buildings	6,200
						<b>6,200</b>
<b>SCHED 12</b>						
40021	Roadworks - Council & Direct Road Funding	C9134	Wirrida int. - line marking & trees	656	Infrastructure Roads	20,000
40021	Roadworks - Council & Direct Road Funding	C9135	Dust suppression (various)	656	Infrastructure Roads	30,000
40021	Roadworks - Council & Direct Road Funding	C9136	Keibing	656	Infrastructure Roads	30,000
40021	Roadworks - Council & Direct Road Funding	C9137	Gravel Pits	656	Infrastructure Roads	25,000
40022	Roadworks - RRG Funded	RR0033	Toodyay-Bindi Road 0124	656	Infrastructure Roads	385,034
40024	Roadworks - R2R Funded	R2R019	Yerecoin SE Road	656	Infrastructure Roads	170,000
40024	Roadworks - R2R Funded	R2R020	Komnongoring Road	656	Infrastructure Roads	80,000
40024	Roadworks - R2R Funded	R2R021	Boxhall Road	656	Infrastructure Roads	80,000
40024	Roadworks - R2R Funded	R2R022	Erickson Road	656	Infrastructure Roads	80,000
40024	Roadworks - R2R Funded	R2R023	Golf Course Road	656	Infrastructure Roads	80,000
40024	Roadworks - R2R Funded	R2R024	Moore River Bridge Repairs	656	Infrastructure Roads	447,000
40024	Roadworks - R2R Funded	RR0034	Mogumber-Yarawindah Road	656	Infrastructure Roads	40,500
40266	Footpaths	FP2018	Footpaths	657	Infrastructure - Footpaths	45,000
						<b>1,512,534</b>
<b>SCHED 13</b>						
40299	Dump Point - Calingiri Caravan Park			652	Construction Other Than Buildings	6,000
						<b>6,000</b>
<b>SCHED 14</b>						
40300	9t Truck			655	Plant & Machinery	150,000
40301	Ride On Mower			655	Plant & Machinery	30,000
40302	Upgrade Water Tank			655	Plant & Machinery	10,000
40303	Ute Body (Range)			655	Plant & Machinery	15,000
40304	Depot Upgrade			652	Construction Other Than Buildings	20,000
						<b>225,000</b>
					<b>GRAND TOTAL:-</b>	<b>2,865,234</b>

COA	Description	Job	Description	IE	Incl/Exp Analysis	Budget 2017-18
					<b>CAPITAL EXPENDITURE BY CLASS:</b>	
					Build	986,700
					Const	26,000
					F&E	25,000
					Infother	0
					Infra	1,467,534
					Footpath	45,000
					Land	0
					Motor	110,000
					P&E	205,000
						<u>2,865,234</u>
					Property, Plant & Equipment	1,326,700
					Infrastructure	1,538,534
						<u>2,865,234</u>



SHIRE OF VICTORIA PLAINS (MAJOR PLANT & VEHICLE REPLACEMENT PROGRAMME) GST Exclusive

Plant Number	Asset Number	Year Acquired	Vehicle Plant Description	Replacement Interval (Years)	Proposed Vehicle/Plant Replacement	Purchase	Trade	Change-Over
PAV44	MAV01	2016	CEO	2		\$ 65,000	\$ 55,000	\$ 10,000
PAV43	MAV00	2016	CEO	2		\$ 45,000	\$ 32,500	\$ 12,500
PAV62	MAV05	2017	Works Manager	2		\$ -	\$ -	\$ -
PAV62	MAV05	2016	Construction Vehicle	7		\$ -	\$ -	\$ -
PAV63	MAV01	2015	Building Maintenance 4x2 Ute (Hidden Colorado)	3		\$ -	\$ -	\$ -
PAV67	MAV02	2014	Gardner 4x2 Ute (Toyota Hilux)	5		\$ -	\$ -	\$ -
PAV68	MAV03	2015	Dual Cab Ute (Nissan Navara) - Works Supervisor	5		\$ -	\$ -	\$ -
PAV67	MAV03	2015	Dual Cab Tray Ute (Mazda King Cab) Supervisor / Ranger	3		\$ -	\$ -	\$ -
PAV69	MAV02	2014	Grader Single Cab Ute (Toyota Hilux)	5		\$ -	\$ -	\$ -
PAV64	MAV02	2012	Single Cab Ute (Nissan Navara)	5		\$ -	\$ 14,000	\$ 10,000
PAV63	MAV03	2008	Mercedes Fuso 5.5 Tonne 5.2 Tonne Tip Truck	6	9.2000 Truck with 12000 5.2T	\$ 150,000	\$ 75,000	\$ 75,000
PAV43	MAV03	2008	Fire 9 Tonne Tip Truck with Drop Shields	7		\$ -	\$ -	\$ -
PAV50	MAV50	2008	Fire 5000 Smead 7.6 Dump Truck	6		\$ -	\$ -	\$ -
PAV42	MAV	2017	Fire 7000 Smead SF 284E Six Wheel Truck	7		\$ -	\$ -	\$ -
PAV42	MAV04	2012	Fire 7000 Smead SF 284E High Road Truck	7		\$ -	\$ -	\$ -
PAV21	MAV27	2012	Fire 300 Series Long Chassis Truck	6		\$ -	\$ -	\$ -
PAV21	MAV27	2017	Single Axle Paching Truck (New Purchase)	8	Dispose	\$ -	\$ 20,000	\$ 20,000
PAV55	MAV55	2009	Cat Grader 120M Site 4x4	8		\$ -	\$ -	\$ -
PAV10	MAV10	2011	Cat Grader 120M Site 4x4	9		\$ -	\$ -	\$ -
PAV13	MAV13	2014	Volvo S1113 Backhoe	5		\$ -	\$ -	\$ -
PAV22	MAV22	2010	Volvo L650	5		\$ -	\$ -	\$ -
PAV23	MAV23	2008	Cat EX300D	5		\$ -	\$ -	\$ -
PAV27	MAV27	2011	Cat E385 Loader	5		\$ -	\$ -	\$ -
PAV27	MAV27	2017	Freerack Attachment	4		\$ 30,000	\$ 4,000	\$ 26,000
PAV28	MAV28	2012	Top Z890 25hp Back On Rowler	5		\$ -	\$ -	\$ -
PAV28	MAV28	2017	Kubota Tractor and 5m Supreme Rowal	5		\$ -	\$ -	\$ -
PAV29	MAV29	2017	Turf Reclaimer	6		\$ -	\$ -	\$ -
PAV30	MAV30	2014	Reel Spooler	12		\$ -	\$ -	\$ -
PAV31	MAV31	2013	Multi Tyred Roller	6		\$ -	\$ -	\$ -
PAV32	MAV32	2012	DynaPac 141 Drum Roller	8		\$ -	\$ -	\$ -
PAV33	MAV33	2017	Dolly (for Side Taper)	10		\$ -	\$ -	\$ -
PAV34	MAV34	2007	Trailer - Transport Mower	10		\$ -	\$ -	\$ -
PAV35	MAV35	2007	Trailer - Building Material	10		\$ -	\$ -	\$ -
PAV36	MAV36	2007	Trailer - Recycling Trailer	10		\$ -	\$ -	\$ -
PAV37	MAV37	2007	Trailer - Emergency Generator	10		\$ -	\$ -	\$ -
PAV38	MAV38	2009	Trailer - Side Tipper	10		\$ -	\$ -	\$ -
PAV39	MAV39	2012	Hyundai Pioneer Dumper Low Loader Trailer	10		\$ -	\$ -	\$ -
PAV40	MAV40	2013	27.32M Water Tanker	10		\$ -	\$ -	\$ -
PAV41	MAV41	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV42	MAV42	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV43	MAV43	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV44	MAV44	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV45	MAV45	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV46	MAV46	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV47	MAV47	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV48	MAV48	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV49	MAV49	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV50	MAV50	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV51	MAV51	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV52	MAV52	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV53	MAV53	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV54	MAV54	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV55	MAV55	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV56	MAV56	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV57	MAV57	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV58	MAV58	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV59	MAV59	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV60	MAV60	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV61	MAV61	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV62	MAV62	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV63	MAV63	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV64	MAV64	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV65	MAV65	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV66	MAV66	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV67	MAV67	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV68	MAV68	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV69	MAV69	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV70	MAV70	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV71	MAV71	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV72	MAV72	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV73	MAV73	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV74	MAV74	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV75	MAV75	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV76	MAV76	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV77	MAV77	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV78	MAV78	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV79	MAV79	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV80	MAV80	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV81	MAV81	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV82	MAV82	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV83	MAV83	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV84	MAV84	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV85	MAV85	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV86	MAV86	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV87	MAV87	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV88	MAV88	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV89	MAV89	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV90	MAV90	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV91	MAV91	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV92	MAV92	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV93	MAV93	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV94	MAV94	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV95	MAV95	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV96	MAV96	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV97	MAV97	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV98	MAV98	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV99	MAV99	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV100	MAV100	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV101	MAV101	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV102	MAV102	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV103	MAV103	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV104	MAV104	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV105	MAV105	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV106	MAV106	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV107	MAV107	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV108	MAV108	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV109	MAV109	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV110	MAV110	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV111	MAV111	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV112	MAV112	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV113	MAV113	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV114	MAV114	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV115	MAV115	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV116	MAV116	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV117	MAV117	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV118	MAV118	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV119	MAV119	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV120	MAV120	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV121	MAV121	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV122	MAV122	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV123	MAV123	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV124	MAV124	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV125	MAV125	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV126	MAV126	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV127	MAV127	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV128	MAV128	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV129	MAV129	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV130	MAV130	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV131	MAV131	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV132	MAV132	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV133	MAV133	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV134	MAV134	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV135	MAV135	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV136	MAV136	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV137	MAV137	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV138	MAV138	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV139	MAV139	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV140	MAV140	2013	Water Tanker (3000L)	10		\$ -	\$ -	\$ -
PAV141	MAV141	2013	Water Tanker (3000L)	10		\$ -	\$	

**Attachment 5**

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
10432.147	<b>Credit Cards</b> Surcharge	1.47% of amount charged to credit card (Not for Transport Licensing)		Yes/No		1.47%
	<b>Rates</b>					
10315.025	Administration Fee	\$4.50 per Installment under S 6.49 LGA	4.50	No	\$	4.50
10320.130	Instalment Plan Interest Rate	5.5% per annum calculated daily from the due date of each instalment	5.50%	No		5.50%
10320.134	Late Payment Penalty	11% calculated daily by simple interest as from 35 days of issue of Rate Notice	11.00%	No		11.00%
10315.027	Rates Enquiry Fee		60.00	Yes	\$	66.00
	<b>Rubbish Removal Charge</b>					
11001.089	- Domestic / Commercial	Per GRV assessment in Calingiri, Bolgart & Yerecoin (WARR Act 2007)	176.75	No	\$	176.75
11001.089	- Domestic / Commercial	Per UV assessment in Calingiri, Bolgart & Yerecoin (WARR Act 2007)	176.75	No	\$	176.75
11000.089	- Domestic / Commercial	Optional Service GRV Assessment	176.75	No	\$	176.75
11000.089	- Domestic / Commercial	Optional Service UV Assessment	176.75	No	\$	176.75
11001.089	- Recycling Bin (Calingiri Only)		94.00	No	\$	94.00
	<b>Tip Fees</b>					
	- Domestic / Commercial	Refer separate Tip Fees list				
	<b>Sewerage Scheme Charge</b>					
11020.091	- Calingiri	Per Connection or ability to connect	168.00	No		Per Connection
11020.091	- Yerecoin	Per Connection or ability to connect	168.00	No		Per Connection
	Septic tank & leach drain	Per litre for dumping at Calingiri septage pit	0.05	No	\$	0.05
10305.030	Emergency Services Levy	Levied on each assessment as per Legislation	75.00	No		Levied on each assessment
	<b>Administration</b>					
11302.151	District Maps	Laminated	7.00	Yes	\$	7.70
11302.151	District Maps	Unlaminated	5.00	Yes	\$	5.50
10432.080	Telephone/Fax Directory	Collected	2.00	Yes	\$	2.20
10432.080	Telephone/Fax Directory	Posted	3.00	Yes	\$	3.30
10432.080	Photocopying	A4 & foolscap - per copy	0.10	Yes	\$	0.11
10432.080	Photocopying	A4 & foolscap - per copy - Colour	0.22	Yes	\$	0.24
10432.080	Photocopying	B4 & A3	0.20	Yes	\$	0.22
10432.080	Photocopying	B4 & A3 - Colour	0.45	Yes	\$	0.50
10432.080	Photocopying	Card (A4)	0.30	Yes	\$	0.33
10432.080	Photocopying	Card (A4) - Colour	0.54	Yes	\$	0.60
10432.080	Laminating	A4 per page	2.00	Yes	\$	2.20
10432.080	Laminating	A3 per page	3.00	Yes	\$	3.30
10432.080	Photocopying	Copies of Building Plans		No	\$	33.00
10432.080	Binding	Spiral only	2.00	Yes	\$	2.20

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
10432.080	Binding	Front & Back cover and Spiral	3.00	Yes	\$	3.30
10432.080	Facsimiles or Scan & Email	Per page (other than overseas)	0.50	Yes	\$	0.55
10432.080	Council Meeting Minutes	Annual - posted	50.00	Yes	\$	55.00
10432.080	Council Meeting Minutes	Annual - collected	40.00	Yes	\$	44.00
10432.080	Council Meeting Minutes	Single copy - posted	5.00	Yes	\$	5.50
10432.080	Council Meeting Minutes	Single copy - collected	4.00	Yes	\$	4.40
		Free subscription to retiring Councilors for 12 months, Calingiri				
		Townscape, Bushfire Brigades, Staff, Media, Politicians				
10432.080	Shire Newsletter advertising	B&W Full page	30.00	Yes	\$	33.00
10432.080	Shire Newsletter advertising	B&W Half page	15.00	Yes	\$	16.50
10432.080	Shire Newsletter advertising	Colour Full page	60.00	Yes	\$	66.00
10432.080	Shire Newsletter advertising	Colour Half page	30.00	Yes	\$	33.00
10432.080	Shire Newsletter advertising	VP Business Builders Members Special Rate Full Page	20.00	Yes	\$	22.00
10432.080	Shire Newsletter advertising	Free advertising for all Shire community groups and sporting clubs		Yes	\$	49.50
10432.147	Administration support	Typing, photocopying, binding etc (per hour)	20.00	Yes	\$	22.00
10433.143	Electoral Rolls	Plate cost plus \$30.00 Admin Fee Plus GST	30.00	No	\$	33.00
		Licencing - Victoria Plains series plates		Yes	\$	
		Note Admin fee to account 11302.151				
		Freedom of Information				
10432.081	Application Fee	Application made under section 12(1) (e) of the Act	30.00	No	\$	30.00
10432.081	Administration Charge	Hourly charge for time taken by staff dealing with the application	30.00	No	\$	30.00
10432.081		Hourly charge for access time supervised by staff	30.00	No	\$	30.00

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
	<b>Animal Control</b>					
10520.115	Animal Control Attendance	8:00am to 4:30pm: Monday to Friday - per hour rate plus travel per km After hours - per hour penalty (and/or call out rate) plus per km travel Vehicle travel per km	- - 0.70	Yes Yes Yes	Cost Cost Cost	0.77
10522.084	Cat Registration	Renewal of registration for 1 year (made after 31st May to 31st October) Otherwise renewal of registration for 1 year Renewal of registration for 3 years Renewal of registration for life Application fee for approval to breed cats (per breeding cat, male or female) Pensioner concession 50% Penalties as per Cat Act 2011 and supporting Regulations	10.00 20.00 42.50 100.00 100.00	No No No No No	\$ \$ \$ \$ \$	10.00 20.00 42.50 100.00 100.00
	<b>Cat trap &amp; Dog trap</b>					
		Not for private hire - at request and under Shire control	0.00	No	\$	-
10522.084	<b>Dog Registration</b>					
10522.084		Unsterilised - 1 year	50.00	No	\$	50.00
10522.084		Unsterilised - 1 year Pensioner	25.00	No	\$	25.00
10522.084		Unsterilised - 3 years	120.00	No	\$	120.00
10522.084		Unsterilised - Lifetime	250.00	No	\$	250.00
10522.084		Sterilised - 1 year	20.00	No	\$	20.00
10522.084		Sterilised - 3 years	42.50	No	\$	42.50
10522.084		Sterilised - Lifetime	100.00	No	\$	100.00
10522.084		Dangerous Dog - 1 year	50.00	No	\$	50.00
10530.085	<b>Impounding Fees</b>	Pensioner concession 50% As per Dog Act & Regulations	100.00	No	\$	100.00
10530.085		Sustenance (per dog per day)	30.00	Yes	\$	33.00
10530.085	<b>Micro Chipping</b>	Per microchip	50.00	Yes	\$	55.00

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
10710.086	<b>Health/Building</b> Notification of Food Business	Statutory Fee under Food Act 2008 and Food Regulations 2009	50.00	No	\$	50.00
10710.086	<b>Registration of Food Business</b>	Statutory Fee under Food Act 2008 and Food Regulations 2009	140.00	No	\$	140.00
10710.088	<b>Health Regulations - Statutory Fees</b> Health (Public Buildings) Regs 1992	Public Buildings Inspection - Maximum Fee	811.00	No	\$	811.00
10710.088	Health (Treatment of Sewage & Disposal of Effluent and Liquid Waste) Regs 1974	Septic System Application fee	118.00	No	\$	118.00
10710.108	Sewerage Connection Fee	Septic System Inspection fee	20.00	No	\$	20.00
11310.102	Building Permit Fee	Certified 0.9% of building value(set by regulation) Class 2 - 9		No	Varies	Varies
11310.102	Building Permit Fee	Certified 0.19% of building value(set by regulation) Class 1 & 10		No	Varies	Varies
11310.102	Building Permit Fee	Uncertified .32% of value		No	Varies	Varies
11310.102	Minimum Building Permit Application Fee	(Certified or Uncertified, Class 1 or 10, or 2 to 9.)	97.70	No	\$	97.70
11310.102	Demolition Permit Application	Building Act Sch.2 Div. 1 (Class 1 or 10, or 2 to 9 )	97.70	No	\$	97.70
11310.102	Demolition Permit Extension	Building Act Sch.2 Div. 1 (Class 1 or 10, or 2 to 9 )	97.70	No	\$	97.70
11310.102	Occupancy Permit	Building Act Sch.2 Div. 2-6	97.70	No	\$	97.70
11310.102	Building Approval Certificate	Building Act Sch.2 Div. 7	97.70	No	\$	97.70
11310.102	Building Approval Certificate	Building Act Sch.2 Div. 8	97.70	No	\$	97.70
11310.102	Building Approval Certificate	Building Act Sch.2 Div. 9	97.70	No	\$	97.70
11310.102	Building Approval Certificate - Extn	Building Act Sch.2 Div. 10	97.70	No	\$	97.70
11310.102	Application - Occupancy	Temporary, replacement, unauthorised work or modification of occupancy	97.70	No	\$	97.70
11310.102	Application - Building standard	Building Act Reg. 31	2,123.00	No	\$	2,123.00
11310.102	Application - Smoke Alarms	Building Act s.32(3)(f)	179.40	No	\$	179.40
99104	BCITF	0.2% of building value over \$20,000 (set by regulation)		No	Varies	Varies
11312.104	BCITF	\$8.25 administration fee for Shire (no GST)	8.25	No	\$	8.25
11312.104	Building Services Levy (BSL)	\$5.00 administration fee for Shire inc GST included in below rates	4.55	Yes	\$	5.00
99105	BSL - Building Permit	137% of work value	Varies	No	Varies	Varies
99105	Over \$45,000	\$61.65	61.65	No	\$	61.65
99105	Under \$45,000					
99105	BSL - Demolition Permit	137% of work value	Varies	No	Varies	Varies
99105	Over \$45,000	\$61.65	61.65	No	\$	61.65
99105	Under \$45,000					
99105	BSL - Occ. Permit Approved Work					
99105	Over \$45,000	\$61.65	61.65	No	\$	61.65
99105	Under \$45,000	\$61.65	61.65	No	\$	61.65

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
99105	BSL - Building Approval Certificate Approved Work Over \$45,000	\$61.65	61.65	No	\$	61.65
99105	Under \$45,000	\$61.65	61.65	No	\$	61.65
99105	BSL - Occupancy Permit Unauthorised Work	Varies	Varies	No	Varies	Varies
99105	Over \$45,000	0.274%	123.30	No	\$	123.30
99105	Under \$45,000	\$123.30	123.30	No	\$	123.30
99105	BSL - Building Approval Certificate Unauthorised Work	Varies	Varies	No	Varies	Varies
99105	Over \$45,000	0.274%	123.30	No	\$	123.30
99105	Under \$45,000	\$123.30	123.30	No	\$	123.30
11311.103	Swimming pool annual inspection	per inspection	50.00	No	\$	50.00

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
	<b>Rentals</b>					
	<b>Employees</b>					
10910.093	44 Edmonds Street	Employment Agreement		No		
10912.093	12 Harrington Street	Employment Agreement		No		
10915.093	7 Harrington Street	Contract agreement		No		
10913.093	16 Yulgering Road	Contract agreement		No		
10914.093	13 Lamber Crescent	Contract agreement		No		
10916.093	15 Lambert Crescent	Contract agreement		No		
10930.093	Bolgart APU Unit # 1	Rental charges as per Homeswest agreement		No		
10931.093	Bolgart APU Unit # 2	Rental charges as per Homeswest agreement		No		
10920.093	Calingiri APU Unit # 1	Rental charges as per Homeswest agreement		No		
10921.093	Calingiri APU Unit # 2	Rental charges as per Homeswest agreement		No		
10922.093	Calingiri APU Unit # 3	Rental charges as per Homeswest agreement		No		
10923.093	Calingiri APU Unit # 4	Rental charges as per Homeswest agreement		No		
99101	All residential properties	Pet Bond	200.00	No	\$	200.00
11104.094	Roads Board Building Lease	As per lease agreement		Yes		

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE TOTAL	
					FEE	TOTAL
98108	Calingiri Recreation Hall		200.00	No	\$	200.00
11100.098	<u>FUNCTIONS - Liquor Consumed:</u> Hall Bond	Squash courts closed	100.00	Yes	\$	110.00
11100.098	Full Complex	including kitchen	60.00	Yes	\$	66.00
11100.098	Main Hall & Meeting Room	including kitchen	50.00	Yes	\$	55.00
11100.098	Main Hall Only	including kitchen	20.00	Yes	\$	22.00
11100.098	Meeting Room	2 hours or less - half the charge otherwise payable	200.00	Yes	Varies	
11100.098	Short Term	For external hire (i.e. Removed from Hall for use elsewhere)	0.00	No	\$	200.00
11100.098	Tables & Chairs Hire Bond	Not for Profit Organisations - no Bond	10.00	Yes	\$	11.00
11100.098	Tables & Chairs Hire Bond	For external hire per table	0.00	Yes	\$	-
11100.098	180cm Trestle Tables	Not for Profit Organisations - no Hire Fee	0.00	Yes	\$	7.70
11100.098	Cafe Chairs	For external hire per chair	7.00	Yes	\$	-
11100.098	Additional Cleaning	Not for Profit Organisations - no Hire Fee	10.00	Yes	\$	11.00
11100.098	Repair/Replacement Tables/Chairs	For tables & chairs per item	Cost	Yes	\$	
11100.098	Additional Hall Cleaning	For tables & chairs per item	35.00	Yes	\$	38.50
99106		Cabarets and other functions requiring additional cleaning - per hour	40.00	No	\$	40.00
11100.098	<u>FUNCTIONS - No Liquor:</u> Full Complex	Key Bond	50.00	Yes	\$	55.00
11100.098	Main Hall & Meeting Room	Squash courts closed	30.00	Yes	\$	33.00
11100.098	Main Hall Only	including kitchen	25.00	Yes	\$	27.50
11100.098	Meeting Room	including kitchen	10.00	Yes	\$	11.00
11100.098	Short Term	2 hours or less - half the charge otherwise payable	40.00	Yes	\$	-
99106		Key Bond	40.00	No	\$	40.00
11100.098	<u>Sports</u> Main Hall Only	including kitchen	10.00	Yes	\$	11.00
11100.098	Short Term	2 hours or less - half the charge otherwise payable	5.00	Yes	\$	5.50
11100.098	Casual Badminton	Per court per hour	1.00	Yes	\$	1.10
11100.098	Casual Squash	Per court per hour per person - Gym members free	5.00	Yes	\$	5.50
11100.098	Squash Club	Club nights only 25% concession	40.00	Yes	\$	-
99106		Key Bond	40.00	No	\$	40.00
11100.098	<u>Other</u> AITS Society	Craft activities - daylight use only - half the charge otherwise payable	10.00	Yes	\$	11.00
11100.098	Square Dancing	Square Dancing Activities	10.00	Yes	\$	11.00
11100.098	Non-profit functions	Schools, religious bodies, Calingiri Progress Assn - no charge	0.00	Yes	\$	-



G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE	
					TOTAL	
99106	Calingiri Sports Pavilion	Key Bond As per Lease Agreement (Football & Hockey Clubs)	40.00	No	\$	40.00

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
11103.078	Calingiri Gymnasium	Membership fees				
11103.078		Single Membership	30.00	Yes	\$ 33.00	
11103.078		- Per month	170.00	Yes	\$ 187.00	
11103.078		- per 6 months	320.00	Yes	\$ 352.00	
11103.078		- per 12 months		Yes		
11103.078		- Pensioner discount 20% on production of Pensioner/Senior card				
11103.078		Family Membership				
11103.078		- Per month - \$30.00 person		Yes	\$ -	
11103.078		- per 6 months - \$170 first person plus 10% discount each additional person		Yes	\$ -	
11103.078		- per 12 months - \$320 first person plus 15% discount per additional person		Yes	\$ -	
99Trust		- Card Deposit - Bond	20.00	No	\$ 20.00	
11103.078		Classes				
11103.078		- Members (per person per class)	5.00	Yes	\$ 5.50	
11103.078		- Bulk Buy (10 classes)	45.00	Yes	\$ 49.50	
11103.078		- Non members (per person per class)	15.00	Yes	\$ 16.50	
11103.078		- Bulk non members (10 classes)	145.00	Yes	\$ 159.50	
11103.078		- Club group membership 6 mth per person (minimum 10 people)	153.00	Yes	\$ 168.30	
11103.078		- Club group membership 12 mth per person (minimum 10 people)	288.00	Yes	\$ 316.80	
11103.078		- Casual visit	10.00	Yes	\$ 11.00	
11103.078		- Club Hire fee (conditions apply)	120.00	Yes	\$ 132.00	
11103.078		- Fitness instructors	40.00	Yes	\$ 44.00	

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
	<b>Belgarr Hall</b>					
	<b>FUNCTIONS - Liquor Consumed:</b>					
99108	Bond		200.00	No	\$	200.00
11101.098	Main Hall Only	including kitchen	50.00	Yes	\$	55.00
11101.098	Additional Cleaning	Per Hour	35.00	Yes	\$	38.50
99106		Key Bond	40.00	No	\$	40.00
	<b>FUNCTIONS - No Liquor:</b>					
99106	Bond		100.00	No	\$	100.00
11101.098	Main Hall Only	including kitchen	50.00	Yes	\$	55.00
11101.098	Additional Cleaning	Per Hour	35.00	Yes	\$	38.50
11102.098	Hall Hire	Day hire only	30.00	Yes	\$	33.00
11102.098	Supper Room	Day hire only	15.00	Yes	\$	16.50
11102.098	Supper Room	2 hours	5.00	Yes	\$	5.50
11102.098	Supper Room & Kitchen	Night	30.00	Yes	\$	33.00
99106		Key Bond	40.00	No	\$	40.00
	<b>Sports</b>					
11101.098	Main Hall Only	including kitchen	10.00	Yes	\$	11.00
11101.098	Short Term	2 hours or less - half the charge otherwise payable	5.00	Yes	\$	5.50
99106		Key Bond	40.00	No	\$	40.00
	<b>Other</b>					
11101.098	Non-profit functions	Local Non Profit Groups ie CWA	5.00	Yes	\$	5.50
11101.098	Hire of equipment	Local s hiring chairs, trestles etc - price per item regardless on number	5.00	Yes	\$	5.50
11101.098		180cm Trestle Tables (Shire)	10.00	Yes	\$	11.00
		180cm Trestle Tables - Not for Profit Organisations - no hire fees	0.00		\$	-
11101.098		Cafe Chairs (Shire)	7.00	Yes	\$	7.70
		Cafe Chairs (Shire) - Not for Profit Organisations - no hire fees	0.00	Yes	\$	-
11100.098	Repair/Replacement Tables/Chairs	For tables & chairs per item	Cost	Yes	\$	Cost

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
	<b>Mogumber Hall</b>					
	<u>FUNCTIONS - Liquor Consumed:</u>					
99106	Bond		200.00	No	\$	200.00
11101.098	Main Hall	including kitchen, new toilets and showers	50.00	Yes	\$	55.00
11101.098	Additional Cleaning	Per Hour	35.00	Yes	\$	38.50
99106	Key Bond	Key Bond	40.00	No	\$	40.00
	<u>FUNCTIONS - No Liquor:</u>					
99108	Bond		100.00	No	\$	100.00
11101.098	Main Hall	including kitchen, new toilets and showers	50.00	Yes	\$	55.00
11101.098	Additional Cleaning	Per Hour	35.00	Yes	\$	38.50
99106	Key Bond	Key Bond	40.00	No	\$	40.00
	<u>Sports</u>					
11101.098	Main Hall	including kitchen, new toilets and showers	20.00	Yes	\$	22.00
11101.098	Short Term	2 hours or less - half the charge otherwise payable	5.00	Yes	\$	5.50
99106	Key Bond	Key Bond	40.00	No	\$	40.00
	<u>Other</u>					
	<u>Non-profit functions</u>					
11101.098	Hire of equipment	Local Non Profit Groups ie CWA	5.00	Yes	\$	5.50
11101.098		Local s hiring chairs, trestles etc - price per item regardless on number	5.00	Yes	\$	5.50
11101.098		180cm Trestle Tables (Shire)	10.00	Yes	\$	11.00
		180cm Trestle Tables - Not for Profit Organisations - no hire fees	0.00		\$	-
11101.098		Cafe Chairs (Shire)	7.00	Yes	\$	7.70
		Cafe Chairs (Shire) - Not for Profit Organisations - no hire fees	0.00	Yes	\$	-
11101.098	Campers, Caravans	Cost per van per night	5.00	Yes	\$	5.50
11101.098	Bain Marie	Hire fee for external hire per day	20.00	Yes	\$	22.00
11101.098	Repair/Replacement Tables/Chairs	Repair/Replacement if damaged/broken	Cost	Yes	\$	Cost
11100.098		For tables & chairs per item	Cost	Yes	\$	Cost
99106	Key Bond	Key Bond	40.00	No	\$	40.00
	<u>Hire of Ovals</u>					
11112.155	Calligiri, Mogumber, Bolgart	Per day	50.00	No	Per day	
11111.098	Bolgart Football Clubrooms	Per day or part-day	10.00	Yes	\$	11.00
99106	Key Bond	Key Bond	20.00	No	\$	20.00

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE	
					TOTAL	
11300.101	Caravan Parks					
	Powered site - daily	Bolgart Caravan Parks (2 People)	20.00	Yes	\$	22.00
11300.101	Powered site - daily	Each additional person	5.00	Yes	\$	5.50
11300.101	Powered site - weekly	Bolgart Caravan Parks (2 People)	100.00	Yes	\$	110.00
11300.101	Powered site - weekly	Each additional person	20.00	Yes	\$	22.00
11300.101	Unpowered site - daily	Bolgart Caravan Parks (2 People)	10.00	Yes	\$	11.00
11300.101	Unpowered site - daily	Each additional person	3.00	Yes	\$	3.30
11300.101	Unpowered site - weekly	Bolgart Caravan Parks (2 People)	37.50	Yes	\$	41.25
11300.101	Unpowered site - weekly	Each additional person	15.00	Yes	\$	16.50
11301.101	Powered site - daily	Calingiri Caravan Parks (2 People)	20.00	Yes	\$	22.00
11301.101	Powered site - daily	Each additional person	5.00	Yes	\$	5.50
11301.101	Powered site - weekly	Calingiri Caravan Parks (2 People)	100.00	Yes	\$	110.00
11301.101	Powered site - weekly	Each additional person	20.00	Yes	\$	22.00
11301.101	Unpowered site - daily	Calingiri Caravan Parks (2 People)	10.00	Yes	\$	11.00
11301.101	Unpowered site - daily	Each additional person	3.00	Yes	\$	3.30
11301.101	Unpowered site - weekly	Calingiri Caravan Parks (2 People)	37.50	Yes	\$	41.25
11301.101	Unpowered site - weekly	Each additional person	15.00	Yes	\$	16.50
11110.099	Equipment Pool Marquees	No charge to sporting organisations & public bodies	75.00	Yes	\$	82.50
11322.106	Economic Services Water ex standpipes	Calingiri, Bolgart, Yerecoin - per kilolitre (minimum charge \$5.50) if approval given from Water Authority	2.00	Yes	\$	2.20
11200.150	Sale of Surplus Items Second Hand Footpath Slabs	600 x 600mm	5.00	Yes	\$	5.50
		600 x 300mm	3.00	Yes	\$	3.30
11410.152	Used Grader Blades	per blade	2.00	Yes	\$	2.20

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE	
					TOTAL	
11040.092	Planning and Development (Local Government Planning Fees) Regulations 2000 1) Determination of Development Application (other than for an extractive industry) where the estimated cost of the development is - (a) not more than \$50,000 (b) more than \$50,000 but not more than \$500,000 - 0.32% of estimated cost of development (c) more than \$500,000 but not more than \$2.5million - \$1,600 + 0.257% for every \$1 in excess of \$500,000 (d) more than \$2.5million but not more than \$5million - \$6,740 + 0.206% for every \$1 in excess of \$2.5million (e) more than \$5 million but not more than \$21.5 million - \$11,890 + 0.123% or every \$1 in excess of \$5 million (f) more than \$21.5million - \$31,350 and if the development has commenced or been carried out, an additional amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application under paragraph a), b), c), d), e) or f)	147.00	No	\$	147.00	
	2) Determining of development application (other than for an extractive industry) where the development has commenced or been carried out: The fee in item 1 plus, by way of penalty, twice that amount				(f) more than \$21	
	3) Determining of development application for an extractive industry where the development has not commenced or been carried out:		739.00	No	\$	739.00
	4) Determining of development application for an extractive industry where the development has commenced or been carried out The fee in item 3 plus, by way of penalty, twice that amount					
	5) Provision of Subdivision Clearance (a) not more than 5 lots - \$73.00 per lot (b) more than 5 lots but not more than 195 lots - \$73.00 per lot for the first 5 lots and \$35.00 per lot c) more than 195 lots - \$7,393		73.00	No	\$	73.00
	6) Determining an initial application for approval of home occupation where the home		7,393.00	No	\$	7,393.00

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE	
					TOTAL	
		occupation has not commenced	222.00	No	\$	222.00
	7) Determining an initial application for approval of home occupation where the home occupation has commenced: The fee in item 6 plus by way of penalty, twice that fee					
	8) Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires		73.00	No	\$	73.00
	9) Determining an application for the renewal of an approval of a home occupation where the application is made after the approval has expired The fee in item 8 plus by way of penalty, twice that fee					
	10) Determining an application for change of use or for an alteration or extension or change of a non conforming use to which item 1 does not apply, where the change or alteration, extension or change has not commenced or been carried out		295.00	No	\$	295.00
	11) Determining an application for change of use or for an alteration or extension or change of a non conforming use to which item 1 does not apply, where the change or alteration, extension or change has commenced or been carried out The fee in item 10 plus by way of penalty, twice that fee					
	12) Issue of Zoning Certificate		73.00	No	\$	73.00
	13) Reply to a property settlement questionnaire		73.00	No	\$	73.00
	14) Issue written planning advice		73.00	Yes	\$	80.30
	<b>Scheme Amendments and Structure Plans</b>					
	As per the table of WAPC's draft model text provisions for scheme amendments and structure plans notably:					
	Director / City / Shire Planner - per hour		83.00	Yes	\$	91.30
	Manager / Senior Planner - per hour		53.00	Yes	\$	69.30
	Planning Officer - per hour		34.70	Yes	\$	38.17
	Other staff eg Environmental Health officer @ per hour		34.70	Yes	\$	38.17
	Secretary / Administrative Clerk - per hour		28.40	Yes	\$	31.24

Shire of Victoria Plains  
Schedule of Fees Charges 2017-18

G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18	
					FEE	TOTAL
11050.095	<b>Cemeteries</b>					
11050.095	Grave Digging to a depth of 1.8m	Persons 10 years and over	800.00	Yes	\$	880.00
11050.095		Child under 10 years	450.00	Yes	\$	495.00
11050.095		Stillborn Child	450.00	Yes	\$	495.00
11050.095		Each additional 300 mm depth	132.00	Yes	\$	145.20
11050.095		Re-opening of any grave	1,000.00	Yes	\$	1,100.00
11050.096		2.4 x 1.2	40.00	No	\$	40.00
11050.096		2.4 x 2.4	80.00	No	\$	80.00
11050.096		2.4 x 3.5	120.00	No	\$	120.00
11050.097	<b>Other Charges Payable</b>					
11050.097		Additional for interment without due notice	100.00	Yes	\$	110.00
11050.097		Additional for interment on a weekend or public holiday	100.00	Yes	\$	110.00
11050.097		Interment of ashes in Memorial Garden	30.00	Yes	\$	33.00
11050.097		Interment of ashes in grave	40.00	Yes	\$	44.00
11050.097		Permission to erect any monument. Council to be notified and Works Manager to authorise beforehand	50.00	No	\$	50.00
11050.097		Erection of grave number plate	60.00	No	\$	60.00
11050.097		Reinstatement of monument, headstone etc where grave re-opened	120.00	Yes	\$	132.00
11050.097		Grant of Exclusive Right of Burial	30.00	No	\$	30.00
11050.097		Transfer of Grant of Exclusive Right of Burial	20.00	No	\$	20.00
10432.080	<b>Rural Road Number Plates</b>					
10432.080	Rural Road Number Plate	Sign only	Cost	Yes	\$	Cost
	Rural Road Number Plate	Labour hourly rate to install inc. Travel time	67.84	Yes	\$	74.62
11400.107	<b>Private Works &amp; Plant Hire</b> (all rates inclusive of operator)					
	Grader Hire	Ordinary hourly rate	139.30	Yes	\$	153.23
	Loader	Ordinary hourly rate	123.00	Yes	\$	135.30
	Bobcat	Ordinary hourly rate	90.74	Yes	\$	99.82
	Ride on Mower	Ordinary hourly rate	97.72	Yes	\$	107.49
	New Excavator	Ordinary hourly rate	156.35	Yes	\$	171.99
	Backhoe	Ordinary hourly rate	170.66	Yes	\$	187.73
	Multi-tyred Roller	Ordinary hourly rate	111.48	Yes	\$	122.62



G/L Account	ITEM	DESCRIPTION	FEE	GST	2017-18 FEE	
					TOTAL	
	Drum Roller	Ordinary hourly rate	143.56	Yes	\$	157.92
	Prime Mover	Ordinary hourly rate	115.56	Yes	\$	127.12
	3 tonne truck	Ordinary hourly rate	97.37	Yes	\$	107.11
	9 tonne truck	Ordinary hourly rate	113.50	Yes	\$	124.85
	13 tonne truck	Ordinary hourly rate	99.58	Yes	\$	109.54
	Tree Pruner	Ordinary hourly rate (Pruning only)	129.37	Yes	\$	142.31
		Removal of Cuttings additional - Loader hire per hour	123.00	Yes	\$	135.30
		- 9t Truck hire per hour	113.50	Yes	\$	124.85
	Truck and Side Tipper Trailer		124.16	Yes	\$	136.58
	Labour Charge Out Rate / Hour		67.84	Yes	\$	74.62
11410.159	Toilet Trailers (ex VP Tourism Assn.)	Daily rate (no pro rata)	50.00	Yes	\$	55.00
99103		Bond	100.00	No	\$	100.00
	Sand	Per Tonne Material Only	Cost	Yes	\$	Cost
	Mulch	Material only - Shire residents only	0.00	Yes	\$	Cost
	Gravel	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Blue Metal/Aggregate 7mm	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Blue Metal/Aggregate 10mm	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Blue Metal/Aggregate 14mm	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Cracker Dust	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Bitumin (Easy Mix)	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost
	Road Base	Per Tonne Material Only (Ex Depot)	Cost	Yes	\$	Cost

G/L Account	ITEM	DESCRIPTION	GST	2017-18	
				FEE PASS HOLDER	FEE NON-PASS HOLDER
				TOTAL	TOTAL
11002.090	Tip Fees				
11002.090	- Domestic / Commercial	Annual Landfill Pass = 2 x 240L Bins or Ute or 6x4 Trailer per visit	-	No Charge	N/A
11002.090	- Domestic / Commercial	Demolition Waste - minimum charge	Yes	\$ 33.00	\$ 77.00
11002.090	- Domestic / Commercial	Demolition Waste per m3	Yes	\$ 55.00	\$ 110.00
11002.090	- Domestic / Commercial	Green Waste - clean per m3	-	No Charge	\$ 22.00
11002.090	- Domestic / Commercial	Green Waste - unsorted per m3	Yes	\$ 22.00	\$ 44.00
11002.090	- Domestic / Commercial	Clean Fill	-	No Charge	No Charge
11002.090	- Domestic / Commercial	Clean Fill with debris per m3	Yes	\$ 5.50	\$ 11.00
11002.090	- Domestic / Commercial	8x8 trailer sorted (Commercial only)	-	No Charge	\$ 22.00
11002.090	- Domestic / Commercial	8x8 trailer unsorted	Yes	\$ 22.00	\$ 44.00
11002.090	- Domestic / Commercial	Small Truck (< 4t) / Horse Float (sorted)	Yes	\$ 11.00	\$ 22.00
11002.090	- Domestic / Commercial	Small Truck (< 4t) / Horse Float (unsorted)	Yes	\$ 11.00	\$ 22.00
11002.090	- Domestic / Commercial	Fridge/Freezer/Air Con - degassed with sticker	Yes	\$ 33.00	\$ 66.00
11002.090	- Domestic / Commercial	Fridge/Freezer/Air Con - not degassed with sticker - NOT ACCEPTED	-	No Charge	No Charge
11002.090	- Domestic / Commercial	Steel - free of debris	-	N/A	N/A
11002.090	- Domestic / Commercial	Tyres - NOT ACCEPTED	-	N/A	N/A
11002.090	- Domestic / Commercial	Asbestos - less than cubic metre	Yes	\$ 88.00	\$ 88.00
11002.090	- Domestic / Commercial	Asbestos - per cubic metre	Yes	\$ 220.00	\$ 220.00
11002.090	- Domestic / Commercial	Tips	No	\$ 20.00	\$ 20.00
99106	- Key Bond				

### 10.3 ADMINISTRATION

#### A24/2017 QUARTERLY STRATEGIC REPORT

FILE REFERENCE	A2.20.3
REPORT DATE	28 June 2017
APPLICANT/PROPONANT	None
OFFICER DISCLOSURE OF INTEREST	None
PREVIOUS MEETING REFERENCES	None
AUTHOR	Ian Graham – DCEO/Finance and Administration Manager
ATTACHMENTS	Quarterly Strategic Plan Progress Report Apr - Jun Quarter 2017. ( <b>Attachment 6</b> )

#### PURPOSE OF REPORT

To present to Council a report on progress relating to the Community Strategic Plan and Corporate Business Plan.

#### BACKGROUND

Council is required to adopt Integrated Planning and Reporting as per the Local Government (Administration) Regulations 1996 (as amended August 2011). Section 5.56(1) of the Local Government Act 1995 remained unchanged in terms of the requirement for a local government to prepare a “plan for the future” of the district. The minimum requirement of the plan for the future is the development of:

- A Strategic Community Plan; and
- A Corporate Business Plan.

#### COMMENT

The plan for the future as required under the Local Government Act 1995 and under amendments to the Local Government (Administration) Regulations 1996 is to contain a Strategic Community Plan and a Corporate Business Plan.

The Department of Local Government and Communities IPR Framework and Guidelines recommend that progress should be reported, as a minimum, on a quarterly basis.

#### The Community Strategic Plan:-

- establishes the community's vision for the local government's future, including aspirations and service expectations
- drives the development of local government area/place/regional plans, resourcing and other informing strategies, e.g. workforce, asset management and services, and
- will ultimately be a driver for all other planning.

#### The Corporate Business Plan:-

- sets out, consistently with priorities set out in the Strategic Community Plan, the local governments priorities for dealing with the objectives and aspirations of the community in the district,
- governs a local governments business planning by expressing priorities by

reference to operations that are within the capacity of the local governments resources, and

- develops and integrates matters relating to resources including asset management, workforce planning and long term financial planning.

### **POLICY REQUIREMENTS**

Nil

### **DOES THIS ITEM REFER TO THE COMMUNITY STRATEGIC PLAN?**

Yes

### **LEGISLATIVE REQUIREMENTS**

Section 5.56 of the Local Government Act 1995 requires that the Community Strategic Plan has a major review every four (4) years and a minor desktop review every two (2) years (between major reviews) and Reg. 19DA of the Local Government (Administration) Regulations 1996 requires the Corporate Business Plan to be reviewed annually.

### **STRATEGIC IMPLICATIONS**

#### **Corporate Business Plan references and impacts:**

Strategy 4.3.1 “Maintain/retain full compliance with statutory obligations”.

### **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 127/2017**

**Moved: Cr J Kelly**

**Seconded: Cr N Clarke**

**That the April 2017 – June 2017 Quarterly Strategic Plan Progress Report is received by Council.**

**CARRIED 9/0**

**Attachment 6**

**Shire of Victoria Plains**



**QUARTERLY STRATEGIC PLAN PROGRESS REPORT**  
**April 2017 – June 2017 Quarter**

**GOAL 1: GROWTH**

**OUTCOME: 1.1 FACILITATE LAND RELEASE**

**TARGET:** *Feasibility Study for Land Release developed.  
The successful release of additional land for development in the Shire.  
Increase in number of development approvals.  
Positive population growth as measured by the ABS Census Data (2011 to 2021).  
Development of Structural Land Use Plan.  
Town site plans progressively developed for each identified growth centre.*

**STRATEGY:** *1.1.1 Develop a Feasibility Study for land release.*

**STATUS:** *IN PROGRESS: Proposal for development of industrial blocks in Bolgart currently underway (March 2017).  
The Shire has communicated with Land Corp in regard to their Regional Development Assistance program; however the Shire is required to produce evidence of demand. This is difficult to determine and demand has slowed significantly due to the current WA economy.*

**STRATEGY:** *1.1.2 Develop and implement the Structural Land Use Plan.*

**STATUS:** *COMPLETED: The Shire has developed a Local Planning Strategy and a Townsite Plan.*

**STRATEGY:** *1.1.3 Develop a 'Town Site Plan' for each identified growth centre which identifies the infrastructure needs e.g. water, sewerage, power.*

**STATUS:** *COMPLETED (refer above).*

**STRATEGY:** *1.1.4 Develop and implement strategies to lobby for government support for land release.*

**STATUS:** *IN PROGRESS: Application has been made to Landcorp as per Strategy 1.1.1.*

**OUTCOME: 1.2 PROMOTE SUSTAINABLE MANAGEMENT OF THE ENVIRONMENT**

**TARGET:** Development of an Environmental Management Plan.  
Policy on Environmental Planning developed and adopted.

**STRATEGY:** 1.2.1 Develop an Environmental Management Plan that creates appropriate environmental policies for the Shire that reflects the community's expectations for the management of the natural environment, salinity and drainage.

**STATUS: IN PROGRESS:** *The shire has developed a Local Planning Strategy which contains elements of the above.*

**STRATEGY:** 1.2.2 Develop a policy that supports and practices good environmental planning.

**STATUS: IN PROGRESS:** *(refer to above).*

**OUTCOME: 1.3 PROMOTE SUSTAINABLE WATER MANAGEMENT**

**TARGET:** Improvements in water usage, baseline developed 2008, improvements from 2009

**STRATEGY:** 1.3.1 Work with relevant agencies and the community to improve practices in water use.

**STATUS: IN PROGRESS:** *The Shire supports Water Corporation initiatives in regard to efficient water use and has a program of updating Shire owned reticulation systems to include new sprinkler designs and current practices.*

**STRATEGY:** 1.3.2 Work to drought proof the entire Shire.

**STATUS: IN PROGRESS: COMPLETED.** *Water use policy to be developed.*



**GOAL 2: COMMUNITY**

**OUTCOME: 2.1 PROMOTE AND DEVELOP HEALTH & EDUCATION**

**TARGET:** All schools maintained

School teachers surveyed to identify initiatives the Shire could consider to encourage teachers to the area  
HACC funded program in operation. Planning and preparation 2008, implemented by January 2009.  
Development of a Health Services Plan for the Shire

**STRATEGY:** 2.1.1 Support the local primary schools to help maintain their viability  
and encourage teachers to the area.

**STATUS: IN PROGRESS:** The Shire supported the construction of new housing for teachers in Calingiri and Yerecoin. The Shire has provided funding from the Community Budget Submission pool to assist schools with projects.

**STRATEGY:** 2.1.2 Develop a 'Health Services Plan' that identifies ways to increase the number of health professionals to support the area and provide more aged housing / accommodation.

**STATUS: IN PROGRESS:** The Shire has assisted various health professionals (Podiatrist, Physiotherapist) to establish part-time practices within the Shire; however these have not proved to be sustainable in the long term. Four (4) new Aged Persons Units are to be constructed (2 in Calingiri and 2 in Bolgart) and the capital expenditure is included in the current annual budget and a new business case has been completed with assistance from the Wheatbelt Development Commission for two further units in Calingiri and two in Yerecoin.

**STRATEGY:** 2.1.3 Conduct a review into the needs and promotion of HACC (home care) funded programs within the Shire.

**STATUS: IN PROGRESS:** The Shire has adopted a broader approach and has engaged with various agencies. In 2015 the Shire completed an "Aged Friendly Audit" and is working with Aged friendly Communities through Avon Region Of Councils (AROC) to ensure that Shire facilities are aged friendly.



**OUTCOME: 2.2 PROMOTE COMMUNITY PROSPERITY**

**TARGET:** *Tourism Plan developed  
Implement Tourist Plan initiatives  
Increase in the number of local new businesses, create data base 2008 to allow future assessment of growth  
Facilitate a forum to encourage formation of a Victoria Plains Business Association  
Development of a Tourism Funding Program  
Development of a Small Business Innovation Plan  
Increased numbers of tourists, develop baseline 2008, monitor from 2009*

**STRATEGY:** *2.2.1 Recognise the importance of local tourism by:*

- 1. Working in partnerships which support and encourage the tourist industry*
- 2. Supporting the development of local initiatives through a small Shire managed Funding Program*
- 3. Assisting with the promotion of local tourist locations (through the website and other mediums)*
- 4. Implement the individual town sites Beautification Plans*

**STATUS: IN PROGRESS:**

*The Shire has connected with and made a financial commitment “Discover Golden Horizons” and Avon Tourism.*

*The Shire provides a pool of funds (currently \$50,000) within its annual budget which is available to community groups that make applications which meet the funding criteria.*

*The Shire utilises it’s website to promote local businesses (Local Business Directory) and local attractions.*

*The Shire has employed a Shire Gardener for town gardens and beautification.*

**STRATEGY:** 2.2.2 Encourage and support economic development (including new business) through;

1. Facilitating the development of business alliances to support a potential 'Victoria Plains Business Association' using new technology methods to link businesses
2. Utilise the services of the Small Business Development Corporation and other relevant agencies to create an 'Innovation Plan' to encourage new business to and support small business within the Shire

**STATUS: IN PROGRESS:**

*The Shire has assisted with the establishment of "VP Business Builders". The Shire utilises the Shire website (as above) and has recently established a Facebook page and a Twitter account.*

*The Shire continues to engage with and financially supports the Small Business Development Corporation.*

**OUTCOME:** 2.2 PROMOTE COMMUNITY PROSPERITY

**TARGET:**

- Tourism Plan developed
- Implement Tourist Plan initiatives
- Increase in the number of local new businesses, create data base 2008 to allow future assessment of growth
- Facilitate a forum to encourage formation of a Victoria Plains Business Association
- Development of a Tourism Funding Program
- Development of a Small Business Innovation Plan
- Increased numbers of tourists, develop baseline 2008, monitor from 2009

**STRATEGY:** 2.2.3 Develop a plan for the Caravan Parks that includes a review of the management structure and maintenance of the facilities.

**STATUS: IN PROGRESS:** Following the recent implementation of State legislation relating to “Integrated Planning & Reporting”, the Shire has implemented new software (“Buildings Plus”) which is used for the asset management of Shire buildings and associated infrastructure (including Caravan Parks) and also an “Asset Management Plan” which encompasses all Shire fixed assets. An updated Asset Management Plan will be completed in the 2017-18 year.

The Shire is engaged in tourism and local business promotion (refer Strategy 2.2.1).

**STATUS: NOT COMMENCED:** A “Tourism Plan” has not been developed.

**OUTCOME: 2.3 Promote Community Enrichment**

**TARGET:** Development of a Shire Community Directory  
Connect Victoria Plains in existence

Volunteer numbers maintained / grown, develop baseline 2007, monitor from 2008

Increase number of community activities/events, compare annually to 2007

Assessment of engaging a part time or contract ‘Community Development Officer’ position presented to Council to allow consideration in 2008 budget

Adoption of a Community Arts/Cultural Plan

**STRATEGY:** 2.3.1 Encourage the artistic community through the development of a Community Arts / Cultural Plan and that includes supporting community events and projects that contribute to the development of community spirit and celebration of history.

**STATUS: COMPLETED.**

**STRATEGY:** 2.3.2 Develop a ‘Recreational Facilities and Equipment Need Study’ that includes outlining potential funding sources for the Shire, emergency and voluntary services across the Shire.

**STATUS: IN PROGRESS:** The Shire has an older plan and an updated plan is required, which will be prepared as part of the AROC review and audit of recreational facilities in the region.

**STRATEGY:** 2.3.3 Support the development and maintenance of community facilities in the Shire.

**STATUS: IN PROGRESS:** The Shire provides funding and resources through its annual budget for the development and maintenance of community amenities.

**STRATEGY:** 2.3.4 Foster the growth and development of ‘Connect Victoria Plains’.

**STATUS: IN PROGRESS:** In response to feedback from the community received during the review process, the Shire has recognised the need to foster the development of “Connect Victoria Plains” and will allocate resources in future years to facilitate this.

**STRATEGY:** 2.3.5 Review the usage of the community halls to determine the specialist use of each facility, and build on its comparative advantage.

**STATUS: IN PROGRESS:** The Shire has recognised that each community has unique interests and has supported the development of recreational facilities as appropriate. The Shire continues to monitor and support community halls throughout the Shire.

**STRATEGY:2.3.6** Investigate the opportunities for and foster the development of a local community-based transport system.

**STATUS: IN PROGRESS:** In response to feedback from the community received during the review process, in 2016 the Shire purchased a “Community Car” to provide transport for seniors.

**STRATEGY:** 2.3.7 Continue to support and recognise volunteers.

**STATUS: IN PROGRESS:** The Shire has implemented the bi-annual “Thank a Volunteer BBQ”. The Shire also continues to support local bush fire brigades through funding provided in the annual budget.

**GOAL 3: SHIRE INFRASTRUCTURE**

**OUTCOME: 3.1 SUSTAINABLE MANAGEMENT OF SHIRE INFRASTRUCTURE**

**TARGET:** Road Plan developed  
Road plan progressively implemented  
Asset Management Plan complete  
Plan progressively implemented  
Keep ROMAN II data up to date

**STRATEGY:** 3.1.1 Develop a fully-costed 'Road Plan'

**STATUS: IN PROGRESS (ONGOING):** Following the recent implementation of State legislation relating to "Integrated Planning & Reporting", the Shire completed an Asset Management Plan which includes a Forward Capital Works program including road maintenance and capital upgrade work. An updated Asset Management Plan will be completed in the 2017-18 year.

**STRATEGY:** 3.1.2 Develop and maintain 'Asset Management Plan'

**STATUS: COMPLETED:** Please refer to the above.

**STRATEGY:** 3.1.3 Identify gravel reserves / raw materials

**STATUS: IN PROGRESS (ONGOING):** The Shire has developed gravel supplies in locations that are close to major road projects. The Shire continues to correspond and engage with landholders in regard to gravel and other raw material supplies. The price paid for gravel is reviewed annually.

**OUTCOME: 3.2 ACHIEVE SUSTAINABLE WASTE MANAGEMENT**

**TARGET:** Plan for Waste disposal and Recycling developed

**STRATEGY:** 3.2.1 Develop a long term 'Plan for Waste Disposal'.

**STATUS: IN PROGRESS:** During the current year the Shire has implemented "manned" refuse sites and is continuing to examine a "Strategic Waste Management Plan" through AROC.

**STRATEGY:** 3.2.2 Develop a long term 'Plan for Recycling'.

**STATUS: IN PROGRESS:** The Shire has reviewed it's landfill site operations. This has resulted in the closure of one site and stricter controls being applied to other sites including manning of the sites. A consultant is currently engaged (through AROC) to prepare a "Strategic Waste Management Plan". Operation of landfill sites currently under review (March 2017).

### **OUTCOME: 3.3 SUSTAINABLE MANAGEMENT OF COMMUNITY BUILDINGS**

**TARGET:** Sustainable Funding for Infrastructure Plan developed  
Asset Management plan developed and adopted

**STRATEGY:** 3.3.1 Develop Buildings Asset Management Plan.

**STATUS: COMPLETED (ANNUAL REVIEWS ONGOING).** 2017-18 annual budget to include funding for a new Asset Management Plan to be completed during 2017-18 year (March 2017).

**STRATEGY:** 3.3.2 Develop a plan for the sustainable funding for infrastructure (Debt Management Plan).

**STATUS: COMPLETED (REVIEWS ONGOING):** Following the recent implementation of State legislation relating to "Integrated Planning & Reporting", the Shire has completed an "Asset Management Plan" and a "Long Term Financial Plan" which encompass all Shire fixed assets.



**GOAL 4: GOVERNANCE**

**OUTCOME: 4.1 STRONG FINANCIAL MANAGEMENT**

**TARGET:** 5 Year Financial Plan adopted  
Shire's revenue base grown by 5% greater than CPI annually  
Strategic Plan reviewed annually  
Long Term Financial Plan developed and adopted

**STRATEGY:** 4.1.1 Develop a 10 year Long Term Financial Plan to guide the implementation of the Strategic Plan.

**STATUS: COMPLETED (ANNUAL REVIEWS ONGOING). The LTFP is to be updated annually prior to annual budget adoption.**

**STRATEGY:** 4.1.2 Examine and develop opportunities to grow the Shire's revenue base.

**STATUS: IN PROGRESS: The Shire reviews the Schedule of Fees and Charges annually. Other opportunities to grow the Shire's revenue base are included in the Community Strategic Plan (e.g. land release, development and population increases). Council revenue is limited by the requirements of the Local Government Act 1995.**

**STRATEGY:** 4.1.3 Research and employ an innovative approach to sourcing resources.

**STATUS: IN PROGRESS: The Shire has a purchasing policy which includes a buy local policy, tender and quotation processes to ensure purchases are best value. The Shire uses the WALGA "E-Quotes" system.**

**OUTCOME: 4.2 EXCELLENCE IN HUMAN RESOURCES MANAGEMENT**

**TARGET:** Development of a Training and Development Plan  
Improved employee satisfaction and retention levels (staff survey)  
Workforce Plan developed and adopted

**STRATEGY:** 4.2.1 Develop a Workforce Plan that includes a 'Training and Development Plan' that investigates feasibility, cost and opportunity for:

1. Training and professional development of staff (in line with their Performance Reviews) and Councillors;
2. Shire Traineeships;
3. A Cross Cultural Awareness Program for the Shire Administration and Council

**STATUS: COMPLETED (ANNUAL REVIEWS ONGOING).** Staffing needs for 2017-18 currently under review (March 2017).

*Note: Cross cultural awareness program as such was not included in the Workforce Plan; however cultural diversity was included.*

**OUTCOME: 4.3 FULL COMPLIANCE WITH STATUTORY REQUIREMENTS**

**TARGET:** No instances of less than full compliance with statutory requirements  
Self assessment review developed and implemented annually

**STRATEGY:** 4.3.1 Maintain / retain full compliance with statutory obligations.

**STATUS: IN PROGRESS (ONGOING):** The Shire completes an annual Compliance Audit return (as required Local Government Act 1995, Section 7.13(i) and Local Government (Audit) Regulations 1996 (Regulations 13–15).

In December 2016 the bi-annual Audit Regulation 17 Risk Report was completed and presented to Council. The recommended improvements will be prioritized and implemented during 2017.

**STRATEGY:** 4.3.2 Conduct a Red Tape Audit.

**STATUS: COMPLETED:** The audit concluded that Local Government is subject to very high levels of compliance monitoring. This is a result of State and Federal legislation and associated regulations. It is not possible to avoid the compliance requirements.



**STRATEGY:** 4.3.3 Develop and implement a self assessment review for Councillors to be completed annually.

**STATUS: COMPLETED (ONGOING):** During 2014 Council completed the first self-assessment review. The review will now be conducted annually.

**OUTCOME: 4.4 PROMOTE AND DEVELOP ADVOCACY**

**TARGET:** New partnerships developed, review current and potential 2007, assess from 2008

**STRATEGY:** 4.4.1 Develop strategies for targeted lobbying to support relevant strategies.

**STATUS: IN PROGRESS (ONGOING):** Council has and will continue to participate in attending national conferences (e.g. ALGA, National Road Conference), State meetings (e.g. WALGA) and meeting with and lobbying Members of Parliament to support local strategies.

**STRATEGY:** 4.4.2 Foster opportunities for partnerships that can support strategies and achieve shared outcomes.

**STATUS: IN PROGRESS (ONGOING):** The Shire of Victoria Plains is a member of AROC (Avon Region of Councils). This has assisted in achieving significant outcomes including the 4 new aged persons units to be constructed in Calingiri and Bolgart and the development of a "Regional Recreation Plan" and a "Strategic Waste Management Plan".

**OUTCOME: 4.5 PURSUE AND DEVELOP INNOVATIVE SOLUTIONS**

**TARGET:** Opportunities for resource sharing and joint service arrangements assessed and implemented  
Meeting Key Success Factors

**STRATEGY:** 4.5.1 Conduct an annual review of the Strategic Plan progress, measuring the Key Success Factors.

**STATUS: IN PROGRESS (ONGOING):** The Shire is required by legislation to complete a review of the Community Strategic Plan every two (2) years. The Community Strategic Plan was reviewed in April/May 2015 and the Corporate Business Plan is reviewed annually. Community consultation is currently underway for development of new plan in 2017-18 year (March 2017).

**STRATEGY:** 4.5.2 Actively seek opportunities for resource sharing and joint service arrangements.

**STATUS: IN PROGRESS (ONGOING):** The Shire has initiated several sharing and joint service agreements including Health and Building services, Planning services, Community Emergency Services Manager, AROC (Aged persons units, strategic waste management plan, Aged Friendly Communities). Current application with business case developed with Wheatbelt Development Commission for four (4) additional aged persons units (2016).

**OUTCOME: 4.6 STRONG ADMINISTRATION SERVICE AND FACILITIES**

**TARGET:** Future of Shire's service locations determined.

**STRATEGY:** 4.6.1 Conduct a review incorporating feasibility and opportunities for the Shire Administration arrangements and location where they can be demonstrated as cost efficient and effective alternatives.

**STATUS: COMPLETED:** The Shire administration has considered the administration service arrangements and location, and given the size of the Shire operations and budget cannot justify remote office locations for administrative services. The cost of a relocation of the Administration office to another location cannot be justified.

**OUTCOME: 4.7 PURSUE DEVELOPMENT OF EXCELLENT COMMUNICATION SERVICES**

**TARGET:** Increase in community satisfaction of Shire's communication and consultation (measured by biannual survey), first survey budgeted 2008-09. Development of a Shire Communication & Consultation Policy and adoption by Council.

**STRATEGY:** 4.7.1 Develop and implement a communication and consultation policy based on actively promoting and encouraging two way communication between the Shire and its stakeholders through various strategies (including surveys, the Shire's website, print media, local radio, Shire Newsletter, public meetings and forums, community events and noticeboards).

*STATUS: IN PROGRESS (ONGOING): The Shire has established a Facebook page and a Twitter account. The Shire website was upgraded in 2013. The Shire utilises the website, print media, Shire Newsletter, public meetings and forums (as per the Community Strategic Plan review in 2015), community events and noticeboards to promote and encourage two-way communication between the Shire and the community.*

*STRATEGY: 4.7.2 Examine the possibility / feasibility of engaging a part time or contract 'Communications Officer'.*

*STATUS: IN PROGRESS: As a result of the Community Strategic Plan review (2015), which has highlighted the need for consistent and improved communication, the Shire will examine the possibility / feasibility of engaging a part time or contract 'Communications Officer'.*

*STRATEGY: 4.7.3 Continue to enhance and develop the Shire's website as a major (two-way) communication tool.*

*STATUS: IN PROGRESS (ONGOING): The Shire website was upgraded in 2013.*

*STRATEGY: 4.7.4 Develop strategies for consulting with and engaging the Indigenous community.*

*STATUS: IN PROGRESS (ONGOING): The Shire is currently discussing a "Partnership Agreement" with the Yued People.*

**A25/2017 ADOPTION – REPEAL LOCAL LAW AND BUSH FIRE BRIGADES  
LOCAL LAW**

FILE REFERENCE	A2.22.3
REPORT DATE	10 July 2017
APPLICANT/PROPONANT	None
OFFICER DISCLOSURE OF INTEREST	None
PREVIOUS MEETING REFERENCES	A10/2017 on 18 January 2017
AUTHOR	Niel Mitchell, Consultant
ATTACHMENTS	Draft Repeal Local Law 2017 (Attachment 8) Draft Bush Fire Brigades Local Law 2017 (Attachment 9) Summary of Submissions – BFB Local Law (Attachment 10)

**PURPOSE OF REPORT**

To finalise the process of adoption of –

- Repeal Local Law 2017; and
- Bush Fire Brigades Local Law 2017.

**BACKGROUND**

The purpose of this report is –

- 1) consider the submissions received on the proposed local law and determine if any drafting amendment(s) are required as a result of the submissions received;
- 2) give notice of the purpose and effect of the local laws;
- 3) make the local law, incorporating all amendments as approved by Council;
- 4) authorise the affixing of the Common Seal to the local laws;
- 5) authorise the local laws publication in the *Government Gazette*; and
- 6) give local public notice, (after Gazettal), of the date the local laws will come into effect.

**COMMENT**

At its Ordinary Meeting on 15 March 2017 the Council resolved to commence the process to make

- Repeal Local Law 2017
- Bush Fire Brigades Local Law 2017.

Process

The procedure for making local laws requires Council to advertise state-wide, advising of its intention to make a local law, and invite submissions to be made on the proposed local law for a six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

Council advertised, both locally and state-wide, for public comment on the proposed Local Laws.

An advertisement was placed in the West Australian on 12 April 2017 and the Shire Newsletter on 5 May 2017, with the submission period for public comment closing on 31 May 2017.

### Repeal Local Law

- Purpose – to repeal old and superseded bylaws
- Effect – to repeal old and superseded bylaws

No submissions were received.

Corrections to wording of the repeal clause made consistent with standard formatting required.

### Bush Fire Brigade Local Law

- Purpose – to make provisions for establishment, management and administration of Bush Fire Brigades
- Effect – to align the requirements for Bush Fire Brigades with legislation and general practice

At the close of the submission period, submissions had been received from –

- Dept of Local Government & Communities
- Shire of Victoria Plains

The draft was also circulated to the Bush Fire Brigades for comment, but no submissions were received.

The Departmental submissions covered multiple areas. With the exception of comments in relation to clause 4.3 relating to membership matters, no substantive issues were raised, with the comments being of –

- minor editorial nature, and
- being of a context or technical nature, punctuation and grammar.

The Shire of Victoria Plains submission was made verbally by the Community Emergency Management Officer to the CEO, as summarised in the attachment.

The repeal of the Fire Control Local Law 1998 removes provisions that are contradictory to the Firebreaks and Fuel Hazard Reduction Notice to be adopted under Bush Fires Act s.33.

### Finalisation

None of the suggested changes altered the intent of the provision amended nor placed additional obligations on the community. Accordingly, it is considered that the amendments are not of a significant nature that requires re-advertising.

The attached draft local laws have been amended from the proposed local laws advertised for public submissions, in accordance with the DLGC comments and Shire's internal submission.

Once formally adopted by Council, the local laws –

- are to be published in the *Government Gazette*
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to the relevant Ministers, and

- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the *Government Gazette*.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- takes effect on the day stipulated in the local law, generally 14 days after publication in the *Government Gazette*.

## **POLICY REQUIREMENTS**

None

## **LEGISLATIVE REQUIREMENTS**

*Local Government Act 1995* –

- s.3.5 to 3.16 – local laws: authority to make and incorporate penalties, procedures when making, periodic review and procedures
- s.3.12 – Procedure for making local laws  
incl. subclause (4) – requirement for absolute majority

*Bush Fires Act 1954*

## **STRATEGIC IMPLICATIONS**

There are no known strategic implications associated with this proposal.

### **Corporate Business Plan references and impacts:-**

STRATEGY 4.3.1 – Maintain / retain full compliance with statutory obligations.

#### ➤ **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**

Cost of publication in the *Government Gazette* and giving local public notice.



**VOTING REQUIREMENTS**

*Absolute Majority Required:* Yes

**RESOLUTION 128/2017**

**Moved: Cr J Kelly**

**Seconded: Cr J King**

**STAFF RECOMMENDATION**

**That Council –**

- a) notes the submissions and comment received in relation to the proposed –
  - Repeal Local Law 2017; and
  - Bush Fires Brigades Local Law 2017
- b) Resolves to make the Local Laws noted in (a) above as per the attached drafts, incorporating amendments outlined by the Department of Local Government and Communities and Shire of Victoria Plains;
- c) authorise the President and CEO to sign and affix the Common Seal to the Local Laws noted in (a) above;
- d) publish the Local Laws noted in (a) above, in the Government Gazette and provide copies of the local law to the Minister for Local Government; and
- e) forward copies of the Gazetted Local Laws, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

**CARRIED 9/0**

Attachment 8

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF VICTORIA PLAINS**

**REPEAL LOCAL LAW 2017**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Victoria Plains resolved on \_\_\_\_\_ to make the following local law.

**1. Citation**

This local law may be cited as the *Shire of Victoria Plains Repeal Local Law 2017*.

**2. Commencement**

This local law will come into operation 14 days after publication in the *Government Gazette*.

**3. Repeal**

The following local laws are repealed –

- (a) *By-laws Governing Long Service Leave to be Granted to Employees of the Victoria Plains Road Board*, published in the *Government Gazette* on 20 July 1951;
- (b) *Victoria Plains Road Board By-laws for Regulating the Construction, Establishment, Operation and Maintenance of Motels*, published in the *Government Gazette* on 6 October 1960;
- (c) *Shire of Victoria Plains By-laws Relating to the Keeping of Bees*, published in the *Government Gazette* on 8 May 1962; and
- (d) *By-law relating to Speed of Vehicles Driven on Land which is Vested in or Under the Care, Control or Management of the Shire of Victoria Plain*, published in the *Government Gazette* on 12 November 1968.

\_\_\_\_\_  
Dated \_\_\_\_\_ 2017

The Common Seal of the Shire of Victoria Plains was affixed by authority of a resolution of Council in the presence of –

D.S. LOVELOCK, President

G.M. TEEDE, Chief Executive Officer.



**BUSH FIRES ACT 1954  
LOCAL GOVERNMENT ACT 1995  
SHIRE OF VICTORIA PLAINS  
BUSH FIRE BRIGADES LOCAL LAW 2017**

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**BUSH FIRES ACT 1954  
LOCAL GOVERNMENT ACT 1995**

**SHIRE OF VICTORIA PLAINS**

**BUSH FIRE BRIGADES LOCAL LAW 2017**

Under the powers conferred by the *Bush Fires Act 1954*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Victoria Plains resolved on \_\_\_\_\_ to make the following local law.

**Part 1 - Preliminary**

**1.1 Citation**

This local law may be cited as the *Shire of Victoria Plains Bush Fire Brigades Local Law 2017*.

**1.2 Commencement**

This local law will come into operation 14 days after its publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

The *Shire of Victoria Plains Fire Control Local Law* as published in the *Government Gazette* on 9 June 1998 is repealed.

**1.5 Definitions**

In this local law unless the context otherwise requires –

**Act** means the *Bush Fires Act 1954*;

**brigade area** has the meaning given to it in clause 2.2(b);

**brigade member** means a volunteer fire fighter having current membership of a bush fire brigade;

**brigade officer** means a person holding a position referred to in clause 5.5(1)(a), irrespective of method of appointment to the position;

**bush fire brigade** has the meaning given to it in section 7 of the Act;

**bush fire control officer** means a person appointed to that office by the local government;

**Bush Fire Operating Procedures** means the Bush Fire Operating Procedures as may be adopted by the local government and amended from time to time;

**Captain** means the person holding or acting in that position in a bush fire brigade;

**CBFCO** means the Chief Bush Fire Control Officer;

**CEO** means the Chief Executive Officer of the local government;

**Council** means the Council of the local government;

**district** means the district of the local government;

**fire fighting activities** means all normal brigade activities relating to a live bush fire which is active in the district, and includes burning off, creating fire breaks and other methods for the control of bush fires;

**Lieutenant** means the person holding that position in a bush fire brigade;

**local government** means the Shire of Victoria Plains;

**normal brigade activities** has the meaning given to it in section 35A of the Act;

**President** means President of the Council;

**Regulations** means *Bush Fires Regulations 1954* made under the Act; and

**volunteer fire fighter** has the meaning given to it in section 35A of the Act.

## Part 2 - Establishment of bush fire brigades

### 2.1 Establishment of a bush fire brigade

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

### 2.2 Name and area of bush fire brigade

On establishing a bush fire brigade under clause 2.1(1) the local government is to –

- (a) give a name to the bush fire brigade;
- (b) specify the area within the district in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities.

### 2.3 Objects of bush fire brigades

The objects of the bush fire brigade are to carry out –

- (a) the normal brigade activities; and
- (b) the functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

### 2.4 Chain of command during fire fighting activities

- (1) Subject to the Act, the chain of command to apply during fire fighting activities is –
  - (a) bush fire control officers in order of seniority;
  - (b) brigade officers in order of seniority; and
  - (c) all other volunteer fire fighters.
- (2) The person in command has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the volunteer fire fighters, and may exercise all the powers and duties provided for by the Act.

### 2.5 Existing bush fire brigades

A bush fire brigade established prior to the day on which this local law comes into operation –

- (a) is to be taken to be a bush fire brigade established under and in accordance with this local law;
- (b) the provisions of this local law apply to the bush fire brigade save for clause 2.1; and
- (c) any rules governing the operation of the bush fire brigade are repealed and substituted with the provisions of this local law.

### 2.6 Dissolution of bush fire brigade

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, or is not achieving the objectives for which it was established.

### 2.7 New arrangement after dissolution

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

## Part 3 - Organisation of bush fire brigades

### 3.1 Local government responsible for structure

The local government is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

### 3.2 Appointment of bush fire control officers

- (1) The local government may appoint bush fire control officers in their absolute discretion, and apply conditions as considered appropriate.
- (2) Where only one person is appointed as a bush fire control officer, that person is the CBFCA for the purposes of this local law.
- (3) Where more than one person is appointed as a bush fire control officer, the local government shall

- determine seniority as CBFCO, Deputy CBFCO, and further seniority as is considered appropriate.
- (4) When considering the appointment of a person as a bush fire control officer, the local government is to have regard to the qualifications, training and experience which may be advisable to fill the position.

### 3.3 Training of officers

- (1) The local government is to supply each bush fire control officer and brigade captain with a copy of the Act, the Regulations, any Bush Fire Operating Procedures adopted, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments made from time to time.
- (2) Bush fire control officers are to complete a Bush Fire Control Officers course conducted by an organisation approved by the CEO, within 12 months of appointment, unless a course has been completed within the 4 years prior to appointment as a bush fire control officer.
- (3) Bush fire control officers are required to complete a bush fire control officers course or a bush fire control officers refresher course at least once every 5 years.

### 3.4 Managerial role of CBFCO

Subject to any directions by the local government the CBFCO has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

### 3.5 Duties of Captain and bush fire brigade officers

The duties of the CBFCO and Captain include –

- (a) to provide leadership to bush fire brigades;
- (b) to monitor bush fire brigades' resourcing, equipment and training levels;
- (c) to liaise with the local government concerning fire prevention or fire suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn), bush fire brigades or brigade officers;
- (d) to ensure that lists of brigade members are maintained in accordance with clause 4.3;
- (e) to report annually to the local government the office bearers of the bush fire brigade in the form of Form 12 of the Regulations; and
- (f) to report to the local government prior to the local government's annual budget each year, for consideration and appropriate provision being made in the next budget, the status of a bush fire brigade's –
- (i) training and readiness;
  - (ii) protective clothing;
  - (iii) equipment; and
  - (iv) vehicles and appliances.

## Part 4 - Membership

### 4.1 Types of membership of bush fire brigade

- (1) The membership of a bush fire brigade consists of volunteer fire fighters.
- (2) Registration as a volunteer fire fighter does not commit the person to participating in all normal brigade activities.

### 4.2 Membership applications

The decision on an application for admission of member, with or without conditions or restrictions, may be made by –

- (a) either the Captain or CBFCO; jointly with
- (b) either the CEO or President.

### 4.3 Membership – review, refusal, suspension or termination

- (1) The Captain is to review the membership and report to the CEO and CBFCO the name and contact details of each brigade member.
- (2) If circumstances warrant, membership of the bush fire brigade may be refused or suspended at any time for a period considered appropriate in the opinion of –

- (a) either the Captain or CBFCO; jointly with
- (b) either the CEO or President.
- (3) Membership of the bush fire brigade terminates if the member –
  - (a) dies;
  - (b) gives written notice of resignation to the Captain or CEO;
  - (c) is permanently incapacitated by mental or physical ill-health in the opinion of –
    - (i) either the Captain or CBFCO; jointly with
    - (ii) either the CEO or President; or
  - (d) has been removed from the membership list for other sufficient reason in the opinion of –
    - (i) either the Captain or CBFCO; jointly with
    - (ii) either the CEO or President.
- (4) Where a decision under subclause (2), (3)(c) or (3)(d) is unable to be agreed, the matter is to be referred to Council, whose decision shall be final.
- (5) Members are eligible to reapply where membership has ceased for any reason.

#### **4.4 Member has right to review**

A brigade member may appeal to the Council, whose decision shall be final, any –

- (a) refusal of membership;
- (b) suspension of membership; or
- (c) termination of membership.

#### **4.5 Existing liabilities to continue**

The resignation, suspension or termination of a member under clause 4.3 does not affect any liability of the brigade member arising prior to the date of resignation, suspension or termination of membership.

#### **4.6 Disagreements**

- (1) Any disagreement between brigade members regarding normal brigade activities may be referred to the Captain.
- (2) Where a disagreement in subclause (1) is considered by the Captain to be of importance to the interests of the bush fire brigade, then the Captain is to refer the disagreement to the CEO.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under subclause (1) or (2).

### **Part 5 - General**

#### **5.1 Administration**

All administrative matters of a bush fire brigade are to be managed by the local government, other than brigade specific internal arrangements.

#### **5.2 Finances**

All financial matters of a bush fire brigade are to be managed by the local government, other than brigade specific internal arrangements.

#### **5.3 Equipment**

All equipment purchased by the local government is the property of, and shall be insured by, the local government.

#### **5.4 Consideration in the local government budget**

In addition to funding made available through emergency services grants, the local government may provide further funding depending upon the assessment of budget priorities for the year in question.

Dated \_\_\_\_\_ 2017

The Common Seal of the Shire of Victoria Plains was affixed by authority of a resolution of Council in the presence of –

D.S. LOVELOCK President

G.M. TEEDE, Chief Executive Officer.

DRAFT

Proposed Shire of Victoria Plains Bush Fire Brigades Local Law 2017 – Summary of submissions

Submissions received –  
- Department of Local Government and Communities  
- Shire of Victoria Plains

Dept of Local Government and Communities –

Item	Clause	Comment	Review Comment
1		<p><b>Bush Fires Act 1954</b> Bush fire brigades local laws are made under the <i>Local Government Act 1995</i> and the <i>Bush Fires Act 1954</i>. Accordingly, the local government should ensure a copy of this proposed local law is provided to the Minister for Emergency Services.</p>	<p>Minister for Emergency Services was advised at the same time as Minister for Local Government</p> <p>No response was received from DFES as delegated respondent for the Minister.</p>
		<p><b>Recommendation –</b></p>	<p><b>Noted</b></p>
2	1.4	<p><b>Repeal</b> It is suggested that the Shire amend clause 1.4 as follows:  The <i>Shire of Victoria Plains Fire Control Local Law</i> as published in the <i>Government Gazette</i> on 9 June 1998 is repealed.</p>	<p>Amended</p>
		<p><b>Recommendation –</b></p>	<p><b>Amend as suggested</b></p>
3	1.5	<p><b>Definitions</b> Brigade officer is defined as meaning a person holding a position referred to in clause 5.5(1)(a). The local law does not contain a clause 5.5(1)(a). The Shire should review this definition to ensure it is consistent with the Shire's intention.</p>	<p>Clause reference amended to 3.5</p>
		<p><b>Recommendation –</b></p>	<p><b>Amend as suggested</b></p>
4	4.3	<p><b>Membership – review, refusal, suspension or termination</b> a) It is suggested that the following is deleted from subclause (2) - "prior to the local government's annual budget each year each year". The Shire should review where this phrase was intended to be included. b) Subclause (d) states that membership of the bush fire brigade terminates if the member has been removed from the membership</p>	<p>a) Amended</p> <p>b) It is quite possible that a person lives outside the district, but has a major portion of their farm within the Shire.</p>

	<p>list as no longer resident. This is potentially ambiguous. It is suggested the Shire specify where the member is no longer resident of, for example:</p> <p>--- ---</p> <p>(d) has been removed from the membership list as being no longer resident in the district, or for other sufficient reason in the opinion of –</p>	<p>The suggested change could be read as implying that place of residence within the district is a requirement for membership of a brigade, but this change could be detrimental to brigade operations. Provided it is understood that place of residence is not a membership criteria, but only one of the factors that may be considered in termination of membership, the suggested change may be appropriate. In addition, Council should consider that a person often absent from the district but regularly within the district, may be an appropriate person to be a member. Examples of this may be fly in fly out residents, or seasonal workers. An alternative is to remove reference to residence.</p>
	<p><b>Recommendation –</b></p>	<p>a) <b>Amend as suggested</b> b) <b>Amend to read –</b> <i>(d) has been removed from the membership list for other sufficient reason in the opinion of –</i></p>
5	<p><b>Various</b></p> <p><b>Minor edits.</b> The following minor edits are suggested –</p> <ul style="list-style-type: none"> <li>• Local law title – bold "BUSH FIRE ACT 1954" "LOCAL GOVERNMENT ACT 1995" "SHIRE OF VICTORIA PLAINS".</li> <li>• Table of contents – the title "CONTENTS" should be centralised, without bold.</li> <li>• Part Headings should be in normal case e.g. "Part 1 – Preliminary".</li> <li>• Clause 2.2(b) – insert "within the district" after "specify the area".</li> <li>• Clause 3.5 Title –             <ul style="list-style-type: none"> <li>- The Shire should ensure that any corrections made in its draft are not kept in its final copy e.g. "Duties of <del>CBFO</del> and Captain".</li> <li>- The Shire should update the contents page with the correct heading for clause 3.5.</li> </ul> </li> </ul> <p><b>Recommendation –</b></p>	<p>Amended Amended Amended Amended  Checked Checked</p> <p><b>Amend as suggested</b></p>



Shire of Victoria Plains –		Review Comment
Item	Clause Comment	
1	<p><b>3.3(2) Training of officers</b> Suggested that the organisation to carry out training should be approved by DFES</p>	<p>While it is expected that most training is likely to be by Dept of Fire and Emergency Services, training providers are not limited to DFES. However, it is appropriate that training be of equal or better standard than that of DFES.</p> <p><b>Amendment not be made</b></p>
2	<p><b>3.3(3) Training of Officers</b> Suggested that rather than require the full fire control officers course to be completed every 5 years, that a fire control officers refresher course be acceptable</p> <p><b>Recommendation –</b></p>	<p>The suggested amendment is appropriate in that a refresher course will cover all legislative, practical and administrative changes, and is likely to extend some aspects beyond that of the original FCO course.</p> <p><b>Amend as suggested</b> <b>(3) Bush fire control officers are required to complete a bush fire control officers course or a bush fire control officers refresher course at least once every 5 years.</b></p>

**A26/2017 FIREBREAK AND FUEL HAZARD REDUCTION NOTICE**

FILE REFERENCE	A2.22.3
REPORT DATE	10 July 2017
APPLICANT/PROPONENT	None
OFFICER DISCLOSURE OF INTEREST	None
PREVIOUS MEETING REFERENCES	None
AUTHOR	Niel Mitchell, Consultant
ATTACHMENTS	Draft Firebreak and Fuel Hazard Reduction Notice ( <b>Attachment 11</b> )

**PURPOSE OF REPORT**

The purpose of this report is to seek the endorsement of Council for the proposed Firebreaks and Fire Hazard Reduction Notice to be issued under the Bush Fires Act 1954.

**BACKGROUND**

The current Firebreak and Fuel Reduction Notice is not consistent with the former Fire Control Local Law and has a number of matters that should be addressed.

**COMMENT**

There are a number of issues surrounding the current Notice –

1. As noted, inconsistent with the Fire Control Local Law.
2. No record has been found of publication in the Government Gazette, accordingly, it has no legal status and the provisions of the Local Law automatically apply.
3. Reference is made to Gillingarra townsite, however, neither the Local Planning Scheme nor the State Law Publisher confirm this townsite exists.
4. While it is implied to be covered under the section “General Fire Hazard Reduction” the requirements for land outside townsites but less than 150 hectares are ambiguous
5. The Notice intermingles the legal aspects of the Notice with information, potentially creating difficulty in administration of the notice
  - Variable and out of date information
  - FCOs are named
  - Contacts are no longer accurate
  - SMS information etc
6. It is date specific to the 2015-2016 year.

Firebreaks effective dates are separate to restricted and prohibited burning periods which are –

- Restricted 1 October to 31 March following
- Prohibited 1 November to 28 February following  
(as published in the Government Gazette on 3 Feb 2012)

Amendment to these dates requires approval by the Minister and/or the DFES Commissioner.

It should be noted that the restricted burning period is legally a single timespan set by order of the DFES Commissioner under delegated authority from the Minister for

Emergency Services, and is not in 2 portions as implied by the notice. The prohibited period is a time within the restricted of additional controls. The reason for this is that if the prohibited period is shortened or deferred, the underlying restricted provision then automatically apply. If separate dates are advertised and the prohibited period then shortened, unless the dates are also amended for the restricted, it is possible for a gap to open between the two. Although not often, variation of dates is not necessarily rare.

A redraft of the Notice is attached, separating the enforceable aspects from information matters.

The required detail in the Notice and additional information should not be mixed, and several factors be borne in mind –

- the Notice should only include matters that will remain in force and unaltered for multiple years;
- as a statutory and enforceable notice, the wording circulated needs to be the same as that published;
- exclude any variables, such as years (2016, 2017 etc) and names of persons, phone numbers etc.
- any change to Notice requirements will require the Notice to be re-published in the Gazette and locally;
- changes to additional information can be made at any time without notice.

**Please note – the current draft has been further revised from the draft previously circulated.**

The revisions affect –

- clause 2 – rural land more than 10 hectares, reduced from 150 hectares
- clause 4 – rural land less than 10 hectares, provisions similar to Shire of Northam
- clause 5 – townsite land less than 1 hectare, increased from 2,023m<sup>2</sup>.

The new draft is based on the provisions of the old Notice, and a number of matters are drawn to Council's attention –

- Preamble – Fire breaks period –
  - as with the former notice, the Notice stipulates 1 October as the commencement, which seems to be early, but coincides with the commencement of the Restricted Period.
  - Years are not stated within the Notice, so that it remains valid for multiple years until changed by Council. If a year is state, the Notice is then limited to the declared dates.
- Clause 1 – Definitions – specific definitions are included to avoid uncertainty. Please note 2 of the definitions in particular –
  - Rural land – everything outside a townsite that is continuous. This includes the localities of New Norcia and Gillingarra
  - Townsite land – Gillingarra does not appear to be a townsite, but a locality like New Norcia. It is not defined as a town in the LPS and a search of State Law Publisher has not revealed any Gazettal as a townsite. Potential issues if it is included

- Clause 2 – Rural land more than 10 hectares – by definition this is now all contiguous land, not individual locations
  - Clause 2.1(b) – fire breaks around haystacks etc – most Council require 6 metre fire break, but left at 3 metre in the draft
  - Clause 2.4 – permitted activities during bans. Not a part of the current Notice.
  - Clause 2.6 – Public holidays. Should Australia Day be included in the days where harvest is banned
- Clause 3 – rural land less than 10 hectares. Specific inclusion to avoid uncertainty. Compliance is part way between rural land and townsite land
- Clause 4 – Town site land
  - Clause (a) and (b) – area increased to 1 hectare for greater safety and consistency in townsites and reference to Imperial measurements removed throughout
  - Clause (a) and (b) – reducing flammable material to a height of only 5 centimetres seems unusually low, and if a slasher or mower is used, are likely to end up through rocks and potentially sparks. It is considered 10 centimetres is more achievable and realistic especially for larger areas.
  - Clause (b) – where land is more than 1 hectare, varied control measures
- Clause 5 – open air fires – new section
- Clause 6 – Fire management Plans – this may not be an issue. If not, could be deleted
- Clause 7 – General – applying to all provisions of the Notice
  - Clause 7.2 – currently, the final date to apply for a variation is the date the firebreaks are due to be installed, leaving no time for inspection or implementation of any varied measures. Regardless of the firebreak period resolved by Council, it is recommended that the date for requesting a variation be at least 2 weeks and preferably a month prior to date if required installation of the firebreaks.
  - Clause 7.3 and 7.4 – new clause to clearly state the consequence of non-compliance.

Council’s consideration is therefore requested of the following specific matters –

Clause	Provision	Effect	In draft Notice
Preamble	Firebreak dates	Change from 1 October to 1 November?	1 Oct to 31 Mar as per restricted period
1.	Rural land	Contiguous not individual?	Contiguous
1	Townsites	Exclude Gillingarra?	Excluded
2	Rural land more than 10 hectares	Previously 150 hectares	Retained
2.1(c)	Firebreaks around buildings etc	Leave at 3 metres or increase to 6 metres as for fuel dumps?	Retained at 3 metres
2.3(a)	Hand held fire extinguisher	As per Regulations	Required / included
2.4	Harvest bans – permitted activities	Retain clause or delete?	Retained
2.5	Public holidays	Include Australia Day in the list?	Excluded

3	Rural land less than 10 hectares	Retain for certainty? Previously unclear	Retained
4(a) and (b)	Land area	Increased from 2,023m <sup>2</sup> to 1 hectare. Imperial measurement deleted	Retained Metric only
4(a) and (b)	Height of flammable material	Maximum height increased from 5 cm to 10 cm	Increased
5	Open air fires	Retain?	Retained
6	Fire Management Plans	Retain?	Retained
7.2	Variation request	Minimum of 2 weeks prior to requirement for firebreaks to be installed? Or 1 month?	1 month
7.3	Penalties	Retain?	Retained
7.4	Prosecution	Retain?	Retained

Once the Firebreaks and Fuel Hazard Reduction Notice is resolved by Council, in order to be enforceable, it is required to be published in –

- the *Government Gazette* and
- in a newspaper circulating within the district.

Most Councils also send out a flyer with the rates notice, and this is recommended this year due to the changes in the Local Law and the former Notice.

#### **POLICY REQUIREMENTS**

None

#### **LEGISLATIVE REQUIREMENTS**

*Bush Fires Act 1954* –

- s.33 – Local government may give notice of measures to be taken to prevent the spread of fire
- s.33(1) – requirements of giving notice, publication etc

#### **STRATEGIC IMPLICATIONS**

There are no known strategic implications associated with this proposal.

#### **Corporate Business Plan references and impacts:-**

STRATEGY 4.3.1 – Maintain / retain full compliance with statutory obligations.

##### ➤ **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**

Cost of publication in the *Government Gazette* and giving local public notice.

**VOTING REQUIREMENTS**

*Absolute Majority Required:* No

**RESOLUTION 129/2017**

**Moved: Cr A Broadhurst**

**Seconded: Cr P Carr**

**That Council –**

- a) approve the Firebreaks and Fire Hazard Reduction period from 1 October to 31 March inclusive;
- b) approve the attached Firebreaks and Fire Hazard Reduction Notice, as amended; and
- c) authorise publication of the Notice in the *Government Gazette* and giving of local public notice so as to apply to the Shire of Victoria Plains.

**CARRIED 9/0**

Niel Mitchell left the meeting at 4.07pm

Attachment 11

Bushfires Act 1954

FIREBREAK AND FUEL HAZARD REDUCTION NOTICE

SHIRE OF VICTORIA PLAINS

Pursuant to the powers contained in Section 33 of the *Bush Fires Act 1954*, you are hereby required to install firebreaks clear of all flammable material or take alternative approved measures, and to undertake fuel hazard reduction measures before 1 October and thereafter maintain the firebreaks and measures up to and including 31 March the following year, in accordance with the following –

1. DEFINITIONS

**ban on the movement of all vehicles** includes machinery and the operation of internal combustion engines within the Shire and during a time as specified in a Notice or broadcast with the exception of the movement of vehicles and machinery on constructed gazetted roads, internal vehicle access and yards;

**firebreak** means a strip of land cleared to the specified width by ploughing, cultivating, scarifying, burning or otherwise clearing;

**flammable material** includes bush (as defined in the *Bushfires Act 1954*), timber, boxes, cartons, paper and like flammable materials, rubbish and also any combustible matter, but does not include green standing trees, or growing bushes and plants in gardens, or lawns;

**harvest ban** applies on the operation of all grain harvesting machines including swathing, baling or slashing machines within the Shire and during a time, as specified in a Notice or broadcast;

**harvesting** includes grain harvesting, swathing, baling or slashing of stubble or hay in any crop;

**internal vehicle access** is defined as a trafficable surface, free of all flammable material, a minimum of width of four metres, and with overhanging vegetation pruned back so as not to come into contact with any part of a vehicle;

**mobile fire fighting unit** is defined as having a minimum water carrying capacity of 450 litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configurations;

**rural land** means all land outside a townsite, and which is farmed as a single contiguous unit;

**townsite** means all land within the townsites of Bolgart, Calingiri, Mogumber, Piawanning and Yerecoin as defined under the *Land Administration Act 1997* or *Local Government Act 1995* and

**yard** is defined as an area, greater than four metres wide, with a constructed, trafficable surface, free of all flammable material save live standing trees.

2. RURAL LAND GREATER THAN 10 HECTARES

2.1 Firebreaks, cleared of all flammable material –

- (a) at least 3 metres wide shall be maintained inside and within 20 metres of the boundary of all land; and surrounding such other positions as is necessary to divide land in excess of 400 hectares into area not exceeding 400 hectares, each completely surrounded by a firebreak;
- (b) at least 3 metres wide and within 20 metres of all buildings and haystacks shall completely encircle the buildings and haystacks;
- (c) at least 6 metres wide immediately surrounding each fuel storage location, whether containing fuel or not; and
- (d) shall have a vertical clearance of not less than 4 metres.

2.2 Fuel storage, whether containing fuel or not, shall not be located closer than 15 metres to any building or public thoroughfare.

2.3 Harvesting operations –

A person shall not undertake or allow harvesting during the Restricted or Prohibited Burning period unless –

- (a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine, and
- (b) a readily mobile fire fighting unit is in attendance in or adjacent to the entrance of the paddock being harvested.

2.4 Harvest bans and other bans – permitted activities –

- (a) Loading and offloading of grain, fertiliser and feed on sites which –
  - (i) are clear of all flammable material to a radius of at least 50 metres with an internal vehicle access, and
  - (ii) have a mobile fire fighting unit in attendance at all times.
- (b) Water carting for stock and domestic purposes provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (c) All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken with a mobile fire fighting unit in attendance.
- (d) All necessary carting of livestock, provided that such a vehicle is accompanied by a mobile fire fighting unit.
- (e) Activities which received specific exemptions from the local government or the Chief Bush Fire Control Officer –
  - (i) approval is to be sought on an individual basis,
  - (ii) may be subject to specified conditions, and
  - (iii) it should be noted that approval may not be granted.

2.5 Public Holidays

A harvest ban and a ban on the movement of all vehicles and machinery and the operation of internal combustion engines is imposed on Christmas Day, Boxing Day and New Year's Day each year.

**3. RURAL LAND LESS THAN 10 HECTARES**

- (a) Rural land less than 1 hectare shall comply with the requirements for townsite land.
- (b) Rural land more than 1 hectare but less than 10 hectares, shall comply with –
  - (i) the requirements of rural land greater than 10 hectares, and
  - (ii) all flammable material on the land shall be reduced to a height of less than 10 centimetres for a distance at least 10 metres from any firebreak.

**4. ALL TOWNSITE LAND**

- (a) Where the area of land is 1 hectare in area or less – all flammable material on the land shall be reduced to a height of less than 10 centimetres.
- (b) Where the area of land exceeds 1 hectare in area –
  - (i) firebreaks at least 3 metres wide immediately inside all external boundaries of the land and surrounding all buildings situated on the land, and
  - (ii) flammable material on the remainder of the land shall be reduced to a height of less than 10 centimetres.
- (c) A special control zone or other land not elsewhere specified in this Notice, shall comply with the higher level measures required by adjoining land unless varied under clause 7.2.

**5. OPEN AIR FIRES**

- (a) Open air fires are permitted during the Restricted Burning period, subject to compliance with the provisions relating to Restricted Burning periods and Shire of Victoria Plains Local Laws.
- (b) Open air fires are not permitted at all during the Prohibited Burning period (including camping and garden refuse).



- (c) No open air fires in the open air are permitted on any day when the fire danger rating is “Very High” or above.

**6. PROPERTIES WITH FIRE MANAGEMENT PLANS**

Properties with an approved fire management plan shall comply with the approved plan and or the requirements of this this Notice, whichever is the greater.

**7. GENERAL**

- 7.1. If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act. A permit to burn is required during the Restricted Burning periods from an authorised officer.
- 7.2. If it is considered to be impracticable for any reason to clear firebreaks or to remove flammable material from the land or any other provisions required by this Notice you may apply to the Council or its duly authorised person not later than 1 September, for permission to provide firebreaks in alternative positions or to take alternative action to manage fire hazards on the land. If permission is not granted by the Council or a duly authorised person, you shall comply with the requirements of this Notice.
- 7.3. Penalties apply to persons who fail to comply with the requirements of this Notice.
- 7.4. A person who fails to comply with the Notice is also liable, whether prosecuted or not to pay the cost of performing the work directed in this Notice if it is not carried out by the owner or occupier by the date required by this Notice.

**BY ORDER OF THE COUNCIL**

**Glenda Teede  
Chief Executive Officer**

**A27/2017 2017 ORDINARY ELECTIONS**

FILE REFERENCE	
REPORT DATE	11 July 2017
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Lorraine Wyatt – Acting Executive Assistant
ATTACHMENTS	Quotations from the Electoral Commission (WA) ( <b>Attachment 12</b> )

**PURPOSE OF REPORT**

To present Council with the available options for the purpose of conducting the 2017 ordinary elections.

**BACKGROUND**

The next Local Government Ordinary Election is scheduled for October 2017. Correspondence has been received from the WA Electoral Commission (WAEC) outlining the cost for the Shire of Victoria Plains should it choose to conduct the 2017 elections via either a postal vote or in person.

**COMMENT**

The estimated cost as a “voting in-person” ballot is \$12,000. This includes:

- 3 polling places within the district on election day.
- Count to be conducted at the Shire administration office.
- Appointment of a returning officer.

The estimated cost to conduct a postal ballot is \$12,000. This includes

- Count to be conducted at the Shire administration office.
- Appointment of a returning officer.
- Regular Australia post delivery service to apply. Should council choose to utilise Australia Post Priority Service, this will incur an additional cost of \$150.

The WAEC has indicated that the advantage of a postal vote would be a higher participation rate from electors. In order for the WAEC to conduct the ordinary elections for 2017, an agreement must first be entered into between the Shire of Victoria Plains and the WAEC. Correspondence received (and attached) is considered to be the “offer” from the WAEC.

**POLICY REQUIREMENTS**

None

**DOES THIS ITEM REFER TO THE COMMUNITY STRATEGIC PLAN?**

None

**LEGISLATIVE REQUIREMENTS**

Sections 4.20(4) and 4.61(2) of the Local Government Act 1995 apply in appointing the WAEC to conduct the election on behalf of the Shire of Victoria Plains.

## STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

### Corporate Business Plan references and impacts:-

Insert appropriate.

➤ **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

A governance expenditure of \$12,000 which has been included in the annual budget.

## VOTING REQUIREMENTS

*Absolute Majority Required:* Yes

### **RESOLUTION 130/2017**

**Moved: Cr J King**

**Seconded: Cr P Carr**

**That:**

- 1. in accordance with Section 4.20(4) of the Local Government Act 1995 the Electoral Commissioner be responsible for the conduct of the 2017 ordinary election together with any other elections or polls which may be required; and**
- 2. in accordance with Section 4.61(2) of the Local Government Act 1995 that the method of conducting the 2017 election be as a postal election.**

**CARRIED 9/0**

LGE 028



WESTERN AUSTRALIAN Electoral Commission

Ms Glenda Teede  
Chief Executive Officer  
Shire of Victoria Plains  
PO Box 21  
CALINGIRI WA 6569

Attention: Ms Lorraine Wyatt

Dear Ms Teede

**Local Government Ordinary Election: 2017**

Thank you for your email dated 4 July 2017 requesting a cost estimate to conduct the Shire of Victoria Plains local government election as a voting in person election.

The estimated cost for the 2017 election if conducted as a voting in-person ballot is \$12,000 inc GST, which has been based on the following assumptions:

- 550 electors
- response rate of approximately 50%
- 3 vacancies
- 3 polling places within the district on election day
- count to be conducted at the offices of the Shire of Victoria Plains
- appointment of a local Returning Officer

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns

The Commission is required by the Local Government Act to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only.

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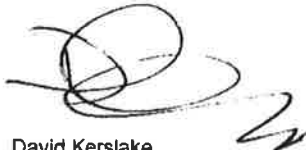
The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2017 for the Shire of Victoria Plains in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

In order to achieve this, your Council would need to pass the following motion by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2017 ordinary elections together with any other elections or polls which may be required.

I look forward to conducting this election for the Shire of Victoria Plains in anticipation of an affirmative vote by Council.

Yours sincerely



David Kerlake  
ELECTORAL COMMISSIONER

10 July 2017

LGE 028



WESTERN AUSTRALIAN Electoral Commission

Ms Glenda Teede  
Chief Executive Officer  
Shire of Victoria Plains  
PO Box 21  
CALINGIRI WA 6569

Attention: Ms Suzanne Mearns

Dear Ms Teede

**Local Government Ordinary Election: 2017**

Thank you for your email dated 29 May 2017 requesting a cost estimate to conduct the Shire of Victoria Plains local government election as a postal election.

The estimated cost for the 2017 election if conducted as a postal ballot is \$12,000 inc GST, which has been based on the following assumptions:

- 550 electors
- response rate of approximately 50%
- 3 vacancies
- count to be conducted at the offices of the Shire of Victoria Plains
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply.

An additional amount of \$150 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages. Recent experiences with Australia Post indicate that Councils should seriously consider using the regular mail delivery service for the lodgement of the election packages. The additional cost of priority mail does not significantly speed up the delivery of the election packages.

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day

The Commission is required by the Local Government Act to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only.

144592


The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2017 for the Shire of Victoria Plains in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Victoria Plains also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your Council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2017 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Victoria Plains in anticipation of an affirmative vote by Council.

Yours sincerely



David Kerslake  
**ELECTORAL COMMISSIONER**

30 May 2017

**11 MOTION OF WHICH NOTICE HAS BEEN GIVEN**

Cr Penn has moved the following motion:

**That Council undertake to commit to the creation of Key Performance Indicators (KPI's) for the purpose of a self governing review.**

Council discussed and decided to discuss item at the end of the meeting during confidential items.

**12 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION**

**F25/2017 LATE ITEM - TENDER – AGED PERSONS UNITS (CALINGIRI AND BOLGART)**

FILE REFERENCE	F1.9.5
REPORT DATE	7 June 201
APPLICANT/PROPONANT	Shire of Toodyay/Pindan Constructions Pty Ltd
OFFICER DISCLOSURE OF INTEREST	None
PREVIOUS MEETING REFERENCES	None
AUTHOR	Ian Graham, DCEO/Manager Finance and Administration
ATTACHMENTS	Tender Report – Tender 01/2017

**PURPOSE OF REPORT:** To request Council to accept a tender for the construction of two (2) aged persons units at Calingiri and two (2) aged persons units at Bolgart.

**BACKGROUND:** Council, in conjunction with the Shires of Toodyay and Goomalling is planning to construct a total of seventeen Aged Persons Units/ Independent Living Units (ILU's). A decision was made to combine the APU's/ILU's into one tender and one design and construction contract and that the Shire of Toodyay would manage the entire procurement process on behalf of all stakeholders. The logic of this procurement strategy was that the combined scope was likely to attract a more competitive market price than that if tendered separately.

The tender process was conducted via the "Tenderlink" website portal and co-ordinated by Merridith Lamb (Governance Officer – Shire of Toodyay), Peter Edward (Senior Building Surveyor – Shire of Toodyay) and Kim Short (Consultant Project Manager – Project Directors Australia). This tender (01/2017) was advertised on the Tenderlink website on Friday, 26 May 2017 with tenders closing at 4.00pm on Friday, 30 June 2017. The successful tenderer will be engaged on the basis of AS4902 – 2000 General Conditions of Contract for Design and Construct.

**TENDER REQUIREMENTS:-**

Tenderers were requested to provide with their tender submission:



- a) General company information relating to company structure, financial position, quality assurance, conflicts of interest and insurance details; and
- b) A written response to the following weighted evaluation criteria:
  - (i) Company Experience on Similar Projects
  - (ii) Nominated Project Team; and
  - (iii) Programme

In addition to these three criteria, two additional criteria were included in the weighted evaluation:

- (i) Regional Price Preference; and
- (ii) Tendered Price.

All tender submissions were required to be submitted electronically via Tenderlink.  
Submission of

**COMMENT:** The tender process, whilst not attracting the quantity of quality construction companies that the joint process had envisaged did at least attract one quality tender as shown in the attachment to this item.

Pindan Constructions enjoy a sound reputation in the provision of quality construction projects and as assessed by those professionals evaluating the tender process have achieved a weighted average of 88%.

It is recommended that Council award the tender for the construction of the four units to Pindan Construction as detailed below.

**I. POLICY REQUIREMENTS:**

**II. Delegations Register: 2.51 Tenders for Works and Services**

**Date Adopted** January 2002

**Date Reviewed** June 2007

**Authority** Local Government Act 1995 – S5.42

**Reference** Local Government Act 1995 - S5.42

**Delegation**

**Council delegates its authority and power to the Chief Executive Officer to invite tenders and expressions of interest before the Shire of Victoria Plains enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, worth more than \$150,000.**

**Council delegates its authority and power to the Chief Executive Officer, with the approval of the successful tender, to make minor variations to a contract for goods or services before entering into a contract on behalf of the Shire with the successful tenderer.**

**Conditions**

Compliance with the requirements of Part 4 – Tenders for Providing Goods and Services of the Local Government (Functions and General) Regulations 1996.

**LEGISLATIVE REQUIREMENTS:**

Local Government Act 1995 (as amended):-

- Section 3.57 Tenders for providing goods and services

Local Government (Functions and General) Regulations 1996:-

- regulations 11 to 24, deals with tenders for providing goods and services in detail

**STRATEGIC IMPLICATIONS:**

**Corporate Business Plan references and impacts:-**

**STRATEGY: 2.1.2** Identify ways to provide more aged housing / accommodation.

**III. SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known significant environment 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 construction cost of the APU's/ILU's is included in the 2017-18 Annual Budget.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: YES**

**RESOLUTION 132/2017**

**Moved: Cr P Carr**

**Seconded: Cr J Corless-Crowther**

**That Council:-**

**1. Accepts Tender 01/2017 submitted by Pindan Constructions Pty Ltd for the construction of four (4) aged persons units for the Shire of Victoria Plains being:-**

**Two (2) units at Lots 222 and 223 Harrington Street, Calingiri, and  
Two (2) units at Lots 184 and 191 George Street, Bolgart,**

**At a total cost of \$739,855.98 exc. GST.**

**2. Agrees to include a contingency of 10% over and above the tender amount.**

**3. Delegates authority to the Chief Executive Officer to execute the contract as required and, subject to requirements make any minor variations to the contract prior to execution.**

**CARRIED 9/0**

**WA Mens Shed Conference**

**RESOLUTION 133/2017**

**Moved: Cr S Penn**

**Seconded: Cr J Kelly**

**That Cr J Corless-Crowther and Cr D Smith attend the WA Mens Shed Conference in Merredin on Saturday 2 and Sunday 3 September 2017.**

**CARRIED 9/0**

**13 NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING**

Cr Kelly enquired about white ant treatment for the three (other) halls (not under management of the Shire). It was agreed that the Deputy Chief Executive Officer would prepare a report regarding the financial costs for presentation to the August Ordinary Council Meeting.

Can the Chief Executive Officer please extend an invitation to the Governor General, His Excellency General the Honourable Sir Peter Cosgrove AK MC to visit New Norcia at his convenience?

Can Council please advise where defibrillators are located throughout the Shire and the cost of installing additional ones for venues which currently do not have any?

**14 CONFIDENTIAL ITEMS**

**RESOLUTION 134/2017**

**Moved: Cr D Lovelock**

**Seconded: Cr P Carr**

**That the meeting proceed behind closed doors at 4.58pm.**

**CARRIED 9/0**

**RESOLUTION 135/2017**

**Moved: Cr J Kelly**

**Seconded: Cr A Broadhurst**

**That the meeting resume in open session.**

**CARRIED 9/0**

The Shire President read aloud the resolutions made whilst behind closed doors.

Cr Penn **withdrew** the motion (refer to item 11 – Motion of which Notice has Been Given).

**RESOLUTION 136/2017**

**Moved: Cr S Penn**

**Seconded: Cr P Carr**

**That Council develop a complete Council self assessment process.**

**CARRIED 9/0**

**15 DECLARATION OF CLOSURE**

There being no further business the Presiding Member declared the meeting closed at 5.20pm.

Signed this 31<sup>st</sup> day of January 2018

Presiding Member

