



Shire of Victoria Plains

Minutes of an Ordinary Meeting of Council held

On
At
Commencing

Tuesday 19th November 2013
Council Chambers, Calingiri
2.00pm

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 2.02pm and welcomed visitors, Mr Field and Mr Duggan.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President:	Cr D Lovelock	West Ward
Deputy President:	Cr S Penn	South Ward
Councillors:	Cr J Kelly	West Ward
	Cr L Rive	West Ward
	Cr S Young	Central Ward (from 2.11pm to 5.08pm)
	Cr B Johnson	East Ward
	Cr D Smith	East Ward
	Cr D Holmes	South Ward (2.02pm to 3.27pm) (3.28pm to 5.08pm)

Leave of Absence: Nil

Apologies: Cr J Brennan -Central Ward

Visitors: Mr C Duggan and Mr T Field (from 2.02pm to 3.27pm)

Chief Executive Officer:	Mr H Hawkins
DCEO/Finance and Administration Manager:	Mr I Graham
Works and Services Manager:	Mr G Stephens
Executive Assistant:	Mrs F Watson

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Cr Lovelock invited Mr Field to present his questions.

Mr Field

For approximately 14 years the Yerecoin South East Road has been in a serious state of disrepair. The road has been deteriorating for a long period. What is the long term plan for road works if works are scheduled at all?

Works and Services Manager

Traffic counters were placed on Yerecoin South East road last year. I am proposing to access Regional Road Group funding within 2 years to complete road works needed. Road is in need of major works and not just minor works for improvement.

Mr Field

Spoke regarding the road shoulders and edges of shire roads in comparison to other shires. Why are roads in Victoria Plains so far behind other shires?

Works and Services Manager

Funding and priorities are the main reasons. Repair and maintenance on current roads is the Council's main focus, rather than construction. Without substantial funding we are unable to carry out repairs.

Mr Field

I understand there were Visitors to the October meeting of Council regarding the Tier 2 rail line. Are there any updates available? The shires of Victoria Plains and Moora grain growers are the main users of that line. Council needs to be proactive with all the authorities involved in the decisions being made by those authorities. If grain becomes dependant on road transport, it will have a great effect on both shires.

President

Advised Mr Field of the discussions that had taken place and future plans. A meeting is scheduled on Wednesday 20th November with Moora, Victoria Plains and CBH. Victoria Plains will continue to follow the issue. CBH have been stalling for many years in relation to the rail crossing at Calingiri. Victoria Plains will push as far as possible. One point that Mr Leon Bradley raised at the October meeting was that Calingiri CBH point was already out loading $\frac{3}{4}$ of the stored grain by road.

Discussion was held by those present regarding CBH, Brookfield Rail and the State Government.

Mr Field

Why is council contract grading areas of the Shire, when Council own two practically new graders. Why contract grade when new plant is on hand?

Works Manager

My aim is for three grades per year over the whole shire. A trial is being conducted under the current contract grading for one area of the shire to have grading done during optimum times.

The Contract is for one year with extension if feasible.

Mr Field

I wish Council well in their venture and reported that roads in the North East corner of the shire have not been graded for upwards of three years, stating that while some roads are not major roads they are still in use.

Works Manager

It is hoped that by contracting out some areas of the shire for grading, all roads in the shire will have access to grading in the near future.

Mr Field

Approximately 7-8 years ago around 45 loads of gravel were sourced from my property in Yerecoin at the request of a shire employee. The value of the gravel has never been paid to my family.

President

Policy requires Council to pay for gravel sourced from landowners. This issue will be attended to. Payment rate is reviewed annually.

Mr Field

If another account is sent to the shire will it be paid?

Chief Executive Officer

Was DCEO/Finance Manager at the time and did not recall ever seeing an account or not authorising the payment. If an account was lodged it should have been paid.

Mr Field

Hopes that when a new account is sent to the Shire it will be paid.

Cr Kelly

Wished to clarify to Mr Field that contract grading services were being used to ensure that all areas of the shire are maintained during optimum times

Cr Smith

Are there only two grader operators on council staff? Plant does appear to sit idle.

Works and Services Manager

Two operators are nominated as full time operators. Two other staff are able to operate graders if required. One further staff member is engaged in other duties.

President

Does Mr Duggan wish to ask any questions of Council?

Mr Duggan

No, thankyou.

Cr Johnson

Agreed with contract grading to upgrade Western area of the Shire and noted that some roads in East ward (particularly the north east corner) have only had one grade. Some roads are the only access to farming properties and are all gravel

Works and Services Manager

Works staff are aiming for three grades in all areas next year.

Cr Young entered the meeting at 2.11pm.

5 APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST

Nil

6 PETITIONS/DEPUTATION'S/PRESENTATIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes

Resolution 206/2013

Moved Cr Penn seconded Cr Rive that the minutes of the Ordinary Meeting held 22nd October 2013 be confirmed as a true and correct record of the proceedings with the inclusion of the wording raised by Cr Lovelock.

The following be inserted after the words “Election of Shire President

• Cr Lovelock took the chair and thanked Councillors for their confidence. He welcomed newly elected Cr Penn (South Ward) and expressed appreciation for the time and effort put in by ex President Cr Erickson in chairing Council for six years and especially for his representation of the Shires interests in the wider local government area”;

and

The following be inserted after the words “welcomed all visitors to Council at 3.00pm and invited Hon Jim Chown MLC to speak to Council and public

• with regard to issues with the Tier 2 Rail line to Miling. He informed the meeting that the State Government did not accept that the Miling Line would be closed within two years, but stated that the operational parties had not asked for Government contributions or intervention”.

Motion Put & Carried 8/0

Cr Penn

Following up on adjustment of Maintenance Grading hours on Fowler Road Bolgart.

Works and Services Manager

Will check through time sheets and readjust the report that was provided with the October minutes.

7.2 Business Arising from Minutes

Nil

8 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

President

Cr Lovelock spoke regarding that it is his hope that Councillors and Staff could work together for the betterment and harmony of council and to the benefit of shire and believes we can achieve that.

Also spoke regarding meeting procedure and agenda/minute items, particularly Urgent Business and dealing with Late Items.

Any business that can not be put off until the next meeting or needs to be dealt with before the next meeting will be heard and dealt with providing it is in writing.

All other business is to be placed on the next available meeting agenda.

9 PRESIDENT AND COUNCILLORS REPORTS

President

Spoke regarding the Mogumber Outback Club and the Mogumber Progress Association hosting the New Years Eve rodeo. Some communication is still lacking between the two and needs to be addressed.

Cr Penn

1. Attended the opening of Bolgart Skate/Recreation Park and questioned why the Chief Executive Officer officiated and not the Shire President. Future openings of these types of projects should be officiated by the Shire President or elected Councillor.
2. Attended the Business Builders Launch. Caroline Robinson from Wheatbelt Business Network was very informative. Hopes the group is supported. Caroline Robinson advised Business Builders to look toward networking on a social level rather than traditional meetings to attract membership.

Cr Smith

What was the final cost of Bolgart Park project?

Finance and Administration Manager

Referred to page 40 of the agenda financial reports under Capital Expenditure and advised the total spent is \$55,224 with no known further costs to come.

Works and Services Manager

Funding is exhausted and project is on budget.

Cr Smith

What was the make up of funding?

Finance and Administration Manager

Advised that funding was sourced from LotteryWest, Council, in-kind and Bolgart Primary School.

Cr Young

Enquired if letters of congratulations to organising groups had been sent?

Chief Executive Officer

Advised correspondence had been sent.

Cr Kelly

Advised that Gillingarra Sport and Recreation (Progress) has recently hosted another John Curtin weekend. The event was very successful again and maintenance to community buildings was completed. The school house is currently for rent. All funds go back to the Gillingarra Sport and Recreation (Hall) centre. Only three halls remain in the shire that are maintained by community groups all others are maintained by the shire.

Cr Kelly also enquired if the hot water system been fixed/installed at the Mogumber Hall.

Cr Rive

Responded that it had been installed by him as a tradesman under the direction of Council's licensed plumber.

10 BUSINESS PAPER

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

10.1 FINANCE

F32 ACCOUNTS FOR PAYMENT

File Reference: F1.8.4
 Report Date: 12th November 2013
 Applicant/Proponent: n/a
 Officer Disclosure of Interest: Nil
 Previous Meeting References: Nil
 Author: Ian Graham – DCEO/Finance and Administration Manager
 Attachments: October 2013 - Creditor and Payroll Payments

PURPOSE OF REPORT

To present to Council the list of payments made during October 2013.

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:-

- b) 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.
- c) 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.

➤ **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*

Cr Rive

Explained the process with regard to the payment for Steelfab Water Solutions.

Discussion was held on monthly payment listing.

Resolution 207/2013

Moved Cr Kelly seconded Cr Rive

- 1. That the payments made during October 2013 from the Municipal Bank Account as per the attached listing amounting to:-**

**\$399,116.52 for creditor EFT payments,
\$25,976.03 for creditor cheque payments,
\$7,360.36 for direct debit payments,
\$85,693.24 payroll payments; and
giving an overall total of \$518,146.15 be endorsed.**

- 2. That the payments made during October 2013 from the Trust Bank Account as per the attached listing amounting to:-**

\$540.00 for trust payments be endorsed.

Motion Put & Carried 8/0

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Shire of Victoria Plains
Creditor & Payroll Payments for the month of October 2013

Chq/EFT	Date	Name	Description	Invoice	Amount
EFT1637	03/10/2013	MANNING PARTNERS	Early Rates Payment Draw		500.00
EFT1638	03/10/2013	STEELEFAB WATER SOLUTIONS	Tank, liner & installation - Mogumber Water Supply	5646.60	5771.60
			Fittings for Tank - Mogumber Water Supply	125.00	
EFT1639	03/10/2013	WORK PLAN FOUNDATION INCORP	Work Smart/Live Smart Seminar 2-10-13		3380.00
EFT1640	14/10/2013	ALLTOOLS WA PTY LTD	Drill & Grinder		569.00
EFT1641	14/10/2013	ARM SECURITY	Bendigo Security Monitoring Oct to Dec 13		100.10
EFT1642	14/10/2013	BOLGART PROGRESS ASSOCIATION	Library Services Payment for the Month of Oct 13		318.10
EFT1643	14/10/2013	BOLGART RURAL MERCHANDISE	Postage, Battery & Fence Droppers		663.70
EFT1644	14/10/2013	BORAL CONSTRUCTION MATERIALS	Pallet of Patching Asphalt		1916.20
EFT1645	14/10/2013	CALINGIRI MECHANICAL REPAIRS	Service on Nissan Navara Dual Cab - PWV48		657.00
EFT1646	14/10/2013	CALINGIRI TRADERS	Postage, Papers, Milk Etc for Admin Sept 13	522.01	1299.19
			Cleaning Products C/Van Pk & Cement for Housing Maint	83.20	
EFT1647	14/10/2013	CHEFMASTER AUSTRALIA	Purchases from store for Depot Sept 13	693.98	760.55
EFT1648	14/10/2013	COURIER AUSTRALIA	Bin Liner Bags		214.38
EFT1649	14/10/2013	COVS PARTS PTY LTD	Freight Charges		284.94
			Freight Charges	19.80	
			Safety Glasses	213.31	
			Flexible Extension	51.83	
EFT1650	14/10/2013	DEPARTMENT OF PREMIER & CABINET	Advertising Dog & Cat Rego & Officers		149.60
EFT1651	14/10/2013	DUN DIRECT PTY LTD	Bulk Diesel Fuel - 9800 Ltrs		15187.08
EFT1652	14/10/2013	GREENWAY ENTERPRISES	2 x Rolls Geotextile for Bolgart Water Supply		2588.77
EFT1653	14/10/2013	HALLIGAN HOLDINGS PTY LTD	UHF Radio for New Norcia Fire Truck - PFT14		297.00
EFT1654	14/10/2013	HANSON CONSTRUCTION MATERIALS	Aggregate for Bolgart East Road	3356.76	16774.56
			Washed Granite for Bolgart East Rd	5013.36	

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EFT1655	14/10/2013 INTELLIGENT IP COMMUNICATIONS	Washed Granite for Bolgart East Rd	5051.64	
EFT1656	14/10/2013 JASOL AUSTRALIA	Washed Granite for Waddington Rd & Edmonds St	3352.80	
EFT1657	14/10/2013 JASON SIGNMAKERS	Telephone Charges	1439.55	
EFT1658	14/10/2013 JOLLY & SONS PTY LTD	Toilet paper and cleaning products	590.08	
		Rural Property Number Sign	50.05	
			1422.99	
EFT1659	14/10/2013 JTAGZ PTY LTD	Service on Nissan Patrol - PWV52	215.93	
EFT1660	14/10/2013 LANDGATE	Service Bolgart Fire Truck - PFT11	1207.06	
		Dog Tags	198.00	
			59.65	
EFT1661	14/10/2013 LGIS RISK MANAGEMENT	Title Search	24.00	
EFT1662	14/10/2013 LINX ELECTRICAL	Rates Collection	35.65	
		Avon/Midlands Risk Coordinator Fees 13-14	3364.90	
			1960.00	
EFT1663	14/10/2013 MALTS CONTRACTING	Electrical Work - Calingiri Emergency Building	334.05	
EFT1664	14/10/2013 MAPS GROUP LIMITED	Repairs to cables etc at Bolgart Playgroup Building	1625.95	
EFT1665	14/10/2013 MCINTOSH & SON	Cleaning of Shire Buildings for Sept 13	1872.75	
EFT1666	14/10/2013 MCLEODS BARRISTERS AND SOLICITORS	Fleet Fuel Card for Shire Vehicles	552.10	
EFT1667	14/10/2013 MCLERNONS EVERYTHING BUSINESS	Bearing repairs for Kubota Tractor/Mower - PTR03	210.08	
		Legal Costs - Native Title Claims	389.67	
			1249.60	
EFT1668	14/10/2013 MOORA TOYOTA	Longspan frames for Depot Shelving	376.00	
EFT1669	14/10/2013 MOREY ELECTRONIC SECURITY PTY LTD	Longspan Beams & Boards for Depot	873.60	
EFT1670	14/10/2013 PACIFIC BRANDS WORKWEAR (YAKKA)	Service Fire Tender - PFT13	983.65	
EFT1671	14/10/2013 REBECCA STONE	Install new Gym access LAN module	2530.00	
EFT1672	14/10/2013 RICHARD SMITH	Backorder Uniform for Depot Staff	28.83	
EFT1673	14/10/2013 RURAL PRESS REGIONAL MEDIA (WA)	Paint internal of the Bolgart Hall	2140.00	
EFT1674	14/10/2013 S & S FREESTONE TRANSPORT	Drum Muster Collection July, August & Sept 2013	353.60	
EFT1675	14/10/2013 SHIRE OF CHITTERING	Advertising - Change in Meeting Dates	112.88	
		Carting Sand	4400.00	
			2587.40	
		Shared Ranger Services Sept 13	530.40	
		Shared EHO & Building Officer Services Sept 13	2057.00	

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EFT1676	14/10/2013	STAPLES AUSTRALIA PTY LTD	Stationery	122.32
EFT1677	14/10/2013	STAR TRACK EXPRESS	Freight Charges	368.23
EFT1678	14/10/2013	STILLITANO'S HOME HARDWARE		1162.44
			Credit Top Hat - Returned goods	-1255.28
			Fibro Sheeting, top hats, screws for Achive Shed	2057.53
			Top Hat for Achive Shed	360.19
EFT1679	14/10/2013	STRATCO (WA) PTY LTD		3454.29
			Handi-Heritage Shed for Bolgart Water Supply	1540.38
			Fence Sheeting for 16 Yulgering Rd	273.17
			Steel for Shire Entrance Signs	1640.74
EFT1680	14/10/2013	T-QUIP		152.60
EFT1681	14/10/2013	THE TOODYAY HERALD INC	V Belt for Toro A Master - PSP2	121.50
EFT1682	14/10/2013	THOMAS CULVERWELL	Advertising - Seniors Week Luncheon	120.00
EFT1683	14/10/2013	TIMBERDEN PLANT HIRE	Cleaning Gillingarra Public Toilets 27/8 to 17/9	191400.00
			Heavy Patching Waddington Rd	66000.00
			Heavy Patching Waddington Rd	39600.00
			Heavy Patching Waddington Rd	85800.00
EFT1684	14/10/2013	TOODYAY HOME TRADERS	Blades For all Poloycut Mowing Heads	23.80
EFT1685	14/10/2013	UHY HAINES NORTON (WA) PTY LTD	WALGA GST Workshop	836.00
EFT1686	14/10/2013	VICTORIA PLAINS AUTO ELECTRICS		1993.98
			Repairs to beacon and tank water level alarm - PFT11	220.00
			Replace batteries, supply parts and fit fridge socket - PFT6	520.21
			Check pump motor. Replace alternator. Block circuit - PFT6	720.50
			Change radio over from Old to New Calingiri Fire Truck	342.39
			Fit UHF Radio - PFT14	190.88
EFT1687	14/10/2013	VICTORIA PLAINS MECHANICAL SERVICES		807.46
			Service Ford PK Ranger Super C/Cab - PWV44	633.72
			Service Manitou Loader - PLR7	173.74
EFT1688	14/10/2013	WA HINO SALES & SERVICE		505.05
EFT1689	14/10/2013	WEST COAST SHEDS	Service on Hino Truck - PTK21	2430.00
EFT1690	14/10/2013	WONGAN HILLS HARDWARE	Shed for 15 Lambert Cres	702.15
EFT1692	14/10/2013	ZINCLAD PTY LTD	Blower & Whipper Snipper	39842.00
			Reroof the Mogumber Library	11550.00

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EFT1696	14/10/2013	C BUS SUPER	Reroof Calingiri Emergency Building	19745.00	
EFT1697	14/10/2013	CARE SUPER	Reroof Council Chambers	8547.00	
EFT1698	14/10/2013	REST INDUSTRY SUPER	Superannuation contributions	359.21	
EFT1699	17/10/2013	YERECOAIN PARENTS & CITIZENS ASSOC	Superannuation contributions	783.66	
EFT1700	25/10/2013	COUPLERS MALAGA	Superannuation contributions	275.52	
EFT1701	25/10/2013	WEDLAKE PLUMBING	Superannuation contributions	3000.00	
EFT1703	28/10/2013	ANDERSON MUNRO & WYLLIE	Retic upgrade for Yerecoin Primary School	285.68	
EFT1704	28/10/2013	CALINGIRI MECHANICAL REPAIRS	Fittings for Fire Trucks - PFT11 & PFT16	17702.00	
			2 x 150,000 Litre Water Tanks - Bolgart Town Site	880.00	
			Audit for Roads to Recovery 2013	1914.00	
			Service on Hino 9 tonne Tip Truck - PTK17	1181.00	
EFT1705	28/10/2013	CALINGIRI PROGRESS ASSOCIATION	Service on Hino 700 series truck - PTK20	733.00	
EFT1706	28/10/2013	COLE WORDLEY	Grant for Calingiri Entrance Statement	5000.00	
EFT1707	28/10/2013	COURIER AUSTRALIA	Repair ceilings 15 Lambert Cres	1680.00	
EFT1708	28/10/2013	DEPART OF FIRE & EMERGENCY SERVICES	Freight Charges	30.57	
EFT1709	28/10/2013	EASTERN HILLS SAWS & MOWERS	2013-14 ESL	1260.00	
EFT1710	28/10/2013	JOHN BRENNAN	Chainsaw & Blower	676.20	
EFT1711	28/10/2013	KERRICK INDUSTRIAL EQUIPMENT	Reimburse Travel Expenses June 13 to Oct 13	345.33	
EFT1712	28/10/2013	MIDWAY PANEL BEATERS	Repairs to pressure cleaner	1444.52	
EFT1713	28/10/2013	MOORA TOYOTA	Excess Insurance Claim - VP47	500.00	
EFT1714	28/10/2013	NC & F WATSON	Service & repairs for Fire Truck - PFT14	1077.40	
				17016.30	
EFT1715	28/10/2013	NORTHERN VALLEYS NEWS	Cart Granite - Bolgart East & Waddington Roads	8298.18	
EFT1716	28/10/2013	REBECCA STONE	Cart Granite for Bolgart East & Waddington Roads	8718.12	
EFT1717	28/10/2013	SEAFIGHT NOMINEES PTY LTD	Advertising for Seniors Luncheon	130.00	
EFT1718	28/10/2013	STAR TRACK EXPRESS	Paint Internal Walls for 15 Lambert Cres	875.00	
EFT1719	28/10/2013	THE BENEDICTINE COMM OF NEW NORCIA	Rates refund for assessment A21842	388.62	
EFT1720	28/10/2013	THOMAS CULVERWELL	Freight Charges	156.64	
EFT1721	28/10/2013	TIDY TASKFORCE	Fuel for New Norcia Fire Truck - PFT14	61.04	
EFT1722	28/10/2013	VP WATER (DB & MD SMITH)	Cleaning Gillingarra Public Toilets 24/9 to 14/10	120.00	
EFT1723	28/10/2013	WESTERN AUSTRALIA TREASURY CORP	Cleaning Services for Aug 2013	3207.10	
			Hire Water truck for New Water Tank at Bolgart	396.00	
				16087.66	

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EFT1724	28/10/2013	WILSON CARPENTRY & MAINTENANCE	Payment of Loan 72	5400.92	
EFT1725	28/10/2013	WONGAN HILL BETTA HOME LIVING	Loan Payment No 82	10686.74	360.00
			Raise door height of Freemasons Building		1067.00
			Hot Water System for 7 Harrington St	649.00	
			Vacuum Cleaner – Mogumber Library	199.00	
			Chair for Mogumber Library	219.00	
EFT1726	28/10/2013	WONGAN MEDICAL CENTRE	Medical for Workers Comp Claim		67.70
			Total EFT payments for October 2013	399116.52	
11488	03/10/2013	SHIRE OF VICTORIA PLAINS	Cash Advance Week Ending 25/9/13	500.00	
11496	10/10/2013	ASGARD SUPERANNUATION	Superannuation contributions	163.84	
11497	10/10/2013	HEALTH INSURANCE FUND	Payroll deductions	126.25	
11498	10/10/2013	PRIME SUPER	Superannuation contributions	180.17	
11499	10/10/2013	SHIRE OF VICTORIA PLAINS	Cash Wages for Week Ending 9-10-13	2613.30	
11500	10/10/2013	WALG SUPER PLAN	Superannuation contributions	5285.69	
11501	10/10/2013	SHIRE OF VICTORIA PLAINS	Payroll deductions	248.65	
11502	14/10/2013	SHIRE OF VICTORIA PLAINS	Reimbursement for Shires Petty Cash Sept 13	398.85	
11503	14/10/2013	SYNERGY	Electricity Charges	1113.95	
11504	14/10/2013	TELSTRA CORPORATION LTD	Telephone Charges	69.95	
11505	24/10/2013	SHIRE OF VICTORIA PLAINS	Cash Wages for Week Ending 23/10/13	2910.65	
11506	28/10/2013	DEPARTMENT OF HOUSING & WORKS	Rates refund for assessment A20368	1110.63	
11507	28/10/2013	SHIRE OF VICTORIA PLAINS	Reimb Trust Account - Payments made via EFT to Muni	4986.20	
11508	28/10/2013	SYNERGY	Electricity Charges	6267.90	
			Total Cheque payments for October 2013	25976.03	
DD8429.1	01/10/2013	IINET LIMITED	Telephone Charges	199.80	
DD8443.1	11/10/2013	TELSTRA CORPORATION LTD	Telephone Charges	12.20	
DD8443.2	06/10/2013	TELSTRA CORPORATION LTD	Telephone Charges	138.84	
DD8446.1	05/10/2013	TELSTRA CORPORATION LTD	Telephone Charges	1199.22	
DD8456.1	08/10/2013	Ian Graham	Reimburse Costs - Fuel, New Drapes for 15 Lambert Cres	907.16	

DD8466.1	15/10/2013	Mclernons	Locker with keys for Depot & Fuel for PAV35	811.25
DD8466.2	15/10/2013	BENDIGO BANK	Card Fees for Credit Card Account	12.00
DD8472.1	30/10/2013	TELSTRA CORPORATION LTD	Telephone Charges	229.89
DD8485.1	28/10/2013	LACHLAN MCINNES	Erect New Bolgart Cricket Nets	3850.00
Total Direct Debit Payments for October 2013				7360.36
10/10/2013 EFT Payment for Wages W/E 9/10/13				41372.93
24/10/2013 EFT Payment for Wages W/E 23/10/13				44320.31
Total Wages EFT payments for October 2013				85693.24
Total Payments for October 2013				518146.15

Shire of Victoria Plains
Trust Payments for the month of October 13

Chq/EFT	Date	Name	Description	Amount
65	18/10/2013	BARRY JOHNSON	REFUND COUNCILLOR NOMINATION 9/13	80.00
66	18/10/2013	DAVID LOVELOCK	REFUND COUNCILLOR NOMINATION 9/13	80.00
67	18/10/2013	JIM KELLY	REFUND COUNCILLOR NOMINATION 9/13	80.00
68	18/10/2013	JOHN BRENNAN	REFUND COUNCILLOR NOMINATION 9/13	80.00
69	18/10/2013	RACHAEL WILD	REFUND HALL BOND	200.00
70	18/10/2013	SHIRE OF VICTORIA PLAINS	REFUND GYM KEY KAREN GIBB PAID VIA MUNI PETTY CASH	20.00
Total Cheque payments for October 13				540.00

F33 MONTHLY FINANCIAL STATEMENT

File Reference: F1.3.3
Report Date: 12th November 2013
Applicant/Proponent: n/a
Officer Disclosure of Interest: Nil
Previous Meeting References: Nil
Author: Ian Graham - Finance and Administration Manager
Attachments: Financial reports for the month of 31st October 2013

PURPOSE OF REPORT

That the following statements and reports for the month ended 31st October 2013 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 reports for October 2013 is therefore presented to Council showing monthly income and expenditure to date and comparative year to date budget and annual budget figures.

Page 747 - Income Statement by Program

Page 748 - Income Statement by Nature and Type

Page 749 - Statement of Financial Activity

Page 750 - Report on Significant Variances

Page 751 - Composition of Net Current Asset Position

Page 752 – Budget Amendments

Page 753 to 772 – Income and Expenditure Detail by Program

Page 773 to 774 – Capital Expenditure - Year to Date

Page 775 – Investments Report

Page 776 to 777 - Bank Reconciliation Report

Page 778 – Outstanding Rates Report

Page 779 – Outstanding Debtors Report

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS

The financial reports for the period ending 31st October 2013 are attached to the Council agenda.

VOTING REQUIREMENTS

Absolute Majority Required: Yes

Resolution 208/2013

Moved Cr Kelly seconded Cr Smith that the following statements and reports for the month ended 31st October 2013 be received.

Page 747 - Income Statement by Program

Page 748 - Income Statement by Nature and Type

Page 749 - Statement of Financial Activity

Page 750 - Report on Significant Variances

Page 751 - Composition of Net Current Asset Position

Page 752 – Budget Amendments

Page 753 to 772 – Income and Expenditure Detail by Program

Page 773 to 774 – Capital Expenditure - Year to Date

Page 775 – Investments Report

Page 776 to 777 - Bank Reconciliation Report

Page 778 – Outstanding Rates Report

Page 779 – Outstanding Debtors Report

Motion Put & Carried 8/0

Shire of Victoria Plains
Income Statement by Program
For the period ending 31st October 2013

	YTD Actual	YTD Budget	Current Budget	Original Budget
	\$	\$	\$	\$
Operating Income				
General Purpose Funding	2,206,986	2,200,099	2,574,005	2,574,005
Governance	1,914	3,164	6,601	6,601
Law, Order and Public Safety	27,316	24,632	48,903	48,903
Health	1,400	936	3,811	3,811
Education & Welfare	1,000	0	0	0
Housing	20,836	17,676	953,080	953,080
Community Amenities	64,233	110,773	166,832	166,832
Recreation & Culture	7,569	8,308	95,952	95,952
Transport	155,802	172,384	901,522	750,404
Economic Services	11,639	8,972	26,951	26,951
Other Property & Services	9,122	6,034	41,074	41,074
	<u>2,507,818</u>	<u>2,552,978</u>	<u>4,818,730</u>	<u>4,667,612</u>
Operating Expenditure				
General Purpose Funding	(87,530)	(74,277)	(210,973)	(210,973)
Governance	(128,803)	(142,850)	(315,825)	(315,825)
Law, Order and Public Safety	(87,771)	(92,551)	(159,482)	(159,482)
Health	(34,846)	(48,320)	(108,128)	(108,128)
Education & Welfare	(10,930)	(19,568)	(55,321)	(55,321)
Housing	(56,216)	(54,674)	(174,237)	(174,237)
Community Amenities	(75,178)	(84,815)	(268,464)	(268,464)
Recreation & Culture	(207,997)	(197,121)	(561,498)	(561,498)
Transport	(921,500)	(928,356)	(2,785,252)	(2,785,252)
Economic Services	(34,031)	(60,030)	(161,244)	(161,244)
Other Property & Services	(78,570)	(46,698)	(29,086)	(29,086)
	<u>(1,723,371)</u>	<u>(1,749,260)</u>	<u>(4,829,511)</u>	<u>(4,829,511)</u>
Interest on Borrowings				
Governance	54	(208)	(628)	(628)
Housing	201	0	(2,334)	(2,334)
Recreation & Culture	(3,831)	0	(10,194)	(10,194)
	<u>(3,576)</u>	<u>(208)</u>	<u>(13,156)</u>	<u>(13,156)</u>
Net Operating Result	\$ 780,870	803,510	(23,937)	(175,055)

Shire of Victoria Plains
Income Statement by Nature or Type
For the period ending 31st October 2013

	YTD Actual	Original
	\$	Budget
		\$
REVENUES FROM ORDINARY ACTIVITIES		
Rates	2,065,894	2,067,326
Grants and Subsidies - Operating	138,920	487,868
Fees and Charges	101,410	182,022
Interest Earnings	31,683	76,778
Other Revenue	16,103	38,150
	<u>2,354,011</u>	<u>2,852,144</u>
EXPENSES FROM ORDINARY ACTIVITIES		
Employee Costs	(374,630)	(1,239,799)
Materials and Contracts	(310,269)	(955,600)
Utilities	(26,762)	(72,835)
Depreciation	(724,124)	(2,116,997)
Interest Expenses	(3,576)	(13,156)
Insurance	(174,396)	(163,573)
Other Expenditure	(100,445)	(280,706)
	<u>(1,714,203)</u>	<u>(4,842,666)</u>
	639,808	(1,990,522)
Grants and Subsidies - non-operating	153,807	1,880,146
Profit on Asset Disposals	0	464
Loss on Asset Disposals	<u>(12,745)</u>	<u>(65,143)</u>
NET RESULT	<u><u>780,870</u></u>	<u><u>(175,055)</u></u>

Shire of Victoria Plains
Statement of Financial Activity 2011-12
For the period ending 31st October 2013

	YTD Actual	YTD Budget	Current Budget	Original Budget	YTD Variance
	\$	\$	\$	\$	
Operating Income					
General Purpose Funding	2,206,986	2,200,099	2,574,005	2,574,005	0%
Governance	1,914	3,164	6,601	6,601	-39%
Law, Order and Public Safety	27,316	24,632	48,903	48,903	11%
Health	1,400	936	3,811	3,811	50%
Education & Welfare	1,000	0	0	0	#DIV/0!
Housing	20,836	17,676	53,080	53,080	18%
Community Amenities	64,233	85,773	66,832	66,832	-25%
Recreation & Culture	7,841	4,976	15,237	15,237	58%
Transport	1,723	1,840	6,523	6,523	-6%
Economic Services	11,639	8,972	26,951	26,951	30%
Other Property & Services	9,122	6,034	41,074	41,074	51%
Sub Total	2,354,011	2,354,102	2,843,016	2,843,016	0%
Operating Expenditure					
General Purpose Funding	(87,530)	(74,277)	(210,973)	(210,973)	18%
Governance	(128,749)	(143,058)	(316,453)	(316,453)	-10%
Law, Order and Public Safety	(87,771)	(92,551)	(159,482)	(159,482)	-5%
Health	(34,846)	(48,320)	(108,128)	(108,128)	-28%
Education & Welfare	(10,930)	(19,568)	(55,321)	(55,321)	-44%
Housing	(56,015)	(54,674)	(176,571)	(176,571)	2%
Community Amenities	(75,178)	(84,815)	(268,464)	(268,464)	-11%
Recreation & Culture	(211,829)	(197,121)	(571,692)	(571,692)	7%
Transport	(921,500)	(935,492)	(2,840,803)	(2,785,252)	-1%
Economic Services	(34,031)	(60,030)	(161,244)	(216,795)	-43%
Other Property & Services	(78,570)	(46,698)	(29,086)	(29,086)	68%
Sub Total	(1,726,948)	(1,756,604)	(4,898,218)	(4,898,218)	-2%
Grants for the Development of Assets					
General Purpose Funding	0	0	0	0	
Law, Order and Public Safety	0	0	0	0	
Housing	0	0	900,000	900,000	
Community Amenities	0	25,000	100,000	100,000	
Recreation & Culture	(272)	3,332	80,715	80,715	
Transport	154,079	177,680	950,549	799,431	
	153,807	206,012	2,031,264	1,880,146	
Net Operating Result	780,870	803,510	(23,937)	(175,055)	
Capital Income					
Proceeds from the Sale of Assets	73,582	136,000	209,000	209,000	
Transfer from Reserves	0	0	243,270	218,270	
Proceeds from New Loans	0	0	0	0	
Sub Total	73,582	136,000	452,270	427,270	
Capital Expenditure					
Governance	(75,061)	(127,296)	(180,017)	(180,017)	
Law, Order and Public Safety	(21,352)	(19,344)	(19,344)	(19,344)	
Education & Welfare	0	0	0	0	
Housing	(18,295)	(25,000)	(932,500)	(907,500)	
Community Amenities	(55,744)	0	(155,583)	(155,583)	
Recreation & Culture	(103,787)	(103,611)	(121,783)	(121,783)	
Transport	(419,567)	(1,026,153)	(2,320,612)	(2,169,494)	
Economic Services	0	0	0	0	
Other Property & Services	(84,850)	(99,500)	(118,352)	(118,352)	
Transfer to Reserves	0	0	(32,000)	(32,000)	
Self Supporting Loan	0	0	0	0	
Repayment of Loans	(10,803)	(36,619)	(36,619)	(36,619)	
	(789,460)	(1,437,523)	(3,916,810)	(3,740,692)	
Total Operating + Non-Operating	64,992	(498,013)	(3,488,477)	(3,488,477)	
Adjust Non-Cash items					
Depreciation	724,124	883,361	2,116,997	2,116,997	
Movement in Self Supporting Loans	0	0	0	0	
Provisions	0	0	0	0	
P/L on Sale of Assets	12,745	89,264	64,679	64,679	
Surplus / Deficit B/fwd	1,309,423	1,309,423	1,309,423	1,309,423	
Closing Surplus (Deficit) c/f:	2,111,284	1,784,035	2,622	2,622	

Shire of Victoria Plains		
Report on Significant Variances Greater than 10% or \$5000		
For the period ending 31st October 2013		
	YTD Var \$	Permanent (P Timing (T)
Operating Income		
General Purpose Funding		
Interest Income over budget YTD	6,887 FAV	P?
Community Amenities		
Bolgart Water Supply Grant not yet received	(25,000) UNFAV	T
Operating Expenditure		
General Purpose Funding		
Admin allocation over budget YTD	13,253 UNFAV	T
Governance		
Admin allocation under budget YTD	(14,309) FAV	T
Law, Order & Public Safety		
Bush Fire Brigade expenses under budget YTD (Insurance)	(4,780) FAV	T
Health		
Health Administration expenses under budget YTD	(13,474) FAV	T
Education & Welfare - Community Development		
Community Development Officer/Sponsorship under budget YTD	(8,638) FAV	T
Community Amenities		
Refuse Collection under budget YTD	(9,637) FAV	T
Recreation & Culture		
Public Halls & Civic Centres over budget YTD	5,878 UNFAV	T
Library Services under budget YTD	(5,732) FAV	P?
Other Recreation & Sport over budget YTD	5,362 UNFAV	T
Admin Expenses allocated over budget YTD	9,257 UNFAV	T
Transport		
Various Road Maintenance under budget YTD	(13,992) FAV	T
Economic Services		
Weed & Pest Control under budget YTD	(13,638) FAV	T
Building Control under budget YTD	(6,776) FAV	T
Tourism/Area Promotion under budget YTD	(7,958) FAV	T
Other Property & Services		
PWO's and Plant operating costs over budget YTD	31,872 UNFAV	T
Capital Expenditure		
Governance		
CEO vehicle replacement under budget	(1,130) FAV	P
DCEO vehicle replacement under budget	(47,500) FAV	T
Housing		
15 Lambert Cres upgrades under budget YTD	(6,705) FAV	T
Community Amenities		
Bolgart Water Supply & Cemetery Wall over budget YTD	55,744 UNFAV	T
Transport		
Water Tanker under budget YTD	(140,000) FAV	T
Various Road Construction under budget YTD	(466,586) FAV	T
Other Property & Services		
Depot office addition under budget YTD	(10,000) FAV	T
Building Maintenance ute under budget YTD	(4,775) FAV	P

Shire of Victoria Plains

Statement of Financial Activity

Net Current Assets as at 31st October 2013

Composition of Net Current Asset Position

Current Assets

	\$
Cash - Unrestricted	1,915,209
Cash - Restricted	1,180,690
Receivables	481,885
Inventories	4,553
Total Current Assets	3,582,337

Less Current Liabilities

Payables	(257,933)
Accrued Salaries & Wages	(32,430)
Current portion of Leave Provisions	(173,550)
Provisions and Borrowings	(25,817)
Total Current Liabilities	(489,730)

Net Current Assets Position

	3,092,606
Less Cash Restricted - Reserves	1,180,690
Less Provisions and Borrowings	(199,367)

Closing Available Funds**2,111,284**

Financial Ratios in Relation to YTD Figures

Current Ratio

Current Assets - Restricted Assets	2,401,647	<u>4.90</u>
Current Liabilities	489,730	

Quick Ratio

Current Assets -(Restricted Assets + Inventories)		
Current Liabilities		
	<u>2,397,094</u>	<u>4.89</u>
	489,730	

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.

Budget Amendments

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

Description	Council Resolution	Comments	No Change (Non Cash) Adjust	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
			\$	\$	\$	\$
Reverse Cycle A/C 15 Lambert Cres	190/2013				(12,000)	(12,000)
Flooring 15 Lambert Cres	190/2013				(6,500)	(18,500)
Shed 15 Lambert Cres	190/2013				(6,500)	(25,000)
Transfer from Building Maintenance Reserve	190/2013			25,000		0
16 Yulgering Road - maintenance (H006)	190/2013			10,000		10,000
15 Lambert Cres - maintenance (H004)	190/2013				(10,000)	0
Wirrilda Road (RRG project)	181/2013				(75,559)	(75,559)
Loader replacement deferred	181/2013			75,559		0
Wirrilda Road (RRG project)	191/2013				(151,118)	(151,118)
RRG Grant	191/2013			151,118		0
						0

Approved Out of Budget Expenditures

Description	Council Resolution	Comments	No Change (Non Cash) Adjust	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
			\$	\$	\$	\$
Grant to Calingiri Progress Assn	188/2013				(5,000)	(5,000)
Mogumber Water Supply	169/2013				(5,650)	(10,650)
						(10,650)
						(10,650)
						(10,650)
						(10,650)
						(10,650)
Total						<u>(\$10,650)</u>

Shire of Victoria Plains Monthly Report at as : 31/10/2013						
Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget
					\$	\$
General Purpose Funding						
Rates						
	10300	Rates Income			(2,009,618)	(2,010,326)
	10315	Administrative Fees & Charges			(3,859)	(4,000)
	20300	Rates Collection			3,254	20,500
		Total Rates Income / Expenditure			(2,010,223)	(1,993,826)
General Purpose Grants						
	10325	General Purpose Grants			(103,113)	(418,368)
	16042	RLCIP - Project Grants			0	0
	16043	R4R CLGF Grant			0	0
		Total General Purpose Grants			(103,113)	(418,368)
Other General Purpose Income						
	10310	Ex Gratia Rates			(56,276)	(57,000)
	10320	Interest Income			(31,683)	(24,703)
	10395	Administration Income - Allocated			(2,437)	(2,604)
	20310	Admin Expenditure Reallocated			84,275	63,488
		Total Other General Purpose Income / Expenditure			(6,121)	(20,819)
		Total General Purpose Funding			\$ (2,119,457)	(2,363,032)

19th November 2013Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Governance								
Members Of Council					\$	\$	\$	\$
10420 Contributions And Donations					0	0	0	0
10495 Admin Income Allocated					(1,914)	(2,044)	(6,137)	(6,137)
Members Of Council Operating Income								
20401 Member'S Expenses					2,442	3,125	12,500	12,500
20402 Member'S Allowances					10,000	10,000	40,000	40,000
20403 Election Expenses					0	2,100	2,100	2,100
20404 Conferences & Seminars - Local Government Week					10,421	16,000	16,000	16,000
20405 Conferences & Seminars - Councillor Training					229	1,250	5,000	5,000
20406 Meeting Costs					1,624	2,332	7,000	7,000
20407 Delivering Agendas					866	892	2,687	2,687
20408 Sundry					8,329	6,956	11,225	11,225
20409 Public Relations					22,721	62	67,750	67,750
20410 Legal Fees					0	0	0	0
20411 Insurance					2,782	2,534	2,534	2,534
20412 Strategic Plan					0	0	0	0
20413 Asset Management Plan					0	0	0	0
20420 Admin Expenditure Allocated					66,214	49,884	149,657	149,657
Members of Council Operating Expenditure								
Total Members of Council					125,627	95,135	316,453	316,453
					123,713	93,091	310,316	310,316
Administration								
10430 Reimbursements					(506)	(5,996)	(16,000)	(16,000)
10431 Commissions					(3,706)	(5,000)	(15,000)	(15,000)
10432 Administration Charges					(558)	(620)	(1,875)	(1,875)
10433 Sundry Income					(5,674)	(196)	(600)	(600)
10434 Rounding					(0)	0	0	0
10496 Admin Income Reallocated					10,444	11,156	33,475	33,475
Administration Operating Income								
					0	(656)	0	0
10490 WDV on Assets Sold					35,394	97,536	97,536	97,536
16001 Ceo'S Vehicle - Replacement					(32,273)	(70,000)	(70,000)	(70,000)
16002 Mgr Fin Vehicle - Replacement					0	(28,000)	(28,000)	(28,000)
Administration (Profit) / Loss on Sale of Assets								
					3,122	(464)	(464)	(464)
20430 Salaries & Wages					157,734	152,198	439,696	439,696
20431 CEO Package					11,649	11,600	30,600	30,600
20432 DCEO Package					9,621	9,660	24,600	24,600
20433 Other Staff Costs					4,086	5,032	6,700	6,700
20435 Computing					53,864	30,097	69,280	69,280
20436 Insurance					46,997	34,015	41,996	41,996

19th November 2013Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Governance								
20437		Staff Recruitment			0	0	2,850	2,850
20438		Staff Training			6,449	4,907	19,600	19,600
20439		Office Building - Operating			4,379	5,107	14,914	14,914
20440		Office Building & Surrounds Maintenance			6,288	3,765	6,779	6,779
20441		Minor Office Equipment			1,207	4,453	13,000	13,000
20442		Office Consumables			232	0	5,000	5,000
20443		Telephone			426	1,928	5,800	5,800
20444		Postage			3,290	3,164	9,500	9,500
20445		Other Office Expenses			906	1,580	4,750	4,750
20447		Bank Charges			31,975	41,246	77,678	77,678
20448		Audit Fees			1,403	912	2,750	2,750
20449		Occupational Health & Safety			5,896	0	12,500	12,500
20450		Write-Offs			3,530	3,239	6,669	6,669
20481		Depreciation Expense			91	0	250	250
20490		Administration Expenditure - Reallocated			11,206	7,128	21,401	21,401
		Administration Operating Expenditure			(361,231)	(272,108)	(816,313)	(816,313)
					0	47,923	0	0
40004		Ceo Vehicle Replacement			63,870	65,000	100,000	100,000
40005		Dceo Vehicle Replacement			0	47,500	47,500	47,500
40069		Computing upgrade software & hardware			0	14,796	14,797	14,797
40074		OHS Upgrade to Shire Buildings			0	0	5,344	5,344
40193		Council Chambers - new roof			7,954	0	6,260	6,260
40194		Archive Storage Shed - new roof			3,237	0	6,116	6,116
		Total Governance Capital Expenditure			75,061	127,296	180,017	180,017
					78,183	174,099	179,553	179,553
		Total Administration			201,895	267,190	489,869	489,869
		Total Governance						

Shire of Victoria Plains Monthly Report as at: 31/10/2013					
Sub-Programme Description	COA	Description	Job	Description	
Law, Order & Public Safety					
Fire Prevention					
10510 Operating Grant					
10511 Contributions And Donations					
10512 Fire Prevention Infringements					
Fire Prevention - Operating Income					
20500 Fire Prevention					
20509 Sandlewood Farm Fire Expenses					
20512 Depreciation Expense					
Fire Prevention - Operating Expenditure					
16003 Esl Grant - Fire Tender Replacement - New Norcia And Mogumber					
Bushfire Brigades - Capital Income					
20510 FESA Fire Truck Expenses					
20511 Fire Stations					
20511 Fire Stations					
20511 Fire Stations					
20511 Fire Stations					
20511 Fire Stations					
Bush Fire Brigades - Operating Expenditure					
8002 Calligini Freemason's Building Maint					
8003 Bolgart Fire Station					
8004 Mogumber / Gillingarra Fire Station					
8005 Yerecoin Fire Station					
8006 New Norcia Emergency Services Building					
Total Fire Prevention					
Animal Control					
10520 Animal Infringements					
10522 Licensing					
20520 Animal Compound					
20521 Dog Licensing					
Total Animal Control					
Other Law, Order And Public Safety					
10530 Other Income					
10590 (Profit)/Loss on Sale of Assets					
10595 Administration Income - Allocated					
Other Law Order & Public Safety - Operating Income					
20530 Emergency Services					
20531 Impounded Vehicles					
20532 Local Emergency Management Committee					
20533 Community Emergency Services Manager					
20590 Administration Cost Allocated					
Other Law Order & Public Safety - Operating Expenditure					
40195 Calligini Freemasons Hall - new roof					
Total Other Law Order & Public Safety					
Total Law, Order & Public Safety					

Shire of Victoria Plains						
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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget
Health						
Preventative Services - Administration & Inspection	10710	Fees & Charges			(616)	(100)
		Administration & Inspection - Operating Income			(616)	(100)
	20700	Salaries & Wages			0	0
	20701	Salary Packaging			0	0
	20702	Subscriptions			0	0
	20703	Conferences & Seminars			0	0
	20704	Health Administration			5,054	20,104
		Administration & Inspection - Operating Expenditure			5,054	20,313
		Total Administration & Inspection			4,437	20,004
Preventative Services - Pest Control	20710	Mosquito Control			1,883	4,688
	20711	Fogging Mosquitos			287	2,560
		Total Pest Control			2,170	7,248
Preventative Services - Other	20720	Analytical Expenses			425	500
		Total Preventative Services - Other			425	500
Other Health	10750	Ambulance Reimbursements			0	0
	10795	Administration Income - Allocated			(783)	(836)
		Other Health - Operating Income			(783)	(836)
	20730	Ambulance Facilities			2	0
	20731	Reimbursable Expenditure			103	64
	20790	Admin Expenditure - Allocated			27,092	20,404
		Other Health - Operating Expenditure			27,197	20,468
		Total Other Health			26,414	19,632
		Total Health			33,446	47,384
						104,318

Shire of Victoria Plains
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31/10/2013	Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
	Education & Welfare					\$	\$	\$	\$
Net Current	Education	16052	R4R CLGF Grant (Yerecoin Playground)			0	0	0	0
			Education & Welfare Operating Income			0	0	0	0
	Education	20800	School Programs and Improvements			43	0	1,663	1,663
		20801	Sponsorships & Prizes			0	5,000	5,000	5,000
		20802	Administration Expenditure Allocated			0	0	0	0
		20803	Bolgart Playgroup - Maintenance			2,191	1,160	8,421	8,421
			Education & Welfare Operating Expenditure			\$ 2,234	6,160	15,084	15,084
	Community Development								
		10810	Community Grant - Seniors Week			(1,000)	0	0	0
			Community Development Operating Income			(1,000)	0	0	0
		20804	Community Development Officer (Shared)			8,696	13,408	40,237	40,237
			Community Development Operating Expenditure			\$ 8,696	13,408	40,237	40,237
		0				0	0	0	0
						0	0	0	0
			Total Education & Welfare			\$ 9,930	19,568	55,321	55,321

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Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual \$	YTD Budget \$	Current Budget \$	Original Budget \$
Housing								
20903 Calingiri Aged Person Units Maintenance			APC4	Aged Person Unit 1 - Calingiri	0	400	1,872	1,872
20903 Calingiri Aged Person Units Maintenance			APUSC	Apu Surrounds - Calingiri	0	0	0	0
20904 Bolgart Aged Perons Units Operating Expenditure					3,075	2,078	4,932	4,932
20905								0
20905 Bolgart Aged Perons Units Maintenance			APB	Aged Persons Units Bolgart	0	0	0	11,432
20905 Bolgart Aged Perons Units Maintenance			APB1	Aged Person Unit 1 - Bolgart	277	5,716	5,716	0
20905 Bolgart Aged Perons Units Maintenance			APB2	Aged Person Unit 2 - Bolgart	245	1,232	5,716	0
20905 Bolgart Aged Perons Units Maintenance			APUSB	APU Surrounds - Bolgart	0	0	0	0
Aged Person Housing - Operating Expenditure					7,600	13,591	31,024	31,024
					0	0	0	0
					0	0	0	0
					(3,227)	3,939	(897,966)	(897,966)
Aged Person Housing - Capital Expenditure								
Total Aged Person Housing								
					0	0	0	0
					(540)	(576)	(1,730)	(1,730)
					(540)	(576)	(1,730)	(1,730)
Housing - Other								
10950 Housing Misc Income					0	0	0	0
10995 Administration Income - Allocated					0	0	0	0
Housing Other - Operating Income								
20906 Vacant Land Operating Costs					0	0	0	0
20907 Housing Other					0	0	0	0
20950 Reimburseable Expenditure					0	0	0	0
20960 Depreciation Expense - Housing					0	0	0	0
20990 Administration Expenditure - Allocated					18,676	14,056	42,176	42,176
Housing Other - Operating Expenditure					18,676	14,056	42,176	42,176
Total Other Housing					18,136	13,480	40,447	40,447
Housing Other - Capital Expenditure								
40196 13 Lambert Cres - flooring					0	0	7,500	7,500
40224 15 Lambert Cres - A/C					12,585	12,000	12,000	0
40226 15 Lambert Cres - shed					5,710	6,500	6,500	0
40197 2 x Aged Care Units - Bolgart					0	0	450,000	450,000
40198 2 x Aged Care Units - Calingiri					0	0	450,000	450,000
Total Housing Other - Capital Expenditure					18,295	18,500	926,000	907,500
Total Housing					\$ 53,475	\$ 55,498	\$ 149,491	\$ 130,991

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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Community Amenities								
Sanitation - Household Refuse					\$	\$	\$	\$
11000 Refuse Removal Gst Charged					(6,160)	(8,143)	(8,144)	(8,144)
11001 Refuse Removal					(38,816)	(34,786)	(34,787)	(34,787)
		Sanitation - Household Refuse - Operating Income			(44,976)	(42,929)	(42,930)	(42,930)
21000 Domestic Refuse Collection					6,694	10,776	32,339	32,339
21005 Landfill Site Maintenance			TIPB	Refuse Site Maintenance - Bolgart	2,685	7,832	23,507	23,507
21005 Landfill Site Maintenance			TIPC	Refuse Site Maintenance - Calligiri	16,542	14,504	43,533	43,533
21005 Landfill Site Maintenance			TIPM	Refuse Site Maintenance - Mogumber	5,791	7,224	21,688	21,688
21010 Waste Oil Removal			WSTO	Waste Oil	0	0	0	0
		Sanitation - Household Refuse - Operating Expenditure			31,712	40,336	121,067	121,067
		Sanitation - Household Refuse - Capital Expenditure			0	0	0	0
		Total Sanitation - Household Refuse			(13,284)	(2,553)	78,137	78,137
Sanitation - Other					0	0	(2,000)	(2,000)
		Sanitation - Other - Operating Income			0	0	0	0
11010 Drum Muster					0	0	(2,000)	(2,000)
11011 Zero Waste Plan					0	0	0	0
21020 Refuse Collection - Streets, Parks, Gardens & Reserves			RUBB	Rubbish Removal	493	1,740	5,236	5,236
21021 Litter Control Roadside Bins			LITT	Litter Control Roadside Bins	230	400	1,200	1,200
21022 Drum Muster			DRUM	Drum Muster	562	164	500	500
		Sanitation - Other - Operating Expenditure			1,286	2,304	6,936	6,936
		Total Sanitation - Other			(16,967)	(16,005)	(16,005)	(16,005)
Sewerage					(16,967)	(16,005)	(16,005)	(16,005)
11020 Sewerage					4,212	3,594	14,412	14,412
21030 Effluent Disposal Schemes			SEWC	Sewerage - Calligiri	1,790	348	7,151	7,151
21031 Sewerage Audit			SEWY	Sewerage - Yerecoin	0	0	0	0
21032 Effluent Pond Maintenance			EPNDC	Effluent Ponds Calligiri	0	0	2,240	2,240
21032 Effluent Pond Maintenance			EPNDY	Effluent Ponds Yerecoin	0	744	2,240	2,240
		Sewerage - Operating Expenditure			6,002	4,686	26,043	26,043
		Total Sewerage			(10,965)	(11,319)	10,038	10,038
Town Planning & Regional Development					(884)	(832)	(2,500)	(2,500)
11040 Planning Applications					(884)	(832)	(2,500)	(2,500)
		Town Planning & Regional Development - Operating Income			0	3,328	10,000	10,000
21051 Town Planning Scheme / Local Planning Strategy					0	0	0	0
21053 Interest Expense					(884)	2,496	7,500	7,500
		Town Planning & Regional Development - Operating Expenditure			(814)	(375)	(1,500)	(1,500)
		Total Town Planning & Regional Development			0	0	0	0
Other Community Amenities					0	(25,000)	(100,000)	(100,000)
11050 Calligiri Cemetery					(592)	(632)	(1,897)	(1,897)
11051 Mogumber Water Supply					0	0	0	0
11052 Bolgart Water Supply Grant					0	0	(100,000)	(100,000)
11095 Administration Income Allocated					0	0	0	0

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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget
						\$
Community Amenities						\$
						(1,406)
						(103,397)
						(103,397)
Other Community Amenities - Operating Income						
21060 Cemetery Works			CEMM	Cemetery Maintenance	4,804	3,495
21060 Cemetery Works			GRAVE	Grave Digging	0	832
21061 Cemeteries Operations					263	280
21062 Mogumber Water Supply			WATRM		5,340	1,034
21063 Yenart Bore			YENART		1,988	7,676
21064 Gillingarra Emergency Water Supply			WATRGR		0	23,033
21065 Public Toilets And Drinking Fountains			TOILET	Public Toilets	1,575	556
21066 Community Amenities - Depreciation Expense					1,727	1,492
21067 Gillingarra Water Pump Electricity					0	1,936
21068 Calingiri Water Supply			WATRC		0	332
21069 Bolgart Water Supply			WATRB		0	556
21090 Administration Expenditure Allocated				Bolgart Water Supply	20,482	1,672
Other Community Amenities - Operating Expenditure						
40199 Bolgart Water Supply					36,177	15,416
40200 Calingiri Cemetery - addition to memorial wall					34,161	46,258
Other Community Amenities - Capital Expenditure						
40199 Bolgart Water Supply					51,918	0
40200 Calingiri Cemetery - addition to memorial wall					3,826	146,700
Total Other Community Amenities						
					55,744	8,883
					0	8,883
					155,583	155,583
					90,516	156,604
					8,154	156,604
					257,215	257,215
					(958)	156,604
					66,689	156,604
					257,215	257,215
					257,215	257,215

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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Recreation & Culture								
Public Halls & Civic Centres								
11100 Calingiri Recreation Centre					(122)	(164)	(500)	(500)
11101 Mogumber Hall					0	(32)	(100)	(100)
11102 Bolgart Hall					(657)	(164)	(500)	(500)
11103 Calingiri Gymnasium					(1,513)	(2,132)	(6,400)	(6,400)
11104 Roads Board Building Lease					(2,781)	(1,316)	(3,950)	(3,950)
11105 Misc Income Public Halls					0	0	0	0
Public Halls & Civic Centres - Operating Income								
16077 LotteryWest Grant - Gym upgrades					(5,073)	(3,808)	(11,450)	(11,450)
16076 LotteryWest Grant Bolgart Outdoor Community Project					0	(3,332)	(10,000)	(10,000)
Public Halls & Civic Centres - Capital Income								
					272	0	(70,715)	(70,715)
					272	(3,332)	(80,715)	(80,715)
Other Recreation & Sport								
21100 Bolgart Hall			B007	Bolgart Hall & Grounds Maintenance	15,048	6,944	20,837	20,837
21100 Bolgart Hall			B008	Bolgart Hall Other Costs	5,009	3,145	5,281	5,281
21101 Calingiri Recreation Centre			B009	Calingiri Rec Centre Maintenance	817	5,576	16,746	16,746
21101 Calingiri Recreation Centre			B010	Calingiri Rec Centre Other Costs	8,411	6,673	12,444	12,444
21102 Plawanning Hall			B011	Plawanning Hall & Grounds Maintenance	0	0	0	0
21102 Plawanning Hall			B012	Plawanning Hall Other Costs	3,927	3,110	3,991	3,991
21103 Mogumber Hall			B013	Mogumber Hall & Grounds Maintenance	107	0	0	0
21103 Mogumber Hall			B014	Mogumber Hall Other Costs	1,201	939	1,147	1,147
21104 Gillingarra Hall			B015	Gillingarra Hall & Grounds Maintenance	0	164	500	500
21104 Gillingarra Hall			B016	Gillingarra Hall Other Costs	2,379	5,350	8,999	8,999
21105 Yerecoin Hall			B017	Yerecoin Hall & Grounds Maintenance	0	0	0	0
21105 Yerecoin Hall			B018	Yerecoin Hall Other Costs	2,407	1,869	2,607	2,607
21106 Public Halls - Depreciation Expense					14,468	15,884	47,665	47,665
21107 Cwa Building			B021	Cwa Calingiri Building Maintenance	1,333	1,066	3,200	3,200
21107 Cwa Building			B022	Cwa Building Operating Expenditure	1,110	547	665	665
21109 Calingiri Gymnasium					4,605	3,676	11,081	11,081
Public Halls & Civic Centres - Operating Expenditure								
40201 Calingiri Gym Upgrades					0	0	10,000	10,000
40202 Calingiri Squash Court refurbishment					13,834	15,000	15,000	15,000
40057 Disability Access					0	4,344	4,344	4,344
Public Halls & Civic Centres - Capital Expenditure								
					13,834	19,344	29,344	29,344
Total Public Halls & Civic Centres								
					69,853	67,147	72,343	72,343
Other Recreation & Sport								
11124 Interest - Bolgart Bowling Club Loan					0	0	(278)	(278)
Other Recreation & Sport - Operating Income								
					(1,657)	0	(278)	(278)
21110 Town & Gardens Maintenance			TWNBOL	Bolgart Town & Gardens Maintenance	30,606	14,548	43,658	43,658
21110 Town & Gardens Maintenance			TWNCAL	Calingiri Town & Gardens Maintenance	16,581	13,564	40,713	40,713
21110 Town & Gardens Maintenance			TWNGIL	Gillingarra Town & Gardens Maintenance	1,344	2,732	8,224	8,224

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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Recreation & Culture								
21110 Town & Gardens Maintenance		21110 Town & Gardens Maintenance	TWNMOG	Mogumber Town & Gardens Maintenance	4,275	3,580	10,756	10,756
21110 Town & Gardens Maintenance		21110 Town & Gardens Maintenance	TWNPIA	Plawaning Town & Gardens Maintenance	1,751	6,456	19,379	19,379
21110 Town & Gardens Maintenance		21110 Town & Gardens Maintenance	TWNYSR	Yerecoin Town & Gardens Maintenance	10,113	11,416	34,262	34,262
21111 Reserves Maintenance		21111 Reserves Maintenance	CMEMPK	Calingiri Memorial Park	400	1,620	4,878	4,878
21111 Reserves Maintenance		21111 Reserves Maintenance	RESVS	Reserves Maintenance	3,097	2,510	4,798	4,798
21112 Calingiri Sporting Club Operating		21112 Calingiri Sporting Club Operating			6,062	5,468	11,075	11,075
21113 Calingiri Sporting Club Maintenance		21113 Calingiri Sporting Club Maintenance	CSPC	Calingiri Sports Club Maintenance	8,972	27,848	83,561	83,561
21114 Bolgart Sportsground Operating		21114 Bolgart Sportsground Operating			11	83	250	250
21115 Bolgart Sportsground Maintenance		21115 Bolgart Sportsground Maintenance	BSPG	Bolgart Sportsground Maintenance	4,840	1,824	5,326	5,326
21116 Town Beautification		21116 Town Beautification			0	1,250	5,000	5,000
21117 Sport And Recreation Officer - Be Active Co-Ordinator		21117 Sport And Recreation Officer - Be Active Co-Ordinator			0	0	14,216	14,216
21118 Recreation Equipment Maintenance		21118 Recreation Equipment Maintenance			600	664	2,000	2,000
21119 Sports Clubs - Depreciation Expense		21119 Sports Clubs - Depreciation Expense			13,473	7,024	21,084	21,084
21120 Interest Expense		21120 Interest Expense			3,831	0	10,194	10,194
21122 Calingiri Sports Pavilion		21122 Calingiri Sports Pavilion			388	396	1,195	1,195
Other Recreation & Sport - Operating Expenditure								
40185 Bolgart Outdoor Community Project		40185 Bolgart Outdoor Community Project			106,345	100,983	320,570	320,570
40124 Calingiri Sports Pavilion Upgrade - final retentions		40124 Calingiri Sports Pavilion Upgrade - final retentions			65,224	61,095	61,095	61,095
Other Recreation & Sport - Capital Expenditure								
					13,714	15,000	15,000	15,000
					78,938	76,095	76,095	76,095
Total Other Recreation & Sport								
					104,689	100,983	320,292	320,292
Libraries								
11120 Bolgart Library		11120 Bolgart Library			0	0	0	0
11121 Calingiri Library		11121 Calingiri Library			0	0	0	0
Libraries - Operating Income								
21130 Library - Salaries & Wages		21130 Library - Salaries & Wages			1,453	1,368	4,105	4,105
21131 Library Services		21131 Library Services			5,895	7,943	16,186	16,186
21132 Library Building Maintenance		21132 Library Building Maintenance			0	3,768	11,315	11,315
21133 Depreciation Expense		21133 Depreciation Expense			0	0	0	0
Libraries - Operating Expenditure								
40203 Mogumber Library - new roof		40203 Mogumber Library - new roof			7,347	13,079	31,606	31,606
Libraries - Capital Expenditure								
					11,015	8,172	16,344	16,344
					11,015	8,172	16,344	16,344
Total Libraries								
					18,362	21,251	47,950	47,950
Other Culture								
11130 Cultural Mapping		11130 Cultural Mapping			0	0	0	0
11131 History Book		11131 History Book			(32)	(16)	(50)	(50)
11195 Administration Income Allocated		11195 Administration Income Allocated			(1,079)	(1,152)	(3,459)	(3,459)
Other Culture - Operating Income								
					(1,111)	(1,168)	(3,509)	(3,509)
21190 Administration Expenditure Allocated		21190 Administration Expenditure Allocated			37,315	28,116	84,352	84,352

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Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Transport								
Streets, Roads, Bridges & Depot Construction								
16009 Govt Grant Regional Roads					0	(73,200)	(334,118)	(183,000)
16010 Govt Grant - Direct					(154,079)	(98,000)	(98,000)	(98,000)
16054 R4R CLGF Grant (Yerecoin Footpaths)					0	0	(228,981)	(228,981)
16065 Footpath Grant					0	0	(270,000)	(270,000)
					0	(6,480)	(19,450)	(19,450)
					(154,079)	(177,680)	(950,549)	(799,431)
Streets Roads Bridges Construction - Capital Income								
40021 Roadworks - Council & Direct Road Funding			C9107	Reseals - Calligiri Township	451	0	33,720	33,720
40021 Roadworks - Council & Direct Road Funding			C9108	Reseals - Bolgart Township	0	0	33,720	33,720
40021 Roadworks - Council & Direct Road Funding			C9109	Miner Street Yerecoin - reseal	1,301	0	61,007	61,007
40021 Roadworks - Council & Direct Road Funding			C9110	Cavell St Restrictions	0	40,000	40,000	40,000
40021 Roadworks - Council & Direct Road Funding			C9113	Toodyay-Bindbindi shoulder repairs	6,062	54,406	108,812	108,812
40021 Roadworks - Council & Direct Road Funding			C0130	Calligiri Sports Club Entrance	0	15,133	15,133	15,133
40021 Roadworks - Council & Direct Road Funding			C0128	Edmonds Street	43,731	134,039	134,039	134,039
40021 Roadworks - Council & Direct Road Funding			C0129	Golf Course Rd Yerecoin	585	0	0	0
40021 Roadworks - Council & Direct Road Funding			RR0019	Regional Roads - Gillingarra Glentromie Rd	0	0	236,648	236,648
40024 Roadworks - Roads To Recovery			R2R010	Waddington Road	222,977	118,175	236,350	236,350
40204 R4R - Toodyay-Bindbindi Rd (2013-14)			R4R121	Toodyay-Bindbindi Rd 2013-14	0	135,000	270,000	270,000
40205 R4R - Yerecoin Footpaths (2011-12)			R4R122	Toodyay Footpaths	0	0	60,000	60,000
40163 R4R - Bolgart Road East			R4R120	Bolgart East Road	94,028	330,000	330,000	330,000
40221 Drainage Bolgart			C9114	Drainage Bolgart	865	0	145,270	145,270
40222 Drainage Yerecoin			C9115	Drainage Yerecoin	1,172	0	44,598	44,598
40223 Gravel Pit			C9116	Gravel Pit	2,373	7,400	22,197	22,197
					373,545	834,153	1,771,494	1,771,494
Streets Roads Bridges Construction - Capital Expenditure								
					219,466	656,473	820,945	972,063
Total Streets, Roads, Bridges Construction								
Streets, Roads, Bridges & Depot Maintenance					0	0	(1,000)	(1,000)
11200 Road & Footpath Maintenance					(1,723)	(1,840)	(5,523)	(5,523)
11295 Administration Income Allocated					(1,723)	(1,840)	(6,523)	(6,523)
Streets Roads Bridges Maintenance - Operating Income								
21200 Maintenance Grading					210,993	141,192	423,604	423,604
21201 Aglime Maintenance Grading			AGM123	Calligiri - Goomalling Road	0	0	0	0
21201 Aglime Maintenance Grading			AGM999		0	0	0	0
21202 Bitumen Maintenance			BM9999		19,655	29,276	87,841	87,841
21203 Signage & Guideposts			SIGNM		17,967	10,892	32,695	32,695
21204 Tree Lopping			TRELOP		14,131	31,348	94,063	94,063
21205 Drainage Maintenance			DRM		29,742	43,340	130,027	130,027
21206 Culvert Maintenance			TCR		0	0	0	0
21206 Town Streets Maintenance			TSM		0	0	0	0
21207 Flood Damage			FLOOD		0	1,460	4,381	4,381
21208 Misc Road Maintenance			XXX999		13,347	38,152	114,478	114,478
21209 Bridge & Culvert Maintenance			BRIDM		583	2,184	6,555	6,555
21210 Crossovers			CROSS		0	2,920	8,774	8,774
21211 Street Lighting Maintenance			SLM		4,033	4,664	14,000	14,000

Shire of Victoria Plains						
Monthly Report as at: 31/10/2013						
Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget
					\$	\$
Transport						
		Traffic Signs & Control Equipment	TSCE		3,397	7,552
	21212	Reinstatements	REIN		0	0
	21214	Footpath Maintenance	FPM		7,273	8,776
	21215	Infrastructure Depreciation Expense			540,776	561,704
	21290	Administration Expenditure Allocated			59,603	44,896
		Streets Roads Bridges Maintenance - Operating Expenditure			921,500	928,356
		Total Streets Roads Bridges Maintenance			919,776	926,516
Road Plant Purchases						
	16062	Sale of Mitsubishi Fuso 13t Tip Truck			0	(35,000)
	16063	Sale of Free Roll attachment			0	(3,000)
	16064	Sale of Kubota Manitou			0	(35,000)
	11290	WDV on Assets sold			0	80,136
		Road Plant Profit / Loss on Sale of Assets			0	7,136
	40206	Replace Manitou Articulated Loader			0	74,441
	40207	27-32KL Water Tanker Trailer			0	140,000
	40208	Replace Grader Ute			35,746	40,000
	40209	Tree Forks for Loader			0	0
	40210	Root Rake for Loader			0	0
	40211	Stand for Water Tank			0	0
	40212	Stand for Howard Porter Bowl			0	0
	40213	3 point linkage Fertiliser Trailer			4,871	6,000
	40214	2 x Microcount Traffic Counters			5,990	6,000
		Road Plant Purchases - Capital Expenditure			46,607	192,000
		Total Road Plant Purchases			46,607	199,136
		Total Transport			\$ 1,185,849	\$ 3,977,665
		Total			\$ 1,185,849	\$ 4,204,342

19th November 2013

Shire of Victoria Plains								
Monthly Report as at: 31/10/2013								
Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Economic Services								
Rural Services								
21300	Noxious Weeds & Pest Control		NWPC	Noxious Weeds & Pest Control	6,446	12,860	38,601	38,601
21300	Noxious Weeds & Pest Control		WANTS	White Ant Control	0	7,344	7,344	7,344
21301	Small Business Centre - Central Coast				0	0	3,500	3,500
21302	Rural Financial Counselling Service				0	0	0	0
21303	Rural Water Council Of Wa				0	0	0	0
21305	Rural Youth				200	80	250	250
Total Rural Services					6,646	20,284	49,695	49,695
Tourism & Area Promotion								
11300	Bolgart Caravan Park				(4,069)	(1,664)	(5,000)	(5,000)
11301	Calligiri Caravan Park				(915)	(832)	(2,500)	(2,500)
11302	Sundry Income				0	(16)	(50)	(50)
Tourism & Area Promotion - Operating Income					(4,984)	(2,512)	(7,550)	(7,550)
Tourism & Area Promotion - Operating Expenditure								
21320	Area Promotion				164	0	7,500	7,500
21321	Caravan Parks And Camping Grounds Operating				6,896	7,738	17,704	17,704
21322	Caravan Parks And Camping Grounds Maintenance		BCVPK	Bolgart Caravan Park Maint	509	5,197	6,081	6,081
21322	Caravan Parks And Camping Grounds Maintenance		CCVPK	Calligiri Caravan Park Maint	723	2,912	8,771	8,771
21323	Information Bays Maintenance		INFO	Information Bays Maintenance	0	332	1,000	1,000
21324	Depreciation Expense - Caravan Parks				777	860	2,591	2,591
21325	Bolgart Tractor Shed				54	41	52	52
Tourism & Area Promotion - Operating Expenditure					9,122	17,080	43,699	43,699
Tourism & Area Promotion - Capital Expenditure								
40135	Calligiri Caravan Park - Fencing replacement				0	0	0	0
40153	Bolgart Caravan Park - Reticulation Upgrade				0	0	0	0
40182	Shire Entrance Signs				1,492	0	0	0
Total Tourism & Area Promotion					5,630	14,568	36,149	36,149
Building Control								
11310	Building Applications				(884)	(2,500)	(7,500)	(7,500)
11311	Swimming Pools Program				0	0	0	0
11312	Bciff & Brb				0	(48)	(150)	(150)
Building Control - Operating Income					(884)	(2,548)	(7,650)	(7,650)
21330	Building Control Operating				1,636	8,412	25,250	25,250
Building Control - Operating Expenditure					1,636	8,412	25,250	25,250
Total Building Control					753	5,864	17,600	17,600
Other Economic Services								
11320	Bendigo Bank				(5,319)	(3,332)	(10,000)	(10,000)

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Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual \$	YTD Budget \$	Current Budget \$	Original Budget \$
Economic Services								
11321		Extractive Industry Licences			0	0	0	0
11322		Standpipes - Water			0	(100)	(300)	(300)
11323		Community Safety & Crime Prevention			0	0	0	0
11395		Administration Income - Allocated			(453)	(480)	(1,451)	(1,451)
		Other Economic Services - Operating Income			(5,772)	(3,912)	(11,751)	(11,751)
21350		Bendigo Bank Agency			182	200	400	400
21360		Water Supply - Standpipes	WATERB	Water Supply - Standpipe Bolgart	219	150	450	450
21360		Water Supply - Standpipes	WATERC	Water Supply - Standpipe Calingiri	390	1,804	4,833	4,833
21360		Water Supply - Standpipes	WATERY	Water Supply - Standpipe Yerecoin	145	500	1,500	1,500
21361		Water Supply - Standpipe Depreciation			13	12	43	43
21362		Community Safety & Crime Prevention			0	0	0	0
21390		Administration Expenditure - Allocated			15,677	11,788	35,374	35,374
		Other Economic Services - Operating Expenditure			16,626	14,254	42,600	42,600
		Total Other Economic Services			10,854	10,342	30,849	30,849
		Total Economic Services			23,884	51,058	134,293	134,293

19th November 2013Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Other Property & Services								
Private Works								
11400 Private Works - Income								
Private Works - Operating Income								
21400 Private Works Expenditure					(3,942)	(11,052)	(33,161)	(33,161)
21404 Private Works Expenditure 2013-14					(3,942)	(11,052)	(33,161)	(33,161)
Private Works - Operating Expenditure					0	9,612	28,836	28,836
Total Private Works					3,518	0	0	0
					3,518	9,612	28,836	28,836
					(424)	(1,440)	(4,325)	(4,325)
Public Works Overheads								
11410 Sundry Income					1,153	(492)	(1,500)	(1,500)
11411 Diesel Fuel Rebate					(5,295)	(3,750)	(15,000)	(15,000)
11495 Administration Income Allocated					(313)	(332)	(1,004)	(1,004)
11412 OHS Equipment upgrade LGIS Funding Pool					0	0	0	0
Public Works Overheads - Operating Income					(4,455)	(4,574)	(17,504)	(17,504)
11490 WDV on Assets Sold					50,932	47,592	47,592	47,592
16017 Sale of Works Manager Ute					(28,582)	(28,000)	(28,000)	(28,000)
16040 Sale of Building Maintenance Ute					(12,727)	(10,000)	(10,000)	(10,000)
Public Works Overheads - (Profit) / Loss on Sale of Assets					9,623	9,592	9,592	9,592
21410 Salaries & Wages					28,441	28,179	81,417	81,417
21411 Works Manager Package					41,973	49,314	117,021	117,021
21412 Superannuation					17,915	16,048	46,367	46,367
21413 Insurance					20,184	15,957	19,700	19,700
21414 Other Staff Costs					826	2,244	5,250	5,250
21415 Conferences & Seminars					0	1,328	4,000	4,000
21416 Engineering Services					68	3,332	10,000	10,000
21417 Occupational Health & Safety					24	564	1,700	1,700
21418 Other Public Works Overheads					0	332	1,000	1,000
21419 Depot Operating Costs					44,304	46,651	129,352	129,352
21420 Depot Maintenance					0	3,677	10,844	10,844
21421 Unallocated Wages					0	0	0	0
21422 Staff Training					7,925	6,292	18,527	18,527
21423 Administration Costs Allocated					10,837	8,160	24,489	24,489
21424 Staff Meetings					122	2,317	6,895	6,895
21425 Building Maintenance					15,575	17,656	50,902	50,902
21490 Workshop Overheads Recovered					(166,747)	(175,752)	(527,265)	(527,265)
Public Works Overheads - Operating Expenditure					21,446	26,299	0	0
40030 Works Manager Vehicle Replacement					47,746	47,500	47,500	47,500

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19th November 2013Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Other Property & Services								
40118		Replace Building Maintenance Ute			25,225	30,000	30,000	30,000
40215		Vehicle Hoist			11,879	12,000	12,000	12,000
40216		3rd Office Depot			0	10,000	10,000	10,000
40217		Depot Vehicle Wash Bay improvements			0	0	6,000	6,000
40219		Depot bitumen sealing			0	0	12,852	12,852
Public Works Overheads - Capital Expenditure					84,850	99,500	118,352	118,352
Total Public Works Overheads					111,465	130,817	110,440	110,440
Plant Operation								
21430		Fuel & Oil			51,026	76,824	230,472	230,472
21431		Tyres & Tubes			1,900	12,480	37,450	37,450
21432		Parts & Repairs			51,603	41,900	125,712	125,712
21433		Insurance & Licences			36,036	19,882	27,493	27,493
21434		Depreciation Ex Asset Ledger			129,898	98,984	296,962	296,962
21436		Interest On Loans			0	0	0	0
21495		Plant Recovery			(229,999)	(239,364)	(718,089)	(718,089)
Total Plant Operation					40,463	10,706	0	0
Salaries & Wages								
21496		Salaries & Wages			368,486	322,885	932,788	932,788
21497		Salaries & Wages Allocated			(368,486)	(322,884)	(932,788)	(932,788)
Total Salaries & Wages					0	1	0	0
Materials								
21501		Materials Purchased			0	0	0	0
21502		Materials Issued			0	0	0	0
Total Materials					(725)	0	0	0
Unclassified								
11461		Insurance Claims Recovered			3,519	80	250	250
21461		Insurance Claims - Costs			2,794	80	250	250
Unclassified Capital Income					0	0	0	0
16045		Sale of Land - 27 Mofflin Street			0	0	0	0
16048		Sale of Staff House - 9 Harrington Street			0	0	0	0
11491		WDV On Sale of Land			0	0	0	0
21462		Cost of sale of Land			0	0	0	0
Unclassified - Operating Expenditure					0	0	0	0
Total Other Property & Services					\$ 154,298	140,084	106,364	106,364

Shire of Victoria Plains
Monthly Report as at: 31/10/2013

Sub-Programme Description	COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
Reserves								
50001		Transfer To Lsl Reserve			0	0	2,090	2,090
50002		Transfer To Plant Reserve			0	0	7,795	7,795
50003		Transfer To Housing Reserve			0	0	5,305	5,305
50004		Transfer To Sewerage Reserve			0	0	2,017	2,017
50005		Transfer To Light Vehicle Reserve			0	0	0	0
50006		Transfer To Refuse Site Reserve			0	0	8,586	8,586
50007		Transfer To Building Maintenance Reserve			0	0	3,213	3,213
50008		Transfer To Computing Reserve			0	0	0	0
50009		Transfer To Infrastructure Reserve			0	0	2,803	2,803
50010		Transfer to Gymnasium Equipment Reserve			0	0	191	191
Total Transfer to Reserves					0	0	32,000	32,000
50051		Transfer From Lsl Reserve			0	0	0	0
50052		Transfer From Plant Reserve			0	0	(58,000)	(58,000)
50053		Transfer From Housing Reserve			0	0	0	0
50054		Transfer From Sewerage Reserve			0	0	0	0
50055		Transfer From Light Vehicle Reserve			0	0	0	0
50056		Transfer From Refuse Site Reserve			0	0	0	0
50057		Transfer From Building Maintenance Reserve			0	0	(25,000)	0
50058		Transfer From Computing Reserve			0	0	0	0
50059		Transfer From Infrastructure Reserve			0	0	(160,270)	(160,270)
50060		Transfer From Gymnasium Equipment Reserve			0	0	0	0
Total Transfer From Reserves					0	0	(243,270)	(218,270)
Total Reserves Transfer					0	0	(211,270)	(186,270)

Shire of Victoria Plains
Capital Expenditure Report as at : 31-October-2013

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
				\$	\$	\$	\$
Sched 4 - Governance							
40004	Ceo Vehicle Replacement			63,870	65,000	100,000	100,000
40005	Dceo Vehicle Replacement			0	47,500	47,500	47,500
40069	Computing upgrade software & hardware			0	14,796	14,797	14,797
40074	OHS Upgrade to Shire Buildings			0	0	5,344	5,344
40193	Council Chambers - new roof			7,954	0	6,260	6,260
40194	Archive Storage Shed - new roof			3,237	0	6,116	6,116
	Total Governance Capital Expenditure			75,061	127,296	180,017	180,017
Sched 5 - Law, Order & Public Safety							
40195	Calingiri Freemasons Hall - new roof			21,352	19,344	19,344	19,344
	Total Law, Order & Public Safety Capital Expenditure			21,352	19,344	19,344	19,344
Sched 8 - Education & Welfare							
				0	0	0	0
				0	0	0	0
Total Education & Welfare Capital Expenditure							
Sched 9 - Housing							
40196	13 Lambert Cres - flooring			0	0	7,500	7,500
40226	15 Lambert Cres - shed			5,710	6,500	6,500	0
40225	15 Lambert Cres - flooring			0	6,500	6,500	0
40224	15 Lambert Cres - A/C			12,585	12,000	12,000	0
40197	2 x Aged Care Units - Bolgart			0	0	450,000	450,000
40198	2 x Aged Care Units - Calingiri			0	0	450,000	450,000
	Total Housing Capital Expenditure			18,295	25,000	932,500	907,500
Sched 10 Community Amenities							
40199	Bolgart Water Supply			51,918	0	146,700	146,700
40200	Calingiri Cemetery- addition to memorial wall			3,826	0	8,883	8,883
	Community Amenities Capital Expenditure			55,744	0	155,583	155,583
Sched 11 - Recreation & Culture							
40201	Calingiri Gym Upgrades			0	0	10,000	10,000
40202	Calingiri Squash Court refurbishment			13,834	15,000	15,000	15,000
40203	Mogumber Library - new roof			11,015	8,172	16,344	16,344
40057	Disability Access			0	4,344	4,344	4,344
40185	Bolgart Outdoor Facility Project			65,224	61,095	61,095	61,095
40124	Calingiri Sports Pavilion Upgrade - final retentions			13,714	15,000	15,000	15,000
	Recreation & Culture Capital Expenditure			103,787	103,611	121,783	121,783
Sched 12 - Transport							
40021	Roadworks - Council & Direct Road Funding			451	0	33,720	33,720
40021	Roadworks - Council & Direct Road Funding			0	0	33,720	33,720
40021	Roadworks - Council & Direct Road Funding			1,301	0	61,007	61,007
40021	Roadworks - Council & Direct Road Funding			0	40,000	40,000	40,000
40021	Roadworks - Council & Direct Road Funding			6,062	54,406	108,812	108,812

Shire of Victoria Plains
Capital Expenditure Report as at : 31-October-2013

COA	Description	Job	Description	YTD Actual	YTD Budget	Current Budget	Original Budget
				\$	\$	\$	\$
40021	Roadworks - Council & Direct Road Funding	C0130	Calingiri Sports Club Entrance	0	15,133	15,133	15,133
40021	Roadworks - Council & Direct Road Funding	C0128	Edmonds Street	43,731	134,039	134,039	134,039
40022	Roadworks - Council & Direct Road Funding	RR0019	Regional Roads - Gillingarra Glentromie	0	0	236,648	236,648
40022	Roadworks - Council & Direct Road Funding	RR0020	Regional Roads - Wirridla Road	0	0	226,677	0
40024	Roadworks - Roads To Recovery	R2R010	Waddington Road	222,977	118,175	236,350	236,350
40204	R4R - Toodyay-BindBindi Rd (2013-14)	R4R121	Toodyay-BindBindi Rd 2013-14	0	135,000	270,000	270,000
40205	R4R - Yerecoin Footpaths (2011-12)	R4R122	Yerecoin Footpaths	0	0	60,000	60,000
40163	R4R - Bolgart Road East	R4R120	Bolgart East Road	94,028	330,000	330,000	330,000
40221	Drainage Bolgart	C9114	Drainage Bolgart	865	0	145,270	145,270
40222	Drainage Yerecoin	C9115	Drainage Yerecoin	1,172	0	44,598	44,598
40223	Gravel Pit	C9116	Gravel Pit	2,373	7,400	22,197	22,197
40206	Replace Manitou Articulated Loader			0	0	74,441	150,000
40207	27-32KL Water Tanker Trailer			0	140,000	140,000	140,000
40208	Replace Grader Ute			35,746	40,000	40,000	40,000
40209	Tree Forks for Loader			0	0	20,000	20,000
40210	Root Rake for Loader			0	0	20,000	20,000
40211	Stand for Water Tank			0	0	8,000	8,000
40212	Stand for Howard Porter Bowl			0	0	8,000	8,000
40213	3 point linkage Fertiliser Trailer			4,871	6,000	6,000	6,000
40214	2 x Mterocount Traffic Counters			5,980	6,000	6,000	6,000
Sched 13 - Economic Services							
Transport Capital Expenditure							
				419,567	1,026,153	2,320,612	2,169,494
				0	0	0	0
				0	0	0	0
Economic Services Capital Expenditure							
Sched 14 - Other Property & Services							
40030	Works Manager Vehicle Replacement			47,746	47,500	47,500	47,500
40118	Replace Building Maintenance Ute			25,225	30,000	30,000	30,000
40215	Vehicle Holst			11,879	12,000	12,000	12,000
40216	3rd Office Depot			0	10,000	10,000	10,000
40217	Depot Vehicle Wash Bay improvements			0	0	6,000	6,000
40219	Depot bitumen sealing			0	0	12,852	12,852
				84,850	99,500	118,352	118,352
Other Property & Services Capital Expenditure							
Total Capital Expenditure				778,657	1,400,904	3,848,191	3,672,073

INVESTMENTS

As at 31st October 2013 Shire Investments were:

	Institution	Term	Amount	Interest %	Review Date
Municipal	Treasury Corp	OCDF	\$8,691.94	2.45	-
Municipal	Bendigo Bank	3 months	\$500,000.00	4.00	6/11/2013
Municipal	Bendigo Bank	2 months	\$704,036.03	3.45	30/12/2013
Municipal	Bendigo Bank	3 months	\$521,819.87	3.65	6/12/2013
TOTAL MUNICIPAL INVESTMENTS:			\$1,734,547.84		
Reserves	Bendigo Bank	2 months	\$770,886.74	3.50	11/12/2013
Reserves	Bendigo Bank	3 months	\$368,779.57	3.50	27/01/2014
Reserves	Treasury Corp	OCDF	\$14,692.39	2.45	-
TOTAL RESERVES INVESTMENTS:			\$1,154,358.70		

Interest earned:

	ACTUAL YTD	BUDGET
Municipal	\$9,436.28	\$35,000.00
Reserves	\$13,099.92	\$32,000.00
TOTAL:	\$22,536.20	\$67,000.00

Bank Reconciliation as at 31st October 2013

[illegible]

Shire of Victoria Plains

OUTSTANDING RATES REPORT

Total Rates Outstanding as at 31st October 2013:	\$374,559.64
Comprising:	
Rates (Current & Arrears)	\$342,819.13
Rates (Deferred)	\$1,374.80
Rubbish	\$14,858.09
Sewerage	\$7,462.05
Interest/Admin Charges	\$171.34
ESL	\$7,874.23
TOTAL:	\$374,559.64
Percentage of total rates bill (excluding ex-Gratia Rates):	18.63%

**Shire of Victoria Plains Debtors Listing
as at 31st October 2013**

Debtor No	31/07/2013 90 Days	30/08/2013 60 Days	30/09/2013 30 Days	1/10/2013 Current	Total	Comments
139	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00	Demand Letter No Response
16	\$0.00	\$0.00	\$0.00	\$27.50	\$27.50	
293	\$0.00	\$0.00	\$0.00	\$378.25	\$378.25	
307	\$496.80	\$0.00	\$0.00	\$703.45	\$1,200.25	
31	\$0.00	\$0.00	\$0.00	\$161.65	\$161.65	
325	\$0.00	\$0.00	\$16.50	\$0.00	\$16.50	
345	\$18.40	\$264.90	\$0.00	\$357.50	\$640.80	
360	\$0.00	\$0.00	\$241.03	\$0.00	\$241.03	
364	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	Payment Arrangement
367	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	Demand Letter No Response
370	\$0.00	\$0.00	\$0.00	\$26.35	\$26.35	
38	\$0.00	\$0.00	\$0.00	\$45,999.00	\$45,999.00	ATO BAS Report
380	\$0.00	\$304.85	\$0.00	\$152.60	\$457.45	
388	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00	
389	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00	
391	\$0.00	\$0.00	\$0.00	\$8.25	\$8.25	
397	\$0.00	\$0.00	\$0.00	\$8.25	\$8.25	
399	\$0.00	\$0.00	\$2,152.71	\$0.00	\$2,152.71	
403	\$0.00	\$0.00	\$0.00	\$41.25	\$41.25	
44	\$0.00	\$0.00	\$0.00	\$976.60	\$976.60	

\$1,321.20	\$569.75	\$2,410.24	\$48,840.65	\$53,141.84
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10.2 COMMUNITY SERVICES

(Incorporating Health, Building and Community Services)

There are no items for discussion under the Community Services section of the Minutes for this month.

10.3 TOWN PLANNING

There are no items for discussion under the Community Services section of the Minutes for this month.

10.4 Administration Status Report

Resolution 209/2013

Moved Cr Young seconded Cr Johnson hat the items in the Administration Status Report detailed below be noted.

Motion Put & Carried 8/0

Cr Young

Is discussion required on the time and meeting format for 2014?

Cr Smith

Suggested that consideration be given to later meetings, possibly evenings.

Cr Kelly

Would not be happy with late meetings and the distance he has to travel after a night meeting.

Cr Rive

Are night meetings an option?

Cr Penn and Cr Kelly agreed that the current format now is suitable and thought should be given to staff travelling and work hours.

Cr Johnson

There is merit in later meetings. In favour of retaining the briefing session. Other councils do meet later in the day

Cr Holmes

Can see no real benefit in changes to the current format.

Cr Young

Recalled that afternoon or evening meetings were advertised to encourage attendance and possibly more nominations for election and noted there was no response at all from the public.

President

Suggests that Council retain the current format being Lunch, Councillor Briefing Session followed by the Ordinary Meeting.

Resolution 210/2013

Moved Cr Penn seconded Cr Kelly that the current structure of meetings be maintained

- 1. Lunch at 12 noon,**
- 2. Briefing Session at 1pm,**
- 3. Ordinary Meeting at 2pm.**

Motion Put & Carried 8/0

Item No	Report Details	Administration Action Required	Status
A33	Meeting Dates 2014	Resolved that meeting day commencing January 2014 would be the 3 rd Wednesday of each month.	Time and format to be discussed prior to advertising
A34	Christmas/New Year Shutdown 2013/2014	Council endorsed the proposed shutdown of the depot and administration office for the period from 2.00pm Tuesday 24th December 2013 reopening at 8.30am Thursday 2nd January 2014.	Advertising to take place.
A35	Bushfire Advisory Committee Meeting - Minutes	Minutes received	Complete

Resolution 211/2013

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

Motion Put & Carried 7/1

The meeting adjourned 3.06pm.

The meeting resumed 3.27pm. All present at adjournment were present at resumption with the exception of Cr Holmes, Mr Field and Mr Duggan.

Cr Holmes entered the meeting at 3.28pm

10.4 ADMINISTRATION

A36 Management of Community Projects

FILE REFERENCE: A1.1.7
REPORT DATE: 7th November 2013
APPLICANT/PROPONENT: Cr David Lovelock
OFFICER DISCLOSURE OF INTEREST: None
PREVIOUS MEETING REFERENCES: 34/2013 February 2013
AUTHOR: Harry Hawkins Chief Executive Officer
ATTACHMENTS: None

PURPOSE OF REPORT: To introduce a policy to ensure that the shire maintains control of projects using ratepayer funds.

BACKGROUND: With the receipt of economic stimulus funding and the introduction of Royalties for Regions many community facilities in the shire have been constructed or upgraded in recent years. Some of these community facility projects funded by the shire were managed by community/sporting groups and the shire effectively lost control of the expenditure of shire funds.

COMMENT: In recent years there have been several community projects undertaken with shire funds through the Federal Governments economic stimulus payments or Royalties for Regions funding and as these projects were proposed by community and sporting groups they were often project managed by those bodies with the shire effectively losing control of the expenditure of shire funds. Most of these projects were small and did not have any consequences however questions were raised about expenditure on the upgrade to the Calingiri Sports Ground change rooms and pavilion. There have not been any allegations of illegal or other improper conduct by those community or sporting groups involved only the fact that the shire was perceived to have lost control over the expenditure.

To ensure that this does not happen again it is proposed that a policy is introduced that all Community/Sporting Projects that involve the expenditure of shire funds are project managed by senior shire staff. Community Development Officer Jaime Hawkins has recently completed a Certificate of Project Management and Finance and Administration Manager Ian Graham is currently undertaking studies for a Diploma of Project Management.

As there is no acquittal process for grants to community or sporting bodies this proposed policy will have the secondary benefit of making sure the funding is being utilised for the purpose intended.

The introduction of this proposed policy will not reduce the shire's commitment to undertake community projects in the future.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS: None

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS: There are no known significant financial implications associated with this proposal.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Resolution 212/2013

Moved Cr Lovelock seconded Cr Young that Council request the CEO to develop and present to Council for adoption a Policy that all Community Association or Sporting Club Projects costing in excess of \$20,000 where the majority of funds are provided by the shire are project managed by senior shire staff.

Motion Put & Carried 7/1

Discussion was held by the President with regard to the development of the policy. There is no move by Council to stifle community ideas, projects or involvement.

Cr Young seconded this recommendation because it is important to use the financial expertise of our administration staff and wishes council and staff to be able to add to community efforts and not take them over. It is important the groups understand that Council and its staff can help facilitate projects to make sure true costs of projects are allowed for.

Cr Holmes

Feels that the \$20,000 noted in the recommendation is too high.

Cr Smith

Will executive staff have the power to deal with oversights and management issues?

Chief Executive Officer

Discussed how issues and details are sometimes missed and previous staff on a particular project did not investigate fully.

Cr Kelly

Enquired on the whole project cost at the Calingiri Sports Pavilion.

Chief Executive Officer

Advised that the whole project was approximately \$800,000.

Finance and Administration Manager

Is currently studying a Project Management Course and is hoping to have available a Process Guideline around projects. Using a simple format to identify costs and funding availability, which will give council the opportunity to stay informed when Council funds are provided to community projects.

A37 Calingiri - New Norcia LCDC - Shire Representative

FILE REFERENCE: CA3.4.1

REPORT DATE: 11th November 2013

APPLICANT/PROPONENT: Department of Agriculture and Food

OFFICER DISCLOSURE OF INTEREST: None

PREVIOUS MEETING REFERENCES: None

AUTHOR: Harry Hawkins Chief Executive Officer

ATTACHMENTS: Letter of Advice

PURPOSE OF REPORT: To allow Council to nominate a representative to the Calingiri – New Norcia Land Conservation District Committee (LCDC).

BACKGROUND: The Department of Agriculture and Food has advised that the appointment of members to the Calingiri – New Norcia LCDC expire on the 30th November 2013. The current shire representative is Councillor John Brennan.

COMMENT:

There is currently provision for the Shire of Victoria Plains to have one representative on the committee and on behalf of the Commissioner of Soil and Land Conservation the Department of Agriculture and Food has asked Council to nominate someone to enable re-appointment of this LCDC.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Resolution 213/2013

Moved Cr Kelly seconded Cr Johnson that Councillor John Brennan is re-nominated as the Shire of Victoria Plains representative on the Calingiri – New Norcia Land Conservation District Committee.

Motion Put & Carried 8/0

A38 Gillingarra Public Toilet Roof

FILE REFERENCE: Lot 4079 BINM
REPORT DATE: 12th November 2013
APPLICANT/PROPONENT: None
OFFICER DISCLOSURE OF INTEREST: None
PREVIOUS MEETING REFERENCES: None
AUTHOR: Harry Hawkins Chief Executive Officer
ATTACHMENTS: None

PURPOSE OF REPORT: To advise Council of the requirement for a new roof on the Gillingarra public toilets and to get a resolution to proceed with the work.

BACKGROUND: Several years ago it was noticed that the timber supporting the roof of the public toilets at the Gillingarra Hall were being attacked by white ants and was severely damaged. The timber was treated and the damage was restricted and stopped however it needs to be replaced to maintain the integrity of the building.

The toilet building is constructed in brick with a concrete floor and an asbestos roof and is used by people travelling through the district as the new ablution block adjoining the hall is locked except for when functions are taking place in the hall.

COMMENT: There have been requests to replace the roof on the public toilet building in Gillingarra but it has not been done or included in subsequent budgets.

The cost of replacing the roof is not significant and would make the building safe from collapse from white ant eaten timber and also from the dangers of the asbestos roof sheets. The Building Maintenance Officer has indicated that the project could be completed in house without the need for contractors as long as he can get the help of one other staff member.

The building is old but serviceable and allows the Gillingarra Sport and Recreation Club to keep the new ablution block locked other than for functions in the hall while still providing a service to passing motorists and tourists.

The recent review of the Financial Assistance Grants removed the funding for public toilets therefore there is no longer any incentive to provide public toilets other than as a community service. The shire pays for the cleaning and provision of paper etc for all public toilets in Victoria Plains including Gillingarra and this is unlikely to change.

POLICY REQUIREMENTS: None

LEGISLATIVE REQUIREMENTS: None

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS: The cost of repairing the roof at the Gillingarra toilets is not included in the budget and the \$5,400 would be unbudgeted expenditure.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

Discussion was held on this item.

Cr Young

Enquired regarding safe removal of Asbestos.

Chief Executive Officer

Advised that given size guidelines, staff are able to conduct the removal without the use of contractors. Councils Building Maintenance Officer is aware of OH&S issues.

Cr Kelly

If asbestos removal is unable to be done by staff, will a contractor be engaged?

Cr Rive

Is it necessary to repair this ablution block when there are two other ablution blocks both useable in Gillingarra. He suggested that the block be demolished and future works and repair should be schedule for the other two ablution blocks.

Cr Smith

Who looks after this toilet block?

Chief Executive Officer

Gillingarra Sport and Recreation Committee currently look after the ablution block. These types of projects were funded by Financial Assistance Grants (FAG's) which are no longer available. The Shire has not invested any funds for repairs of the ablution block in the past.

Resolution 214/2013

Moved Cr Kelly seconded Cr Holmes that Council allocate \$5,400 to the renewal of the roof timber and cladding on the public toilet block behind the Gillingarra Hall. The \$5,400 will be taken from unspent funds allocated to other projects that have been completed under budget.

Motion Put & Carried 7/1

Cr Kelly requested that names be recorded.

Votes For: Cr Penn, Cr Kelly, Cr Johnson, Cr Smith, Cr Holmes, Cr Young,
Cr Lovelock

Votes Against: Cr Rive

10.5 PLANT AND WORKS

10.5.1 Plant and Works Status Report

Resolution 215/2013

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

Motion Put & Carried 8/0

Item No	Report Details	Plant and Works Action Required	Status
W17	Gillingarra Glentromie and Wirrilda Roads Intersection	Resolved that Resolution 153/2013 from July 2013 is rescinded and further testing of soils and surveying is completed and results presented to Council	Ongoing

W18 Works and Services Managers Report

File Reference:	A1.2.1
Report Date:	12 th November 2013
Applicant/Proponent:	n/a
Officer Disclosure of Interest:	Nil
Previous Meeting References:	Nil
Author:	GW Stephens – Works and Services Manager
Inclusions:	Works Report, Major Projects Status Report, Road Grading History

PURPOSE OF REPORT

To inform Council of the Works and Services Manager's staff actions, works and information items.

BACKGROUND












A schedule of road and maintenance works that are undertaken throughout the Shire is provided for Councils information.

COMMENT**Gardens, Parks, Villages and Road Verges**

- Private works
- Litter collection
- Admin gardens
- Mosquito fogging
- Depot maintenance
- Equipment maintenance
- Reticulation maintenance
- Routine rubbish site maintenance
- Noxious weed spraying, rural roads
- Calingiri Sports Ground maintenance
- Gardens, parks, ovals, villages and road verges
- Mowing, general maintenance, weed control and spraying
- Routine maintenance within the shire towns and rural areas

MAJOR PROJECTS STATUS REPORT – WORKS AND SERVICES**SUMMARY**

This report provides an update on current major projects being managed by the Works and Services Department. The current projects in this report include:

Project						Status
Waddington Road Heavy Patching (R2R 010)						
Bolgart Outdoor Facility (40185)						
Calingiri Sports Club Entrance (C0130)						
Calingiri Reseals (C9107)						
Edmonds Street Construction (C0128)						
Bolgart East Road (R4R120)						
Bolgart Emergency Water (40199)						
Gillingarra Glentromie/Wirrilda Road Construction (RR0019)						
Indicators Budget		Under Budget		On Budget		Over Budget 

INTRODUCTION:

The following provides a summary of the status of major projects currently being implemented by the Works and Services Department.

Indicators	Satisfactory		Marginal		Unsatisfactory	
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Legend: Italic – new since last report **Bold Italic** – new report

Project 1: WADDINGTON ROAD HEAVY PATCHING

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works: The repairs of failed pavement at SLK 4.75 to 5.00, 5.30 to 5.55 and 6.12 to 6.30 full pavement width.

Key Achievements:

- External funding (Roads to Recovery) secured to provide \$236,350 project subsidy
- Public consultation has occurred
- Base and seal design completed
- Contract traffic control
- Contractor engaged to pulvy, mix and stabilise insitu material
- Contractor engaged to seal heavy patches
- Project has been managed in house
- Reconstruction works substantially complete, (sweep, signs and guide posts to be done)

Issues:

- Project will be undertaken in stages to minimise where possible impacts on general public and transport to project area
- Vehicle movements along Waddington Rd
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area especially just prior to key events such as hay carting and harvest

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2013	✓
Design /Scope of works	September 2013	✓
Construction start date	10/10/2013	✓
Completion Date	November 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT R2R010 as at	16/11/2013
Council Approved Budget (all years):	\$236,350
Expenditure to date (all years including committals)	\$223,000
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	
(-) Variation deductions as at 16/11/2013 -	

ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$236,350
COMMENT: The total amount of the funding will be spent on this road within the sections described in the scope of works for this Road to Recovery project.	

Project 2: BOLGART OUTDOOR FACILITY

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works: The works involved a total makeover of the park, new shade above the play equipment, soft fall, skate ramp, footpaths, seating, artificial turf and landscaping.

Key Achievements:

- External funding (Lotteries west, Council contribution, Bolgart Primary School and private funds) secured to provide \$153,115 project subsidy
- Detailed design completed
- Public consultation has occurred
- All earthworks done in house
- Shire staff install Skate facility (all earthworks, footings etc)
- Contractor engaged to supply and erect shade frames and covers
- Shire staff remove sand and replace with road base and cracker dust – base of play area
- Contractor engaged to lay soft fall and artificial turf
- Shire staff box out areas for footpaths and other structures
- Shire staff supply and plant trees and bushes, install reticulation
- Cleanup of site
- Project has been managed in house
- Reconstruction works substantially complete

Issues:




- Moving Skate facility (wide load) contractor
- Dig out and importing base material (fiddly job)
- Extra work on the child care centre with the laying of the artificial turf and concrete footings around the fence
- Extra soft fall was laid each end of the skate ramp for safety
- Project will be undertaken in stages to minimise where possible impacts on the general public to project area
- Moving basket ball ring (timing)
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2012 & 2013	✓
Design /Scope of works	November 2012	✓
Construction start	May 2013	✓
Completion	October 2013	✓

Financial Data:

FINANCIAL DATA FOR PROJECT 40185 as at	16/11/2013
Council Approved Budget (all years):	\$151,915
Expenditure to date (all years including committals)	\$153,354
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 30/8/2013	\$1,200
(-) Variation deductions as at 16/11/2013 -	
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$153,354
COMMENT: Funding for this project was from 2012/13 budget @ \$59,200 and 2013/14 budget @ \$70,715 (Lotteries West, Council funds @ \$20,000 and private donation @ \$1,200 and Bolgart Primary School @ \$2,000).	

Project 3: CALINGIRI SPORTS CLUB ENTERANCE

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works: The works involved removing the splitter island and old kerbing, repairing the failed bitumen surface and replacing Splitter Island, kerbing, and signage, extra work pulvy failed car park area.

Key Achievements:

- Funding (Council contribution) secured to provide \$15,133 project subsidy
- Detailed design completed
- Public consultation has occurred
- Contractor engaged to pulvy failed carpark area, form and compact
- Project has been managed in house
- Reconstruction works substantially complete

Issues:

- Project will be undertaken in stages to minimise where possible impacts on users to the club and visitors to project area

- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area especially just prior to key events such as Harvest

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2012 & 2013	✓
Design /Scope of works	November 2012	✓
Construction start	October 2013	✓
Completion	November 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT C0130 as at	16/11/2013
Council Approved Budget (all years):	\$15,133
Expenditure to date (all years including committals)	\$13,360
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	-
(-) Variation deductions as at 16/11/2013 -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$15,133
COMMENT: Funding for this project was from 2012/13 budget carried over to 2013/14, the works were done same time as the Edmonds Street reconstruction.	

Calingiri Sports club entrance / car park works item for newsletter. More works than budgeted to benefit of club
Further works subject to available funding.

Project 4: CALINGIRI RESEALS

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works:

1. Seal bitumen/aggregate Calingiri Sports Club car park. (Complete)

Key Achievements:

- Funding (Council contribution) secured to provide \$33,720 project subsidy
- Detailed design completed

- Public consultation has occurred
- Project has been managed in house
- Reconstruction works substantially complete

Issues:




- Project will be undertaken in stages to minimise where possible impacts on suburban houses and visitors to project area
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area especially just prior to key events such as Harvest
- To allow works to proceed, closure of part of the club car park during construction will be in place

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2013	✓
Design /Scope of works	October 2013	✓
Construction start	October 2013	✓
Completion	November 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT C0130 as at	16/11/2013
Council Approved Budget (all years):	\$33,720
Expenditure to date (all years including committals)	\$23,178
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	-
(-) Variation deductions as at 16/11/2013 -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$33,370
COMMENT: Part of the total budget was spent on the re-worked sports club car parking and access; it is proposed to seal the Recreation centre carpark on Yulgering Road with the remaining available funds.	

Project 5: EDMONDS STREET CONSTRUCTION

Project Status	Scope 	Schedule 	Budget 
Variance Report			

Project Manager: Greg Stephens**Scope of Works:**

Edmonds Street, Calingiri - Starting at Yulgering Road and progressing through to Lambert Crescent, approximately 220m, remove kerb and footpaths, rip/pulvy

existing road surface, top up with select gravel, relay road carriageway to line and level, seal with 7mm crs bitumen (Primmer), lay new kerbing, footpaths and crossovers, clean up site.

Key Achievements:

- Funding (Council contribution) secured to provide \$148,040 project subsidy
- Detailed design completed
- Public consultation has occurred
- Tender advertised
- August Council meeting – Council will manage the prescribed works, no tender accepted
- Staff – traffic control
- Contractor engaged to pulvy, mix and stabilise insitu material
- Contractor engaged to seal road
- Staff – Earthworks for kerbing, footpaths and crossovers
- Contractor engaged to lay kerbing, footpaths and crossovers
- Project managed in house

Issues:




- Initial budget set for the project (2012/13) would not cover the repairs necessary to repair and up grade the road to a suitable state
- Extra funds sourced for the works (Works and Services report March 2013 Res 40/2013)
- Survey/design - timing
- Project carried over from 2012/13 financial years budget – timing
- Works put out for tender – no tenderer accepted (Price above budgeted amount)
- Project will be undertaken in stages to minimise where possible impacts on suburban houses and visitors to project area
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area
- To allow works to proceed, closure of part of the road during construction will be in place
- Provide access to houses from road
- Pedestrians/children in area whilst road construction is in progress

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2012 & 2013	✓
Design /Scope of works	March 2013	✓
Construction start	October 2013	✓
Completion	November 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT C0128 as at	16/11/2013
Council Approved Budget (all years): 2012/13 and 2013/14	\$148,040
Expenditure to date (all years including committals)	\$111,226
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	-
(-) Variation deductions as at 16/11/2013 -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$148,040
COMMENT: Funding for this project was from 2012/13 budget carried over to 2013/14, preliminary works (survey and design were carried out in the 2012/13 financial year, the project was carried over to 2013/14 for the completion of the works	

Project 6: BOLGART EAST ROAD CONSTRUCTION

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens**Scope of Works:**

Construct new road from end of the narrow sealed section (existing gravel road), widen culverts and construct new headwalls insitu, seal with 14/7mm bitumen/aggregate seal 7.6 meters wide.

Key Achievements:

- Funding (Royalties for Regions, Council contribution, Regional Roads Group) secured to provide \$468,150 project subsidy
- Public consultation has occurred
- Survey and detailed design completed
- Gravel excavation (within work area)
- Council staff clear vegetation
- Council staff construct culvert works
- Setout survey (contract Surveyors)
- Screen gravel (4,000m³)
- Sub base works (Council)
- Base works (Council and Contractor)
- Project is being managed in house

Issues:

- Royalties for Regions funding not finalised until June 2013 - timing
- Finding suitable gravel (suitable gravel found)
- Vegetation clearing (trees/scrub on fence line)
- Wet season (Rain through to October)




- Water source, available water from Clarke Road used, haul from Bolgart
- Now Cropping – traffic through work zone
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2012 & 2013	✓
Design /Scope of works	March 2013	✓
Construction start	May 2013	✓
Completion	December 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT R4R 120 as at	16/11/2013
Council Approved Budget (all years): 2012/13 and 2013/14	\$468,150
Expenditure to date (all years including committals)	\$287,472
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at June 2013	\$55,630
(-) Variation deductions as at -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$468,150
COMMENT: Funding for this project was from 2012/13 budget made up from, Royalties for Regions \$297,834, Council contribution \$114,686 and Regional Roads Group \$ 55,630 carried over to 2013/14, preliminary works (survey and design were carried out in the 2012/13 financial year; the project was carried over to 2013/14 for the completion of the works.	

Project 7: BOLGART EMERGENCY WATER

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works:

Install emergency water supply for Bolgart townsite and surrounding areas, install 2x 150,000ltr water tanks, excavate pipe trench and lay 2,300 meters of 63mm poly pipe, dig/construct 500m³ sump with well liners, supply and install pump system for water supply, supply and install 2 water filling stations.

Key Achievements:

- Funding (Community Water Supply Program 2012-2013) secured to provide \$146,700 project subsidy
- Detailed design completed
- Public consultation has occurred
- Council staff construct tank pads
- Contractor engaged to supply and erect two tanks
- Council staff and contractors dig trench
- Council staff lay pipe
- Council staff supply and erect pump shed
- Contractor engaged to dig sump
- Contractors engaged to supply and install pumping system
- Project has been managed in house

Issues:

- Signing of the agreement – timing
- Project will be undertaken in stages to minimise where possible impacts on crops
- The final timing of the stages will need to be confirmed as construction progresses to ensure least impact to the area especially just prior to key events such as Harvest
- Services – Water, Telstra (plus fibre optic cables) etc
- Trench digging – clay, sandy and rocks along the designed pipeline, needed four different machined to dig trenches, (excavator, bobcat/chain digger, track machine/cutting wheel, water jet blaster)
- Closure of part of the roads where the pipeline crosses during construction will be in place
- Extra funds may be needed to complete the works




Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2013	✓
Design /Scope of works	December 2012	✓
Construction start	September 2013	✓
Completion	December 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT 40199 as at	16/11/2013
Council Approved Budget (all years):	\$146,700
Expenditure to date (all years including committals)	\$72,000
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	-
(-) Variation deductions as at 16/11/2013 -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$147,700 +
COMMENT: Due to extra works to dig trench and sump it is felt that the	

project may run over the approved budget amount, the project is only in the early stages with some hurdles to overcome.

Project 8: GILLINGARRA GLENTROMIE/WIRRILDA RD INTERSECTION

Project Status	Scope 	Schedule 	Budget 
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Project Manager: Greg Stephens

Scope of Works:

Reconstruct road intersection as per Main Roads Standards to accommodate vehicular movements within the area.

Key Achievements:

- Funding (2/3 Regional Roads Group; 1/3 Council) secured to provide \$236,648 project subsidy
- Public consultation has occurred
- Actual cost to date \$18,200 (cost for Survey & Design)
- Engage Surveyors to carry out detailed terrain model (pick up survey), design and earthwork volumes for new alignment
- Survey and detailed design in progress
- Project will be managed in house

Issues:

- Initial budget was priced on the scope of works submitted to the Regional Roads Group
- Council undecided on alignment of road
- July 2013 Council Meeting, change alignment of the intersection.
- September 2013 Council Meeting – asked to provide estimate for new alignment
- October 2013 Council Meeting – asked to provide accurate price for the proposed new alignment
- Council requested detailed survey and design of the new proposal
- Survey carried out 30 and 31 November 2013
- Design and volumes (in progress)

Project Milestone	Estimated Date	Completed (✓)
Project Charter approved	July 2013	✓
Scope of works	December 2012	✓
Survey/Design start	October 2013	
Completion	May 2013	

Financial Data:

FINANCIAL DATA FOR PROJECT RR0019as at	16/11/2013
Council Approved Budget (all years):	\$236,648
Expenditure to date (all years including committals)	\$18,200
Original contracted amounts: -	-
Contract contingencies budgeted: -	-
Amount of contingency budget spent to date: -	-
(+) Variation additions as at 16/11/2013 -	-
(-) Variation deductions as at 16/11/2013 -	-
ESTIMATED TOTAL PROJECT COST AT COMPLETION:	\$236,648 +
COMMENT: Initial costing for the project was on the original design and scope of works (done in house), this was submitted to the Regional Roads Group and approved, council have asked to change the design and scope of works, once survey design has been done and earthworks volumes calculated the new cost of the project will be presented to council, this will be done at the December meeting (if data has been received from the contract surveyors).	

Plant

General servicing and maintenance.

- PTK 16 Water Truck Aircon not working
- PLR 7 Manitou Aircon not working

Items from the Council meeting 22nd October 2013 taken on notice

Nil

Administration, meetings and inspections during this reporting period

Administration
Staff time sheets
Ordering parts and materials
Depot General Duties, phone, emails, design, staff works program, etc.
Works and Services Agenda
Meetings
Council Meeting
Contractor meetings
Depot Staff meetings
Admin Meeting various – CEO, D/CEO
Works Budget
Council Meeting
Asset Management data
Roads Data - Asset Management Plan (Roman II)
Site Inspections/works
Calingiri, Bolgart, Mogumber Waste Sites - Weekly
Road signage
Traffic Counters – Carani West Rd, Waddington Rd, Yulgering Rd, Toodyay

Bindi Bindi Rd.
Bolgart Communal area works
Rural Roads Area 1; Area 2; and Area 3 inspections
Bitumen Roads
Bolgart Water
Calingiri Sports Car Park
Edmonds Street Reconstruction
Waddington Road Heavy Patching
Bolgart East Road Construction

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENTS

Absolute Majority Required: No

Resolution 216/2013

Moved Cr Holmes seconded Cr Kelly that the Works and Services Managers report be noted.

Motion Put & Carried 8/0

It was suggested that symbols rather than colours be used in the reporting of projects for next reporting period. Councillors congratulated the Works and Services Manager on a very information report.

Cr Young

Raised the issue of roadside drainage at the front of a residential property in Edmonds St Calingiri. Passengers alighting from vehicles are very close to deep

roadside drainage and suggests if possible works should be undertaken as soon as convenient to staff.

Works and Services Manager

I have met with the residents concerned. We can look at works to alleviate the current problem. Funds are not available this year. If council decides that area should be filled in, then works will be scheduled. Approximate cost for that section of work would be \$2,000.

President

The Works and Services Manager is aware of these works and action can be taken in some form soon.

Cr Kelly

Happy for the works in question to proceed. Council Image is important.

Cr Smith

Questioned the use of road signage on the Glentromie-Yerecoin Road.

Works and Services Manager

Advised that failures are evident in the salt flat area and road design is questioned.

Cr Holmes

Concern is growing with townsite lots becoming overgrown. Some lots are a major fire hazard; also a Lot in Mofflin St Calingiri is of real concern.

Chief Executive Officer

Letters have been sent to land owners. If works to clear are not complete in time frame given then Council can carry out private works and invoice the land owner.

Chief Executive Officer is also aware of the Calingiri lot in question.

Cr Johnson

Sudholz Road is a real concern. Any chance of grading in the near future?

Works and Services Manager

A grader will be back in area 2 in the near future. Just finishing the Bolgart Water Project.

Cr Kelly

Spoke regarding the Yerecoin South East Road and the maintenance hours as per report. Some years ago, Wongan Ballidu reneged on allowing the road to be a major road from Wongan Hills to Yerecoin.

Chief Executive Officer

The Roads 2030 report has just been completed. Victoria Plains requested a Category 1 on Yerecoin South East Road; however Wongan Ballidu noted it as a Category 3. By doing that we lose 25 points in funding applications which makes it almost impossible to obtain funding for that road and associated works.

Cr Holmes

Road issues need to be investigated on Behanging South Road.

11 NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
--

Nil

12 CONFIDENTIAL ITEMS

Nil

13 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION

Resolution 217/2013

Moved Cr Kelly seconded Cr Holmes that new business of an urgent nature be introduced to Council.

Motion Put & Carried 8/0

13.1 F34 ANNUAL REPORT 2012 / 2013

File Reference: F1.3.1

Report Date: 13th November 2013

Applicant/Proponent: N/A

Officer Disclosure of Interest: Nil

Previous Meeting References: Nil

Author: Ian Graham – DCEO/Finance and Administration Manager

Attachments: Annual Report 2012/2013

PURPOSE OF REPORT

To present the Annual Report for 2012/2013 to Council for acceptance.

COMMENT

The Annual Report 2012/2013 has been completed in time to allow for the Annual General Meeting of Electors to be held prior to the end of the 2013 calendar year, as requested by the Audit Committee.

Included in the Annual Report 2012/2013 is the Annual Financial Report for the year ended 30th June 2013.

In addition to the Independent Auditor's Report included in the Annual Financial Report for the year ended 30th June 2013 (Refer Pages 53 and 54), the Auditors also forwarded the Management Report to the Shire President.

The Management Report included comments on:-

- 1/. G S T Allocation on Creditors invoices
- 2/. Taxes in Sundry Creditors
- 3/. Expenditures posted to the incorrect financial period

It is recommended that the Annual Financial Report for the year ended 30th June 2013 as hereby presented at the Council meeting held 19th November 2013, be presented to the Annual General Meeting of Electors to be held on Tuesday 10th December 2013 at 5.30pm in Council Chambers.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

S5.54 of the Local Government Act requires that the Annual Report:-

1. Be accepted by the Local Government by 31st December after the financial year reported on, or
2. Be accepted by the Local Government no later than 2 months after the Auditor's Report becomes available.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

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

➤ **Economic**

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

➤ **Social**

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

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENTS

Absolute Majority Required: Yes

Resolution 218/2013

Moved Cr Penn seconded Cr Kelly that the Annual Report for 2012/2013 be accepted by Council and presented to the Annual General Meeting of Electors to be held on Tuesday 10th December 2013 at 5.30pm in Council Chambers.

Motion Put & Carried 8/0

Discussion was held by Finance and Administration Manager and the Chief Executive Officer regarding reports in the Annual Report.

Cr Young

Discussion on asset ratio's.

Finance and Administration Manager is to come back to Council with further information on the asset consumption ratio.

Cr Kelly

Discussion on road asset timeframes.

Cr Holmes

Discussed road assets. Gravel or bitumen. Product (material) losses, maintenance etc should all be brought into asset preservation.

Chief Executive Officer

Advised that Victoria Plains will be hosting the Avon Midland Zone Meeting to be held on Friday 22nd November at the Calingiri Sportsground Pavilion. Councillors are welcome to attend.

The CEO ran through State Council Agenda.

Cr Smith

Would like the use of depot vehicles by the Gardener and Engineering Support Officer investigated, why do those staff members require a vehicle to travel to and from work?

14 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 5.08pm

Signed this 10th day of December 2012

Presiding Member