



Shire of Brookton

# ORDINARY COUNCIL MEETING

## MINUTES

Thursday 16 October 2014

These minutes were confirmed by Council as a true and correct record of the Ordinary Council meeting held on 16 October 2014.

**Presiding Member:**.....**Date:**.....

### Disclaimer

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) establish procedures for revocation or revision of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Brookton expressly disclaims liability for any loss or damage suffered by any person as a result or relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council Meeting.

**Shire of Brookton**  
**Ordinary Meeting of Council held 16 October 2014**  
**Commencing at 12.30 pm.**

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## **1.10.14 DECLARATION OF OPENING / ATTENDANCE / APOLOGIES**

The Presiding Member opened the meeting at 12:34pm and welcomed Councillors, staff and members of the public.

### **Attendance**

#### Elected Members

Cr KT Wilkinson – Shire President (Presiding Member)

Cr KL Crute - Deputy Shire President

Cr K H Mills

Cr R T Fancote

#### Staff

Kevin O'Connor

Chief Executive Officer

Evelyn Arnold

Deputy Chief Executive Officer

Carina Whittington

Community Services Manager

Stefan de Beer

Shire Planner

Courtney McCallum

Governance Officer

#### Members of the Public

Nil

#### Apologies

Cr L Allington – Approved Leave of Absence

Cr N Walker

Cr TM Eva

## **2.10.14 ANNOUNCEMENT OF VISITORS**

Nil

## **3.10.14 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

A letter was sent to Jan Eva to respond to her questions asked at the August 2014 meeting.

## **4.10.14 PUBLIC QUESTION TIME**

Nil

## **5.10.14 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **6.10.14 PETITIONS/ DEPUTATIONS / PRESENTATION**

Nil

**7.10.14 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**Council Resolution**

**7.10.14.01**

**Moved Cr Crute Seconded Cr Mills**

That the minutes of the Ordinary Council meeting held in the Shire of Brookton Council Chambers on Thursday 18 September 2014 be confirmed as a true and correct records of proceedings.

**CARRIED 4-0**

**8.10.14 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**Condolences**

Mrs Kath Coote

Mr David Pike

President Rod Carter – Shire of Cunderdin

**9.10.14 DECLARATIONS BY MEMBERS & OFFICERS**

*Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer prior to the item.*

**Financial, Proximity and Impartiality Interests**

<b>Item no.</b>	<b>Staff</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Nil			

## 10.10.14.0 TECHNICAL & DEVELOPMENT SERVICES REPORT

### 10.10.14.01 ROAD DEDICATION – WHITTINGTON STREET EXTENSION – LOT 456, RESERVE 43158, BROOKTON

<b>FILE REFERENCE:</b>	ADM 0588
<b>AUTHORS NAME AND POSITION:</b>	Stefan de Beer Shire Planner
<b>NAME OF APPLICANT/RESPONDENT:</b>	Shire of Brookton
<b>DATE REPORT WRITTEN:</b>	7 October 2014
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	There is no previous meeting reference.

#### **SUMMARY:**

The Western extension of Whittington Street had been used as a public road in excess of 10 years. This report will seek to recommend to Council to initiate the actions required to formalize the extension of Whittington Street as a public road.

#### **Background:**

The Whittington street cadastral reserve ends at the corner with Montgomery street reserve, even though the physical road continues onwards to provide access to Kalkarni and the Aged Care Residences. Furthermore, the Shire intends to develop lot 391 Montgomery Street as a Grouped Dwelling development with the possibility to subdivide the lot in future. This will require lot 391 to have access to a public road, and more specifically, given the geometric layout of the proposed development, only access to the proposed Whittington Street extension will suffice.

#### **Details:**

The application is being referred to Council to initiate the process of Road Dedication.

#### **Statutory and Legal Considerations:**

Road Dedications are dealt with in terms of Section 56 of the *Land Administration Act, 1997 and Regulations 1998*.

Specific to this application's scenario, Section 56(1)(a) of the LAA reads as follows:

*"If in the district of a Local Government land comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years, and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road."*

#### **Policy Considerations:**

There are no policy considerations relative to this issue.

**Consultation:**

No consultation was deemed required.

**Financial Implications:**

The Shire will be liable to pay for the cost of the required survey and creation of a diagram for the subject land nominated as public road. Initial cost estimates (as a guideline only) are \$ 2,500 for surveying.

**Strategic Plan Implications:****Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this issue.

**Corporate Business Plan (2013 – 2017):**

- No specific implication relative to this issue.

**Local Planning Strategy:**

- No specific implication relative to this issue.

**Officer's Comment:**

The proposed road dedication will result in a better planning outcome for the locality.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

That Council hereby confirm that the land portion over the subject land, shown on the attached plan, had been used uninterrupted by the public for more than 10 years, and further resolve to: –

- 1) Concur to the subject land being dedicated as Public Road under Section 56 of the Land Administration Act, 1997;
- 2) in accordance with the Regulations, prepare and deliver the request for the dedication of the subject land as public road to the Minister for consideration;

**Council Resolution****10.10.14.01****Moved Cr Crute Seconded Cr Mills**

**That Council hereby confirm that the land portion over the subject land, shown on the attached plan, had been used uninterrupted by the public for more than 10 years, and further resolve to: –**

- 1. Concur to the subject land being dedicated as Public Road under Section 56 of the Land Administration Act, 1997;**
- 2. in accordance with the Regulations, prepare and deliver the request for the dedication of the subject land as public road to the Minister for consideration.**

**CARRIED 4-0**

**ATTACHMENT 10.10.14.01A**

**LOCALITY MAP**

Indicative Road Dedication Area  
Lot 456 - Reserve 43158, Brookton





## 10.10.14.02 BAN ON THE USE OF SLASHERS AND ROTARY MOWERS- FIRE SEASON

**FILE REFERENCE:** ADM 0135

**AUTHORS NAME AND POSITION:** Kevin O'Connor  
Chief Executive Officer

**NAME OF APPLICANT/RESPONDENT:** N/A

**DATE REPORT WRITTEN:** 10 October 2014

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter.

**PREVIOUS MEETING REFERENCE:** There is no previous meeting reference.

### **SUMMARY**

Council is requested to consider rewording the Slasher and Rotary Mower ban notice following comments that one of the triggers for the commencement time of the ban is difficult to determine.

### **Background:**

For the past two fire seasons the Shire has imposed a ban on the use of slashers and rotary mowers from the 1<sup>st</sup> December to the 28<sup>th</sup> February. This was a result of there being instances in the past where the uses of slashers and rotary mowers have been responsible for causing the outbreak of fires during the prohibited burning period.

The Council resolution from October 2012 when the ban was first imposed read as follows:

*That Council resolve:*

- 1. To impose a ban on the use of slashers and rotary mowers from 1 December 2012 to 28 February 2013 during the hours of 6:00am to 6:00pm and the day before a catastrophic fire danger warning;*
- 2. That the ban not apply to the use of slashers and rotary mowers on properties that are reticulated or irrigated;*
- 3. That the ban be reviewed by council in October of each year;*
- 4. To advertise the ban as part of the Shire's Notes in the Brookton Telegraph during November, December, January and February; and*
- 5. To advise the shire's Chief Bush Fire Control Officer of its decision to impose the ban.*

Following comments at the last Annual Electors meeting and a review of the ban by the BFAC earlier this year, it was recommended that the wording of note 1 be amended to alleviate confusion regarding the timing of "*the day before a catastrophic fire danger warning*".

**Details:**

The DFES issue the notices for Total Fire Bans and issue State Wide warning for high risk fire danger periods, including Catastrophic Fire Danger periods. The current notice refers to the implementation of the Slasher and Rotary Mower ban on “*the day before a catastrophic fire danger warning*”, there is a deadline that DFES have to use when issuing these warnings however, this is not widely known and difficult for residents to understand when the ban should actually commence.

To help simplify this issue the BFAC have suggested that the current wording should be amended to read “*and from 6:00pm on the day a Total Fire Ban is imposed*”.

**Statutory and Legal Considerations:**

*Bush Fires Act 1954*

**Policy Considerations:**

There is no Council Policy relevant to this report.

**Consultation:**

Bush Fire Advisory Committee  
DFES

**Financial Implications:**

There are no Financial Implications relevant to this report.

**Strategic Community Plan (2013 – 2023)**

There are no Strategic Plan Implications relevant to this report.

**Corporate Business Plan (2014-2018)**

There are no Corporate Business Plan activities/services relevant to this report

**Officer's Comment:**

It is hoped that the new wording will make it easier for residents that are not familiar with the DFES fire danger warning system, to understand when the ban is to commence from. If a Total Fire Ban is imposed by DFES it is advertised to media outlets and local governments in the afternoon and imposed from midnight that day to midnight the following day.

**Voting Requirements:**

Simple majority

**Officer's Recommendation:**

That the wording of the Slasher and Rotary Mower ban is amended to read “*and from 6:00pm on the day a Total Fire Ban is imposed*”.

**Council Resolution****10.10.14.02****Moved Cr Crute Seconded Cr Mills****That Council suspend Standing Orders to facilitate discussion.****CARRIED 4-0**

**Council Resolution**

**10.10.14.03**

**Moved Cr Crute Seconded Cr Mills**

**That Council resume Standing Orders.**

**CARRIED 4-0**

**Council Resolution**

**10.10.14.04**

**Moved Cr Crute Seconded Cr Mills**

**That the wording of the Slasher and Rotary Mower ban is amended to read “*and from 6:00pm on the day before a Total Fire Ban*”.**

**CARRIED 4-0**

**Reason for Change – clearer understanding.**

## 12.10.14.0 FINANCE & ADMINISTRATION REPORT

### 12.10.14.01 LIST OF ACCOUNTS FOR PAYMENT

<b>FILE REFERENCE:</b>	ADM 0323
<b>AUTHORS NAME AND POSITION:</b>	Corinne Kemp Finance Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Shire of Brookton
<b>DATE REPORT WRITTEN:</b>	2 <sup>nd</sup> October 2014
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	There is no previous meeting reference.

#### **SUMMARY:**

The List of Accounts for payment to 30<sup>th</sup> September 2014 is presented to Council for inspection

#### **Background:**

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to the Committee and to Council for inspection. Please refer to separate attachment.

#### **Detail:**

Totals of all payments from each of Council's bank accounts are listed below and detailed within Attachment 12.10.14.01A

To 30<sup>th</sup> September 2014

#### ***Municipal Account***

Direct Debits	\$ 111,297.71
EFT	\$ 390,334.12
Cheques	\$ 375,944.83
<b><i>Trust Account</i></b>	<b>\$ 1100.00</b>

#### **Statutory and Legal Considerations:**

*Local Government (Financial Management) Regulations 1996; Clause 13 – List of Accounts.*

#### **Policy Considerations:**

Policy No. 4.4 of the Council Policy Manual states that the Chief Executive Officer is authorised to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved budget.

#### **Financial Implications:**

There are no financial implications relevant to this report.

#### **Strategic Community Plan (2013 – 2023)**

No reference

## Corporate Business Plan (2013-2017)

No reference

### Voting Requirements:

Simple majority required.

### Officer's Recommendation:

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 30<sup>th</sup> September 2014, per the summaries included in Attachment 12.10.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 30<sup>th</sup> September 2014:

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*Municipal Account*

Direct Debits	\$	111,297.71
EFT	\$	390,334.12
Cheques	\$	375,944.83
<i>Trust Account</i>	\$	1100.00

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### Council Resolution

12.10.14.01

#### Moved Cr Crute Seconded Cr Mills

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 30<sup>th</sup> September 2014, per the summaries included in Attachment 12.10.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 30<sup>th</sup> September 2014:

*Municipal Account*

Direct Debits	\$	111,297.71
EFT	\$	390,334.12
Cheques	\$	375,944.83
<i>Trust Account</i>	\$	1100.00

**CARRIED 4-0**

ATTACHMENT 12.10.14.01A

## ATTACHMENT 12.10.14.01A

SEPTEMBER 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 16TH NOVEMBER 2014  
ATTACHMENT 12.10.14.01A

Chq/EFT	Date	Name	Description	Amount
EFT5936	11/09/2014	DFES	2014/15 ESL QUARTER 1 CONTRIBUTION	\$ 14,347.80
EFT5937	11/09/2014	AQUASOL	LIQUID CHLORINE, FLOCCULANT & DELIVERY	\$ 2,541.00
EFT5938	11/09/2014	ATO	GST PAYABLE AUGUST 2014 BAS	\$ 36,171.00
EFT5939	11/09/2014	AUSTRALIA DAY COUNCIL OF WA	ADCWA MEMBERSHIP 2014	\$ 200.00
EFT5940	11/09/2014	B & N EYRE BROOKTON NEWSAGENCY	PAPERS & STATIONERY PURCHASES AUGUST 2014	\$ 1,572.35
EFT5941	11/09/2014	BAPTISTCARE	KALKARNI RESIDENCY OPERATING & MANAGEMENT FEES SEPTEMBER 2014	\$261,454.26
EFT5942	11/09/2014	BROOKTON MEDICAL PRACTICE	PRE EMPLOYMENT MEDICAL EXAMINATION MICHAEL SWEENEY	\$ 120.00
EFT5943	11/09/2014	COUNTRY COPIERS	COPIER MONTHLY READING AUGUST 2014	\$ 1,216.21
EFT5944	11/09/2014	COURTNEY FULWOOD	TRAVEL REIMBURSEMENT RECORDS TRAINING 02/09/14	\$ 212.80
EFT5945	11/09/2014	FLEET COMMERCIAL GYMNASIUMS	MATIRX ROMAN CHAIR & ANNUAL GYM MAINTENANCE	\$ 3,547.50
EFT5946	11/09/2014	FRANK ELECTRICAL SERVICES	REPAIR FLUORESCENT LIGHT AT RAILWAY STATION	\$ 88.00
EFT5947	11/09/2014	GREAT SOUTHERN FUEL SUPPLIES	UNLEADED PETROL PURCHASES AV3 & PV1	\$ 465.69
EFT5948	11/09/2014	GREAT SOUTHERN WASTE DISPOSAL	TIP SITE, RUBBISH BIN PICKUP & BULK RECYCLE PICK UP 29/07/14 TO 26/08/14	\$ 11,520.04
EFT5949	11/09/2014	H RUSHTON & CO	TYRES G5,G6, SERVICE & REPAIR G5 & R8	\$ 7,972.55
EFT5950	11/09/2014	IT VISION	SYNERGYSOFT EMAILING PAYSLIPS MODULE & ADDITIONAL LICENSES	\$ 3,741.67
EFT5951	11/09/2014	METAL ARTWORK CREATIONS	HONOUR BOARD PLATES FOR AUSTRALIA DAY HONOUR BOARD	\$ 56.65
EFT5952	11/09/2014	QUALITY TRANSPORT	FREIGHT	\$ 54.80
EFT5953	11/09/2014	SIGMA CHEMICALS	ALGAECIDE WINTERISER & SODIUM BICARBONATE	\$ 221.42
EFT5954	11/09/2014	STUMPY'S GATEWAY ROADHOUSE	UNLEADED PETROL	\$ 16.43
EFT5955	11/09/2014	TAFE CY O'CONNOR	COURSE FEES FOR CERTIFICATE III & IV LOCAL GOVERNMENT - AO	\$ 334.93
EFT5956	11/09/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 21/08/14 & 26/08/14	\$ 561.00
EFT5957	11/09/2014	WA LOCAL GOVERNMENT ASSN	ADVERTISING CONSTRUCTION OF 2 HOUSES TENDER, ALTERATION TO OUTBUILDING POLICY, LOCAL GOVERNMENT CONVENTION REGISTRATIONS	\$ 13,419.17
EFT5958	25/09/2014	AURELIA'S CATERING SERVICE	CATERING FOR COUNCIL MEETING 18/09/14	\$ 270.00
EFT5959	25/09/2014	AUSTRALIA POST	POSTAGE AUGUST 2014	\$ 505.26
EFT5960	25/09/2014	BROOKTON CLUB HOTEL	REFRESHMENTS FOR COCKTAIL PARTY 22/08/14	\$ 711.65
EFT5961	25/09/2014	BROOKTON COMMUNITY RESOURCE CENTRE	HIRE OF PROJECTOR 22/08/14	\$ 50.00
EFT5962	25/09/2014	BROOKTON COUNTRY CLUB	ANNUAL SHIRE CONTRIBUTION 2014/2015	\$ 10,000.00
EFT5963	25/09/2014	BROOKTON DELI	CATERING FOR COUNCIL & LEMC MEETING 21/08/14	\$ 695.00
EFT5964	25/09/2014	BROOKTON TELEGRAPH	ADVERTISING - MAINTNENANCE GRADER DRIVER	\$ 20.00
EFT5965	25/09/2014	BURGESS RAWSON (WA) PTY LTD	WATER USAGE RAILWAY STATION 08/07/14 TO 11/09/14	\$ 642.39
EFT5966	25/09/2014	CENTRAL GARAGE	SERVICE & REPAIRS TO U26 & U1	\$ 687.64
EFT5967	25/09/2014	CORINNE KEMP	TRAVEL REIMBURSEMENT - INTRODUCTION TO FINANCE COURSE 18/09/14	\$ 232.56
EFT5969	25/09/2014	ISWEEP TOWN & COUNTRY	SWEEP TOWN STREETS	\$ 1,573.00
EFT5970	25/09/2014	IT VISION	ADDITIONAL LICENCES	\$ 3,753.22

EFT5971	25/09/2014	JR & A HERSEY PTY LTD	SAFETY EQUIPMENT, DLINEATORS, GUIDE POSTS & MARKING PAINT	\$ 2,940.96
EFT5972	25/09/2014	LANDGATE	GROSS RENTAL VALUATIONS G2014/5 19/07/14 TO 15/08/14	\$ 62.35
EFT5973	25/09/2014	MYPROJECTORLAMPS AUSTRALIA	LAMP WITH HOUSING FOR PROJECTOR IN CHAMBERS	\$ 246.95
EFT5974	25/09/2014	NARROGIN PANEL BEATING SERVICE	INSURANCE EXCESS U26 1DIK793 MITUSBISHI TRITON	\$ 300.00
EFT5975	25/09/2014	OIL TECH FUEL	4150 LITRES OF DIESEL	\$ 5,403.30
EFT5976	25/09/2014	ORICA AUSTRALIA P/L	CHLORINE CYLINDER SERVICE FEE 01/08/14 TO 31/08/14	\$ 84.57
EFT5977	25/09/2014	RADIOWEST BROADCASTERS	CEO INTERVIEW 31/08/14	\$ 55.00
EFT5978	25/09/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 03/09/14 TO 12/09/14	\$ 561.00
EFT5979	25/09/2014	WA LOCAL GOVERNMENT ASSN	INTRODUCTION TO LOCAL GOVERNMENT FINANCE FOR OFFICERS COURSE 18/09/14 - FO	\$ 495.00
EFT5980	25/09/2014	1 STOP RECORDS CONSULTING	RECORDS MANAGEMENT 08/09/14 TO 16/09/14	\$ 1,209.00
			<b>TOTAL EFT</b>	<b>\$390,334.12</b>

Chq/EFT	Date	Name	Description	Amount
17362	11/09/2014	BROOKTON SUPERMARKET	REFRESHMENTS FOR COUNCIL	\$279.00
17364	11/09/2014	BUILDING COMMISSION	BUILDING SERVICES LEVY AUGUST 2014	\$ 838.51
17365	11/09/2014	COLIN YOUNG	RATES REFUND FOR ASSESSMENT A122 YOUNG ROAD BROOKTON	\$ 648.87
17366	11/09/2014	COURTNEY MCCALLUM	TRAVEL REIMBURSEMENT RECORDS TRAINING COURSE 03/09/14	\$ 212.80
17367	11/09/2014	JASON SIGNMAKERS	STREET & RURAL NUMBER SIGNS	\$ 253.99
17368	11/09/2014	MAIN ROADS WESTERN AUSTRALIA	BRIDGE WORK BRIDGE 4878A AVON RIVER BROOKTON KWEDA ROAD	\$315,921.46
17369	11/09/2014	RAAN ENTERPRISES	HIRE OF DOZER & LOW LOADER TO STOCK PILE GRAVEL AT PETER WILLIAMS SITE	\$ 7,348.00
17370	11/09/2014	RC & N WILLIAMS & SON	7200 M3 GRAVEL	\$ 11,880.00
17371	11/09/2014	SHIRE OF BROOKTON	RUBBISH RATES CARAVAN PARK, SADDLEBACK, U1/4 MATTHEWS ST, U2/4MATTHEWS ST. 7 MONTGOMERY, OVAL, MEMORIAL HALL, POOL, ADMINISTRATION, 8 MARSH AVE, 10 MARSH AVE & UNITS 1 5 MADDISONS SQUARE	\$ 9,072.00
17372	11/09/2014	SHIRE OF BROOKTON	MASTERCARD PURCHASES INCLUDING WESTNET, KELYN TRAINING, JAMIES ITALIAN, EL CABALLO MOTEL & TRUSTEE BAR	\$ 4,329.85
17373	11/09/2014	SHIRE OF KALAMUNDA	HEALTH SERVICES JULY 2014	\$ 1,371.23
17374	11/09/2014	SYNERGY	STREETLIGHT ELECTRICITY 25/07/14 TO 24/08/14	\$ 3,032.75
17375	11/09/2014	TELSTRA CORPORATION	MOBILE & IPAD ACCOUNTS 02/09/14 TO 01/10/14	\$ 525.08
17376	11/09/2014	WATER CORPORATION OF WA	WATER USAGE CARAVAN PARK & PAVILION 23/07/14 TO 25/08/14	\$ 58.32
17377	25/09/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	LEVY PAYMENT AUGUST 2014	\$ 1,714.17
17378	25/09/2014	SHIRE OF KALAMUNDA	HEALTH SERVICES AUGUST 2014	\$ 1,254.08
17379	25/09/2014	SYNERGY	ELECTRICITY CARAVAN PARK, PAVILION, OVAL, SALINITY PUMP, MADISON SQUARE, SEWERAGE PUMP, 10 MARSH, WATER HAVESTING, MEMORIAL PARK, ADMINISTRATION, RAILWAY STATION, U1 & U2 4 MATTHEWS ST, MEMORIAL HALL, DEPOT, MENSSHED & SWIMMING POOL	\$ 12,930.90
17380	25/09/2014	TELSTRA CORPORATION		\$ 675.74

17381	25/09/2014	WATER CORPORATION OF WA	WATER KALKARNI, SENIOR CITIZENS, OVAL, MEMORIAL HALL, ADMINISTRATION, POOL, MENSSED, DEPOT, STANDPIPE, MADDISON SQUARE, U1 & U2 4 MATTHEWS, 10 MARSH & 8 MARSH	\$ 3,598.08
			<b>TOTAL CHEQUES</b>	<b>\$375,944.83</b>
			<b>TOTAL MUNICIPAL</b>	<b>\$766,278.95</b>

Chq/EFT	Date	Name	Description	Amount
916	10/09/2014	BROOKTON PINGELLY FOOTBALL CLUB	BOND REFUND 2014 SEASON HIRE OF PAVILION	\$ 330.00
917	10/09/2014	GILL RURAL TRADERS	BOND REFUND HORE OF COMMUNITY BUS 20/08/14	\$ 330.00
918	10/09/2014	NEWTONE PRODUCTIONS	BOND REFUND HIRE OF MEMORIAL HALL 20/08/14	\$ 110.00
919	10/09/2014	WWF AUSTRALIA	BOND REFUND HIRE OF PAVILION & SOUND EQUIPMENT 17/09/14	\$ 330.00
			<b>TOTAL TRUST</b>	<b>\$ 1,100.00</b>

DIRECT DEBITS FOR SEPTEMBER 2014	
SALARIES & WAGES	\$ 111,297.71
MERCHANT FEES	\$ 219.16
<b>TOTAL</b>	<b>\$ 111,516.87</b>

SHIRE OF BROOKTON CREDIT CARD PURCHASES Creditor Number: 96286		
DATE	DESCRIPTION	AMOUNT
5/08/2014	EL CABALLO RESORT	\$ 20.00
6/08/2014	TRUSTEE BAR AND BISTRO	\$ 2,543.50
7/08/14	WESTNET - 8 MARSH AVE	\$ 243.95
	WESTNET - DEPOT	\$ 79.95
	WESTNET - ADMIN OFFICE	\$ 109.95
7/08/14	JAMIE ITALIAN	\$ 768.50
7/08/14	TRUSTEE BAR AND BISTRO	\$ 500.00
8/08/14	KELYN TRAINING	\$ 60.00
30/08/14	CARD FEE	\$ 4.00
<b>TOTAL</b>		<b>\$ 4,329.85</b>



**12.10.14.02 FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2014**

**FILE REFERENCE:** ADM 0323

**AUTHORS NAME  
AND POSITION:** Evelyn Arnold  
Deputy Chief Executive Officer

**NAME OF APPLICANT/  
RESPONDENT:** Shire of Brookton

**DATE REPORT WRITTEN:** 7 October 2014

**DISCLOSURE OF INTEREST:** The author has no financial interest in  
this matter.

**PREVIOUS MEETING REFERENCE:** There is no previous meeting  
reference.

**SUMMARY:**

The Statement of Financial Activity for the periods ended 30 September 2014 is presented to council.

**Background:**

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council.

**Detail:**

Councillors have been provided with completed Statement of Financial Activity for the period ended 30 September 2014.

The comments on any significant budget variances are provided within Note 9 of the financial statements.

**Statutory and Legal Considerations:**

Section 6.4 of the *Local Government Act 1995*.

Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

**Policy Considerations:**

There is no Council Policy relative to this issue.

**Consultation:**

There has been no consultation in this matter.

**Financial Implications:**

There are no financial implications relevant to this report.

**Strategic Community Plan (2013 – 2023)**

No reference

**Corporate Business Plan (2013-2017)**

No reference

**Voting Requirements:**  
Simple majority Required

**Officer's Recommendation:**  
That Council receive the Statement of Financial Activity for the period ended 30 September 2014.

**Council Resolution**

**12.10.14.02**

**Moved Cr Fancote Seconded Cr Crute**

**That Council receive the Statement of Financial Activity for the period ended 30 September 2014.**

**CARRIED 4-0**

**ATTACHMENT 12.10.14.02A**



**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 September 2014**

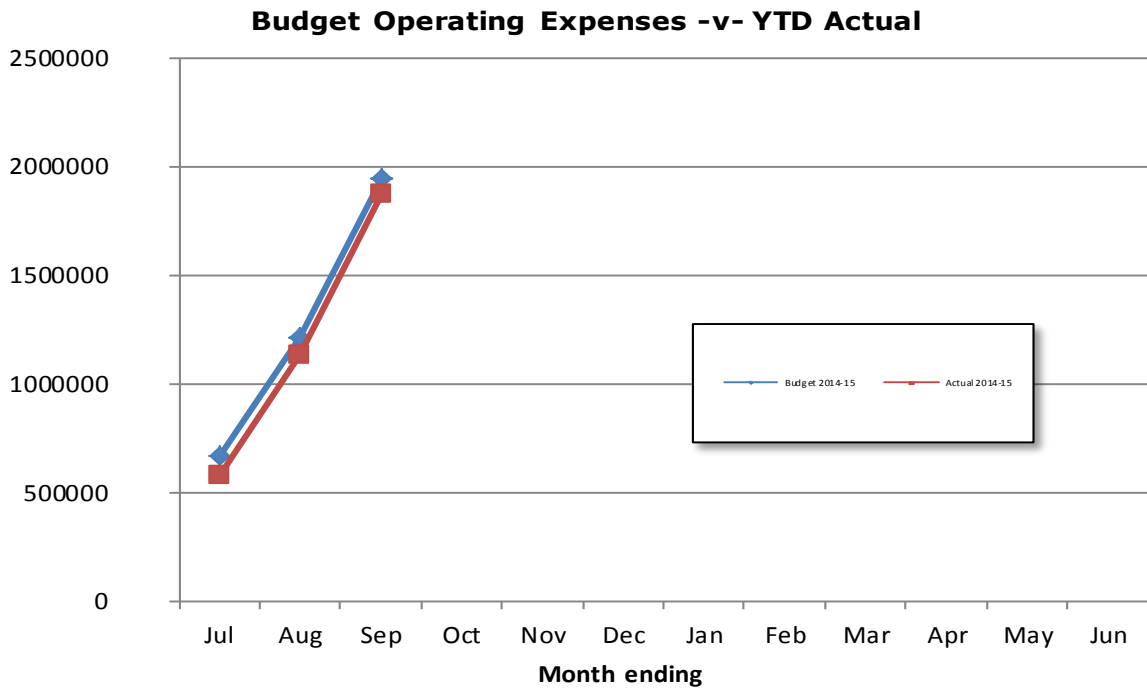
	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
		\$	\$	\$	\$	%	
<b>Operating Revenues</b>							
Governance		31,298	6,816	18,269	11,453	168.04%	▲
General Purpose Funding		1,085,676	248,161	248,148	(13)	(0.01%)	
Law, Order and Public Safety		31,863	1,961	1,135	(826)	(42.12%)	
Health		2,807	699	751	52	7.37%	
Education and Welfare		4,120,375	1,030,080	979,596	(50,484)	(4.90%)	▼
Housing		707,875	645,012	645,547	535	0.08%	
Community Amenities		364,020	293,848	302,518	8,670	2.95%	
Recreation and Culture		161,994	5,675	6,172	497	8.75%	
Transport		501,221	68,113	65,587	(2,526)	(3.71%)	
Economic Services		56,604	14,142	14,583	441	3.12%	
Other Property and Services		137,917	34,473	16,723	(17,750)	(51.49%)	▼
<b>Total (Excluding Rates)</b>		<b>7,201,650</b>	<b>2,348,980</b>	<b>2,299,027</b>	<b>(49,953)</b>	<b>(2.13%)</b>	
<b>Operating Expense</b>							
Governance		(608,649)	(157,542)	(166,526)	(8,984)	5.70%	
General Purpose Funding		(205,086)	(41,256)	(37,204)	4,052	(9.82%)	
Law, Order and Public Safety		(251,337)	(62,796)	(62,952)	(156)	0.25%	
Health		(54,746)	(13,674)	(5,002)	8,672	(63.42%)	
Education and Welfare		(4,058,549)	(1,026,374)	(958,228)	68,146	(6.64%)	▲
Housing		(153,732)	(29,552)	(29,110)	442	(1.49%)	
Community Amenities		(487,107)	(99,449)	(98,849)	600	(0.60%)	
Recreation and Culture		(729,367)	(152,613)	(151,064)	1,549	(1.01%)	
Transport		(1,205,679)	(287,179)	(287,392)	(213)	0.07%	
Economic Services		(143,936)	(26,335)	(25,486)	849	(3.22%)	
Other Property and Services		(66,775)	(44,401)	(46,194)	(1,793)	4.04%	
<b>Total</b>		<b>(7,964,964)</b>	<b>(1,941,171)</b>	<b>(1,868,008)</b>	<b>73,163</b>	<b>3.77%</b>	
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,226,781	306,636	224,959	(81,677)	(26.64%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	(21,628)	2	2,325	2,323		
<b>Net Operating (Ex. Rates)</b>		<b>441,839</b>	<b>714,447</b>	<b>658,303</b>	<b>(56,144)</b>	<b>(7.86%)</b>	
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	6	209,800	71,000	68,181	(2,819)	(3.97%)	
Self-Supporting Loan Principal		33,377	3,473	3,473	0	0.00%	
Transfer from Reserves	5	548,349	0	0	0	0.00%	
<b>Total</b>		<b>791,526</b>	<b>74,473</b>	<b>71,654</b>	<b>(2,819)</b>	<b>(3.79%)</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(1,152,484)	(2,500)	(1,425)	1,075	(42.99%)	
Plant and Equipment	6	(441,000)	(84,500)	(73,171)	11,329	(13.41%)	▲
Furniture and Equipment	6	(126,895)	0	0	0	0.00%	
Infrastructure Assets - Roads & Bridges	6	(854,986)	(65,000)	(63,352)	1,648	(2.53%)	
Infrastructure Assets - Sewerage	6	(24,500)	0	0	0	0.00%	
Infrastructure Assets - Parks	6	(9,000)	0	0	0	0.00%	
Repayment of Debentures	7	(107,603)	(21,512)	(21,512)	(0)	0.00%	
Transfer to Reserves	5	(438,324)	0	0	0	0.00%	
<b>Total</b>		<b>(3,154,791)</b>	<b>(173,512)</b>	<b>(159,461)</b>	<b>14,051</b>	<b>(8.10%)</b>	
<b>Net Capital</b>		<b>(2,363,265)</b>	<b>(99,039)</b>	<b>(87,807)</b>	<b>11,232</b>	<b>(11.34%)</b>	
<b>Total Net Operating + Capital</b>		<b>(1,921,427)</b>	<b>615,408</b>	<b>570,496</b>	<b>(44,912)</b>	<b>(7.30%)</b>	
Rate Revenue		1,674,514	1,674,514	1,673,698	(816)	(0.05%)	
Opening Funding Surplus(Deficit)		246,913	220,213	<b>220,213</b>	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>2,510,135</b>	<b>2,464,408</b>	<b>(45,727)</b>	<b>(1.82%)</b>	

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Program by Nature and Type**  
**For the Period Ended 30 September 2014**

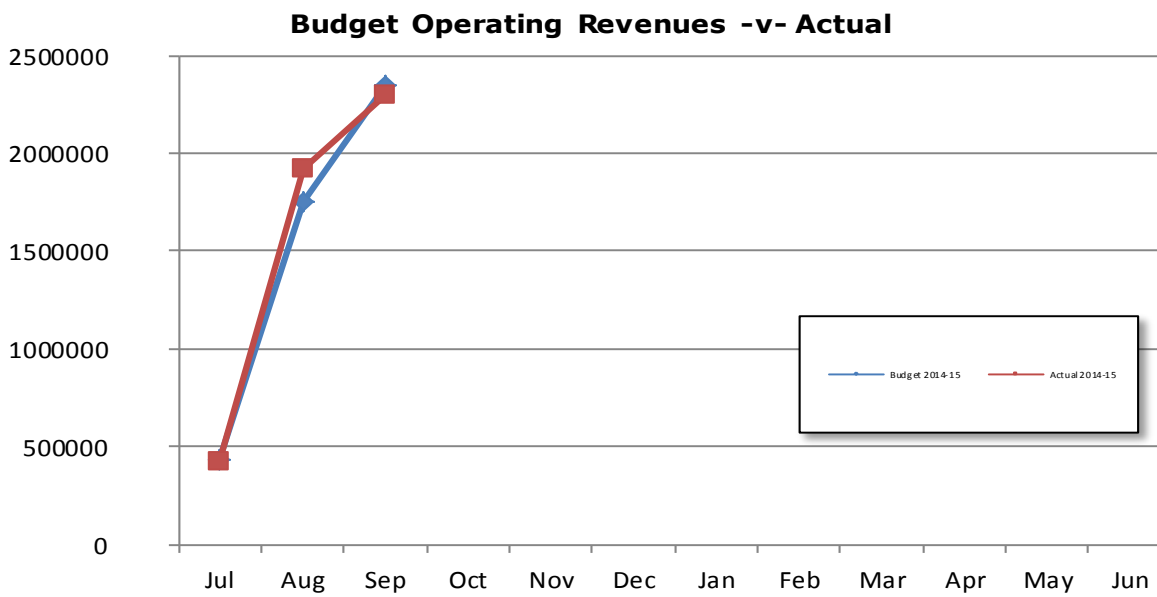
	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Actual \$	2014/15 YTD Budget \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
Rates		1,674,514	1,673,698	1,675,264	(1,566)
Operating Grants, Subsidies and Contributions		4,259,571	1,056,077	1,111,014	(54,937)
Fees and Charges		1,384,102	537,981	545,773	(7,792)
Interest Earnings		178,400	17,698	44,593	(26,895)
Other Revenue		200,984	59,107	49,221	9,886
		<u>7,697,570</u>	<u>3,344,562</u>	<u>3,425,865</u>	<u>(81,303)</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(1,269,906)	(355,172)	(355,982)	810
Materials and Contracts		(5,006,236)	(1,151,476)	(1,204,091)	52,615
Utilities		(150,007)	(38,567)	(34,644)	(3,923)
Depreciation		(1,226,781)	(224,959)	(306,636)	81,677
Interest Expenses	7	(127,055)	6,463	(31,758)	38,221
Insurance		(162,738)	(97,749)	(58,694)	(39,055)
Other Expenditure		(13,600)	(122)	(999)	877
		<u>(7,956,322)</u>	<u>(1,861,582)</u>	<u>(1,992,804)</u>	<u>131,222</u>
		<u>(258,752)</u>	<u>1,482,980</u>	<u>1,433,061</u>	<u>49,919</u>
Non-Operating Grants, Subsidies & Contributions		1,148,324	624,063	624,063	-
Profit on Asset Disposals	6	30,270	2,072	7,566	(5,494)
Loss on Asset Disposals	6	(8,642)	(4,397)	(2,157)	(2,240)
<b>NET RESULT</b>		<u>911,200</u>	<u>2,104,718</u>	<u>2,062,533</u>	<u>42,185</u>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 1 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Operating Expenses**

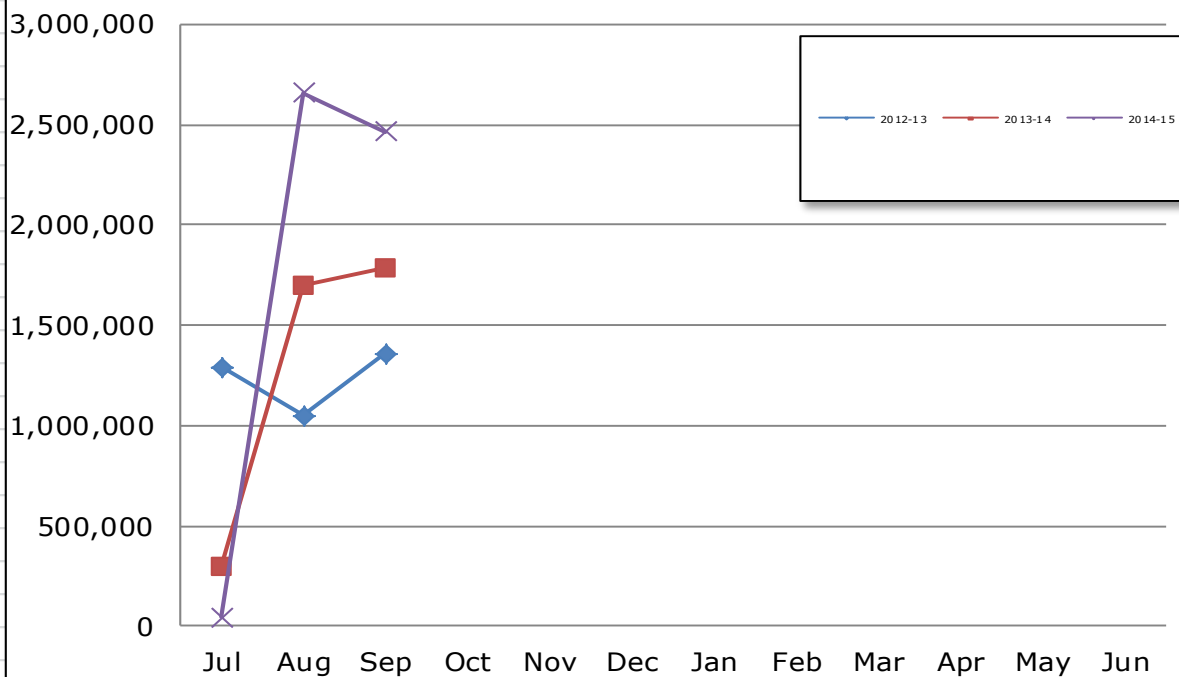


**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 2: NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit)			
	2014-15			
	Note	This Period	Same Period 2013/14	Same Period 2012/13
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		<b>1,994,758</b>	1,279,688	1,180,678
Cash Restricted		<b>2,441,892</b>	2,339,020	3,921,376
Receivables		<b>1,243,146</b>	1,858,294	1,206,017
Prepayments & Accruals		<b>0</b>	0	0
Inventories		<b>17,474</b>	23,260	32,357
		<b>5,697,270</b>	5,500,262	6,340,428
<b>Less: Current Liabilities</b>				
Payables and Provisions		<b>(790,970)</b>	(1,379,491)	(1,062,187)
		<b>(790,970)</b>	(1,379,491)	(1,062,187)
Less: Cash Restricted		<b>(2,441,892)</b>	(2,339,020)	(3,921,376)
<b>Net Current Funding Position</b>		<b>2,464,408</b>	<b>1,781,751</b>	<b>1,356,865</b>

**Note 2 - Liquidity Over the Year**



**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 3: BUDGET AMENDMENTS**

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

<b>GL Account Code</b>	<b>Description</b>	<b>Council Resolution</b>	<b>Classification</b>	<b>No Change - (Non Cash Items) Adjust.</b>	<b>Increase in Available Cash</b>	<b>Decrease in Available Cash</b>	<b>Amended Budget Running Balance</b>
				\$	\$	\$	\$
	<b>Budget Adoption - Closing Surplus</b>	<b>31/07/2014</b>					<b>246,913</b>
							<b>246,913</b>
							<b>246,913</b>
							<b>246,913</b>
							<b>246,913</b>
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							<b>246,913</b>
							<b>246,913</b>
							<b>246,913</b>
							<b>246,913</b>
	<b>Closing Funding Surplus (Deficit)</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>246,913</b>



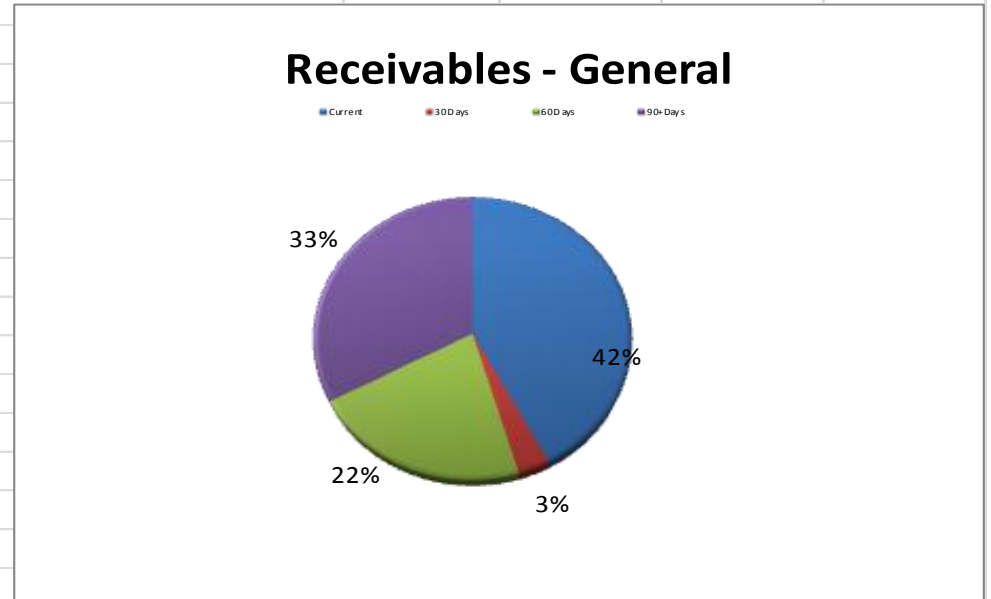
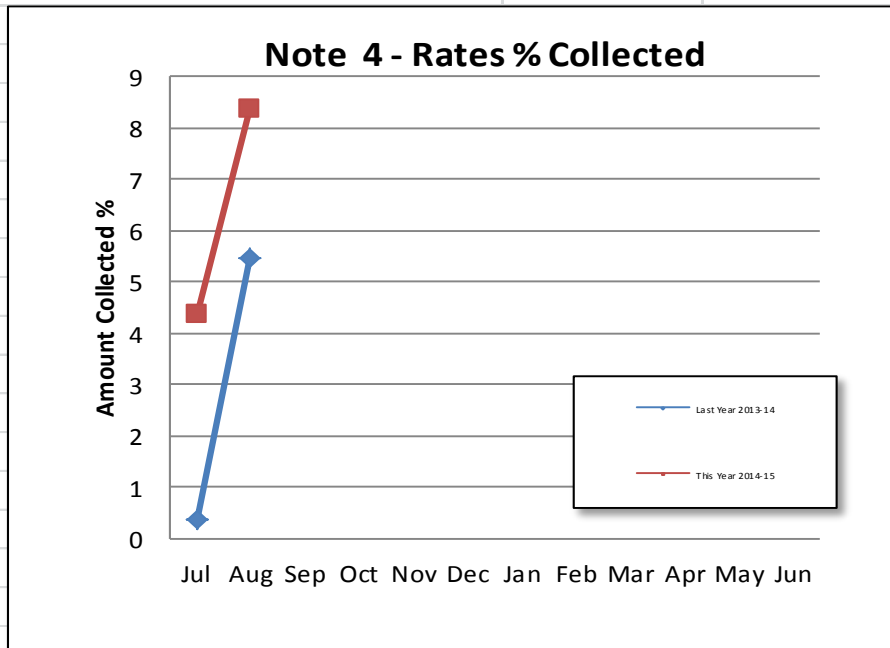
**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 4: RECEIVABLES**

<b>Receivables - Rates, Sewerage and Rubbish</b>	<b>Current 2014-15</b>	<b>Previous 2013-14</b>
	\$	\$
Opening Arrears Previous Years	41,705	66,021
Rates, Sewerage & Rubbish Levied this year	1,925,127	1,811,257
Less Collections to date	(1,327,308)	(1,285,381)
Equals Current Outstanding	<b>639,524</b>	<b>591,897</b>
<b>Net Rates Collectable</b>	639,524	591,897
% Collected	67.48%	68.47%

<b>Receivables - General</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+Days</b>
	\$	\$	\$	\$
	14,166	1,062	7,295	11,004
<b>Total Outstanding</b>				<b>33,527</b>

**Amounts shown above include GST (where applicable)**



**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 5: Cash Backed Reserves**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Vehicle Reserve	131,468	4,996	0	110,000	0	0	0	246,464	131,468
Housing Reserve	300,522	11,420	0	0	0	(63,431)	0	248,511	300,522
Furniture and Equipment Reserve	40,352	1,533	0	0	0	(35,000)	0	6,886	40,352
Drainage Reserve	50,511	1,919	0	0	0	(52,430)	0	0	50,511
Municipal Buildings & Facilities Reserve	51,589	1,960	0	30,000	0	0	0	83,550	51,589
Townscape and Footpath Reserve	238,830	9,076	0	0	0	0	0	247,905	238,830
Land Development Reserve	118,875	4,517	0	0	0	0	0	123,392	118,875
Sewerage and Drainage Scheme Reserve	156,791	5,958	0	52,430	0	(14,500)	0	200,679	156,791
Road and Bridge Infrastructure Reserve	34,438	1,309	0	10,000	0	(5,000)	0	40,747	34,438
Health & Aged Care Reserve	788,595	29,967	0	50,000	0	(196,340)	0	672,222	788,595
Community Bus Reserve	44,331	1,685	0	5,000	0	0	0	51,016	44,331
Bridge Construction Reserve	65,850	2,502	0	0	0	(68,352)	0	0	65,850
Staff Vehicle Reserve	17,241	655	0	0	0	(17,896)	0	(0)	17,241
Sport & Recreation Reserve	9,548	363	0	0	0	0	0	9,911	9,548
Rehabilitation & Refuse Reserve	28,482	1,082	0	5,000	0	0	0	34,565	28,482
Unspent Grants & Contributions	0	0	0	0	0	0	0	0	0
Saddleback Building Reserve	66,614	2,531	0	4,750	0	(25,900)	0	47,996	66,614
Saddleback Vehicle & Equipment Reserve	4,576	174	0	0	0	(4,750)	0	(0)	4,576
Caravan Park Reserve	54,805	2,083	0	68,352	0	0	0	125,239	54,805
Brookton Heritage/Museum Reserve	35,861	1,363	0	2,500	0	0	0	39,724	35,861
Kweda Hall Reserve	16,477	626	0	2,500	0	0	0	19,603	16,477
Aldersyde Hall Reserve	16,477	626	0	2,500	0	0	0	19,603	16,477
Railway Station Reserve	16,477	626	0	2,500	0	(12,000)	0	7,603	16,477
Madison Square Units Reserve	16,254	618	0	0	0	0	0	16,872	16,254
Cemetery Reserve	89,147	3,388	0	0	0	(42,750)	0	49,784	89,147
Water Harvesting Reserve	47,781	1,816	0	0	0	(10,000)	0	39,597	47,781
	<b>2,441,892</b>	<b>92,792</b>	<b>0</b>	<b>345,532</b>	<b>0</b>	<b>(548,349)</b>	<b>0</b>	<b>2,331,867</b>	<b>2,441,892</b>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 6: CAPITAL DISPOSALS AND ACQUISITIONS**

Original Budgeted Profit(Loss) of Asset Disposal			Disposals	Actual Profit(Loss) of Asset Disposal		
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$		\$	\$	\$
40,771	47,000	6,229	CEO Vehicle	41,564	43,636	2,072
30,231	24,000	(6,231)	DCEO Vehicle	28,943	24,546	(4,397)
24,411	22,000	(2,411)	Shire Planner Vehicle			0
34,403	40,000	5,597	Tandem Truck			0
22,618	25,000	2,382	Works Supervisors Ute			0
4,292	10,000	5,708	Single Cab Utility			0
4,292	10,000	5,708	Single Cab Utility			0
19,154	23,000	3,846	Dual Cab Utility			0
8,000	8,800	800	Cherry Picker			0
<b>188,172</b>	<b>209,800</b>	<b>21,628</b>	<b>Totals</b>	<b>70,507</b>	<b>68,182</b>	<b>(2,325)</b>

**Comments - Capital Disposal**

	Summary Acquisitions	Adopted Budget		
		Budget	Actual	Variance
		\$	\$	\$
	<b>Property, Plant &amp; Equipment</b>			
	Land and Buildings	1,152,484	1,425	1,151,059
	Plant & Equipment	441,000	73,171	367,829
	Furniture & Equipment	126,895	0	126,895
	<b>Infrastructure</b>			
	Roadworks & Bridge Works	854,986	63,352	791,633
	Parks & Gardens	9,000	0	9,000
	Sewerage & Drainage	24,500	0	24,500
	<b>Totals</b>	<b>2,608,865</b>	<b>137,949</b>	<b>2,470,916</b>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 7: INFORMATION ON BORROWINGS**

Particulars	Due Date	Term (yrs)	Rate (%)	Principal 1-Jul-14 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments		
						Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
<b>Self Supporting Loans</b>												
*Loan 78 Senior Citizen's Homes	17/06/2024	15	6.74	153,611	-	0	11,196	153,611	142,415	-	398	10,285
*Loan 79 Multifunctional Family Centre	1/08/2020	15	5.82	53,939	-	3,473	7,047	50,466	46,892	-	1,599	3,097
*Loan 82 Country Club	15/11/2027	20	6.95	324,275	-	0	15,133	324,275	309,142	-	4,091	22,529
<b>Governance</b>												
Loan 75 Office Office Renovations	3/08/2026	25	6.46	68,037	-	1,810	3,679	66,226	64,357	-	420	4,392
<b>Education &amp; Welfare</b>												
Loan 80 Kalkarni Residency	1/02/2026	25	5.63	109,184	-	3,246	6,583	105,938	102,601	-	595	6,146
<b>Housing</b>												
Loan 80 Staff Housing	1/02/2026	25	5.63	180,154	-	5,355	10,862	174,798	169,292	-	981	10,142
<b>Community Amenities</b>												
Loan 80 Sewerage	1/02/2026	25	5.63	76,429	-	2,272	4,608	74,157	71,821	-	416	4,303
<b>Transport</b>												
Loan 80 Grader	1/02/2026	25	5.63	180,154	-	5,355	10,862	174,798	169,292	-	981	10,142
<b>Recreation and Culture</b>												
Loan 81 Sport & Recreation	1/11/2027	20	6.95	806,383	-	0	37,633	806,383	768,751	-	6,968	56,020
				1,952,165	0	21,512	107,602	1,930,653	1,844,563	-	6,463	127,055

(\*) Self supporting loan financed by payments from third parties.  
All other loan repayments were financed by general purpose revenue.

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 8: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>								
Municipal Cash at Bank - Operating Account	1.50%	257,855				257,855	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	1,736,403				1,736,403	Bendigo	
Trust Cash at Bank	1.50%			36,809		36,809	Bendigo	
(b) <b>Term Deposits</b>								
Reserves	3.80%		2,441,892			2,441,892	Bendigo	02/10/2014
Les McMullen Trust	4.00%			7,745		7,745	Bendigo	26/06/2015
(c) <b>Investments</b>								
Bendigo Bank Shares					5,000	5,000		
<b>Total</b>		1,994,258	2,441,892	44,553	5,000	4,485,703		

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 9: MAJOR VARIANCES**

**Comments/Reason for Variance**

**OPERATING REVENUE (EXCLUDING RATES)**

**Governance**

Includes rebates for advertising and insurance dividends which are more than budgeted for.

**General Purpose Funding**

Within variance threshold of \$10,000 or 10%

**Law, Order and Public Safety**

Within variance threshold of \$10,000 or 10%

**Health**

Within variance threshold of \$10,000 or 10%

**Education and Welfare**

The variance here reflects a reduction in subsidies received at this early stage in the year.

**Housing**

Within variance threshold of \$10,000 or 10%

**Community Amenities**

Within variance threshold of \$10,000 or 10%

**Recreation and Culture**

Within variance threshold of \$10,000 or 10%

**Transport**

Within variance threshold of \$10,000 or 10%

**Economic Services**

Within variance threshold of \$10,000 or 10%

**Other Property and Services**

The variance here reflects a reduction in estimated private works income received at this early stage in the year.

**OPERATING EXPENSES**

**Governance**

Within variance threshold of \$10,000 or 10%

**General Purpose Funding**

Within variance threshold of \$10,000 or 10%

**Law, Order and Public Safety**

Within variance threshold of \$10,000 or 10%

**Health**

Within variance threshold of \$10,000 or 10%

**Education and Welfare**

Contract expenditure is less than expected in the first quarter due to operational resulting from the legislative changes to the funding model for residential aged care.

**Housing**

Within variance threshold of \$10,000 or 10%

**Community Amenities**

Within variance threshold of \$10,000 or 10%

**Recreation and Culture**

Within variance threshold of \$10,000 or 10%

**Transport**

Within variance threshold of \$10,000 or 10%

**Economic Services**

Within variance threshold of \$10,000 or 10%

**Other Property and Services**

Within variance threshold of \$10,000 or 10%

<b>CAPITAL REVENUE</b>		
<b>Proceeds from Disposal of Assets</b>		
Within variance threshold of \$10,000 or 10%		
<b>Self-Supporting Loan Principal</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer from Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>CAPITAL EXPENSES</b>		
<b>Land and Buildings</b>		
Within variance threshold of \$10,000 or 10%		
<b>Plant and Equipment</b>		
The acquisition of new vehicles for the executive staff has been achieved for less than the adopted budget.		
<b>Furniture and Equipment</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Roads &amp; Bridges</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Sewerage</b>		
Within variance threshold of \$10,000 or 10%		
<b>Repayment of Debentures</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer to Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>OTHER ITEMS</b>		
<b>Rate Revenue</b>		
Within variance threshold of \$10,000 or 10%		
<b>Opening Funding Surplus(Deficit)</b>		
Within variance threshold of \$10,000 or 10%		
<b>Closing Funding Surplus (Deficit)</b>		
Within variance threshold of \$10,000 or 10%		

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2014**

**Note 10: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance For the Period 1 July 2014	Amount Received	Amount Paid	Closing Balance For the Period Ended 30 September 2014
	\$	\$	\$	\$
Housing Bonds	1,200	1,100	0	2,300
Other Bonds	4,790	1,950	(1,320)	5,420
Election Nomination Bonds	0	0	0	0
Rates Incentive Prize	200	0	0	200
Staff AFL Tipping	0	0	0	0
Les McMullen Sporting Grants	7,745	0	0	7,745
Gnulla Child Care Facility	3,073	0	0	3,073
Wildflower Show Funds	1,240	0	0	1,240
Kalkarni Resident's Accounts	5,411	0	0	5,411
Public Open Space Contributions	13,820	0	0	13,820
Developer Road Contributions	4,915	0	0	4,915
Unclaimed Money	310	120	0	430
Development Bonds	0	0	0	0
	<b>42,703</b>	<b>3,170</b>	<b>(1,320)</b>	<b>44,553</b>



30/09/2014	<b>Shire of Brookton</b>						
3	<b>STATEMENT OF FINANCIAL ACTIVITY</b>						
	<b>Kalkarni Aged Care Facility</b>						
	<b>For the Period Ended 30 September 2014</b>						
	<b>Note 11: Kalkarni Aged Care Facility</b>						
		<b>Adopted Annual Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a) 9</b>	<b>Var. % (b)-(a)/(b) 9</b>	<b>Var.</b>
	<b>Note</b>						
		\$	\$	\$	\$	%	
		<b>Operating Revenue</b>					
I085010	Fees & Charges	717,349	179,337	179,337	(0)	(0.00%)	
I085020	Grants & Subsidies	3,238,112	809,528	759,092	(50,436)	(6.23%)	▼
I085030	Reimbursements & Donations	250	63	0	(63)	(100.00%)	
I085040	Other Income	3,333	833	0	(833)	(100.00%)	
	<b>Total Revenue</b>	<b>3,959,044</b>	<b>989,761</b>	<b>938,430</b>	<b>(51,331)</b>	<b>(5.19%)</b>	
		<b>Operating Expenses</b>					
E083480	Building Maintenance	0	0	(262)	(262)	0.00%	
E084450	Interest Expenses	(6,146)	(1,537)	(595)	942	(61.29%)	
E084460	Insurance Expenses	(17,000)	(4,250)	(8,176)	(3,926)	92.37%	
E084480	Building Maintenance	(34,836)	(8,709)	(693)	8,016	(92.04%)	
E084499	Loss on Sale of Asset	0	0	0	0	0.00%	
E084500	Depreciation	(174,073)	(43,518)	(32,860)	10,658	(24.49%)	▲
E084999	ABC Administration Expenses	(19,589)	(4,897)	(5,126)	(229)	4.67%	▲
E085020	Contract Expenses	(3,775,218)	(943,805)	(903,029)	40,776	(4.32%)	▲
	<b>Total Expenses</b>	<b>(4,026,862)</b>	<b>(1,006,715)</b>	<b>(950,740)</b>	<b>55,975</b>	<b>5.56%</b>	
	<b>Operating Surplus (Deficit)</b>	<b>(67,818)</b>	<b>(16,954)</b>	<b>(12,310)</b>	<b>4,644</b>	<b>27%</b>	
		<b>Excluding Non Cash Adjustments</b>					
	Add back Depreciation	174,073	43,518	32,860	(10,658)	(24.49%)	
	Adjust (Profit)/Loss on Asset Disposal	0	0	0	0	0.00%	
	<b>Net Operating Surplus (Deficit)</b>	<b>106,255</b>	<b>26,564</b>	<b>20,550</b>	<b>(6,014)</b>	<b>(22.64%)</b>	
		<b>Capital Revenues</b>					
I085050	KBC Capital Income	161,331	40,333	41,166	833	2.07%	
	Transfer from Reserves	196,340	0	0	0	0.00%	
	<b>Total</b>	<b>357,671</b>	<b>40,333</b>	<b>41,166</b>	<b>833</b>	<b>0</b>	
		<b>Capital Expenses</b>					
E084510	Land and Buildings	(41,150)	0	0	0	0.00%	
	Plant and Equipment	0	0	0	0	0.00%	
E084520	Furniture and Equipment	(86,695)	0	0	0	0.00%	
	Repayment of Debentures	(6,583)	(3,246)	(3,246)	0	0.00%	
	Transfer to Reserves	(79,967)	0	0	0	0.00%	
	<b>Total</b>	<b>(214,394)</b>	<b>(3,246)</b>	<b>(3,246)</b>	<b>0</b>	<b>(0.01%)</b>	
	<b>Net Capital</b>	<b>143,277</b>	<b>37,087</b>	<b>37,921</b>	<b>834</b>	<b>2.25%</b>	
	<b>Closing Funding Surplus(Deficit)</b>	<b>249,532</b>	<b>63,651</b>	<b>58,470</b>	<b>(5,180)</b>	<b>(0)</b>	

30/09/2014		Shire of Brookton						
3		STATEMENT OF FINANCIAL ACTIVITY						
		Brookton Caravan Park and Brookton Aquatic Centre						
		For the Period Ended 30 September 2014						
	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.	
		\$	\$	\$	\$	%		
<b>Note 12 (a): Brookton Caravan Park</b>								
<b>Operating Revenue</b>								
I132010	Caravan Park Fees	44,445	11,111	11,562	450	4.05%		
<b>Total Revenue</b>		<b>44,445</b>	<b>11,111</b>	<b>11,562</b>	<b>450</b>	<b>4.05%</b>		
<b>Operating Expenses</b>								
E132010	Brookton Caravan Park	(62,768)	(15,692)	(17,443)	(1,751)	0.00%		
E132500	Caravan Park Depreciation	(655)	(164)	(123)	41	(24.80%)		
E132999	Caravan Park Abc Administration Expenses	(9,268)	(2,317)	(2,425)	(108)	0.00%		
<b>Total</b>		<b>(72,690)</b>	<b>(18,173)</b>	<b>(19,991)</b>	<b>(1,818)</b>	<b>(10.01%)</b>		
<b>Operating Surplus (Deficit)</b>		<b>(28,246)</b>	<b>(7,061)</b>	<b>(8,429)</b>	<b>(1,368)</b>	<b>-19%</b>		
<b>Excluding Non Cash Adjustments</b>								
	Add back Depreciation	655	164	123	(41)	(24.80%)		
<b>Net Operating Surplus (Deficit)</b>		<b>(27,591)</b>	<b>(6,898)</b>	<b>(8,306)</b>	<b>(1,409)</b>	<b>20.42%</b>		
<b>Note 12 (b): Brookton Aquatic Centre</b>								
<b>Operating Revenue</b>								
I112010	POOL Fees & Charges	12,540	0	0	0	0.00%		
I112020	POOL GRANTS & SUBSIDIES	0	0	0	0	0.00%		
<b>Total Revenue</b>		<b>12,540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Expenses</b>								
E112010	POOL Employee Costs	(900)	0	0	0	0.00%		
E112020	POOL General Operating Expenses	(91,355)	(22,839)	(9,741)	13,098	0.00%		
E112480	POOL Building Maintenance	(20,682)	(5,170)	(3,539)	1,632	0.00%		
E112500	POOL Depreciation	(10,230)	(2,557)	(4,191)	14,730	(575.94%)		
E112999	POOL Abc Administration Expenses	(31,805)	(7,951)	(8,322)	14,730	(185.25%)		
<b>Total</b>		<b>(154,972)</b>	<b>(38,518)</b>	<b>(25,793)</b>	<b>44,189</b>	<b>114.72%</b>		<b>▲</b>
<b>Operating Surplus (Deficit)</b>		<b>(142,432)</b>	<b>(38,518)</b>	<b>(25,793)</b>	<b>12,725</b>	<b>0%</b>		
<b>Excluding Non Cash Adjustments</b>								
	Add back Depreciation	10,230	2,557	4,191	1,634	0.00%		
<b>Net Operating Surplus (Deficit)</b>		<b>(132,202)</b>	<b>(35,960)</b>	<b>(21,602)</b>	<b>14,359</b>	<b>0%</b>		

## 13.10.14.0 GOVERNANCE REPORT

### 13.10.14.01 WALGA's ADVOCACY POSITION – POLL PROVISIONS

<b>FILE REFERENCE:</b>	ADM 0208
<b>AUTHORS NAME AND POSITION:</b>	Kevin O'Connor Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	WALGA
<b>DATE REPORT WRITTEN:</b>	09 October 2014
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	There is no previous meeting reference.

#### **SUMMARY**

Council are requested to consider an appropriate criterion to be used to initiate a poll of electors for any proposed local government boundary change.

#### **Background:**

Input is sought to define WALGA's position regarding advocacy for amendments to the poll provisions contained in Schedule 2.1 of the *Local Government Act 1995* to enable electors of a Local Government that will be abolished or significantly affected by a boundary change proposal to demand a poll.

At the 2 July 2014 WALGA State Council meeting, State Council resolved to adopt, and advocate for, a policy position that the poll provisions should be amended so that electors of a Local Government where one or more Local Governments will be abolished or significantly affected by a boundary change proposal are able to demand a poll on the proposal, with 'significantly affected' being specifically defined as causing a fifty percent variation in:

- i. Population; or,
- ii. Rateable properties; or,
- iii. Revenue.

At WALGA's Annual General Meeting, held on 6 August 2014, the meeting resolved:

*That this Annual General Meeting, recognising the current approach by the State Government to the manipulation of the principles of the 'Dadour' poll provisions:*

- a) *endorse WALGA's position of providing community access to the poll provisions where 1 or more districts are to be abolished rather than the 2 or more districts as currently provided for in the Local Government Act 1995;*

- b) *endorse WALGA's proposed extension of the poll provisions to significant boundary adjustments subject to any associated criteria and any percentages being agreed to by a majority of all local governments in Western Australia, and*
- c) *reaffirm as policy, that WALGA is opposed to the removal or dilution of the 'Dadour' poll provisions including the temporary dilution or removal of those provisions.*

WALGA State Council, at their 3 September 2014 meeting, endorsed parts (a) and (c) of the AGM resolution above and resolved the following in relation to part (b):

*4.7B Part (b) – endorse WALGA's proposed extension of the poll provisions to include significant boundary adjustments subject to further research and sector consultation being carried out on any associated criteria and for a report to be presented through the next Zone/State Council Meetings.*

**Details:**

Defining the criteria for whether a boundary change significantly affects a Local Government is difficult and there are divergent views in the Local Government sector. There is a general view that a minor boundary change, perhaps to fix an anomaly, should not be the subject of a potential poll of electors.

There is also a general view that, where one or more Local Governments will be abolished or a Local Government's viability could be affected by a boundary change proposal, electors should have the right to demand a poll. Criteria defining whether a Local Government would be 'significantly affected' could be defined in the Local Government Act.

This was State Council's original approach where it was resolved that a 50 percent variation in population, or rateable properties or revenue would be the trigger for the community to have the option to call a poll. In addressing this matter it needs to be determined whether these are the appropriate criteria or whether there should be an alternative method to determine whether a Local Government would be 'significantly affected' by a boundary change proposal.

**Statutory and Legal Considerations:**

Schedule 2.1 *Local Government Act 1995* sect. 8 (3)

*If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.*

Schedule 2.1 *Local Government Act 1995* sect. 10 (2)

*If at a poll held as required by clause 8 -*

- a. *at least 50% of the electors of one of the districts vote; and*

- b. of those electors of that district who vote, a majority vote against the recommendation, the Minister is to reject the recommendation.

**Policy Considerations:**

There are no Council Policies relevant to this report

**Consultation:**

No consultation has been undertaken in relation to this report.

**Financial Implications:**

There are no financial implications relevant to this report

**Strategic Community Plan (2013 – 2023)**

There are no Strategic Community Plan references relevant to this report

**Corporate Business Plan (2014-2018)**

There are no Corporate Business Plan activities/services relevant to this report

**Officer's Comment:**

WALGA has presented the following options to address this issue;

1. All boundary change proposals could be the subject of a poll. While there is a general view that minor boundary changes should not be subject to a poll of the community, it could be argued that a minor boundary change that only affects a small number of properties would be unlikely to attract enough interest from the community for a poll to be called or to ultimately be successful in overturning the proposal. This would remove the need for criteria to be established to define 'significantly affected'.
2. Criteria defining whether a Local Government would be 'significantly affected' could be defined in the Local Government Act. It is suggested that a percentage variation in population, or rateable properties, or revenue could be defined as the appropriate criteria to trigger the community's right to call a poll. Three percentages are presented as options to define these criteria in the Local Government Act:
  - a. 10 percent.
  - b. 25 percent
  - c. 50 percent

Council is now asked to provide feedback (**attached**) to WALGA by the 31st October 2014, advising whether you support the *Local Government Act 1995* being amended so that the community of a Local Government could demand a poll with which of the following conditions being met:

1. Under any boundary change proposal **YES / NO**

**OR**

2. With a significant variation in population, or rateable properties or revenue by:

- a. 10 percent
- b. 25 percent
- c. 50 percent

(Please indicate preferences – i.e. 1 for most preferred, then 2 then 3)

**Voting Requirements:**

Simple majority

**Officer’s Recommendation:**

That Council advise WALGA of its support for the *Local Government Act 1995* being amended so that the community of a Local Government could demand a poll with which of the following conditions being met:

- 1. Under any boundary change proposal **YES / NO**

**OR**

- 2. With a significant variation in population, or rateable properties or revenue by:
  - a. 10 percent
  - b. 25 percent
  - c. 50 percent

**Council Resolution**

**13.10.14.01**

**Moved Cr Crute Seconded Cr Mills**

**That Council suspend Standing Orders to facilitate discussion.**

**CARRIED 4-0**

**Council Resolution**

**13.10.14.02**

**Moved Cr Crute Seconded Cr Mills**

**That Council resume Standing Orders.**

**CARRIED 4-0**

**Council Resolution**

**13.10.14.03**

**Moved Cr Fancote Seconded Cr Crute**

**That Council advise WALGA of its support for the *Local Government Act 1995* being amended so that the community of a Local Government could demand a poll with the following condition being met:**

- 1. Under any boundary change proposal **YES**

**CARRIED 4-0**

**ATTACHMENT 13.10.14.01A**

# FAX BACK

**To:** Chief Executive Officers  
**Organisation:** All Local Governments  
**Reference:** 05-034-01-0018  
**Subject:** WALGA's Poll Provisions Advocacy Position

**From:** Tony Brown  
**Executive Manager**  
**Governance & Strategy**

**Priority:** High



**FAX BACK TO WALGA ON 9213 2077 or email [tlane@walga.asn.au](mailto:tlane@walga.asn.au)**

**IN BRIEF:**

Operational Area:	<b>Governance</b>
Key Issues:	<ul style="list-style-type: none"> <li>• Feedback is sought by <b>31 October</b> from all Local Governments to refine WALGA's advocacy position relating to the poll provisions contained in Schedule 2.1 of the <i>Local Government Act 1995</i>;</li> <li>• Options are provided: that all boundary change proposals could be eligible for a poll or, that a percentage variation – 10, 25 or 50 percent – in population, rateable properties, or revenue could define 'significantly affected' that would enable the community to request a poll. General feedback or alternative suggestions are also welcome.</li> </ul>
Action Required:	Provide a response to <a href="mailto:tlane@walga.asn.au">tlane@walga.asn.au</a> by Friday, <b>31 October</b> .

Please advise whether your Council supports the *Local Government Act 1995* being amended so that the community of a Local Government could demand a poll with which of the following conditions being met:

1. Under any boundary change proposal **YES / NO**
- OR**
2. With a significant variation in population, or rateable properties or revenue by:
- a. 10 percent
  - b. 25 percent
  - c. 50 percent

*(Please indicate preferences – i.e. 1 for most preferred, then 2 then 3)*

General feedback to refine WALGA's advocacy position would be welcomed including alternative criteria to define when a Local Government would be 'significantly affected' by a poll.

.....  
 .....  
 .....

Feedback will guide a State Council agenda item to be considered by Zones in late November and then State Council at their **3 December** meeting.

*Please submit feedback to Manager Strategy and Reform, Tim Lane, on [tlane@walga.asn.au](mailto:tlane@walga.asn.au) by Friday 31 October 2014.*

**Thank you for your assistance.**

**For further information please contact:**  
 Manager Strategy and Reform, Tim Lane on 9213 2029 or email [tlane@walga.asn.au](mailto:tlane@walga.asn.au).

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[www.walga.asn.au](http://www.walga.asn.au)

## 13.10.14.02 OFFICE CLOSURE OVER THE CHRISTMAS PERIOD

**FILE REFERENCE:** ADM 0320

**AUTHORS NAME AND POSITION:** Courtney McCallum  
Governance Officer

**NAME OF APPLICANT/RESPONDENT:** Not Applicable

**DATE REPORT WRITTEN:** 9 October 2014

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**PREVIOUS MEETING REFERENCE:** 13.10.13.01 – October 2013

### **SUMMARY:**

Council is asked to consider the closure of the administration office from 4:30pm Friday 19 December 2014 to 8:00am Monday 05 January 2015 including 7 working days in addition to the public holidays.

An early decision will inform the community well in advance of the office closure and allow residents to make arrangements to meet their commitments.

### **Background:**

For the past nine years, the Administration Office has been closed over the Christmas / New Year period, and there is no record of this closure causing any inconvenience to the community.

### **Details:**

The closure of the office will allow staff to have an extended period of leave with the inclusion of the public holidays. Traditionally, the number of enquiries and transactions during this period has been low.

Works Staff generally take leave during this period. However, staff are rostered on to ensure that gardens are watered, bins are emptied and any minor maintenance can be attended to. Senior Staff will be on standby for emergencies.

The office closure dates are detailed below:

#### Office Closure

4:30pm Friday 19 December 2014

#### Local Government Recreation Day

Monday 22 December 2014

#### Office Closure

Tuesday 23 - Wednesday 24 December 2014



Christmas

Thursday 25 and Friday 26 December 2014 (Public Holidays)

Office Closure

Monday 29 – Wednesday 31 December 2014 (staff to take annual leave)

New Year

Thursday 1 January 2015 (Public Holiday)

Local Government Recreation Day

Friday 2 January 2015

Office Re-Open

8:00am Monday 5 January 2015

**Statutory and Legal Considerations:**

There is no Statutory Environment relative to this issue.

**Policy Implications:**

There is no Council Policy relative to this issue.

**Consultation:**

No consultation has been undertaken in relation to this report.

**Financial Implications:**

There are no Financial Implications relative to this issue.

**Strategic Community Plan (2013 – 2023)**

There are no Strategic Community Plan references relevant to this report

**Corporate Business Plan (2014-2018)**

There are no Corporate Business Plan activities/services relevant to this report

**Officer's Comment:**

The closure of the office will allow all staff to have an extended period of leave with the inclusion of the public holidays. Traditionally, the number of enquiries and transactions during this period has been low.

Works staff are rostered on to ensure that gardens are watered, bins are emptied and any minor maintenance can be attended to. Senior Staff will be on standby for emergencies.

**Voting Requirements:**

Simple Majority Required

**Recommendation:**

That Council:

1. Approve the closure of the Administration Office from 4:30pm Friday 19 December 2014 to reopen for business at 8:00am Monday 5 January 2015; and

2. Advertise the closure in the local paper and notice boards in the months leading up to Christmas.

**Council Resolution**

**13.10.14.04**

**Moved Cr Fancote Seconded Cr Mills**

**That Council:**

1. Approve the closure of the Administration Office from 4:30pm Friday 19 December 2014 to reopen for business at 8:00am Monday 5 January 2015; and
2. Advertise the closure in the local paper and notice boards in the months leading up to Christmas.

**CARRIED 4-0**

**14.10.14.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**15.10.14.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING – ELECTED MEMBERS, OFFICERS**

**16.10.14.0 CONFIDENTIAL REPORT**

**Council Resolution**

**16.10.14.01**

**Moved Cr Crute Seconded Cr Mills**

**That the meeting be closed to the public to consider Confidential Item**

**16.10.14.01.**

**CARRIED 4-0**

**16.10.14.01 TENDER 02 14/15 – CONSTRUCTION OF TWO HOUSES AT 2  
MONTGOMERY STREET AMENDMENT**

**Council Resolution**

**16.10.14.02**

**Moved Cr Fancote Seconded Cr Mills**

- 1. That Council endorse Pindan Pty Ltd as the preferred tenderer for the provision of two 3 x 2 houses at lot 391 Montgomery Street.**
- 2. That Council approve the contract amount from Pindan Pty Ltd for the provision of two 3 x 2 houses at lot 391 Montgomery Street, of \$471,160.76 as well as the additional cost of \$5154.87 for design amendments.**

**CARRIED 4-0**

**Council Resolution**

**16.10.14.03**

**Moved Cr Mills Seconded Cr Crute**

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

**CARRIED 4-0**

**17.10.14.0 NEXT MEETING**

The next Ordinary meeting of Council will be on Thursday 20 November 2014 at 12.30 pm.

**18.10.14.0 CLOSURE**

There being no further business the Presiding Member closed the meeting at 12:58pm.