



Shire of Brookton

ORDINARY COUNCIL MEETING

MINUTES

Thursday 24 July 2014

These minutes were confirmed by Council as a true and correct record of the Ordinary Council meeting held on 24 July 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 24 July 2014
Commencing at 12.30 pm.

TABLE OF CONTENTS

1.07.14	DECLARATION OF OPENING / ATTENDANCE / APOLOGIES	4
2.07.14	ANNOUNCEMENT OF VISITORS.....	4
3.07.14	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
4.07.14	PUBLIC QUESTION TIME	4
5.07.14	APPLICATIONS FOR LEAVE OF ABSENCE.....	4
6.07.14	PETITIONS/ DEPUTATIONS / PRESENTATION	4
7.07.14	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	5
8.07.14	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	5
9.07.14	DECLARATIONS BY MEMBERS & OFFICERS	5
10.07.14.0	TECHNICAL & DEVELOPMENT SERVICES REPORT	6
10.07.14.01	TOWN PLANNING POLICY ADOPTION	6
ATTACHMENT 10.07.14.01 A	8
10.07.14.02	APPLICATION FOR PLANNING APPROVAL – 91 (LOT 233) COPPING ROAD – HAY STORAGE SHED – BALCO HOLDINGS	14
ATTACHMENT 10.07.14.02 A	17
11.07.14.0	COMMUNITY SERVICES REPORT	21
11.07.14.01	SOMERSET HOUSE BED LICENSES – PROPOSAL TO TRANSFER TO BROOKTON SHIRE	21
12.07.14.0	FINANCE & ADMINISTRATION REPORT	24
12.07.14.01	LIST OF ACCOUNTS FOR PAYMENT	24
ATTACHMENT 12.07.14.01A	26
12.07.14.02	FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2014.....	32
ATTACHMENT 12.07.14.02A	34

12.07.14.03	AUDIT CONTRACT REVIEW – APPOINTMENT OF AUDITORS	47
12.07.14.04	CASH RESERVES FUNDS - CHANGE OF PURPOSE AND USE	50
12.07.14.05	WRITE OFF SMALL BALANCES – RATES END OF YEAR	56
	ATTACHMENT 12.07.14.05A	58
13.07.14.01	SOUTH EAST AVON VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (SEAVROC) - APPOINTMENT OF MEMBERS	61
14.07.14.0	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	65
15.07.14.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING – ELECTED MEMBERS, OFFICERS	65
16.07.14.0	CONFIDENTIAL REPORT	65
17.07.14.0	NEXT MEETING	65
18.07.14.0	CLOSURE	65

1.07.14 DECLARATION OF OPENING / ATTENDANCE / APOLOGIES

The Presiding Member opened the meeting at 12:30pm 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 TM Eva

Cr R T Fancote

Cr K H Mills

Cr L Allington

Staff

Kevin O'Connor

Chief Executive Officer

Courtney McCallum

Governance Officer

Members of the Public

Matthew Rafty – Avon River Floor Study

Apologies

Cr N Walker – Approved Leave of Absence

2.07.14 ANNOUNCEMENT OF VISITORS

The Presiding Member welcomed Matthew Rafty to the meeting.

3.07.14 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.07.14 PUBLIC QUESTION TIME

Nil

5.07.14 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.07.14 PETITIONS/ DEPUTATIONS / PRESENTATION

Matthew Rafty gave a presentation of the Brookton Flood Study Project that he has been working on for the Shire Planner.

7.07.14 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Council Resolution

7.07.14.01

Moved Cr Crute Seconded Cr Fancote

That the minutes of the Ordinary Council meeting held in the Shire of Brookton Council Chambers on Thursday 19 June 2014 be confirmed as a true and correct record of proceedings.

CARRIED 6-0

8.07.14 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Condolences

Mary Cliff
Ross Hill

9.07.14 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

Item no.	Staff	Type of Interest	Nature of Interest
10.07.14.02	Wilkinson	Impartiality	Sells hay to Balco
10.07.14.02	Eva	Impartiality	Sells hay to Balco

10.07.14.0 TECHNICAL & DEVELOPMENT SERVICES REPORT

10.07.14.01 TOWN PLANNING POLICY ADOPTION

FILE REFERENCE:	ADM 0224
AUTHORS NAME AND POSITION:	Stefan de Beer Shire Planner
NAME OF APPLICANT/RESPONDENT:	N/A
DATE REPORT WRITTEN:	14 July 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
PREVIOUS MEETING REFERENCE:	19 June 2014

SUMMARY:

Council initiated an alteration to the Policy on Outbuildings. It will be recommended the policy be granted final adoption.

Background:

Council at its meeting of June 2014 initiated an alteration to the Outbuilding Policy to permit the construction of a shed on Farming zoned land without the requirement of the applicant to own a dwelling within the Shire, or having commenced construction of a dwelling in the Shire.

Details:

No comment was received in response to the advertising of the policy, therefore it will be recommended the policy be adopted.

Statutory and Legal Considerations:

Town Planning Policies are made under Clause 8.7 of the Shire of Brookton's Town Planning Scheme No. 3.

Policy Considerations:

The policy is altered to permit the construction of a shed on Farming Zoned land without the requirement of the applicant to own a dwelling within the Shire, or having commenced construction of a dwelling in the Shire.

Consultation:

Prior to being presented to Council for final adoption, the policy was advertised for public comment for a period of 21 days. No comment was received.

Financial Implications:

When a policy is granted final adoption, the policy is required to be advertised.

Strategic Community Plan (2013 – 2023):

There is no specific reference relative to this issue.

Corporate Business Plan (2013 – 2017):

There is no specific reference relative to this issue.

Local Planning Strategy:

There is no specific reference relative to this issue.

Officer's Comment:

No comment was received in response to the advertising of the policy, therefore it will be recommended the policy be adopted.

Voting Requirements:

Simple Majority Required.

Recommendation:

That Council resolve to:

Grant final adoption for the altered policy on outbuildings and instruct the Shire Planner to advertise the policy in compliance with Clause 8.7.1(a) of the Shire of Brookton's Town Planning Scheme No. 3.

Council Resolution

10.07.14.01

Moved Cr Crute Seconded Cr Fancote

That Council resolve to:

Grant final adoption for the altered policy on outbuildings and instruct the Shire Planner to advertise the policy in compliance with Clause 8.7.1(a) of the Shire of Brookton's Town Planning Scheme No. 3.

CARRIED 6-0

ATTACHMENT 10.07.14.01 A

POLICY MANUAL – Planning

Title:	Outbuildings
Previous No:	
File No:	ADM 0224
Statutory Environment:	Clause 8.7 - Shire of Brookton Town Planning Scheme No. 3
Minute No:	10.05.11.03, 10.06.13.04 & 10.06.14.02
Date:	June 2014
Review Date:	June 2014

Objective:

To provide a guide for the assessment and determination of applications for planning approval for outbuildings (sheds/garages) in all zones.

1. AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

The Shire of Brookton, pursuant to Clause 8.7 of the Shire of Brookton Town Planning Scheme No.3, hereby makes this Town Planning Scheme Policy regarding Outbuildings throughout the Shire of Brookton. ~~This policy will be incorporated into future schemes when Town Planning Scheme No.3, or greater, is revoked.~~

This policy supersedes Council's previous Outbuildings Policy, which is hereby rescinded.

2. BACKGROUND

Under the Shire of Brookton's Town Planning Scheme No. 3 except where specifically exempt, Planning Approval is required for a shed (outbuilding) in all zones.

The Shire's Town Planning Scheme has no criteria under which an application for an outbuilding is to be determined. As such, this policy is required to give certainty as to what the Council shall approve.

3. REQUIREMENT FOR PLANNING APPROVAL

3.1 Determination

Council's Town Planning Scheme No.3 requires Council to give its discretionary consent to sheds on all zoned land within the Shire. All applications for the construction of sheds and other outbuildings will be assessed against this policy prior to a decision being made under the provisions of the Scheme.

In determining the application Council may:

- Approve the application; or
- Approve the application with conditions; or
- Refuse the application, giving reasons for the refusal.

Planning approval is valid for a period of two (2) years from the date of approval, during which time a Building ~~License~~ **Permit** must be issued or the approval is extinguished.

3.2 Need for a Building Permit

Notwithstanding that Council may grant Planning Approval, a Building Permit is required to be sought and issued prior to construction commencing.

3.3 Advertising

Council may require any application for an outbuilding to be advertised in accordance with Clause 7.2 of its Town Planning Scheme if deemed necessary.

4. INFORMATION TO BE SUPPLIED WITH APPLICATION

Application for the construction of an outbuilding under this policy is to be made by completion of an Application for Planning Approval form, signed by the owner(s) of the land. To enable timely determination of the application, the following information shall be provided:

- Purpose of the outbuilding, such as private workshop, storage shed, etc.
- Area of outbuilding in square metres;
- Height of outbuilding from natural ground level to the top of the wall, or bottom of eave, as appropriate;
- Height of roof ridge (or highest point of the roof) from natural ground level;
- Details on the cladding material to be used for roof and walls, including colour;
- A scaled site plan of the property showing distance of the proposed outbuilding from property boundaries, existing structures and effluent disposal systems;
- A sketch elevation of the front and sides of the outbuilding, showing height of the wall and roof ridge from natural ground level;

- Details of any trees to be removed to allow construction of the outbuilding; and
- Any other information Council may reasonably require to enable the application to be determined.

5. APPLICATION OF THE POLICY

This policy applies to all zoned land situated within the Shire of Brookton.

6. OBJECTIVES OF THE POLICY

The primary objectives are to:

- 6.1 Provide certainty for landowners of the building requirements within the Shire by ensuring that all development issues are considered when applying for Planning Approval, including that the Rural Nature of the Shire is maintained;
- 6.2 To limit the impact of outbuildings by specifying such things as maximum areas and height, location, material colour, landscaping and the like;
- 6.3 To adequately screen large buildings so as to not destroy the rural ambience and setting, to achieve and maintain a high level of rural amenity;
- 6.4 To allow sufficient scope for the siting of buildings sympathetic with landscape features, distant from neighbouring properties and important roads;
- 6.5 To ensure outbuildings are not used as de-facto dwellings; and
- 6.6 To ensure aesthetic and amenity impacts on neighbouring properties are considered when determining outbuilding proposals.

7. POLICY

7.1 Outbuildings that comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy may be approved subject to compliance with other relevant clauses of this Policy, as set out below.

7.2 Outbuildings that do not comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy will be referred to Council.

7.3 Ablution facilities within outbuildings shall not be approved unless the outbuilding is associated with an existing or substantially commenced dwelling to reduce any occurrence of the outbuilding becoming a de-facto house. If the outbuilding is used in association with a commercial business, ablution facilities maybe permitted at Council's discretion.

- 7.4 Setbacks to lot boundaries shall be in accordance with the Shire of Brookton Town Planning Scheme No.3 and the *Residential Design Codes*, where applicable.
- 7.5 Under this policy “Sheds” are defined as outbuildings with a floor area greater than 10m². Outbuildings with a floor area of 10m² or less do not require Planning Approval.
- 7.6 The construction of an outbuilding on vacant land within the Residential, Rural Townsite, Rural Residential **and Rural Smallholdings** will not be permitted without an application for the construction of a residence having been approved and construction having commenced.
- 7.7 Sea containers shall generally only be approved as outbuildings in the Farming and Industrial zones. Where a sea container is proposed to be used as an outbuilding the onus is on the applicant to demonstrate the exterior finish will not have a detrimental impact on the amenity of the property or surrounding area.
- 7.8 Within the Residential, Rural Townsite, Rural Residential **and Rural Smallholding Zones**, as well as on lots of less than 2ha in the Farming Zone, outbuildings other than a carport or garage will not be permitted in the area between the house and the front boundary of the property. Front setbacks for carports and garages will be subject to the *Residential Design Codes 2008*.
- ~~7.9 Within the Farming zone the construction of an outbuilding will only be approved on vacant land where the landowner owns, or has substantially commenced construction of, a dwelling within the Shire of Brookton.~~

CRITERIA					
Zone	Maximum Total area of all outbuildings on the lot (m ²)	Maximum individual area of proposed outbuilding (m ²)	Maximum Wall height (m)	Maximum Roof height (m)	Design / Location
Residential R10 and above	75	75	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) Is not closer to the primary street alignment than 50% of the required setback for the relevant density coding specified in Table 1 of the R-Codes; (c) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (d) Is not constructed prior to the commencement of construction of a residence.
Residential below R10	100	75	3.0	4.0	
Rural Residential, Rural Townsite & Rural Smallholding	200	150	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (c) Is not constructed prior to the commencement of construction of a residence
Farming below 1 hectare	100	75	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (c) Is not constructed prior to the commencement of construction of a residence
Farming between 1 – 10 hectares	200	150	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and
Farming above 10 hectares	NA	1,000	8	9	Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume)
Commercial	400	200	5.0	7.0	a) Outbuildings to be constructed of Colorbond, masonry or similar approved material (excludes zincalume); b) Outbuildings shall be sympathetic to the streetscape; and

					c) Outbuildings shall reflect the heritage values of any associated building or adjacent properties.
Industrial	400	200	5.0	7.0	<p>a) Outbuildings visible from a street to be generally constructed of Colorbond, masonry or similar approved material. Zincalume may be approved at Council's discretion;</p> <p>b) No outbuildings shall be constructed in the front setback area;</p> <p>c) Outbuildings shall only be approved if they are a component of an approved Industrial land use.</p>

Note – Councillors Wilkinson and Eva declared an Impartiality Interest in the following item.

10.07.14.02 APPLICATION FOR PLANNING APPROVAL – 91 (LOT 233) COPPING ROAD – HAY STORAGE SHED – BALCO HOLDINGS

FILE REFERENCE: P902

AUTHORS NAME AND POSITION: Stefan de Beer
Shire Planner

NAME OF APPLICANT/RESPONDENT: WBS Group Pty Ltd

DATE REPORT WRITTEN: 16 July 2014

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

PREVIOUS MEETING REFERENCE: 5 October 2009

SUMMARY:

It is proposed to erect a Hay Storage Shed at 91 (lot 233) Copping Road. It will be recommended the application be approved.

Background:

Balco Holdings Pty Ltd operates an existing hay processing facility at the abovementioned location. They intend to extend their operations by construction of an additional Hay Storage Shed.

Details:

The subject site is 40.57 ha in extent, Zoned 'Farming' and contains an existing Hay Processing Facility and associated infrastructure.

The proposed Hay Storage Shed will have a footprint area of 6,784 m² which is beyond the maximum 1,000 m² permitted by Council's Outbuilding Policy.

Statutory and Legal Considerations:

The application is considered under the Shire of Brookton Town Planning Scheme No. 3.

Policy Considerations:

A deviation from the Outbuilding Policy is requested to permit for a larger Outbuilding.

Consultation:

No consultation was deemed required.

Financial Implications:

There are no financial implications relative to this application.

Strategic Community Plan (2013 – 2023):

There is no specific reference relative to this issue.

Corporate Business Plan (2013 – 2017):

There is no specific reference relative to this issue.

Local Planning Strategy:

There is no specific reference relative to this issue.

Officer's Comment:

The existing Balco hay processing facility is proposing to extend its existing operations by the addition of a hay storage shed as shown on the attached plans. Additional investment in the industry within the Shire should be encouraged, both from a planning and economic development perspective. The application will therefore be recommended for approval.

Voting Requirements:

Simple Majority Required.

Recommendation:

That Council resolve to grant planning approval for a Hay Storage Shed at 91 (lot 233) Copping Road, Brookton, subject to the following conditions and advice notes:

Conditions:

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.

Advice Notes:

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building Permit is required prior to commencement of any building works.

Council Resolution

10.07.14.02

Moved Cr Allington Seconded Cr Mills

That Council resolve to grant planning approval for a Hay Storage Shed at 91 (lot 233) Copping Road, Brookton, subject to the following conditions and advice notes:

Conditions:

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**

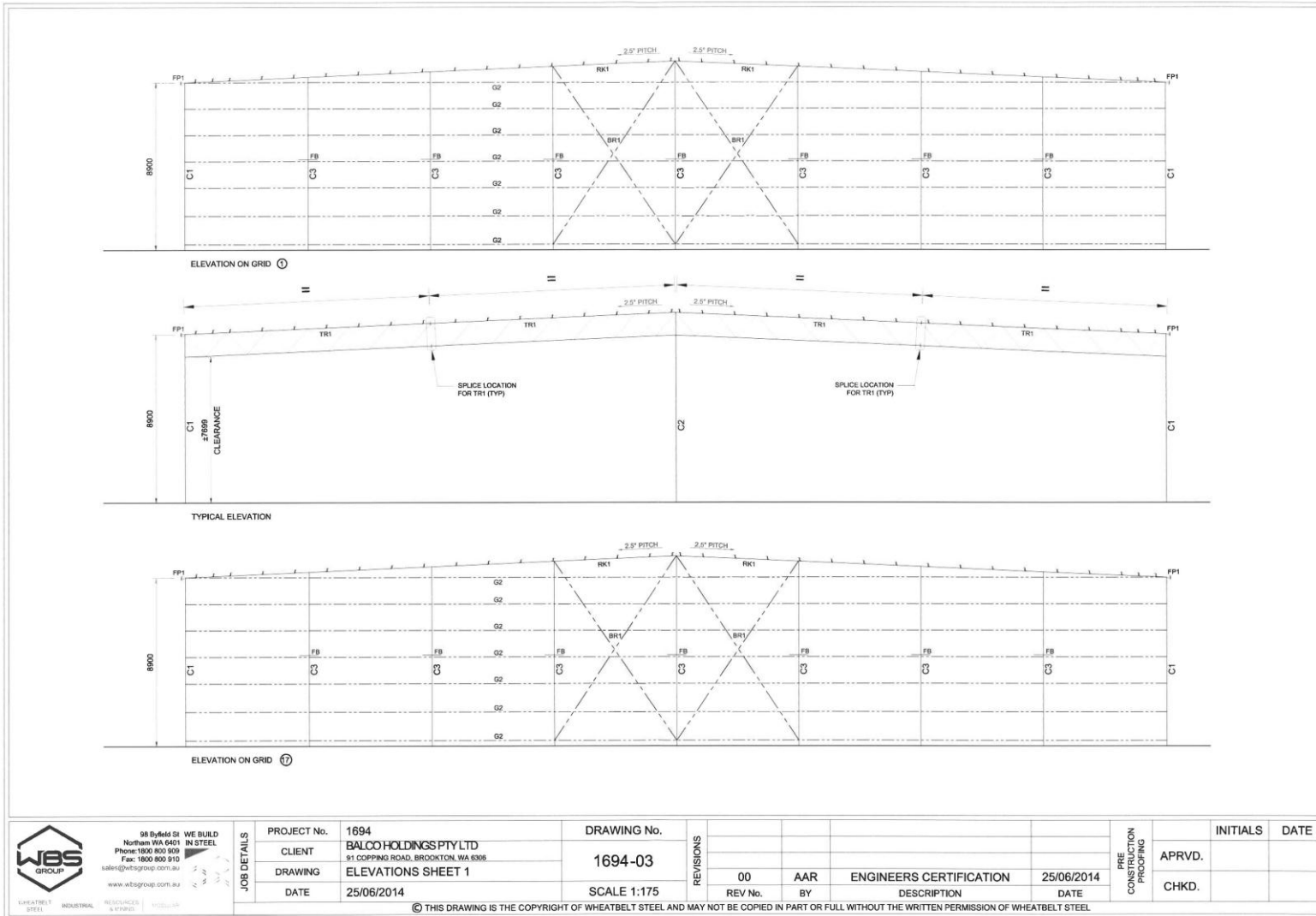
Advice Notes:

- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. The applicant is advised a building Permit is required prior to commencement of any building works.**

CARRIED 6-0

ATTACHMENT 10.07.14.02

ATTACHMENT 10.07.14.02 A



98 Byfield St WE BUILD
 Northern WA 6401 IN STEEL
 Phone: 1800 800 910
 Fax: 1800 800 910
 sales@wbsgroup.com.au
 www.wbsgroup.com.au

JOB DETAILS

PROJECT No.	1694
CLIENT	BALCO HOLDINGS PTY LTD 91 COPPING ROAD, BROOKTON, WA 6308
DRAWING	ELEVATIONS SHEET 1
DATE	25/06/2014

DRAWING No.

1694-03

SCALE 1:175

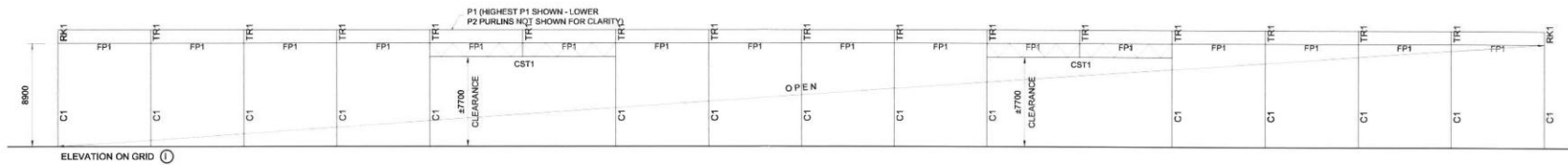
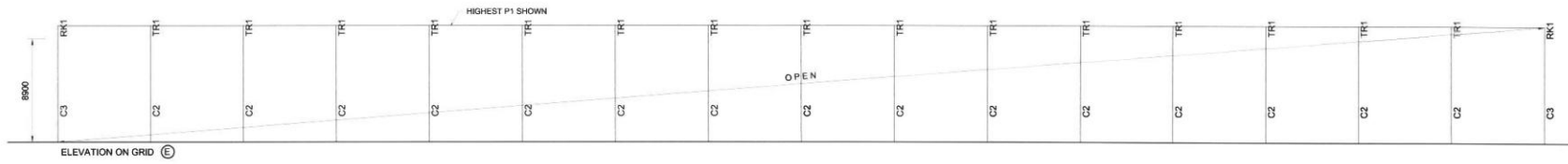
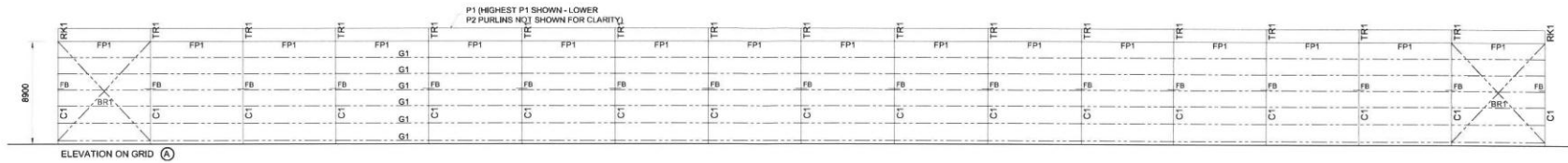
REVISIONS

REV No.	BY	DESCRIPTION	DATE
00	AAR	ENGINEERS CERTIFICATION	25/06/2014

PRE CONSTRUCTION PROOFING

INITIALS	DATE
APRVD.	
CHKD.	

© THIS DRAWING IS THE COPYRIGHT OF WHEATBELT STEEL AND MAY NOT BE COPIED IN PART OR FULL WITHOUT THE WRITTEN PERMISSION OF WHEATBELT STEEL



98 Byfield St WE BUILD
 Northern WA 6401 IN STEEL
 Phone: 1800 800 910
 Fax: 1800 800 910
 sales@wbsgroup.com.au
 www.wbsgroup.com.au

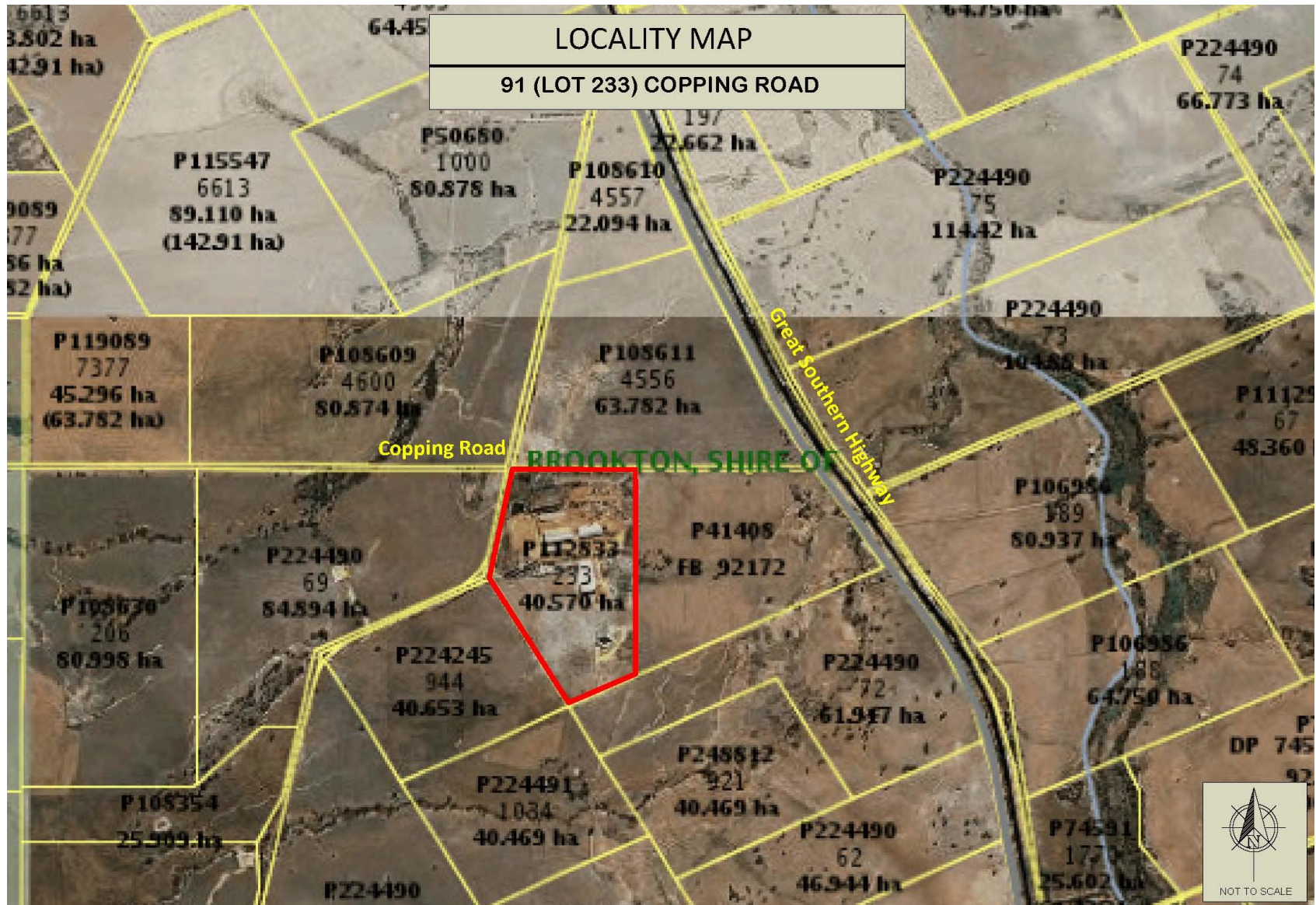
JOB DETAILS	PROJECT No.	1694
	CLIENT	BALCO HOLDINGS PTY LTD 91 COPPING ROAD, BROOKTON, WA 6306
	DRAWING	ELEVATIONS SHEET 2
	DATE	25/06/2014

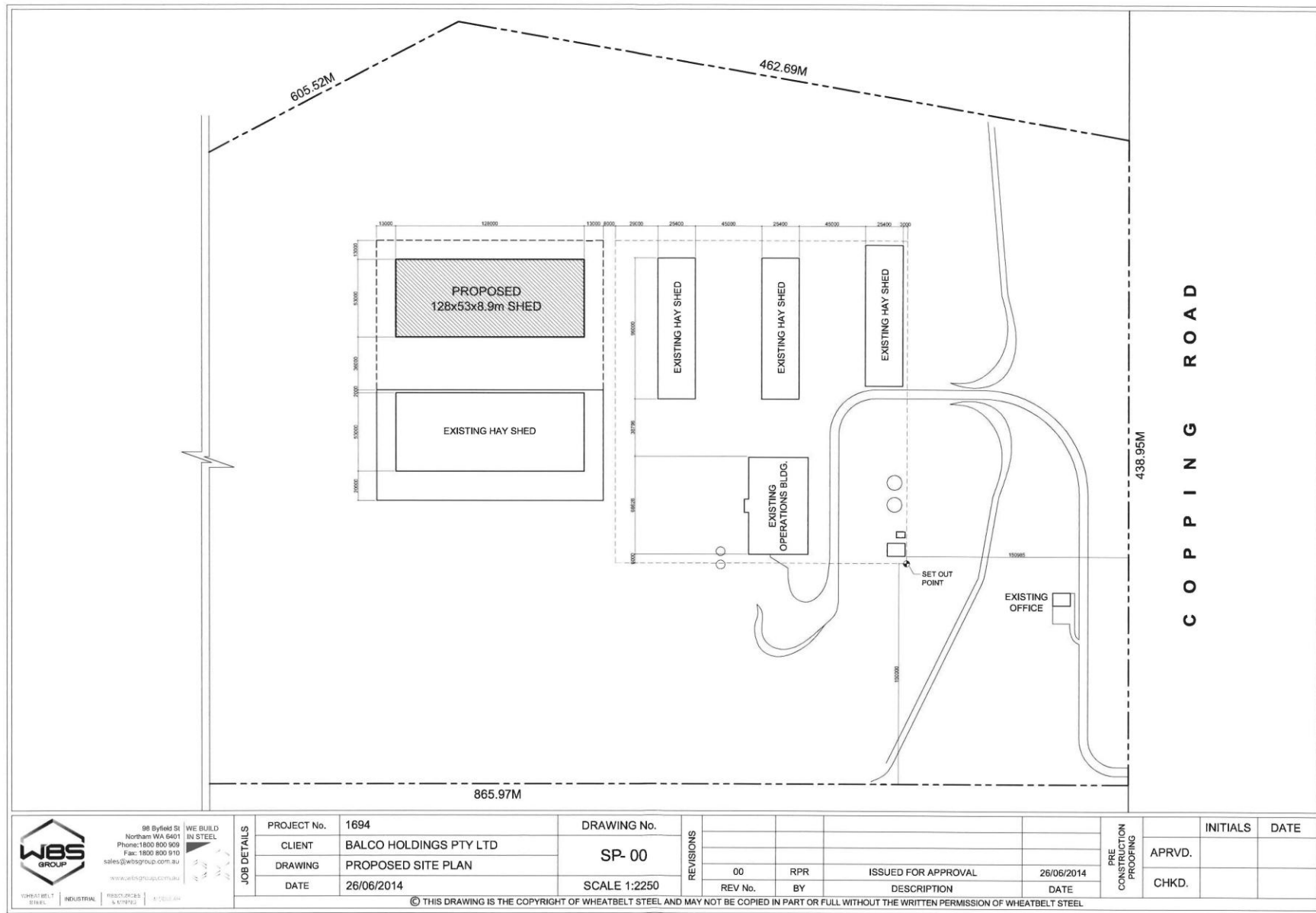
DRAWING No.	1694-04
SCALE	1:350

REV No.	BY	DESCRIPTION	DATE
00	AAR	ENGINEERS CERTIFICATION	25/06/2014

PRE CONSTRUCTION PROOFING	APRVD.	INITIALS	DATE
	CHKD.		

© THIS DRAWING IS THE COPYRIGHT OF WHEATBELT STEEL AND MAY NOT BE COPIED IN PART OR FULL WITHOUT THE WRITTEN PERMISSION OF WHEATBELT STEEL






 98 Byfield St
 Northam WA 6401
 Phone: 1800 800 909
 Fax: 1800 800 910
 sales@wbsgroup.com.au
 www.wbsgroup.com.au

WE BUILD
 IN STEEL

JOB DETAILS	PROJECT No.	1694	DRAWING No.	
	CLIENT	BALCO HOLDINGS PTY LTD	SP-00	
	DRAWING	PROPOSED SITE PLAN	SCALE 1:2250	
	DATE	26/06/2014		

REVISIONS				
REV No.	BY	DESCRIPTION	DATE	
00	RPR	ISSUED FOR APPROVAL	26/06/2014	

PRE CONSTRUCTION PROOFING		INITIALS	DATE
APRVD.			
CHKD.			

© THIS DRAWING IS THE COPYRIGHT OF WHEATBELT STEEL AND MAY NOT BE COPIED IN PART OR FULL WITHOUT THE WRITTEN PERMISSION OF WHEATBELT STEEL

11.07.14.0 COMMUNITY SERVICES REPORT

11.07.14.01 SOMERSET HOUSE BED LICENSES – PROPOSAL TO TRANSFER TO BROOKTON SHIRE

FILE REFERENCE:	ADM 0233
AUTHORS NAME AND POSITION:	Kevin O'Connor
NAME OF APPLICANT/RESPONDENT:	Somerset House Committee of Management
DATE REPORT WRITTEN:	16 July 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	There is no previous meeting reference.

SUMMARY

The Somerset House Committee of Management has offered to transfer their seven bed licenses to the Brookton Shire. Council is requested to consider whether this opportunity is worth pursuing further.

Background:

Now that the former Somerset House Residential Aged Care facility has been leased to Silver Chain, the Committee are required to dispose of their allocated bed licenses, by either transferring them to another Residential Aged Care provider or handing them back to be reallocated by the Commonwealth Department of Health and Ageing.

Details:

Somerset House has seven bed licenses consisting of:

- 3x Concessional
- 3x bonds and
- 1x Respite

Following a meeting with their Secretary and discussions with the President, I advised the Committee that the Shire of Brookton agreed in principle to accept the 7 bed licenses from Somerset House. However, due to there not being sufficient space within the existing Kalkarni facility to accommodate the extra 7 beds, the Shire would have to prepare a Business Plan to see if an additional 7 beds would be a viable option.

I also suggested that if they were able to keep the 7 beds licenses "off-line" in their own name until the business plan had been prepared and considered by Council, then this may be a suitable alternative to transferring them in the short term.

With regard to any compensation for the bed licenses, I advised that due to the uncertainty and timeframe required before the bed licenses would be activated and the current lack of

demand for residential bed licenses in country areas, the Shire would not be in a position to outlay any funds to purchase the 7 bed licenses from Somerset House. The committee president subsequently advised as follows;

“It would appear that there is no immediate action required to transfer the 7 bed licenses. We can hold them ‘off-line’ until you are able to have your Business Plan and funding approved by Council. I would appreciate your Council’s decision after the next Meeting on the 24th July’.

According to Baptistcare, they would envisage a 12 bed dementia wing as being the most needed and viable option for Kalkarni. This would require the Shire to apply for additional bed licenses and capital grant funding, should the business plan be approved.

Statutory and Legal Considerations:

The transfer and allocation of aged care bed licenses is controlled under the *Aged Care Act 1997*

Policy Considerations:

There are no Council Policies relevant to this report

Consultation:

Baptistcare

Financial Implications:

This proposal would be subject to the preparation of a Business Plan to establish the feasibility and viability of accepting the seven bed licenses and the possibility of seeking additional bed licenses from the Department of health and Ageing.

There is a capital grant program administered by the Commonwealth Department of Social Services that provides funding for the construction or upgrade of residential aged care facilities.

Funding for the preparation of a business plan can be off set from the Kalkarni capital income account, as the purpose of the expenditure is to acquire capital funding.

Strategic Community Plan (2013 – 2023)

Strategy No 1.6.1: Provide ongoing support for aged care planning, facilities and services to meet the needs of the aged and disabled.

Corporate Business Plan (2013-2017)

Activity & Services: There is no specific reference to this Activity in the four years of the plan.

Officer’s Comment:

Council may be aware that the Brookton, Beverley, Pingelly Aged Care Support and Solutions Group are about to commission an Audit of our aged care infrastructure and service covering the three Shires, this audit will :

- Align existing infrastructure with the current and future needs of the communities
- Align existing service types and levels with the current and future needs of the communities and against benchmarks
- Propose alternate use for aged or redundant buildings
- Recommend action steps for the Aged Friendly Communities
- Provide models and options for shared service delivery

The consultant conducting the audit is very experienced in the aged care sector, therefore this presents us with an opportunity for the Somerset House and Baptistcare bed license options to be further considered as part of the audit process.

If one of the conclusions from the audit is that the additional bed licenses and a dementia wing at Kalkarni is worth pursuing further, then Council can consider if it wishes to have a business plan prepared at this time.

Council will need to review its Corporate Business Plan 2014-2018 to include this activity should it agree to prepare a business plan for additional Residential Care accommodation.

Voting Requirements:
Simple majority

Officer's Recommendation:
That Council notes the offer received from the Somerset House Committee and advises them that no decision will be made on the acceptance of their seven bed licenses until after the Aged Care Infrastructure and Services Audit findings are available and Council has considered them.

Council Resolution

11.07.14.01

Moved Cr Crute Seconded Cr Fancote

That Council notes the offer received from the Somerset House Committee and advises them that no decision will be made on the acceptance of their seven bed licenses until after the Aged Care Infrastructure and Services Audit findings are available and Council has considered them.

CARRIED 6-0

12.07.14.0 FINANCE & ADMINISTRATION REPORT

12.07.14.01 LIST OF ACCOUNTS FOR PAYMENT

FILE REFERENCE:	ADM 0323
AUTHORS NAME AND POSITION:	Corinne Kemp Finance Officer
NAME OF APPLICANT/RESPONDENT:	Shire of Brookton
DATE REPORT WRITTEN:	10 th July 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	There is no previous meeting reference.

SUMMARY:

The List of Accounts for payment to 30th June 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 12.07.14.01A

To 30th June 2014

Municipal Account

Direct Debits	\$	89,988.21
EFT	\$	425,417.57
Cheques	\$	24,613.33
<i>Trust Account</i>	\$	3,580.00

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 Plan Implications:

There are no Strategic Plan implications relevant to this report.

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 30th June 2014, per the summaries included in Attachment 12.07.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 30th June 2014:

Municipal Account

Direct Debits	\$	89,998.21
EFT	\$	425,417.57
Cheques	\$	24,613.33
<i>Trust Account</i>	\$	3,580.00

Council Resolution

12.07.14.01

Moved Cr Mills Seconded Cr Allington

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 30th June 2014, per the summaries included in Attachment 12.07.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 30th June 2014:

Municipal Account

Direct Debits	\$	89,998.21
EFT	\$	425,417.57
Cheques	\$	24,613.33
<i>Trust Account</i>	\$	3,580.00

CARRIED 6-0

ATTACHMENT 12.07.14.01A

ATTACHMENT 12.07.14.01A

JUNE 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 24th JULY 2014

ATTACHMENT 12.07.14.01A

Chq/EFT	Date	Name	Description	Amount
EFT5733	05/06/2014	BAPTISTCARE	SIMPSON WASHING MACHINE	\$ 798.00
EFT5734	05/06/2014	BROOKTON PLUMBING	FIX TOILET CISTERN AT CARAVAN PARK	\$ 1,067.00
EFT5735	05/06/2014	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 200.55
EFT5736	05/06/2014	COMPLETE CABLING	SUPPLY & INSTALL POLYPIPE	\$ 3,437.50
EFT5737	05/06/2014	DEANNE SWEENEY	REIMBURSEMENT OF PARKING	\$ 7.00
EFT5738	05/06/2014	ENERGY AND WATER OMBUDSMAN	JOINING FEE AND ANNUAL LEVY 2013/14	\$ 82.50
EFT5739	05/06/2014	LANDGATE	EXTRACTION OF CADASTRAL DATA, RECTIFIED AERIAL IMAGERY & ROAD CENTRELINE DATA	\$ 726.00
EFT5740	05/06/2014	OFFICEWORKS BUSINESS DIRECT	JANITORS CART & STATIONERY	\$ 422.12
EFT5741	05/06/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	POWER SUPPLY, INSTALATION & IT SUPPORT MAY 2014	\$ 390.00
EFT5742	05/06/2014	RADIOWEST BROADCASTERS	RADIOWEST INTERVIEW 30/04/14	\$ 55.00
EFT5743	05/06/2014	ROYAL LIFE SAVING	AED SIGN FOR PAVILION	\$ 58.00
EFT5744	05/06/2014	UHY HAINES NORTON	INTERIM AUDIT FOR YEAR ENDED 30/06/14	\$ 11,044.00
EFT5745	05/06/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 16/05/14 & 20/05/14	\$ 607.75
EFT5746	05/06/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 11,162.15
EFT5747	05/06/2014	WA TREASURY CORPORATION	LOAN REPAYMENTS - SENIOR CITIZENS SSL 78B & 78C	\$ 10,740.35
EFT5748	12/06/2014	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 1,465.77
EFT5749	12/06/2014	AIR RESPONSE	CLEAR BLOCKED CONSENSER COIL MEMORIAL HALL	\$ 197.79
EFT5750	12/06/2014	AQUASOL	SUPPLY & INSTALL CLARIFIER TANK, SUPPLY FLOCCULANT & LIQUID CHLORINE	\$ 10,505.00
EFT5751	12/06/2014	B & N EYRE BROOKTON NEWSAGENCY	PAPERS & STATIONERY MAY 2014	\$ 646.05
EFT5752	12/06/2014	BAPTISTCARE	KALKARNI RESIDENCY OPERATING COSTS JUNE 2014	\$246,705.87
EFT5753	12/06/2014	BELL FIRE EQUIPMENT CO P/L	SERVICE FIRE EXTINGUISHERS & HOSE REELS IN BUILDINGS & VEHICLES	\$ 566.21
EFT5754	12/06/2014	BROOKTON COMMUNITY RESOURCE CENTRE	HIRE OF TELECONFERENCE MACHINE	\$ 50.00
EFT5755	12/06/2014	BROOKTON DELI	CATERING FOR COUNCIL MEETING 15/05/14	\$ 505.00
EFT5756	12/06/2014	BROOKTON ROADHOUSE	UNLEADED PETROL	\$ 35.00
EFT5757	12/06/2014	C J HATHAWAY	SURVEYING ON YEO-KWEDA ROAD	\$ 2,552.00
EFT5758	12/06/2014	CARINA WHITTINGTON	REIMBURSEMENT FOR PURCHASE OF CUTLERY TRAYS FOR PAVILION	\$ 32.90
EFT5759	12/06/2014	CENTRAL GARAGE	SERVICE COMMUNITY BUS & REPLACE BUMPER	\$ 402.50

Chq/EFT	Date	Name	Description	Amount
EFT5760	12/06/2014	COURIER AUSTRALIA	FREIGHT MAY 2014	\$ 155.27
EFT5761	12/06/2014	DIDIER BLANQUART	REIMBURSEMENT OF PRE EMPLOYMENT POLICE CLEARANCE	\$ 63.50
EFT5762	12/06/2014	G & K BASSETT	WATER USAGE FOR ROADWORKS ON YEO ROAD	\$ 3,850.00
EFT5763	12/06/2014	GILL RURAL TRADERS	HARDWARE PURCHASES & FURNITURE FOR KALKARNI ACCOMODATION UNIT	\$ 1,556.00
EFT5764	12/06/2014	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH BIN PICKUP, TIPSITE & BULK RECYCLE PICKUP 29/04/14 TO 27/05/14	\$ 12,773.00
EFT5765	12/06/2014	HOCKING PLANNING & ARCHITECTURE	DRAFT CONSERVATION MANAGEMENT PLAN PREPARATION FOR MEMORIAL HALL	\$ 11,220.00
EFT5766	12/06/2014	LANDGATE	TENURE DATA & EXTRACTION	\$ 181.50
EFT5767	12/06/2014	MELVILLE MITSUBISHI	2014 MITSUBISHI TRITON DUAL CAB 2.51HP TURBO DIESEL	\$ 9,120.00
EFT5768	12/06/2014	O.C.P. SALES	VHF RADIO'S, CHARGERS, ANTENNA & SPEAKERS FOR FIRE VEHICLES	\$ 2,832.79
EFT5769	12/06/2014	OFFICEWORKS BUSINESS DIRECT	STATIONERY	\$ 5.26
EFT5770	12/06/2014	OIL TECH FUEL	4500 LITRES OF DIESEL	\$ 6,749.33
EFT5771	12/06/2014	PAPER PLUS OFFICE NATIONAL	LASER PRINTER TONER	\$ 682.54
EFT5772	12/06/2014	QUALITY TRANSPORT	FREIGHT	\$ 210.62
EFT5773	12/06/2014	ROCLA PIPELINE PRODUCTS	FLUSH JOIN PIPES	\$ 11,567.95
EFT5774	12/06/2014	SIGMA CHEMICALS	SODIUM BICARBONATE & PHOTOMETER ALKAPHOT STRIP	\$ 184.92
EFT5775	12/06/2014	STEWART & HEATON CLOTHING CO.	FIRE FIGHTING JACKETS & PANTS	\$ 307.34
EFT5776	12/06/2014	TIM & COLLETTE HOLLAMBY	PURCHASE OF SECONDHAND GRADER ATTACHMENT	\$ 2,500.00
EFT5777	12/06/2014	UHY HAINES NORTON	AUDIT CERTIFICATION - CLGF REGIONAL GROUPS FUNDING END OF LIFE AQUITTAL & REGIONAL TRANSITION GROUP	\$ 3,575.00
EFT5778	12/06/2014	WHEATBELT ELECTRICS	RUN PHONE LINE TO PAVILION & COMMENTARY BOX AT OVAL	\$ 1,039.75
EFT5779	12/06/2014	ZACKS COMMERCIAL ARTS	BUSINESS CARDS	\$ 141.25
EFT5780	18/06/2014	CENTRAL GARAGE	SERVICE U26	\$ 463.76
EFT5781	18/06/2014	COOTE MOTORS	FIT DOOR HANDLE TO BACKHOE PBH4	\$ 288.90
EFT5782	18/06/2014	FLEET COMMERCIAL GYMNASIUMS	MULTIGYM WEIGHT STACK PIN	\$ 45.10
EFT5783	18/06/2014	FRANK ELECTRICAL SERVICES	TEST POWER CIRCUIT & RESET SECURITY LIGHT CLOCKS AT CARAVAN PARK	\$ 104.50
EFT5784	18/06/2014	GILL RURAL TRADERS	RURAL & HARDWARE PURCHASES MAY 2014	\$ 1,933.18
EFT5785	18/06/2014	H RUSHTON & CO	SERVICE & REPAIR U21, R2, TR4, G5 & T11	\$ 3,424.25
EFT5786	18/06/2014	IT VISION	RATES MODELLING & BILLING WORKSHOP & MAP DATA REFRESH	\$ 847.00
EFT5787	18/06/2014	LANDGATE	COUNTRY SOUTHERN URBAN UV REVALUATION 2013/2014 & RURAL UV'S R2014/4 08/03/14 TO 16/05/15	\$ 735.70
EFT5788	18/06/2014	ORICA AUSTRALIA P/L	SERVICE FEE ON CHLORINE CYLINDER 01/05/14 TO 31/05/14 - SWIMMING POOL	\$ 84.57
EFT5789	18/06/2014	RADIOWEST BROADCASTERS	INTERVIEW K O'CONNOR 31/05/14	\$ 55.00

Chq/EFT	Date	Name	Description	Amount
EFT5790	18/06/2014	REGIONAL ANTENNAS	REPAIR ANTENNA CONNECTION AT UNIT 1 MADISON SQUARE	\$ 253.00
EFT5791	18/06/2014	STEWART & HEATON CLOTHING CO.	FIRE FIGHTING JACKETS & PANTS	\$ 277.42
EFT5792	18/06/2014	TOTALLY CONFIDENTIAL RECORDS	STORAGE OF 198 ARCHIVE BOXES	\$ 84.93
EFT5793	18/06/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 30/05/14 & 30/06/14	\$ 561.00
EFT5794	18/06/2014	WA LOCAL GOVERNMENT ASSN	RAMM TRAINING - WORKS ADMINISTRATION	\$ 440.00
EFT5795	30/06/2014	DFES	EMERGENCY SERVICES LEVY QUATER 4 CONTRIBUTION	\$ 4,212.60
EFT5796	30/06/2014	AJ & SA RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 55.50
EFT5797	30/06/2014	ARM SECURITY	ALARM MONITORING CHARGES 01/07/14 TO 30/09/14	\$ 114.40
EFT5798	30/06/2014	AURELIA'S CATERING SERVICE	CATERING COUNCIL MEETING 19/06/14	\$ 295.00
EFT5799	30/06/2014	AUSTRALIA POST	POSTAGE MAY 2014	\$ 164.70
EFT5800	30/06/2014	BROOKTON PLUMBING	CONNECT NEW KALKARNI UNIT TO WATER & SEWERAGE	\$ 2,787.40
EFT5801	30/06/2014	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 252.28
EFT5802	30/06/2014	CONTRACT AQUATIC SERVICES	IN TERM SWIMMING LESSONS, SWIMMING CARNIVAL, VACATION SWIMMING LESSONS & POOL CHEMICALS	\$ 7,205.00
EFT5803	30/06/2014	COURIER AUSTRALIA	FREIGHT	\$ 129.27
EFT5804	30/06/2014	DAVID HODGKINSON	REIMBURSEMENT OF PRE EMPLOYMENT MEDICAL	\$ 110.00
EFT5805	30/06/2014	REGIONAL ANTENNAS	SUPPLY & INSTALL MASTHEAD AMPLIFIER ON ANTENNA UNIT 2 4 MATTHEWS ST	\$ 335.25
EFT5806	30/06/2014	RSA WORKS	COMPLETE ROAD SAFETY AUDIT - BROOKTON/KWEDA ROAD	\$ 1,815.00
EFT5807	30/06/2014	STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING 09/05/14 - LOCAL PLANNING SCHEME AMENDMENT	\$ 68.00
EFT5808	30/06/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 12/06/14 & 17/06/14	\$ 561.00
EFT5809	30/06/2014	WA LOCAL GOVERNMENT ASSN	LEADING HAND GRADER DRIVER ADVERTISMENT, MANAGE CONFLIT TRAINING FOR COUNCILORS, CEO PERFORMANCE APPRAISALS TRAINING FOR COUNCILORS	\$ 3,533.65
EFT5810	30/06/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 9,793.35
EFT5811	30/06/2014	WHEATBELT ELECTRICS	PROVIDE POWER FOR UNIT AT KALKARNI, REPAIRS UNIT 1 MADISON SQUARE & WATER TREATMENT PLANT	\$ 11,208.83
EFT TOTAL				\$425,417.57

Chq/EFT	Date	Name	Description	Amount
17248	05/06/2014	AUSTRALIANSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$ 325.54
17249	05/06/2014	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 539.76
17250	05/06/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 438.48
17251	05/06/2014	KWEDA GOLF CLUB	COLLECTION OF DRUMS FOR 2013 DRUMMUSTER	\$ 1,269.40
17252	05/06/2014	MATTHEWS REALTY PTY LTD	MARKETING COSTS AVON BANK ESTATE	\$ 1,200.00
17253	05/06/2014	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 842.56
17254	05/06/2014	NARROGIN FURNISHING - FURNITURE COURT	SUPPLY & FIT BLINDS TO KALKARNI UNIT	\$ 1,500.00
17255	05/06/2014	PACIFIC BRANDS WORKWEAR	STAFF UNIFORMS	\$ 280.78
17256	05/06/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 31.00
17257	05/06/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 569.21
17258	05/06/2014	SHIRE OF BROOKTON - TRUST ACCOUNT	PAYROLL DEDUCTIONS	\$ 200.00
17259	05/06/2014	SHIRE OF BROOKTON SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 120.00
17260	05/06/2014	SHIRE OF KALAMUNDA	HEALTH & BUILDING SERVICES APRIL 2014	\$ 1,106.92
17261	05/06/2014	TELSTRA CORPORATION	MOBILE TELEPHONE 0429998533 16/04/14 TO 15/05/14	\$ 148.30
17262	05/06/2014	UNISUPER	SUPERANNUATION CONTRIBUTIONS	\$ 355.48
17263	12/06/2014	BUILDING COMMISSION	BUILDING SERVICES LEVY MAY 2014	\$ 177.50
17264	12/06/2014	CASH - SHIRE OF BROOKTON	PETTY CASH REIMBURSEMENT	\$ 154.85
17265	12/06/2014	GREAT SOUTHERN FUEL SUPPLIES	UNLEADED PETROL PURCHASES MAY 2014	\$ 418.21
17266	12/06/2014	PACIFIC BRANDS WORKWEAR	STAFF UNIFORMS	\$ 312.40
17267	12/06/2014	SHIRE OF BROOKTON	MASTERCARD ACCOUNT MAY 2014	\$ 2,326.37
17268	12/06/2014	SYNERGY	ELECTRICITY USAGE CARAVAN PARK, OVAL & PAVILION 07/03/14 TO 08/05/14	\$ 3,455.55
17269	12/06/2014	WATER CORPORATION OF WA	WATER USAGE CARAVAN PARK & PAVILION 22/04/14 TO 19/05/14	\$ 186.68
17270	18/06/2014	BROOKTON SUPERMARKET	CLEANING PRODUCTS, KEY CUTTING, MILK, COFFEE, SUGAR & TEA	\$ 205.91
17271	18/06/2014	DEPARTMENT OF TRANSPORT	LICENSING EHU591 FIRE TENDER F9 014/07/14 TO 01/04/15	\$ 114.95
17272	18/06/2014	JASON SIGNMAKERS	SOFT EDGES SIGNS	\$ 297.00
17273	18/06/2014	SYNERGY	STREETLIGHT ELECTRICITY 25/04/14 TO 24/05/14	\$ 2,631.30
17274	18/06/2014	TELSTRA CORPORATION	IPAD, MOBILE, ADMINISTRATION BUILDING, DCEO RESIDENCE, SWIMMING POOL & DEPOT TELEPHONE ACCOUNTS 02/05/14 TO 02/06/14	\$ 1,376.42
17275	30/06/2014	AUSTRALIANSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$ 438.04

Chq/EFT	Date	Name	Description	Amount
17276	30/06/2014	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 708.51
17277	30/06/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 494.73
17278	30/06/2014	CASH - SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 36.00
17279	30/06/2014	DEPARTMENT OF TRANSPORT	LICENSE RENEWAL 7BO 2013 MAZDA SEDAN	\$ 158.10
17280	30/06/2014	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 1,030.19
17281	30/06/2014	ROSALIE PECH EVA ARCHITECT	KALKARNI SITE PLAN UPDATE	\$ 186.85
17282	30/06/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 676.34
17283	30/06/2014	SHIRE OF BROOKTON - TRUST ACCOUNT	PAYROLL DEDUCTIONS	\$ 300.00
CHEQUE TOTAL				\$ 24,613.33
MUNICIPAL TOTAL				\$450,030.90

Chq/EFT	Date	Name	Description	Amount
902	05/06/2014	BROOKTON MENSSED	REFUND OF BOND FOR HIRE OF COMMUNITY BUS	\$ 330.00
903	05/06/2014	BROOKTON PINGELLY FOOTBALL CLUB	LES MCMULLEN GRANT 2014 - PURCHASE REUNION JUMPERS	\$ 650.00
904	05/06/2014	BROOKTON TENNIS CLUB	LES MCMULLEN GRANT 2014 - PURCHASE OF EQUIPMENT	\$ 200.00
905	05/06/2014	BROOKTON WOMEN'S HOCKEY CLUB INC	LES MCMULLEN GRAN 2014 - PURCHASE OF LAPTOP	\$ 850.00
906	05/06/2014	KAREN BOWRON	BOND REFUND HIRE OF MEMORIAL HALL	\$ 110.00
907	05/06/2014	LEON HARP	BOND REFUND HIRE OF MEMORIAL HALL	\$ 110.00
908	05/06/2014	SILVER CHAIN	BOND REFUND HIRE OF WB EVA PAVILION	\$ 110.00
909	16/06/2014	FOOTHILLS FOUR WHEEL DRIVE CLUB INC	BOND REFUND HIRE OF WB EVA PAVILION	\$ 330.00
910	17/06/2014	BETTY JANE GARLETT	BOND REFUND HIRE OF MEMORIAL HALL	\$ 110.00
911	30/06/2014	COLIN & KAREN MILLS	BOND REFUND HIRE OF COMMUNITY BUS	\$ 330.00
912	30/06/2014	JESSIE FANCOTE	BOND REFUND WB EVA PAVILION	\$ 330.00
913	30/06/2014	SHIRE OF BROOKTON	UNCLAIMED MONEY FROM 2011	\$ 120.00
TRUST TOTAL				\$ 3,580.00

DIRECT DEBITS FOR MAY 2014	
SALARIES & WAGES	\$ 89,916.74
MERCHANT FEES	\$ 81.47
TOTAL	\$ 89,998.21

SHIRE OF BROOKTON
CREDIT CARD PURCHASES

Creditor Number: 96286

DATE	DESCRIPTION	AMOUNT
07/05/2014	WESTNET - 8 MARSH AVE	\$ 59.95
	WESTNET - DEPOT	\$ 49.95
	WESTNET - ADMIN OFFICE	\$ 109.95
20/05/2014	DAN MURPHY'S	\$ 188.52
24/05/2014	SURVEY MONKEY	\$ 24.00
28/05/2014	UNIVERSITY OF TECHNOLOGY	\$ 1,890.00
	CARD FEE	\$ 4.00
	TOTAL	\$ 2,326.37

**12.07.14.02 FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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: 15 July 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 June 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 June 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

Officer's Recommendation:

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

Council Resolution

12.07.14.02

Moved Cr Eva Seconded Cr Allington

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

CARRIED 6-0

ATTACHMENT 12.07.14.02A

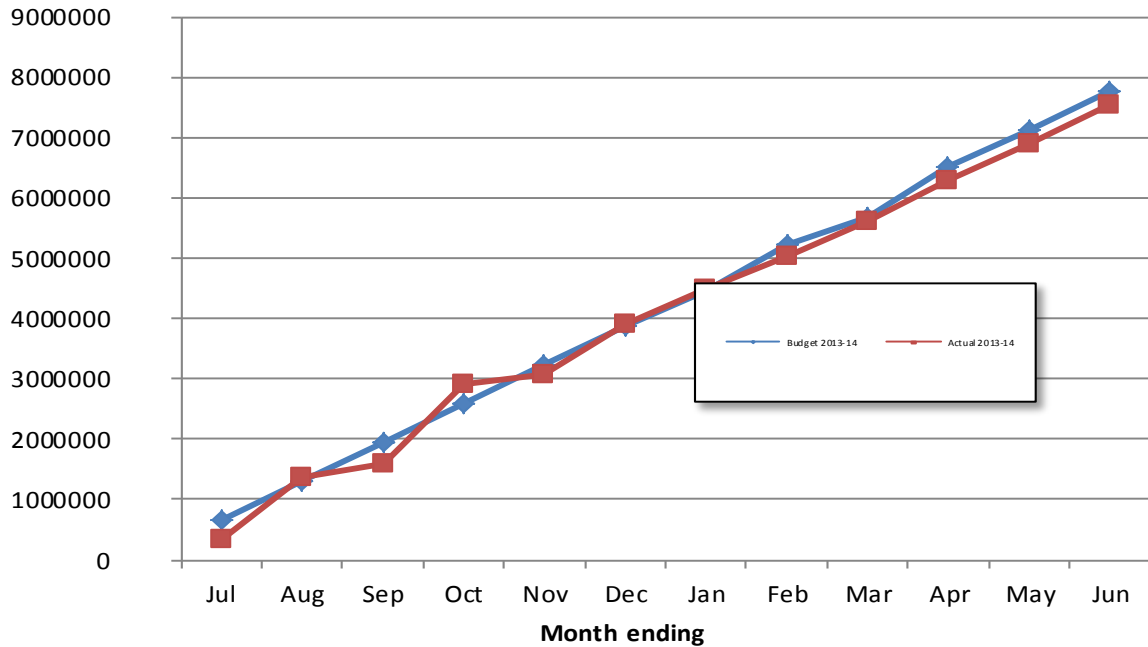
Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2014

	Note	Current Annual Budget 3	Projected Year End Actual	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
Operating Revenues		\$	\$	\$	\$	\$	%	
Governance		29,044	30,861	29,044	46,327	17,283	59.50%	▲
General Purpose Funding		1,525,027	1,529,079	1,525,027	941,733	(583,294)	(38.25%)	▼
Law, Order and Public Safety		42,160	326,836	42,160	346,907	304,747	722.83%	▲
Health		26,785	26,529	26,785	24,839	(1,946)	(7.27%)	
Education and Welfare		3,875,600	3,875,600	3,875,600	3,794,856	(80,744)	(2.08%)	▼
Housing		100,141	95,604	100,141	86,465	(13,676)	(13.66%)	▼
Community Amenities		412,043	413,009	412,043	405,965	(6,078)	(1.48%)	
Recreation and Culture		482,452	491,643	482,452	479,742	(2,710)	(0.56%)	
Transport		1,097,392	1,169,193	1,097,392	1,229,701	132,308	12.06%	▲
Economic Services		120,689	121,059	120,689	80,294	(40,395)	(33.47%)	▼
Other Property and Services		107,101	109,046	107,101	161,412	54,312	50.71%	▲
Total (Excluding Rates)		7,818,434	8,188,459	7,818,434	7,598,240	(220,193)	(2.82%)	
Operating Expense								
Governance		(591,737)	(586,570)	(588,912)	(604,992)	(16,080)	2.73%	▲
General Purpose Funding		(215,335)	(188,240)	(215,335)	(219,813)	(4,478)	2.08%	
Law, Order and Public Safety		(213,792)	(232,579)	(213,792)	(230,230)	(16,438)	7.69%	▲
Health		(84,603)	(85,130)	(84,603)	(64,548)	20,055	(23.70%)	▼
Education and Welfare		(3,982,193)	(3,984,990)	(3,982,193)	(3,972,634)	9,559	(0.24%)	
Housing		(128,624)	(125,545)	(128,624)	(104,871)	23,753	(18.47%)	▼
Community Amenities		(538,191)	(545,627)	(538,191)	(524,873)	13,318	(2.47%)	▼
Recreation and Culture		(673,714)	(681,747)	(676,539)	(678,282)	(1,743)	0.26%	
Transport		(1,107,112)	(1,118,755)	(1,107,112)	(1,026,812)	80,300	(7.25%)	▼
Economic Services		(100,931)	(100,699)	(100,931)	(100,401)	531	(0.53%)	
Other Property and Services		(120,380)	(136,497)	(120,380)	(19,762)	100,619	(83.58%)	▼
Total		(7,756,612)	(7,786,379)	(7,756,612)	(7,547,217)	209,395	2.70%	
Funding Balance Adjustment								
Add back Depreciation		1,267,163	1,277,211	1,267,163	1,078,063	(189,100)	(14.92%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	(88,138)	(60,076)	(88,138)	123,755	211,892	(240.41%)	▲
Movement in Non Cash Provisions		0	0	0	18,382			
Net Operating (Ex. Rates)		1,240,848	1,619,215	1,240,848	1,271,223	11,994	0.97%	
Capital Revenues								
Proceeds from Disposal of Assets	6	338,000	239,946	338,000	198,060	(139,940)	(41.40%)	▼
Self-Supporting Loan Principal		31,267	43,780	31,267	36,611	5,344	17.09%	
Transfer from Reserves	5	1,635,653	1,575,054	1,635,654	774,139	(861,515)	(52.67%)	▼
Total		2,004,920	1,858,780	2,004,921	1,008,810	(996,111)	(49.68%)	
Capital Expenses								
Land and Buildings	6	(2,614,123)	(2,536,399)	(2,614,123)	(1,381,709)	1,232,414	(47.14%)	▼
Plant and Equipment	6	(227,000)	(509,485)	(227,000)	(462,575)	(235,575)	103.78%	▲
Furniture and Equipment	6	(117,978)	(96,040)	(117,978)	(75,102)	42,876	(36.34%)	▼
Infrastructure Assets - Roads & Bridges	6	(1,069,822)	(1,175,368)	(1,069,822)	(1,233,646)	(163,824)	15.31%	▲
Infrastructure Assets - Sewerage	6	(94,400)	(39,712)	(94,400)	(7,281)	87,120	(92.29%)	▼
Repayment of Debentures	7	(101,003)	(101,003)	(101,003)	(101,003)	0	0.00%	
Transfer to Reserves	5	(635,967)	(626,040)	(635,967)	(401,958)	234,009	(36.80%)	▼
Total		(4,860,293)	(5,084,047)	(4,860,293)	(3,663,274)	1,197,019	(24.63%)	
Net Capital		(2,855,373)	(3,225,268)	(2,855,372)	(2,654,464)	200,908	(7.04%)	
Total Net Operating + Capital		(1,614,525)	(1,606,053)	(1,614,524)	(1,383,241)	212,902	(13.19%)	
Rate Revenue		1,564,658	1,563,799	1,564,658	1,563,672	(986)	(0.06%)	
Opening Funding Surplus(Deficit)		(21,462)	(21,462)	(21,462)	(21,462)	(0)	0.00%	
Closing Funding Surplus(Deficit)	2	(71,329)	(63,716)	(71,328)	158,968	211,915	(297.10%)	

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

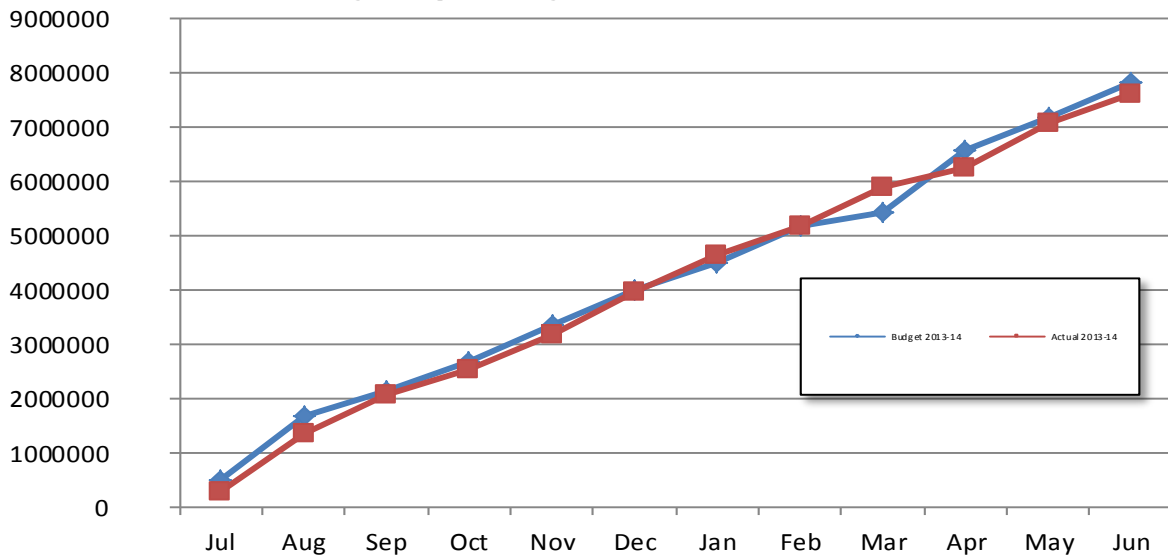
Note 1 - Graphical Representation - Source Statement of Financial Activity

Budget Operating Expenses -v- YTD Actual



Comments/Notes - Operating Expenses

Budget Operating Revenues -v- Actual



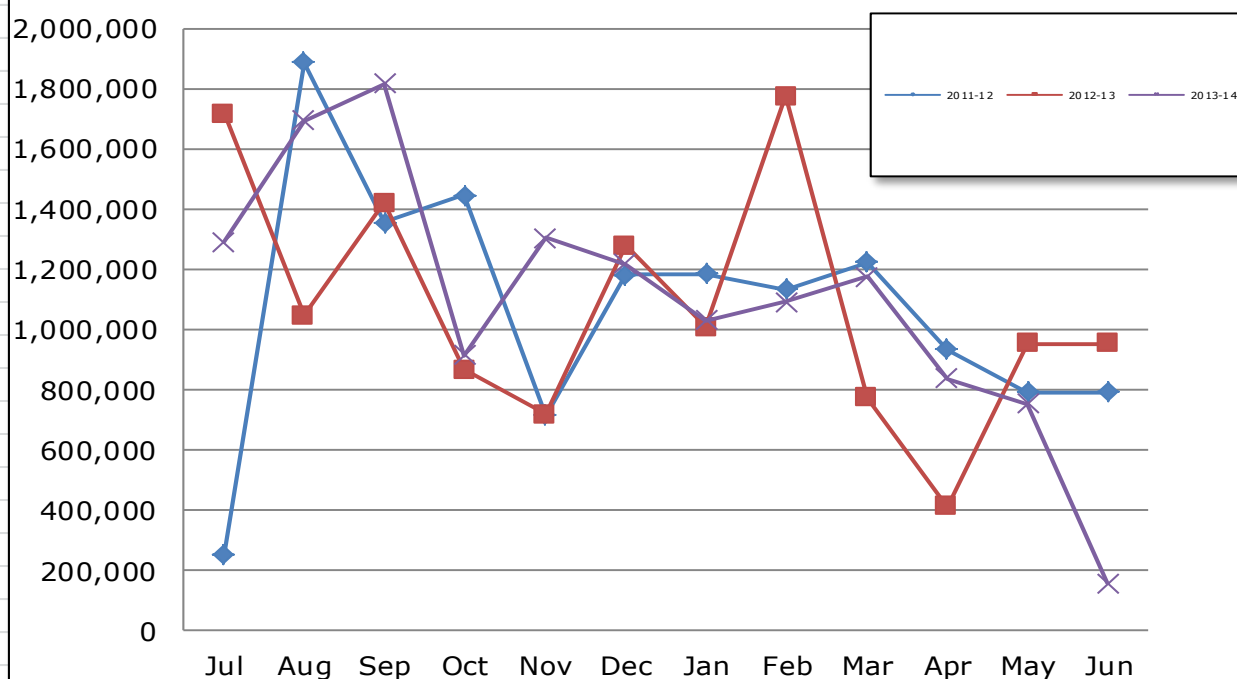
Comments/Notes - Operating Revenues

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

Note 2: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)			
	2013-14			
	Note	This Period	Same Period 2012/13	Same Period 2011/12
	\$	\$	\$	
Current Assets				
Cash Unrestricted		542,908	1,339,231	623,120
Cash Restricted		2,441,892	1,833,415	3,237,422
Receivables		853,006	1,088,595	1,156,053
Prepayments & Accruals		0	0	0
Inventories		26,826	28,607	29,397
		3,864,633	4,289,847	5,045,990
Less: Current Liabilities				
Payables and Provisions		(1,263,772)	(1,502,797)	(1,017,019)
		(1,263,772)	(1,502,797)	(1,017,019)
Less: Cash Restricted		(2,441,892)	(1,833,415)	(3,237,422)
Net Current Funding Position		158,968	953,635	791,550

Note 2 - Liquidity Over the Year



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

Note 3: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption - Closing Surplus	15/08/2013		\$	\$	\$	\$
							(153,845)
E113512	WB Eva Pavilion - Power Upgrade	11.09.13.03	Capital Expenses			(150,000)	(303,845)
0L01711	Transfer from Health & Aged Care Reserve	11.09.13.03	Capital Revenue		150,000		(153,845)
E041040	Central Agcare Donation	13.10.13.04	Operating Expenses		2,000		(151,845)
E107020	Water Harvesting - Consultant	13.10.13.04	Operating Expenses		2,000		(149,845)
E122020	Road Maintenance - Seedlings	13.10.13.04	Operating Expenses		3,854		(145,991)
E136090	Small Business Centre Eastern Wheatbelt Contribution	13.10.13.04	Operating Expenses		5,000		(140,991)
E041020	Members General Operating-Banners in the Terrace	13.10.13.04	Operating Expenses		1,000		(139,991)
E106020	Environment-NRM Officer Contribution	13.10.13.04	Operating Expenses			(11,544)	(151,535)
E122020	Road Maintenance	13.10.13.04	Operating Expenses			(2,310)	(153,845)
Various	Annual Budget Review	12.02.14.07	Budget Review		82,516		(71,329)
0L01681	Transfer from Land Development Reserve	12.04.14.05	Capital Revenue		150,000		78,671
	Koormong and Old Nursing Home Development	12.04.14.05	Capital Expenses			(150,000)	(71,329)
E041020	Councillor Training	15.05.14.02	Operating Expenses		2,825		(68,504)
E116020	Triathlon Operating Expenses	15.05.14.02	Operating Expenses			(2,825)	(71,329)
							(71,329)
Closing Funding Surplus (Deficit)				0	399,195	(316,679)	(71,329)

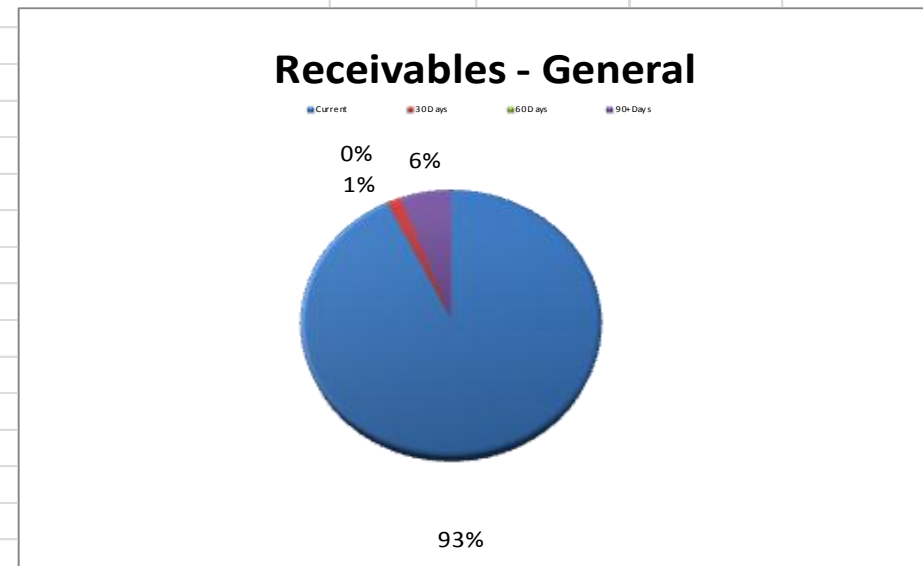
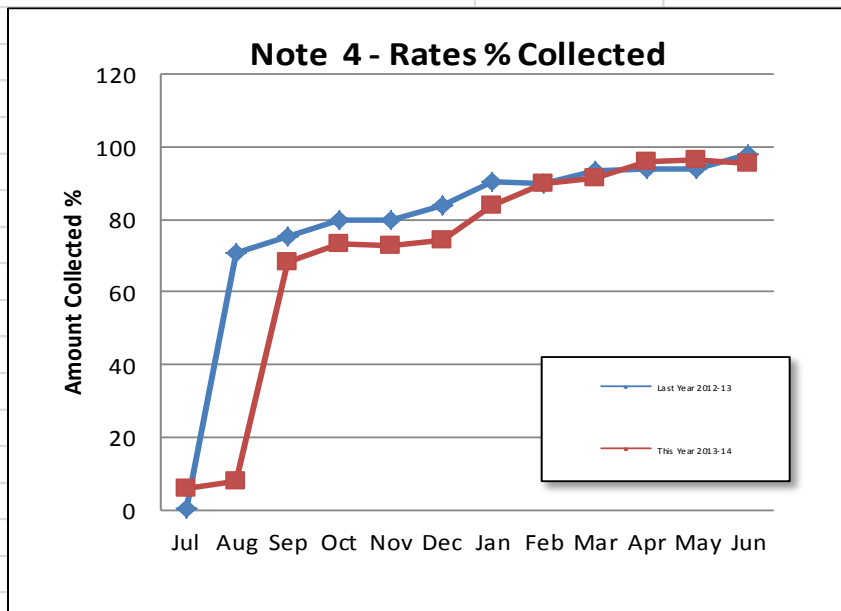
Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2014

Note 4: RECEIVABLES

Receivables - Rates, Sewerage and Rubbish	Current 2013-14	Previous 2012-13
	\$	\$
Opening Arrears Previous Years	66,021	50,882
Rates, Sewerage & Rubbish Levied this year	1,813,968	1,698,603
<u>Less</u> Collections to date	(1,838,284)	(1,669,280)
Equals Current Outstanding	41,705	80,205
Net Rates Collectable	41,705	80,205
% Collected	97.78%	95.42%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	179,594	3,151	0	11,004
Total Outstanding				193,748

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates, Sewerage and Rubbish

Comments/Notes - Receivables General

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 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 Reserve	15,942	558	1,357	215,350	145,000	(45,000)	(30,831)	186,850	131,468
Housing Reserve	288,849	10,110	11,673	0	0	(183,500)	0	115,459	300,522
Office Equipment Reserve	38,785	1,357	1,567	0	0	(4,665)	0	35,477	40,352
Drainage Reserve	48,549	1,699	1,962	0	0	0	0	50,248	50,511
Municipal Buildings & Facilities Reserve	32,574	1,140	1,293	30,000	30,000	(30,260)	(12,278)	33,454	51,589
Townscape Reserve	229,553	8,034	9,277	0	0	0	0	237,587	238,830
Land Development Reserve	197,706	6,920	6,169	171,000	65,000	0	(150,000)	375,626	118,875
Sewerage Scheme Reserve	157,642	5,517	6,269	50,000	0	(94,400)	(7,120)	118,759	156,791
Road Infrastructure Reserve	28,270	989	1,168	10,000	5,000	0	0	39,259	34,438
Health & Aged Care Reserve	719,322	25,176	29,273	45,100	40,000	(465,190)	0	324,408	788,595
Community Bus Reserve	37,779	1,322	1,552	5,000	5,000	0	0	44,101	44,331
Bridge Construction Reserve	63,292	2,215	2,558	0	0	0	0	65,507	65,850
Staff Vehicle Reserve	19,673	689	749	9,000	0	(9,000)	(3,182)	20,362	17,241
Sport & Recreation Reserve	0	0	48	9,500	9,500	0	0	9,500	9,548
Rehabilitation & Refuse Reserve	27,376	958	1,106	0	0	0	0	28,334	28,482
Unspent Grants & Contributions	568,109	2,409	2,619	16,600	0	(544,044)	(570,728)	43,074	0
Saddleback Building Reserve	64,027	2,241	2,587	0	0	(25,900)	0	40,368	66,614
Saddleback Vehicle & Equipment Reserve	4,398	154	178	0	0	0	0	4,552	4,576
Caravan Park Reserve	52,676	1,844	2,129	0	0	0	0	54,520	54,805
Old Police Station Reserve	32,053	1,122	1,308	2,500	2,500	0	0	35,675	35,861
Kweda Hall Reserve	13,422	470	555	2,500	2,500	(600)	0	15,792	16,477
Aldersyde Hall Reserve	13,422	470	555	2,500	2,500	0	0	16,392	16,477
Railway Station Reserve	13,422	470	555	2,500	2,500	0	0	16,392	16,477
Madison Square Units Reserve	15,623	547	631	0	0	(5,715)	0	10,455	16,254
Cemetery Reserve	85,684	2,999	3,463	0	0	(60,000)	0	28,683	89,147
Water Harvesting Reserve	45,925	1,607	1,856	0	0	0	0	47,532	47,781
	2,814,073	81,016	92,458	571,551	309,500	(1,468,274)	(774,139)	1,998,366	2,441,892

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 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)
\$	\$	\$		\$	\$	\$
42,500	49,000	6,500	CEO Vehicle	51,537	47,727	(3,810)
32,000	34,000	2,000	DCEO Vehicle	0	0	0
0	0	0	Fire Tender West Brigade	23,465	5,969	(17,496)
0	0	0	Kalkarni Lights & Signs	2,688	0	(2,688)
28,000	29,000	1,000	Shire Planner Vehicle	28,520	25,000	(3,520)
0	0	0	Sewerage Station Pump	5,878	0	(5,878)
45,450	72,000	26,550	Lot 101 Avonbank Cl,Koormong	30,075	65,455	35,380
45,450	99,000	53,550	Lot 102 Avonbank Cl,Koormong	0	0	0
0	0	0	Small Equipment (Verti Mower)	63	0	(63)
28,500	25,000	(3,500)	PWS Vehicle	23,560	20,909	(2,651)
20,000	30,000	10,000	New Holland Tractor	23,952	33,000	9,048
			Disposal of Assets as per Res 12.06.14.04	0	0	(83,706)
			Disposal of Assets as per Res 12.09.13.04	0	0	(48,370)
241,900	338,000	96,100	Totals	189,738	198,060	(123,754)

Comments - Capital Disposal

	Summary Acquisitions	Current Budget		
		Budget	Actual	Variance
		\$	\$	\$
	Property, Plant & Equipment			
	Land and Buildings	2,614,123	1,381,709	1,232,414
	Plant & Equipment	227,000	462,575	(235,575)
	Furniture & Equipment	117,978	75,102	42,876
				0
	Infrastructure			
	Roadworks & Bridge Works	1,069,822	1,233,646	(163,824)
	Sewerage	94,400	7,281	87,120
	Totals	4,123,323	3,160,313	963,010

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

Note 7: INFORMATION ON BORROWINGS

Particulars	Due Date	Term (yrs)	Rate (%)	Principal 1-Jul-12 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments		
						Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	
Self Supporting Loans												
*Loan 78 Senior Citizen's Homes	17/06/2024	15	6.74	164,089	-	10,478	10,478	153,611	153,611	5,588	11,675	
*Loan 79 Multifunctional Family Centre	1/08/2020	15	5.82	60,594	-	6,654	6,654	53,940	53,940	3,490	3,861	
*Loan 82 Country Club	15/11/2027	20	6.95	338,409	-	14,134	14,133	324,275	324,276	23,529	24,033	
Governance												
Loan 75 Office Office Renovations	3/08/2026	25	6.46	71,490	-	3,453	3,453	68,037	68,037	2,720	4,831	
Education & Welfare												
Loan 80 Kalkarni Residency	1/02/2026	25	5.63	115,411	-	6,227	6,228	109,184	109,183	3,850	6,838	
Housing												
Loan 80 Staff Housing	1/02/2026	25	5.63	190,428	-	10,275	10,274	180,153	180,154	6,309	11,283	
Community Amenities												
Loan 80 Sewerage	1/02/2026	25	5.63	80,788	-	4,359	4,360	76,429	76,428	2,783	4,787	
Transport												
Loan 80 Grader	1/02/2026	25	5.63	190,428	-	10,275	10,275	180,153	180,153	6,309	11,283	
Recreation and Culture												
Loan 81 Sport & Recreation	1/11/2027	20	6.95	841,531	-	35,147	35,148	806,384	806,383	50,938	60,827	
				2,053,168	0	101,003	101,003	1,952,165	1,952,165	105,516	139,418	

(*) 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 June 2014

Note 8: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Cash at Bank - Operating Account	1.50%	285,344				285,344	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	541,168				541,168	Bendigo	
Trust Cash at Bank	1.50%			36,768		36,768	Bendigo	
(b) Term Deposits								
Reserves	3.80%		2,320,914			2,320,914	Bendigo	02/07/2014
Les McMullen Trust	4.00%			9,082		9,082	Bendigo	26/06/2014
(c) Investments								
Bendigo Bank Shares					5,000	5,000		
Total		826,512	2,320,914	45,850	5,000	3,198,276		

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

Note 9: MAJOR VARIANCES

Comments/Reason for Variance

OPERATING REVENUE (EXCLUDING RATES)

Governance

Other revenue is higher than budgeted due to some unbudgeted reimbursements and an allocation of staff time spent on the NAPS reconciliation.

General Purpose Funding

The royalties for regions regional funding for 2012/13 was budgeted to be received in April. This will now be received in the 2014/15 financial year.

Law, Order and Public Safety

Over budget due to unbudgeted replacement of Fire Tender funded by Capital Grant from Department of Fire & Emergency Services.

Health

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

Education and Welfare

Budget variance due to lower than expected subsidies received for Kalkarn Aged Facility.

Housing

Staff housing rental subsidies budgeted at a gross rental amount not the subsidised income level. This has resulted in an unfavourable variance.

Community Amenities

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

Recreation and Culture

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

Transport

The includes the Grants Commission payment for the grant for bridge construction and additional contributions to haulage route roads.

Economic Services

Lower than budgeted sales of the Koormong subdivision.

Other Property and Services

Workers Compensation claim finalised, resulting in a final invoice to our insurance provider.

OPERATING EXPENSES

Governance

Year allocations are still to be completed, resulting in variance.

General Purpose Funding

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

Law, Order and Public Safety

Over budget due to unexpected change of Fire Tender and associated loss on changeover.

Health

The Non Admitted Patients Fund after allocation of staff time is still under the budgeted amount.

Education and Welfare

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

Housing

Budget savings currently reflect lower than expected costs for Shire houses.

This expenditure has been budgeted for in the 14/15 budget.

Community Amenities

Budget savings currently reflect lower than expected costs for town planning operations.

However, there are still some year adjustments which will bring this business unit up to budget.

Recreation and Culture

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

Transport

Road crew resources have been focused on grain freight road projects. This has resulted in less road maintenance work than was budgeted.

Economic Services

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

Other Property and Services

Under budget due to reduced private works operations resulting in lower than expected allocation of employee costs.

CAPITAL REVENUE	
Proceeds from Disposal of Assets	
Lower than budgeted sales of the Koornong subdivision.	
Self-Supporting Loan Principal	
Within variance threshold of \$10,000 or 10%	
Transfer from Reserves	
Transfers from Reserves are less as some significant capital works did not take place. Thus the transfer of funds was not required.	
CAPITAL EXPENSES	
Land and Buildings	
Under budget due to delayed construction of Regional Housing and Saddleback renovations. Both these projects are budgeted to be completed in the 14/15 year.	
Plant and Equipment	
Unbudgeted replacement of a Fire Tender by Department of Fire and Emergency.	
Furniture and Equipment	
Furniture and Equipment not made for the WB Eva Pavillion and Kalkarni.	
Infrastructure Assets - Roads & Bridges	
Bridge construction project conducted by Main Roads (Brookton-Kweda Bridge). This was funded by the Grants Commission, but the project was not included in the adopted budget.	
Infrastructure Assets - Sewerage	
Under budget due to delayed commencement of pipe replacement.	
Repayment of Debentures	
Within variance threshold of \$10,000 or 10%	
Transfer to Reserves	
Transfers to Reserves have been reviewed and made in line with the cash surplus available at year end. This has resulted than lower than budgeted transfers.	
OTHER ITEMS	
Rate Revenue	
Within variance threshold of \$10,000 or 10%	
Opening Funding Surplus(Deficit)	
Within variance threshold of \$10,000 or 10%	
Closing Funding Surplus (Deficit)	
This result, whilst still subject to final year end adjustments, is better than budget and forecast. This is driven by a reduction of funds transferred to reserve.	

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 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 2013	Amount Received	Amount Paid	Closing Balance For the Period Ended 30 June 2014
	\$	\$	\$	\$
Housing Bonds	3,000	1,200	(3,000)	1,200
Other Bonds	4,380	11,360	(10,950)	4,790
Election Nomination Bonds	0	0	0	0
Rates Incentive Prize	200	200	(200)	200
Staff AFL Tipping	0	0	0	0
Les McMullen Sporting Grants	9,082	363	(1,700)	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	430	0	(120)	310
Development Bonds	0	0	0	0
	45,550	13,123	(15,970)	42,703

12.07.14.03 AUDIT CONTRACT REVIEW – APPOINTMENT OF AUDITORS

FILE REFERENCE:

AUTHORS NAME AND POSITION: Evelyn Arnold
Deputy Chief Executive Officer

NAME OF APPLICANT/RESPONDENT: Shire of Brookton

DATE REPORT WRITTEN: 15 July 2014

DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCE: Nil

SUMMARY:

Council is requested to approve the appointment of UHY Haines Norton as official auditors for the duration of 3 years as recommended by the Audit Committee.

Background:

The contract for audit services between the Shire of Brookton and UHY Haines Norton expired at the completion of the 2012/13 audit. In accordance with the Local Government Act 1995 a new contract is required.

Details:

Quotes were requested using the WALGA on line e-quotes tool. From the list of preferred suppliers the following were selected to respond with a quote;

Service Provider	3 Year Costs	Additional Costs	Additional Work Hourly Rate	Total Quoted Cost for 3 years
AMD Chartered Accountants	\$53,100	Travel \$5,400	Audit Senior \$190 per hour	\$58,500
UHY Haines Norton	\$54,000	Travel \$2,100	Manager \$250-320 Per hour Senior \$180-220 per hour	\$56,100
Paxon	Did not respond to the request.			

Statutory and Legal Considerations:

Section 7.3 the *Local Government Act 1995* relates to the appointment of an auditor and section 7.6 of the same act relates to term of office. Local Government (Audit) Regulations 1996 Regulation 16 which references the functions of the Audit Committee.

Policy Considerations:

None.

Consultation:

No additional consultation was required.

Financial Implications:

These costs have been included in the 14/15 Budget.

Strategic Community Plan (2013 – 2023)

No reference

Corporate Business Plan (2013-2017)

No reference

Officer's Comment:

UHY Haines Norton was selected as the successful candidate for the following reasons;

- Experience in Local Government.
- Professional approach.
- Excellent working relationship.
- Competitively priced.
- Scope and planning for the final audit meets our requirements.

Voting Requirements:

Absolute Majority Required.

Recommendation:

That Council adopt the recommendation of the Audit Committee to appointment UHY Haines Norton as official auditors for the duration of 3 years. UHY Haines Norton represented by the nominated auditors of;

<u>Engagement Partner (either)</u>	<u>Registered Company Auditor Number</u>
Mr D J Tomasi	15724
Mr G Godwin	310219
Mr Wen-Shien Chai	299761

Council Resolution

12.07.14.03

Moved Cr Fancote Seconded Cr Eva

That Council adopt the recommendation of the Audit Committee to appointment UHY Haines Norton as official auditors for the duration of 3 years. UHY Haines Norton represented by the nominated auditors of;

<u>Engagement Partner (either)</u>	<u>Registered Company Auditor Number</u>
Mr D J Tomasi	15724
Mr G Godwin	310219
Mr Wen-Shien Chai	299761

CARRIED 6-0

12.07.14.04 CASH RESERVES FUNDS - CHANGE OF PURPOSE AND USE

FILE REFERENCE:

AUTHORS NAME AND POSITION: Evelyn Arnold
Deputy Chief Executive Officer

NAME OF APPLICANT/RESPONDENT: Shire of Brookton

DATE REPORT WRITTEN: 8 July 2014

DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCE: June Councillor Briefing Session

SUMMARY:

Council is requested to approve the adoption of changes to the purpose and/or use of money for the financial cash reserves held.

Background:

A review of the current reserve funds held, highlighted a number of reserve funds where the purpose requires updating or the funds would be better used for a different purpose.

Details:

As detailed in the table below 11 reserve funds will be affected by the changes. The intention is to align the structure of Council's reserves to meet the changing strategic objectives and asset management environment.

Statutory and Legal Considerations:

Section 6.11 (3) (a) of the *Local Government Act 1995* which allows for the change of purpose or use of reserve funds without a public notice period provided the changes are disclosed in the annual budget of the local government for that financial year.

Policy Considerations:

No existing policies regarding the management of the financial reserves will be affected.

Consultation:

Comment was sort from Council after the June briefing session. As the changes will be included in the 14/15 budget no formal public consultation is required.

Financial Implications:

The overall balance of the cash backed reserves will not change so there will be no financial impact.

Strategic Community Plan (2013 – 2023)

Strategy No 3.3.1: *Develop buildings and facilities in accordance with the Asset Management Plans.*

Corporate Business Plan (2013-2017)

Activity & Services: *Undertake planned infrastructure development activities in accordance with the Asset Management Plan.*

Responsibility: *Projects* Year: *2014-2018*

Officer's Comment:

The below reserve funds are recommended for change, all other reserve funds will be unaffected. The changes will be reflected in the Annual Budget report for the 14/15 year and will be implemented after that report has been adopted.

Voting Requirements:

Absolute Majority Required.

Recommendation:

That Council adopt the changes to the purpose and use of funds for the reserve funds as detailed below;

Current Reserve Name	New Reserve Name	New Reserve Purpose	Balance to be Transferred From	Estimated Financial Effect
Plant Reserve	Plant & Vehicle Reserve	This reserve is for the purchase of major items in the Shire's plant and vehicle replacement program.	Staff Vehicle Changeover Reserve.	\$17,845
Staff Vehicle Changeover Reserve			Closed and balance transferred to Plant and Vehicle Reserve.	
Office Equipment Reserve	Furniture and Equipment Reserve	This reserve is for the replacement of major items of furniture and equipment.	None	None
Sewerage Scheme	Sewerage and Drainage Infrastructure	This reserve is for major upgrades to	Drainage Infrastructure Reserve	\$52,038

Reserve	Reserve	the Brookton town sewerage and drainage infrastructure as required.		
Drainage Infrastructure Reserve			Closed and balance transferred to Sewerage and Drainage Infrastructure Reserve.	
Road Infrastructure Reserve	Road and Bridges infrastructure Reserve	This reserve is for the construction of roads and bridges within the Shire.	None	None
Bridge Construction Equipment Reserve			Closed and balance transferred to Caravan Park Reserve.	
Saddleback Vehicle & Equipment Reserve			Closed and balance transferred to Saddleback Building Reserve	
Saddleback Building Reserve		This reserve is to be used for the Saddleback building to fund future upgrades and major maintenance of the building.	Saddleback Vehicle & Equipment Reserve	\$4,714
Old Police Station Reserve	Brookton Museum/Heritage Reserve	This reserve is to be used to fund any upgrades or major maintenance on the museum.	None	None

Caravan Park Reserve			Transfer from Bridge Construction Equipment Reserve	\$67,840
----------------------	--	--	---	----------

Council Resolution

12.07.14.04

Moved Cr Crute Seconded Cr Allington

That Council adopt the changes to the purpose and use of funds for the reserve funds as detailed below;

Current Reserve Name	New Reserve Name	New Reserve Purpose	Balance to be Transferred From	Estimated Financial Effect
Plant Reserve	Plant & Vehicle Reserve	This reserve is for the purchase of major items in the Shire's plant and vehicle replacement program.	Staff Vehicle Changeover Reserve.	\$17,845
Staff Vehicle Changeover Reserve			Closed and balance transferred to Plant and Vehicle Reserve.	
Office Equipment Reserve	Furniture and Equipment Reserve	This reserve is for the replacement of major items of furniture and equipment.	None	None
Sewerage Scheme Reserve	Sewerage and Drainage Infrastructure Reserve	This reserve is for major upgrades to the Brookton town sewerage and drainage infrastructure as required.	Drainage Infrastructure Reserve	\$52,038
Drainage Infrastructure			Closed and balance	

Reserve			transferred to Sewerage and Drainage Infrastructure Reserve.	
Road Infrastructure Reserve	Road and Bridges infrastructure Reserve	This reserve is for the construction of roads and bridges within the Shire.	None	None
Bridge Construction Equipment Reserve			Closed and balance transferred to Caravan Park Reserve.	
Saddleback Vehicle & Equipment Reserve			Closed and balance transferred to Saddleback Building Reserve	
Saddleback Building Reserve		This reserve is to be used for the Saddleback building to fund future upgrades and major maintenance of the building.	Saddleback Vehicle & Equipment Reserve	\$4,714
Old Police Station Reserve	Brookton Museum/Heritage Reserve	This reserve is to be used to fund any upgrades or major maintenance on the museum.	None	None

Caravan Park Reserve			Transfer from Bridge Construction Equipment Reserve	\$67,840
-----------------------------	--	--	--	-----------------

CARRIED 6-0

12.07.14.05 WRITE OFF SMALL BALANCES – RATES END OF YEAR

FILE REFERENCE: ADM 0323

AUTHORS NAME AND POSITION: Deanne Sweeney
Senior Finance Officer

NAME OF APPLICANT/RESPONDENT: Not Applicable

DATE REPORT WRITTEN: 02 July 2014

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

PREVIOUS MEETING REFERENCE: There is no previous meeting reference.

SUMMARY:

This report recommends a write off of small balances totaling \$103.21 to be written off in accordance with section 6.12 (1) (c) of the *Local Government Act 1995*.

Background:

Under section 6.12 (1) (c) of the *Local Government Act 1995*, Council is able to write off any amount of money, which is owed to the Local Government.

Detail:

As part of the Rates end of year process it is recommended to write off small balances \$5.00 and under per rates assessment. Details of the small balance write offs are supplied in the attached schedule titled 12.07.14.04A – Small Balance Write Off's.

Statutory and Legal Considerations:

Section 6.12 (1) (c) of the *Local Government Act 1995* applies to small balance write-offs.

Policy Considerations:

There are no policy implications.

Consultation:

None

Financial Implications:

The financial implications are minor and covered in a standard budget provision for write offs of this nature.

Strategic Community Plan (2013 – 2023)

No reference.

Corporate Business Plan (2013-2017)

No reference

Officer's Comment:

Not applicable.

Voting Requirements:

Absolute majority

Officer's Recommendation:

That Council approves the schedule of small balance write off's totalling \$103.21, as part of Rates end of year processing.

Council Resolution

12.07.14.05

Moved Cr Eva Seconded Cr Fancote

That Council approves the schedule of small balance write off's totalling \$103.21, as part of Rates end of year processing.

CARRIED 6-0

ATTACHMENT 12.07.14.05A

ATTACHMENT 12.07.14.05A**WRITE OFF SMALL BALANCES – RATES END OF YEAR**

Assess #	Property Address	Value
A218	3666 KWEDA ROAD BROOKTON	\$ 1.02
A237	125 BODEY STREET BROOKTON	\$ 1.61
A242	129 ROBINSON ROAD BROOKTON	\$ 0.29
A248	107 ROBINSON ROAD BROOKTON	\$ 0.21
A2544	BROOKTON-KWEDA ROAD BROOKTON	\$ 0.09
A2559	LOT 98 WILLS ROAD JELCOBINE	\$ 0.64
A2561	BUCKINGHAM ROAD BROOKTON	\$ 0.45
A2562	LOT 506 BUCKINGHAM ROAD BROOKTON	\$ 0.81
A2563	LOT 93 BARTRAM ROAD JELCOBINE	\$ 2.31
A2572	458 DAVIS ROAD BROOKTON	\$ 0.18
A2589	CORBERDING ROAD BROOKTON	\$ 0.11
A259	24 WILLIAMS STREET BROOKTON	\$ 1.71
A2592	LOT 147 CORBERDING ROAD BROOKTON	\$ 0.63
A2593	CORBERDING ROAD BROOKTON	\$ 0.81
A2596	922 HILLCROFT ROAD BROOKTON	\$ 1.27
A2617	LOT 90 BROOKTON-KWEDA ROAD BROOKTON	\$ 3.99
A2618	LOT 95 BROOKTON-KWEDA ROAD BROOKTON	\$ 3.67
A2629	DAVIS ROAD BROOKTON	\$ 0.65
A2632	BROOKTON HIGHWAY BROOKTON	\$ 0.81
A264	25 GAYNOR STREET BROOKTON	\$ 3.74
A2684	27 MONGER STREET BROOKTON	\$ 1.59
A271	59 BROOKTON HIGHWAY BROOKTON	\$ 2.47
A2718	BROOKTON HIGHWAY BROOKTON	\$ 0.33
A2742	SOUTHERN BRANCH ROAD BROOKTON	\$ 3.38
A2749	ULBRICH ROAD BROOKTON	\$ 0.33
A2765	LOT 751 BARTRAM ROAD BROOKTON	\$ 0.97
A2769	LOT 87 STRANGE ROAD JELCOBINE	\$ 2.66
A284	46 REYNOLDS STREET BROOKTON	\$ 0.23
A293	38 RICHARDSON STREET BROOKTON	\$ 1.38
A31	55 STRANGE ROAD BROOKTON	\$ 0.78
A310	37 CUMMING STREET BROOKTON	\$ 0.39
A312	62 CORBERDING ROAD BROOKTON	\$ 0.05
A314	58 CORBERDING ROAD BROOKTON	\$ 0.08
A315	14 RICHARDSON STREET BROOKTON	\$ 0.24
A333	47 WHITE STREET BROOKTON	\$ 1.40
A335	9 WITHALL STREET BROOKTON	\$ 0.59
A341	137 RICHARDSON STREET BROOKTON	\$ 0.03
A346	79 JOSE STREET BROOKTON	\$ 0.56
A348	9 WHITE STREET BROOKTON	\$ 0.76
A353	60 WILLIAMS STREET BROOKTON	\$ 0.32
A39	YORK-WILLIAMS ROAD BROOKTON	\$ 1.36

A405	29 WHITE STREET BROOKTON	\$ 5.00
A407	47 CUMMING STREET BROOKTON	\$ 3.24
A411	92 WILLIAMS STREET BROOKTON	\$ 2.42
A420	34 WILLIAMS STREET BROOKTON	\$ 4.94
A429	5 MONTGOMERY STREET BROOKTON	\$ 2.11
A436	93 JOSE STREET BROOKTON	\$ 0.57
A441	9 GROSER STREET BROOKTON	\$ 0.45
A454	50 WHITE STREET BROOKTON	\$ 0.58
A463	105 ROBINSON ROAD BROOKTON	\$ 0.90
A47	AVON ROAD BROOKTON	\$ 1.37
A472	54 LEFROY STREET BROOKTON	\$ 0.78
A488	2 SEWELL STREET BROOKTON	\$ 0.88
A490	46 WHITE STREET BROOKTON	\$ 0.09
A510	133 ROBINSON ROAD BROOKTON	\$ 2.03
A511	36 WILLIAMS STREET BROOKTON	\$ 0.92
A522	13 WHITE STREET BROOKTON	\$ 0.22
A532	13 WHITE STREET BROOKTON	\$ 1.18
A545	45 CUMMING STREET BROOKTON	\$ 0.05
A56	STRANGE ROAD BROOKTON	\$ 0.32
A581	BROOKTON HIGHWAY BROOKTON	\$ 0.11
A589	92 WHITE STREET BROOKTON	\$ 3.60
A592	86 WHITE STREET BROOKTON	\$ 0.04
A642	34 WHITE STREET BROOKTON	\$ 0.29
A71	HILLCROFT ROAD JELCOBINE	\$ 0.01
A760	LOT 1 GREAT SOUTHERN HIGHWAY BROOKTON	\$ 0.63
A763	CORBERDING ROAD BROOKTON	\$ 4.30
A769	LOT 201 MOORUMBINE LOCATION BROOKTON	\$ 1.10
A775	322 LOCATION 9930 GARTRELL RD BROOKTON	\$ 0.90
A781	121 WOODS LOOP BROOKTON	\$ 0.70
A783	LOT 1 BROOKTON-KWEDA ROAD ALDERSYDE	\$ 0.33
A784	LOT 1 BROOKTON HIGHWAY JELCOBINE	\$ 0.33
A804	JAENSCH ROAD BROOKTON	\$ 0.07
A805	NORTH KWEDA ROAD BROOKTON	\$ 0.06
A829	ALDERSYDE-PINGELLY ROAD ALDERSYDE	\$ 0.35
A838	847 HILLCROFT ROAD BROOKTON	\$ 0.37
A856	10 TYRER RD BROOKTON	\$ 1.29
A859	130 TYRER RD BROOKTON	\$ 0.65
A889	475 BARTRAM ROAD BROOKTON	\$ 0.29
A890	BARTRAM ROAD BROOKTON	\$ 0.88
A894	LOT 814 BROOKTON-CORRIGIN ROAD BROOKTON	\$ 0.21
A90	GIBBS GULLY BROOKTON	\$ 0.53
A909	474 BARTRAM ROAD BROOKTON	\$ 1.37
A917	114 RICHARDSON STREET BROOKTON	\$ 2.69
A92	AVON ROAD BROOKTON	\$ 2.21

A974	LOT 6598 SOUTHERN BRANCH ROAD BROOKTON	\$ 0.36
A982	145 BROOKTON HWY BROOKTON	\$ 4.15
A99	LOT 205 PAGES ROAD BROOKTON	\$ 1.08
A998	YORK-WILLIAMS ROAD BROOKTON	\$ 1.36
		\$ 103.21

13.07.14.0 GOVERNANCE REPORT

13.07.14.01 SOUTH EAST AVON VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (SEAVROC) - APPOINTMENT OF MEMBERS

FILE REFERENCE:	ADM 0140
AUTHORS NAME AND POSITION:	Kevin O'Connor Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Shire of Brookton
DATE REPORT WRITTEN:	16 July 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter.
PREVIOUS MEETING REFERENCE:	There is no previous meeting reference.

SUMMARY

Following the recommencement of the South East Avon Voluntary Regional Organisation of Councils (SEAVROC) it would be appropriate to elect two voting members to represent the Council on this organisation.

Background:

The SEAVROC commenced informal arrangements in 2006 and was formalised under a Memorandum of Understanding (MOU) signed by all participating local governments and the then Minister for Local Government in June 2007.

The purpose of the MOU between the Local Governments of Beverley, Brookton, Cunderdin, Quairading and York was to establish a working partnership:

- To achieve recognition of South East Avon as a viable, political, social and economic region
- To enhance service delivery and infrastructure for our collective and individual communities
- To achieve a sustainable, cost effective model for the sharing of resources

The following Objectives for SEAVROC were agreed between the participating councils:

1. To share opportunities, resources, and intellectual property to reduce any duplication and increase the outcomes of the opportunities identified.
2. To improve asset management and gain better utilisation of assets.
3. To adopt a region wide focus and demonstrate this by including regional strategies in the individual Shire Strategic planning process.
4. To establish and maintain effective communication and consultative mechanisms between the Local Governments of Beverley, Brookton, Cunderdin, Quairading York and their communities, on policy, processes and important issues using a change management strategy.
5. To position SEAVROC to respond to any requirements for Regional Local Government.

Following the inclusion of Tammin as the sixth member of SEAVROC and the subsequent encouragement by the then Minister for Local Government for SEAVROC to look at a formal amalgamation process, Beverley and Brookton decided to not participate in the newly established South East Avon Regional Transition Group (SEARTG).

The SEARTG Councils went on to fully explore the amalgamation possibilities, culminating in a proposal to the Local Government Advisory Board to formally consider whether the four Council's should form a new entity. The advisory board did not recommend to the Minister that the new entity be formed, thus ending the process and therefore the status quo remained.

In December 2012 SEAVROC convened a meeting and Brookton Shire was asked if it wished to remain a member of the group. At the February 2013 meeting Council reaffirmed its intention to remain a member of SEAVROC.

Details:

Following the demise of the SEARTG process, there was a willingness to reform the SEAVROC so that the objectives of the MOU could continue to be realised. The CEO's from the six Shires met in May 2014 to review where SEAVROC had got to and discuss what opportunities could be progressed if the group could be reformed.

The first meeting of the re convened SEAVROC took place on Tuesday 8th July 2014 in Tammin and was attended by Councillors Mills, Allington and myself. Following considerable discussion on how the Chairmanship would be decided, Councillor Rod Carter, President of Cunderdin Shire took the Chair.

The following items were presented by the Executive Officer, Mr Dominic Carbone, for consideration:

- Status Report – Outstanding Business; Asset Management Plans and Local Laws Review
- Financial Statements for the 30/6/2014 - \$60,000 balance available to spend.
- Future Direction – SEAVROC Projects and Initiatives

The issues/opportunities raised under the last item above were as follows:

1. Regional Subsidiaries legislation seems to have the support of the Coalition
2. What are other VROC's doing well
3. What has SEAVROC achieved in the past
4. Compatible IT systems, SEAVROC Councils have the rights to a local government software package
5. Road works opportunities and Risk Management Policies and Procedures
6. Aged Care Housing
7. Service Deliver Plans available for the full range of local government services
8. Lobbying capacity
9. Alignment to WDC Investment Blueprint
10. Funding for 2014/15 – each council to contribute \$5,000

It was agreed that before the next SEAVROC meeting, that each Council prepare a priority list of projects for the group to consider for further investigation.

Statutory and Legal Considerations:

There are no considerations relevant to this report

Policy Considerations:

There is no Council Policy relative to this issue.

Consultation:

Not relevant to this report.

Financial Implications:

Council will need to consider the allocation of \$5,000 in the 2014/15 budget.

Strategic Community Plan (2013 – 2023)

Strategy No 5.1.2: *Promote collaboration with other councils on structural reform opportunities at a regional level*

Corporate Business Plan (2013-2017)

Activity & Services: *Explore resource sharing arrangements with neighbouring shires*

Responsibility: *Council & CEO* Year: *2014-2018*

Officer's Comment:

To ensure that the Brookton Shire maintains an equal footing when meetings of the SEAVROC Councils are held, it is recommended that the Shire President, Deputy Shire President and a Deputy member be appointed as the Shire delegates.

The next meeting of the SEAVROC is to be held in York on the 4th September 2014.

Voting Requirements:

Simple majority

Officer's Recommendation:

That the Shire President, Deputy Shire President and Councillor ----- (Deputy Member) be appointed as the Shire delegates to the SEAVROC.

Council Resolution

13.07.14.01

Moved Cr Crute Seconded Cr Mills

That the Shire President, Deputy Shire President and Councillor Fancote (Deputy Member) be appointed as the Shire delegates to the SEAVROC.

CARRIED 6-0

14.07.14.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

16.07.14.0 CONFIDENTIAL REPORT

Nil

17.07.14.0 NEXT MEETING

The next Ordinary meeting of Council will be on Thursday 21 August 2014 at 12.30 pm.

18.07.14.0 CLOSURE

There being no further business the Presiding Member closed the meeting at 1:19pm.