



Shire of Brookton

# ORDINARY COUNCIL MEETING

## MINUTES

Thursday 17 April 2014

These minutes were confirmed by Council as a true and correct record of the Ordinary Council meeting held on 17 April 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 17 April 2014**  
**Commencing at 12.30 pm.**

**TABLE OF CONTENTS**

<b>1.04.14</b>	<b>DECLARATION OF OPENING / ATTENDANCE / APOLOGIES .....</b>	<b>4</b>
<b>2.04.14</b>	<b>ANNOUNCEMENT OF VISITORS.....</b>	<b>4</b>
<b>3.04.14</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>4</b>
<b>4.04.14</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>4</b>
<b>5.04.14</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>4</b>
<b>6.04.14</b>	<b>PETITIONS/ DEPUTATIONS / PRESENTATION.....</b>	<b>4</b>
<b>7.04.14</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....</b>	<b>5</b>
<b>8.04.14</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION .....</b>	<b>5</b>
<b>9.04.14</b>	<b>DECLARATIONS BY MEMBERS &amp; OFFICERS .....</b>	<b>5</b>
<b>10.04.14.0</b>	<b>TECHNICAL &amp; DEVELOPMENT SERVICES REPORT .....</b>	<b>6</b>
10.04.14.01	DEVELOPMENT APPLICATION – ONE DAY JUNIOR MOTOR CYCLE EVENT – LOT 17976 PIKE ROAD, JELCOBINE	6
	ATTACHMENT 10.04.14.01A .....	10
	ATTACHMENT 10.04.14.01B .....	13
10.04.14.02	DEVELOPMENT APPLICATION – REPLACEMENT OF FUEL TANKS – LOTS 1 & 2 (4) CORBERDING ROAD, BROOKTON	15
	ATTACHMENT 10.04.14.02A .....	18
	ATTACHMENT 10.04.14.02B .....	19
10.04.14.03	REFUSE FACILITY WASTE MANAGEMENT PLAN- ADOPTION .....	20
	ATTACHMENT 10.04.14.03A (as separate attachment) .....	24
<b>12.04.14.0</b>	<b>FINANCE &amp; ADMINISTRATION REPORT.....</b>	<b>25</b>
12.04.14.01	LIST OF ACCOUNTS FOR PAYMENT	25
	ATTACHMENT 12.04.14.01A	27
12.04.14.02	FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2014.....	36
	ATTACHMENT 12.04.14.02A .....	38

12.04.14.03	BUDGET AMENDMENT KOORRNONG SALE PRICES AND LAND DEVELOPMENT RESERVE	51
14.04.14.0	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>55</b>
15.04.14.0	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING – ELECTED MEMBERS, OFFICERS .....</b>	<b>55</b>
16.04.14.0	<b>CONFIDENTIAL REPORT .....</b>	<b>55</b>
17.04.14.0	<b>NEXT MEETING.....</b>	<b>55</b>
18.04.14.0	<b>CLOSURE.....</b>	<b>55</b>

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

The Presiding Member opened the meeting at 12:35pm 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 N Walker

Cr TM Eva

Cr L Allington

###### Staff

Kevin O'Connor

Chief Executive Officer

Julie Oliver

Deputy Chief Executive Officer

Stefan de Beer

Shire Planner

Courtney McCallum

Governance Officer

###### Members of the Public

Ms Cath Meaghan

W A Planning Commission

Mr Peter Wright

W A Planning Commission

###### Apologies

Cr R T Fancote

Cr K H Mills

#### **2.04.14 ANNOUNCEMENT OF VISITORS**

Nil

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

Nil

#### **4.04.14 PUBLIC QUESTION TIME**

Nil

#### **5.04.14 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **6.04.14 PETITIONS/ DEPUTATIONS / PRESENTATION**

Cath & Peter from the WAPC gave a presentation on the Wheatbelt Regional Planning and Infrastructure Framework. The document is a broad overview of the Region and feedback to the WAPC is invited on what we need on a Regional basis and the best structure to deliver this e.g. VROC's.

The Chief Executive Officer raised points that would affect Brookton. Discussion was had regarding these points.

**7.04.14 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Council Resolution**

**7.04.14.01**

**Moved Cr Crute Seconded Cr Walker**

That the minutes of the Ordinary Council meeting held in the Shire of Brookton Council Chambers on Thursday 20 March 2014 be confirmed as a true and correct record of proceedings.

**CARRIED 5-0**

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

Nil

**Condolences**

Nil

**9.04.14 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>Councillor / Staff</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>

## 10.04.14.0 TECHNICAL & DEVELOPMENT SERVICES REPORT

### 10.04.14.01 DEVELOPMENT APPLICATION – ONE DAY JUNIOR MOTOR CYCLE EVENT – LOT 17976 PIKE ROAD, JELCOBINE

<b>FILE REFERENCE:</b>	P86
<b>AUTHORS NAME AND POSITION:</b>	Stefan de Beer Shire Planner
<b>NAME OF APPLICANT/ RESPONDENT:</b>	Winton Lawton – Off-road Riding Club of WA
<b>DATE REPORT WRITTEN:</b>	7 April 2014
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>PREVIOUS MEETING REFERENCE:</b>	20 April 2011 16 May 2013

#### **SUMMARY:**

An application has been received to conduct a junior motor cycle event at Lot 17976 Pike Road, Jelcobine. It will be recommended the application is approved.

#### **Background:**

It is proposed to hold a junior one day motorcycle event at Lot 17976 Pike Road, Jelcobine. The event is proposed to occur on 17 May 2014, and would be similar to events that were held on the same property previously.

The applicant has stated similar events have been held on the site in previous years without incident. A search of Council records indicates no complaints have been received in relation to motorcycles on the site.

#### **Details:**

The subject site is zoned Farming, approximately 162ha in area, partly cleared and vacant. Access is via Pike Road.

A copy of the application letter and maps from the applicant are enclosed for ease of reference.

The proposed land use is a *use not listed* under the Shire of Brookton's Town Planning Scheme No. 3 (TPS 3) Table 1 – Zoning Table and cannot be reasonably determined as falling within the interpretation of one of the existing uses. Therefore the provisions contained in Clause 3.6.5 of TPS 3 must be followed.

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

##### *Clause 3.6.5 of TPS 3*

As a land use not listed under TPS 3, prior to determining the application, Council must determine that the proposed use may be consistent with the objectives and purposes of the zone. Should Council consider the proposal is consistent with the objectives and purposes of the zone Council may, at its discretion, permit the use. At Council's discretion advertising may be required prior to determining the application.

#### **Policy Consideration:**

There is no council policy relative to this issue.

**Consultation:**

Given that consultation during previous events yielded no objections, it was not considered necessary to advertise the same event again. It is submitted that appropriate conditions of Planning Approval will address any concerns arising from the proposal.

It is proposed to include previous advice obtained from the Department of Environment and Conservation as advice notes in the recommendation for approval of the application.

**Financial Implications:**

There are no financial implications relative to this issue.

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

- No specific implication relative to this application.

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

- No specific implication relative to this application.

**Local Planning Strategy:**

- The application complies with the Shire of Brookton's Local Planning Strategy.

**Officer's Comment:****Planning intent for the zone**

It is the opinion of staff that the land use is consistent with the objectives and purposes of the zone. The proposal is located in a Farming zone and is remote from any sensitive land uses. Given the temporary nature of the proposal it is unlikely there will be any substantial negative impact on rural character, amenity or agricultural production in the surrounding area. Therefore it will be recommended the proposal be determined to be consistent with the objectives and purposes of the zone.

**Character and Amenity**

Given the temporary nature of the proposed activity and remote location it is unlikely there will be any substantial disturbance to the character or amenity of the area.

The main potential disturbance to amenity would be from noise and traffic. To ensure such amenity disturbance is minimised, should Council approve the application, hours of operation could be restricted as a condition of approval.

**First Aid**

The applicant has stated local St John Ambulance personnel will be in attendance. Should Council approve the application, to ensure the provision of first aid is adequate, it will be recommended a person qualified in first aid is in attendance at all times during the activity, as a condition of approval.

**Emergency Evacuation**

The applicant has provided emergency evacuation details that appear to be adequate. Should Council approve the application it will be recommended the submitted procedures are complied with as a condition of approval.

**Fire Management**

Due to the enduro course traversing a bush area of the site, fire management is a matter that should be considered by Council. The applicant has submitted a limited fire management plan that states fire extinguishers will be placed in the pit area and the landowner will be asked to provide a portable fire unit.

## **Conclusion**

The application to conduct a motorcycle event at Lot 17976 Pike Road, Jelcobine, is supported because:

- Previously the event has been conducted without incident; and
- Recommended conditions of approval and advice notes are anticipated to address any matters of concern.

Therefore it will be recommended the application be approved.

## **Voting Requirements:**

Simple Majority.

## **Officer's Recommendation:**

That Council:-

Approve a motor cycle event at Lot 17976 Pike Road, Jelcobine, subject to the following conditions and advice notes:

### Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
2. This approval is for activities occurring on 17 May 2014.
3. Ablution facilities that comply with the Shire of Brookton's Environmental Health requirements shall be available on site at all times during the event.
4. Motorcycle activity shall only occur between the hours of 8.00am and 5.00pm.
5. The Fire Management, Emergency Evacuation and First Aid plans shall be complied with at all times during the event.
6. A person appropriately qualified in first aid shall be on site at all times during the event.
7. A mobile fire unit shall be available at all times during the event.
8. With the exception of persons involved in the setting up and dismantling of the event, no camping is to occur on site.

### 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 to, in future, submit similar applications to the Shire at least 3 months before the scheduled event, in order for the Shire to adhere to the relevant Statutory requirements of the Shire of Brookton Town Planning Scheme.
3. DPaW recommends that the motor cross track should be confined to the cleared areas of the property and does not invade into remnant bushland areas.
4. DPaW recommends that the motor cross route does not disturb the beds or banks of the drainage line on the property.
5. DPaW recommends that the planned motor cross circuit is situated on the eastern side of the property well away from neighbouring conservation estate.
6. DPaW recommends that the organisers of the event develop and implement an event conservation management traffic plan, to restrict all motor cross bike activity from entering the remnant bushland on the property and neighbouring conservation managed lands.



**Council Resolution**

**10.04.14.01**

**Moved Cr Walker Seconded Cr Eva**

**That Council:-**

**Approve a motor cycle event at Lot 17976 Pike Road, Jelcobine, subject to the following conditions and advice notes:**

**Conditions:**

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 2. This approval is for activities occurring on 17 May 2014.**
- 3. Ablution facilities that comply with the Shire of Brookton's Environmental Health requirements shall be available on site at all times during the event.**
- 4. Motorcycle activity shall only occur between the hours of 8.00am and 5.00pm.**
- 5. The Fire Management, Emergency Evacuation and First Aid plans shall be complied with at all times during the event.**
- 6. A person appropriately qualified in first aid shall be on site at all times during the event.**
- 7. A mobile fire unit shall be available at all times during the event.**
- 8. With the exception of persons involved in the setting up and dismantling of the event, no camping is to occur on site.**

**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 to, in future, submit similar applications to the Shire at least 3 months before the scheduled event, in order for the Shire to adhere to the relevant Statutory requirements of the Shire of Brookton Town Planning Scheme.**
- 3. DPaW recommends that the motor cross track should be confined to the cleared areas of the property and does not invade into remnant bushland areas.**
- 4. DPaW recommends that the motor cross route does not disturb the beds or banks of the drainage line on the property.**
- 5. DPaW recommends that the planned motor cross circuit is situated on the eastern side of the property well away from neighbouring conservation estate.**
- 6. DPaW recommends that the organisers of the event develop and implement an event conservation management traffic plan, to restrict all motor cross bike activity from entering the remnant bushland on the property and neighbouring conservation managed lands.**

**CARRIED 5-0**

**ATTACHMENT 10.04.14.01A**

**ATTACHMENT 10.04.14.01B**



Shire of Brookton  
BROOKTON WA

Att: Stefan de Beer  
Shire Planner

**Re: Junior Motorcycle Activity (Non Commercial)  
17<sup>th</sup> May 2014  
Lot 17976  
Pike Rd  
Jelcobine**

**Property Owned by Vinny Pike**

Hi Stefan

Its that time of the year when all the kids start giving me a hard time about motorcycle events.

We have 2 events planned in the Brookton shire this year.  
The first is on the 17<sup>th</sup> May at the same property we used last year.  
The second one will be on the 21<sup>st</sup> June at a property we have not used for 3 years, owned by Jeff Overington. I will forward you the application for this event in the next couple of weeks.

Please find attached the application for planning approval for the first event on the 17<sup>th</sup> May.  
Maps with the parking layout, lot area and the riders start & finish areas are attached.

The format for this event will be exactly the same as last year.  
It is called a Short Course Enduro. Run along similar lines to a time trial, the riders are timed through a marked course approx 2km long followed by a non timed trail section.

The parking area, start & finish are all defined with wooden stakes and bunting as per all of our events.

The track is inspected by a Motorcycling Australia official, to make sure it meets the Motorcycling Rules of Competition. Once approved, a permit to activate the insurance cover is issued.

**Some additional Information –**

**First Aid –**

St John's will provide First Aid services on the day.  
They will be in attendance from 9am – approx. 4pm until all riding has ceased.  
We will provide an enclosed shelter with table & chairs as a First Aid post. It is up to the first aid officer attending, if they choose to bring an Ambulance.  
In the event of an injury requiring transfer to hospital, an Ambulance would be called.  
Based on prior experience, we will only require one first aid paramedic in attendance, although in many cases they prefer to send along two people and use the day for training purposes.  
I have emailed Cliff Fishlock of the Brookton St Johns to organize First Aid.

**Fire Management –**

We appreciate the Fire Risk at this time of the year.  
We will have a minimum of four fire extinguishers placed around the parking pit area.  
I will be asking the landowner to have a portable fire unit available.  
We will contact the local Fire Control Officer & discuss fire management with him.

SHIRE OF BROOKTON		RECEIVED
27 MAR 2014		
FILE REF:	P86	RESP
OFFICER:		
DOC ID:		
DATE:		
INIT:		

**Emergency Evacuation –**

We would anticipate approx'75 vehicles to attend. Parking is in an open paddock area, it will be quite easy for vehicles to exit the paddock in an orderly way.

The PA system would be used to advise people of an emergency and what is required.

Officials & Marshalls would direct traffic.

From the paddock there are three alternative exit roads. (Pike Rd, Strange Rd, Pike to Thompson Rd)

If you require any further information, please do not hesitate to contact me.

**Winton Lawton**  
**Event Co-Ordinator**  
**0418 313 553**

**Inset Map "A"**  
See West Dale Site Map

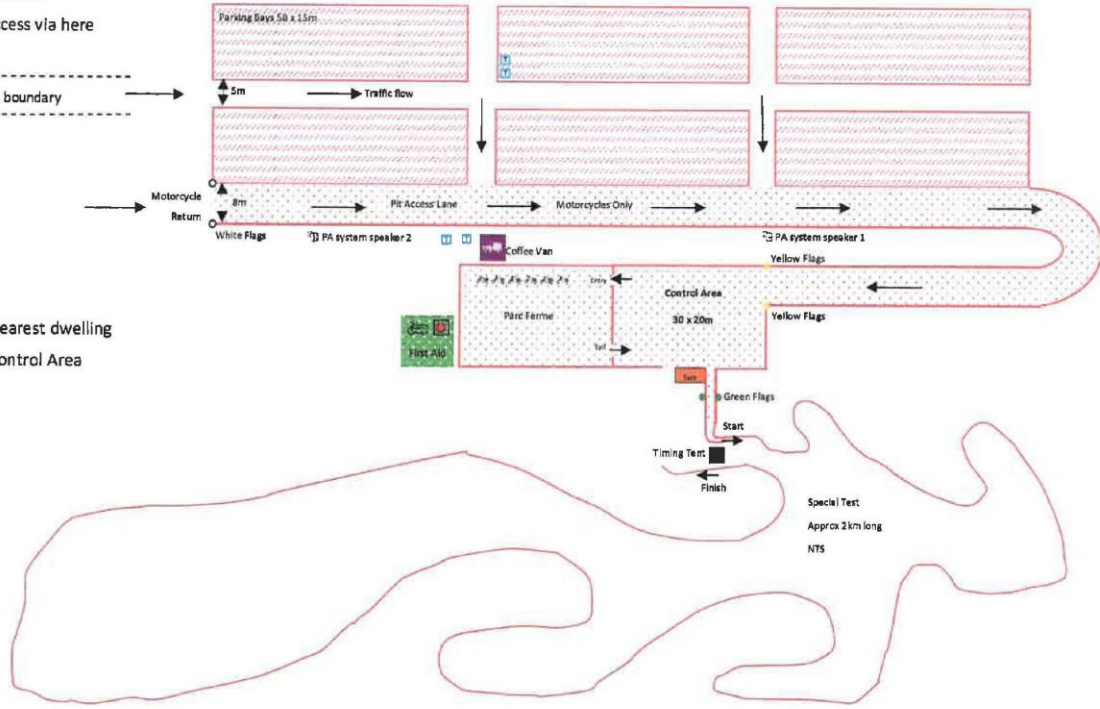


Short Course Enduro V. Pike  
West Dale Lot No: 17976  
Saturday 17th May 2014 Pike Road, West Dale

← PIKE ROAD ~ 500m  
All vehicle access via here

Vehicle access boundary

← Direction of nearest dwelling  
~ 3km from Control Area



**LEGEND**  
Scale 1:1000  
1mm = 1mtr

- Parking
- Male & Female Toilets
- Rego Tent
- Yellow Flags - entry to Control Area
- White Flags - entry to Pit Lane
- Coffee Van
- First Aid
- First Aid Tent

West Dale Site Map  
See Inset Map "A"



←  
Brookton Hwy  
~12km

LOT 29041

PIKE RD

LOT 17961

←  
Direction of nearest dwelling  
~3km from Control Area

LOT 17976

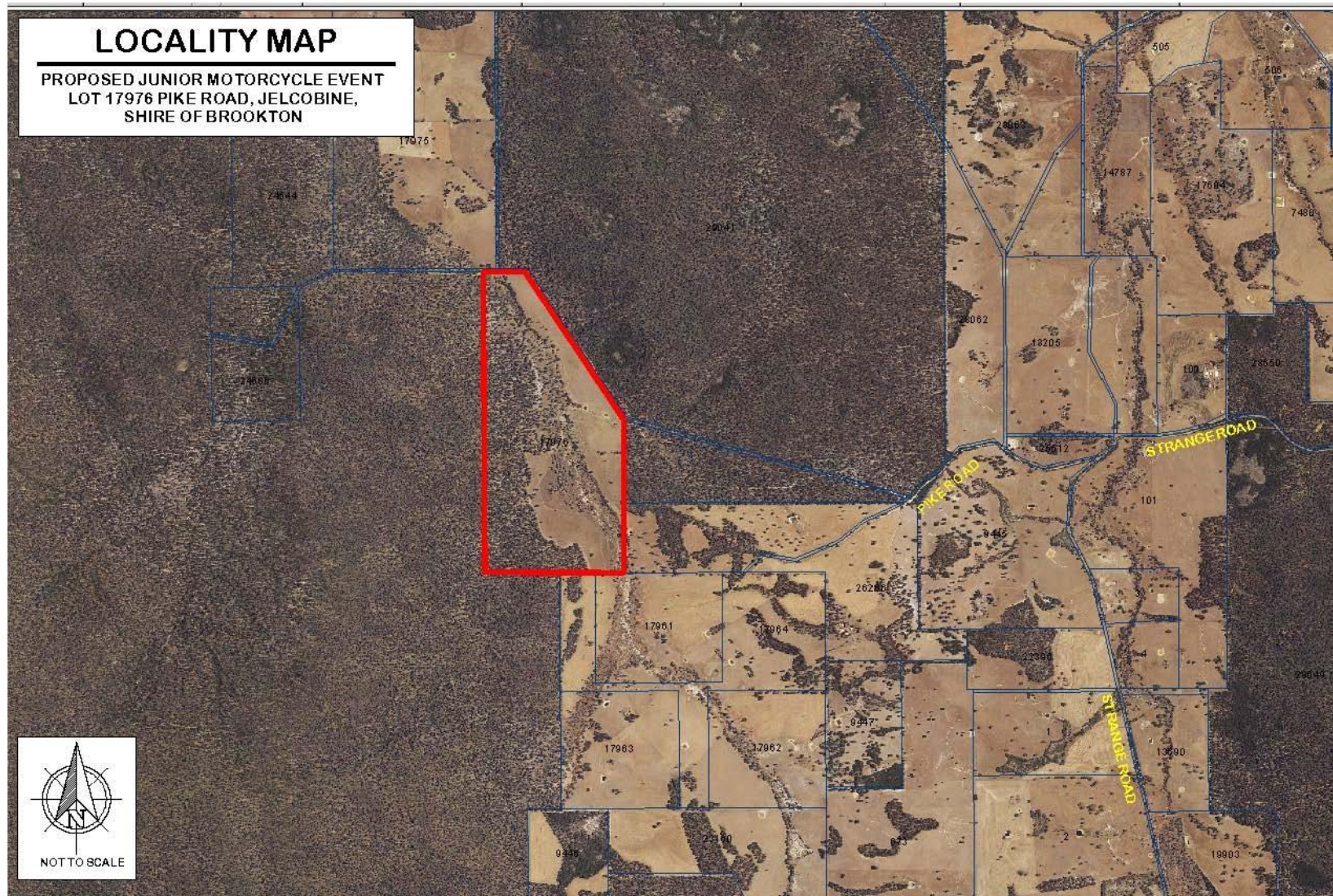
See Inset  
Map "A"



←  
Vehicle Access  
Via Pike Rd ~500m from  
Control Area

Short Course Enduro	V. Pike
West Dale	Lot No: 17976
Saturday 17th May 2014	Pike Road, West Dale

ATTACHMENT 10.04.14.01B



**10.04.14.02 DEVELOPMENT APPLICATION – REPLACEMENT OF FUEL TANKS – LOTS 1 & 2 (4) CORBERDING ROAD, BROOKTON**

**FILE REFERENCE:** P443

**AUTHORS NAME AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/ RESPONDENT:** Sean Damian Wood

**DATE REPORT WRITTEN:** 9 April 2014

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

**PREVIOUS MEETING REFERENCE:** No previous meeting reference

**SUMMARY:**

An application has been received to excavate, remove and install new fuel tanks at 4 (Lots 1 & 2) Corberding Road, Brookton. It will be recommended the application is approved.

**Background:**

It is proposed to replace old fuel tanks at Stumpy's Road House (BP Service Station), located at 4 (lots 1 & 2) Corberding Road, Brookton.

**Details:**

The subject land is zoned '*Commercial*', in extent as follows:

Lot 1: 1,677m<sup>2</sup>;

Lot 2: 1,198m<sup>2</sup>.

Copies of the locality map and site plan are attached to this report.

The proposal is to excavate and remove the existing fuel tanks, and replace them with one single compartmentalised fuel tank at a new location on site. The new tank will consist of 3 compartments holding approximately 20kl of Diesel, 20kl of Unleaded Petrol and 10kl of Premium Unleaded Petrol, as shown on the site plan.

The age of the present fuel tanks requires them to be tested every 2 years at substantial cost. There is also a risk of them failing because of their age. The testing obligations of the new system are substantially less.

**Statutory and Legal Considerations:**

The application may be approved under the Shire of Brookton's Town Planning Scheme No. 3.

**Policy Consideration:**

There is no council policy relative to this issue.

**Consultation:**

No consultation was considered necessary.

**Financial Implications:**

There are no financial implications relative to this issue.

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

- No specific implication relative to this application.

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

- No specific implication relative to this application.

**Local Planning Strategy:**

- No specific implication relative to this application.

**Officer's Comment:**

Section 4 of the Planning and Development Act, 2005 determines that *'Development'* means amongst others:

*'The carrying out on the land of any excavation or other works...'*

Seeing that the proposal is not specifically exempt from obtaining planning approval in terms Section 5.1.2 of the Shire of Brookton Town Planning Scheme No. 3, it is presented to Council for consideration.

It is the opinion of staff that the proposal is required for the continued effective functioning of an important service station in town and should be supported. Appropriate conditions of planning approval are expected to mitigate any matters of concern, and it will therefore be recommended the application be approved.

**Voting Requirements:**

Simple Majority.

**Officer's Recommendation:**

That Council:-

Approve the replacement of fuel tanks and associated excavation works at 4 (lots 1 & 2) Corberding 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.
3. Prior to commencement of work, all required permissions are to be obtained from the relevant Government Departments for the proposed works, i.e. the Department of Mines and Petroleum, Resource Safety Directorate. A copy of their approval shall be forwarded to the Shire for its records.

**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.



**Council Resolution**

**10.04.14.02**

**Moved Cr Crute Seconded Cr Allington**

**That Council:-**

**Approve the replacement of fuel tanks and associated excavation works at 4 (lots 1 & 2) Corberding 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.**
- 3. Prior to commencement of work, all required permissions are to be obtained from the relevant Government Departments for the proposed works, i.e. the Department of Mines and Petroleum, Resource Safety Directorate. A copy of their approval shall be forwarded to the Shire for its records.**

**Advice Notes:**

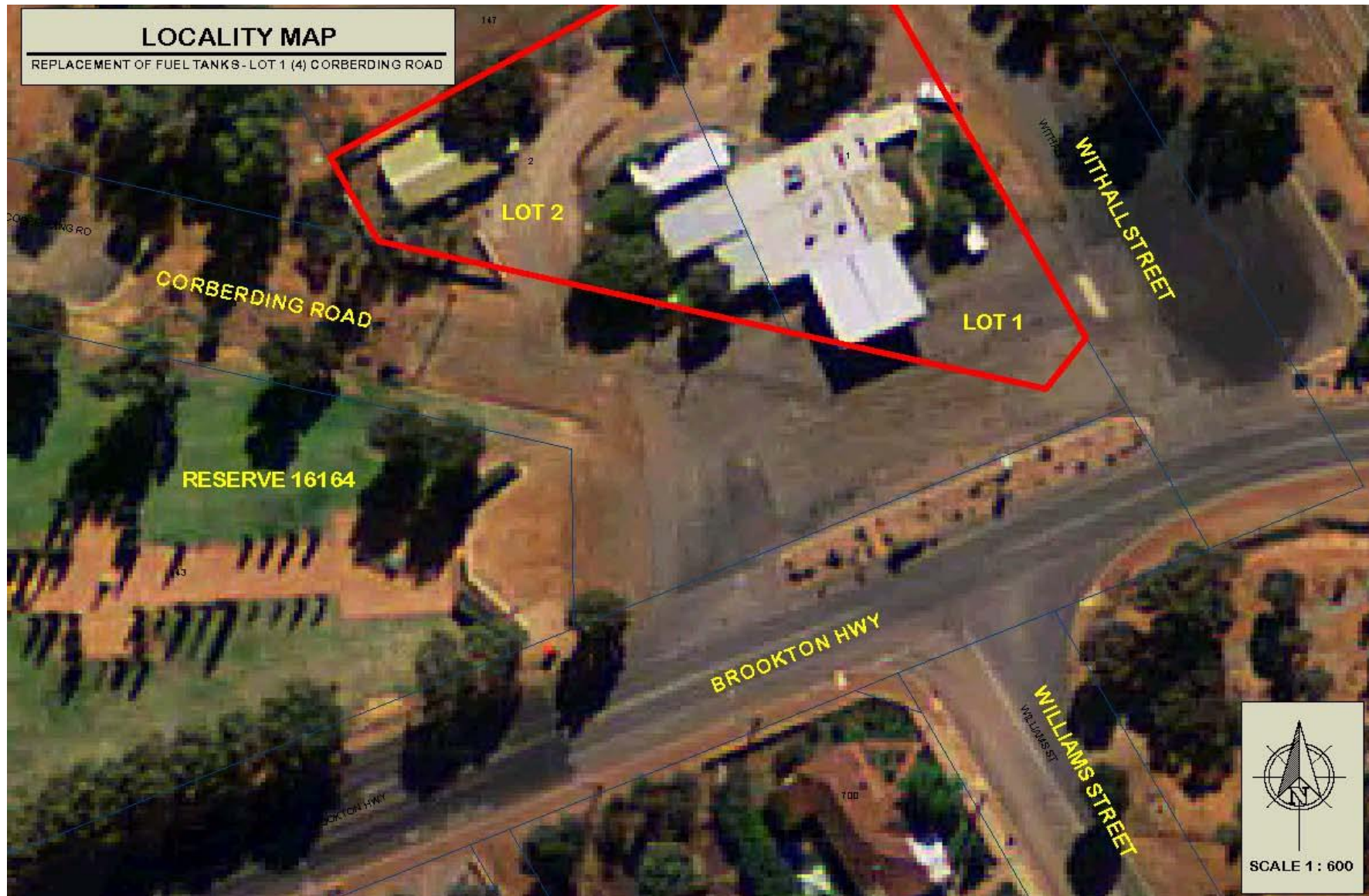
- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**

**CARRIED 5-0**

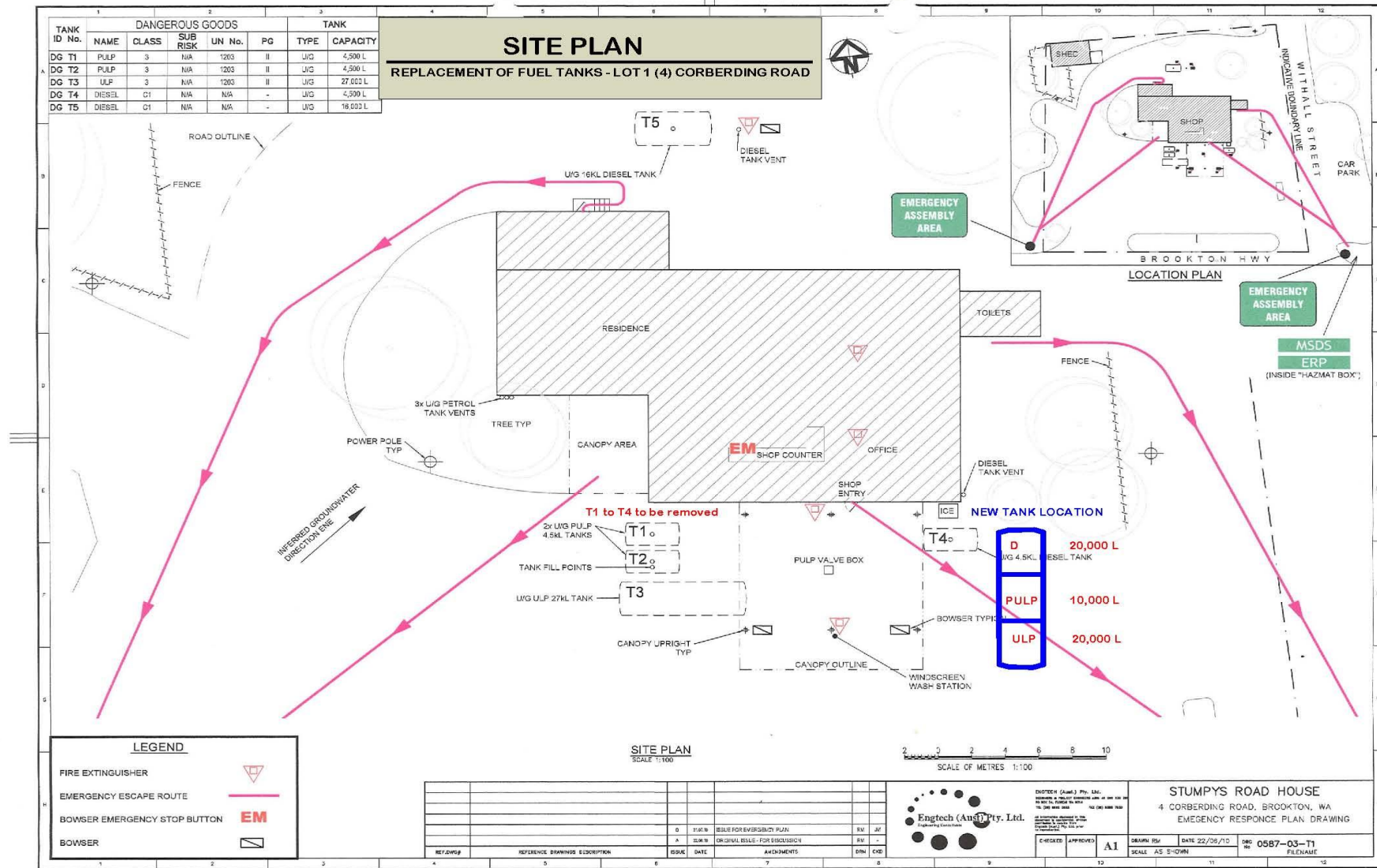
**ATTACHMENT 10.04.14.02A**

**ATTACHMENT 10.04.14.02B**

ATTACHMENT 10.04.14.02A



ATTACHMENT 10.04.14.02B



#### 10.04.14.03 REFUSE FACILITY WASTE MANAGEMENT PLAN- ADOPTION

**FILE REFERENCE:** ADM 0171

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

**NAME OF APPLICANT/ RESPONDENT:**

**DATE REPORT WRITTEN:** 9 April 2014

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

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

#### **SUMMARY**

The Waste Management Plan has been prepared in response to our legislative requirements to operate a rural landfill site in accordance with EPA Regulations and in an environmentally sustainable manner. Council is requested to adopt the plan and include the recommended activities and actions in its strategic planning implementation process.

#### **Background:**

The Brookton refuse site has a total area of 38.923 hectares, of which, approximately 6 hectares is the active portion of the site with the remainder being native bush. The facility is operated under contract with the Shire having very little day-to-day involvement on site.

Due to the relatively large site, there has historically been no formal plan that the site has been developed to and consequently, the waste management activities are spread out over a relatively large area.

DWG 001 Site Utilisation Plan provides details of the active area of the site. Historically the Shire of Brookton has traditionally landfilled the vast majority of waste generated within the Shire. There have only been limited recycling activities undertaken.

In March 2012, the Waste Authority released the *Western Australian Waste Strategy*, a strategic direction for progressing 'Towards Zero Waste'. The *Waste Strategy* has targets for the non-metro municipal solid waste sector of:

- 30% diversion from landfill of material presented for collection in major regional centres by 30 June 2015 (current average is 15%).
- 50% diversion from landfill of material presented for collection in major regional centres by 30 June 2020.

It is noted that the *Waste Strategy* deals with "waste collected" not "delivered". That is the kerbside collection by the Shire and not the waste delivered directly to the landfill by the community. The *Waste Strategy* also does not define the "major regional centres" but states that these areas are still subject to agreement; however does mention proposed centres. The nearest proposed major regional centre to the Shire is Avon. This is believed to be far enough away that the Shire will not be included in the centre. Consequently, the Shire will be able to determine its own targets for waste diversion from landfill.

To move in the *Waste Strategy* direction and significantly reduce the amount of waste collected but also delivered to landfill, the Shire of Brookton should develop the Brookton Waste Management

Facilities in a manner to progressively improve recycling activities while still maintaining a 'back end' landfilling operation.

**Details:**

The Brookton Waste Management Facility is located within Crown Reserve 24588, Lot 7857, Brookton Highway, Brookton. The facility is a registered site, which means that the site is governed by the *Environmental Protection (Rural Landfill) Regulations 2002* as opposed to site specific landfill Licence conditions. These Regulations set out the parameters around which the landfill site is to be operated.

The Department of Environment Regulation (DER) monitor Registered landfills and non-compliance with the Regulations can lead to prosecution. The Regulations set out the penalties that apply to each operational non-compliance.

The following operational issues have specific requirements within the landfill Regulations:

- Tipping Area
- Covering of Waste
- Fencing
- Waste Contained on Site
- Separation of Waste from Water and Site Boundary
- Stormwater Management
- Dust Suppression
- Firebreaks
- Burning of Green Waste
- Outbreak of Fire
- Approval for Disposal of Clinical Waste and Asbestos
- Post-Closure Management Plan

In December 2012 the Department of Environment and Conservation (DEC) undertook an inspection of the site and identified a number of activities that were not being carried out to the required standard and subsequently instructed the Shire to improve site operations and to develop an Environmental Improvement Plan to address the ongoing environmental improvement on site. Subsequent to this, consultants were commissioned to develop the Environmental Improvement Plan, which was completed in April 2013.

This Environmental Improvement Plan set out the necessary improvements that were required to bring the site up to the standard required by the *Environmental Protection (Rural Landfill) Regulations 2002*.

The Shire is to ensure that the improvements that were documented and subsequently implemented by the Shire and the contractor are continuously actioned throughout the life of the landfill operations.

There are limited historical records on waste quantities received at the site, consequently, it is not possible to establish accurate waste quantities being delivered to site; however, we estimate that there is approximately 350 tonnes per annum being landfilled.

For small rural towns, the quantity of waste generated is in the order of 1 tonne per household per annum and typically consists of approximately 700 kg of kerbside waste and 300 kg or bulk waste. Based on the serviced population of 1,000, at 2.5 people per household, this equates to 400 tonnes per annum. Consequently, the estimate of 350 tonnes is not far off the typical rural area averages.

The overall concept for the future development of the site is to optimise the available landfill capacity, continue to neaten up the site and increase the quantity and range of materials recycling.

Due to the extremely low annual tonnage of waste landfilled, the landfill will only progressively consume minimal amounts of airspace; hence, at this stage, it is proposed to only landfill within the existing cleared areas of the site and not to progress into the native vegetation.

Although the overall site is significantly larger than the current cleared area and the landfill could theoretically be expanded, it is proposed to remain in the existing cleared areas for the foreseeable future. Ideally, the landfill should continue in the northern portion of the existing landfill and progressively fill towards the south.

Based on the anticipated waste quantity of approximately 350 t/yr and a waste density of 500 t/m<sup>3</sup>, there would be a rate of airspace consumption of approximately 700 m<sup>3</sup>/yr.

Based on the landfill profile as described above and shown in Site Layout No. 2, there would be a total available airspace of approximately 50,000 m<sup>3</sup> (estimation only, not based on survey). This value will increase proportionally if there is significant excavation below natural ground level prior to waste disposal. At a consumption rate of 700 m<sup>3</sup>/yr, this would equate to a landfill life of approximately 70 years. To be conservative, if the annual airspace consumption was 1,000 m<sup>3</sup>/yr, there would be at least 50 years of available landfill airspace.

This is the available airspace within the existing cleared landfill portion of the overall site. In future, due to the size of the Reserve, there is a significant opportunity for the development of other areas of the site for landfill. This future landfill development would provide many more decades of landfill airspace on site.

**Statutory and Legal Considerations:**

*Environmental Protection (Rural Landfill) Regulations 2002.*

**Policy Considerations:**

There is no Council Policy relative to this report.

**Consultation:**

There was no consultation required for this report.

**Financial Implications:**

The Council should ensure that in future, there have been sufficient reserves accumulated during the active life of the landfill to cover the post closure liabilities that are being accumulated. As environmental awareness increases, closure and post closure requirements are only going to increase with time and hence the associated cost. With progressive closure, these costs are incurred over many years and it is difficult to distinguish between facility operating costs and landfill closure costs.

A regular assessment of the financial implications of the closure, monitoring and maintenance requirements will be necessary in order to ensure that sufficient funds are budgeted to adequately finance the necessary activities.

With the Brookton landfill anticipated to last for in excess of 50 years, the Shire has sufficient time to ensure that the appropriate reserves are in place to adequately cover the anticipated post closure expenses. However, if the Shire does not regularly reassess its future liabilities and adjust

its reserves accordingly, there is a risk that future generations will have to source significant additional funds to cover the past shortfalls in reserves to cover future liabilities.

<b>Annual Closure Activities (Progressive Closure)</b>	<b>Estimated Costs</b>
<b>Total Annual Cost</b>	<b>\$15,000</b>

<b>Post Closure Activities (Utilising Financial Reserves)</b>	<b>Estimated Costs</b>
<b>Total Annual Cost</b>	<b>\$50,000</b>

The typical post closure activity costs will continue for 5 years beyond landfill closure. All future values should be assessed annually and adjusted accordingly based on past expenses and future anticipated costs.

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

Strategy 2.4.1: *Review and update the Shires Waste Management Plan.*

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

Activity & Services: *Develop a Waste Management Plan for the refuse facility.*

Responsibility: *CEO & Works (2013/14)*

### **Officer's Comment:**

In order for this facility management plan to remain up-to-date with regards to current waste management initiatives and direction, it is necessary that this Plan be reviewed and updated on a regular basis.

This Plan covers the way forward for the future development of the Shire of Brookton waste management facility and is based on current waste management direction, practices and the waste streams that are being generated within the Shire. It is envisaged that over time, as the waste management industry and the Shire's waste management practices evolve, that this Plan will need to be reviewed and updated.

A minor review of the Facility Management Plan should be undertaken after five years and a major review in ten years.

### **Voting Requirements:**

Simple majority required.

### **Officer's Recommendation:**

That Council adopt the Shire of Brookton Refuse Facility Waste Management Plan (2014).

**Council Resolution**

**10.04.14.03**

**Moved Cr Walker Seconded Cr Allington**

1. That Council adopt the Shire of Brookton Refuse Facility Waste Management Plan (2014).
2. That Council adopt a Policy to guide the Plan, and financial implications.

**CARRIED 5-0**

**Reason for Change – To take a more strategic approach to long term planning.**

**ATTACHMENT 10.04.14.03A (as separate attachment)**

*Note – The meeting was adjourned at 12:45pm for visitors from WAPC to give their Presentation.*

*Note – the meeting resumed as normal at 1:26pm.*



## 12.04.14.0 FINANCE & ADMINISTRATION REPORT

### 12.04.14.01 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:** 9 April 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 31<sup>st</sup> March 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 12.04.14.01A

To 31<sup>st</sup> March 2014

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

Direct Debits	\$	74075.43
EFT	\$	558007.09
Cheques	\$	119828.21
<b><i>Trust Account</i></b>	\$	660.00

#### **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 31<sup>st</sup> March 2014, per the summaries included in Attachment 12.04.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 31st March 2014:

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<i>Municipal Account</i>		
Direct Debits	\$	74,075.43
EFT	\$	558,007.09
Cheques	\$	119,828.21
<i>Trust Account</i>	\$	660.00

**Council Resolution**

**12.04.14.01**

**Moved Cr Eva Seconded Cr Crute**

**That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 31<sup>st</sup> March 2014, per the summaries included in Attachment 12.04.14.01A in accordance with the Local Government (Financial Management) Regulations 1996:**

**To 31st March 2014:**

<b><i>Municipal Account</i></b>		
<b>Direct Debits</b>	<b>\$</b>	<b>74,075.43</b>
<b>EFT</b>	<b>\$</b>	<b>558,007.09</b>
<b>Cheques</b>	<b>\$</b>	<b>119,828.21</b>
<b><i>Trust Account</i></b>	<b>\$</b>	<b>660.00</b>

**CARRIED 5-0**

**ATTACHMENT 12.04.14.01A**

**ATTACHMENT 12.04.14.01A**

MARCH 2014 LIST OF ACCOUNTS DUE &amp; SUBMITTED TO COUNCIL 17TH APRIL 2014

ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
17121	06/03/2014	BARRETT'S ARCHITECTURAL PRODUCTS AND URBAN LOCKSMITHING	KEYS FOR PAVILION	\$ 1,070.85
17122	06/03/2014	BRENDON EDWARD MCCABE	RATES REFUND ASSESSMENT A2668	\$ 159.82
17123	06/03/2014	BROOKTON SUPERMARKET	REFRESHMENTS, TEA, COFFEE & KEY CUTTING	\$ 392.99
17124	06/03/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	LEVY PAYMENT DECEMBER 2013	\$ 1,424.83
17125	06/03/2014	FJ POWELL & CO	SUPPLY 9000 M3 OF GRAVEL	\$ 9,900.00
17126	06/03/2014	JASON SIGNMAKERS	ORANGE BUNTING	\$ 461.89
17127	06/03/2014	LESLIE ROBERT EYRE	OVAL CONTRACT JUNE 2013 TO FEBRUARY 2014	\$ 3,277.92
17128	06/03/2014	MAIN ROADS WESTERN AUSTRALIA	BRIDGE WORKS 3150A SDR AVON RIVER	\$ 26,701.40
17129	06/03/2014	PACIFIC BRANDS WORKWEAR	STAFF UNIFORM PURCHASES	\$ 705.93
17130	06/03/2014	RC & N WILLIAMS & SON	4000 M2 OF GRAVEL	\$ 6,600.00
17131	06/03/2014	SHIRE OF KALAMUNDA	HEALTH SERVICES OCTOBER 2013, JANUARY 2014 & BUILDING SERVICES JANUARY 2014	\$ 2,824.62
17132	06/03/2014	SYNERGY	STREETLIGHT ELECTRICITY 25/12/13 TO 24/01/14	\$ 2,708.25
17133	06/03/2014	TELSTRA CORPORATION	MOBILE, IPAD, SWIMMING POOL, DEPOT, ADMINISTRATION & CEO RESIDENCE TELEPHONE ACCOUNTS 01/01/14 TO 01/02/14	\$ 2,816.55
17134	06/03/2014	WATER CORPORATION OF WA	WATER USE CHARGES 18/12/13 TO 22/01/14 OVAL	\$ 416.58
17135	06/03/2014	WILSONS SIGN SOLUTIONS	HIRE OF OPENING CEREMONY STAND 24/01/14 TO 28/01/14	\$ 99.00
17136	12/03/2014	AUSTRAL MERCANTILE COLLECTIONS	COLLECTION OF OUTSTANDING RATES	\$ 584.61
17137	12/03/2014	AUSTRALIANSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$ 325.54
17138	12/03/2014	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 539.76
17139	12/03/2014	BROOKTON SUPERMARKET	MILK, BISCUITS & REFRESHMENTS	\$ 50.33
17140	12/03/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 438.48
17141	12/03/2014	CASH SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 24.00
17142	12/03/2014	CEMETERIES & CREMATORIA ASSOCIATION OF WA INC	MEMBERSHIP RENEWAL 2013/2014	\$ 100.00

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
17143	12/03/2014	COLONIAL SUPER RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	\$ 133.39
17144	12/03/2014	EAGLE SPORTS	GYM EQUIPMENT	\$ 362.23
17145	12/03/2014	GREAT SOUTHERN FUEL SUPPLIES	UNLEADED PETROL PURCHASES FEBRUARY 2014	\$ 735.47
17146	12/03/2014	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 854.94
17147	12/03/2014	SHIRE OF BROOKTON	RATES REFUND FOR ASSESSMENT A2551	\$ 5,283.50
17148	12/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 31.00
17149	12/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 484.73
17150	12/03/2014	SHIRE OF BROOKTON SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 130.00
17151	12/03/2014	SUMMIT	SUPERANNUATION CONTRIBUTIONS	\$ 671.62
17152	12/03/2014	SYNERGY	STREETLIGHT ELECTRICITY 25/01/14 TO 24/02/14	\$ 2,703.97
17153	12/03/2014	TELSTRA CORPORATION	MOBILE TELEPHONE & IPAD ACCOUNTS 03/02/14 TO 28/02/14	\$ 702.86
17154	12/03/2014	THE WEST AUSTRALIAN	AUSTRALIA DAY FEATURE	\$ 110.00
17155	12/03/2014	UNISUPER	SUPERANNUATION CONTRIBUTIONS	\$ 355.48
17156	12/03/2014	WATER CORPORATION OF WA	WATER USAGE CHARGES 22/01/14 TO 20/02/14 - CARAVAN PARK	\$ 685.79
17157	12/03/2014	WESTPAC PERSONAL SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 350.43
17158	12/03/2014	SHIRE OF BROOKTON	MASTERCARD ACCOUNT FEBRUARY 2014	\$ 307.10
17159	13/03/2014	BUILDING COMMISSION	BUILDING SERVICES LEVY FOR FEBRUARY 2014	\$ 35.50
17160	27/03/2014	AUSTRALIAN COMMUNICATIONS AUTHORITY	APPARATUS LICENSE RENEWAL FEES	\$ 971.00
17161	27/03/2014	AUSTRALIANSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$ 325.54
17162	27/03/2014	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 539.76
17163	27/03/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 438.48
17164	27/03/2014	CASH SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 24.00
17165	27/03/2014	DEPARTMENT OF TRANSPORT	FLEET LICENSING SCHEDULE 01/04/14 TO 01/04/15	\$ 4,602.65
17166	27/03/2014	IAN DOUGLAS HALL	RATES REFUND ASSESSMENT A170	\$ 14.07

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
17167	27/03/2014	JASON SIGNMAKERS	T TOP BOLLARDS, BASE FOR BOLLARDS & ROYALTIES FOR REGION SIGNS	\$ 1,545.50
17168	27/03/2014	LANGLEY MANAGEMENT PTY LTD	RATES REFUND ASSESSMENT A990 & A2	\$ 883.06
17169	27/03/2014	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 854.94
17170	27/03/2014	ROSALIE PECH EVA ARCHITECT	DRAFTING SERVICES	\$ 412.50
17171	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 31.00
17172	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 220.00
17173	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 999.54
17174	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 164.73
17175	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 31.00
17176	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 320.00
17177	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 999.54
17178	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 164.73
17179	27/03/2014	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 53.10
17180	27/03/2014	SHIRE OF BROOKTON SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 125.00
17181	27/03/2014	SUMMIT	SUPERANNUATION CONTRIBUTIONS	\$ 671.62
17182	27/03/2014	SYNERGY	ELECTRICITY 03/01/14 TO 05/03/14 SWIMMING POOL, ADMINISTRATION OFFICE, MENS SHED, DEPOT, SEWERAGE POND, MEMORIAL HALL, SALINITY PUMP, WATER HARVESTING DAM, OVAL, MADISON SQUARE, MATTHEWS ST, 10 MARSH AVE, PAVILION, & CARAVAN PARK	\$ 12,821.75
17183	27/03/2014	TELSTRA CORPORATION	TELEPHONE ACCOUNTS 04/02/14 TO 04/03/14 ADMINISTRATION, DCEO RESIDENCE, DEPOT, SWIMMING POOL, CEO RESIDENCE	\$ 732.97
17184	27/03/2014	UNISUPER	SUPERANNUATION CONTRIBUTIONS	\$ 355.48

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014

ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
17185	27/03/2014	WATER CORPORATION OF WA	WATER USAGE OVAL, SWIMMING POOL, 7 MONTGOMERY ST, MEMORIAL PARK, 8 MARSH AVE, DEPOT, STAND PIPE, MADISON SQUARE, KALKARNI RESIDENCY, SEWER TREATMENT, MENSSHED, MATTHEWS ST, 10 MARSH AVE, OVAL, MEMORIAL HALL & ADMINISTRATION BUILDING	\$ 15,163.82
17186	27/03/2014	WEST AUSTRALIAN NEWSPAPERS	ANNUAL ELECTORS MEETING	\$ 150.40
17187	27/03/2014	WESTPAC PERSONAL SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 329.67
17188	27/03/2014	WILSONS SIGN SOLUTIONS	ALUMINIUM PLAQUE WB EVA PAVILION	\$ 297.00
17189	28/03/2014	DEPARTMENT OF TRANSPORT	RETAIN NUMBER PLATE 19BO	\$ 24.00
			<b>TOTAL CHEQUES</b>	<b>\$119,828.21</b>

Chq/EFT	Date	Name	Description	Amount
EFT5518	06/03/2014	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 1,054.94
EFT5519	06/03/2014	AQUASOL	SERVICING REUSE PLANT & M2600	\$ 3,535.57
EFT5520	06/03/2014	AURELIA'S CATERING SERVICE	CATERING FOR COUNCIL MEETING 20/02/2014	\$ 484.00
EFT5521	06/03/2014	AUSTRAL WINDSCREENS AND TINTING	REPLACE REAR GLASS TO SUBARU FORRESTER 19BO	\$ 450.00
EFT5522	06/03/2014	AUSTRALIA POST	POSTAGE JANUARY 2014	\$ 298.36
EFT5523	06/03/2014	BROOKTON COMMUNITY RESOURCE CENTRE	QUARTERLY LIBRARY CONTRIBUTION OCTOBER 2013 TO DECEMBER 2013	\$ 3,212.94
EFT5524	06/03/2014	BROOKTON DELI	CATERING	\$ 45.00
EFT5525	06/03/2014	BROOKTON ROADHOUSE	UNLEADED PETROL JANUARY 2014	\$ 149.12
EFT5526	06/03/2014	C J HATHAWAY	SURVEYING ON YEO KWEDA ROAD	\$ 1,897.50
EFT5527	06/03/2014	CHEMCENTRE	SEWERAGE CHEMICAL ANALYSIS	\$ 521.40
EFT5528	06/03/2014	COUNTRY COPIERS	COPIER READING JANUARY 2014	\$ 361.32
EFT5529	06/03/2014	COURIER AUSTRALIA	FREIGHT FEBRUARY 2014	\$ 541.49
EFT5530	06/03/2014	FLINN HEALTH & FITNESS	MEMBER INDUCTIONS FOR GYM FEBRUARY 2014	\$ 250.00
EFT5531	06/03/2014	FRANK ELECTRICAL SERVICES	REPAIR POINT OF ATTACHMENT FOR SEWERAGE PUMP	\$ 305.80

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
EFT5532	06/03/2014	GILL RURAL TRADERS	HARDWARE PURCHASES	\$ 2,643.02
EFT5533	06/03/2014	GREAT SOUTHERN WASTE DISPOSAL	BROOKTON TIP SITE & RUBBISH BIN COLLECTION	\$ 9,372.97
EFT5534	06/03/2014	HOLCIM (AUSTRALIA) PTY LTD	10MM MRWA WASHED GRANITE	\$ 6,802.20
EFT5535	06/03/2014	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G2013/4 09/11/13 TO 20/12/13	\$ 60.85
EFT5536	06/03/2014	LANDMARK ENGINEERING & DESIGN	TORRENT DRINKING FOUNTAIN	\$ 1,647.80
EFT5537	06/03/2014	MCLEODS BARRISTERS & SOLICITORS	ADVICE ON DISPOSAL OF PROPERTY - 77 WHITE STREET BROOKTON	\$ 578.41
EFT5538	06/03/2014	OFFICEWORKS BUSINESS DIRECT	STATIONERY PURCHASES	\$ 196.24
EFT5539	06/03/2014	OIL TECH FUEL	11589 LITRES OF DIESEL	\$ 17,680.42
EFT5540	06/03/2014	ORICA AUSTRALIA P/L	SERVICE FEE ON CHLORINE CYLINDER 01/01/14 TO 31/01/14	\$ 45.01
EFT5541	06/03/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	IT SUPPORT FOR CRYPTOLOCKER VIRUS	\$ 5,194.80
EFT5542	06/03/2014	PROTECTOR ALSAFE	PROTECTIVE EQUIPMENT	\$ 25.26
EFT5543	06/03/2014	RURAL TRAFFIC SERVICES	TRAFFIC CONTROLLERS ALDERSYDE/PINGELLY ROAD	\$ 3,136.65
EFT5544	06/03/2014	SIGMA CHEMICALS	CHLORINE, SODIUM BICARBONATE & HYDROCHLORIC ACID	\$ 998.64
EFT5545	06/03/2014	STEWART & HEATON CLOTHING CO.	PROTECTIVE CLOTHING FOR BUSHFIRE VOLUNTEERS	\$ 476.56
EFT5546	06/03/2014	SUPREME COFFEE MACHINES	COFFEE FILTER PAPERS	\$ 80.00
EFT5547	06/03/2014	TOTALLY CONFIDENTIAL RECORDS	ARCHIVE BOX STORAGE	\$ 87.24
EFT5548	06/03/2014	UHY HAINES NORTON	AUDIT CERTIFICATION CLGF 2012/13	\$ 1,210.00
EFT5549	06/03/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 05/02/14 TO 21/02/14	\$ 1,636.00
EFT5550	06/03/2014	WBS MODULAR	BANKSIA DESIGN CHALET-KALKARNI PROGRESS PAYMENT	\$ 18,229.86
EFT5551	06/03/2014	WESTERN STABILISERS	WET MIXING & STABILISATION ON PINGELLY ALDERSYDE ROAD	\$ 18,088.40
EFT5552	06/03/2014	WHEATBELT ELECTRICS	UNDERGROUND POWER & CONNECT BBQ AT PAVILION	\$ 950.00
EFT5553	06/03/2014	ZACKS COMMERCIAL ARTS	ENVELOPES	\$ 497.75
EFT5554	12/03/2014	DFES	EMERGENCY SERVICES LEVY CONTRIBUTION	\$ 13,177.80
EFT5555	12/03/2014	AJ & SA RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 48.56

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
EFT5556	12/03/2014	ALLINGTON AGRI	WOODY WEED & SUCKER CONTROL	\$ 11,300.00
EFT5557	12/03/2014	B & N EYRE BROOKTON NEWSAGENCY	PAPERS 02/02/14 TO 23/02/14	\$ 50.20
EFT5558	12/03/2014	BAPTISTCARE	KALKARNI RESIDENCY OPERATING & MANAGEMENT FEES MARCH 2014 & DEMENTIA AREA EXTENSIONS	\$261,153.88
EFT5559	12/03/2014	BRIAN WILLIAMS	HIRE LOADER AND SIDETIPPER TO LOAD & CART GRAVEL	\$ 10,780.00
EFT5560	12/03/2014	BROOKTON DELI	CATERING FOR RECORD MANAGEMENT TRAINING & COUNCIL MEETING 20/02/14	\$ 500.00
EFT5561	12/03/2014	BROOKTON PLUMBING	REPAIR TOILET AT CARAVAN PARK	\$ 297.00
EFT5562	12/03/2014	BROOKTON TELEGRAPH	ADVERTISING ANIMAL REGISTRATION	\$ 60.00
EFT5563	12/03/2014	CENTRAL GARAGE	20,000 KM SERVICE BO1	\$ 501.75
EFT5564	12/03/2014	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 186.44
EFT5565	12/03/2014	CITY SUBARU	12,500 KM SERVICE ON PPV1	\$ 358.55
EFT5566	12/03/2014	COOTE MOTORS	SERVICE T12 TIPPER	\$ 2,869.75
EFT5567	12/03/2014	COUNTRY COPIERS	COPIER READING FEBRUARY 2014	\$ 342.93
EFT5568	12/03/2014	CRVA	CRVA NATIONAL MARKETING & ADVOCACY FUND 2013/14	\$ 550.00
EFT5569	12/03/2014	DAVID GRAY & CO PTY LTD	MGB SECURITY LOCK, STAND & KEY	\$ 378.40
EFT5570	12/03/2014	DEANNE SWEENEY	REIMBURSEMENT OF PARKING AT FBT WORKSHOP 25/02/14	\$ 50.00
EFT5571	12/03/2014	DL BOND	REIMBURSEMENT OF SAND BAGS	\$ 71.50
EFT5572	12/03/2014	FLICK WASHROOM SERVICES	SANITARY DISPOSAL UNITS	\$ 2,169.20
EFT5573	12/03/2014	FRANK ELECTRICAL SERVICES	SEWERAGE PUMP SYSTEM BACK UP POWER	\$ 983.40
EFT5574	12/03/2014	H RUSHTON & CO	SERVICE T7 & G5	\$ 2,811.20
EFT5575	12/03/2014	HAT CABINETS	COAT HOOKS	\$ 176.00
EFT5576	12/03/2014	HITACHI CONSTRUCTION MACHINERY	SERVICE & REPAIR JOHN DEERE 670D GRADER G6	\$ 1,933.83
EFT5577	12/03/2014	IRIS CONSULTING GROUP PTY LTD	BASIC RECORDS MANAGEMENT TRAINING COURSE	\$ 3,326.50
EFT5578	12/03/2014	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE G2013/1 21/12/13 TO 31/01/14	\$ 466.08



MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
EFT5579	12/03/2014	OFFICEWORKS BUSINESS DIRECT	MANILA FOLDERS	\$ 43.26
EFT5580	12/03/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	IT SUPPORT JANUARY & FEBRUARY 2014	\$ 765.00
EFT5581	12/03/2014	SIGMA CHEMICALS	SODIUM BICARBONATE & PHOTOMETER TABS/STRIPS	\$ 175.38
EFT5582	12/03/2014	STS HEALTH	SERVICE STERILISER AT DENTAL SURGERY	\$ 1,029.47
EFT5583	12/03/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 18/02/14 & 26/02/14	\$ 561.00
EFT5584	12/03/2014	WA LOCAL GOVERNMENT ASSN	WALGA LG DIRECTORIES	\$ 192.00
EFT5585	12/03/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 9,684.22
EFT5586	13/03/2014	MCLEODS BARRISTERS & SOLICITORS	ADVICE ON DISPOSAL OF PROPERTY - 77 WHITE ST	\$ 4,521.53
EFT5587	27/03/2014	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 615.81
EFT5588	27/03/2014	AJ & SA RAMSAY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 69.38
EFT5589	27/03/2014	ARM SECURITY	ALARM MONITORING 07/04/14 TO 30/06/14	\$ 114.40
EFT5590	27/03/2014	AURELIA'S CATERING SERVICE	CATERING COUNCIL MEETING MARCH 2014	\$ 484.00
EFT5591	27/03/2014	AUSTRALIA POST	POSTAGE FEBRUARY 2014	\$ 402.70
EFT5592	27/03/2014	BRIAN WILLIAMS	HIRE OF SIDETIPPER TO CART GRAVEL	\$ 3,300.00
EFT5593	27/03/2014	BROOKTON ROADHOUSE	UNLEADED PETROL & GAS BOTTLE FEBRUARY 2014	\$ 120.31
EFT5594	27/03/2014	BURGESS RAWSON (WA) PTY LTD	RAILWAY STATION WATER USAGE 9/01/14 TO 10/03/14	\$ 987.81
EFT5595	27/03/2014	C J HATHAWAY	SURVEYING YEO ROAD	\$ 1,320.00
EFT5596	27/03/2014	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 186.44
EFT5597	27/03/2014	COLAS	BITUMEN SEALING ALDERSYDE PINGELLY ROAD	\$ 35,791.25
EFT5598	27/03/2014	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE FEBRUARY 2014	\$ 11,219.58
EFT5599	27/03/2014	COURIER AUSTRALIA	FREIGHT	\$ 117.31
EFT5600	27/03/2014	CUTTING EDGES PTY LTD	GRADER BLADES	\$ 6,820.00
EFT5601	27/03/2014	EDGE PLANNING & PROPERTY	AMENDMENTS TO THE LOCAL PLANNING STRATEGY	\$ 2,612.50
EFT5602	27/03/2014	FAST FINISHING SERVICES	COUNCIL MINUTE FINISHING JUNE 2011 TO JUNE 2013	\$ 220.00
EFT5603	27/03/2014	GILL RURAL TRADERS	HARDWARE & RURAL SUPPLIES	\$ 4,780.71
EFT5604	27/03/2014	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH BIN COLLECTION & TIPSITE 28/01/14 TO 25/02/14	\$ 10,370.98

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT5605	27/03/2014	HOLCIM (AUSTRALIA) PTY LTD	10MM MRWA WASHED GRANITE	\$ 8,707.31
EFT5606	27/03/2014	LGIS INSURANCE BROKING	PROPERTY INSURANCE WB EVA PAVILION 07/10/13 TO 30/06/14	\$ 2,773.35
EFT5607	27/03/2014	LMW HEGNEY	PROPERTY VALUATION REPORTS 77 WHITE ST & KOORRNONG LOTS	\$ 2,310.00
EFT5608	27/03/2014	OIL TECH FUEL	6084 LITRES OF DIESEL	\$ 9,254.92
EFT5609	27/03/2014	ORICA AUSTRALIA P/L	SERVICE FEE 01/02/14 TO 28/02/14 CHLORINE CYLINDER	\$ 38.19
EFT5610	27/03/2014	PAPER PLUS OFFICE NATIONAL	TONER CARTRIDGES	\$ 441.00
EFT5611	27/03/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	BACKUP SOLUTION WITH HARD DISK DRIVES & IT SUPPORT	\$ 2,371.00
EFT5612	27/03/2014	RURAL TRAFFIC SERVICES	TRAFFIC CONTROLLERS YEO ROAD	\$ 6,660.50
EFT5613	27/03/2014	RYNAT INDUSTRIES	SOAP & TOWEL DISPENSER WB EVA PAVILION	\$ 213.40
EFT5614	27/03/2014	STUMPY'S GATEWAY ROADHOUSE	UNLEADED PETROL	\$ 80.79
EFT5615	27/03/2014	TOTALLY CONFIDENTIAL RECORDS	ARCHIVE BOX STORAGE	\$ 84.93
EFT5616	27/03/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 19/03/14 & 24/03/14	\$ 1,262.25
EFT5617	27/03/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 10,015.92
<b>TOTAL EFT</b>				<b>\$558,007.09</b>
<b>TOTAL MUNICIPAL ACCOUNT</b>				<b>\$677,835.30</b>

MARCH 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 17TH APRIL 2014  
ATTACHMENT 12.04.14.02A

Chq/EFT	Date	Name	Description	Amount
891	11/03/2014	VISION NETWORK PTY LTD	REFUND BOND FOR WB EVA PAVILION	\$ 110.00
892	24/03/2014	D & V CLIFF	REFUND BOND FOR HIRE OF PA SYSTEM	\$ 220.00
893	24/03/2014	TRACEY UGLE	REFUND BOND FOR HIRE OF MEMORIAL HALL	\$ 330.00
<b>TOTAL TRUST ACCOUNT</b>				<b>\$ 660.00</b>

DIRECT DEBITS FOR FEBRUARY 2014	
SALARIES & WAGES	\$ 73,819.55
MERCHANT FEES	\$ 255.88
<b>TOTAL</b>	<b>\$ 74,075.43</b>

SHIRE OF BROOKTON CREDIT CARD PURCHASES Creditor Number: 96286		
DATE	DESCRIPTION	AMOUNT
05/02/2014	WESTNET - 8 MARSH AVE	\$ 59.95
	WESTNET - DEPOT	\$ 49.95
	WESTNET - ADMIN OFFICE	\$ 109.95
25/02/2014	JB HI FI - PHONE COVERS	\$ 25.05
26/02/2014	MIKE S MULTI SERVICE - KEYS 10 MARSH AVE	\$ 24.70
28/02/2014	HIGH WYCOMBE TAVERN - AGED CARE SUPPORT MEETING	\$ 33.50
27/02/2014	CARD FEE	\$ 4.00
<b>TOTAL</b>		<b>\$ 307.10</b>

**12.04.14.02 FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2014**

**FILE REFERENCE:** ADM 0323

**AUTHORS NAME AND POSITION:** Julie Oliver  
Deputy Chief Executive Officer

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

**DATE REPORT WRITTEN:** 8 April 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 31 March 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 31 March 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 31 March 2014.

**Council Resolution**

**12.04.14.02**

**Moved Cr Allington Seconded Cr Crute**

**That Council receive the Statement of Financial Activity for the period ended 31 March 2014.**

**CARRIED 5-0**

**ATTACHMENT 12.04.14.02A**

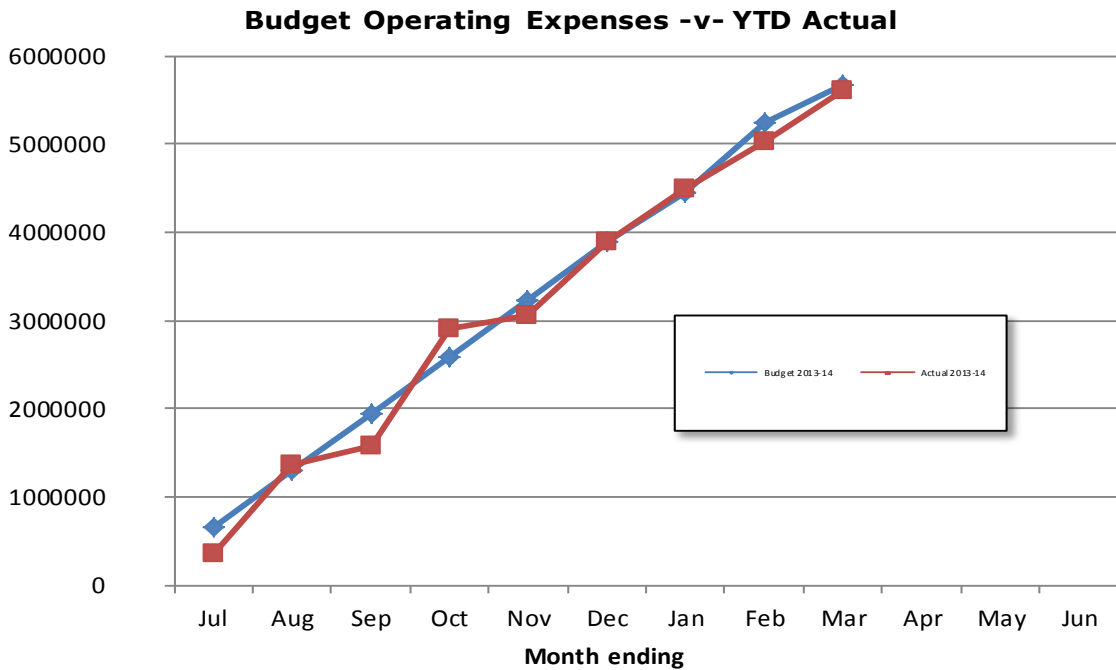
<b>Shire of Brookton</b>									
<b>MONTHLY FINANCIAL REPORT</b>									
<b>For the Period Ended 31 March 2014</b>									
<b><u>TABLE OF CONTENTS</u></b>									
Statement of Financial Activity by Function & Activity									
Note 1 - Graphical Representation of Statement of Financial Activity									
Note 2 - Net Current Funding Position									
Note 3 - Budget Amendments									
Note 4 - Receivables									
Note 5 - Cash Backed Reserves									
Note 6 - Capital Disposals and Acquisitions									
Note 7 - Information on Borrowings									
Note 8 - Cash and Investments									
Note 9 - Major Variances									
Note 10 - Trust Fund									

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 March 2014**

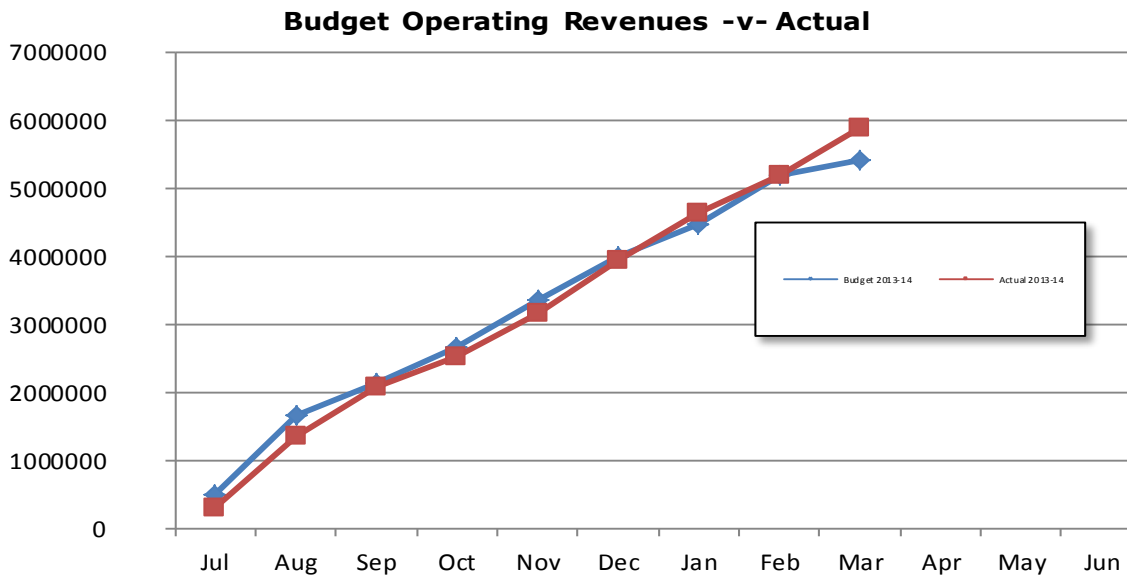
	Note	Current Annual Budget 3	Projected Year End Actual	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	\$	%	
Governance		29,044	30,861	26,031	27,554	1,523	5.85%	
General Purpose Funding		1,525,027	1,529,079	751,324	763,594	12,270	1.63%	▲
Law, Order and Public Safety		42,160	326,836	31,608	314,184	282,576	894.00%	▲
Health		26,785	26,529	24,636	24,619	(16)	(0.07%)	
Education and Welfare		3,875,600	3,875,600	2,906,676	3,091,171	184,495	6.35%	▲
Housing		100,141	95,604	75,096	66,668	(8,428)	(11.22%)	▼
Community Amenities		412,043	413,009	321,084	311,136	(9,948)	(3.10%)	
Recreation and Culture		482,452	491,643	463,832	473,267	9,435	2.03%	
Transport		1,097,392	1,169,193	694,646	708,267	13,621	1.96%	▲
Economic Services		120,689	121,059	31,821	29,304	(2,517)	(7.91%)	
Other Property and Services		107,101	109,046	80,046	68,288	(11,758)	(14.69%)	▼
<b>Total (Excluding Rates)</b>		<b>7,818,434</b>	<b>8,188,459</b>	<b>5,406,800</b>	<b>5,878,052</b>	<b>471,252</b>	<b>8.72%</b>	<b>▲</b>
<b>Operating Expense</b>								
Governance		(588,912)	(586,570)	(413,291)	(388,746)	24,545	(5.94%)	▼
General Purpose Funding		(215,335)	(188,240)	(153,937)	(118,806)	35,131	(22.82%)	▼
Law, Order and Public Safety		(213,792)	(232,579)	(164,213)	(185,109)	(20,896)	12.72%	▲
Health		(84,603)	(85,130)	(46,441)	(41,804)	4,637	(9.98%)	
Education and Welfare		(3,982,193)	(3,984,990)	(2,990,679)	(2,984,205)	6,474	(0.22%)	
Housing		(128,624)	(125,545)	(99,129)	(86,838)	12,291	(12.40%)	▼
Community Amenities		(538,191)	(545,627)	(338,277)	(331,361)	6,916	(2.04%)	
Recreation and Culture		(676,539)	(681,747)	(503,498)	(497,313)	6,185	(1.23%)	
Transport		(1,107,112)	(1,118,755)	(770,277)	(779,260)	(8,983)	1.17%	
Economic Services		(100,931)	(100,699)	(73,257)	(69,058)	4,199	(5.73%)	
Other Property and Services		(120,380)	(136,497)	(117,860)	(111,574)	6,286	(5.33%)	
<b>Total</b>		<b>(7,756,612)</b>	<b>(7,786,380)</b>	<b>(5,670,859)</b>	<b>(5,594,073)</b>	<b>76,786</b>	<b>1.35%</b>	<b>▼</b>
<b>Funding Balance Adjustment</b>								
Add back Depreciation		1,267,163	1,277,211	870,256	879,483	9,227	1.06%	
Adjust (Profit)/Loss on Asset Disposal	6	(88,138)	(60,076)	(5,238)	20,888	26,126	(498.77%)	▼
<b>Net Operating (Ex. Rates)</b>		<b>1,240,848</b>	<b>1,619,214</b>	<b>600,959</b>	<b>1,184,350</b>	<b>583,391</b>	<b>97.08%</b>	
<b>Capital Revenues</b>								
Proceeds from Disposal of Assets	6	338,000	239,946	253,485	111,696	(141,789)	(55.94%)	▼
Self-Supporting Loan Principal		31,267	37,372	23,445	24,859	1,414	6.03%	
Transfer from Reserves	5	1,635,654	1,575,054	555,048	552,842	(2,206)	(0.40%)	
<b>Total</b>		<b>2,004,921</b>	<b>1,852,372</b>	<b>831,978</b>	<b>689,396</b>	<b>(142,582)</b>	<b>(17.14%)</b>	
<b>Capital Expenses</b>								
Land and Buildings	6	(2,614,123)	(2,536,399)	(1,705,786)	(1,119,232)	586,554	(34.39%)	▼
Plant and Equipment	6	(227,000)	(509,485)	(170,244)	(403,225)	(232,981)	136.85%	▲
Furniture and Equipment	6	(117,978)	(96,040)	(63,361)	(59,521)	3,840	(6.06%)	
Infrastructure Assets - Roads & Bridges	6	(1,069,822)	(1,175,368)	(515,658)	(521,159)	(5,501)	1.07%	
Infrastructure Assets - Sewerage	6	(94,400)	(39,552)	(14,994)	(7,121)	7,874	(52.51%)	▼
Repayment of Debentures	7	(101,003)	(101,003)	(75,744)	(70,615)	5,129	(6.77%)	
Transfer to Reserves	5	(635,967)	(626,040)	(60,651)	(59,683)	968	(1.60%)	
<b>Total</b>		<b>(4,860,293)</b>	<b>(5,083,887)</b>	<b>(2,606,438)</b>	<b>(2,240,556)</b>	<b>365,882</b>	<b>(14.04%)</b>	
<b>Net Capital</b>		<b>(2,855,372)</b>	<b>(3,231,516)</b>	<b>(1,774,460)</b>	<b>(1,551,160)</b>	<b>223,300</b>	<b>(12.58%)</b>	
<b>Total Net Operating + Capital</b>		<b>(1,614,525)</b>	<b>(1,612,302)</b>	<b>(1,173,501)</b>	<b>(366,810)</b>	<b>806,691</b>	<b>(68.74%)</b>	
Rate Revenue		1,564,658	1,563,799	1,560,169	1,564,334	4,165	0.27%	
Opening Funding Surplus(Deficit)		(21,462)	(21,462)	(21,462)	(21,462)	(0)	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>(71,329)</b>	<b>(69,966)</b>	<b>365,206</b>	<b>1,176,062</b>	<b>810,856</b>	<b>222.03%</b>	

**Shire of Brookton  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 March 2014**

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



**Comments/Notes - Operating Expenses**



**Comments/Notes - Operating Revenues**

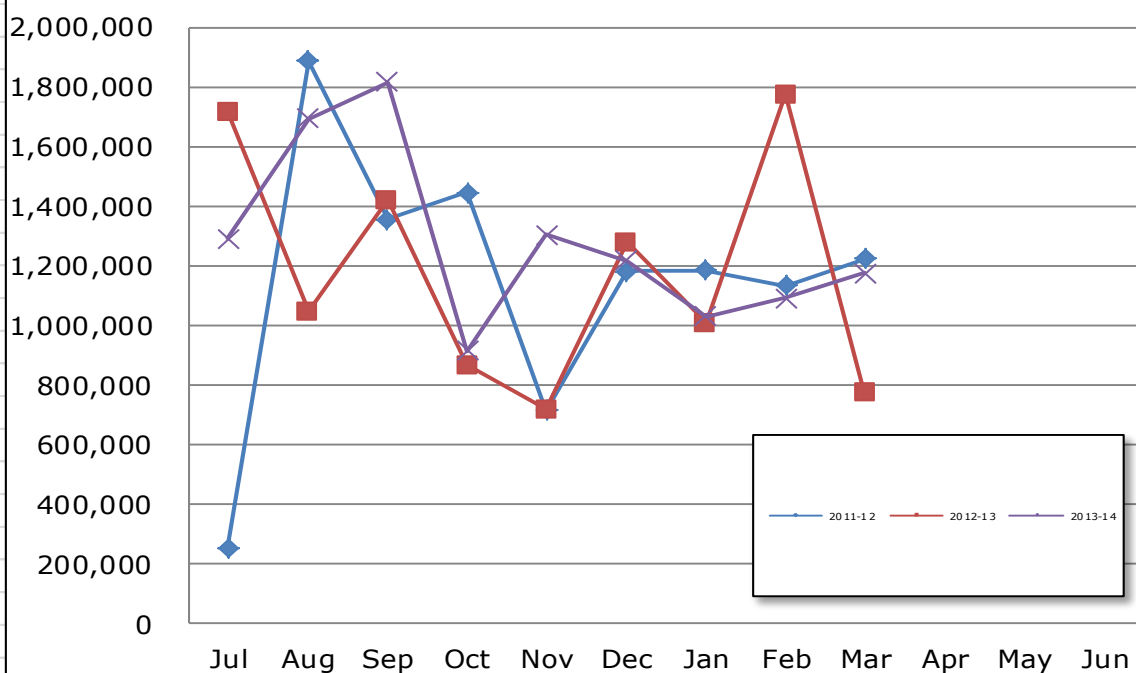


**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 2014**

**Note 2: NET CURRENT FUNDING POSITION**

	Note	Positive=Surplus (Negative=Deficit)		
		2013-14		
		This Period	Same Period 2012/13	Same Period 2011/12
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		<b>1,039,792</b>	1,634,152	1,307,444
Cash Restricted		<b>2,320,914</b>	2,789,265	3,027,850
Receivables		<b>957,402</b>	572,621	891,014
Prepayments & Accruals		<b>0</b>	0	0
Inventories		<b>25,988</b>	29,202	34,498
		<b>4,344,097</b>	5,025,240	5,260,806
<b>Less: Current Liabilities</b>				
Payables and Provisions		<b>(847,120)</b>	(1,463,152)	(1,009,847)
		<b>(847,120)</b>	(1,463,152)	(1,009,847)
Less: Cash Restricted		<b>(2,320,914)</b>	(2,789,265)	(3,027,850)
<b>Net Current Funding Position</b>		<b>1,176,062</b>	<b>772,822</b>	<b>1,223,109</b>

**Note 2 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 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
				\$	\$	\$	\$
	<b>Budget Adoption - Closing Surplus</b>	<b>15/08/2013</b>					<b>(153,845)</b>
E113512	WB Eva Pavilion - Power Upgrade	11.09.13.03	Capital Expenses			(150,000)	<b>(303,845)</b>
OL01711	Transfer from Health & Aged Care Reserve	11.09.13.03	Capital Revenue		150,000		<b>(153,845)</b>
E041040	Central Agcare Donation	13.10.13.04	Operating Expenses		2,000		<b>(151,845)</b>
E107020	Water Harvesting - Consultant	13.10.13.04	Operating Expenses		2,000		<b>(149,845)</b>
E122020	Road Maintenance - Seedlings	13.10.13.04	Operating Expenses		3,854		<b>(145,991)</b>
E136090	Small Business Centre Eastern Wheatbelt Contribution	13.10.13.04	Operating Expenses		5,000		<b>(140,991)</b>
E041020	Members General Operating-Banners in the Terrace	13.10.13.04	Operating Expenses		1,000		<b>(139,991)</b>
E106020	Environment-NRM Officer Contribution	13.10.13.04	Operating Expenses			(11,544)	<b>(151,535)</b>
E122020	Road Maintenance	13.10.13.04	Operating Expenses			(2,310)	<b>(153,845)</b>
Various	Annual Budget Review	12.02.14.07			82,516		<b>(71,329)</b>
							<b>(71,329)</b>
							<b>(71,329)</b>
							<b>(71,329)</b>
							<b>(71,329)</b>
							<b>(71,329)</b>
							<b>(71,329)</b>
<b>Closing Funding Surplus (Deficit)</b>				<b>0</b>	<b>246,370</b>	<b>(163,854)</b>	<b>(71,329)</b>

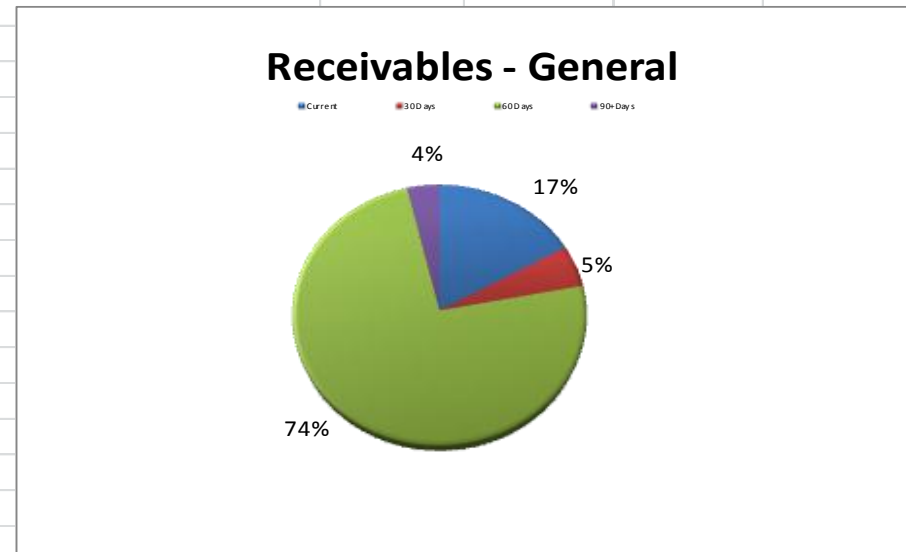
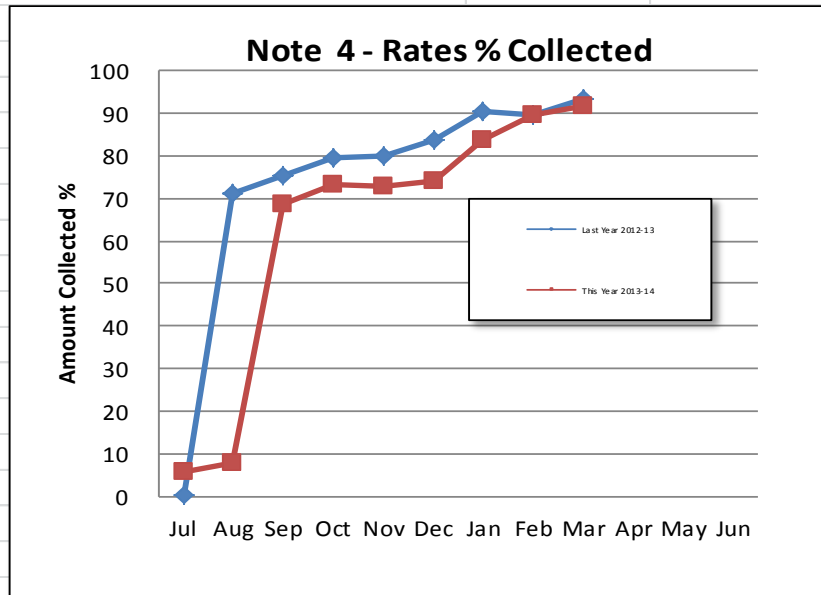
**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 2014**

**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	1,814,654	1,697,839
Less Collections to date	(1,723,758)	(1,631,960)
Equals Current Outstanding	<b>156,917</b>	<b>116,760</b>
<b>Net Rates Collectable</b>	156,917	116,760
% Collected	91.66%	93.32%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	40,117	12,348	177,912	8,826
<b>Total Outstanding</b>				<b>239,202</b>

**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 31 March 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	410	215,350	0	(45,000)	(30,831)	186,850	(14,479)
Housing Reserve	288,849	10,110	7,423	0	0	(183,500)	0	115,459	296,272
Office Equipment Reserve	38,785	1,357	997	0	0	(4,665)	0	35,477	39,782
Drainage Reserve	48,549	1,699	1,248	0	0	0	0	50,248	49,797
Municipal Buildings & Facilities Reserve	32,574	1,140	837	30,000	0	(30,260)	(12,278)	33,454	21,133
Townscape Reserve	229,553	8,034	5,899	0	0	0	0	237,587	235,452
Land Development Reserve	197,706	6,920	5,080	171,000	0	0	0	375,626	202,786
Sewerage Scheme Reserve	157,642	5,517	4,051	50,000	0	(111,780)	(7,120)	101,379	154,573
Road Infrastructure Reserve	28,270	989	726	10,000	0	0	0	39,259	28,996
Health & Aged Care Reserve	719,322	25,176	18,484	45,100	0	(615,190)	0	174,408	737,806
Community Bus Reserve	37,779	1,322	971	5,000	0	0	0	44,101	38,750
Bridge Construction Reserve	63,292	2,215	1,626	0	0	0	0	65,507	64,918
Staff Vehicle Reserve	19,673	689	506	9,000	0	(9,000)	(3,182)	20,362	16,997
Sport & Recreation Reserve	0	0	0	9,500	0	0	0	9,500	0
Rehabilitation & Refuse Reserve	27,376	958	703	0	0	0	0	28,334	28,079
Unspent Grants & Contributions	568,109	2,409	1,969	0	0	(544,044)	(499,431)	26,474	70,647
Saddleback Building Reserve	64,027	2,241	1,645	0	0	(25,900)	0	40,368	65,672
Saddleback Vehicle & Equipment Reserve	4,398	154	113	0	0	0	0	4,552	4,511
Caravan Park Reserve	52,676	1,844	1,354	2,500	0	0	0	57,020	54,030
Old Police Station Reserve	32,053	1,122	824	2,500	0	0	0	35,675	32,877
Kweda Hall Reserve	13,422	470	345	2,500	0	(600)	0	15,792	13,767
Aldersyde Hall Reserve	13,422	470	345	2,500	0	0	0	16,392	13,767
Railway Station Reserve	13,422	470	345	0	0	0	0	13,892	13,767
Madison Square Units Reserve	15,623	547	401	0	0	(5,715)	0	10,455	16,024
Cemetery Reserve	85,684	2,999	2,202	0	0	(60,000)	0	28,683	87,886
Water Harvesting Reserve	45,925	1,607	1,180	0	0	0	0	47,532	47,105
	<b>2,814,073</b>	<b>81,016</b>	<b>59,683</b>	<b>554,951</b>	<b>0</b>	<b>(1,635,654)</b>	<b>(552,842)</b>	<b>1,814,386</b>	<b>2,320,914</b>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 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	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	SP Vehicle	0	0	0
0	0	0	Sewerage Station Pump	5,878	0	(5,878)
45,450	72,000	26,550	Lot 101 Avonbank CI,Koormong			0
45,450	99,000	53,550	Lot 102 Avonbank CI,Koormong			0
0	0	0	Small Equipment (Verti mower)	63	0	(63)
28,500	25,000	(3,500)	PWS Vehicle			0
20,000	30,000	10,000	New Holland Tractor	23,952	33,000	9,048
<b>241,900</b>	<b>338,000</b>	<b>96,100</b>	<b>Totals</b>	<b>107,583</b>	<b>86,696</b>	<b>(20,887)</b>

**Comments - Capital Disposal**

	Summary Acquisitions	Current Budget		
		Budget	Actual	Variance
		\$	\$	\$
	<b>Property, Plant &amp; Equipment</b>			
	Land and Buildings	2,614,123	1,119,232	1,494,891
	Plant & Equipment	227,000	403,225	(176,225)
	Furniture & Equipment	117,978	59,521	58,457
				0
	<b>Infrastructure</b>			
	Roadworks & Bridge Works	1,069,822	521,159	548,663
	Sewerage	94,400	7,121	87,280
	<b>Totals</b>	<b>4,123,323</b>	<b>2,110,258</b>	<b>2,013,065</b>

**Comments - Capital Acquisitions**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 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 \$
<b>Self Supporting Loans</b>											
*Loan 78 Senior Citizen's Homes	17/06/2024	15	6.74	164,089	-	5,152	10,478	158,937	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	-	6,946	14,133	331,463	324,276	11,885	24,033
<b>Governance</b>											
Loan 75 Office Office Renovations	3/08/2026	25	6.46	71,490	-	3,453	3,453	68,037	68,037	4,618	4,831
<b>Education &amp; Welfare</b>											
Loan 80 Kalkarni Residency	1/02/2026	25	5.63	115,411	-	6,227	6,228	109,184	109,183	6,502	6,838
<b>Housing</b>											
Loan 80 Staff Housing	1/02/2026	25	5.63	190,428	-	10,275	10,274	180,153	180,154	10,728	11,283
<b>Community Amenities</b>											
Loan 80 Sewerage	1/02/2026	25	5.63	80,788	-	4,359	4,360	76,429	76,428	4,551	4,787
<b>Transport</b>											
Loan 80 Grader	1/02/2026	25	5.63	190,428	-	10,275	10,275	180,153	180,153	10,728	11,283
<b>Recreation and Culture</b>											
Loan 81 Sport & Recreation	1/11/2027	20	6.95	841,531	-	17,274	35,148	824,257	806,383	29,553	60,827
				<b>2,053,168</b>	<b>0</b>	<b>70,615</b>	<b>101,003</b>	<b>1,982,553</b>	<b>1,952,165</b>	<b>87,644</b>	<b>139,418</b>

(\*) 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 31 March 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%	399,466				399,466	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	639,826				639,826	Bendigo	
Trust Cash at Bank	1.50%			35,119		35,119	Bendigo	
(b) <b>Term Deposits</b>								
Reserves	3.60%		2,320,914			2,320,914	Bendigo	07/05/2014
Les McMullen Trust	4.00%			9,082		9,082	Bendigo	26/06/2014
(c) <b>Investments</b>								
Nil								
Nil								
<b>Total</b>		1,039,292	2,320,914	44,201	0	3,404,407		

Comments/Notes - Investments

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 2014**

**Note 9: MAJOR VARIANCES**

**Comments/Reason for Variance**

**OPERATING REVENUE (EXCLUDING RATES)**

**Governance**

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

**General Purpose Funding**

Over budget due to recovery of costs associated with sale of property for non payment of rates not being included in original budget.

**Law, Order and Public Safety**

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

**Health**

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

**Education and Welfare**

Over budget due to higher than expected subsidies received for Kalkarni.

**Housing**

Under budget due to housing rental subsidies for half year not yet brought to account.

**Community Amenities**

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

**Recreation and Culture**

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

**Transport**

Over budget due to special grant received for bridge construction (MRWA project).

**Economic Services**

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

**Other Property and Services**

Under budget due to reduced private works-corresponding decrease in expenditure.

**OPERATING EXPENSES**

**Governance**

Under budget due to delayed maintenance on admin building and deferred staff training

**General Purpose Funding**

Accrued interest on loans brought to account 30/06/13 will correct at year end.

**Law, Order and Public Safety**

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

**Health**

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

**Education and Welfare**

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

**Housing**

Under budget due to delayed maintenance on council residential properties.

**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%



**CAPITAL REVENUE****Proceeds from Disposal of Assets**

Delayed settlement for the sale of Koornong blocks.

**Self-Supporting Loan Principal**

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

**Transfer from Reserves**

Transfers generally will occur at 30/06/14 other than unspent grants utilised during the year.

**CAPITAL EXPENSES****Land and Buildings**

Under budget due to delayed construction of Regional Housing and Saddleback renovations.

**Plant and Equipment**

Over budget due to unexpected changeover of Fire Tender. (Operating Grant)

**Furniture and Equipment**

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

**Infrastructure Assets - Roads & Bridges**

Road construction program not yet commenced.

**Infrastructure Assets - Sewerage**

Under due to delayed commencement of pipe replacement.

**Repayment of Debentures**

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

**Transfer to Reserves**

Transfers generally will occur at 30/06/14

**OTHER ITEMS****Rate Revenue**

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

**Opening Funding Surplus(Deficit)**

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

**OTHER ITEMS****Rate Revenue**

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

**Opening Funding Surplus(Deficit)**

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

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 March 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 Ended 31 March 2014	Amount Received	Amount Paid	Closing Balance For the Period Ended 31 March 2014
	\$	\$	\$	\$
Housing Bonds	3,000	1,000	(3,000)	1,000
Other Bonds	4,380	7,620	(6,770)	5,230
Election Nomination Bonds	0	0	0	0
Rates Incentive Prize	200	0	(200)	0
Staff AFL Tipping	0	0	0	0
Les McMullen Sporting Grants	9,082	0	0	9,082
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	0	430
Development Bonds	0	0	0	0
	<b>45,550</b>	<b>8,620</b>	<b>(9,970)</b>	<b>44,200</b>

## 12.04.14.03 BUDGET AMENDMENT KOORRNONG SALE PRICES AND LAND DEVELOPMENT RESERVE

**FILE REFERENCE:** ADM0182

**AUTHORS NAME AND POSITION:** Fleur Wilkinson  
Project Officer

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

**DATE REPORT WRITTEN:** 8 April 2014

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

**PREVIOUS MEETING REFERENCE:** March 2014 – 15.03.14.01

### **SUMMARY**

Qualified valuations received for the Koornong lots, indicate a reduction in asking price is required and an assessment of the Land Development Reserve has indicated that not all costs of the subdivision projects at Koornong and the Old Nursing Home site been recouped from the Land Development Reserve

### **Background:**

In September 2002, 5 lots were purchased on Brookton Highway for \$75,249. Development of these lots began in 2008/09, initially retaining the general size of the lots, but including a sealed, easement road frontage. In 2012/13, a decision was made to subdivide the eastern and western most lots, which, after losing some land to public open space resulted in 6 lots of varying sizes being available for sale with finalisation of the development occurring in November 2013 with the issuing of the new titles.

The costs of developing the lots at Koornong, including the initial purchase price is \$335,896, estimated future marketing and sale costs are \$8,000, bringing the forecast total cost to \$343,896.

In March 2014, valuers, LMW Hegney were contracted to provide a valuation of each lot at Koornong and their report was received recently.

The Shire of Brookton 2012-13 Annual Report specifies that the Land Development Reserve is to be used for the costs of land development. Over the past 5 years, the Shire has undertaken two subdivision developments, one at Koornong and one at the Old Nursing Home site. The cost of these subdivisions (including land acquisition) totals \$450,591. Funding of these costs out of the Land Development Reserve only amounts to \$300,154 over the same period of time, hence there is a shortfall of \$150,437 which has been met by the Municipal Fund.

The balance of the Land Development Reserve as at 31 March 2014 is \$202,786.

### **Details:**

The following table shows costs of development at Koornong allocated to each lot according to the size of the lot, the current pricing and the values that have been provided by LMW Hegney.

KOORRNONG LAND FOR SALE					
Lot	Size m2	Cost Allocation	Current Pricing	Valuation	Comment
Lot 100	1856	\$ 37,926.94	\$ 67,500.00	\$ 55,000.00	
Lot 101	1856	\$ 37,926.94	\$ 72,000.00	\$ 72,000.00	Sold
Lot 102	3712	\$ 75,853.89	\$ 99,000.00	\$ 70,000.00	
Lot 103	3712	\$ 75,853.89	\$ 99,000.00	\$ 70,000.00	
Lot 104	3303	\$ 67,496.07	\$ 108,000.00	\$ 80,000.00	
Lot 105	2390	\$ 48,839.12	\$ 95,000.00	\$ 70,000.00	
<b>TOTAL</b>	<b>16829</b>	<b>\$ 343,896.85</b>	<b>\$ 540,500.00</b>	<b>\$ 417,000.00</b>	
Sale Proceeds			\$ 540,500.00	\$ 417,000.00	
Costs			\$ 343,896.85	\$ 343,896.85	
Profit			<b>\$ 196,603.15</b>	<b>\$ 73,103.15</b>	

In the valuation report LMW Hegney advised that “Market conditions for vacant sites within Brookton and similar Wheatbelt towns have remained subdued over the last twelve to twenty four month period. There have been limited sales transactions particularly in Brookton. Vacant lots need to be competitively priced in order to achieve a sale within an average selling period.”

LMW Hegney also advised in their report “that the subject property is readily marketable with the Market Value assessed on the basis of a six month marketing and selling period.”

The valuations of \$70,000 for lots 102 and 103 are below the pro rata allocated costs. It is recommended that the asking price be increased to \$80,000 to ensure that costs are recovered for these lots.

Reducing the asking price of the lots at Koornong from the current pricing to the valuations provided (excepting lots 102 and 103 which will be increased to \$80,000) will:

- Reduce the return on investment by 36% (57% to 21%).
- Reduce the amount returned to the Land Development Reserve by \$123,500.
- Increase the chances of selling the properties within the 6 month period advised by LMW Hegney.
- Save approximately \$18,000 in opportunity and other costs per annum. (The opportunity cost of \$400,000 of unsold properties is about \$14,000 per annum, based on 3.5% interest receivable, plus ongoing advertising and staffing costs of approximately \$4,000p.a.)

It is the understanding of staff that the intention of the Land Development Reserve is to fund all of the costs of subdivision developments such as those at Koornong and the Old Nursing Home site. It is assumed that the reason that the Reserve has not fully funded these developments over the 5 year period is because of a shortfall in the reserve balance at certain times. It seems valid now that the reserve has the capacity to reimburse the Municipal fund for the \$150,000 shortfall, that this be transacted now. Then, all future proceeds of sale of the lots at Koornong will continue to be transferred to the Land Development Reserve, eventually building this balance back to over \$450,000 once all the lots have been sold (assuming at the newly valued prices).

**Statutory and Legal Considerations:**

Section 6.8 of the *Local Government Act 1995*.

**Policy Considerations:**

There are no policy considerations.

**Consultation:**

LMW Hegney Licensed Valuers

**Financial Implications:**

Reducing the price of the Koornong lots will reduce the amount that is transferred to the Land Development Reserve by \$123,000 (assuming that eventually the lots would sell for the current asking price). This would have no effect on the end of year surplus/deficit as all proceeds of sale are transferred to the Land Development Reserve

Transferring the shortfall between the costs of the Koornong and Old Nursing Home Developments and the amounts transferred from the Land Development Reserve to cover these costs will result in an improvement to the end of year surplus/deficit position by approximately \$150,000.

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

Outcome 4.4 – Availability of Land for housing and industrial development

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

No reference.

**Officer's Comment:**

Given the subdued market and the limited success in marketing to date, it seems reasonable to heed the advice of the Valuer in relation to restructuring the price to achieve increased sales in an average selling period of 6 months.

**Voting Requirements:**

Absolute majority.

**Officer's Recommendation:**

That Council:

1. Reduce the prices of the lots for sale at Koornong as follows:
  - Lot 100 - \$55,000
  - Lot 102 - \$80,000
  - Lot 103 - \$80,000
  - Lot 104 - \$80,000
  - Lot 105 - \$70,000
2. Transfer \$150,000 from the Land Development Reserve to the Municipal Fund in the 2013/14 financial year to reimburse the unfunded component of the Koornong and Old Nursing Home developments.

*Note – Project Officer arrived at the meeting at 1:29pm.*

**Council Resolution**

**12.04.14.03**

**Moved Cr Walker Seconded Cr Crute**

**That Council suspend Standing Orders No 9.1, 9.5 and 9.6 to facilitate discussion.**

**CARRIED 5-0**

**Council Resolution**

**12.04.14.04**

**Moved Cr Walker Seconded Cr Crute**

**That Council resume Standing Orders.**

**CARRIED 5-0**

**Council Resolution**

**12.04.14.05**

**Moved Cr Crute Seconded Cr Allington**

**That Council:**

**1. Reduce the prices of the lots for sale at Koornong as follows:**

- **Lot 100 - \$55,000**
- **Lot 102 - \$80,000**
- **Lot 103 - \$80,000**
- **Lot 104 - \$80,000**
- **Lot 105 - \$70,000**

**2. Transfer \$150,000 from the Land Development Reserve to the Municipal Fund in the 2013/14 financial year to reimburse the unfunded component of the Koornong and Old Nursing Home developments.**

**3. That Council allow Real Estate Agents to sell the blocks.**

**CARRIED BY ABSOLUTE MAJORITY 5-0**

**Reason for Change – To increase the chance of selling these lots.**

*Note – Project Officer left the meeting at 1:43pm.*

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

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

**16.04.14.0 CONFIDENTIAL REPORT**

**17.04.14.0 NEXT MEETING**

The next Ordinary meeting of Council will be on Thursday 15 May 2014 at 12.30 pm.

**18.04.14.0 CLOSURE**

There being no further business the Presiding Member closed the meeting at 1:43pm.