



Shire of Brookton

## ORDINARY COUNCIL MEETING

### MINUTES

Thursday 19 February 2015

These minutes were confirmed by Council as a true and correct record of the Ordinary Council meeting held on 19 February 2015.

**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 19 February 2015.**  
**Commencing at 12.30 pm.**

**TABLE OF CONTENTS**

<b>1.02.15</b>	<b>DECLARATION OF OPENING / ATTENDANCE / APOLOGIES .....</b>	<b>3</b>
<b>2.02.15</b>	<b>ANNOUNCEMENT OF VISITORS.....</b>	<b>3</b>
<b>3.02.15</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>3</b>
<b>4.02.15</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>3</b>
<b>5.02.15</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>3</b>
<b>6.02.15</b>	<b>PETITIONS/ DEPUTATIONS / PRESENTATION .....</b>	<b>3</b>
<b>7.02.15</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....</b>	<b>4</b>
<b>8.02.15</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION .....</b>	<b>4</b>
<b>9.02.15</b>	<b>DECLARATIONS BY MEMBERS &amp; OFFICERS .....</b>	<b>4</b>
<b>10.02.15.0</b>	<b>TECHNICAL &amp; DEVELOPMENT SERVICES REPORT .....</b>	<b>5</b>
<i>10.02.15.01</i>	<i>PROPOSED ROAD CLOSURE – LOT 814 BROOKTON-CORRIGIN ROAD, BROOKTON.....</i>	<i>5</i>
<b>12.02.15.0</b>	<b>FINANCE &amp; ADMINISTRATION REPORT.....</b>	<b>11</b>
<i>12.02.15.01</i>	<i>LIST OF ACCOUNTS FOR PAYMENT.....</i>	<i>11</i>
<i>12.02.15.02</i>	<i>FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2014 AND 31 JANUARY 2015.....</i>	<i>21</i>
<b>13.02.15.0</b>	<b>GOVERNANCE REPORT.....</b>	<b>66</b>
<i>13.02.15.01</i>	<i>COMPLIANCE AUDIT RETURN 2014.....</i>	<i>66</i>
<b>14.02.15.0</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>68</b>
<b>15.02.15.0</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING – ELECTED MEMBERS, OFFICERS .....</b>	<b>68</b>
<i>15.02.15.01</i>	<i>KALKARNI RESIDENTIAL AGED CARE FACILITY BUDGET AMENDMENTS.....</i>	<i>69</i>
<b>16.02.15.0</b>	<b>CONFIDENTIAL REPORT.....</b>	<b>72</b>
<b>17.02.15.0</b>	<b>NEXT MEETING.....</b>	<b>72</b>
<b>18.02.15.0</b>	<b>CLOSURE.....</b>	<b>72</b>

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

The Presiding Member opened the meeting at 12.37pm and welcomed Councillors, staff and members of the public.

### **Attendance**

#### Elected Members

Cr KT Wilkinson – Shire President (Presiding Member)

Cr KL Crute - Deputy Shire President

Cr K H Mills

Cr R T Fancote

Cr N Walker

Cr TM Eva

#### Staff

Kevin O'Connor

Chief Executive Officer

Evelyn Arnold

Deputy Chief Executive Officer

Courtney Fulwood

Administration Officer

Carina Whittington

Community Services Manager

#### Members of the Public

Nil

#### Apologies

Cr L Allington

Approved Leave of Absence

## **2.02.15 ANNOUNCEMENT OF VISITORS**

Nil

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

Nil

## **4.02.15 PUBLIC QUESTION TIME**

Nil

## **5.02.15 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **6.02.15 PETITIONS/ DEPUTATIONS / PRESENTATION**

Nil

**7.02.15 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**Council Resolution**

**7.02.15.01**

**Moved Cr Crute Secoded Cr Eva**

**That the minutes of the Annual Electors meeting held in the Shire of Brookton Council Chambers on Thursday 13<sup>th</sup> March 2014 be confirmed as a true and correct records of proceedings.**

**CARRIED 6-0**

**Council Resolution**

**7.02.15.02**

**Moved Cr Mills Secoded Cr Fancote**

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

**CARRIED 6-0**

**Council Resolution**

**7.02.15.03**

**Moved Cr Crute Secoded Cr Eva**

**That the minutes of the Annual Electors meeting held in the Shire of Brookton Council Chambers on Thursday 12<sup>th</sup> February 2015 be confirmed as a true and correct records of proceedings.**

**CARRIED 6-0**

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

Nil

**Condolences**

Mrs Connie Kirwin

**9.02.15 DECLARATIONS BY MEMBERS & OFFICERS**

Nil

***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>Members</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>

## 10.02.15.0 TECHNICAL & DEVELOPMENT SERVICES REPORT

### 10.02.15.01 PROPOSED ROAD CLOSURE – LOT 814 BROOKTON-CORRIGIN ROAD, BROOKTON

<b>FILE REFERENCE:</b>	P894
<b>AUTHORS NAME AND POSITION:</b>	Stefan de Beer Shire Planner
<b>NAME OF APPLICANT/RESPONDENT:</b>	Mainroads WA
<b>DATE REPORT WRITTEN:</b>	9 January 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	No previous meeting reference.

#### **SUMMARY:**

An application has been received from Mainroads WA to close a section of road on the Brookton-Corrigin Road. It will be recommended that Council resolve to initiate closure of the subject section of road.

#### **Background:**

As part of the recent realignment of the Brookton-Corrigin Road, a section of the old road alignment became redundant. This application seeks to formalize the closure of this section of road.

#### **Details:**

The attachments to this report reflect the alignment of the subject section of road to be closed and the affected adjacent properties (lots 814 & 816 Brookton-Corrigin Road – which is in the tenure of Tianco Pty Ltd & Briestar Pty Ltd respectively).

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

Roads are closed under Section 58 of the *Land Administration Act 1997* in compliance with the *Land Administration Regulations 1998*.

#### **Policy Considerations:**

There are no policy implications in relation to this submission.

#### **Consultation:**

Should Council initiate the closure of the road reserve, public advertising must be conducted for a minimum of 35 days.

#### **Financial Implications:**

The Shire will be liable for the advertisement costs associated with the road closure.

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

- No specific implication relative to this submission.

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

- No specific implication relative to this submission.

**Local Planning Strategy:**

- No specific implication relative to this submission.

**Officer's Comment:**

Initiation of this road closure exercise will formalize an existing situation resulting from the realignment of the Brookton-Corrigin Road.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

That Council initiate the closure of the section of road as indicated on the attached sketch plans and instruct the Shire Planner to commence with advertising of the road closure.

**Council Resolution**

**10.02.15.01**

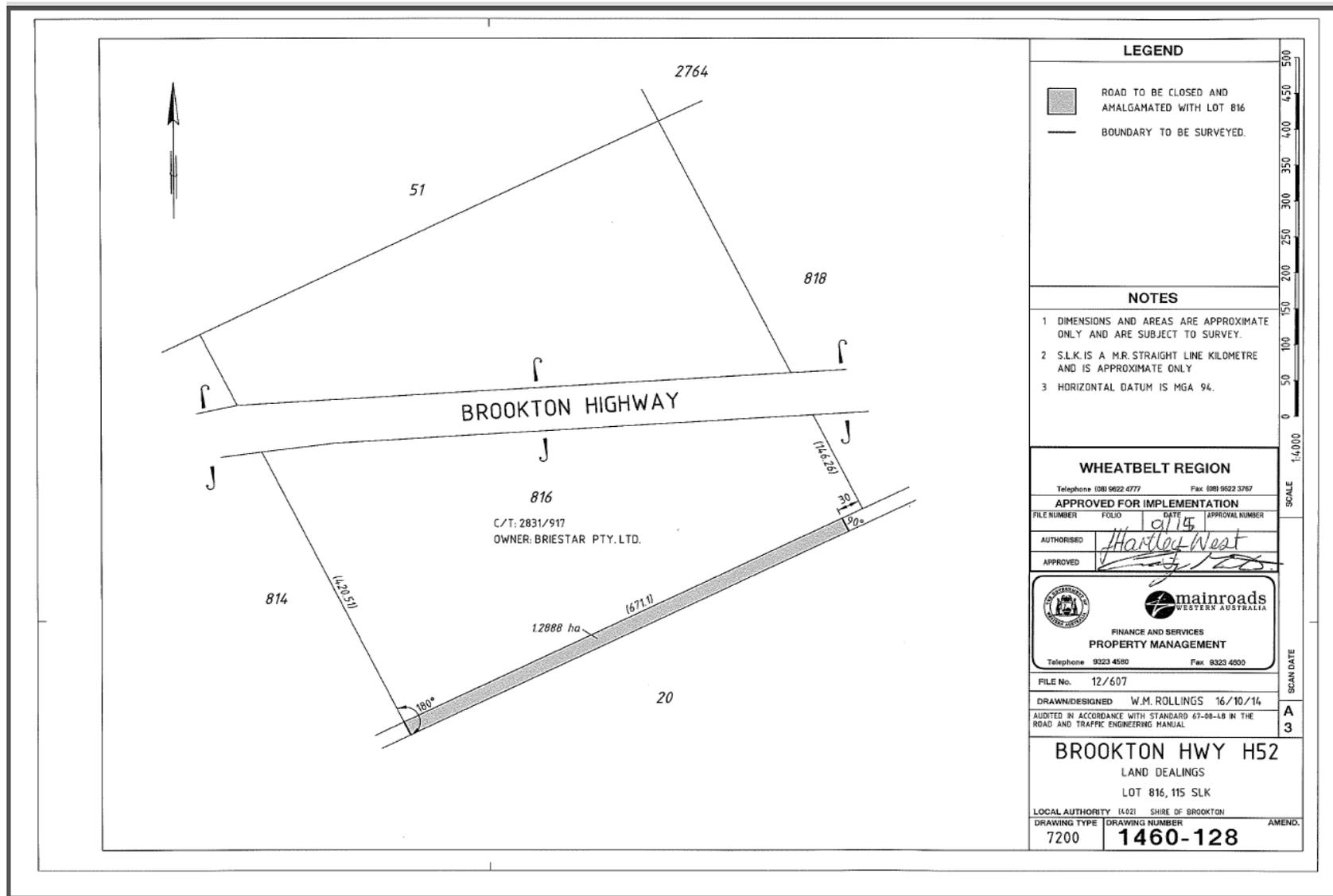
**Moved Cr Crute    Seconded Cr Eva**

**That Council initiate the closure of the section of road as indicated on the attached sketch plans and instruct the Shire Planner to commence with advertising of the road closure.**

**CARRIED 6-0**

**ATTACHMENTS 10.02.15.01A**

ATTACHMENTS 10.02.15.01A



LEGEND

-  ROAD TO BE CLOSED AND AMALGAMATED WITH LOT 816
-  BOUNDARY TO BE SURVEYED.

NOTES

- 1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
- 2 S.L.K. IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
- 3 HORIZONTAL DATUM IS MGA 94.

WHEATBELT REGION

Telephone 081 9622 4777 Fax 081 9622 3767

APPROVED FOR IMPLEMENTATION

FILE NUMBER	FOLIO	DATE	APPROVAL NUMBER
		9/15	

AUTHORISED *Hartley West*

APPROVED *[Signature]*

 **mainroads**  
WESTERN AUSTRALIA

FINANCE AND SERVICES  
PROPERTY MANAGEMENT

Telephone 9323 4580 Fax 9323 4500

FILE No. 12/607

DRAWN/DESIGNED W.M. ROLLINGS 16/10/16

AUDITED IN ACCORDANCE WITH STANDARD 67-98-18 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL

**BROOKTON HWY H52**

LAND DEALINGS

LOT 816, 115 SLK

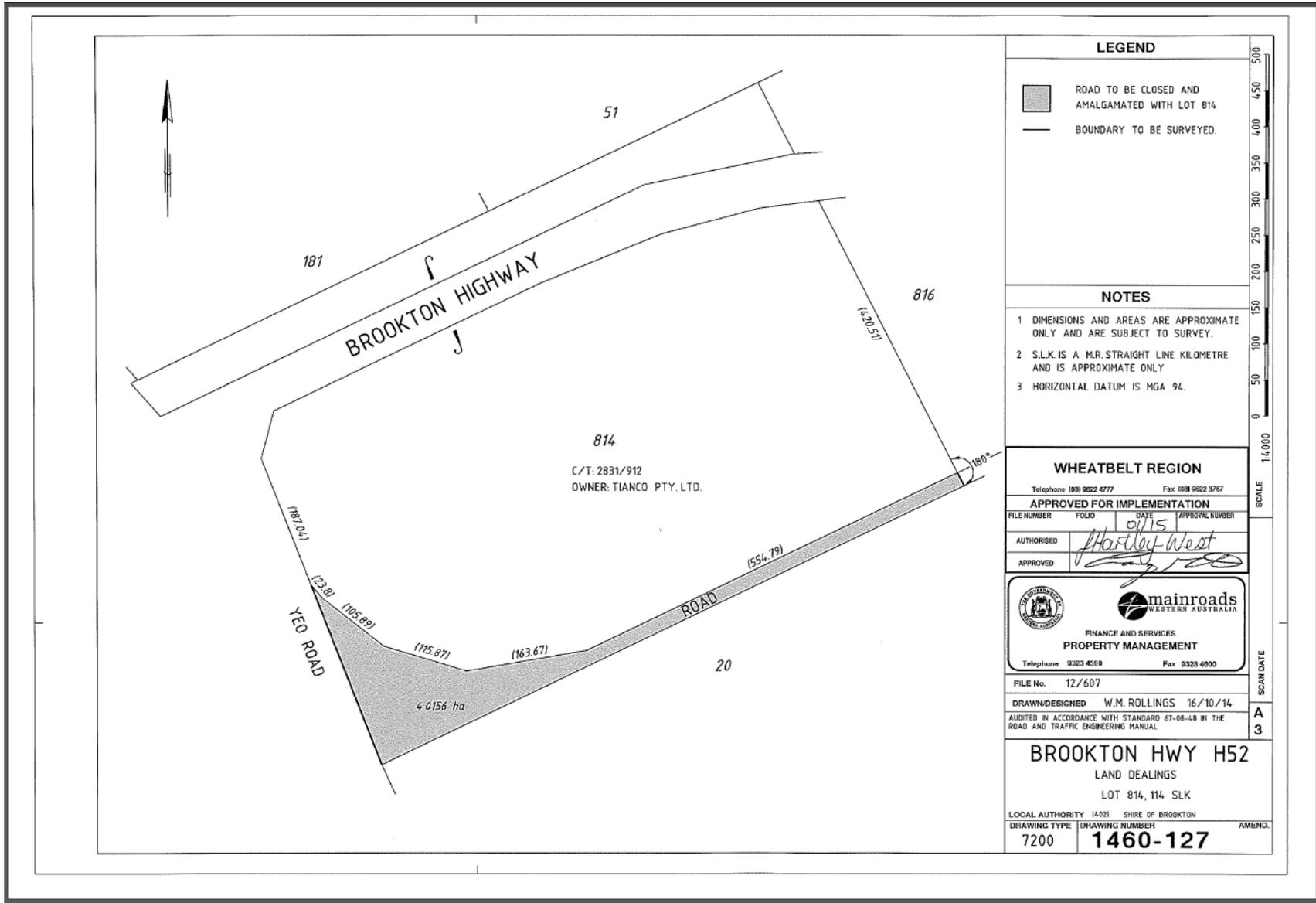
LOCAL AUTHORITY 15.021 SHIRE OF BROOKTON AMEND.

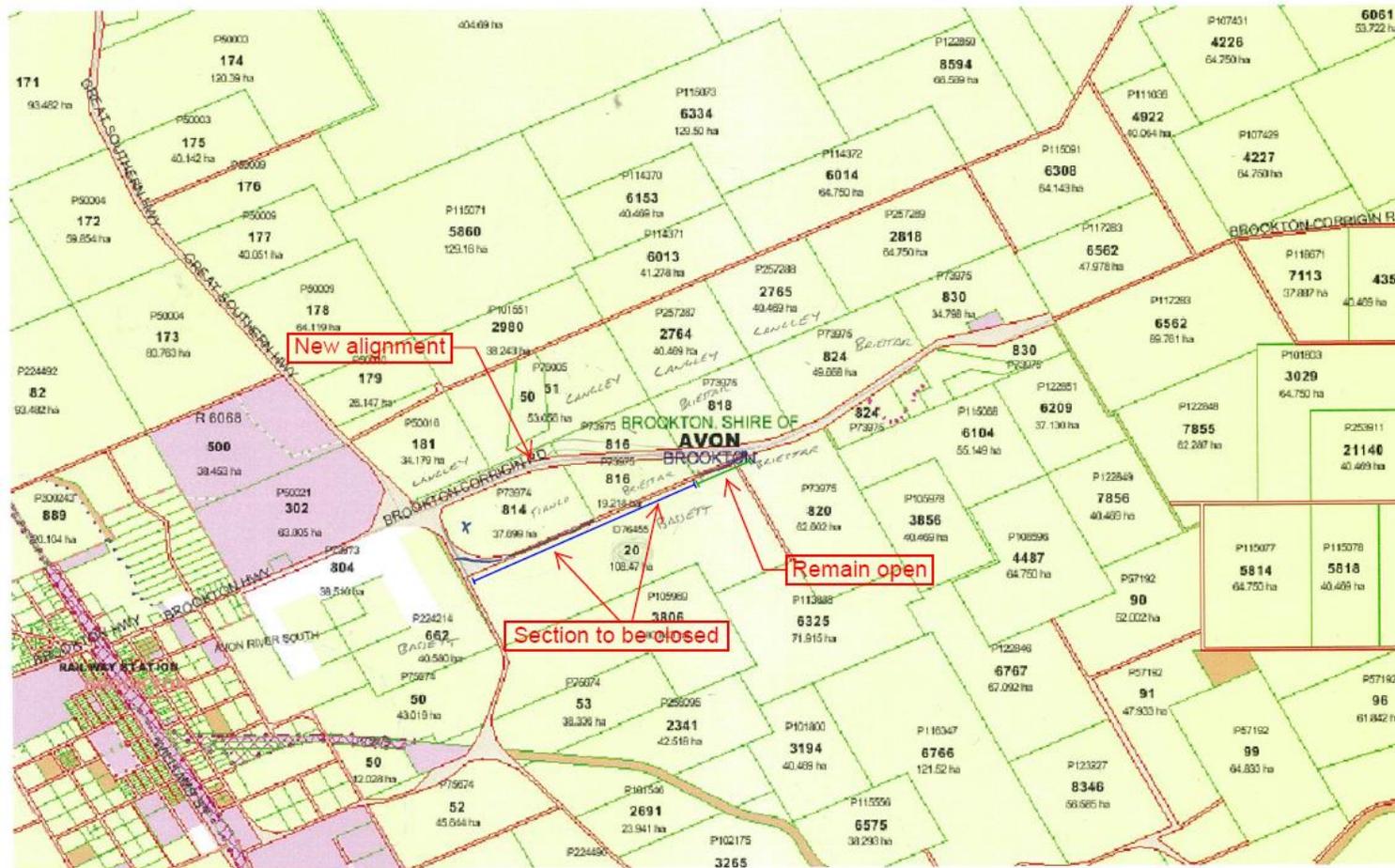
DRAWING TYPE 7200 DRAWING NUMBER **1460-128**

SCALE 1:4000

SCAN DATE

A  
3





[http://www.landgate.wa.gov.au/mapviewer/erm\\_mapviewer.htm?user=rudgv01&token=9d7915e0698a421a97932613f3070ada01375919...](http://www.landgate.wa.gov.au/mapviewer/erm_mapviewer.htm?user=rudgv01&token=9d7915e0698a421a97932613f3070ada01375919...) 29/08/2014



## 12.02.15.0 FINANCE & ADMINISTRATION REPORT

### 12.02.15.01 LIST OF ACCOUNTS FOR PAYMENT

#### FILE REFERENCE:

**AUTHORS NAME AND POSITION:** Corinne Kemp  
Finance Officer

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

**DATE REPORT WRITTEN:** 9<sup>th</sup> February 2015

**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> December 2014 and 31<sup>st</sup> January 2015 are 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 12.01.15.01A.

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

#### **Municipal Account**

Direct Debits	\$	83,692.64
EFT	\$	504,935.28
Cheques	\$	18,894.85
<b>Trust Account</b>	\$	1,830.00

To 31<sup>st</sup> January 2015

#### **Municipal Account**

Direct Debits	\$	94,078.90
EFT	\$	428,186.17
Cheques	\$	47,149.32
<b>Trust Account</b>	\$	1,400.00

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

No reference

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

No reference

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 31<sup>st</sup> December 2014 & 31<sup>st</sup> January 2015, per the summaries included in Attachment 12.01.15.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 31<sup>st</sup> December 2014:

*Municipal Account*

Direct Debits	\$	83,692.64
EFT	\$	504,935.28
Cheques	\$	18,894.85
<i>Trust Account</i>	\$	1,830.00

To 31<sup>st</sup> January 2015:

*Municipal Account*

Direct Debits	\$	94,078.90
EFT	\$	428,186.17
Cheques	\$	47,149.32
<i>Trust Account</i>	\$	1,400.00

**Council Resolution**

**12.02.15.01**

**Moved Cr Crute      Seconded Cr Eva**

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

**CARRIED 6-0**

**Council Resolution**

**12.02.15.01**

**Moved Cr Crute      Seconded Cr Mills**

**That council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution:**

**12.02.15.01**

**Moved Cr Walker 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> December 2014 & 31<sup>st</sup> January 2015, per the summaries included in Attachment 12.01.15.01A in accordance with the Local Government (Financial Management) Regulations 1996:**

**To 31<sup>st</sup> December 2014:**

***Municipal Account***

<b>Direct Debits</b>	<b>\$</b>	<b>83,692.64</b>
<b>EFT</b>	<b>\$</b>	<b>504,935.28</b>
<b>Cheques</b>	<b>\$</b>	<b>18,894.85</b>
<b><i>Trust Account</i></b>	<b>\$</b>	<b>1,830.00</b>

**To 31<sup>st</sup> January 2015:**

***Municipal Account***

<b>Direct Debits</b>	<b>\$</b>	<b>94,078.90</b>
<b>EFT</b>	<b>\$</b>	<b>428,186.17</b>
<b>Cheques</b>	<b>\$</b>	<b>47,149.32</b>
<b><i>Trust Account</i></b>	<b>\$</b>	<b>1,400.00</b>

**CARRIED 6-0**

**ATTACHMENT 12.01.15.01A**

**ATTACHMENT 12.01.15.01B**

## ATTACHMENT 12.01.15.01A

DECEMBER 2014 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 19 FEBRUARY 2015

ATTACHMENT 12.01.15.01A

Chq/EFT	Date	Name	Description	Amount
EFT6118	04/12/2014	A PLUS TRAINING SOLUTIONS	BASIC CHAINSAW / FELLING SAFETY TRAINING COURSE	\$ 2,475.00
EFT6119	04/12/2014	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 789.38
EFT6120	04/12/2014	AUSTRAL MERCANTILE COLLECTIONS	RATES DEBT COLLECTION	\$ 1,674.17
EFT6121	04/12/2014	CARINA WHITTINGTON	REIMBURSEMENT OF TRAVEL EXPENSES ECONOMIC DEVELOPMENT WORKSHOP 01/12/14	\$ 203.68
EFT6122	04/12/2014	COURIER AUSTRALIA	FREIGHT November 2014	\$ 431.05
EFT6123	04/12/2014	COURTNEY FULWOOD	TRAVEL REIMBURSEMENT FOR AGENDA & MINUTES TRAINING	\$ 206.72
EFT6124	04/12/2014	FLEUR WILKINSON	REIMBURSEMENT OF TRAINING COURSE GET UP TO SPEED PROGRAM 12/08/14	\$ 495.00
EFT6125	04/12/2014	H RUSHTON & CO	POLMAC 3.5T PLANT TRAILER 2014	\$10,450.00
EFT6126	04/12/2014	RAAN ENTERPRISES	STOCK PILING GRAVEL	\$ 3,476.00
EFT6127	04/12/2014	REINFORCED CONCRETE PIPES PTY LTD	1200 X 1200 RCBC BOXES X 2, 1200 X 600 RCBC BOXES X 2	\$ 2,376.00
EFT6129	04/12/2014	THE CANCER COUNCIL WA	SUNSCREEN	\$ 69.90
EFT6130	04/12/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 6,172.21
EFT6131	04/12/2014	WANNEROO TROPHY SHOP	PERPETUAL TROPHY FOR GET ON TRACK CHALLENGE	\$ 121.34
EFT6132	11/12/2014	1 STOP RECORDS CONSULTING	RECORDS MANAGEMENT 01/12/14 TO 09/12/14	\$ 1,209.00
EFT6133	11/12/2014	CARINA WHITTINGTON	REIMBURSEMENT FOR DECORATIONS COMMUNITY CHRISTMAS PARTY	\$ 105.78
EFT6134	11/12/2014	CENTRAL GARAGE	23,000 KM SERVICE UTE 1	\$ 415.88
EFT6135	11/12/2014	GREAT SOUTHERN FUEL SUPPLIES	PETROL PURCHASES NOVEMBER 2014	\$ 423.42
EFT6136	11/12/2014	H RUSHTON & CO	TYRES, TUBES, BATTERIES, MICROPHONE & DIESEL PUMP	\$ 3,082.80
EFT6137	11/12/2014	HOWARD PORTER	LOCKING RING AND CIRCLIP FOR PT10	\$ 206.91
EFT6138	11/12/2014	LGIS INSURANCE BROKING	20132014 MOTOR VEHICLE PREMIUM ADJUSTMENT	\$ 1,570.29
EFT6139	11/12/2014	LGIS RISK MANAGEMENT	RISK MANAGEMENT FOUNDATIONS PROJECT	\$ 5,350.33
EFT6140	11/12/2014	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA ECONOMIC DEVELOPMENT COURSE 8 PARTICIPANTS	\$ 1,060.00
EFT6141	11/12/2014	PH & KE GOW	SURVEY OF ROAD WIDENING LOTS 6024 & 5699 CORBERDING RD BROOKTON	\$ 3,162.50
EFT6142	11/12/2014	SHIRE OF BEVERLEY	REIMBURSEMENT OF TITLE SEARCH FOR BROOKTON LOT 500 BOYAGARRA RD	\$ 26.40
EFT6143	11/12/2014	SHIRE OF PINGELLY	ADMINISTRATION SERVICES TO THE BBP AGE CARE WORKING GROUP 2014/15	\$ 3,300.00
EFT6144	11/12/2014	TOTALLY CONFIDENTIAL RECORDS	STORAGE OF ARCHIVE BOXES	\$ 84.93

EFT6145	11/12/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 27/11/14 & 03/12/14	\$ 935.00
EFT6146	11/12/2014	WA TREASURY CORPORATION	LOAN REPAYMENT SENIOR CITIZEN HOMES SSL	\$10,740.35
EFT6147	11/12/2014	WESTRAC EQUIPMENT PTY LTD	D.15W40	\$ 198.73
EFT6148	18/12/2014	1 STOP RECORDS CONSULTING	RECORDS MANAGEMENT 15/12/14 TO 16/12/14	\$ 604.50
EFT6149	18/12/2014	ABCO PRODUCTS	CLEANING SUPPLIES	\$ 852.35
EFT6150	18/12/2014	AUSTRALIA POST	POSTAGE NOVEMBER 2014	\$ 199.23
EFT6151	18/12/2014	AVON PAPER SHRED	CONFIDENTIAL RECORDS SHREDDING	\$ 110.00
EFT6152	18/12/2014	B & N EYRE BROOKTON NEWSAGENCY	STATIONARY SUPPLIES	\$ 1,515.10
EFT6153	18/12/2014	BAPTISTCARE	KALKARNI RESIDENCY OPERATING AND MANAGEMENT FEES DECEMBER 2014	\$261,454.26
EFT6154	18/12/2014	BROOKTON DELI	CATERING FOR COUNCIL MEETING & CHAINSAW TRAINING	\$ 904.00
EFT6155	18/12/2014	BROOKTON PLUMBING	REPAIR URINAL CISTERN AT PUBLIC TOILETS & TOILET SEAT	\$ 590.70
EFT6156	18/12/2014	BROOKTON TELEGRAPH	ADVERTISING COMMUNITY CHRISTMAS PARTY & BULK WASTE	\$ 100.00
EFT6157	18/12/2014	BW JAMES TRANSPORT	70 KG CHLORINE CYLINDER SWIMMING POOL	\$ 144.10
EFT6158	18/12/2014	CARINA WHITTINGTON	REIMBURSEMENT FOR GLOWSTICK PURCHASES	\$ 28.00
EFT6159	18/12/2014	CENTRAL GARAGE	45,000KM SERVICE SCHEDULE MITSUBISHU TRITON 33BO	\$ 570.68
EFT6160	18/12/2014	CIVIL CONTRACTORS FEDERATION WA	CERT III CIVIL CONSTRUCTION PLANT OPERATIONS	\$ 166.68
EFT6161	18/12/2014	COLAS	BITUMIN SEALING WORK JOSE RD	\$ 16,397.15
EFT6162	18/12/2014	CONTRACT AQUATIC SERVICES	CONTACT MANAGEMENT FEE BROOKTON SWIMMING POOL NOVEMBER 2014	\$ 12,760.00
EFT6163	18/12/2014	COUNTRY COPIERS	COLOUR COPIER MONTHLY METER READING NOVEMBER 2014	\$ 501.89
EFT6164	18/12/2014	COURIER AUSTRALIA	FREIGHT	\$ 11.14
EFT6165	18/12/2014	DATAMARS	CAT TAGS	\$ 16.83
EFT6166	18/12/2014	DFES	2014/15 QUARTER 2 EMERGENCY SERVICES LEVY	\$ 13,887.11
EFT6167	18/12/2014	EVELYN ARNOLD	REIMBURSEMENT OF GAS BOTTLE FOR UNIT 2 / 4 MATTHEWS ST	\$ 126.00
EFT6168	18/12/2014	GREAT SOUTHERN WASTE DISPOSAL	TIP SITE, RUBBISH BIN PICKUP & BULK RECYCLE	\$ 11,088.12
EFT6169	18/12/2014	H RUSHTON & CO	TYRES, FUSES, AMBER BEACON & HYDRAULIC RAM	\$ 1,813.85
EFT6170	18/12/2014	HANSON CONSTRUCTION MATERIALS PTY LTD	43.9 TONNE WASHED GRANITE	\$ 2,052.33
EFT6171	18/12/2014	JR & A HERSEY PTY LTD	EQUIPMENT SUPPLIES FOR CORBERDING RD	\$ 621.61
EFT6172	18/12/2014	LANDGATE (DOLA)	SLIP SUBSCRIPTION SERVICES ANNUAL CHARGE & LICENCE PREPARATION	\$ 2,455.20
EFT6173	18/12/2014	NARROGIN CARPETS & CURTAINS	BLIND UNIT 4 MADISON SQUARE	\$ 528.00
EFT6174	18/12/2014	OFFICE NATIONAL CANNINGVALE	ALUMINIUM FRAMES FOR SWIMMING POOL	\$ 234.00

EFT6175	18/12/2014	OFFICEWORKS BUSINESS DIRECT	STOIL FOR SWIMMING POOL & STATIONARY	\$ 236.00
EFT6176	18/12/2014	OIL TECH FUEL	5500 LITRES OF DIESEL	\$ 7,078.50
EFT6177	18/12/2014	ORICA AUSTRALIA P/L	CHLORINE GAS 70KG CYLINDERS	\$ 871.64
EFT6178	18/12/2014	PINDAN	20% OF CONTRACT FOR COMPLETION OF 2 HOMES LOT 391 MONTGOMERY ST BROOKTON	\$ 95,263.00
EFT6179	18/12/2014	RADIOWEST BROADCASTERS	AROUND THE TOWNS INTERVIEW 30/11/14	\$ 55.00
EFT6180	18/12/2014	SGS	WATER TESTING	\$ 352.00
EFT6181	18/12/2014	SIGMA CHEMICALS	SODIUM BICARBONATE	\$ 819.16
EFT6182	18/12/2014	TOTAL PACKAGING	DOG POO BAGS	\$ 85.80
EFT6183	18/12/2014	TOTALLY CONFIDENTIAL RECORDS	STORAGE OF ARCHIVE BOXES	\$ 84.93
EFT6184	18/12/2014	UHY HAINES NORTON	AUDIT REGIONAL HOUSING ACQUITTAL 201112 REGIONAL GROUPS FUNDING	\$ 1,760.00
EFT6185	18/12/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES 09/12/14 & 17/12/14	\$ 420.75
EFT6186	18/12/2014	WA LOCAL GOVERNMENT ASSN	PREPARING AGENDAS & MINUTES IN LOCAL GOVERNMENT COURSE C FULLWOOD 28/11/14	\$ 495.00
EFT6187	31/12/2014	AUSTRALIANSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$ 171.37
EFT6188	31/12/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 236.00
EFT6189	31/12/2014	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 457.81
EFT6190	31/12/2014	UNISUPER	SUPERANNUATION CONTRIBUTIONS	\$ 129.51
EFT6191	31/12/2014	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 5,669.68
EFT6192	31/12/2014	WESTPAC PERSONAL SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 203.53
			<b>TOTAL EFT</b>	<b>\$ 504,935.28</b>

Chq/EFT	Date	Name	Description	Amount
17453	04/12/2014	BENDIGO SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 878.73
17454	04/12/2014	ENVIROTECH WASTE MANAGEMENT	BBQ WASTE TRAP & REPLACEMENT BBQ MAT FOR MEMORIAL PARK	\$ 921.80
17455	04/12/2014	JASON SIGNMAKERS	MULTI MESSAGE SIGNS, FRAMES & LEGS	\$ 1,658.80
17456	04/12/2014	SHIRE OF KALAMUNDA	BUILDING SERVICES JULY, AUGUST, SEPTEMBER & OCTOBER 2014	\$ 1,976.44
17457	04/12/2014	STAR TRACK EXPRESS	FRIEGHT	\$ 202.12
17458	04/12/2014	SYNERGY	ELECTRICITY CARAVAN PARK, OVAL & PAVILION 15/10/14 TO 11/11/14	\$ 916.30
17459	11/12/2014	BROOKTON SUPERMARKET	REFRESHMENTS, TISSUES & MILK	\$ 80.47
17460	11/12/2014	SEABROOK CRICKET CLUB	DONATION FOR SAUSAGE SIZZLE AT COMMUNITY CHRISTMAS PARTY	\$ 300.00
17461	11/12/2014	SHIRE OF BROOKTON	MASTERCARD PURCHASES NOVEMBER 2014	\$ 1,033.85
17462	11/12/2014	SYNERGY	ELECTRICITY COMMON AREA MADISON SQUARE 05/09/14 TO 05/11/14	\$ 31.85
17463	11/12/2014	TELSTRA CORPORATION	MOBILE TELEPHONE 0429998533	\$ 196.79

17465	17/12/2014	DEPARTMENT OF TRANSPORT	ORDER NUMBER PLATES 01BO	\$ 200.00
17466	18/12/2014	AG ATKINS CARPENTER	CEMENT FOR CULVERTS FOR CORBERDING RD	\$ 2,131.96
17467	18/12/2014	CASH SHIRE OF BROOKTON	PETTY CASH 1/10/14 TO 3/12/14	\$ 165.85
17468	18/12/2014	JASON SIGNMAKERS	WORKMAN & ROAD WORK AHEAD SIGNS	\$ 332.20
17469	18/12/2014	PACIFIC BRANDS WORKWEAR	STAFF UNIFORMS	\$ 187.00
17470	18/12/2014	SYNERGY	SYNERGY STREETLIGHTS, CARAVAN PARK, OVAL & WB EVA PAVILION 25/10/14 TO 24/11/14	\$ 5,590.55
17471	18/12/2014	TELSTRA CORPORATION	MOBILE & IPAD TELEPHONE ACCOUNTS 11/11/14 TO 11/12/14	\$ 1,931.83
17472	18/12/2014	WATER CORPORATION OF WA	WATER OVAL 24/10/14 TO 26/11/14	\$ 158.31
			<b>TOTAL CHEQUES</b>	<b>\$ 18,894.85</b>
			<b>TOTAL MUNICIPAL</b>	<b>\$523,830.13</b>

Chq/EFT	Date	Name	Description	Amount
928	03/12/2014	TRAVIS THOMPSON	BOND REFUND FOR HIRE OF WB EVA PAVILION 21/11/14 TO 22/11/14	\$ 330.00
929	16/12/2014	BROOKTON CHORAL SOCIETY	BOND REFUND FOR HIRE OF MEMORIAL HALL 07/08 NOVEMBER 2014	\$ 330.00
930	16/12/2014	BROOKTON SUPERMARKET	BOND REFUND FOR HIRE OF WB EVA PAVILION 12/12/14	\$ 330.00
931	16/12/2014	SILVER CHAIN GROUP	REFUND OF BOND FOR HIRE OF WB EVA PAVILION 08/12/14	\$ 110.00
932	16/12/2014	ST JOHN AMBULANCE ASSN	BOND REFUND FOR HIRE OF WB EVA PAVILION 05/12/14	\$ 400.00
933	16/12/2014	SUNNYWEST CARAVAN CLUB	BOND REFUND FOR HIRE OF WB EVA PAVILION 06/12/14	\$ 330.00
			<b>TOTAL TRUST</b>	<b>\$ 1,830.00</b>

DIRECT DEBITS FOR DECEMBER 2014	
SALARIES & WAGES	\$ 76,286.23
MERCHANT FEES	\$ 233.69
SUPERANNUATION	\$ 7,172.72
<b>TOTAL</b>	<b>\$ 83,692.64</b>

SHIRE OF BROOKTON CREDIT CARD PURCHASES Creditor Number: 96286		
DATE	DESCRIPTION	AMOUNT
5/11/2014	WATTLE GROVE MOTEL	\$ 405.00
5/11/2014	WATTLE GROVE MOTEL	\$ 405.00
5/11/14	WESTNET - 8 MARSH AVE	\$ 59.95
5/11/14	WESTNET - DEPOT	\$ 49.95
5/11/14	WESTNET - ADMIN OFFICE	\$ 109.95
29/11/14	CARD FEE	\$ 4.00
<b>TOTAL</b>		<b>\$ 1,033.85</b>



Chq/EFT	Date	Name	Description	Amount
EFT6193	08/01/2015	BAPTISTCARE	WASHTECH DISHWASHER	\$ 5,819.00
EFT6194	08/01/2015	BROOKTON CLUB HOTEL	REFRESHMENTS FOR COCKTAIL PARTY & CHRISTMAS PARTY	\$ 1,495.00
EFT6195	08/01/2015	BROOKTON ROADHOUSE	UNLEADED PETROL PURCHASES NOVEMBER 2014	\$ 128.40
EFT6196	08/01/2015	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 264.94
EFT6197	08/01/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL PURCHASES DECEMBER 2014	\$ 329.91
EFT6198	08/01/2015	J MAC ENGINEERING PINGELLY	FABRICATE RECYCLE BIN	\$ 2,304.50
EFT6199	08/01/2015	MAD COW ENTERTAINMENT COMPANY OF WA	ENTERTAINMENT COMMUNITY CHRISTMAS PARTY	\$ 1,755.00
EFT6200	08/01/2015	MATT FULLER	REIMBURSEMENT OF PURCHASES FOR SWIMMING POOL	\$ 252.53
EFT6201	08/01/2015	QUALITY TRANSPORT	FREIGHT	\$ 188.96
EFT6202	08/01/2015	SAFEROADS	SUBSCRIPTION TO ZONE CARE PACKAGE 2014/15	\$ 438.90
EFT6203	08/01/2015	SERVICEWEST	INSTALL NEW SERVER	\$ 2,411.20
EFT6204	08/01/2015	STEFAN DE BEER TOWN & REGIONAL PLANNER	DRAFT URBAN DESIGN - WHITTINGTON ST IMPROVEMENT PROGRAM	\$ 2,500.00
EFT6205	08/01/2015	STUMPY'S GATEWAY ROADHOUSE	UNLEADED PETROL	\$ 243.55
EFT6206	08/01/2015	WINDSOR D & J	GENERAL REPAIRS & MAINTENANCE GYM, DEPOT, CARAVAN PARK, OVAL & PAVILION	\$ 2,728.55
EFT6207	08/01/2015	ZACKS COMMERCIAL ARTS	BUSINESS CARDS - TOWN PLANNER	\$ 152.40
EFT6208	13/01/2015	ARM SECURITY	ALARM MONITORING CHARGES 01/01/15 - 31/03/15	\$ 118.40
EFT6209	13/01/2015	BEVERLEY GAS & PLUMBING SERVICE	INSTALL BACKFLOW DEVICE ON STANDPIPE	\$ 1,588.22
EFT6210	13/01/2015	BOC GASES	ANNUAL CONTAINER CHARGE 01/01/15 TO 31/12/15 OXYGEN BOTTLES AT DEPOT & POOL	\$ 259.84
EFT6211	13/01/2015	BW JAMES TRANSPORT	CHLORINE FREIGHT - SWIMMING POOL	\$ 100.10
EFT6212	13/01/2015	CDA AIR & SOLAR	SERVICE AND REPAIR REFRIGERATOR AT SWIMMING POOL	\$ 348.77
EFT6213	13/01/2015	CIVIL CONTRACTORS FEDERATION - WA	CERTIFICATE III CIVIL CONSTRUCTION PLANT OPERATIONS	\$ 83.34
EFT6214	13/01/2015	COOTE MOTORS	SERVICE & REPAIRS PT10,PBH4, PF4, PBH3, PT12, PF8 & SPREADER	\$11,648.04
EFT6215	13/01/2015	DAVID HODGKINSON	TRAVEL REIMBURSEMENT	\$ 221.92
EFT6216	13/01/2015	FRANK ELECTRICAL SERVICES	REPAIR AND TEST POWER SUPPLY AT MEMORIAL PARK	\$ 88.00
EFT6217	13/01/2015	GREAT SOUTHERN WASTE DISPOSAL	BROOKTON TIP SITE, RUBBISH BIN, RECYCLE BIN & BULK WASTE PICK UP	\$13,945.92
EFT6218	13/01/2015	LANDGATE (DOLA)	GROSS RENTAL VALUTATIONS G2014/8 11/10/14 TO 05/12/14	\$ 82.30
EFT6219	13/01/2015	MATT FULLER	REIMBUREMENT - POOL EXPENSES	\$ 239.58
EFT6220	13/01/2015	MISS BOBBI JANE WHEELER	MILLY MOLLY MANDYS STRATEGIC PLAN	\$ 1,872.50
EFT6221	13/01/2015	ORICA AUSTRALIA P/L	CHLORINE CYLINDER SERVICE FEES - SWIMMING POOL	\$ 141.86
EFT6222	13/01/2015	SHIRE OF BROOKTON	MASTERCARD DECEMBER 2014	\$ 644.12
EFT6223	13/01/2015	SIGNS PLUS	NAME BADGE - FO	\$ 18.00
EFT6224	13/01/2015	UHY HAINES NORTON	AUDIT SERVICES - YEAR ENDED 30 JUNE 2014/ADDITIONAL AUDIT WORK	\$17,182.00

**SHIRE OF BROOKTON**  
**CREDIT CARD PURCHASES**  
 Creditor Number: 96286

<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
6/12/14	WESTNET - 8 MARSH AVE	\$ 59.95
6/12/14	WESTNET - DEPOT	\$ 49.95
6/12/14	WESTNET - ADMIN OFFICE	\$ 109.95
10/12/14	DVG MOUNTWAY	\$ 342.47
14/12/14	NARROGIN GASWORZ	\$ 52.80
14/12/14	NARROGIN HIRE SERVICE	\$ 25.00
29/11/14	CARD FEE	\$ 4.00
	<b>TOTAL</b>	\$ 644.12

**12.02.15.02 FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2014 AND 31 JANUARY 2015**

**FILE REFERENCE:**

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

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

**DATE REPORT WRITTEN:** 10 February 2015

**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 December 2014 and 31 January 2015 are 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 December 2014 and 31 January 2015.

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 (2014-2018)**

No reference

**Voting Requirements:**

Simple majority Required

**Officer's Recommendation:**

That Council receive the Statement of Financial Activity for the period ended 31 December 2014 and 31 January 2015.

**Council Resolution**

**12.02.15.02**

**Moved Cr Crute Seconded Cr Eva**

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

**CARRIED 6-0**

**Council Resolution**

**12.02.15.02**

**Moved Cr Crute Seconded Cr Eva**

**That council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution:**

**12.02.15.02**

**Moved Cr Fancote Seconded Cr Mills**

**That Council receive the Statement of Financial Activity for the period ended 31 December 2014 and 31 January 2015.**

**CARRIED 6-0**

**ATTACHMENT 12.01.15.02A**

**ATTACHMENT 12.01.15.02B**



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

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var. 9
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		31,298	17,632	33,178	15,546	88.17%	▲
General Purpose Funding		1,085,676	543,323	533,661	(9,662)	(1.78%)	
Law, Order and Public Safety		31,863	15,922	13,211	(2,711)	(17.03%)	
Health		2,807	1,398	806	(592)	(42.35%)	
Education and Welfare		4,120,375	2,060,160	2,092,523	32,363	1.57%	▲
Housing		707,875	665,961	662,788	(3,173)	(0.48%)	
Community Amenities		364,020	318,023	327,176	9,153	2.88%	
Recreation and Culture		161,994	136,470	68,995	(67,475)	(49.44%)	▼
Transport		501,221	495,987	165,994	(329,993)	(66.53%)	▼
Economic Services		56,604	28,284	26,788	(1,496)	(5.29%)	
Other Property and Services		137,917	63,946	58,331	(5,615)	(8.78%)	
<b>Total (Excluding Rates)</b>		<b>7,201,650</b>	<b>4,347,106</b>	<b>3,983,451</b>	<b>(363,655)</b>	<b>(8.37%)</b>	
<b>Operating Expense</b>							
Governance		(608,649)	(304,231)	(300,175)	4,056	(1.33%)	
General Purpose Funding		(205,086)	(102,512)	(96,340)	6,172	(6.02%)	
Law, Order and Public Safety		(251,337)	(125,592)	(132,106)	(6,514)	5.19%	
Health		(54,746)	(12,348)	(12,213)	135	(1.10%)	
Education and Welfare		(4,058,549)	(2,042,748)	(1,957,107)	85,641	(4.19%)	▼
Housing		(153,732)	(62,104)	(61,487)	617	(0.99%)	
Community Amenities		(487,107)	(198,773)	(193,284)	5,489	(2.76%)	
Recreation and Culture		(729,367)	(376,681)	(409,613)	(32,932)	8.74%	▲
Transport		(1,205,679)	(602,784)	(599,755)	3,029	(0.50%)	
Economic Services		(143,936)	(47,047)	(50,928)	(3,881)	8.25%	
Other Property and Services		(66,775)	(33,634)	(35,782)	(2,148)	6.39%	
<b>Total</b>		<b>(7,964,964)</b>	<b>(3,908,454)</b>	<b>(3,848,791)</b>	<b>59,663</b>	<b>1.53%</b>	
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,226,781	613,272	658,971	45,699	7.45%	▼
Adjust (Profit)/Loss on Asset Disposal	6	(21,628)	(20,857)	26,927	47,784	(229.10%)	▼
<b>Net Operating (Ex. Rates)</b>		<b>441,839</b>	<b>1,031,067</b>	<b>820,558</b>	<b>(210,509)</b>	<b>(20.42%)</b>	
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	6	209,800	154,000	93,181	(60,819)	(39.49%)	▼
Self-Supporting Loan Principal		33,377	10,911	10,911	(0)	(0.00%)	
Transfer from Reserves	5	548,349	140,000	138,177	(1,823)	(1.30%)	
<b>Total</b>		<b>791,526</b>	<b>304,911</b>	<b>242,269</b>	<b>(62,642)</b>	<b>(20.54%)</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(1,152,484)	(120,000)	(117,544)	2,456	(2.05%)	
Plant and Equipment	6	(441,000)	(345,000)	(114,854)	230,146	(66.71%)	▼
Furniture and Equipment	6	(126,895)	(40,000)	(44,883)	(4,883)	12.21%	
Infrastructure Assets - Roads & Bridges	6	(854,986)	(290,000)	(289,724)	276	(0.10%)	
Infrastructure Assets - Sewerage	6	(24,500)	(14,500)	(14,460)	40	(0.27%)	
Infrastructure Assets - Parks	6	(9,000)	(9,000)	(9,101)	(101)	1.12%	
Repayment of Debentures	7	(107,603)	(52,950)	(52,950)	0	(0.00%)	
Transfer to Reserves	5	(438,324)	(165,000)	(160,335)	4,665	(2.83%)	
<b>Total</b>		<b>(3,154,791)</b>	<b>(1,036,450)</b>	<b>(803,850)</b>	<b>232,600</b>	<b>(22.44%)</b>	
<b>Net Capital</b>		<b>(2,363,265)</b>	<b>(731,539)</b>	<b>(561,581)</b>	<b>169,958</b>	<b>(23.23%)</b>	
<b>Total Net Operating + Capital</b>		<b>(1,921,427)</b>	<b>299,528</b>	<b>258,977</b>	<b>(40,551)</b>	<b>(13.54%)</b>	
Rate Revenue		1,674,514	1,674,514	1,672,858	(1,656)	(0.10%)	
Opening Funding Surplus(Deficit)		246,913	220,213	<b>220,213</b>	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>2,194,255</b>	<b>2,152,048</b>	<b>(42,207)</b>	<b>(1.92%)</b>	

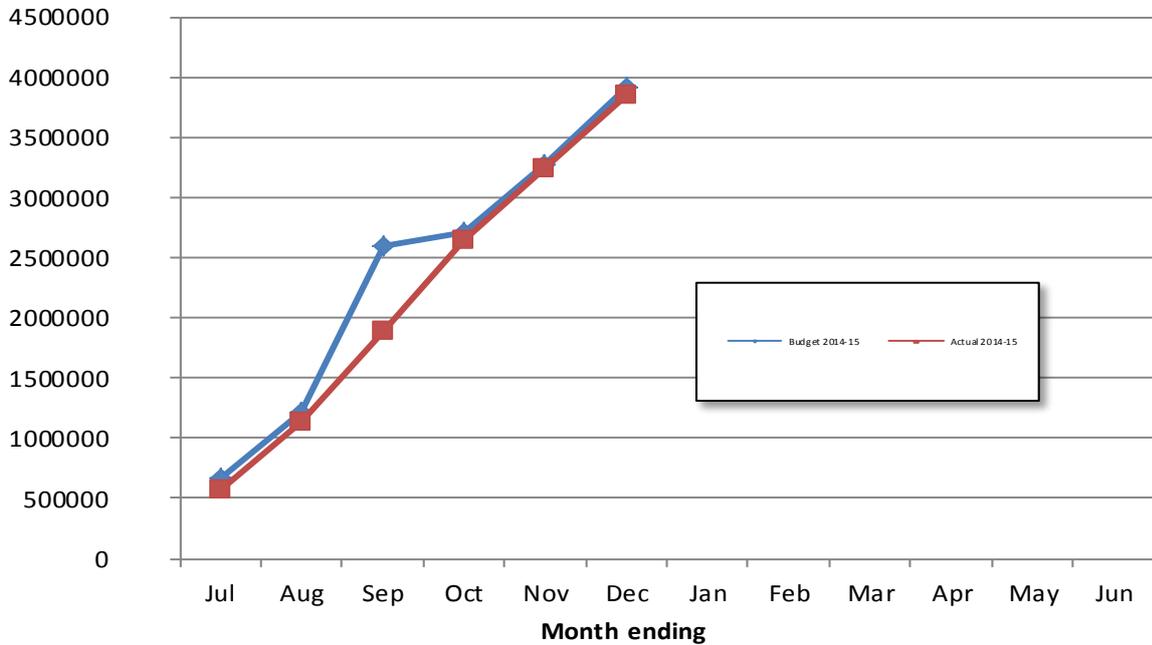
**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Program by Nature and Type**  
**For the Period Ended 31 December 2014**

	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Budget \$	2014/15 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
Rates		1,674,514	1,674,514	1,672,858	(1,656)
Operating Grants, Subsidies and Contributions		4,259,571	2,179,785	2,198,173	18,388
Fees and Charges		1,384,102	692,051	813,840	121,789
Interest Earnings		178,400	89,200	67,466	(21,734)
Other Revenue		200,984	100,492	144,713	44,221
		<u>7,697,570</u>	<u>4,736,042</u>	<u>4,897,050</u>	<u>161,008</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(1,269,906)	(634,953)	(581,159)	53,795
Materials and Contracts		(5,006,236)	(2,507,498)	(2,324,587)	182,910
Utilities		(150,007)	(75,003)	(66,070)	8,933
Depreciation		(1,226,781)	(613,390)	(658,971)	(45,580)
Interest Expenses	7	(127,055)	(38,497)	(38,497)	(0)
Insurance		(162,738)	(147,738)	(147,360)	378
Other Expenditure		(13,600)	(4,000)	(431)	3,569
		<u>(7,956,322)</u>	<u>(4,021,079)</u>	<u>(3,817,074)</u>	<u>204,005</u>
		<u>(258,752)</u>	<u>714,962</u>	<u>1,079,975</u>	<u>365,013</u>
Non-Operating Grants, Subsidies & Contributions		1,148,324	1,048,324	754,470	(293,855)
Profit on Asset Disposals	6	30,270	10,075	2,651	(7,424)
Loss on Asset Disposals	6	(8,642)	(6,231)	(29,578)	(23,347)
<b>NET RESULT</b>		<u>911,200</u>	<u>1,767,130</u>	<u>1,807,518</u>	<u>40,388</u>

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

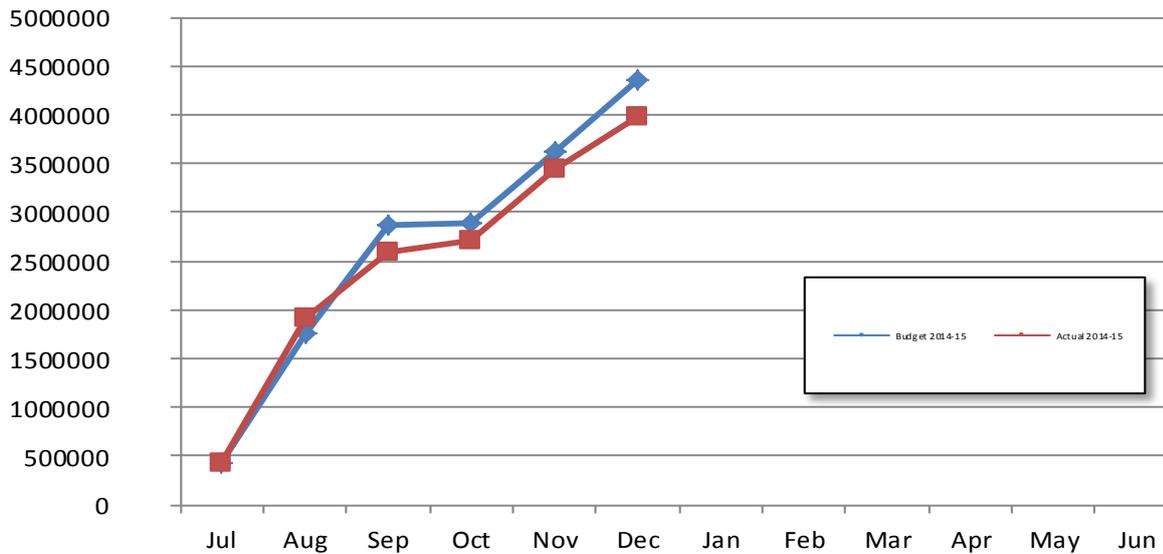
**Note 1 - Graphical Representation - Source Statement of Financial Activity**

**Budget Operating Expenses -v- YTD Actual**



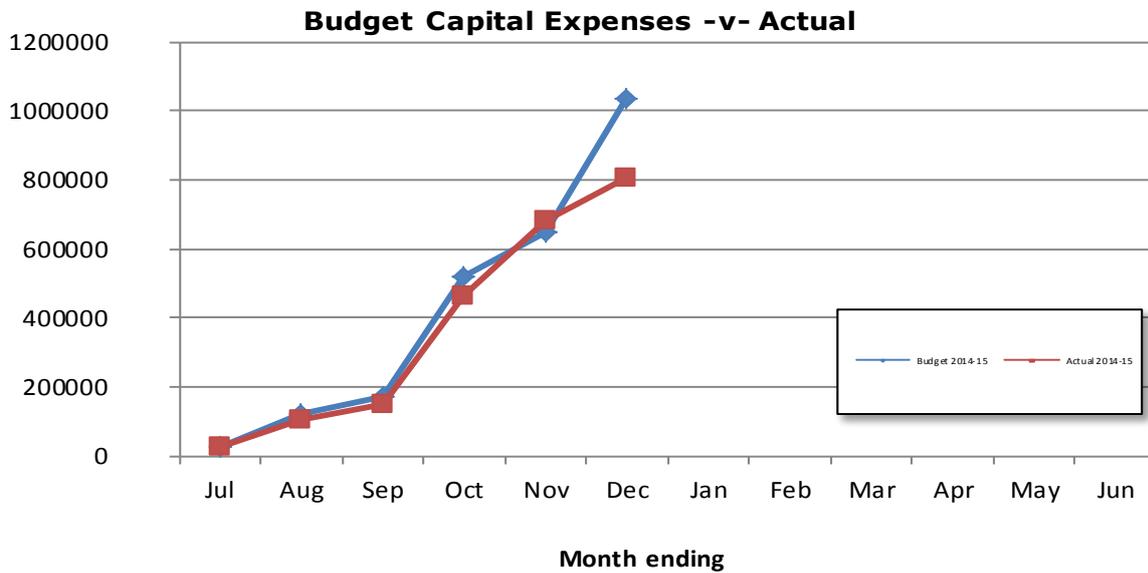
**Comments/Notes - Operating Expenses**

**Budget Operating Revenues -v- Actual**

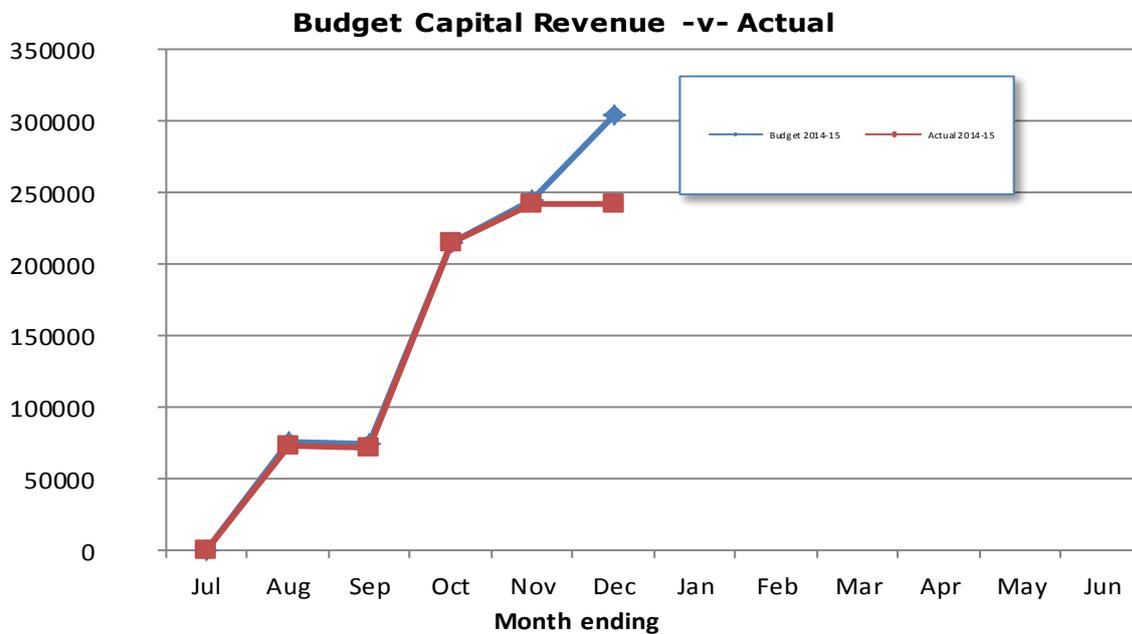


**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2014**

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



**Comments/Notes - Capital Expenses**

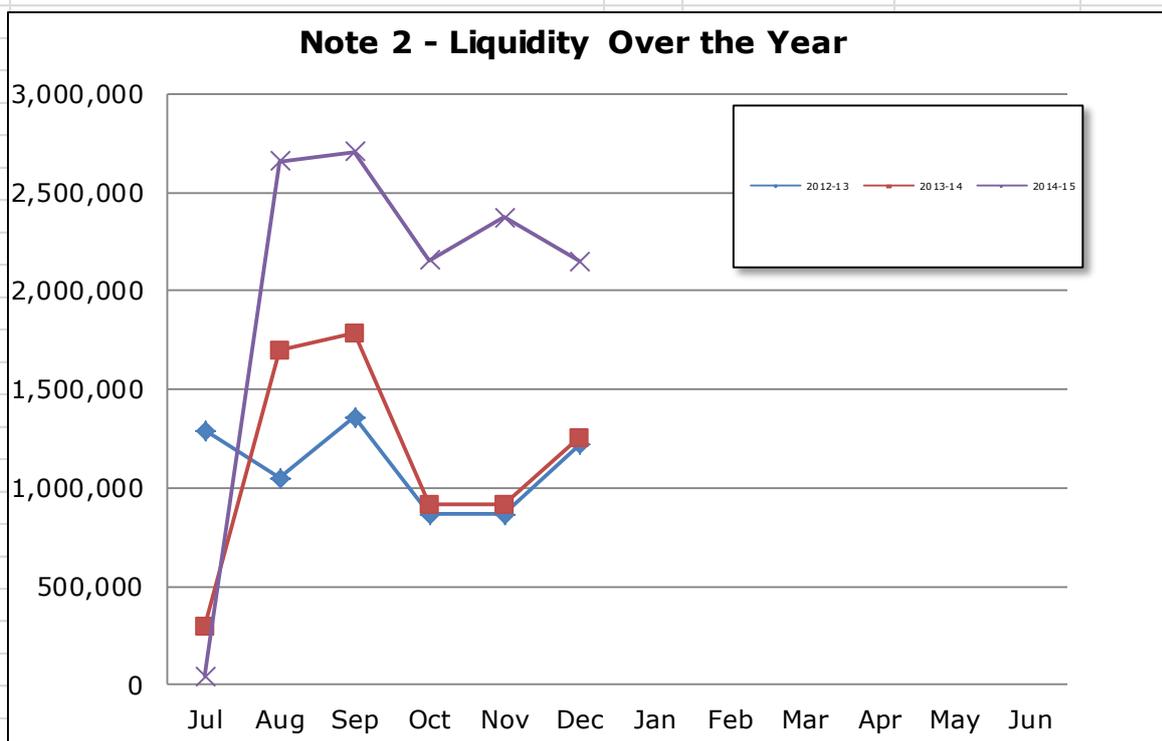


**Comments/Notes - Capital Revenues**

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

**Note 2: NET CURRENT FUNDING POSITION**

	Note	Positive=Surplus (Negative=Deficit)		
		2014-15		
		This Period	Same Period 2013/14	Same Period 2012/13
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		<b>1,934,535</b>	884,289	1,174,069
Cash Restricted		<b>2,464,050</b>	2,361,424	3,299,926
Receivables		<b>1,167,050</b>	1,903,312	1,057,495
Prepayments & Accruals		<b>0</b>	0	0
Inventories		<b>19,185</b>	19,563	31,722
		<b>5,584,819</b>	5,168,588	5,563,212
<b>Less: Current Liabilities</b>				
Payables and Provisions		<b>(968,721)</b>	(1,554,830)	(1,044,555)
		<b>(968,721)</b>	(1,554,830)	(1,044,555)
Less: Cash Restricted		<b>(2,464,050)</b>	(2,361,424)	(3,299,926)
<b>Net Current Funding Position</b>		<b>2,152,048</b>	<b>1,252,334</b>	<b>1,218,731</b>



**Comments - Net Current Funding Position**



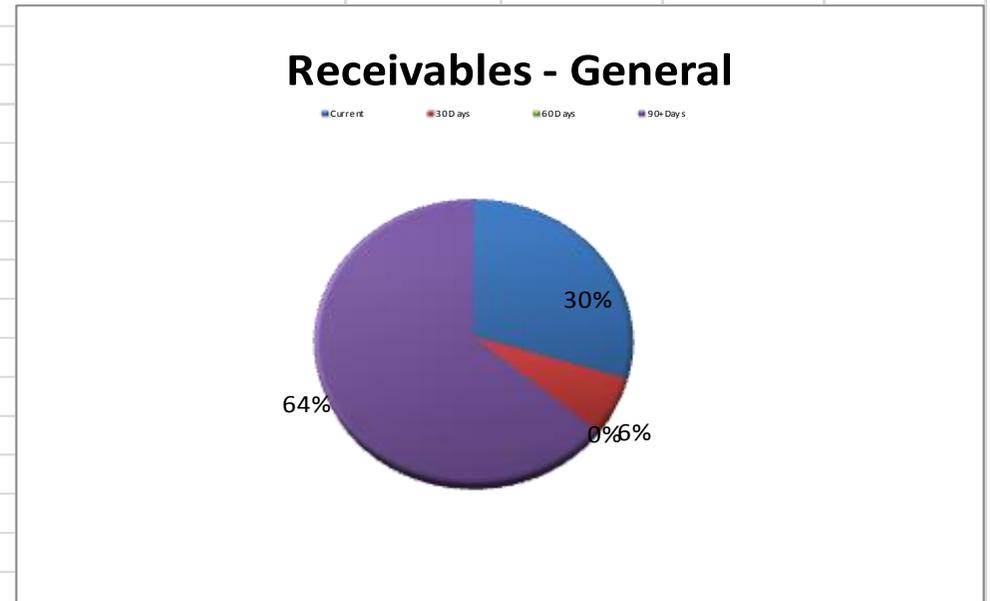
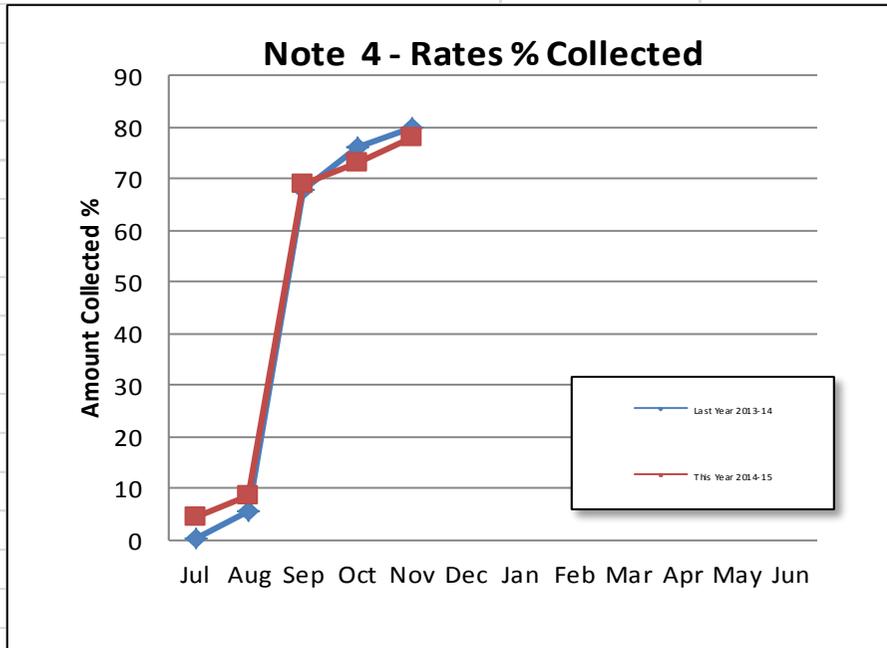
**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2014**

**Note 4: RECEIVABLES**

Receivables - Rates, Sewerage and Rubbish	Current 2014-15	Previous 2013-14
	\$	\$
Opening Arrears Previous Years	41,705	66,021
Rates, Sewerage & Rubbish Levied this year	1,925,127	1,812,165
Less Collections to date	(1,601,806)	(1,491,907)
Equals Current Outstanding	<b>365,027</b>	<b>386,278</b>
<b>Net Rates Collectable</b>	365,027	386,278
% Collected	81.44%	79.43%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	8,066	1,766	0	17,251
<b>Total Outstanding</b>				<b>27,082</b>

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



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

**Note 5: Cash Backed Reserves**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Vehicle Reserve	131,468	4,996	1,349	110,000	17,241	0	0	246,464	150,058
Housing Reserve	300,522	11,420	2,727	0	0	(63,431)	0	248,511	303,249
Furniture and Equipment Reserve	40,352	1,533	366	0	0	(35,000)	0	6,886	40,719
Drainage Reserve	50,511	1,919	0	0	0	(52,430)	(50,511)	0	0
Municipal Buildings & Facilities Reserve	51,589	1,960	468	30,000	0	0	0	83,550	52,057
Townscape and Footpath Reserve	238,830	9,076	2,167	0	0	0	0	247,905	240,997
Land Development Reserve	118,875	4,517	1,079	0	0	0	0	123,392	119,953
Sewerage and Drainage Scheme Reserve	156,791	5,958	1,881	52,430	50,511	(14,500)	0	200,679	209,182
Road and Bridge Infrastructure Reserve	34,438	1,309	312	10,000	0	(5,000)	0	40,747	34,750
Health & Aged Care Reserve	788,595	29,967	7,156	50,000	0	(196,340)	0	672,222	795,751
Community Bus Reserve	44,331	1,685	402	5,000	0	0	0	51,016	44,733
Bridge Construction Reserve	65,850	2,502	0	0	0	(68,352)	(65,850)	0	(0)
Staff Vehicle Reserve	17,241	655	0	0	0	(17,896)	(17,241)	(0)	(0)
Sport & Recreation Reserve	9,548	363	87	0	0	0	0	9,911	9,635
Rehabilitation & Refuse Reserve	28,482	1,082	258	5,000	0	0	0	34,565	28,741
Unspent Grants & Contributions	0	0	0	0	0	0	0	0	0
Saddleback Building Reserve	66,614	2,531	646	4,750	4,575	(25,900)	0	47,996	71,836
Saddleback Vehicle & Equipment Reserve	4,576	174	0	0	0	(4,750)	(4,575)	(0)	0
Caravan Park Reserve	54,805	2,083	1,095	68,352	65,850	0	0	125,239	121,749
Brookton Heritage/Museum Reserve	35,861	1,363	325	2,500	0	0	0	39,724	36,186
Kweda Hall Reserve	16,477	626	150	2,500	0	0	0	19,603	16,627
Aldersyde Hall Reserve	16,477	626	150	2,500	0	0	0	19,603	16,627
Railway Station Reserve	16,477	626	150	2,500	0	(12,000)	0	7,603	16,627
Madison Square Units Reserve	16,254	618	147	0	0	0	0	16,872	16,402
Cemetery Reserve	89,147	3,388	809	0	0	(42,750)	0	49,784	89,956
Water Harvesting Reserve	47,781	1,816	434	0	0	(10,000)	0	39,597	48,215
	<b>2,441,892</b>	<b>92,792</b>	<b>22,158</b>	<b>345,532</b>	<b>138,177</b>	<b>(548,349)</b>	<b>(138,177)</b>	<b>2,331,867</b>	<b>2,464,050</b>

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

**Note 6: CAPITAL DISPOSALS AND ACQUISITIONS**

Original Budgeted Profit(Loss) of Asset Disposal			Disposals	Actual Profit(Loss) of Asset Disposal		
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$		\$	\$	\$
40,771	47,000	6,229	CEO Vehicle	41,564	43,636	2,072
30,231	24,000	(6,231)	DCEO Vehicle	28,943	24,546	(4,397)
24,411	22,000	(2,411)	Shire Planner Vehicle			0
34,403	40,000	5,597	Tandem Truck			0
22,618	25,000	2,382	Works Supervisors Ute			0
4,292	10,000	5,708	Single Cab Utility			0
4,292	10,000	5,708	Single Cab Utility			0
19,154	23,000	3,846	Dual Cab Utility	22,852	19,090	(3,762)
8,000	8,800	800	Cherry Picker			0
0	0	0	Shade Sail Brookton Oval	15,832	0	(15,832)
0	0	0	Roller Blind	4,005	0	(4,005)
0	0	0	Xeon 2.4 Dual Server	1,581	0	(1,581)
0	0	0	Water Tanks	5,331	5,909	578
<b>188,172</b>	<b>209,800</b>	<b>21,628</b>	<b>Totals</b>	<b>120,108</b>	<b>93,181</b>	<b>(26,927)</b>

Comments - Capital Disposal

Summary Acquisitions	Adopted Budget		
	Budget	Actual	Variance
	\$	\$	\$
<b>Property, Plant &amp; Equipment</b>			
Land and Buildings	1,152,484	117,544	1,034,940
Plant & Equipment	441,000	114,854	326,146
Furniture & Equipment	126,895	44,883	82,013
<b>Infrastructure</b>			
Roadworks & Bridge Works	854,986	289,724	565,262
Parks & Gardens	9,000	9,101	(101)
Sewerage & Drainage	24,500	14,460	10,040
<b>Totals</b>	<b>2,608,865</b>	<b>590,565</b>	<b>2,018,300</b>

Comments - Capital Acquisitions

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

**Note 7: INFORMATION ON BORROWINGS**

Particulars	Due Date	Term (yrs)	Rate (%)	Principal 1-Jul-14 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments	
						Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
<b>Self Supporting Loans</b>											
*Loan 78 Senior Citizen's Homes	17/06/2024	15	6.74	153,611	-	5,505	11,196	148,106	142,415	4,837	10,285
*Loan 79 Multifunctional Family Centre	1/08/2020	15	5.82	53,939	-	3,473	7,047	50,466	46,892	1,599	3,097
*Loan 82 Country Club	15/11/2027	20	6.95	324,275	-	7,437	15,133	316,838	309,142	7,303	22,529
<b>Governance</b>											
Loan 75 Office Office Renovations	3/08/2026	25	6.46	68,037	-	1,810	3,679	66,226	64,357	420	4,392
<b>Education &amp; Welfare</b>											
Loan 80 Kalkarni Residency	1/02/2026	25	5.63	109,184	-	3,246	6,583	105,938	102,601	595	6,146
<b>Housing</b>											
Loan 80 Staff Housing	1/02/2026	25	5.63	180,154	-	5,355	10,862	174,798	169,292	981	10,142
<b>Community Amenities</b>											
Loan 80 Sewerage	1/02/2026	25	5.63	76,429	-	2,272	4,608	74,157	71,821	416	4,303
<b>Transport</b>											
Loan 80 Grader	1/02/2026	25	5.63	180,154	-	5,355	10,862	174,798	169,292	981	10,142
<b>Recreation and Culture</b>											
Loan 81 Sport & Recreation	1/11/2027	20	6.95	806,383	-	18,495	37,633	787,888	768,751	21,364	56,020
				<b>1,952,165</b>	<b>0</b>	<b>52,950</b>	<b>107,602</b>	<b>1,899,216</b>	<b>1,844,563</b>	<b>38,497</b>	<b>127,055</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 December 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%	379,099				379,099	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	1,555,436				1,555,436	Bendigo	
Trust Cash at Bank	1.50%			35,599		35,599	Bendigo	
(b) <b>Term Deposits</b>								
Reserves	3.80%		2,464,050			2,464,050	Bendigo	02/01/2015
Les McMullen Trust	4.00%			7,745		7,745	Bendigo	26/06/2015
(c) <b>Investments</b>								
Bendigo Bank Shares					5,000	5,000		
<b>Total</b>		1,934,535	2,464,050	43,343	5,000	4,446,928		

Comments/Notes - Investments

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

**Note 9: MAJOR VARIANCES**

**Comments/Reason for Variance**

**OPERATING REVENUE (EXCLUDING RATES)**

**Governance**

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

**General Purpose Funding**

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

**Law, Order and Public Safety**

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

**Health**

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

**Education and Welfare**

The January subsidy payment was in advance resulting in a variance for December.

**Housing**

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

**Community Amenities**

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

**Recreation and Culture**

The difference between the budgeted and actuals reflects the expectation of grants to complete projects at the WB Eva Pavillion, \$100k unfavourable and the receipt of \$30k Pool Grant which was not budgeted for.

**Transport**

This variance represents a timing difference. Grants from both State and Commonwealth for road construction have not yet been received.

**Economic Services**

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

**Other Property and Services**

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

**OPERATING EXPENSES**

**Governance**

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

**General Purpose Funding**

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

**Law, Order and Public Safety**

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

**Health**

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

**Education and Welfare**

Contract expenditure is less than expected this has resulted from legislative changes to the funding model for residential aged care.

**Housing**

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

**Community Amenities**

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

**Recreation and Culture**

The increase in costs against budget is being driven by depreciation. This reflects the impact of the fair valuation of buildings which was not known when the budget was adopted.

**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**

The trade in proceeds from the sale of the Tandem Truck and the two utility vehicles which will now not occur.

### **Self-Supporting Loan Principal**

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

### **Transfer from Reserves**

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

## **CAPITAL EXPENSES**

### **Land and Buildings**

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

### **Plant and Equipment**

The acquisition of new vehicles for the executive staff has been achieved with a \$10,000 saving when compared to budget. In addition the new Dual Cab Ute was purchased for \$8,000 below budget.

The replacement of the Tandem Truck and two utility vehicles which will now not happen in this

financial year also represent a saving.

### **Furniture and Equipment**

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

### **Infrastructure Assets - Roads & Bridges**

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

### **Infrastructure Assets - Sewerage**

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

### **Repayment of Debentures**

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

### **Transfer to Reserves**

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%

### **Closing 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 December 2014**

**Note 10: TRUST FUND**

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

Description	Opening Balance For the Period 1 July 2014	Amount Received	Amount Paid	Closing Balance For the Period Ended 31 December 2014
	\$	\$	\$	\$
Housing Bonds	1,200	1,300	(1,500)	1,000
Other Bonds	4,790	5,170	(4,250)	5,710
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	7,745	0	0	7,745
Gnulla Child Care Facility	3,073	0	0	3,073
Wildflower Show Funds	1,240	0	0	1,240
Kalkarni Resident's Accounts	5,411	0	0	5,411
Public Open Space Contributions	13,820	0	0	13,820
Developer Road Contributions	4,915	0	0	4,915
Unclaimed Money	310	120	0	430
Development Bonds	0	0	0	0
	<b>42,703</b>	<b>6,590</b>	<b>(5,950)</b>	<b>43,343</b>

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Kalkarni Aged Care Facility**  
**For the Period Ended 31 December 2014**

**Note 11: Kalkarni Aged Care Facility**

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
<b>Operating Revenue</b>		\$	\$	\$	\$	%	
Fees & Charges		717,349	358,675	358,674	(0)	(0.00%)	
Grants & Subsidies		3,238,112	1,619,056	1,651,516	32,460	2.00%	
Reimbursements & Donations		250	125	0	(125)	(100.00%)	
Other Income		3,333	1,667	0	(1,667)	(100.00%)	
<b>Total Revenue</b>		<b>3,959,044</b>	<b>1,979,522</b>	<b>2,010,190</b>	<b>30,668</b>	<b>1.55%</b>	
<b>Operating Expenses</b>							
Building Maintenance		0	0	0	0	0.00%	
Interest Expenses		(6,146)	(3,073)	(595)	2,478	(80.64%)	
Insurance Expenses		(17,000)	(17,000)	(16,352)	648	(3.81%)	
Building Maintenance		(34,836)	(7,418)	(4,405)	3,013	(40.62%)	
Loss on Sale of Asset		0	0	0	0	0.00%	
Depreciation		(174,073)	(87,037)	(97,767)	(10,730)	12.33%	▲
ABC Administration Expenses		(19,589)	(9,794)	(9,291)	503	(5.13%)	
Contract Expenses		(3,775,218)	(1,887,609)	(1,816,543)	71,066	(3.76%)	▲
<b>Total Expenses</b>		<b>(4,026,862)</b>	<b>(2,011,931)</b>	<b>(1,944,953)</b>	<b>66,978</b>	<b>3.33%</b>	
<b>Operating Surplus (Deficit)</b>		<b>(67,818)</b>	<b>(32,409)</b>	<b>65,238</b>	<b>97,647</b>	<b>301%</b>	
<b>Excluding Non Cash Adjustments</b>							
Add back Depreciation		174,073	87,037	97,767	10,730	12.33%	
Adjust (Profit)/Loss on Asset Disposal		0	0	0	0	0.00%	
<b>Net Operating Surplus (Deficit)</b>		<b>106,255</b>	<b>54,628</b>	<b>163,004</b>	<b>108,377</b>	<b>198.39%</b>	<b>▲</b>
<b>Capital Revenues</b>							
KBC Capital Income		161,331	80,666	82,332	1,667	2.07%	
Transfer from Reserves	5	196,340	0	0	0	0.00%	
<b>Total</b>		<b>357,671</b>	<b>80,666</b>	<b>82,332</b>	<b>1,667</b>	<b>0</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(41,150)	0	0	0	0.00%	
Plant and Equipment	6	0	0	0	0	0.00%	
Furniture and Equipment	6	(86,695)	(15,000)	(20,001)	(5,001)	33.34%	
Repayment of Debentures	7	(6,583)	(3,246)	(3,246)	0	0.00%	
Transfer to Reserves	5	(79,967)	(8,000)	(7,156)	844	(10.55%)	
<b>Total</b>		<b>(214,394)</b>	<b>(26,246)</b>	<b>(30,402)</b>	<b>(4,156)</b>	<b>15.83%</b>	
<b>Net Capital</b>		<b>143,277</b>	<b>54,420</b>	<b>51,931</b>	<b>(2,489)</b>	<b>(4.57%)</b>	
<b>Closing Funding Surplus(Deficit)</b>		<b>249,532</b>	<b>109,047</b>	<b>214,935</b>	<b>105,888</b>		

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Brookton Caravan Park and Brookton Acquatic Centre**  
**For the Period Ended 31 December 2014**

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
		\$	\$	\$	\$	%	
<b>Note 12 (a): Brookton Caravan Park</b>							
<b>Operating Revenue</b>							
Caravan Park Fees		44,445	22,222	21,495	(727)	(3.27%)	
<b>Total Revenue</b>		<b>44,445</b>	<b>22,222</b>	<b>21,495</b>	<b>(727)</b>	<b>(3.27%)</b>	
<b>Operating Expenses</b>							
Brookton Caravan Park		(62,768)	(31,384)	(29,111)	2,273	0.00%	
Caravan Park Depreciation		(655)	(327)	(365)	(38)	11.59%	
Caravan Park Abc Administration Expenses		(9,268)	(4,634)	(4,396)	238	0.00%	
<b>Total</b>		<b>(72,690)</b>	<b>(36,345)</b>	<b>(33,873)</b>	<b>2,473</b>	<b>6.80%</b>	
<b>Operating Surplus (Deficit)</b>		<b>(28,246)</b>	<b>(14,123)</b>	<b>(12,377)</b>	<b>1,745</b>	<b>12%</b>	
<b>Excluding Non Cash Adjustments</b>							
Add back Depreciation		655	327	365	38	11.59%	
<b>Net Operating Surplus (Deficit)</b>		<b>(27,591)</b>	<b>(13,795)</b>	<b>(12,012)</b>	<b>1,783</b>	<b>(12.93%)</b>	
<b>Note 12 (b): Brookton Acquatic Centre</b>							
<b>Operating Revenue</b>							
POOL Fees & Charges		12,540	6,270	4,901	(1,369)	0.00%	
POOL GRANTS & SUBSIDIES		0	0	30,000	30,000	0.00%	
<b>Total Revenue</b>		<b>12,540</b>	<b>6,270</b>	<b>34,901</b>	<b>28,631</b>	<b>0</b>	
<b>Operating Expenses</b>							
POOL Employee Costs		(900)	(150)	0	150	0.00%	
POOL General Operating Expenses		(91,355)	(45,678)	(40,352)	5,326	0.00%	
POOL Building Maintenance		(20,682)	(10,341)	(8,774)	1,567	0.00%	
POOL Depreciation		(10,230)	(5,115)	(12,439)	(7,324)	143.18%	
POOL Abc Administration Expenses		(31,805)	(15,903)	(15,086)	817	(5.13%)	
<b>Total</b>		<b>(154,972)</b>	<b>(77,186)</b>	<b>(76,650)</b>	<b>535</b>	<b>0.69%</b>	
<b>Operating Surplus (Deficit)</b>		<b>(142,432)</b>	<b>(70,916)</b>	<b>(41,750)</b>	<b>29,166</b>	<b>0%</b>	
<b>Excluding Non Cash Adjustments</b>							
Add back Depreciation		10,230	5,115	12,439	7,324	0.00%	
<b>Net Operating Surplus (Deficit)</b>		<b>(132,202)</b>	<b>(65,801)</b>	<b>(29,311)</b>	<b>36,490</b>	<b>0%</b>	

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Sewerage Program by Nature and Type**  
**For the Period Ended 31 December 2014**

**Note 13 Sewerage Operating Statement**

	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Budget \$	2014/15 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
SEW Fees & Charges		1,356	1,356	226	1,130
SEWERAGE RATES CHARGES		129,589	129,589	129,274	316
		<u>130,945</u>	<u>130,945</u>	<u>129,500</u>	<u>1,446</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(21,041)	(10,521)	(4,292)	(6,228)
Materials and Contracts		(18,096)	(9,048)	(9,446)	398
Utilities		(5,950)	(2,975)	(3,152)	177
Depreciation		(16,361)	(8,181)	(8,458)	277
Interest Expenses		(4,303)	(2,151)	(416)	(1,735)
Insurance		(228)	(228)	(219)	(9)
General Operating Expenses		(24,084)	(12,042)	(2,560)	(9,482)
Allocation of Administration Expense		(4,423)	(4,423)	(4,000)	(423)
		<u>(94,486)</u>	<u>(49,569)</u>	<u>(32,543)</u>	<u>(17,026)</u>
		36,460	81,377	96,957	(15,580)
Non-Operating Grants, Subsidies & Contributions		-	-	-	-
Profit on Asset Disposals		-	-	-	-
Loss on Asset Disposals		-	-	-	-
<b>NET RESULT</b>		<u>36,460</u>	<u>81,377</u>	<u>96,957</u>	<u>(15,580)</u>

**Shire of Brookton**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 January 2015**

**TABLE OF CONTENTS**

Statement of Financial Activity by Function & Activity

Statement of Financial Activity by Nature & Type

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

Note 11 - Kalkarni Financial Report

Note 12 - Sewerage Operating Statement

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2015**

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var. 9
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		31,298	19,904	33,559	13,655	68.60%	▲
General Purpose Funding		1,085,676	554,052	557,915	3,863	0.70%	
Law, Order and Public Safety		31,863	16,579	22,375	5,796	34.96%	
Health		2,807	1,631	1,052	(579)	(35.47%)	
Education and Welfare		4,120,375	2,403,520	2,166,024	(237,496)	(9.88%)	▼
Housing		707,875	672,944	678,377	5,433	0.81%	
Community Amenities		364,020	325,368	331,918	6,550	2.01%	
Recreation and Culture		161,994	141,735	74,706	(67,029)	(47.29%)	▼
Transport		501,221	496,858	165,994	(330,864)	(66.59%)	▼
Economic Services		56,604	32,998	31,131	(1,867)	(5.66%)	
Other Property and Services		137,917	80,437	66,781	(13,656)	(16.98%)	▼
<b>Total (Excluding Rates)</b>		<b>7,201,650</b>	<b>4,746,026</b>	<b>4,129,832</b>	<b>(616,194)</b>	<b>(12.98%)</b>	
<b>Operating Expense</b>							
Governance		(608,649)	(344,168)	(342,680)	1,488	(0.43%)	
General Purpose Funding		(205,086)	(116,605)	(114,869)	1,736	(1.49%)	
Law, Order and Public Safety		(251,337)	(146,524)	(155,329)	(8,805)	6.01%	
Health		(54,746)	(31,906)	(37,771)	(5,865)	18.38%	
Education and Welfare		(4,058,549)	(2,378,194)	(2,291,988)	86,206	(3.62%)	▲
Housing		(153,732)	(76,471)	(74,745)	1,726	(2.26%)	
Community Amenities		(487,107)	(243,417)	(240,347)	3,070	(1.26%)	
Recreation and Culture		(729,367)	(443,604)	(490,505)	(46,901)	10.57%	▲
Transport		(1,205,679)	(677,319)	(671,376)	5,943	(0.88%)	
Economic Services		(143,936)	(58,906)	(59,646)	(740)	1.26%	
Other Property and Services		(66,775)	(36,600)	(51,715)	(15,115)	41.30%	▼
<b>Total</b>		<b>(7,964,964)</b>	<b>(4,553,714)</b>	<b>(4,530,972)</b>	<b>22,742</b>	<b>0.50%</b>	
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,226,781	715,484	770,117	54,633	7.64%	
Adjust (Profit)/Loss on Asset Disposal	6	(21,628)	(20,857)	29,670	50,527	(242.25%)	▼
<b>Net Operating (Ex. Rates)</b>		<b>441,839</b>	<b>886,939</b>	<b>398,646</b>	<b>(488,293)</b>	<b>(55.05%)</b>	
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	6	209,800	154,000	93,181	(60,819)	(39.49%)	▼
Self-Supporting Loan Principal		33,377	10,911	10,911	(0)	(0.00%)	
Transfer from Reserves	5	548,349	140,000	138,177	(1,823)	(1.30%)	
<b>Total</b>		<b>791,526</b>	<b>304,911</b>	<b>242,269</b>	<b>(62,642)</b>	<b>(20.54%)</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(1,152,484)	(145,000)	(135,850)	9,150	(6.31%)	
Plant and Equipment	6	(441,000)	(345,000)	(114,854)	230,146	(66.71%)	▼
Furniture and Equipment	6	(126,895)	(50,000)	(50,422)	(422)	0.84%	
Infrastructure Assets - Roads & Bridges	6	(854,986)	(350,000)	(340,110)	9,890	(2.83%)	
Infrastructure Assets - Sewerage	6	(24,500)	(14,500)	(14,460)	40	(0.27%)	
Infrastructure Assets - Parks	6	(9,000)	(9,000)	(9,101)	(101)	1.12%	
Repayment of Debentures	7	(107,603)	(75,078)	(75,078)	(0)	0.00%	
Transfer to Reserves	5	(438,324)	(180,000)	(181,141)	(1,141)	0.63%	
<b>Total</b>		<b>(3,154,791)</b>	<b>(1,168,578)</b>	<b>(921,016)</b>	<b>247,562</b>	<b>(21.18%)</b>	
<b>Net Capital</b>		<b>(2,363,265)</b>	<b>(863,667)</b>	<b>(678,747)</b>	<b>184,920</b>	<b>(21.41%)</b>	
<b>Total Net Operating + Capital</b>		<b>(1,921,427)</b>	<b>23,272</b>	<b>(280,101)</b>	<b>(303,373)</b>	<b>(1303.60%)</b>	
Rate Revenue		1,674,514	1,674,514	1,672,858	(1,656)	(0.10%)	
Opening Funding Surplus(Deficit)		246,913	220,213	<b>220,213</b>	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>1,917,999</b>	<b>1,612,969</b>	<b>(305,030)</b>	<b>(15.90%)</b>	

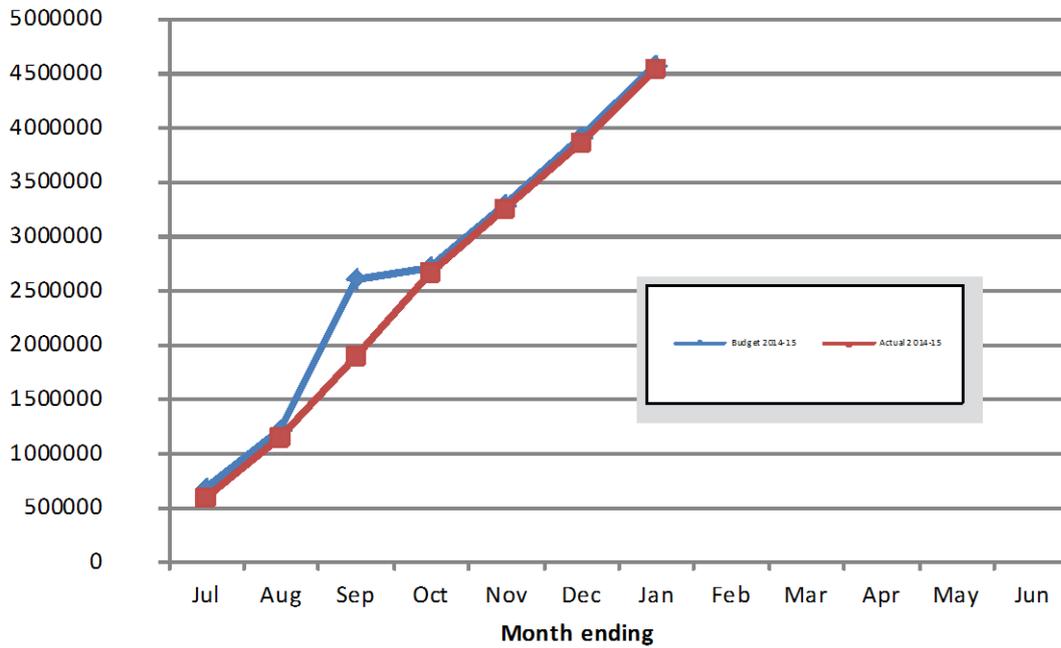
**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Program by Nature and Type**  
**For the Period Ended 31 January 2015**

	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Budget \$	2014/15 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
Rates		1,674,514	1,674,514	1,672,858	(1,656)
Operating Grants, Subsidies and Contributions		4,259,571	2,484,749	2,206,160	(278,589)
Fees and Charges		1,384,102	807,393	912,732	105,339
Interest Earnings		178,400	104,067	93,079	(10,988)
Other Revenue		200,984	117,241	156,274	39,033
		<u>7,697,570</u>	<u>5,187,963</u>	<u>5,041,102</u>	<u>(146,861)</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(1,269,906)	(740,779)	(626,922)	113,857
Materials and Contracts		(5,006,236)	(2,925,414)	(2,802,766)	122,648
Utilities		(150,007)	(87,504)	(88,290)	(786)
Depreciation		(1,226,781)	(715,622)	(770,117)	(54,495)
Interest Expenses	7	(127,055)	(127,055)	(57,300)	69,755
Insurance		(162,738)	(162,738)	(148,361)	14,377
Other Expenditure		(13,600)	(4,000)	(432)	3,568
		<u>(7,956,322)</u>	<u>(4,763,111)</u>	<u>(4,494,186)</u>	<u>268,925</u>
		<u>(258,752)</u>	<u>424,852</u>	<u>546,916</u>	<u>122,064</u>
Non-Operating Grants, Subsidies & Contributions		1,148,324	1,148,324	754,470	(393,855)
Profit on Asset Disposals	6	30,270	30,270	2,651	(27,619)
Loss on Asset Disposals	6	(8,642)	(8,642)	(32,320)	(23,678)
<b>NET RESULT</b>		<u>911,200</u>	<u>1,594,804</u>	<u>1,271,717</u>	<u>(323,087)</u>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

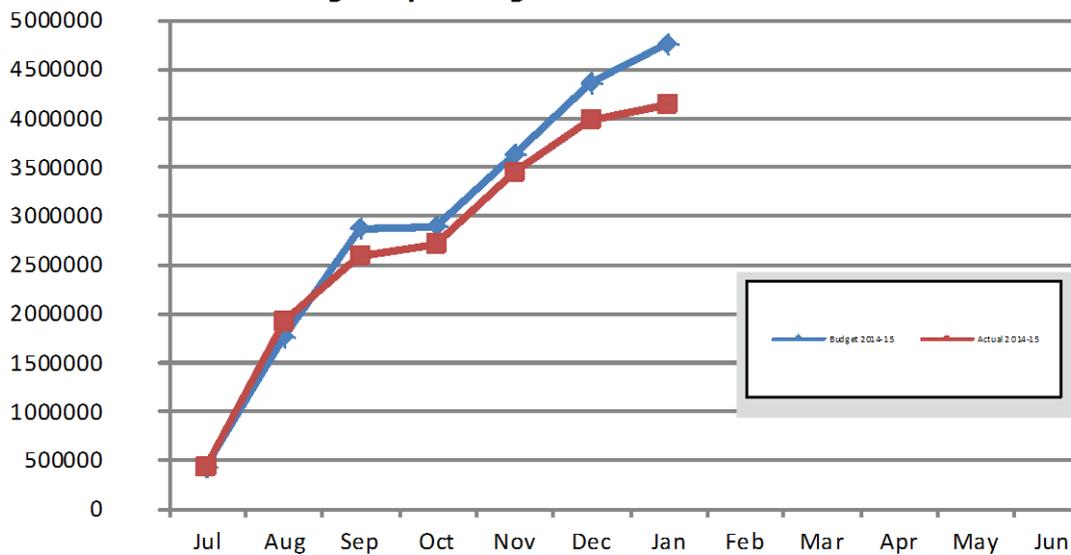
**Note 1 - Graphical Representation - Source Statement of Financial Activity**

**Budget Operating Expenses -v- YTD Actual**



**Comments/Notes - Operating Expenses**

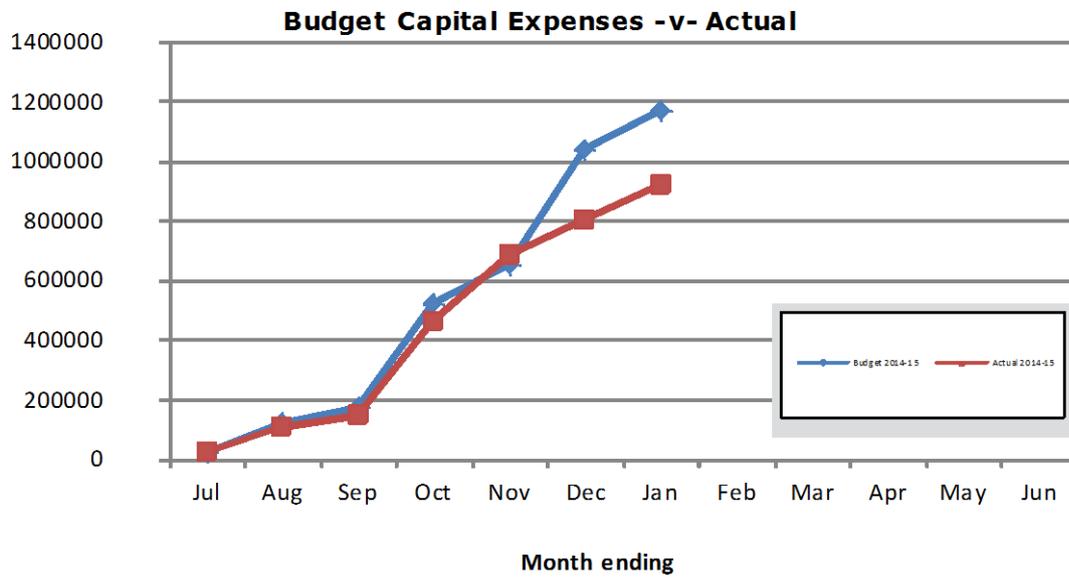
**Budget Operating Revenues -v- Actual**



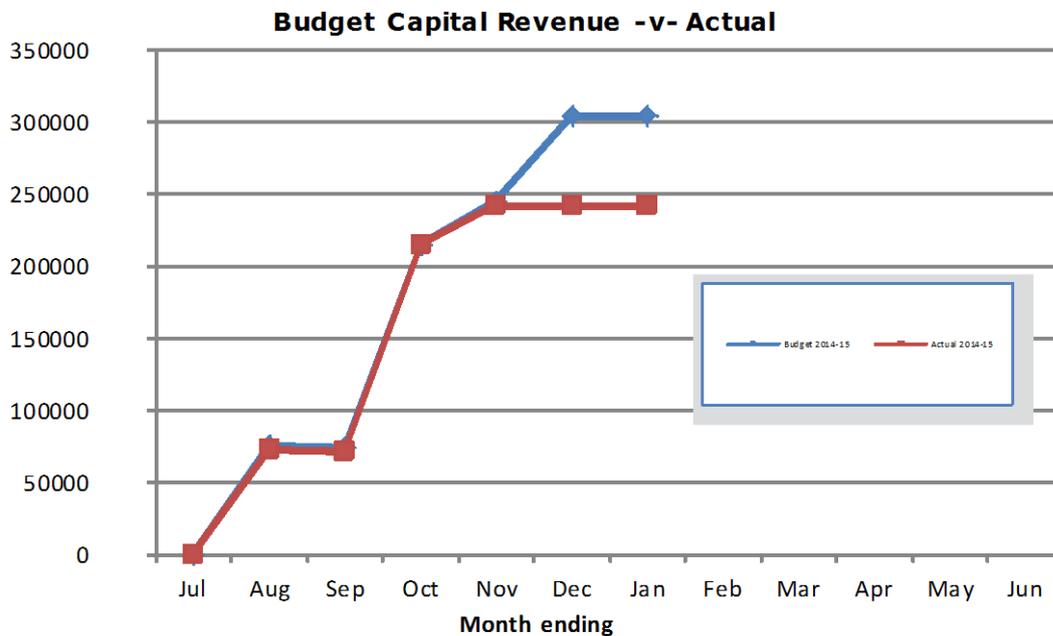
**Comments/Notes - Operating Revenues**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

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



**Comments/Notes - Capital Expenses**

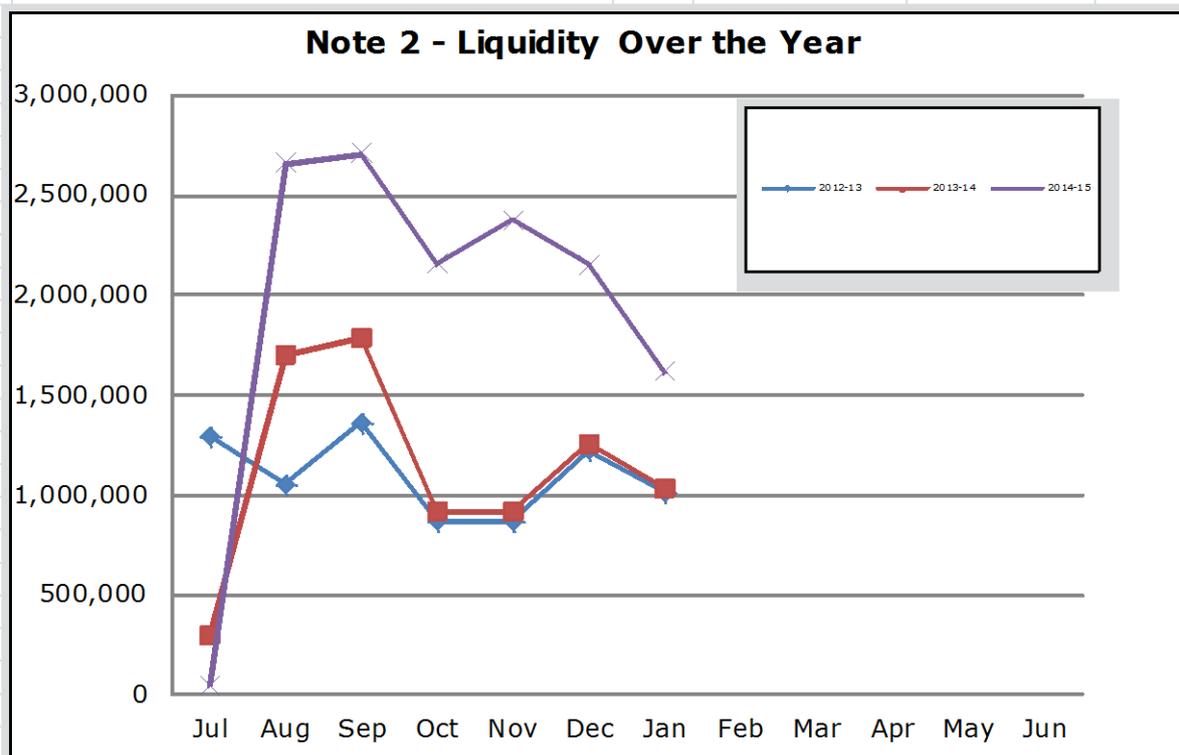


**Comments/Notes - Capital Revenues**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

**Note 2: NET CURRENT FUNDING POSITION**

	Note	Positive=Surplus (Negative=Deficit)		
		2014-15		
		This Period	Same Period 2013/14	Same Period 2012/13
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		<b>1,524,308</b>	739,159	1,086,955
Cash Restricted		<b>2,484,856</b>	2,361,424	3,299,926
Receivables		<b>1,074,640</b>	1,846,094	483,746
Prepayments & Accruals		<b>0</b>	0	0
Inventories		<b>18,841</b>	23,761	25,220
		<b>5,102,645</b>	4,970,438	4,895,847
<b>Less: Current Liabilities</b>				
Payables and Provisions		<b>(1,004,820)</b>	(1,578,997)	(586,980)
		<b>(1,004,820)</b>	(1,578,997)	(586,980)
Less: Cash Restricted		<b>(2,484,856)</b>	(2,361,424)	(3,299,926)
<b>Net Current Funding Position</b>		<b>1,612,969</b>	<b>1,030,017</b>	<b>1,008,941</b>



**Comments - Net Current Funding Position**



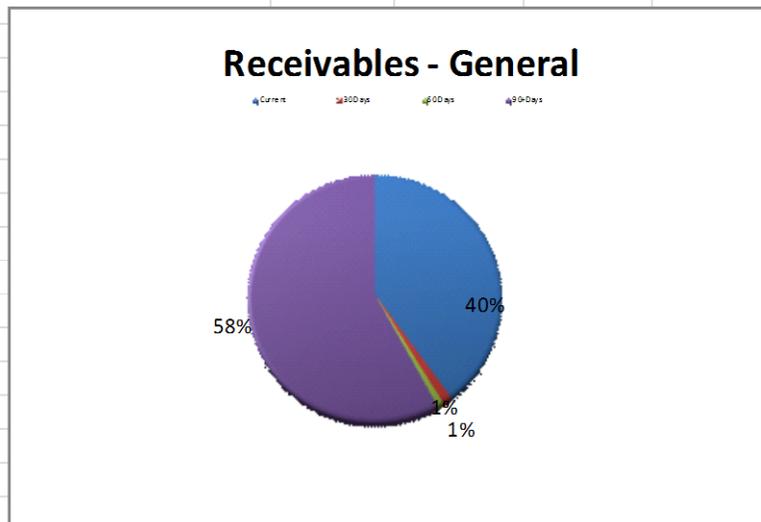
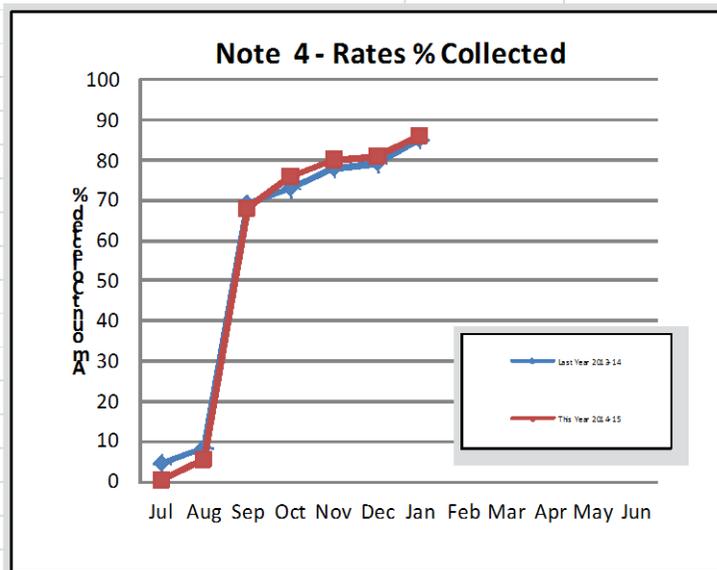
**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

**Note 4: RECEIVABLES**

<b>Receivables - Rates, Sewerage and Rubbish</b>	<b>Current 2014-15</b>	<b>Previous 2013-14</b>
	\$	\$
Opening Arrears Previous Years	41,705	66,021
Rates, Sewerage & Rubbish Levied this year	1,925,127	1,812,165
Less Collections to date	<b>(1,697,310)</b>	<b>(1,601,090)</b>
Equals Current Outstanding	<b>269,522</b>	<b>277,095</b>
<b>Net Rates Collectable</b>	269,522	277,095
% Collected	86.30%	85.25%

<b>Receivables - General</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+Days</b>
	\$	\$	\$	\$
	11,591	337	231	16,751
<b>Total Outstanding</b>				<b>28,910</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 January 2015**

**Note 5: Cash Backed Reserves**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Vehicle Reserve	131,468	4,996	2,616	110,000	17,241	0	0	246,464	151,325
Housing Reserve	300,522	11,420	5,288	0	0	(63,431)	0	248,511	305,810
Furniture and Equipment Reserve	40,352	1,533	710	0	0	(35,000)	0	6,886	41,062
Drainage Reserve	50,511	1,919	0	0	0	(52,430)	(50,511)	0	0
Municipal Buildings & Facilities Reserve	51,589	1,960	908	30,000	0	0	0	83,550	52,497
Townscape and Footpath Reserve	238,830	9,076	4,202	0	0	0	0	247,905	243,032
Land Development Reserve	118,875	4,517	2,092	0	0	0	0	123,392	120,966
Sewerage and Drainage Scheme Reserve	156,791	5,958	3,647	52,430	50,511	(14,500)	0	200,679	210,949
Road and Bridge Infrastructure Reserve	34,438	1,309	606	10,000	0	(5,000)	0	40,747	35,044
Health & Aged Care Reserve	788,595	29,967	13,875	50,000	0	(196,340)	0	672,222	802,470
Community Bus Reserve	44,331	1,685	780	5,000	0	0	0	51,016	45,111
Bridge Construction Reserve	65,850	2,502	0	0	0	(68,352)	(65,850)	0	(0)
Staff Vehicle Reserve	17,241	655	0	0	0	(17,896)	(17,241)	(0)	(0)
Sport & Recreation Reserve	9,548	363	168	0	0	0	0	9,911	9,716
Rehabilitation & Refuse Reserve	28,482	1,082	501	5,000	0	0	0	34,565	28,983
Unspent Grants & Contributions	0	0	0	0	0	0	0	0	0
Saddleback Building Reserve	66,614	2,531	1,253	4,750	4,575	(25,900)	0	47,996	72,442
Saddleback Vehicle & Equipment Reserve	4,576	174	0	0	0	(4,750)	(4,575)	(0)	0
Caravan Park Reserve	54,805	2,083	2,123	68,352	65,850	0	0	125,239	122,778
Brookton Heritage/Museum Reserve	35,861	1,363	631	2,500	0	0	0	39,724	36,492
Kweda Hall Reserve	16,477	626	290	2,500	0	0	0	19,603	16,767
Aldersyde Hall Reserve	16,477	626	290	2,500	0	0	0	19,603	16,767
Railway Station Reserve	16,477	626	290	2,500	0	(12,000)	0	7,603	16,767
Madison Square Units Reserve	16,254	618	286	0	0	0	0	16,872	16,540
Cemetery Reserve	89,147	3,388	1,568	0	0	(42,750)	0	49,784	90,715
Water Harvesting Reserve	47,781	1,816	841	0	0	(10,000)	0	39,597	48,622
	<b>2,441,892</b>	<b>92,792</b>	<b>42,964</b>	<b>345,532</b>	<b>138,177</b>	<b>(548,349)</b>	<b>(138,177)</b>	<b>2,331,867</b>	<b>2,484,856</b>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

**Note 6: CAPITAL DISPOSALS AND ACQUISITIONS**

Original Budgeted Profit(Loss) of Asset Disposal			Disposals	Actual Profit(Loss) of Asset Disposal		
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$		\$	\$	\$
40,771	47,000	6,229	CEO Vehicle	41,564	43,636	2,072
30,231	24,000	(6,231)	DCEO Vehicle	28,943	24,546	(4,397)
24,411	22,000	(2,411)	Shire Planner Vehicle			0
34,403	40,000	5,597	Tandem Truck			0
22,618	25,000	2,382	Works Supervisors Ute			0
4,292	10,000	5,708	Single Cab Utility			0
4,292	10,000	5,708	Single Cab Utility			0
19,154	23,000	3,846	Dual Cab Utility	22,852	19,090	(3,762)
8,000	8,800	800	Cherry Picker			0
0	0	0	Shade Sail Brookton Oval	15,832	0	(15,832)
0	0	0	Roller Blind	4,005	0	(4,005)
0	0	0	Xeon 2.4 Dual Server	1,581	0	(1,581)
0	0	0	Dishwasher H65	2,743	0	(2,743)
0	0	0	Water Tanks	5,331	5,909	578
<b>188,172</b>	<b>209,800</b>	<b>21,628</b>	<b>Totals</b>	<b>122,851</b>	<b>93,181</b>	<b>(29,670)</b>

**Comments - Capital Disposal**

	Summary Acquisitions	Adopted Budget		
		Budget	Actual	Variance
		\$	\$	\$
	<b>Property, Plant &amp; Equipment</b>			
	Land and Buildings	1,152,484	135,850	1,016,634
	Plant & Equipment	441,000	114,854	326,146
	Furniture & Equipment	126,895	50,422	76,474
	<b>Infrastructure</b>			
	Roadworks & Bridge Works	854,986	340,110	514,876
	Parks & Gardens	9,000	9,101	(101)
	Sewerage & Drainage	24,500	14,460	10,040
	<b>Totals</b>	<b>2,608,865</b>	<b>664,797</b>	<b>1,944,068</b>

**Comments - Capital Acquisitions**

31/01/2015

## Shire of Brookton

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2015

**Note 7: INFORMATION ON BORROWINGS**

Particulars	Due Date	Term (yrs)	Rate (%)	Principal	New	Principal		Principal		Interest	
				1-Jul-14		Loans	Repayments	Repayments	Repayments	Repayments	
				\$	\$	Actual	Budget	Actual	Budget	Actual	Budget
				\$	\$	\$	\$	\$	\$	\$	\$
<b>Self Supporting Loans</b>											
*Loan 78 Senior Citizen's Homes	17/06/2024	15	6.74	153,611	-	5,505	11,196	148,106	142,415	4,837	10,285
*Loan 79 Multifunctional Family Centre	1/08/2020	15	5.82	53,939	-	7,047	7,047	46,892	46,892	1,599	3,097
*Loan 82 Country Club	15/11/2027	20	6.95	324,275	-	7,437	15,133	316,838	309,142	7,303	22,529
<b>Governance</b>											
Loan 75 Office Office Renovations	3/08/2026	25	6.46	68,037	-	3,679	3,679	64,357	64,357	2,587	4,392
<b>Education &amp; Welfare</b>											
Loan 80 Kalkarni Residency	1/02/2026	25	5.63	109,184	-	6,583	6,583	102,601	102,601	3,622	6,146
<b>Housing</b>											
Loan 80 Staff Housing	1/02/2026	25	5.63	180,154	-	10,862	10,862	169,292	169,292	5,977	10,142
<b>Community Amenities</b>											
Loan 80 Sewerage	1/02/2026	25	5.63	76,429	-	4,608	4,608	71,821	71,821	2,536	4,303
<b>Transport</b>											
Loan 80 Grader	1/02/2026	25	5.63	180,154	-	10,862	10,862	169,292	169,292	5,977	10,142
<b>Recreation and Culture</b>											
Loan 81 Sport & Recreation	1/11/2027	20	6.95	806,383	-	18,495	37,633	787,888	768,751	21,364	56,020
				1,952,165	0	75,078	107,602	1,877,087	1,844,563	55,802	127,055

(\*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

**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%	256,122				256,122	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	1,268,186				1,268,186	Bendigo	
Trust Cash at Bank	1.50%			35,109		35,109	Bendigo	
(b) <b>Term Deposits</b>								
Reserves	2.95%		2,484,856			2,484,856	Bendigo	02/03/2015
Les McMullen Trust	4.00%			7,745		7,745	Bendigo	26/06/2015
(c) <b>Investments</b>								
Bendigo Bank Shares					5,000	5,000		
<b>Total</b>		1,524,308	2,484,856	42,853	5,000	4,057,017		

Comments/Notes - Investments

<b>Shire of Brookton</b>		
<b>NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY</b>		
<b>For the Period Ended 31 January 2015</b>		
<b>Note 9: MAJOR VARIANCES</b>		
<b>Comments/Reason for Variance</b>		
<b>OPERATING REVENUE (EXCLUDING RATES)</b>		
<b>Governance</b>		
Includes rebates for advertising and insurance dividends which are more than budgeted for.		
<b>General Purpose Funding</b>		
Within variance threshold of \$10,000 or 10%		
<b>Law, Order and Public Safety</b>		
Within variance threshold of \$10,000 or 10%		
<b>Health</b>		
Within variance threshold of \$10,000 or 10%		
<b>Education and Welfare</b>		
The subsidy income for Kalkarni Aged Care Facility is less than budgeted expectation. There are a number of factors contributing to this but the main driver is the occupancy rate which is currently at 88% compared to a budgeted 97%.		
<b>Housing</b>		
Within variance threshold of \$10,000 or 10%		
<b>Community Amenities</b>		
Within variance threshold of \$10,000 or 10%		
<b>Recreation and Culture</b>		
The difference between the budgeted and actuals reflects the expectation of grants to complete projects at the WB Eva Pavillion, \$100k unfavourable and the receipt of \$30k Pool Grant which was not budgeted for.		
<b>Transport</b>		
This variance represents a timing difference. Grants from both State (\$149K still to claim) and Commonwealth (R2R \$161K) for road construction have not yet been received.		
<b>Economic Services</b>		
Within variance threshold of \$10,000 or 10%		
<b>Other Property and Services</b>		
The variance here is being driven by the following components;		
Profit on disposal \$14k Unfavourable Variance		
Private Works \$24k Unfavourable Variance		
Insurance claims \$36k favourable compared to budget.		
<b>OPERATING EXPENSES</b>		
<b>Governance</b>		
Within variance threshold of \$10,000 or 10%		
<b>General Purpose Funding</b>		
Within variance threshold of \$10,000 or 10%		
<b>Law, Order and Public Safety</b>		
Within variance threshold of \$10,000 or 10%		
<b>Health</b>		
Within variance threshold of \$10,000 or 10%		
<b>Education and Welfare</b>		
Contract expenditure is less than expected this has resulted from legislative changes to the funding model for residential aged care.		
<b>Housing</b>		
Within variance threshold of \$10,000 or 10%		
<b>Community Amenities</b>		
Within variance threshold of \$10,000 or 10%		
<b>Recreation and Culture</b>		
The increase in costs against budget is being driven by depreciation. This reflects the impact of the fair valuation of buildings which was not known when the budget was adopted.		
In addition the disposal of the shade sail was not in the adopted budget (\$15k Unfavourable).		
<b>Transport</b>		
Within variance threshold of \$10,000 or 10%		
<b>Economic Services</b>		
Within variance threshold of \$10,000 or 10%		
<b>Other Property and Services</b>		
The variance here is being driven by a combination of lower than expected private works expenditure and greater than expected insurance costs. The latter is off set by income variance reported above.		

<b>CAPITAL REVENUE</b>		
<b>Proceeds from Disposal of Assets</b>		
The trade in proceeds from the sale of the Tandem Truck and the two utility vehicles which will now not occur.		
<b>Self-Supporting Loan Principal</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer from Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>CAPITAL EXPENSES</b>		
<b>Land and Buildings</b>		
Within variance threshold of \$10,000 or 10%		
<b>Plant and Equipment</b>		
The acquisition of new vehicles for the executive staff has been achieved with a \$10,000 saving when compared to budget. In addition the new Dual Cab Ute was purchased for \$8,000 below budget. The replacement of the Tandem Truck and two utility vehicles which will now not happen in this financial year also represent a saving.		
<b>Furniture and Equipment</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Roads &amp; Bridges</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Sewerage</b>		
Within variance threshold of \$10,000 or 10%		
<b>Repayment of Debentures</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer to Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>OTHER ITEMS</b>		
<b>Rate Revenue</b>		
Within variance threshold of \$10,000 or 10%		
<b>Opening Funding Surplus(Deficit)</b>		
Within variance threshold of \$10,000 or 10%		
<b>Closing Funding Surplus (Deficit)</b>		
Within variance threshold of \$10,000 or 10%		

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2015**

**Note 10: TRUST FUND**

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

Description	Opening Balance For the Period 1 July 2014	Amount Received	Amount Paid	Closing Balance For the Period Ended 31 January 2015
	\$	\$	\$	\$
Housing Bonds	1,200	1,300	(2,500)	0
Other Bonds	4,790	6,080	(4,650)	6,220
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	7,745	0	0	7,745
Gnulla Child Care Facility	3,073	0	0	3,073
Wildflower Show Funds	1,240	0	0	1,240
Kalkami Resident's Accounts	5,411	0	0	5,411
Public Open Space Contributions	13,820	0	0	13,820
Developer Road Contributions	4,915	0	0	4,915
Unclaimed Money	310	120	0	430
Development Bonds	0	0	0	0
	<b>42,703</b>	<b>7,500</b>	<b>(7,350)</b>	<b>42,853</b>

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Kalkarni Aged Care Facility**  
**For the Period Ended 31 January 2015**

**Note 11: Kalkarni Aged Care Facility**

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
<b>Operating Revenue</b>		\$	\$	\$	\$	%	
Fees & Charges		717,349	418,454	418,454	(0)	(0.00%)	
Grants & Subsidies		3,238,112	1,888,899	1,651,516	(237,383)	(12.57%)	▼
Reimbursements & Donations		250	146	0	(146)	(100.00%)	
Other Income		3,333	1,944	0	(1,944)	(100.00%)	
<b>Total Revenue</b>		<b>3,959,044</b>	<b>2,309,442</b>	<b>2,069,969</b>	<b>(239,473)</b>	<b>(10.37%)</b>	
<b>Operating Expenses</b>							
Building Maintenance		0	0	0	0	0.00%	
Interest Expenses		(6,146)	(3,585)	(3,622)	(37)	1.03%	
Insurance Expenses		(17,000)	(17,000)	(16,352)	648	(3.81%)	
Building Maintenance		(34,836)	(10,321)	(7,041)	3,280	(31.78%)	
Loss on Sale of Asset		0	0	(2,742)	(2,742)	0.00%	
Depreciation		(174,073)	(101,543)	(114,324)	(12,782)	12.59%	▲
ABC Administration Expenses		(19,589)	(11,427)	(11,085)	341	(2.99%)	
Contract Expenses		(3,775,218)	(2,202,211)	(2,121,048)	81,162	(3.69%)	▲
<b>Total Expenses</b>		<b>(4,026,862)</b>	<b>(2,346,086)</b>	<b>(2,276,216)</b>	<b>69,870</b>	<b>2.98%</b>	
<b>Operating Surplus (Deficit)</b>		<b>(67,818)</b>	<b>(36,644)</b>	<b>(206,246)</b>	<b>(169,602)</b>	<b>-463%</b>	
<b>Excluding Non Cash Adjustments</b>							
Add back Depreciation		174,073	101,543	114,324	12,782	12.59%	
Adjust (Profit)/Loss on Asset Disposal		0	0	(2,742)	(2,742)	0.00%	
<b>Net Operating Surplus (Deficit)</b>		<b>106,255</b>	<b>64,899</b>	<b>(94,664)</b>	<b>(159,563)</b>	<b>(245.86%)</b>	
<b>Capital Revenues</b>							
KBC Capital Income		161,331	94,110	96,055	1,945	2.07%	
Transfer from Reserves	5	196,340	0	0	0	0.00%	
<b>Total</b>		<b>357,671</b>	<b>94,110</b>	<b>96,055</b>	<b>1,945</b>	<b>0</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(41,150)	0	0	0	0.00%	
Plant and Equipment	6	0	0	0	0	0.00%	
Furniture and Equipment	6	(86,695)	(20,000)	(20,001)	(1)	0.00%	
Repayment of Debentures	7	(6,583)	(6,583)	(6,583)	0	0.00%	
Transfer to Reserves	5	(79,967)	(15,000)	(13,875)	1,125	(7.50%)	
<b>Total</b>		<b>(214,394)</b>	<b>(41,583)</b>	<b>(40,458)</b>	<b>1,125</b>	<b>(2.71%)</b>	
<b>Net Capital</b>		<b>143,277</b>	<b>52,527</b>	<b>55,596</b>	<b>3,070</b>	<b>5.84%</b>	
<b>Closing Funding Surplus(Deficit)</b>		<b>249,532</b>	<b>117,426</b>	<b>(39,068)</b>	<b>(156,494)</b>		

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Sewerage Programm by Nature and Type**  
**For the Period Ended 31 January 2015**

**Note 12 Sewerage Operating Statement**

	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Budget \$	2014/15 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
SEW Fees & Charges		1,356	1,356	452	904
SEWERAGE RATES CHARGES		129,589	129,589	129,274	316
		130,945	130,945	129,726	1,220
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(21,041)	(12,274)	(4,587)	(7,687)
Materials and Contracts		(18,096)	(10,556)	(9,659)	(897)
Utilities		(5,950)	(3,471)	(3,794)	323
Depreciation		(16,361)	(9,544)	(9,849)	305
Interest Expenses		(4,303)	(2,510)	(2,536)	26
Insurance		(228)	(228)	(219)	(9)
General Operating Expenses		(24,084)	(14,049)	(2,887)	(11,162)
Allocation of Administration Expense		(4,423)	(4,423)	(4,000)	(423)
		(94,486)	(57,055)	(37,530)	(19,525)
		36,460	73,891	92,196	(18,305)
Non-Operating Grants, Subsidies & Contributions		-	-	-	-
Profit on Asset Disposals		-	-	-	-
Loss on Asset Disposals		-	-	-	-
<b>NET RESULT</b>		36,460	73,891	92,196	(18,305)

## 12.02.15.03 ANNUAL BUDGET REVIEW

**FILE REFERENCE:** ADM 0175

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

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

**DATE REPORT WRITTEN:** 10 February 2015

**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 that Council adopt the budget review as presented. The Budget review has been conducted in accordance with regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

### **Background:**

Local Governments are required to conduct a budget review between 1 January and 31 March each financial year. This is a requirement covered by Regulation 33A of the *Local Government (Financial Management) Regulations 1996* (FM Regulations). The intention of the legislation is to ensure local governments conduct at least one budget review between the sixth and ninth month of the financial year.

A budget review is a detailed comparison of the year to date actual results with the adopted or amended budget. It establishes whether a local government is meeting its budget commitments and is receiving income and incurring expenditure in accordance with the adopted or amended budget.

### **Details:**

The current budget figures presented to council in the Statement of Financial Activity reflect the anticipated expenditure and income for the period ending 30 June 2015. These projected figures will represent the new amended budget if they are accepted by council.

The attached budget review includes the following adjustments to the adopted budget:

1. The budgeted replacement of a Tandem Truck and two single cab utility vehicles has been deferred to a future year and offset against the unexpected requirement to purchase of a replacement fuel trailer. The net impact of this decision is \$100,000 saving. It is proposed to transfer this saving to Plant Replacement Reserve.
2. \$100,000 additional capital expenditure on an upgrade of the gravity mains system operating at the Brookton Sewerage Plant. The requirement to complete this project was identified in the Brookton Sewerage Asset Management Plan. This project will be funded in part by a reallocation of the Grain Freight Network budget as detailed

in point 3. With the balance of \$60,000 coming from the Sewerage and Drainage Reserve.

3. The adopted budget allowed for \$70,000 from unspent grants (in the Municipal Funds). However, these funds will no longer be required as an additional \$55,800 revenue allocation for the Grain Freight Network which has not yet been claimed and was not included as revenue in the adopted budget. \$40,000 of this saving can therefore be reallocated to commence the Sewerage System upgrade.
4. Lower than expected occupancy rates (88%) at Kalkarni Aged Care Facility has had a significant impact on the forecasted year end operating revenue. Whilst this reduction is reflected in this review, strategies are being employed to improve this.
5. The cost of the new Chlorinator unit was budgeted at \$10,000 and this was budgeted to come from the Water Harvesting Reserve. This cost has now increased to \$16,300 all of which will still be funded by a reserve transfer.
6. A grant of \$30,000 for the swimming pool to be spent on a new chlorinator and repair the Skimmer Unit.

A complete list of the all the significant variances has been included in the attachment 12.02.15.03A. If the projected actual amounts are adopted as in the amended budget, it is expected that the shire will be left a neutral impact on the closing position.

**Statutory and Legal Considerations:**

Regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

**Policy Considerations:**

There is no Council Policy relative to this issue.

**Consultation:**

Senior staff were consulted to assist in reviewing the forecasted 30 June financial position.

**Financial Implications:**

The proposed changes will increase the shire's closing budget balance of \$359.

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

Not applicable

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

No reference

**Officer's Comment:**

The overall result indicates the Shire is exercising sound fiscal control. The major changes to the adopted budget are a response to the changing service requirements of Councils asset base and were largely unforeseen at the time the 2014/15 budget was adopted.

**Voting Requirements:**

Absolute Majority Required

**Officer's Recommendation:**

That Council:

1. Accept the budget review as presented including the reserve fund transfers as detailed; and
2. Adopt the projected actual amounts as per the attached schedule as the revised budget amounts for the year ended 30 June 2015.

**Council Resolution**

**12.02.15.03**

**Moved Cr Crute Seconded Cr Eva**

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

**CARRIED 6-0**

**Council Resolution**

**12.02.15.03**

**Moved Cr Crute Seconded Cr Eva**

**That council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution:**

**12.02.15.03**

**Moved Cr Mills Seconded Cr Crute**

**That Council:**

1. Accept the budget review as presented including the reserve fund transfers as detailed; and
2. Adopt the projected actual amounts as per the attached schedule as the revised budget amounts for the year ended 30 June 2015.

**CARRIED BY ABSOLUTE MAJORITY 6-0**

**ATTACHMENT 12.01.15.03A**



**SHIRE OF BROOKTON**  
**STATEMENT OF BUDGET REVIEW**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30 JUNE 2015**

	2014/15 Actual \$	2014/15 Adopted Budget \$	2014/15 Current Budget \$	Variance Adopted vs Current
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
Rates	1,672,858	1,674,514	1,674,514	-
Operating Grants, Subsidies and Contributions	2,206,160	4,259,571	4,084,373	(175,198)
Fees and Charges	912,732	1,384,102	1,384,102	-
Interest Earnings	93,079	178,400	178,400	-
Other Revenue	156,274	200,984	201,135	151
	5,041,103	7,697,571	7,522,524	(175,047)
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
Employee Costs	(626,922)	(1,269,906)	(1,257,057)	12,849
Materials and Contracts	(2,802,766)	(5,006,236)	(4,901,615)	104,621
Utilities	(88,290)	(150,007)	(150,007)	-
Depreciation	(770,117)	(1,226,781)	(1,226,781)	-
Interest Expenses	(57,300)	(127,055)	(127,055)	-
Insurance	(148,361)	(162,738)	(162,738)	-
Other Expenditure	(431)	(13,600)	(13,600)	-
	(4,494,187)	(7,956,323)	(7,838,853)	117,470
	546,916	(258,752)	(316,329)	(57,577)
Non-Operating Grants, Subsidies & Contributions	754,470	1,148,324	1,227,278	78,954
Profit on Asset Disposals	2,651	30,270	13,257	(17,013)
Loss on Asset Disposals	(32,320)	(8,642)	(12,647)	(4,005)
<b>NET RESULT</b>	1,271,717	911,200	911,559	359

**SHIRE OF BROOKTON**  
**STATEMENT OF BUDGET REVIEW**  
**RATE SETTING STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2015**

	NOTE	2014/15 Actual \$	2014/15 Adpoted Budget \$	2014/15 Current Budget \$	Variance Adopted vs Current
<b>Revenues/Sources</b>	1,2				
Governance		33,559	31,298	35,972	4,674
General Purpose Funding		557,915	1,085,676	1,085,677	1
Law, Order, Public Safety		22,375	31,863	33,463	1,600
Health		1,052	2,807	2,807	(0)
Education and Welfare		2,166,024	4,120,375	3,945,177	(175,198)
Housing		678,377	707,875	706,003	(1,872)
Community Amenities		331,918	364,020	364,019	(1)
Recreation and Culture		74,706	161,994	188,743	26,749
Transport		165,994	501,221	550,175	48,954
Economic Services		31,131	56,604	56,604	0
Other Property and Services		66,781	137,917	120,904	(17,013)
		4,129,832	7,201,650	7,089,544	(112,106)
<b>(Expenses)/(Applications)</b>	1,2				
Governance		(342,680)	(608,650)	(614,321)	(5,671)
General Purpose Funding		(114,869)	(205,086)	(205,086)	(0)
Law, Order, Public Safety		(155,329)	(251,337)	(256,537)	(5,200)
Health		(37,771)	(54,746)	(54,746)	0
Education and Welfare		(2,291,988)	(4,058,549)	(3,927,154)	131,395
Housing		(74,745)	(153,732)	(157,737)	(4,005)
Community Amenities		(240,347)	(487,107)	(501,607)	(14,500)
Recreation & Culture		(490,505)	(729,367)	(718,267)	11,100
Transport		(671,376)	(1,205,679)	(1,205,679)	0
Economic Services		(59,646)	(143,936)	(144,936)	(1,000)
Other Property and Services		(51,715)	(66,775)	(66,775)	(0)
		(4,530,972)	(7,964,964)	(7,852,846)	112,118
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>					
(Profit)/Loss on Asset Disposals	4	29,669	(21,628)	(610)	21,018
Movement in Non Current Provisions		0		0	0
Depreciation on Assets	2(a)	770,117	1,226,781	1,226,781	0
<b>Total Expenses Depreciation Adjusted</b>		(3,731,186)	(6,759,811)	(6,626,675)	133,136
<b>Capital Revenue and (Expenditure)</b>					
Purchase - Footpaths	3	0	0	0	0
Purchase - Subdivisional Costs		0	0	0	0
Purchase Land and Buildings	3	(135,850)	(1,152,484)	(1,207,984)	(55,500)
Purchase Infrastructure Assets - Roads & Bridges	3	(340,110)	(854,986)	(840,786)	14,200
Purchase Infrastructure Assets - Parks	3	(9,101)	(9,000)	(9,000)	0
Purchase Drainage & Sew erage	3	(14,460)	(24,500)	(124,500)	(100,000)
Purchase Plant and Equipment	3	(114,854)	(441,000)	(219,171)	221,829
Purchase Furniture and Equipment	3	(50,422)	(126,895)	(126,895)	0
Proceeds from Disposal of Assets	4	93,181	209,800	149,800	(60,000)
Repayment of Debentures	5	(75,078)	(107,603)	(107,603)	0
Proceeds from New Debentures		0	0	0	0
Self-Supporting Loan Principal Income		10,911	33,377	33,377	0
Transfers to Reserves (Restricted Assets)	6	(181,141)	(438,324)	(538,324)	(100,000)
Transfers from Reserves (Restricted Assets)	6	138,177	548,349	633,849	85,500
		(678,747)	(2,363,266)	(2,357,237)	6,029
ADD Estimated Net Current Assets B/Fw d 1 July 2014	7	220,213	246,913	220,213	(26,700)
LESS Estimated Net Current Assets C/Fw d 30 June 2015	7	1,612,969	0	359	
<b>Amount Required from Rates</b>	8	(1,672,858)	(1,674,514)	(1,674,514)	359

**SHIRE OF BROOKTON**  
**STATEMENT OF BUDGET REVIEW**  
**Summary of Major Variations as at 31 January 2015**

Schedule	Description	Explanation	Council Resolution	Favourable/(Unfavourable) Variance
	<b>Operating Expenses</b>			
4	ADMIN GENERAL OPERATING EXPENSES	Seavroc contribution no longer required Additional Audit Fees for Fair Viaue About Town Advertising Landgate Mapping software subscription (SLIP) Local Laws Consultant IT Vision Licenses and new software		5,000 (5,000) (300) (2,232) (5,640) 2,500
5	ESL OTHER GOODS & SERVICES	Purchase of pallet of foam not in the adopted budget		(5,200)
8	KALKARNI CONTRACT EXPENSES	Baptist Care changes in budget after confirmation of operational changes for Kalkarni.		131,395
9	LOSS ON DISPOSAL OF ASSET	Disposal of blinds removed from a shire house		(4,005)
10	SEW GENERAL OPERATING EXPENSES	Sewerage Audit Fees		(14,500)
11	HALLS WB EVA PAVILLION REC EMPLOYEE COSTS	Shade Sail - Insurance Claim Recreation Officer not appointed until January		(3,600) 12,849
13	ECONOMIC DEVELOPMENT	LGMA Economic Development Course not budgeted for.		(1,000)
	<b>Operating Income</b>			
4	MEMB REIMBURSEMENTS & DONATIONS ADMIN REIMBURSEMENTS & DONATIONS ADMIN OTHER REVENUE PROFIT ON DISPOSAL OF ASSET	Increase on adopted budget Increase on adopted budget Increase on adopted budget Profit on the trade in of the Executive Vehicle was less than budgeted.		2,500 3,077 3,254 (4,157)
8	KALKARNI GRANTS AND SUBSIDIES	Subsidy income now forecasted to be less than budget due to lower occupancy rates.		(175,198)
11	HALLS WB EVA PAVILLION POOL GRANTS & SUBSIDIES OTH-REC FEES & CHARGES GENERAL INCOME	Shade Sail - Insurance Claim Swimming Pool Grant Correction budget allocation Correction budget allocation		2,600 30,000 3,900 (7,900)
12	ROADS 2 RECOVERY MAIN ROADS - REGIONAL ROAD GROUP	Funding Reduction from adopted budget estimate Grain Freight Allocation		(6,846) 55,800
14	PROFIT ON DISPOSAL OF ASSET	Reduction in profit on disposal vehicles as not traded		(17,013)
	<b>Capital Expenditure</b>			
4	EXECUTIVE VEHICLES	Saving compared to budget		11,329
10	TOWNSCAPE SEWERAGE  SEWERAGE	Townscape Project. (Reflected in land and buildings expenditure). Upgrade Gravity Mains  Chlorinator Unit, quotes now indicate the cost will be \$16,300. (Reflected in land and buildings)	Item 12.12.14.03 December Council Meeting	(10,700) (100,000)  (6,300)

11	BROOKTON MUSEUM	Structural Report.(Reflected in land and buildings)	Item 12.11.14.03 November Council Meeting	(8,500)
	BROOKTON AQUATIC CENTRE	Swimming Pool Grant .(Reflected in land and buildings)		(30,000)
12	PLANT AND EQUIPMENT	Single Cab Ute Not Traded		28,000
	PLANT AND EQUIPMENT	Single Cab Ute Not Traded		25,000
	PLANT AND EQUIPMENT	Tandem TruckNot Traded		170,000
	PLANT AND EQUIPMENT	Fuel Trailer Not budgeted for		(12,500)
	GRAIN FREIGHT	Yeo Road Grain Freight Project		14,200
	PLANT REPLACEMENT RESERVE	Transfer funds plant not traded		(100,000)
	<b>Capital Revenue</b>			
10	TOWNSCAPE	Townscape Project from Reserve	Item 12.12.14.03 December Council Meeting	10,700
	SEWERAGE	Chlorinator Unit, quotes now indicate the cost will be \$16,300. Transfer from Reserve.		6,300
	SEWERAGE	Upgrade Gravity Mains - partially funded by reserves		60,000
11	BROOKTON MUSEUM	Structural Report from Reserve	Item 12.11.14.03 November Council Meeting	8,500
12	PLANT AND EQUIPMENT	Reduction in proceeds from sale as plant not traded		(10,000)
	PLANT AND EQUIPMENT	Reduction in proceeds from sale as plant not traded		(10,000)
	PLANT AND EQUIPMENT	Reduction in proceeds from sale as plant not traded		(40,000)
	Minor Variances below reportable threshold			(272)
				6,041
	<b>Net Current Assets Brought Forward Balance</b>			
	Adjustment for non cash items			21,018
	Adjustment to opening balance			(26,700)
				359

## 13.02.15.0 GOVERNANCE REPORT

### 13.02.15.01 COMPLIANCE AUDIT RETURN 2014

<b>FILE REFERENCE:</b>	ADM 0333
<b>AUTHORS NAME : AND POSITION:</b>	Kevin O'Connor CEO
<b>NAME OF APPLICANT/ RESPONDENT:</b>	Shire of Brookton
<b>DATE REPORT WRITTEN:</b>	9 February 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>PREVIOUS MEETING REFERENCE:</b>	Audit Committee Meeting – Item Number 7.02.15

#### **SUMMARY:**

The Compliance Audit Return for the period 1 January 2014 to 31 December 2014 is due on 31 March 2015. The return has been reviewed by the Audit Committee and is now presented for adoption by Council.

#### **Background:**

The Compliance Audit Return (CAR), for the period 1 January to 31 December 2014, is required to be submitted to the Department of Local Government and Communities by 31 March 2015, following a review by the Councils Audit Committee.

#### **Details:**

The 2014 CAR (attached) is to be adopted by Council and the adoption recorded in the minutes of the meeting at which it is adopted.

After the CAR has been presented to Council a certified copy (i.e. signed by the Shire President and Chief Executive Officer) of the return along with the relevant sections of the minutes and any additional information explaining or qualifying the Compliance Audit Return is to be submitted to the Director General of the Department of Local Government and Communities.

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

Section 7.13 (1) (i) of the *Local Government Act 1995*.

Regulation 14 – Compliance audit return to be prepared – *Local Government (Audit) Regulations 1996*.

Regulation 15 – Completion of compliance audit return – *Local Government (Audit) Regulations 1996*.

#### **Policy Considerations:**

There is no Council Policy relative to this issue.

**Consultation:**

There has been no consultation on this matter.

**Financial Implications:**

There are no Financial Implications relative to this issue.

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

There are no Strategic Plan implications relevant to this report.

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

There are no Corporate Business Plan implications relevant to this report

**Officers Comment:**

The Audit Committees role now encompasses the annual review of areas such as risk management, internal control and legislative compliance. The Audit Committee report on the review of the 2014 CAR is included in the committee minutes

**Voting Requirements:**

Absolute Majority Required

**Officers Recommendation:**

That Council:

Adopt the Local Government Compliance Audit Return for the period 1 January 2014 to 31 December 2014 as completed and return it to the Department of Local Government and Communities as a true and correct record of the information contained therein.

**Council Resolution:**

**13.02.15.01**

**Moved Cr Crute    Seconded Cr Eva**

**That Council adopt the Local Government Compliance Audit Return for the period 1 January 2014 to 31 December 2014 as completed and return it to the Department of Local Government and Communities as a true and correct record of the information contained therein.**

**CARRIED BY ABSOLUTE MAJORITY 6-0**

**ATTACHMENT 13.02.15.01A (CAR-2014) Separate Attachment**

**ATTACHMENT 13.02.15.01B (Minutes of the Audit Committee Meeting) to be tabled**

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

Nil

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

**Council Resolution**

**15.02.15.01**

**Moved Cr Crute    Seconded Cr Mills**

**That Council consider late items 15.02.15.01.**

**CARRIED 6-0**

## 15.02.15.01 KALKARNI RESIDENTIAL AGED CARE FACILITY BUDGET AMENDMENTS

### FILE REFERENCE:

**AUTHORS NAME AND POSITION:** Kevin O'Connor  
CEO

**NAME OF APPLICANT/ RESPONDENT:** Nil

**DATE REPORT WRITTEN:** 17 March 2015

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

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

### **SUMMARY:**

This report recommends that the expenditure of \$17,000 for the installation of Fibre Optic Cable and \$120,000 for the purchase and installation of an independent power supply (generator) be approved.

### **Background:**

Following the meeting of the Kalkarni Consultative Committee on Tuesday 17<sup>th</sup> February two areas for improvement were identified which had not been included in the adopted budget nor the budget review.

### **Details:**

#### **1. Fibre Optic Cable**

As part of an initiative by Baptist Care an opportunity has arisen to upgrade the internet connection to fibre optic. This will allow for better connectivity and the possibility to explore a number of wireless options to improve the level of service provided to residents. The cost associated with this would be \$17,000, but businesses and residents located nearby would be able to take advantage of this upgrade for minimal cost.

#### **2. Electricity Upgrade**

A review completed by Best Consultants (report attached as 15.02.01A) recommended three options to solve the risk of significant harm to residents as a result of a prolonged interruption of electricity. Currently we had budgeted for \$16,000 for option 3 where a connection point is created and a generator is hired. However, further investigation identified a number of concerns with this option;

- The availability of a generator to hire especially if the outage affected a wider area than Brookton,
- At what point in the scenario would the generator be requested,
- The ability to minimise the disruption and distress to residents.

Based on these concerns it is recommended that option 1, to purchase a permanent 150kVA generator is the best option. This allows for uninterrupted continuous supply maintaining the comfort and security of the residents. In addition, this would allow for the Shire of Brookton to include this in our business continuity plan as an alternative location.

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

There are no statutory or legal considerations relevant to this item.

**Policy Consideration:**

There is no council policy relative to this issue.

**Consultation:**

No consultation was considered necessary.

**Financial Implications:**

Currently \$16,000 is budgeted for a backup power supply. It is proposed that this \$16,000 is reallocated to invest in the fibre optic cable. This cost would be an operational expense and would be charged through the monthly management invoiced by Baptist Care. The \$120,000 generator purchase would be financed from the Health and Aged Care Reserve which currently has a balance of \$795,751. If all other budgeted transfers occur this would forecasted to be \$568,222 at the end of the year.

**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:**

Kalkarni Aged Care Residential Facility represents a substantial asset and major component in the economic and social future of the Shire of Brookton. Whilst this expenditure is significant, it presents Council with the opportunity to future proof this facility by investing in technology to help ensure long term sustainability.

**Voting Requirements:**

Absolute Majority

**Officer's Recommendation:**

That Council:-

Approve the following changes to the amended budget:

1. \$17,000 be allocated to operational expenditure for the installation of fibre optic cable to the Kalkarni Aged Care Residential Facility, and
2. \$120,000 be authorised for the purchase and installation of a permanent 150kVA generator with the funds to be transferred from the Health and Aged Care Reserve.

**Council Resolution**

**15.02.15.02**

**Moved Cr Walker Seconded Cr Crute**

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

**CARRIED 6-0**

**Council Resolution**

**15.02.15.02**

**Moved Cr Crute      Seconded Cr Eva**

**That council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution:**

**15.02.15.02**

**Moved Cr Crute      Seconded Cr Walker**

**That Council:-**

**Approve the following changes to the amended budget:**

- 1.      \$17,000 be allocated to operational expenditure for the installation of fibre optic cable to the Kalkarni Aged Care Residential Facility.**

**CARRIED BY ABSOLUTE MAJORITY 6-0**

**Reason for not accepting officer's recommendation point 2 – Council requested additional costed options and information for the back-up power supply.**

**ATTACHMENT 15.02.15.01A – as separate attachment**

**16.11.14.0 CONFIDENTIAL REPORT**

**17.11.14.0 NEXT MEETING**

The next Ordinary meeting of Council will be on Thursday 19 March 2015 at 12.30 pm.

**18.11.14.0 CLOSURE**

There being no further business the Presiding Member closed the meeting at 1.43pm.