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with access to modern services and infrastructure,
in a unique part of the world*

AGENDA

for the

Ordinary Meeting of Council

to be held

2PM, THURSDAY 15th MARCH 2018

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

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1. DECLARATION OF OPENING:

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

Cr Mark Conley	President
Cr Eliza Dowling	Deputy President
Cr Scott Ballantyne	
Cr Roger Newman	
Cr Tim Haslam	
Cr Dawson Bradford	
Mr Gary Sherry	Chief Executive Officer
Ms Tonya Williams	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works & Services

2.1.2 Apologies

Nil at this time.

2.1.3 Leave of Absence

Nil.

3. STANDING ORDERS:

OFFICER'S RECOMMENDATION:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

Nil at this time.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil at this time.

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Thursday 15th February 2018

OFFICER'S RECOMMENDATION:

That the minutes of the Ordinary Meeting of Council held on Thursday 15th February 2018 be confirmed as a true record of proceedings.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:

7.1.1 Michael Harries - Rural Financial Counselling Service WA

Mr Michael Harries DipCommServ(FinCouns) ExecCertAgBus FCAWA Acc will make a presentation on the service provided to the Shire of Cuballing and rural Western Australia by the Rural Financial Counselling Service WA.

8. DISCLOSURE OF FINANCIAL INTEREST:

DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

Nil at this time.

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1	List of Accounts Submitted for Council Approval and Payment – February 2018
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File Ref. No: NA
Disclosure of Interest: Nil
Date: 9th March 2018
Author: Nichole Gould
Attachments: 9.1.1A List of February 2018 Trust Accounts
9.1.1B List of February 2018 Municipal Accounts

Summary

Council is to consider the February 2018 List of Accounts.

Background – Nil

Comment

Council is provided at Attachments 9.1.1A and 9.1.1B with a list of payments made from each of Council's bank accounts during the month of February 2018.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council receives the List Of Accounts for February 2018 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:

1. **Trust Fund in February 2018 totalling \$43,820.80 included at Attachment 9.1.1A; and**
2. **Municipal Fund in February 2018 totalling \$328,156.00 included at Attachment 9.1.1B;**

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
FEBRUARY 2018**

Chq/EFT	Name	Description	Amount
20180201	Licensing Payments	Police Licensing Payments	16031.80
20180/02	Licensing Payments	Police Licensing Payments	3425.65
20180205	Licensing Payments	Police Licensing Payments	1901.50
20180206	Licensing Payments	Police Licensing Payments	88.00
20180208	Licensing Payments	Police Licensing Payments	448.80
20180209	Licensing Payments	Police Licensing Payments	3168.65
20180212	Licensing Payments	Police Licensing Payments	859.70
20180213	Licensing Payments	Police Licensing Payments	1370.95
20180214	Licensing Payments	Police Licensing Payments	271.90
20180215	Licensing Payments	Police Licensing Payments	2048.40
20180216	Licensing Payments	Police Licensing Payments	1735.55
20180219	Licensing Payments	Police Licensing Payments	332.30
20180220	Licensing Payments	Police Licensing Payments	1382.05
20180221	Licensing Payments	Police Licensing Payments	851.65
20180222	Licensing Payments	Police Licensing Payments	556.00
20180223	Licensing Payments	Police Licensing Payments	4441.50
20180226	Licensing Payments	Police Licensing Payments	1936.85
20180227	Licensing Payments	Police Licensing Payments	2089.70
20180228	Licensing Payments	Police Licensing Payments	879.85
			43,820.80

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
FEBRUARY 2018**

Chq/EFT	Creditor	Description	Amount
20180207	Rent For Grader Driver House	Rent For Grader Driver House	360.00
20180205	Rent On Forrest Street	Rent On Forrest Street	600.00
20180207	Interest On Graders	Interest On Graders	611.06
20180207	Loan Repayment No. 63 Graders	Loan Repayment No. 63 Graders	3103.22
EFT3305	8	Monthly Gas Bottle Rental Cylinder Size G & E	149.23
EFT3306	12	Dig Grave Cuballing Cemetery 29/11/17 - Jan Cornish	385.00
EFT3307	395	Legal Fees - Price Sierakowski General Professional Fees	2405.51
EFT3308	28	2 x Goodyear 11r 22.5 Steering Tyres	1324.18
EFT3309	31	Australia Day Breakfast - 8 Loaves Bread.	22.35
EFT3310	34	Reseal C170 Bitumen with 10mm Aggregate 13,781 @ \$2.90 per m2	114839.95
EFT3311	407	50% Reimbursement Synergy - B Brennan	69.88
EFT3312	37	December Building Forms	226.60
EFT3313	38	Water Usage (x 2 Months)	134.13
EFT3314	27	2x 45kg Gas Bottles 1x 45kg refill gas bottle	355.00
EFT3315	51	Fish Oil 4L	70.75
EFT3316	529	Supply & Hang Solid Door	495.00
EFT3317	55	CEO Fuel	848.94
EFT3318	487	Supply as per Quote for seedlings for rehab works Yornaning Dam	1232.00
EFT3319	578	Printing of Local Government Property Local in Government Gazette	1444.80
EFT3320	58	Excavator Hire Remove silt from drains	2178.00
EFT3321	547	Business Cards - DCEO Mr R Pares	249.00
EFT3322	63	Service Holden Dual cab ute 30,000km	482.30
EFT3323	260	Pre-Employment Medical - Sheriden Bean	132.00
EFT3324	337	Planning Services December 17	893.75
EFT3325	66	Fuel Filter (DB3C)	80.96
EFT3326	74	December 2017 Account - Bulk Diesel	8526.63

Chq/EFT	Creditor	Description	Amount
EFT3327	75	Rubbish Removal - Household Service x 256	5659.14
EFT3328	540	Excavator Hire Tree Removal	2178.00
EFT3329	195	Changes to Purchase Order Template	242.00
EFT3330	91	100 Guide posts 200 delineators	3567.19
EFT3331	94	Computer Repairs - Computer working extremely slowly	95.00
EFT3332	338	Vertidrain & Fertilise Oval as per Quote	3663.00
EFT3333	103	Toilet Roll Holders & Towel Rail	112.10
EFT3334	396s	Backup in the Cloud December 17	557.19
EFT3335	105	Water Tank Repairs Bend Tanker Feet 1m x 130x6mm flat Bore out Holes in Rollers repair pipe Auger Hinge Flange 1m x 75x50x5mm	187.06
EFT3336	222	Check Stand pipe Backflow Gap Cuballing Easet and Straghn rd	275.00
EFT3337	113	2x Flashing Beacon	1132.50
EFT3338	115	2 X handles for Jockey wheel 2 X Bearings to suit	338.35
EFT3339	118	Semi Side Tipper Hire	2079.00
EFT3340	130	1x aircon fan knob	16.97
EFT3341	122	10 x I25 Sprinklers	1055.00
EFT3342	123	3x Paper Towel	465.60
EFT3343	229	Spray Swivel Nozzles for Roadside Spray Unit	1162.47
EFT3344	397	Perform Synergy Upgrades on live and play accounts.	340.00
EFT3345	582	Australia Day event, Popanyinning, Bacon	117.21
EFT3346	161	Bin Collection Service Cuballing Transfer Station October & November 387.5 tonnes - transfered to Shire of Narrogin Landfill Site	4737.63
EFT3347	549	Quarterly Security Monitoring Account	110.00
EFT3348	284	Photocopier Monthly Meter Reading Fuji Xerox DCVC4475 December 17	547.25
EFT3349	369	Find & Fix Fault in Truck	291.68
EFT3350	159	Freight Charges - JR & A Hersey Pty Ltd	169.59

Chq/EFT	Creditor	Description	Amount
EFT3351	424	NNT LGC Uniform Pack O & P plus Accessories - Garry Sherry	657.60
EFT3352	383	50% Reimbursement Synergy - T Williams	51.80
EFT3353	281	1x Drier Reciver 1x Thermostat	212.63
EFT3354	166	WALGA EM Development - Cr Dowling - Meeting Procedures and Debating - Beverley 20/02/18	515.00
EFT3355	170	Cloud Server Access Fee 1 January 18 to 30 June 18	897.05
EFT3356	581	Popo Fire Shed - Electrical Repairs to Emergency Warning Siren, Reprogram VSD & Commission	330.00
EFT3357	583	Travel to Diagnose Trans Shift Fault	297.00
EFT3358	373	Cost of weighing waste transferred to Shire of Narrogin Waste Disposal Site - November 2017 to June 2018	99.00
EFT3359	154	Desk Mat Refill - Council Chambers	286.37
EFT3360	37	January 2018 Building Forms	169.95
EFT3361	39	Culvert Works Wandering-Narrogin Road as per Quote	55000.00
EFT3362	8	Monthly Gas Bottle Rental Cylinder Size G & E	149.23
EFT3363	9	Office Testing and Cleaning of Return Air Filters	50.01
EFT3364	395	Legal Fees - External Skip Trace, PSSO Bailiff Expense Fee, Price Sierakowski General Professional Fees	492.59
EFT3365	38	Water Usage (x 2 Months) - 14/12/17 to 08/02/18	167.11
EFT3366	584	Facilitation of Community Development workshop for Popanyinning	2915.00
EFT3367	33	Steel for Cuballing Entry Statements	882.20
EFT3368	548	3 x Children Signs & 3 x Bus Stop Signs	323.40
EFT3369	529	Replace Broken Sheet & Lay Flooring at Rec Centre Building Toilets	3013.70
EFT3370	55	CEO Fuel	386.89
EFT3371	58	Excavator Hire for Drainage Popanyinning east rd Construction	3025.00

Chq/EFT	Creditor	Description	Amount
EFT3372	496	Return of Unexpended Grant Monies Project: Sport 4 All - KidSport	445.50
EFT3373	457	Catering for official opening of the DREC Horse Yard Cover Project	360.00
EFT3374	63	1 x New Windscreen	418.00
EFT3375	337	Interim Invoice January 2018	1203.12
EFT3376	66	1 x Service kit for Cat loader as per Quote	660.00
EFT3377	580	Lease - 58 (Lot 56) Austral Street Cuballing - 1/07/17 to 30/06/18	6240.00
EFT3378	74	6000 - 8000 litres of Diesel As per Quote	9829.42
EFT3379	75	Rubbish Removal - Household Service x 256	7055.75
EFT3380	195	Server Upgrade - Database Migration to hosted environment	3712.50
EFT3381	590	Bond - 30 Austral Street Cuballing - 4 Weeks Rent of \$330.00 per Week	1320.00
EFT3382	103	Cistern Inlet Valve	196.10
EFT3383	106	Service CN 047 UD GW400 Truck	1896.95
EFT3384	396	Backup in the Cloud	587.70
EFT3385	222	Service and replacement parts to Hot Water System - 10 Brundell Street, Cuballing	517.00
EFT3386	113	2x New Batteryys	2471.07
EFT3387	115	6 x Holden Wheel Bearing Kits	261.13
EFT3388	256	12x Scotch Fillet Steak and 12x Kebabs.	126.55
EFT3389	123	2x Paper Towels	217.00
EFT3390	588	Upgrade Lights at Cuballing Rec Centre Grounds	5313.00
EFT3391	397	Update Play Account - Live Data	85.00
EFT3392	370	1 x Sensor holder for Laser level	93.50
EFT3393	543	Lazer cut 2 x Cuballing for entry statements	1445.40
EFT3394	145	5 x 450 Pipes 2 x 450 Headwalls	4383.61
EFT3395	333	Water Consumption - 1 Forrest St Cuballing	33.62
EFT3396	592	50% Reimbursement Gas - Ballards of Narrogin - Rick Pares	123.50

Chq/EFT	Creditor	Description	Amount
EFT3397	161	17/18 Contribtution for Library Services	6299.75
EFT3398	284	Photocopier Monthly Meter Reading Fuji Xerox DCVC4475	182.57
EFT3399	152	WSAHA Project Concept Plans for Aged Housing	3025.00
EFT3400	369	2 x Thermostat and Gasket	495.51
EFT3401	159	Freight Charges - JR & A Hersey Pty Ltd	123.63
EFT3402	386	1 X new oil dip stick for UD truck	143.85
EFT3403	174	1 X Windscreen Washer Bottle For Cat Loader	282.82
EFT3404	154	Colop Date Stamp, 6 boxes tissues, 4 pk Highlighters, 1x Staple Remover	57.76
14608	140	1 x Foaming unit Pressure Cleaner	86.90
14609	158	Electricity Charge - U 3 22 Campbell St Cuballing	3632.15
14610	197	Standpipe Charges - 1 October to 31 December - 4.47kl @ \$4.50	36.82
14611	182	Service Charge - Shire Office	878.10
14612	169	Water Charges - Park Ridley St Cuballing	1987.36
14613	54	Meals & Drinks Xmas Function	2128.72
14614	54	1x Garden Salad, 1x Salad, 1x Potato Bake Council Meeting Thursday 15th February 2018	110.00
14615	158	Monthly Electricity Charge Street Lightning x 42 Lights - 25/12/17 to 24/01/18	596.35
14616	197	Building Services - January 2018 - Labour 18.5hrs @ \$110.00 & Travel 102Kms @ \$0.95	2367.90
14617	182	Mobile Charge - CEO Mobile	1340.92
14618	169	Water Charges - Park Ridley St Cuballing	2276.43
DD1502.1	Hostplus Super	Superannuation contributions	216.77
DD1502.2	LGSP	Payroll deductions	4621.87
DD1502.3	560	Superannuation contributions	32.18
DD1502.4	292	Superannuation contributions	422.01
DD1502.5	Westscheme Superannuation	Superannuation contributions	409.59
DD1502.6	192	Superannuation contributions	79.96
DD1502.7	502	Superannuation contributions	186.47
DD1502.8	579	Superannuation contributions	328.85
DD1507.1	551	Monthly Internet Service	137.54

Chq/EFT	Creditor	Description	Amount
DD1507.2	524	Monthly NBN Wireless Limitless Boost Internet Inc LNM Calls	92.09
DD1510.1	Hostplus Super	Superannuation contributions	216.77
DD1510.2	LGSP	Payroll deductions	4669.99
DD1510.3	292	Superannuation contributions	422.01
DD1510.4	Westscheme Superannuation	Superannuation contributions	448.35
DD1510.5	192	Superannuation contributions	67.57
DD1510.6	502	Superannuation contributions	186.47
DD1510.7	579	Superannuation contributions	328.85
			\$328156.00

9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	10 st February 2018
Author:	Rick Pares, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity 9.1.2A

Summary

Council is to consider the Statement of Financial Activity for February 2017.

Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment

Governance

Permanent difference due to an incorrectly paid account that was reimbursed for \$2,659.80 and Regional Resource Sharing funds not budgeted for of \$2,962.59. Profit on asset disposal has gone here for a DFES Trade that will have no net impact.

Computer upgrades were budgeted for and were to be expended in February however funds will be held until the works are fully completed as specified.

Council Election costs will be permanently under budget (no election run) as advised last month.

Law, Order & Public Safety

An advance was paid in June for the Quarter 1 payment of the Emergency Services Levy Grant (\$6,875). Fortunately, there has been limited fire activity meaning less costs.

Community Amenities

Local Planning Strategy and Town Planning have limited expenditure recorded against them with costs to be incurred later as per budget.

Tip maintenance costs are slightly under budget.

Recreation and Culture

Recreation complex income is slightly under budget.

Halls, Dryandra Equestrian Centre, Cuballing Recreation Centre and Oval maintenance are all slightly over budget.

Transport

Permanent difference due to changes in Main Roads Direct Grant from budgeted \$99,902 to \$57,535. Permanent difference as FAGS Road Grant will be under budget.

Road maintenance is over budget due to delays in the Capital Works program. Road depreciation is higher than budgeted.

Economic Services

Tourism expenses less than budgeted.

Standpipe expenses under budget, with expenses expected in coming months.

Other Property and Services

Private Works income is under budget, balanced by expenditure also coming in under budget for both Building and Works.

Workers compensation claims are also higher than budgeted, balanced by reimbursement by LGIS.

Capital Expenditure

Capital Roads Program has been delayed due to road clearing permit difficulties. Resources allocated to maintenance type work.

Permanent difference on roller changeover as it came in under budget.

Detailed breakdown of all variances provided in Note 2 of the Statement of Financial Activity.

Administration Allocations done to February 2018.

Depreciation expenses calculated to February 2018.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 28th February 2018 be received.

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 28 February 2018

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS

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**Shire of Cuballing
Information Summary
For the Period Ended 28 February 2018**

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 28 February 2018 of \$800,137.

Items of Significance

The material variance adopted by the Shire of Cuballing for the 2016/17 year is \$5,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

Land and Buildings	▼ -\$	7,146	Cuballing Transfer Station
Infrastructure - Roads	▼ -\$	141,834	Capital works program has
Plant and Equipment	\$	10,000	Saving in total cost of Roller

Capital Revenue

Grants, Subsidies and Contributions	▼	(\$354,683)	Roads to Recovery expected
Proceeds from Disposal of Assets	▲	\$35,000	No material variance.

	Collected / Complete	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
DREC Weather Shelter	107%	\$ 21,182	\$ 21,182	\$ 22,744
Cuballing Transfer Station	86%	\$ 28,711	\$ 28,711	\$ 24,613
RRG - Wandering Narrogin Road 16/17	56%	\$ 140,072	\$ 60,031	\$ 78,040
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	66%	\$ 588,375	\$ 588,926	\$ 389,194
Non-operating Grants, Subsidies and Contributions:	22%	\$ 686,271	\$ 130,816	\$ 152,644
	43%	\$ 1,274,646	\$ 719,743	\$ 541,838
Rates Levied	100%	\$ 1,070,995	\$ 1,070,994	\$ 1,073,302

% Compares current ytd actuals to annual budget

Financial Position

		Prior Year	Current Year
Adjusted Net Current Assets	60%	\$ 1,331,299	\$ 800,138
Cash and Equivalent - Unrestricted	61%	\$ 1,027,203	\$ 629,249
Cash and Equivalent - Restricted	100%	\$ 1,308,821	\$ 1,306,735
Receivables - Rates	31%	\$ 339,581	\$ 103,889
Receivables - Other	248%	\$ 14,784	\$ 36,639
Payables	-31%	\$ 36,712	-\$ 11,488

% Compares current ytd actuals to prior year actuals at the same time

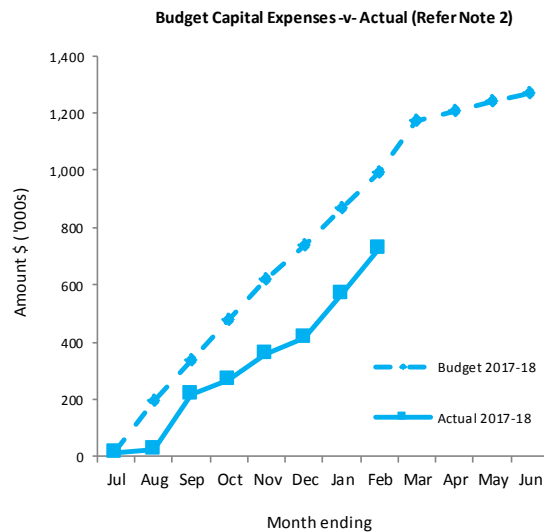
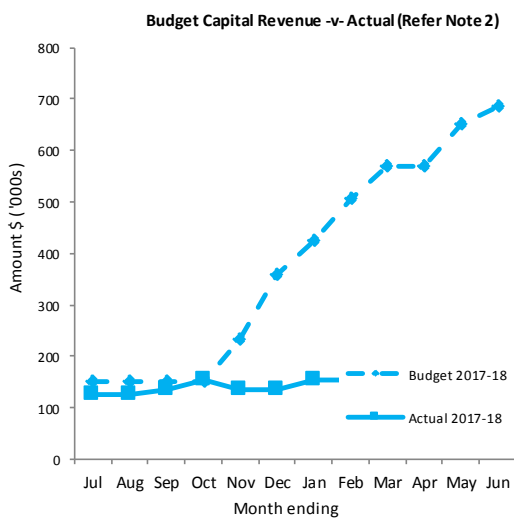
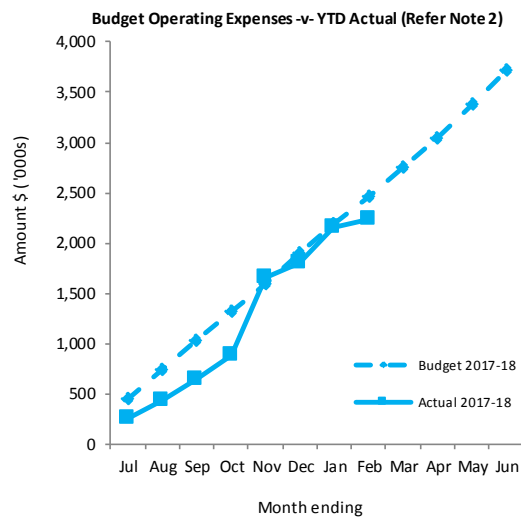
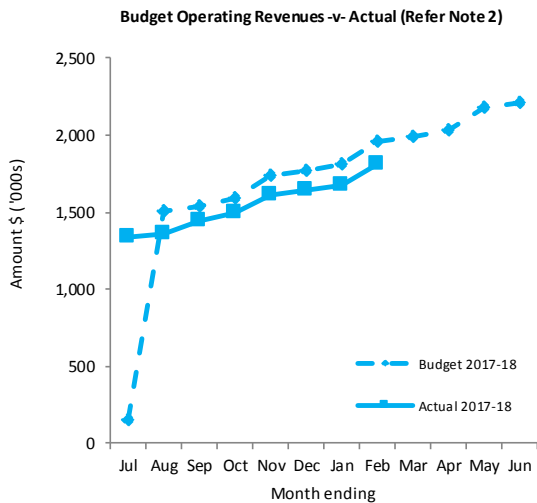
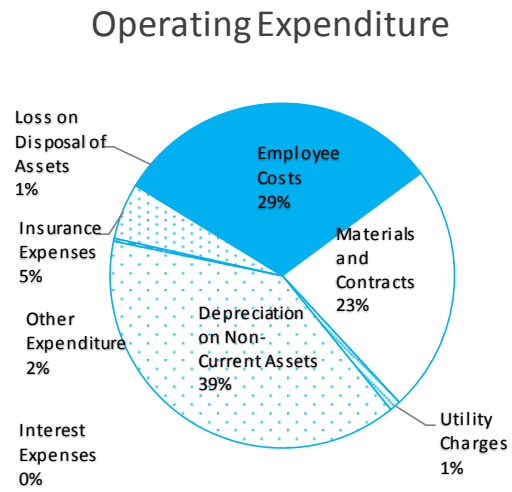
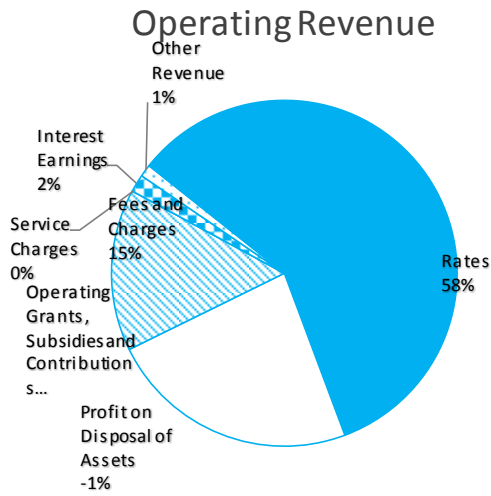
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of

Preparation

Prepared by: Richard Pares, DCEO

Reviewed by: Gary Sherry, CEO

Shire of Cuballing
Information Summary
For the Period Ended 28 February 2018



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus(Deficit)	3	\$ 916,109	\$ 916,109	907,906	\$ (8,203)	(1%)	
Revenue from operating activities							
Governance		1,845	1,762	(11,670)	(13,432)	(762%)	▼
General Purpose Funding	9	1,397,106	1,313,683	1,303,641	(10,043)	(1%)	
Law, Order and Public Safety		35,000	28,125	27,348	(777)	(3%)	
Health		1,200	600	812	212	35%	
Education and Welfare		0	0	1,164	1,164		
Housing		4,680	3,120	3,060	(60)	(2%)	
Community Amenities		59,100	59,025	61,891	2,866	5%	
Recreation and Culture		8,795	8,795	7,451	(1,345)	(15%)	
Transport		282,561	236,228	178,395	(57,833)	(24%)	▼
Economic Services		47,500	28,833	27,739	(1,095)	(4%)	
Other Property and Services		309,757	198,596	214,936	16,340	8%	
		2,147,545	1,878,768	1,814,766			
Expenditure from operating activities							
Governance		(134,068)	(89,046)	(93,524)	(4,478)	(5%)	
General Purpose Funding		(70,759)	(41,273)	(33,712)	7,561	18%	▲
Law, Order and Public Safety		(128,909)	(94,368)	(82,117)	12,251	13%	▲
Health		(48,935)	(32,831)	(23,609)	9,223	28%	▲
Education and Welfare		(53,073)	(8,882)	(10,330)	(1,448)	(16%)	
Housing		(55,115)	(36,743)	(33,385)	3,358	9%	
Community Amenities		(316,955)	(209,095)	(191,494)	17,602	8%	
Recreation and Culture		(278,481)	(182,233)	(179,227)	3,007	2%	
Transport		(2,219,575)	(1,479,384)	(1,384,087)	95,297	6%	
Economic Services		(167,639)	(111,797)	(92,174)	19,623	18%	▲
Other Property and Services		(251,711)	(174,710)	(106,237)	68,472	39%	▲
		(3,725,220)	(2,460,363)	(2,229,895)			
Operating activities excluded from budget							
Add back Depreciation		1,429,950	953,300	875,678	(77,622)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	8	(11,863)	(11,863)	25,652	37,515	(316%)	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(159,587)	359,843	486,201			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	686,271	507,327	152,644	(354,683)	(70%)	▼
Proceeds from Disposal of Assets	8	32,000	0	35,000	35,000		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(241,131)	(49,893)	(57,039)	(7,146)	(14%)	▼
Infrastructure Assets	13	(864,211)	(367,224)	(509,058)	(141,834)	(39%)	▼
Plant and Equipment	13	(170,000)	(170,000)	(160,000)	10,000	6%	
Furniture and Equipment	13	0	0	0	0		
Amount attributable to investing activities		(557,071)	(79,790)	(538,453)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	152,210	152,210	0	(152,210)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(71,146)	(41,282)	(41,282)	0	0%	
Transfer to Reserves	7	(280,515)	(14,235)	(14,235)	0	0%	
Amount attributable to financing activities		(199,451)	96,693	(55,517)			
Closing Funding Surplus(Deficit)	3	0	1,292,854	800,137			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 28 February 2018

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	916,109	916,109	907,906	(8,203)	(1%)	
Revenue from operating activities							
Rates	9	1,070,995	1,070,994	1,073,302	2,308	0%	
Operating Grants, Subsidies and Contributions	11	611,525	483,711	434,333	(49,378)	(10%)	▼
Fees and Charges		394,161	284,063	280,852	(3,210)	(1%)	
Service Charges		0	0	0	0		
Interest Earnings		31,000	21,000	30,646	9,646	46%	▲
Other Revenue		28,000	19,000	21,284	2,284	12%	
Profit on Disposal of Assets	8	11,863	11,863	(12,970)			
		2,147,544	1,890,631	1,827,449			
Expenditure from operating activities							
Employee Costs		(902,102)	(592,358)	(638,645)	(46,287)	(8%)	
Materials and Contracts		(1,150,360)	(741,464)	(521,602)	219,862	30%	▲
Utility Charges		(40,508)	(27,072)	(23,339)	3,733	14%	▲
Depreciation on Non-Current Assets		(1,429,950)	(953,300)	(875,678)	77,622	8%	
Interest Expenses		(8,968)	(5,740)	(6,214)	(475)	(8%)	
Insurance Expenses		(118,762)	(111,284)	(118,384)	(7,100)	(6%)	
Other Expenditure		(74,570)	(41,008)	(46,032)	(5,025)	(12%)	▼
Loss on Disposal of Assets	8	0	0	(12,683)			
		(3,725,219)	(2,472,225)	(2,242,578)			
Operating activities excluded from budget							
Add back Depreciation		1,429,950	953,300	875,678	(77,622)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	8	(11,863)	(11,863)	25,652	37,515	(316%)	
Amount attributable to operating activities		(159,588)	359,843	486,201			
Investing activities							
Grants, Subsidies and Contributions	11	686,271	507,327	152,644	(354,683)	(70%)	▼
Proceeds from Disposal of Assets	8	32,000	0	35,000	35,000		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(241,131)	(49,893)	(57,039)	(7,146)	(14%)	▼
Infrastructure Assets	13	(864,211)	(367,224)	(509,058)	(141,834)	(39%)	▼
Plant and Equipment	13	(170,000)	(170,000)	(160,000)	10,000	6%	
Furniture and Equipment	13	0	0	0	0		
Amount attributable to investing activities		(557,071)	(79,790)	(538,453)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	152,210	152,210	0	(152,210)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(71,146)	(41,282)	(41,282)	0	0%	
Transfer to Reserves	7	(280,515)	(14,235)	(14,235)	0	0%	
Amount attributable to financing activities		(199,451)	96,693	(55,517)			
Closing Funding Surplus (Deficit)	3	(0)	1,292,854	800,137	(492,718)	(38%)	▼

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

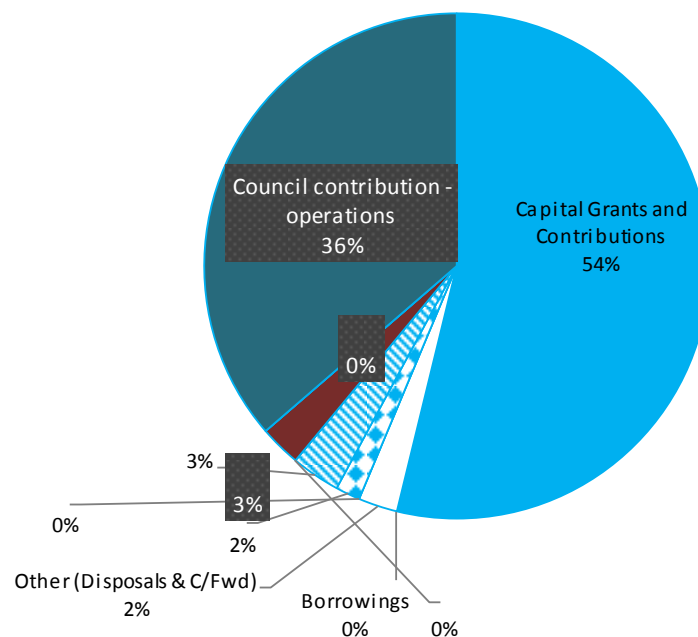
SHIRE OF CUBALLING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 28 February 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	0	49,893	241,131	57,039	7,146
Infrastructure Assets	13	0	0	367,224	864,211	509,058	141,834
Plant and Equipment	13	0	0	170,000	170,000	160,000	(10,000)
Capital Expenditure Totals		0	0	587,117	1,275,342	726,097	138,980

Capital acquisitions funded by:

Capital Grants and Contributions				130,816	686,271	152,644	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				0	32,000	35,000	
Council contribution - Cash Backed Reserves				0	93,695	0	
Plant and Equipment Reserve				0	0	0	
Administration Building and Office Equipment Reserve				0	19,985	0	
Housing Reserve				0	40,000	0	
Recreation and Community Facility Reserve				0	0	0	
Refuse Site Reserve				0	33,710	0	
Grain Freight Reserve				0	0	0	
Equestrian Reserve				0	0	0	
Council contribution - operations				456,300	463,376	538,453	
Capital Funding Total				587,117	1,275,342	726,097	

Budgeted Capital Acquisitions Funding

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 1: Significant Accounting Policies**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads formation	not depreciated
pavement	50 years
Footpaths - slab	20 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for

(p) Nature or Type Classifications**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies,

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax,

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

City/Town/Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH**Objective:**

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING**Objective:**

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other

TRANSPORT**Objective:**

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES**Objective:**

To help promote the shire and its economic wellbeing.

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

OTHER PROPERTY AND SERVICES**Objective:**

To monitor and control City/Town/Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2017/18 year is \$5,000 or 10% whichever is the greater.

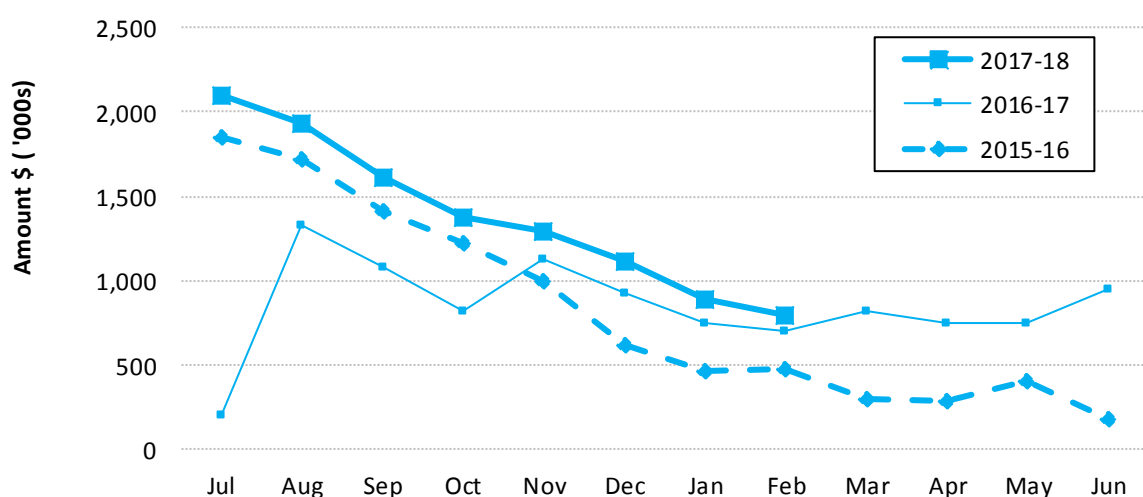
Reporting Program	Var. \$	Var. %	Variance	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding	(10,043)	(1%)			No material variance. Profit on asset disposal runs through this account, there is a current impact from a DFES Trade that will be moved (\$18,000). Permanent difference due to an incorrectly paid account that was reimbursed for \$2,659.80 and Regional Resource Sharing funds not budgeted for of \$2,962.59.
Governance	(13,432)	(762%)	▼	Timing	Advance on ESL Grant for Quarter 1 was paid in June (\$6,8
Law, Order and Public Safety	(777)	(3%)		Timing	Additional septic tank licences received.
Health	212	35%			No material variance.
Housing	(60)	(2%)			No material variance.
Community Amenities	2,866	5%			Recreation complex income slightly under budget.
Recreation and Culture	(1,345)	(15%)			Permanent difference due to changes in Main Roads Direct Grant from budgetd \$99,902 to \$57,535 (variance of \$42,367). Permanent difference as FAGS Road Grant allocation will be less than budgeted in financial year.
Transport	(57,833)	(24%)	▼		No material variance.
Economic Services	(1,095)	(4%)		Permanent	Private Works income slightly over Budget for Building. Workers compensation claims over budget, net off by expense.
Other Property and Services	16,340	8%		Timing	
Operating Expense					
General Purpose Funding	7,561	18%	▲	Timing	Timing Difference as valuation costs yet to be incurred Computer upgrades budgeted and not yet completed - holding off on all assoc. payments until works completed - still not finalised. Council Election cost permanently under budget.
Governance	(4,478)	(5%)	▲	Timing	Vehicle maintenance and insurance costs under budget.
Law, Order and Public Safety	12,251	13%	▲	Timing	No fire costs
Health	9,223	28%	▲		EHO Salary under budget.
Education & Welfare	(1,448)	(16%)			Service maint Costs behind budget
Housing	3,358	9%		Timing	Maintenance work at CEO & DCEO house under budget. Depreciation close to under budget.
Community Amenities	17,602	8%		Timing	Tip Maintenance costs slightly under budget. Household Hygiene costs overbudget (\$4,159). Cemetary maint over budget by \$1,805.
Recreation and Culture	3,007	2%		Timing	Hall Maintenance slightly over budget, Parks Maintenance and Recreation Oval maintenance slightly over budget.
Transport	95,297	6%		Timing	Road Maintenance is over budget , due to delays in Capital Works program. Road depreciation is slightly higher than budgeted. Note some offset in materials & Contracts
Economic Services	19,623	18%	▲	Timing	Building expenses less than budgeted. Tourism expenses slightly less than budgeted as Event signs have not yet gone ahead. Community Functions slightly over budget due to un budgeted events that were grant funded. Standpipe expenses - water utility cost under budget, with expenses expected in coming months. Private Works expenditure (Works and Building) slightly under budget, plant costs under budget with further expenditure expected as vehicle licences are corrected in the coming months.
Other Property and Services	68,472	39%	▲	Timing	
Capital Revenues					
Grants, Subsidies and Contributions	(354,683)	(70%)	▼	Timing	Roads to Recovery expected to receive funds, this has been delayed - Please see Note 11.
Proceeds from Disposal of Assets	35,000		▲		No material variance.
Capital Expenses					
Land and Buildings	(7,146)	(14%)	▼	Timing	Cuballing Transfer Station Fence is completed. Waste Oil Facility has been delayed, possibly for this financial year.
Infrastructure - Roads	(141,834)	(39%)	▼		Capital works program has been delayed by the road clearing permits. Work is expected to be completed in coming months. Please see Note 13.
Plant and Equipment	10,000	6%		Permanent	Saving in total cost of Roller replacement.
Furniture and Equipment	0				No material variance
Financing					
Loan Principal	0	0%			No material variance

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	27 Feb 2017	28 Feb 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	814,001	590,311	629,249
Cash Restricted	11	0	0	0
Cash Reserves	4	1,292,509	1,324,605	1,306,735
Receivables - Rates	6	65,448	95,068	103,889
Receivables - Other	6	57,907	41,633	36,639
Interest / ATO Receivable/Trust		0	0	11,611
Inventories		7,262	3,619	7,262
		2,237,126	2,055,236	2,095,385
Less: Current Liabilities				
Payables and Provisions		(36,712)	(29,721)	11,488
		(36,712)	(29,721)	11,488
Less: Cash Reserves	7	(1,292,509)	(1,324,605)	(1,306,735)
Net Current Funding Position		907,906	700,910	800,138

Note 3 - Liquidity Over the Year**Comments - Net Current Funding Position**

FAGS Allocation in 16/17 is paid in quarterly installments, in 15/16 there was an advance.
 FAGS Allocation in 16/17 there was a 50% Advance of 17/18 payments in June 2017

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	71,222			71,222	CBA	0.00%	At Call
Investment Account	557,328			557,328	CBA	1.25%	At Call
Trust Bank Account			22,629	22,629	CBA	0.00%	At Call
Cash On Hand	700			700	N/A	Nil	On Hand
Reserves Account		2,904		2,904	CBA	0.00%	At Call
(b) Term Deposits							
Reserves Term Deposit 1		433,791		433,791	CBA	2.08%	05-Mar-18
Reserves Term Deposit 2		435,017		435,017	CBA	1.18%	03-Apr-18
Reserves Term Deposit 3		435,024		435,024	CBA	1.18%	03-Apr-18
Total	629,249	1,306,735	22,629	1,958,614			

Comments/Notes - Investments

Reserve Funds are on a rolling maturity schedule to maximise interest, linked to a Reserve transaction account.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 5: Budget Amendments

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						0
	Permanent Changes						0
							0
	Changes Due to Timing						0
							0
				0	0	0	

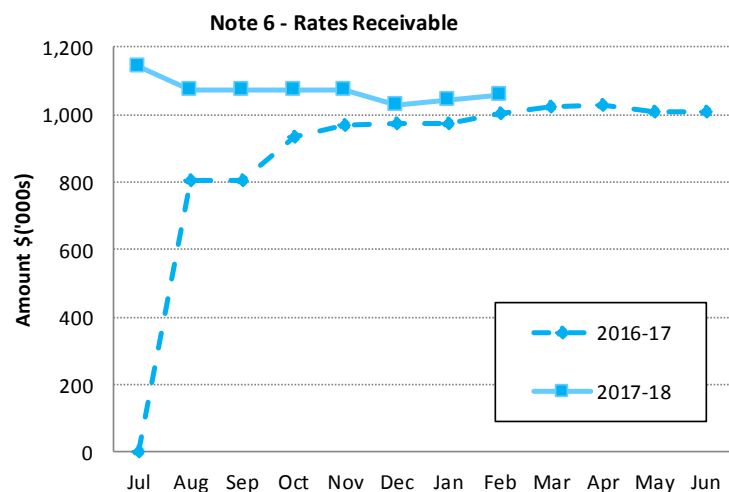
SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2018

Note 6: Receivables

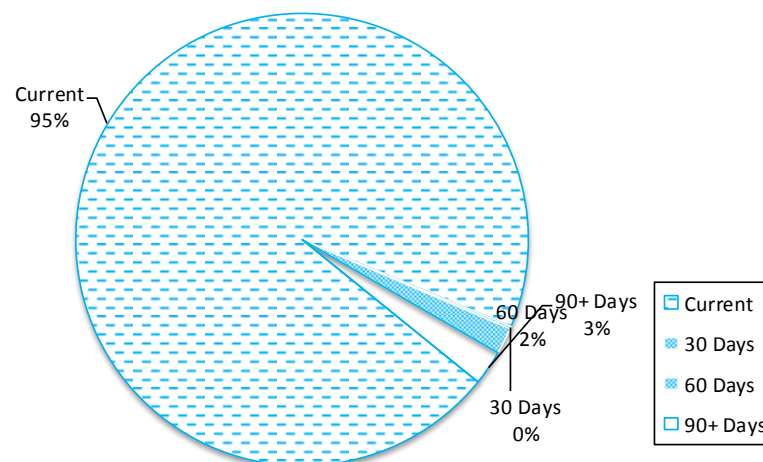
Receivables - Rates Receivable	28 Feb 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	70,590	47,139
Levied this year	1,073,302	1,031,115
Less Collections to date	(1,046,021)	(1,007,664)
Equals Current Outstanding	97,871	70,590
Net Rates Collectable	97,871	70,590
% Collected	91.44%	93.45%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	34,967	68	690	913	36,639
Balance per Trial Balance					
Sundry Debtors					36,639
Receivables - Other					11,611
Total Receivables General Outstanding					48,250

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)



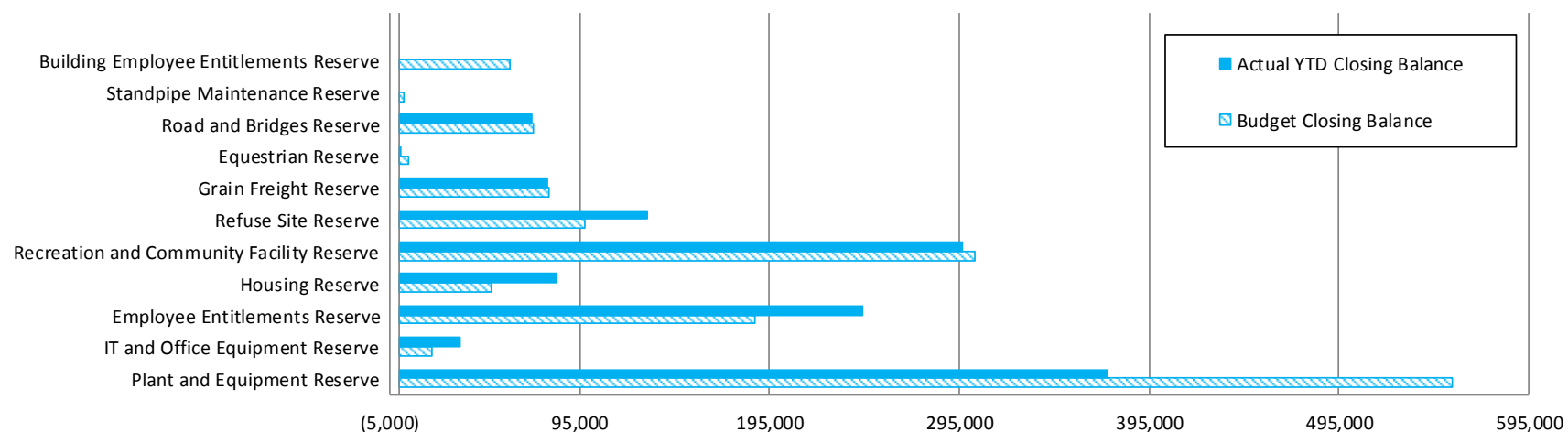
Comments/Notes - Receivables Rates

Rates Issue Date - 4 August 2016
 Discount Period Ends - 25 August 2016
 Rates Due - 8 September 2016

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	368,717	5,719	4,061	180,000	0	0	0	554,436	372,778
IT and Office Equipment Reserve	31,339	486	345	5,000	0	(19,985)	0	16,840	31,685
Employee Entitlements Reserve	241,665	3,750	2,662	0	0	(58,515)	0	186,900	244,326
Housing Reserve	81,720	1,267	900	5,000	0	(40,000)	0	47,987	82,620
Recreation and Community Facility Reserve	293,306	4,548	3,230	5,000	0	0	0	302,854	296,537
Refuse Site Reserve	129,255	1,952	1,424	0	0	(33,710)	0	97,497	130,678
Grain Freight Reserve	77,219	1,196	850	0	0	0	0	78,415	78,070
Equestrian Reserve	26	8	0	5,000	0	0	0	5,034	26
Road and Bridges Reserve	69,261	1,074	763	0	0	0	0	70,335	70,024
Standpipe Maintenance Reserve	0	0	0	2,000	0	0	0	2,000	0
Building Employee Entitlements Reserve	0	0	0	58,515	0	0	0	58,515	0
	1,292,509	20,000	14,235	260,515	0	(152,210)	0	1,420,814	1,306,744

Note 7 - Year To Date Reserve Balance to End of Year Estimate

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
10,054	CN151 Multipac Mutli Tyre Roller	47,254	35,000		(12,254)	20,137	32,000	11,863	
11007	1CFP607 Isuzu Fire Truck	0	0						
11001	1DPW118 Toyota Landcruiser Fire	0	0						
		47,254	35,000	0	(12,254)	20,137	32,000	11,863	0

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	7.0866	166	2,138,942	151,578	0	0	151,578	151,578	0	0	151,578
UV	0.7142	186	103,070,000	736,126	992	0	737,118	736,126	0	0	736,126
Sub-Totals		352	105,208,942	887,704	992	0	888,696	887,704	0	0	887,704
Minimum Payment	\$										
GRV	690.00	161	805,991	111,090	0	0	111,090	111,090	0	0	111,090
UV	900.00	158	14,017,700	142,200	0	0	142,200	142,200	0	0	142,200
Sub-Totals		319	14,823,691	253,290	0	0	253,290	253,290	0	0	253,290
		671	120,032,633	1,140,994	992	0	1,141,986	1,140,994	0	0	1,140,994
Discount							(69,001)				(70,000)
Write Off							(108)				0
Amount from General Rates							1,072,877				1,070,994
Ex-Gratia Rates							425				0
Specified Area Rates							0				0
Totals							1,073,302				1,070,994

Comments - Rating Information

All land except exempt land in the Shire of Cuballing is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2017/18 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	Loan Date	Years	Principal at 1/07/2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
					\$	\$	\$	\$	\$	\$
Transport										
Loan 62 - Loader	11/08/2008	10	34,109		16,772	34,109	17,337	0	999	1,434
Loan 63 - Graders	7/02/2014	8	187,681		24,510	37,037	163,171	150,644	5,204	7,534
			221,790	0	41,282	71,146	180,508	150,644	6,203	8,968

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening	Budget		YTD	Annual	Post	Expected	YTD Actual	
			Balance	Operating	Capital	Budget	Budget	Variations			
			(a)				(d)	(e)	(d)+(e)		
				\$	\$	\$				\$	
General Purpose Funding											
	Grants Commission - General	WALGGC	Operating	0	292,191	0	219,143	292,191		292,191	195,027
	Grants Commission - Roads	WALGGC	Operating	0	174,657	0	318,789	174,657		174,657	110,744
Law, Order and Public Safety											
	DFES Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	20,625	0	24,625	20,625		20,625	23,388
Recreation and Culture											
	Grants - Kidsport	Dept. of Communities	Operating	0	0	0	0	0		0	0
	DREC Weather Shelter	R4R, Lotterywest, Contributions	Non-operating	0	0	26,369	26,369	26,369		26,369	26,369
	Yornaning Dam Upgrades		Non-operating	0	0	34,723	0	34,723		34,723	0
Transport											
	Direct Grant - Main Roads	Main Roads WA	Operating	0	99,902	0	26,369	99,902		99,902	57,535
	Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	243,253	99,902	243,253		243,253	0
	RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	381,926	4,545	381,926		381,926	126,275
Economic Services											
	Youth Day Grant	Dept. of Communities	Operating	0	1,000	0	0	1,000		1,000	1,500
	Volunteer Day Grant	Dept. of Communities	Operating	0	1,000	0	1,000	1,000		1,000	1,000
	Kid's Day Go for 2&5	Healthways	Operating	0	0	0	0	0		0	2,500
	Seniors Day Grant	Dept. of Communities	Operating	0	0	0	0	0		0	1,000
TOTALS				0	589,375	686,271	720,743	1,275,646	0	1,275,646	541,838
SUMMARY											
	Operating	Operating Grants, Subsidies and Contributions		0	588,375	0	588,926	588,375	0	588,375	389,194
	Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0
	Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	686,271	130,816	686,271	0	686,271	152,644
TOTALS				0	588,375	686,271	719,743	1,274,646	0	1,274,646	541,838

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 12: Trust Fund

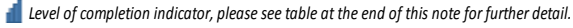
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

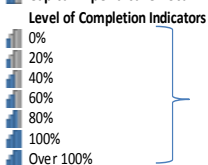
Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 28 Feb 2018
	\$	\$	\$	\$
Bonds - Building	6,889	7,500	0	14,389
Bonds - Hall Hire	1,150	0	0	1,150
Badmington Club	20	0	0	20
Commodine Tennis Club	2,990	0	0	2,990
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yornaning Dam	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	6,362	0	(592)	5,770
Police Licensing	1,573	148,967	(156,021)	(5,481)
Swipe Cards	1,605	0	0	1,605
Reimbursements	320	240	(240)	320
	22,774	156,707	(156,853)	22,628

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: Capital Acquisitions

Completion

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
Land & Buildings								
Recreation And Culture								
0.00	Building Renewal - Cuballing Town Hall	11048	0	0	(10,190)	0	0	C162
0.00	Building Renewal - Cuballing CWA Hall	11048	0	0	(6,090)	0	0	C164
	Cuballing Fire Station - Toilet Block	110517		(236)				
0.00	Building Renewal - Cuballing Memorial Park	11230	0	0	(52,948)	0	0	C176
0.73	Building Renewal - Cuballing Recreation Centre	11230	0	(7,282)	(9,985)	0	(7,282)	C165
0.03	Building Renewal - Yornaning Dam	11230	0	(2,164)	(80,951)	0	(2,164)	C187
1.07	DREC Weather Shelter	11310	(22,744)	0	(22,744)	(21,182)	(1,562)	Final works from 2016/17
	Recreation And Culture Total		(22,744)	0	(32,426)	(181,346)	(21,182)	(11,008)
Community Amenities								
	Cuballing Transfer Station	10742	(28,711)	0	(24,613)	(28,711)	4,098	J601 - Fence
	Cuballing Transfer Station	10742	(31,074)	0	0	(31,074)	31,074	C158 - Waste Oil Facility
	Community Amenities Total		(28,711)	0	(24,613)	(59,785)	(28,711)	4,098
0.24	Land & Buildings Total		(51,455)	0	(57,039)	(241,131)	(49,893)	(6,910)
Other Infrastructure								
Economic Services								
	Standpipe Upgrades	13605	0	0	(8,453)	(7,356)	0	(8,453)
	Economic Services Total		0	0	(8,453)	(7,356)	0	(8,453)
1.15	Other Infrastructure Total		0	0	(8,453)	(7,356)	0	(8,453)
Plant, Equip. & Vehicles								
Transport								
0.94	Multipac Roller	12405	(170,000)	0	(160,000)	(170,000)	(170,000)	10,000 Budget - purchase Aug
	Transport Total		(170,000)	0	(160,000)	(170,000)	(170,000)	10,000
0.94	Plant, Equip. & Vehicles Total		(170,000)	0	(160,000)	(170,000)	(170,000)	10,000
Roads								
Transport								
0.56	RRG - Wandering Narrogin Road 16/17	12115	(60,031)	0	(78,040)	(140,072)	(60,031)	(18,009) J600
0.46	RRG - Wandering Narrogin Road	12115	(139,228)	0	(149,896)	(324,865)	(139,228)	(10,668) R129
0.60	RRG - Stratherne Road	12115	(63,713)	0	(89,794)	(148,664)	(63,713)	(26,081) R001
	RRG - Grain Freight	12115		(15)		0		J149
0.12	R2R - Popanyinning West Road Widening	12120	(72,738)	0	(19,576)	(169,721)	(72,738)	53,162 R002
0.98	R2R - Popanyinning West Road Reseal	12120	0	(17,322)	(39,772)	(40,418)	(17,322)	(22,450) R002C
0.94	R2R - Yornaning West Road Reseal	12120	0	(6,531)	(14,291)	(15,239)	(6,531)	(7,760) R005A
	R2R - Popanyinning East - Cement Stabilising	12120		(52,068)		0		R004A
	R2R - Popantinning East - Gravel Sheeting	12120		(42,656)		0		R004B
0.64	R2R - Cuballing East Road Reseals	12120	0	(2,177)	(3,245)	(5,080)	(2,177)	(1,068) R006
0.88	R2R - Victoria Road Reseal	12120	0	(5,484)	(11,252)	(12,796)	(5,484)	(5,768) R122
	Transport Total		(335,710)	(31,514)	(500,605)	(856,855)	(367,224)	(38,643)
0.58	Roads Total		(335,710)	(31,514)	(500,605)	(856,855)	(367,224)	(38,643)
0.57	Capital Expenditure Total		(557,165)	(31,514)	(726,097)	(1,267,986)	(587,117)	(35,553)



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

9.1.3 Budget Review 2017/2018

Applicant:	N/A
File Ref. No:	ADM102
Disclosure of Interest:	Nil
Date:	10 th March 2018
Author:	Richard Pares, Deputy Chief Executive Officer
Attachments:	9.1.3A Budget Review Report

Summary

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2018 for the period ended 31 January 2018 is presented for council to consider.

Background

The Local Government (Financial Management) Regulations 1996, regulation 33A as amended, requires that Local Governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2018 for the period ended 31 January 2018 is presented for council to consider.

Comment

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 10% and a \$5,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

These projections are estimates done to the best of the abilities of the staff involved consulting with current accounts, forecasted expenditures and current budgets. These estimates do not guarantee that the 2017/2018 projected results will match the end of year result.

Note 4 of the attached report provides an explanation for predicted variances shown in the Budget Review forecasts for this financial year.

The major variances found in the Budget Review:

- Operating Grants & Subsidies are reduced for the period including FAGS grants for General 7 Roads (timing) and reduced grant funding from Main Roads;
- Loss on sale of Plant Item (Roller) – permanent Adjustment.
- Operating Expense being Employee costs are over budget as labour resources have been directed to non-capital works namely roads maintenance. Materials and Contracted works are conversely well down as tasks have been performed using our own labour rather than contracted services.
- Capital Revenues (non-operating grants) are well below budget – as capital projects namely the Regional Road Group have not been receipted as works are prevented from continuing due to non-issuance of permits. Logically the budgeted capital expenses are reduced accordingly to ensure financial sustainability.

		SNAPSHOT			
		ORIG	JAN	Movement	
		BUDGET	REVIEW	DIFFERENCE	
	OP REV	2,147,545	2,061,949	(85,596)	Negative
	OP EXP	(3,725,219)	(3,637,048)	88,170	Positive
	SUB TOTAL	(1,577,674)	(1,575,099)	2,575	Positive
	ADD BACK DEPCN	1,429,950	1,438,008	8,058	Positive
	NET OPERATING	(147,724)	(137,092)	30,148	Positive
	CAPITAL REVENUE	870,480	598,738	(271,742)	Negative
	CAPITAL EXPENSES	(1,627,002)	(1,366,181)	260,821	Positive
	NET CAPITAL	(756,522)	(767,443)	(10,921)	
	NET OP + CAPITAL	(916,109)	(896,882)	19,227	Movement

Based on Budget Review predictions, Council is on track to deliver a positive budget of \$19,227 at the end of the 2017/18 Financial Year.

Strategic Implications - Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

Part 3 Annual budget — s. 6.2

33A Review of budget

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications - Nil

Financial Implications

Based on the end of year position expected from this Budget Review, no amendments to the 2017/2018 Budget have been recommended.

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. to not receive the Budget Review for 2017/2018.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council adopt the Budget Review for the financial year 2017/2018 that was conducted in accordance with Regulation 33A (2) and (3) of the Local Government (Financial Management) Regulation 1996.

Shire of Cuballing

REVIEW OF BUDGET REPORT

For the Period Ended 31st January 2018

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Statement of Financial Activity

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Note 2 Graphical Representation

Note 3 Net Current Funding Position

Note 4 Predicted Variances

Note 5 Budget Amendments

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

Shire of Cuballing
STATEMENT OF BUDGET REVIEW
(Nature or Type)
For the Period Ended 31st January 2018

FM Reg
33A (1)

FM Reg 33A

FM Reg Sch 1

FM Reg 33A(2A)(a)

FM Reg 33A(2A)(c)

Note	Budget v Actual		Predicted			
	Annual Budget \$ (a)	YTD Actual \$ (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End \$ (a)+(c)+(d)	
	\$	\$	\$	\$	\$	
Operating Revenues						
Rate Revenue	4.5.1 1,070,995	1,073,302	(1,835)		1,069,160	▼
Grants, Subsidies and Contributions	4.1.1 611,526	325,033	(65,897)		545,629	▼
Fees and Charges	4.1.2 394,161	254,717	(21,623)		372,538	▼
Service Charges	4.1.3 0	0	0		0	
Interest Earnings	4.1.4 31,000	26,229	10,243		41,243	▲
Other Revenue	4.1.5 28,000	19,406	348		28,348	▲
Profit on Asset Disposal	4.1.6 11,863	5,030	(6,832)		5,030	▼
	2,147,545	1,703,717	(85,596)	0	2,061,949	
Operating Expense						
Employee Costs	4.2.1 (902,102)	(629,141)	(114,479)		(1,016,581)	▲
Materials and Contracts	4.2.2 (1,150,360)	(462,809)	215,655		(934,704)	▼
Utilities Charges	4.2.3 (40,508)	(20,211)	3,090		(37,418)	▼
Depreciation (Non-Current Assets)	4.2.4 (1,429,950)	(875,678)	(8,058)		(1,438,008)	▲
Interest Expenses	4.2.5 (8,968)	(5,603)	(638)		(9,605)	▲
Insurance Expenses	4.2.6 (118,762)	(118,384)	(7,942)		(126,704)	▲
Other Expenditure	4.2.7 (74,570)	(45,305)	13,225		(61,344)	▼
Loss on Asset Disposal	4.2.8 0	(12,683)	(12,683)		(12,683)	▲
	(3,725,219)	(2,169,814)	88,170	0	(3,637,048)	
Funding Balance Adjustment						
Add Back Depreciation	1,429,950	875,678	8,058		1,438,008	▲
Adjust (Profit)/Loss on Asset Disposal	(11,863)	7,652	19,515		7,652	▲
Adjust Provisions and Accruals	0	0	0		0	
Net Operating	(159,587)	417,234	30,148	0	(129,439)	
Capital Revenues						
Grants, Subsidies and Contributions	4.3.1 686,270	152,644	(274,742)		411,528	▼
Proceeds from Disposal of Assets	4.3.2 32,000	35,000	3,000		35,000	▲
Proceeds from New Debentures	0	0	0		0	
Proceeds from Sale of Investments	0	0	0		0	
Proceeds from Advances	0	0	0		0	
Self-Supporting Loan Principal	0	0	0		0	
Transfer from Reserves	9 152,210	0	0		152,210	
	870,480	187,644	(271,742)	0	598,738	
Capital Expenses						
Land Held for Resale	0	0	0		0	
Land and Buildings	4.4.2 (241,130)	(48,539)	81,917		(159,213)	▼
Plant and Equipment	4.4.3 (170,000)	(160,000)	10,000		(160,000)	▼
Furniture and Equipment	4.4.4 0	0	0		0	
Infrastructure Assets	4.4.5 (864,211)	(361,111)	168,905		(695,307)	▼
Purchase of Investments	0	0	0		0	
Repayment of Debentures	10 (71,146)	(38,179)	0		(71,146)	
Advances to Community Groups	0	0	0		0	
Transfer to Reserves	9 (280,515)	(11,361)	0		(280,515)	
	(1,627,002)	(619,190)	260,821	0	(1,366,181)	
Net Capital	(756,522)	(431,546)	(10,921)	0	(767,443)	
Net Operating + Capital	(916,109)	(14,312)	19,227	0	(896,882)	
Opening Funding Surplus(Deficit)	916,109	916,109	0		916,109	
Closing Funding Surplus(Deficit)	0	901,797	19,227	0	19,227	▲

FM Reg
33A(2A)(b)

Shire of Cuballing
STATEMENT OF BUDGET REVIEW
(Statutory Reporting Program)
For the Period Ended 31st January 2018

FM Reg
33A (1)

FM Reg 33A(2A)(a)

FM Reg 33A(2A)(c)

FM Reg 33A

FM Reg Sch 1

Operating Revenues

Note	Budget v Actual		Predicted		
	Revised Annual Budget \$ (a)	YTD Actual \$ (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	
	\$	\$	\$	\$	\$
	1,845	6,330	4,565		6,410
	1,397,107	1,234,114	(22,103)		1,375,004
	35,000	27,058	170		35,170
	1,200	812	(219)		981
	0	1,164	1,164		1,164
	4,680	2,700	(1,980)		2,700
	59,100	60,960	1,860		60,960
	69,887	33,820	(19,982)		49,905
	907,738	262,786	(327,869)		579,869
	47,500	26,132	(10,107)		37,393
	297,894	195,454	5,691		303,585
	2,821,952	1,851,331	(368,810)	0	2,453,142

Operating Expense

	(134,074)	(85,154)	(1,971)		(136,045)
	(70,759)	(30,501)	3,366		(67,393)
	(128,909)	(78,527)	(7,466)		(136,374)
	(48,935)	(21,505)	253		(48,681)
	(53,073)	(6,841)	40,545		(12,528)
	(55,115)	(28,580)	(1,290)		(56,405)
	(316,955)	(172,108)	(6,708)		(323,663)
	(278,481)	(162,227)	(524)		(279,005)
	(2,219,574)	(1,364,889)	(34,282)		(2,253,856)
	(167,639)	(78,774)	17,108		(150,532)
	(239,847)	(135,680)	87,617		(152,230)
	(3,713,360)	(2,164,784)	96,647	0	(3,616,713)

Funding Balance Adjustment

	1,429,950	875,678	8,058		1,438,008
	(11,863)	7,652	19,515		7,652
	0	0	0		0

Net Operating

	526,680	569,878	(244,590)	0	282,089
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Capital Revenues

	32,000	35,000	3,000		35,000
	0	0	0		0
	0	0	0		0
	0	0	0		0
	0	0	0		0
9	152,210	0	0		152,210
	184,210	35,000	3,000	0	187,210

Capital Expenses

	0	0	0		0
	(241,129)	(48,539)	81,916		(159,213)
	(170,000)	(160,000)	10,000		(160,000)
	0	0	0		0
	(864,208)	(361,111)	168,902		(695,307)
	0	0	0		0
10	(71,146)	(38,179)	0		(71,146)
	0	0	0		0
9	(280,515)	(11,361)	0		(280,515)
	(1,626,998)	(619,190)	260,817	0	(1,366,181)

Net Capital

	(1,442,788)	(584,190)	263,817	0	(1,178,971)
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Net Operating + Capital

	(916,109)	(14,312)	19,227	0	(896,882)
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	916,109	916,109	0		916,109
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2	0	901,797	19,227	0	19,227
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FM Reg
33A(2A)(b)

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

1. **SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be raised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Mandatory Requirement to Revalue Non-Current Assets

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations* were amended and the measurement of non-current assets at Fair Value became mandatory.

In 2013, Council commenced the process of adopting Fair Value in accordance with the Regulations.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land Under Control

In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014 and now form part of Land and Buildings to be subject to regular revaluation as detailed above.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

Capitalisation Threshold

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2015.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

(q) Nature or Type Classifications**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity, neighbourhood surveillance services and water. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

(q) Nature or Type Classifications (Continued)**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Details expenses related to Council's eight councillors, who normally meet the third Thursday of each month, make policy decisions, review Council's operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

GENERAL PURPOSE FUNDING

Rates - the amount raised is determined by Council's budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

LAW, ORDER, PUBLIC SAFETY

Supervision of by-laws, fire prevention and animal control.
 Requirements that Council carries out by statute.

HEALTH

To provide an operational framework for environmental and community health.

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

HOUSING

Provides and maintains housing rented to staff and non-staff.

COMMUNITY AMENITIES

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Controls and maintains two rubbish disposal sites.

RECREATION AND CULTURE

Maintenance of halls, the recreation centre, sporting facilities and various reserves.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

ECONOMIC SERVICES

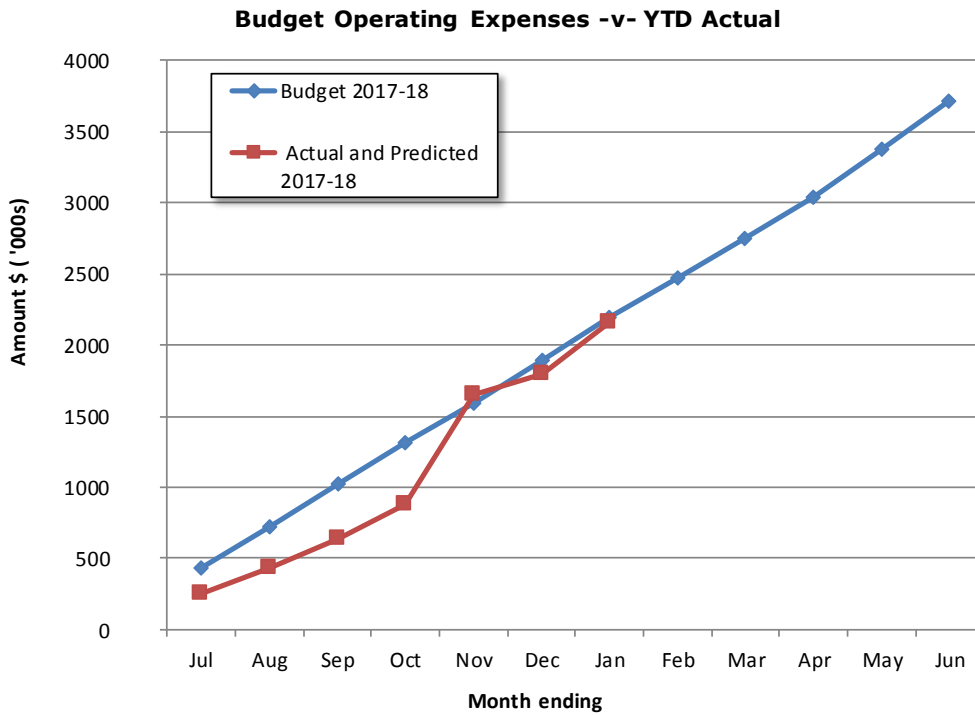
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

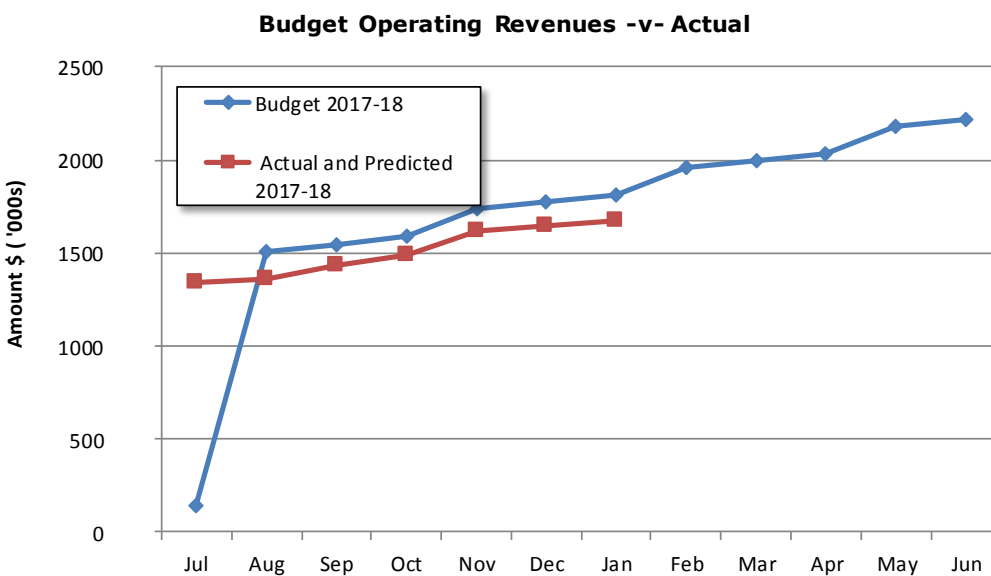
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018**

Note 2 - Graphical Representation - Source Statement of Financial Activity



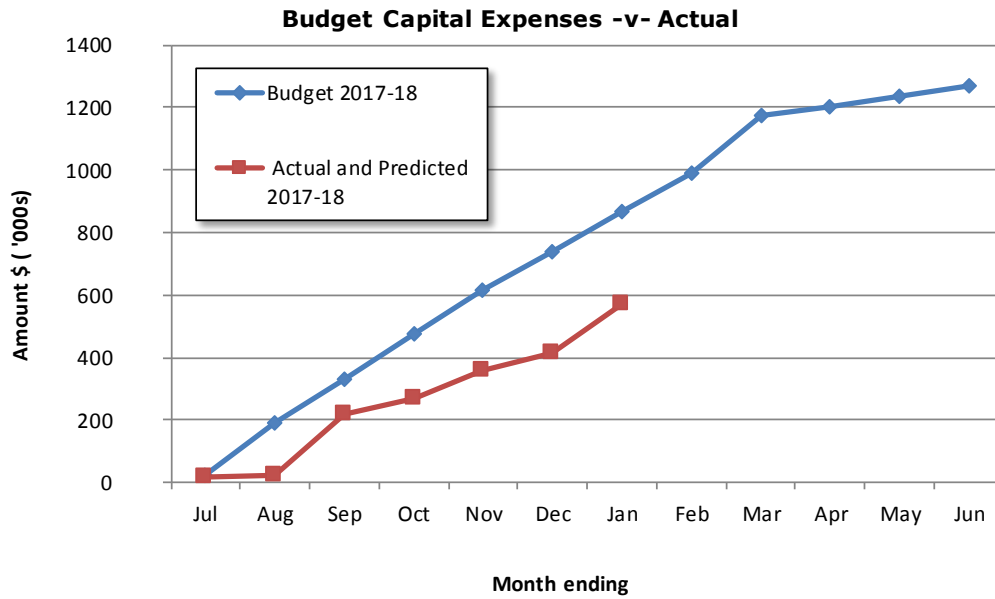
Comments/Notes - Operating Expenses



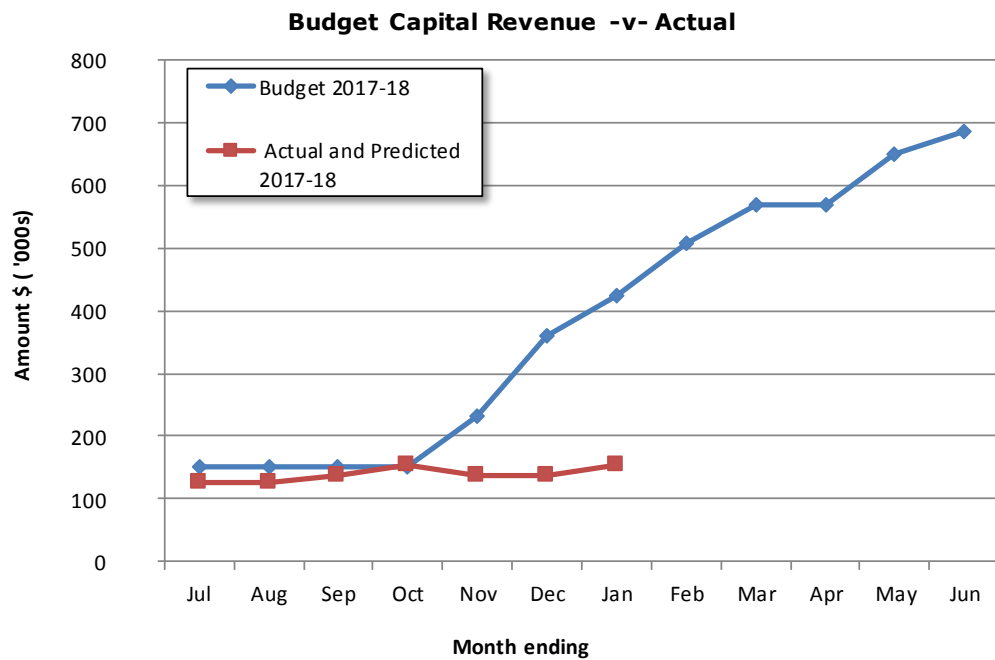
Comments/Notes - Operating Revenues

Shire of Cuballing
 NOTES TO THE BUDGET REVIEW REPORT
 For the Period Ended 31st January 2018

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses



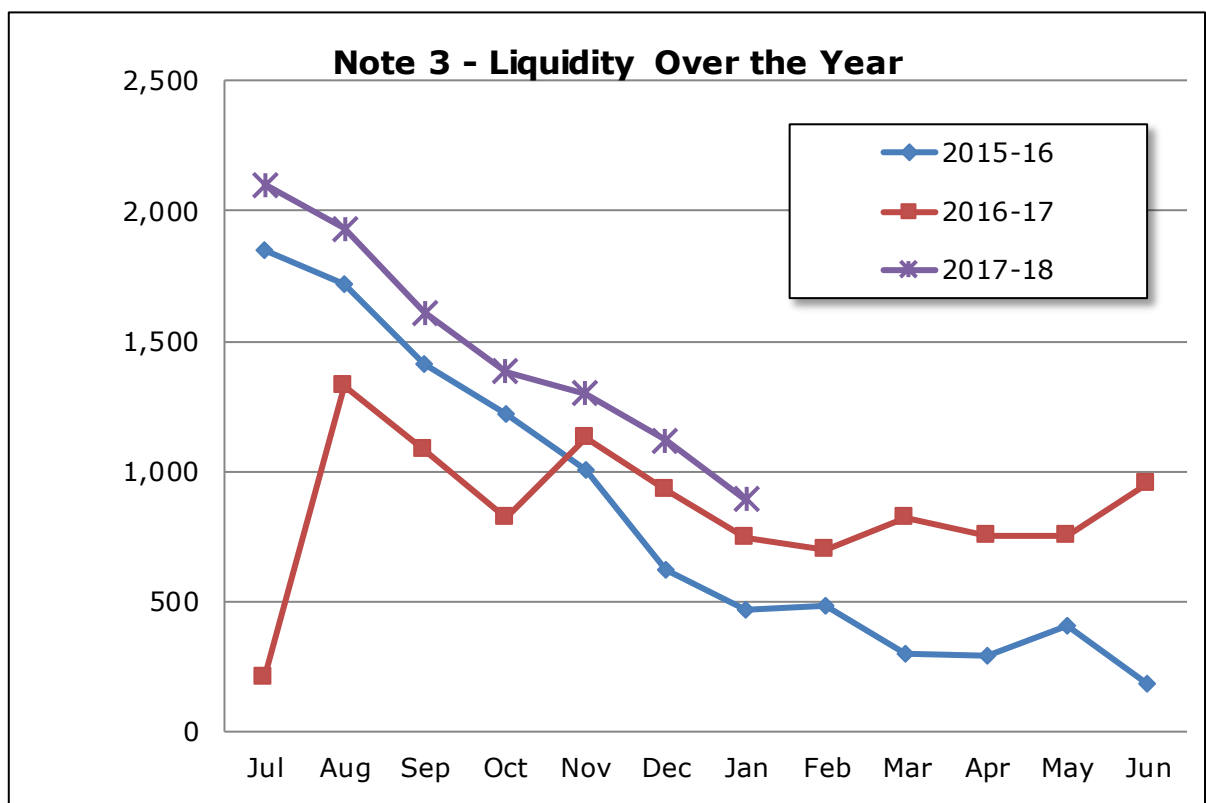
Comments/Notes - Capital Revenues

Shire of Cuballing
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31st January 2018

Note 3: NET CURRENT FUNDING POSITION

FM Reg
33A
(2A)(c)

	Positive=Surplus (Negative=Deficit)		
	2017-18		
Note	This Period January 2018	Last Period December 2017	Same Period Last Year January 2017
	\$	\$	\$
Current Assets			
Cash Unrestricted	899,135	932,237	590,009
Cash Restricted	1,303,870	1,303,870	1,321,917
Receivables - Rates and Rubbish	118,720	134,700	101,430
Receivables -Other	26,351	24,496	50,679
Inventories	7,262	7,262	3,619
	2,355,338	2,402,565	2,067,654
Less: Current Liabilities			
Payables & Provisions	(160,600)	(18,911)	1,750
	(160,600)	(18,911)	1,750
Less: Cash Restricted	(1,303,870)	(1,303,870)	(1,321,917)
Net Current Funding Position	890,868	1,079,784	747,487

**Comments/Notes - Net Current Funding Position**

FAGS Allocation in 17/18 is paid in quarterly installments, in 16/17 there was an advance.
 FAGS Advance also paid in June 2017 for 2017-18 financial year

Shire of Cuballing
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
For the Period Ended 31st January 2018

Note 4: PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
4.1 OPERATING REVENUE (EXCLUDING RATES)		
4.1.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS		
General Purpose Funding Grants (FAGS) from the WA Local Government Grants Commission being the General Grant variance of \$32,155 & Roads \$26,998 respectively, due to amounts paid in advance (funds paid in June 17). Workers Compensation rebates higher than budgeted - as is the assoc costs.	(65,897)	
4.1.2 FEES AND CHARGES		
Building Certificate Fees are expected to bring in less than budgeted revenue. Private Works income is lower than budgeted, though the majority of Private Works income is normally completed at the end of the financial year.	(21,623)	
4.1.3 SERVICE CHARGES		
	0	
4.1.4 INTEREST EARNINGS		
Muni Investment interest is slightly higher than budgeted by \$2,716 YTD. Penalty interest is also higher than budgeted by \$5,908 having the major variance impact.	10,243	
4.1.5 OTHER REVENUE		
Diesel Fuel Rebate is higher than Budget by \$2,461. Rates Administration Fees are up by \$740.	348	
4.1.6 PROFIT ON ASSET DISPOSAL		
Asset sold for less than expected.	(6,832)	
Predicted Variances Carried Forward	(83,761)	0

Predicted Variances Brought Forward		(83,761)	0
4.2 OPERATING EXPENSES			
4.2.1 EMPLOYEE COSTS			
Salaries are up due to increased use of internal resources undertaking tip maintenance, rec centre & oval maintenance with the majority of funding committed toward roads maintenance projects (as opposed to capital type expenditure) . Naturally, the salary associated on-costs such as allowances have also risen. Furthermore, there is a clear reduction in corresponding service contracts costs (see next row) as expected given the internal machinations. Workers compensation costs have escalated (as has the coverage rebate accordingly)		(114,479)	
4.2.2 MATERIAL AND CONTRACTS			
Integrated Planning costs (\$2,260), Office Maintenance (\$4,744) and contracts for Household Refuse(\$5,640) are all over budget. However, materials and contracts are down- inline with the hold on a number of projects having a large determinant on the variance. Works are being internally rather than contracted out - largely all facets of maintenance - with a high labour content.		215,655	
4.2.3 UTILITY CHARGES			
Utility charges for both Admin and Parks & reserves are slightly lower.		3,090	
4.2.4 DEPRECIATION (NON CURRENT ASSETS)			
		(8,058)	
4.2.5 INTEREST EXPENSES			
No Material Variance		(638)	
4.2.6 INSURANCE EXPENSES			
Plant Insurance was effectively over by the variance amount - the policy has an automatic additions and deletions policy and an adjustment is made if needed at the end of the financial year.		(7,942)	
4.2.7 OTHER EXPENDITURE			
Members Training and Conferences is under budget \$470 and the lack of an election saved the Council a total of \$2,880. Other smaller operating costs cut where-ever possible.		13,225	
4.2.8 LOSS ON ASSET DISPOSAL			
Shire budgeted on a profit circa 11k on sale sold for less than expected.		(12,683)	
Predicted Variances Carried Forward		4,410	0

Predicted Variances Brought Forward	4,410	0
4.3 CAPITAL REVENUE		
4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS		
Biggest single factor is the Regional Roads Grant budgeted to be \$381,928. To date we have received \$136,275 leaving a balance of \$255, 651 which we believe we will not be in a position to receive - given the restrictions to work related to tree clearing permits.	(274,742)	
4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS		
Change over price of Plant Roller was less than budgeted.	3,000	
4.3.3 PROCEEDS FROM NEW DEBENTURES		
No Material Variance	0	
4.3.4 PROCEEDS FROM SALE OF INVESTMENT		
No Material Variance	0	
4.3.5 PROCEEDS FROM ADVANCES		
No Material Variance	0	
4.3.6 SELF-SUPPORTING LOAN PRINCIPAL		
No Material Variance	0	
4.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)		
No Material Variance	0	
Predicted Variances Carried Forward	(267,332)	0

		Predicted Variances Brought Forward	(267,332)	0
4.4 CAPITAL EXPENSES				
4.4.1 LAND HELD FOR RESALE				
No Material Variance				
4.4.2 LAND AND BUILDINGS				
The Cuballing Memorial Hall budget allocation of \$52,947 remains unspent and is on hold so far for this financial year. Job C158 Cuballing Transfer Station remains on hold in the interim with a budgeted allocation of \$31,074 remaining unspent. Popanyinning Transfer Station subject to investigation of further grant funding opportunities however \$5,000 allowed to be spent in this financial period.			81,917	
4.4.3 PLANT AND EQUIPMENT				
Council approved purchase of a Roller in line with the Asset Management Plan.			10,000	
4.4.4 FURNITURE AND EQUIPMENT				
No Material Variance				
4.4.5 INFRASTRUCTURE ASSETS - ROADS				
Please refer to Cap Ex Tab. Job R129 Wandering Narrogin Road 1 \$175,009 balance not budgeted to be spent due to permit restrictions.			168,905	
4.4.6 REPAYMENT OF DEBENTURES				
No Material Variance				
4.4.9 ADVANCES TO COMMUNITY GROUPS				
No Material Variance				
		Predicted Variances Carried Forward	(6,511)	0

Predicted Variances Brought Forward		(6,511)	0
4.5 OTHER ITEMS			
4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)			
No Material Variance		0	
4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)			
No Material Variance		0	
4.5.1 RATE REVENUE			
Discount amount was less than budgeted, resulting in a permanent different to the amount of Rates received (\$998). Total Rates raised was higher than budgeted (\$1,417).		(1,835)	
4.5.2 OPENING FUNDING SURPLUS(DEFICIT)			
No Material Variance		0	
4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)			
Please see 4.1.1 and 4.2.6 above for explanation of the change in net Profit (Loss)			
Total Predicted Variances as per Annual Budget Review		(8,346)	0

Shire of Cuballing
 NOTES TO THE BUDGET REVIEW REPORT
 For the Period Ended 31st January 2018

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change -(Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus(Deficit)	\$	\$	\$	\$ 0
Amended Budget Cash Position as per Council Resolution				0	0	0	0

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 2017 Compliance Audit Return

Applicant:	N/A
File Ref. No:	ADM 35
Disclosure of Interest:	Nil
Date:	28 th February 2017
Author:	Gary Sherry
Attachments:	9.2.1A draft 2017 Compliance Audit Return

Summary

Council is to consider the draft Compliance Audit Return for the period 1st January 2017 to 31st December 2017 and a recommendation for action by the Shire of Cuballing Audit Committee.

Background

The Compliance Audit Return (CAR) is a Department of Local Government, Sport and Cultural Industries (DLGSCI) prepared check list of some of the statutory requirements for Local Governments were required to comply with in the twelve months to 31st December 2017.

While the structure of the 2017 CAR is generally similar to that of previous years, the DLGC has kept the reduced number of areas of compliance covered in recent CAR's to those considered high risk. The CAR contains substantially fewer questions, reducing the size of the CAR from the previous 27 pages in 2010 to 11 pages for 2017.

Regulation 14 of the Local Government (Audit) Regulations requires that a local government's Audit Committee reviews the CAR and reports the results of that review to the Council prior to adoption by Council and submission to the DLGC.

The Statutory Compliance Audit Return is to be:

1. presented to the Audit Committee for consideration at a meeting of the Audit Committee; by Council;
2. recommended for Adoption by Council at an Audit Committee Meeting;
3. presented to the Council at a meeting of Council;
4. adopted by the Council; and
5. the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to Council, a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit is to be submitted to the Executive Director, Department of Local Government, by 31st March 2018.

Comment

Council's Audit Committee is to consider the CAR 2017 prior to the March 2017 Ordinary Council Meeting. The draft Compliance Audit Return 2017 is included at Attachment 9.2.1A.

The Audit Committee is anticipated to make a recommendation to Council for formal adoption.

The 2017 Compliance Audit Return included the following matters of non-compliance:

Integrated Planning and Reporting				
No	Reference	Question	Response	Comments
1	s5.56 Admin Reg 19DA (6)	as the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	No	The Shire of Cuballing is in the process of preparing a Corporate Business Plan that is expected to be reviewed by Council in 2018
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond	No	The Shire of Cuballing is in the process of preparing a Corporate Business Plan that is expected to be reviewed by Council in 2018

Strategic Implications – Nil at this time

Statutory Environment

Local Government Act 1995

7.13. Regulations as to audits

(1) Regulations may make provision —

- (aa) as to the functions of the CEO and the audit committee in relation to audits carried out under this Part and reports made on those audits;
- (ab) as to the functions of audit committees, including the selection and recommendation of an auditor;
- (ac) as to the procedure to be followed in selecting an auditor;
- (ad) as to the contents of the annual report to be prepared by an audit committee;
- (ae) as to monitoring action taken in respect of any matters raised in a report by an auditor;
 - (a) with respect to matters to be included in agreements between local governments and auditors;
 - (b) for notifications and reports to be given in relation to agreements between local governments and auditors, including any variations to, or termination of such agreements;
 - (ba) as to the copies of agreements between local governments and auditors being provided to the Department;
 - (c) as to the manner in which an application may be made to the Minister for approval as an auditor;
 - (d) in relation to approved auditors, for —
 - (i) reviews of, and reports on, the quality of audits conducted;
 - (ii) the withdrawal by the Minister of approval as an auditor;
 - (iii) applications to the State Administrative Tribunal for the review of decisions to withdraw approval;
 - (e) for the exercise or performance by auditors of their powers and duties under this Part;
 - (f) as to the matters to be addressed by auditors in their reports;
 - (g) requiring auditors to provide the Minister with such information as to audits carried out by them under this Part as is prescribed;

- (h) prescribing the circumstances in which an auditor is to be considered to have a conflict of interest and requiring auditors to disclose in their reports such information as to a possible conflict of interest as is prescribed;
 - (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —
 - (i) of a financial nature or not; or
 - (ii) under this Act or another written law.
- (2) Regulations may also make any provision about audit committees that may be made under section 5.25 in relation to committees.

Local Government (Audit) Regulations

13. Prescribed statutory requirements for which compliance audit needed (Act s. 7.13(1)(i))

For the purposes of section 7.13(1)(i) the statutory requirements set forth in the Table to this regulation are prescribed.

Table

Local Government Act 1995		
s. 3.57	s. 3.58(3) and (4)	s. 3.59(2), (4) and (5)
s. 5.16	s. 5.17	s. 5.18
s. 5.36(4)	s. 5.37(2) and (3)	s. 5.42
s. 5.43	s. 5.44(2)	s. 5.45(1)(b)
s. 5.46	s. 5.67	s. 5.68(2)
s. 5.70	s. 5.73	s. 5.75
s. 5.76	s. 5.77	s. 5.88
s. 5.103	s. 5.120	s. 5.121
s. 7.1A	s. 7.1B	s. 7.3
s. 7.6(3)	s. 7.9(1)	s. 7.12A
Local Government (Administration) Regulations 1996		
r. 18A	r. 18C	r. 18E
r. 18F	r. 18G	r. 19
r. 22	r. 23	r. 28
r. 34B	r. 34C	
Local Government (Audit) Regulations 1996		
r. 7	r. 10	
Local Government (Elections) Regulations 1997		
r. 30G		
Local Government (Functions and General) Regulations 1996		
r. 7	r. 9	r. 10
r. 11A	r. 11	r. 12
r. 14(1), (3) and (5)	r. 15	r. 16
r. 17	r. 18(1) and (4)	r. 19
r. 21	r. 22	r. 23
r. 24	r. 24E	r. 24F
Local Government (Rules of Conduct) Regulations 2007		
r. 11		

14. Compliance audits by local governments
- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
 - (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
 - (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
 - (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
 - (a) presented to the council at a meeting of the council; and
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.

Policy Implications – Nil

Financial Implications – Nil

Economic Implications – Nil

Social Implications – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

The Council can resolve:

1. the Audit Committee's Recommendation; or
2. defer and seek additional information.

Voting Requirements – Simple Majority

AUDIT COMMITTEE'S RECOMMENDATION:

That Council:

- 1. adopts the completed Local Government Compliance Audit Return for the period 1st January 2017 to 31st December 2017 and the President and Chief Executive Officer be authorised to sign the joint certification and return to the Director General of the Department of Local Government and Communities as required; and**
- 2. notes the non-compliance matter and requests that the Chief Executive Officer ensure the area of non-compliance is addressed.**



Cuballing - Compliance Audit Return 2017

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2017.	N/A		Gary Sherry
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2017.	N/A		Gary Sherry
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2017.	N/A		Gary Sherry
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2017.	N/A		Gary Sherry
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Gary Sherry
Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A	The Shire of Cuballing did not delegate authority to a committee	Gary Sherry
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Gary Sherry
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Gary Sherry
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Gary Sherry

5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	N/A		Gary Sherry
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Gary Sherry
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Gary Sherry
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Gary Sherry
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Gary Sherry
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Gary Sherry
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Gary Sherry
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2016/2017 financial year.	Yes	Delegations were reviewed 15th June 2017	Gary Sherry
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes	I am not aware of any occasions persons exercising a delegated power or duty under the Act did not keep a written record	Gary Sherry
Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Gary Sherry
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Gary Sherry
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Gary Sherry

4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A	In 2017 no elected member was newly elected.	Gary Sherry
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Gary Sherry
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Gary Sherry
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Gary Sherry
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Gary Sherry
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Gary Sherry
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Gary Sherry
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Gary Sherry
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Gary Sherry
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Gary Sherry

14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Gary Sherry
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Gary Sherry
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Gary Sherry
Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Gary Sherry
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Gary Sherry
Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Gary Sherry
Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Richard Pares
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A	No delegation	Richard Pares

3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Richard Pares
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Richard Pares
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Richard Pares
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Richard Pares
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Richard Pares
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Richard Pares
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Richard Pares
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Richard Pares
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Richard Pares
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Richard Pares

13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Richard Pares
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Richard Pares
Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	No	The Shire of Cuballing is in the process of preparing a Corporate Business Plan that is expected to be reviewed by Council in 2018	Gary Sherry
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No	The Shire of Cuballing is in the process of preparing a Corporate Business Plan that is expected to be reviewed by Council in 2018	Gary Sherry
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Thursday 21st September 2017	Gary Sherry
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	N/A	Council adopted a completely revised plan, not modifications to an existing plan.	Gary Sherry
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	19th October 2017	Gary Sherry

6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	19th October 2017	Gary Sherry
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	19th October 2017	Gary Sherry
Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Gary Sherry
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	Yes		Gary Sherry
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Gary Sherry
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Gary Sherry
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes	21st September 2017	Gary Sherry
Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Gary Sherry

2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Gary Sherry
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Gary Sherry
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Gary Sherry
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Gary Sherry
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Gary Sherry

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	N/A	The Shire of Cuballing did not conduct a Tender in 2017	Gary Sherry
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		Gary Sherry
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	N/A		Gary Sherry
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	N/A		Gary Sherry

5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Gary Sherry
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	N/A		Gary Sherry
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Gary Sherry
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Gary Sherry
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	N/A		Gary Sherry
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	N/A		Gary Sherry
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Gary Sherry
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Gary Sherry
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Gary Sherry
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Gary Sherry
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A	The Shire of Cuballing did not maintain a panel of pre-qualified	Gary Sherry

				suppliers in 2017	
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Gary Sherry
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Gary Sherry
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Gary Sherry
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Gary Sherry
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Gary Sherry
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Gary Sherry
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Gary Sherry

23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Gary Sherry
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Gary Sherry
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Gary Sherry

I certify this Compliance Audit return has been adopted by Council at its meeting on	15 th March 2018
Signed Mayor / President, Cuballing	Signed CEO, Cuballing

9.2.2 Write-off of Debtor – WA Statewide Removals

Applicant: N/A
File Ref. No: ADM018
Disclosure of Interest: Nil
Date: 1st March 2018
Author: Gary Sherry
Attachments: Nil

Summary

Council is to consider writing off the remainder of a debtor that has been incorrectly charged.

Background

In August 2017, after heavy rain and damage by trucks, a section of Pennys Road in West Popanyinning became impassable. Council staff closed the road, erected “road closed” signs and advised neighbours that the road was impassable. The damage was so significant that the road was closed for nearly a month, before drier weather allowed repairs to be completed.

On the morning of Saturday 5th August Council staff were alerted by neighbours that a truck was bogged in the closed road section of Pennys Road. Council staff then:

1. Arrived at the Shire Depot at 7am and drove to the site in a utility;
2. Returned to the Depot to collect the required towing equipment to remove the truck;
3. Drove to Pennys Road where the grader and other Shire equipment was parked for the weekend;
4. Drove the grader to the bogged truck, attached the towing equipment to the truck and pulled it from the bog. Shire staff did not receive any assistance in this task. The road around the bogged truck was very wet and muddy;
5. Returned the grader to the other Shire equipment and drove back to the Shire depot. Shire staff left to the depot at 11am.

There is no suggestion that Shire staff or Shire procedures resulted in the truck becoming bogged. In fact Shire staff observed tyre trucks on the damp gravel road where the truck had driven around the road closed sign on Pennys Road, prior to becoming bogged.

Comment

In August 2017 Shire administration invoiced WA Statewide Removals for 4 hours of grader hire. Invoice 4045 was calculated in the following manner:

Service	Hours	Rate \$	Total GST Inclusive
Grader Hire	4	165	660
Operator Over Time – 1.5 Time	2	15	30
Operator Over Time – 2 Time	2	30	60
TOTAL			750

WA Statewide Removals have subsequently challenged invoice 4045 as being excessive in that the grader hire required was significantly less than four hours.

The original invoice 4045 does include more grader hire charges than were actually used. A more accurate reflection of the cost that needs to be recovered by Council is included below:

Service	Hours	Rate \$	Total GST Inclusive
Grader Hire	1	165	165
Utility Expenses			30
Labour	3	30	90
Operator Over Time – 1.5 Time	2	15	30
Operator Over Time – 2 Time	2	30	60
TOTAL			375

It should be noted that Council does not have an adopted a charge for labour/staff time and use of the utility that was used as part of delivering this service. Shire staff intend to include charges on Council's private works charges for use of a Utility and staff labour as part of the 2018/19 Council budget process.

Shire staff advised WA Statewide Removals that if they paid Council \$375, staff would seek Council approval to write off of the remaining \$375. WA Statewide Removals paid Council \$375 on 24th January 2018. Shire staff overlooked presenting this item tot the February 2018 Ordinary Council Meeting.

Strategic Implications – Nil

Statutory Environment

Council's Delegation Register provides limited delegated authority for the Chief Executive Officer

F1: Outstanding Debtors

The Chief Executive Officer is delegated the authority to write off uncollectable, economically uncollectable or erroneously created debts, in the following manner:

1. Where a Sundry Debtor invoice has:
 - a. a value of less than two hundred and fifty dollars;
 - b. has been outstanding for at least 90 days; and
 - c. in the Chief Executive Officer's opinion, will not be economically practical to pursue payment of the account through the court system;
the Chief Executive Officer may approve that the invoice be written off.
2. Where a Sundry Debtor invoice, less than two hundred and fifty dollars in value, has been raised in error, the Chief Executive Officer may approve that the invoice be written off.
3. Where Rates Debtor accounts have a balance less than ten dollars and, in the Chief Executive Officer's opinion, it will not be economically practical to pursue payment of the account through the court system, the Chief Executive Officer may approve that the amount be written off.
4. Where a Rates debtor amount, less than ten dollars, was raised in error, the Chief Executive Officer may approve that the amount be written off.

Policy Implications – Nil

Financial Implications

The Officer's Recommendation suggests writing of private works income of \$375.

Economic Implication – Nil
Environmental Considerations – Nil

Consultation

WA Statewide Removals.

Options

The Council can resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation; or
3. to not write off any charge.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That, because the original invoice included excessive grader hire, Council write off the remaining \$375 unpaid on Invoice 4045.

9.2.3 Draft Camping on Council Property Policy

Applicant:	N/A
File Ref. No:	ADM118
Disclosure of Interest:	Nil
Date:	26 th May 2017
Author:	Gary Sherry
Attachments:	9.2.3A draft Camping on Council Property Policy

Summary

Council is to consider a draft policy regarding camping on Council Reserves.

Background

Council has recently adopted the Shire of Cuballing Local Government Property Local Law.

This local law seeks to regulate the care, control and management of all property of the local government except thoroughfares. The effect of this local law is to allow Council to control the use of local government property and allow some activities only under a permit or restrict or prohibit other activities. Under the local law offences are created for inappropriate behaviour in or on local government property

The Shire of Cuballing Local Government Property Local Law allows for:

- Council to make determinations in respect of local government property. The local law sets out a process to make a determination that sets enforceable rules regarding the use of local government property;
- a determination may allow activities on certain areas of local government property that could include flying or use a motorised model aircraft or practicing golf or archery. A determination may also prohibit such activities on certain areas of local government property.
- requiring conducting certain activities requiring a permit. Such activities requiring a permit include hiring local government property, planting plants or seeds on local government property, parachute, hang glide, abseil or base jump from or onto local government property or depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property. The local law also sets out the conditions of duration, renewal and transfer of a permit;
- prohibits certain behaviours on local government property such interfering with others, vandalism, taking or injuring fauna or remaining on local government property when intoxicated;
- lists the infringements for offences under the local law. Most infringements are \$125 with the failure to observe a notice given being \$250.

The Shire of Cuballing Local Government Property Local Law prevents camping on local government property without a permit to do so. Camping on local government property, including Yornaning Dam and on reserves leased by Council in the centre of Cuballing and Popanyinning have been topical in recent times.

This report to Council seeks to

1. Consider a draft policy in relation to camping on Shire of Cuballing property. This policy will, after adoption, set Council's attitude to camping and give direction to staff to enforce the Council policy; and

2. Conduct a public consultation period to allow public comment on the draft policy prior to Council finalisation.

Comment

A draft Camping on Council Property policy is included at Attachment 9.2.3A.

The draft Camping on Council Property policy includes two types of permitted camping. These types are:

1. Camping without a permit in town centre locations for a strictly limited time; and
2. Camping with prior receipt of a permit in various locations throughout the Shire.

Camping on Council Property without a Permit

The draft Camping on Council Property policy identifies two town centre locations in Cuballing and Popanyinning where overnight camping in camping trailers/caravans is permitted without need for a permit. These locations are aimed at travellers moving through the Shire to stay one night before continuing their travels the next day. These sites also provide a public service to provide free locations to travellers who need to

The intention of allowing this type of camping is that travellers with self contained will choose to stay in the Shire of Cuballing rather than another Shire and use at least some service provided by local businesses before moving on the next day. These travellers are generally not expected to be in the Shire of Cuballing for a period greater than one night or require the facilities normally provided by a caravan park to camp for one night.

Being centrally located, these proposed sites are very easy for Council to monitor to ensure compliance.

Other Shires that provide this type of free camping include the Shire of Kulin, Shire of Westonia, Shire of Boddington and Shire of Murray.

Camping on Council Property with a Permit

The draft Camping on Council Property policy identifies 8 locations in Cuballing and Popanyinning where camping is permitted. The policy also includes the Yornaning Dam. These locations are aimed at travellers coming to the Shire of Cuballing for an experience or event as their prime purpose for camping. Most of these locations have existing, additional facilities such as toilets, rubbish bins, BBQ's that could assist in managing the impact of campers.

The Dryandra Regional Equestrian Centre is not included in the policy because as this site is leased to the local equestrian clubs it is not considered local government property under the local law.

The intention of allowing this type of camping is that visitors to the Shire of Cuballing can stay at the event they are attending or at the location they are visiting. These travellers are generally expected to use the facilities and services in the Shire of Cuballing. Examples of such camping could include:

- golfers attending a golf event at the Cuballing Golf Club;
- people camping at the Cuballing Recreation Ground as part of attending a one day event such as the Cuballing Music Festival or a multi day event such as an equestrian event at the Dryandra Regional Equestrian Centre;
- people camping at the Popanyinning Recreation Ground after attending the Popanyinning Bonfire event;
- guests camping in a caravan in the Cuballing Hall car park after a wedding;

- people camping at the Popanyinning Hall in a camper van after the Popanyinning Old Time Dance; or
- members of a naturalist group camping at the Yornaning dam.

The draft Camping on Council Property policy does not exclude camping at any location by a community group or caravan club by arrangement.

Because the draft Camping on Council Property policy requires prior booking of all camping, it will be possible for Council to impose conditions of use on all campers. Such conditions would manage the impact or risks associated with camping. The draft Camping on Council Property policy suggests that this type of camping would be conditional upon:

1. Obtaining a permit prior to establishing a campsite;
2. Camping can only be permitted for up to six consecutive nights. Council may consider applications for extended periods on an individual basis, with prior notice of at least a month;
3. Camping is only permitted in a swag, tent, camping trailer, caravan or motor home, manufactured for the purpose of camping;
4. Camp fires may be permitted with specific approval. Applications should indicate the request for approval of a camp fire with the permit application. Shire staff may seek the opinion of Shire of Cuballing Bush Fire Brigade volunteers in considering a request for a camp fire;
5. Payment of the Council fee for camping on Shire of Cuballing property.

The policy also envisages other, more location specific, conditions being imposed by staff. The policy doesn't look to restrict these conditions.

Yornaning Dam

While the draft Camping on Council Property policy will provide regulated camping at Council properties that the wider community will overwhelmingly support, the most contentious of the locations is the Yornaning Dam. The Lazeaway Caravan Park proprietors have strongly raised their objection with camping at this site in the past.

Yornaning Dam is a small scale tourist attraction and currently attracts considerable unregulated and unauthorised camping. The introduction of this local law, combined with new signage at the site, staff are now in a position to act on camping without a permit.

The draft Camping on Council Property policy does not impose any restriction on camping at Yornaning Dam other than that a permit is required. The Shire often gets requests from caravan clubs and other similar community groups from Perth seeking to camp at the site. Council may wish to add some restriction, such as limiting permits to camp at Yornaning Dam to only local residents.

The Officer's Recommendation advises seeking public comment on the proposed draft Camping on Council Property policy for 7 weeks until the close of business on Friday 4th May 2018. Given that the number and detail of submissions received may impact on the review, it is anticipated that Council will consider adoption of the draft Camping on Council Property policy at the May 2018 Ordinary Council Meeting.

Strategic Implications

Shire of Cuballing – Community Strategic Plan 2017

ENVIRONMENT - Our Environment, Resource Management and Services

Goals

- Valuing our unique environment and ensuring the natural resources within the Shire are recognised as an important asset and managed in a sustainable manner.
- Recognising the environmental and recreational value of Council reserves and managing them in a way that will preserve them for future generations to enjoy.
- Aiming for the equitable and sustainable development of land within the Shire of Cuballing that provides a genuinely desirable lifestyle.

	Strategy	Outcome
2.3	Provide equitable access for all users to our environment while balancing the protection of natural assets.	A range of parks, reserves and trails which the broadest community can access.

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.2	Ensure essential services and infrastructure are aligned to community needs now and in the future.	Services and infrastructure which meets the needs of the broadest community and responds to changing priorities.
3.4	Create and strengthen partnerships to advocate for and deliver community facilities, and services and major infrastructure.	The community has access to a range of education, health, cultural, recreational and transport opportunities to maximise their potential.
3.7	Advocate and plan for local economic development in a sustainable manner.	A growing community supported by improved job opportunities and diversity in our industries, businesses and housing.

Statutory Environment

Shire of Cuballing Local Government Property Local Law 2018

Definitions

1.2 In this local law unless the context otherwise requires -

local government property means anything except a thoroughfare –

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

Permit required to camp outside a facility

3.13 (1) In this clause –

facility has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.

- (2) This clause does not apply to a facility operated by the local government.
- (3) A person shall not without a permit -
 - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
 - (b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.
- (4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

SCHEDULE 1 - PRESCRIBED OFFENCES

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
3.13(3)	Failure to obtain permit to camp outside a facility	125

Policy Implications

Any policy adopted by the Shire of Cuballing will be included in the Shire's Policy Manual and reviewed on a bi-annual basis.

Financial Implications

Under the draft Policy Council would set a fee for obtaining a permit to camp.

Council already has expenses in maintaining public areas included in the draft Camping Policy. No additional increase in maintenance is expected and only a minor, insignificant increase from Camping Permits is anticipated.

Economic Implication

Tourism is a minor industry in the Shire of Cuballing. Increasing tourism, particularly to the townsites of Cuballing and Popanyinning will assist customer service businesses within these towns.

Social Implication – Nil

Environmental Considerations

The environmental impact of camping on Shire of Cuballing property is similar to the impact of public use of these properties.

Consultation

Public consultation is included in the Officer's Recommendation, prior to Council adoption of the policy. Shire staff will:

- publicly advertise the Council’s proposed draft Camping on Council Property policy in The Cuby News, noticeboards within the Shire of Cuballing and on the Shire of Cuballing’s Facebook page and website;
- advise individual local residents by mail who are generally interested in camping and/or Shire of Cuballing properties included in the draft Camping on Council Property policy.

Options

Council may resolve:

1. the Officer’s Recommendation;
2. an amended Officer’s Recommendation with amended policy
3. to not accept the Officer’s Recommendation and request staff make amendments to the draft policy prior to further consideration.

Voting Requirements – Simple Majority

OFFICER’S RECOMMENDATION:

That Council:

1. **Accept the draft Camping on Council Property policy, included at Attachment 9.2.3A, for the purposes public consultation;**
2. **Seek public comment on the proposed draft Camping on Council Property policy until close of business on Friday 4th May 2018;**
3. **Publicly advertise the Council’s proposed draft Camping on Council Property policy in The Cuby News, noticeboards within the Shire of Cuballing and on the Shire of Cuballing’s Facebook page and website; and**
4. **Advise individual local residents by mail who are generally interested in camping and/or Shire of Cuballing properties included in the draft Camping on Council Property policy.**

7.9 Camping on Council Property

Policy Statement:

Camping on Council Property Without a Permit

Council will allow camping without a permit in the following areas:

1. An area of the railway reserve in the Popanyinning townsite bounded by the public toilets, water standpipe, residence at 145 Francis Street and Railway line.
2. The car park area of the railway reserve in the Cuballing townsite bounded by the old machinery display shed, railway, recreational vehicle sewerage disposal point and water pipeline.

Camping in these areas, without a permit is conditional upon:

1. Camping is only permitted in the defined area;
2. Camping is only permitted for a one consecutive night;
3. Camping is only permitted between the hours of 4pm and 9am;
4. Camping is only permitted self-contained, camping trailer, caravan or motor home, manufactured for the purpose of camping. Self-contained means having adequate toilet facilities built into the camping trailer, caravan or motor home.
5. No camp fires of any type are permitted at any time.

Council will not charge a fee for this Camping on Council Property Without a Permit.

Camping on Council Property With a Permit

Council will allow camping with a permit in the following areas:

1. Yornaning Dam Reserve
2. Cuballing Recreation Ground;
3. Popanyinning Recreation Ground;
4. Popanyinning School Site;
5. Cuballing Hall;
6. Popanyinning Hall;
7. Cuballing Golf Club;
8. Cuballing Rifle Club;

Council may consider applications for camping on other Shire of Cuballing property on an individual basis, with prior notice of at least a month

Camping in these areas, with a permit, is conditional upon:

1. Obtaining a permit prior to establishing a campsite;
2. Camping can only be permitted for up to six consecutive nights. Council may consider applications for extended periods on an individual basis, with prior notice of at least a month;
3. Camping is only permitted in a swag, tent, camping trailer, caravan or motor home, manufactured for the purpose of camping;
4. Camp fires may be permitted with specific approval. Applications should indicate the request for approval of a camp fire with the permit application. Shire staff may seek the opinion of Shire of Cuballing Bush Fire Brigade volunteers in considering a request for a camp fire;
5. Payment of the Council fee for camping on Shire of Cuballing property.
6. Mobile power generators external to the vehicle should only be used up to two hours to top-up internal batteries and not operating before 7am or after 9pm.
7. Externally strung washing lines are not permitted.

8. If dogs accompany campers the Dog Act 1976 and the Shire of Cuballing Dog Local Law applies.

Council staff are encouraged to include additional conditions on each permit to camp on Shire property that addresses factors unique to each location such as:

- Rubbish disposal or waste management;
- Parking or driving on areas of the property;
- Times when noise should be minimised;
- Use of the Shire buildings or facilities on the property.

Council will charge a fee for Camping on Council Property With a Permit. Council will consider an appropriate fee annually as part of adopting Fees and Charges in the Shire Cuballing Annual Budget process.

Resolution No:

Resolution Date:

9.2.4 Community Assisted Transport Service - 2018

Applicant:	N/A
File Ref. No:	ADM236
Disclosure of Interest:	Nil
Date:	15 th February 2018
Author:	Gary Sherry
Attachments:	9.2.4A Minutes of CATS Meeting – 13 th February 2018

Summary

Council is to consider delegates to the Community Assisted Transport Service (CATS) Stakeholder Reference Group conducted by the Shire of Narrogin.

Background

The Narrogin CATS offers a valuable transport service to people without private transport and who require specialist medical treatment in Bunbury, Busselton, Mandurah and Perth. The service is managed by the Town of Narrogin and has operated successfully since late 2007.

CATS relies wholly on volunteers as drivers and the vehicle is in use on an average of three days a week with sometimes two or three patients being transported to various hospitals and facilities.

Patients transported by CATS, can access WA Country Health Service's Patient Assisted Travel Scheme (PATS) to contribute towards vehicle operating costs including fuel or privately pay \$75. \$15 of this payment can be claimed back from the volunteer drivers for lunch and refreshment expenses.

Apart from PATS there is no government support on offer for this highly valued community service.

The Shire of Narrogin have set up a CATS stakeholders group to advise on the strategic direction of CATS. The board is made up of representatives from the Shire of Narrogin, Shire of Wagin and community groups who provide a significant contribution including the Narrogin Lions Club, the Narrogin RevHeads group, the Narrogin and District Senior Citizens and a representative of the volunteer drivers.

Comment

It appears that since inviting Council to attend, meetings of the CATS Stakeholder Group have not been regular and the Shire of Cuballing was not included as contacts. Reflecting this Council representatives were not included in appointments to various committees made after the October 2017 Council elections.

The Shire of Narrogin have now provided CATS Stakeholder Group minutes for the meeting held on Tuesday 13 February 2018. These minutes are included at Attachment 9.2.1A.

The purpose of this report is to confirm appointment of delegates to the CATS Stakeholder Group. The Shire of Narrogin will be advised of these delegates and they will be invited to future meetings of the Group.

Strategic Implications - Nil

Statutory Environment - Nil

Policy Implications - Nil

Financial Implications - Nil
Economic Implications - Nil
Social Implications

The CATS provides a valuable service for aged people in our region. This service allows them to stay in our region, when they might have to shift away to be closer to their required medical services.

Environmental Considerations - Nil

Consultation

Shire of Narrogin

Options

The Council can resolve:

1. the Officer's Recommendation selecting delegates;
2. to decline to participate in the Shire to the Town of Narrogin's CATS expenses; or
3. to defer and seek additional information.

Voting Requirements - Simple Majority

OFFICER'S RECOMMENDATION:

That Council select Cr _____ as Council's delegate and Cr _____ as Council's proxy delegate to the Shire of Narrogin's Community Assisted Transport Service Stakeholder Group.



MINUTES

C.A.T.S Stakeholder Reference Group Meeting Tuesday 13 February 2018

1. OFFICIAL OPENING

The meeting was opened at 5:35pm

2. RECORD OF ATTENDANCE AND APOLOGIES

Committee Members

Cr C Bartron – Elected Member Shire of Narrogin
Mr Allan Corner – Narrogin Lions Club
Mr Stuart Meldrum – Narrogin Revheads
Cr Sheryl Chilcott – Shire of Wagin
Mrs Lorraine Larment – Narrogin & District Senior Citizens

Staff

Mr Frank Ludovico – Executive Manager Corporate & Community Services
Ms Lynne Yorke – Manager Community Care Services

Observers

Cr P Schutz – Shire of Narrogin

Apologies

Gary Sherry – Shire of Cuballing
Jim Cumow – Volunteer Drivers' representative

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved: Allan Corner

Seconded: Lorraine Larment

Accept the minutes of the CATS Stakeholder Committee Meeting held 2 March 2016 and the notes of discussion held on 16 September 2016 be confirmed as an accurate record of proceedings

CARRIED 5/0

4. MATTERS FOR DISCUSSION

4.1. Financial Statement 31 December 2017 (copy attached)

The Group discussed the financial statements, and the points arising from the discussion were:

- The current financial year had sufficient funds to enable a vehicle change over.
- Next financial year would require an injection of funds.
- Currently users contribute \$60 for the vehicle use and \$15 for driver meals. Patient Assisted Travel (PATs) reimburses about \$61. There could be an avenue to increase revenue in this area.
- Members were not keen to increase user charges, because it was an important service to that sector of the community, many of whom may not be able to afford an increase in costs.
- It was important to raise the profile of the Service so it could garner additional financial support from the community.
- The Shires of Narrogin and Wagin should approach neighbouring Shires with clients who use the Service (Cuballing, Wickopin, Williams and Brookton) asking them to consider financially supporting the Service. In the future.
- The Lions Club and Narrogin Revheads would discuss organising fund raising events to support the Service.

4.2. Replacement of Community Assisted Transport Service (CATS) Vehicle

The Group discussed the replacement of the current CATS vehicle, and the points arising from the discussion were:

- There were sufficient funds to meet the current change-over.
- The Request for Quotation asked for submissions for an arrangement for minimum cost change-overs over 2-3 years. No submissions were received on that matter.
- Only local suppliers were asked to provide quotes.

5. MATTERS THAT DO NOT REQUIRE A DECISION (FOR INFORMATION PURPOSES ONLY)

5.1. Community Assisted Transport Service (CATS) Stakeholder Reference Group Terms of Reference

The Group discussed Stakeholder Reference Group Terms of Reference, and the points arising from the discussion were:

- Concern was expressed over the \$1,000 qualification for Stakeholder membership as some members of the Group did not make a financial contribution.
- It was explained the note in the Terms of Reference provided historical background and the current membership was designed to receive input from various organisations using the Service.

6. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

6.1. CATS Car Usage

The Group was advised the CATS vehicle was used to take a client to a funeral. It was felt that this was an inappropriate use of the vehicle.

It was explained another Agency had requested our support as their client had no other means of attending the funeral.

There were concerns this may create a precedent.

Moved: Allan Corner

Seconded: Lorraine Larment

That the CATS Stakeholder Reference Group recommend to Council the CATS vehicle should only be used for medical purposes.

CARRIED 4/1

7. NEXT MEETING

The next meeting is scheduled to be held in September/October 2018

8. CLOSURE OF MEETING

The meeting closed at 6:43pm.

9.3 MANAGER OF WORKS AND SERVICES:

9.3.1 2017/18 Plant Replacement Program

Applicant:	N/A
File Ref. No:	ADM096
Disclosure of Interest:	Nil
Date:	1 st March 2018
Author:	Bruce Brennan/Gary Sherry
Attachments:	9.3.1A draft 2017/18 Plant Replacement Program

Summary

Council is to consider adoption of a draft 2018/19 Plant Replacement Program.

Background

The Plant Replacement Program seeks to establish a replacement program to highlight the requirement to continue to optimise plant operations, reduce change over costs, limit down time and plant repair costs in a financially responsible and sustainable manner.

The Plant Replacement Program is a long term guide of Council's intentions, but each year Council will still make budget decisions based on the condition and serviceability of individual plant.

Council adopted the 2017/18 Plant Replacement Program in April 2017.

Comment

The draft 2018/19 Plant Replacement Program is included at Attachment 9.3.2A.

The 2018/19 Plant Replacement Program plans for Council's capital expenditure of \$3,393,000 from 2018/19 to 2028/29.

The 2018/19 Plant Replacement Program requires a \$310,000 annual investment into plant replacements or transfers to plant reserves. This annual investment is a reduction of \$10,000 from 2017/18 because of improved costing data for the replacement of graders.

The 2018/19 Plant Replacement Program has Council utilising the Plant Reserve to make transfers into the Plant Reserve in years when there are fewer or smaller plant purchases and to make transfers from the Plant Reserve for larger plant, without utilising loan funds. In the program the closing balance of the Plant Reserve is as high as \$723,400 and as low as \$42,400 over the 11 year horizon of the program.

The Program includes an estimate of change over cost, inclusive of trade in values. All costs are in current dollars, with no allowance made for inflation, interest or increases in Council's rate income.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications

The Plant Replacement Program will be used in preparing the 2018/19 Council Budget. With adoption of the Plant Replacement Program giving a strategic direction, staff will obtain improved cost estimates prior to budget preparation.

The Plant Replacement Program will be utilised in preparing Council's Long Term Financial Plan from time to time.

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. adopt a slightly amended Draft Plant Replacement Program; or
3. to have staff review the Draft Plant Replacement Program for review by Council at a future meeting of Council.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council adopts the 2017/18 Plant Replacement Program included at Attachment 9.3.1A.

Plant Replacement Reserve 2018/19 to 2028/29

No	Rego	Machine	Comment	Date of Purchase	Year of Trade	Purchase Estimate	Trade/Sale Estimate	Replacement Cost	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
1	CN 026	UD Nissan GW 400	Six Wheel Truck	Mar 11	2022/2023	320,000		320,000					320,000							
2	CN 047	UD Nissan GW 400	Six Wheel Truck	Mar 11	2020/2021		50,000	(50,000)			(50,000)									
3			Prime Mover		2020/2021	300,000		300,000			300,000									
4	CN 272	Isuzu Giga	Prime Mover	Oct 14	2021/2022	250,000		250,000				250,000								
5	CN3455	Side Tipper	Tri axle trailer	Oct 14	2015/2016	100,000		100,000												
6	CN10015	Machinery Float	Trailer	Oct 16	2016/2017	56,000		56,000												
7		Side Tipper	Tri axle trailer		2020/2021	100,000		100,000			100,000									
		Water Tanker	Tri axle trailer		2020/2021	100,000		100,000			100,000									
8	CN 2	Truck	Small Tipper	Jan 08	2018/2019	80,000	15,000	65,000	65,000								65,000			
9	CN 157	Hino	Crew Cab Truck	Nov 14	2021/2022	70,000		70,000				70,000								
10	CN 387	Komatsu Grader	Grader	Mar 14	2024/2025	390,000	30,000	360,000							360,000					
11	CN 397	Komatsu Grader	Grader	Mar 14	2019/2020	390,000	80,000	310,000		310,000										
12	CN 92	CAT 930G	Loader	Sep 08	2027/2028		30,000	(30,000)										(30,000)		
13	CN1906	Komatsu WA320PZ6	Loader	Nov 15	2023/2024	290,000		290,000						290,000						
14	CN 404	Bomag SP Roller	Steel Drum Roller	Jul 04	2022/2023	210,000		210,000					210,000							
15	CN 151	Amman MultiVP2400	Mult Tyre Roller	Aug 17	2017/2018	170,000		170,000											170,000	
16	CN 1552	JD Tractor 4720	Tractor with loader	Jun 07	2025/2026	33,000		33,000									33,000			
17	CN 1806	JD Tractor	Tractor with Broom/PH Digger	Jun 13	2025/2026	47,000		47,000									47,000			
18		Backhoe			2027/2028	170,000		170,000											170,000	
19		Panther Mower	3pt Linkage Flail Mower	Oct 16	2026/2027	21,000		21,000									21,000			
20		22 KVA generator	Emergency Power Generator	Mar 15	2025/2026	12,000		12,000									12,000			
21	CN3468 CN3469	Traffic Lights	Traffic Lights	Aug 15	2026/27	36,000		36,000									36,000			
22	0 CN	Holden Calais	CEO's Vehicle	Jun 17	2017/2018	40,000	17,000	23,000			23,000			23,000			23,000			
23	CN 0	Colorado Utility	MWS Vehicle	Jun 17	2018/2019	43,000	21,000	22,000		22,000		22,000		22,000		22,000		22,000		
24	CN 1	Colorado Utility	Crew Vehicle	Nov 14	2017/2018	43,000	13,000	30,000	30,000			30,000			30,000			30,000		
25	CN 039	Toyota Corolla	DCEO Vehicle	Jun 17	2017/2018	40,000	17,000	23,000			23,000			23,000			23,000			
26	CN 027	Holden Colorado	Building Officer	Aug 16	2019/2020	43,000	22,000	21,000	21,000		21,000		21,000		21,000		21,000		21,000	
27	CN 1557	Mazda Utility	Crew Vehicle	Dec 11	2018/2019	37,000	7,000	30,000	30,000								30,000			
Total Expenditure									146,000	332,000	517,000	372,000	551,000	358,000	411,000	144,000	189,000	192,000	191,000	
Opening Plant Reserve Balance									554,400	718,400	696,400	489,400	427,400	186,400	138,400	37,400	37,400	203,400	158,400	
Plant Reserve Outgoing										-22,000	207,000	-62,000	241,000	-48,000	101,000					
Plant Reserve Incoming									164,000							166,000	121,000	118,000	119,000	
Closing Plant Reserve Balance									718,400	696,400	489,400	427,400	186,400	138,400	37,400	203,400	158,400	321,400	277,400	
Shire Annual Expenditure									310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil.

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

Nil at this time.

12. CONFIDENTIAL MATTERS:

12.1.1 Purchase of Land for Gravel – East Popanyinning

Applicant: N/A
File Ref. No: A972
Disclosure of Interest: Impartiality Interest – Mr Patten is a long time friend of the Author
Date: 7th March 2018
Author: Gary Sherry
12.1.1A Location Map
12.1.1B Map of Location 12324
Attachments: 12.1.1C Map of Gravel Samples
12.1.1D Deposited Plan
12.1.1E Evidence of Subdivision Costs

OFFICER'S RECOMMENDATION:

That Council purchase Lot 32 Shaddicks Road, as shown on Attachment 12.1.1D, from LJ and DJB Patten for up to \$37,095.

12.1.2 Offer of Purchase of 74 Austral Street Cuballing

Applicant: N/A
File Ref. No: ADM278
Disclosure of Interest: Nil
Date: 8th March 2018
Author: Gary Sherry
Attachments: 12.1.2A

OFFICER'S RECOMMENDATION:

That Council:

- 1. offer to purchase all six lots of 74 Austral Street for \$150,000 in 2018/19 financial year;**
- 2. seek to arrange access to the 74 Austral Street site in 2017/18 financial year as part of a transition to purchase the site.**

13. NEXT MEETING

Ordinary Council Meeting, 2.00pm, Thursday 15th March 2018 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14. CLOSURE OF MEETING: