



**MINUTES
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 17th April 2019**

**Council Chambers
Lot 66 Railway Street
Trayning WA 6488**

Commencement: 4:00pm





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The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed



Paul Sheedy
Acting Chief Executive Officer



PREFACE

When the Acting Chief Executive Officer approves these Minutes for distribution they are in essence “Unconfirmed” until the following Council Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee

The “Confirmed” Minutes are then signed off by the Presiding Person.

UNCONFIRMED MINUTES

These minutes were approved for distribution on 24th April 2019.

Paul Sheedy.

Paul Sheedy
ACTING CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 15 May 2019

Signed: *[Signature]*

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



MINUTES

Ordinary Meeting of the Trayning Shire Council,
held in the Council Chambers, Lot 66 Railway Street, Trayning,
On Wednesday 17th April 2019, commencing at 4:00pm.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr MA Brown welcomed all Councillors, Staff and Mr Western before declaring the meeting open at 4:00 pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Geoff Waters (Deputy Shire President)
Cr Freda Tarr
Cr Michelle McHugh
Cr Greg Yates
Cr Marlon Hudson
Cr Jim Wilkins

STAFF:

Mr Paul Sheedy (Acting Chief Executive Officer)
Mrs Jacqui Cook (Manager of Financial Services)
Miss Belinda Taylor (Manager of Corporate Services)

APOLOGIES:

Nil

ON APPROVED LEAVE(S) OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Mr Peter Western

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil



5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST

5.1 Applications Previously Approved

Nil

5.2 Leave of Absence

Nil

5.3 Disclosure of Interest

<i>Councillor / Officer</i>	<i>Item No</i>	<i>Nature of Interest</i>	<i>Extent of Interest</i>
Cr FA Tarr	11.1.1	Financial - Proximity	Part Business owner of Submissions.
Cr ML McHugh	11.1.1	Financial - Proximity	Business owner of RAV Business.
Cr GF Waters	11.1.1	Financial - Proximity	Share holder of Business in Wilson Street. Son put in submission also.
Cr FA Tarr	11.1.3	Impartiality	Son is Chief Bushfire Control Officer.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

Nil

6.2 Deputations

Nil

6.3 Presentations

Nil

7 CONFIRMATION OF MINUTES



7.1 Ordinary Meeting of Council

Officer Recommendation/ Council Decision

Moved: Cr FA Tarr

Seconded: Cr GI Yates

That the minutes of the Ordinary Meeting of Council held on 20th March 2019 be confirmed as a true and correct record of the proceedings.

Resolution: 04-2019.26

Carried: 7/0

7.2 Special Meeting of Council

Officer Recommendation/ Council Decision

Moved: Cr GF Waters

Seconded: Cr MS Hudson

That the minutes of the Special Meeting of Council held on 5th April 2019 be confirmed as a true and correct record of the proceedings.

Resolution: 04-2019.27

Carried: 7/0

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

New Motion

Moved: Cr ML McHugh

Seconded: Cr FA Tarr

That:
Standing Order number 7.4 - Relevance and Standing Order number 7.5 -
Addressing the Meeting be suspended at 4:03 pm for the duration of the meeting
to allow for greater debate on items in the agenda.

Resolution: 04-2019.28

Carried: 7/0



9 REPORTS OF OFFICERS

9.1 REGULATORY SERVICES

9.1.1 Development application - Animal Establishment (Dog Kennels)

Date of Report:	08 April 2019
Proponent:	Christine Western
File Ref:	A1081
Officer:	Peter Toboss - PEHO
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Planning application with supporting letter
Voting Requirements:	Simple Majority

Introduction

Council is requested to consider a Planning Application submitted by Christine Western seeking retrospective approval for an 'Animal Establishment (Dog Kennels)' at Lot 2 Moujakine Road, North Kununoppin.

Background

The applicant is seeking retrospective Council's approval for an 'Animal Establishment (Dog Kennels)' for boarding thirty five (35) dogs within an existing kennels and transportable sheds at Lot 2 Moujakine Road, North Kununoppin. The application originally proposed eighteen (18) kennels within the existing shed with up to a maximum of 39 dogs. This however has subsequently been scaled down to fifteen (15) kennels boarding up to a maximum of thirty five (35) dogs at a time. The applicant advises that she and her husband are registered dog breeders and animal lovers, who are very good at taking care of dogs within the community.

Description of Site

The subject lot comprises an area of approximately 36 hectares on Moujakine Road, North Kununoppin. A shed exists on the subject site which will be converted into habitable establishment for the applicant and her husband. The surrounding area is predominantly rural with no commercial or industrial land uses in the near vicinity. The closest dwelling is approximately 3 kilometres from the subject lot.

Zoning and Permissibility of use

The subject lot is zoned 'Rural' under the *Shire of Trayning Local Planning Scheme No 1*.

The objectives of Zone are;



- a) To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- b) To protect land from urban uses that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.
- c) To protect the land from closer development that would detract from the rural character and amenity of the area.
- d) To prevent any development that may affect the viability of a holding.
- e) To encourage small scale, low impact tourist accommodation in rural locations.
- f) To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.
- g) To support mining activities where an environmental management plan has been prepared and is acceptable to the Council and EPA.
- h) To preclude the disposal of used tyres or any other material that may be detrimental to the quality of the land.

The use classes of 'Animal Establishment' is (A) uses in 'Rural' zone which means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4;

An animal Establishment under the Regulations has the following meaning:

“Animal establishment” means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry – intensive or veterinary centre.”

Town Planning Amendment Regulations 1999 (r. 9)

Clause 9.4. Advertising of applications

9.4.1. *Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is —*

- (a) *an 'A' use as referred to in clause 4.3.2; or*
- (b) *a use not listed in the Zoning Table, the local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.*

9.4.2. *Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice to be given in accordance with clause 9.4.3.*

9.4.3. *The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways —*

- (a) *notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*



(b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;

(c) a sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.

9.4.4. The notice referred to in clause 9.4.3(a) and (b) is to be in the form prescribed in Schedule 8 with such modifications as are considered appropriate by the local government.

9.4.5. Any person may inspect the application for planning approval referred to in the notice and the material accompanying that application at the offices of the local government.

9.4.6. After the expiration of the specified period from the serving of notice of the application for planning approval, the publication of the notice or the erection of a sign or signs, whichever is the later, the local government is to consider and determine the application.

Shire of Trayning Local Planning Scheme No 1

4.4. Interpretation of the Zoning Table

4.4.2. If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may —

(a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;

(b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or

(c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Other Planning compliance requirements

Given the minor nature of this existing business, it is not considered to prejudice rural amenity in terms of noise, traffic and dust.

Building Standards - Rural Zones

The development is consistent with the above policy in terms of building material and setback requirements. The existing shed and the kennels have been built with colourbond



material which is consistent with the rural character of the locality and it is also well set back from all property boundaries.

Advertising

The applicant has not outlined specific signage for the development and as such any proposed signage will be required to comply with the exempt development provisions of Councils. Should signage (outside these provisions) be proposed it will need to be dealt with under a separate application.

Boarding & Training

The development is defined as animal boarding and training, and includes breeding as part of the definition. However, this application simply seeks to board dogs.

Applicant's submission

The applicant has provided the following information in support of the proposed development:

- Letter of support in relation to the application and the number of dogs to be housed at the property. She also advised that they are providing more of a homestay for people's beloved pets than a traditional boarding kennel service.
- There are eighteen (18) kennels in total and are fully insulated.
- Septic application to construct or install an apparatus for the treatment of all waste and sewage generated (food, dog hair, excrement) will be disposed of via the local waste transfer station.

Consultation

There has been consultation with the Acting Chief Executive Officer, Paul Sheedy.

Statutory Environment

Shire of Trayning Local Planning Scheme No 1.

Town Planning Amendment Regulations 1999

Planning and Development (Local Planning Schemes) Regulations 2015

Health Local Laws 2001

Health (Miscellaneous Provisions) Act 1911

Policy Implications

This proposal does not contain any notable policy implications.

Financial implications

This proposal does not contain any notable financial implications.



Strategic Implications

This proposal does not contain any notable strategic implications.

Environmental Implications

This proposal does not contain any notable environmental implications.

Social Implications

This proposal does not contain any notable social implications.

Officer's Comments

The applicant is seeking Council's approval to establish an 'Animal Establishment (Dog Kennels)' at Lot 2 Moujakine Road, North Kununoppin. The Shire staff believe that this small sized business will have no adverse impact on the amenity of the neighbouring properties or the rural character of the locality. Accordingly approval is recommended subject to appropriate conditions.

Officer Recommendation/ Council Decision

Moved: Cr FA Tarr

Seconded: Cr JJ Wilkins

It is recommended that:

- 1) Council grant retrospective planning approval for the 'Animal Establishment (Dog Kennels)' at Lot 2 Moujakine Road, North Kununoppin, subject to the following conditions:
 - a) Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
 - b) Any building work must be carried out in accordance with the requirements of the Building Code of Australia.
 - c) The building (Kennel) not be adapted for another use without the prior consent of Shire.
 - d) The applicant is only approved to board up to a maximum of thirty five dogs (35) over the age of three (3) months.
 - e) Advertising structures or sign shall not be erected, affixed, painted or displayed on the land without prior Council consent.
 - f) All solid waste, associated with the development is to be bagged and removed offsite to the landfill. No solid is to be buried onsite.
 - g) All liquid waste to be wash down to the septic system via a trapped floor waste to the satisfaction of Council.



- h) Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the home occupation.
 - i) The premises shall be kept in a neat and tidy condition at all time to the satisfaction of the Council.
 - j) Any additional development, which is not in accordance with the application (the subject of this approval) or any condition of approval, will require further approval of the Shire.
- 2) Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Resolution: 04-2019.29

Carried: 7/0



10.1 MANAGER OF FINANCE

10.1.1 Monthly Financial Report– March 2019

Date of Report:	12 th March 2019
File Ref:	N/A
Officer:	Jacqui Cook – Manager of Financial Services
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.1 Statement of Financial Activity March 2019
Voting Requirements:	Simple Majority

Introduction

This report presents for consideration the Monthly Financial Report, for the period ending 31st March 2019.

Background

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

These reports are prepared after all the end of month payments and receipts have been processed.

Consultation

There has been consultation with the Acting Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996 -

34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.



- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

This proposal incorporates the requirements of policy 7.11 – Investment of Surplus Funds, specifically the requirement to report on Councils investments within the Monthly Financial Report.

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Financial Implications

A copy of the Monthly Financial Report for the period ending 31st March 2019, including the report on significant variances, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

Nil

Officer Recommendation/ Council Decision

Moved: Cr ML McHugh

Seconded: Cr GF Waters

It is recommended that:
Council accepts the Monthly Financial Report for the period ending 31th March 2019 as presented.

Resolution: 04-2019.30

Carried: 7/0

4:09pm – Mr Peter Western left the meeting.



SHIRE OF TRAYNING

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2019**

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**Shire of Trayning
Information Summary
For the Period Ended 31 March 2019**

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 31 March 2019 of \$532,860.

Items of Significance

The material variance adopted by the Shire of Trayning for the 2018/19 year is \$10,000 and 10%. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Kellerberrin-Yelbeni Road SLK 4.30-6.30	42%	\$ 78,319	\$ 74,721	\$ 32,631
Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	65%	\$ 116,755	\$ 116,755	\$ 76,187
Kununoppin - Mukinbudin Road	103%	\$ 435,801	\$ 349,968	\$ 447,707
Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	95%	\$ 182,305	\$ 179,052	\$ 173,514
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	44%	\$ 1,568,109	\$ 1,240,374	\$ 693,044
Non-operating Grants, Subsidies and Contributions	89%	\$ 388,005	\$ 388,005	\$ 346,075
	53%	\$ 1,956,114	\$ 1,628,379	\$ 1,039,119
Rates Levied	101%	\$ 1,138,848	\$ 1,138,848	\$ 1,145,159

% Compares current ytd actuals to annual budget

**Shire of Trayning
Information Summary
For the Period Ended 31 March 2019**

Key Information

Financial Position		Prior Year 31 March 2018	Current Year 31 March 2019
Adjusted Net Current Assets	73%	\$ 725,479	\$ 532,860
Cash and Equivalent - Unrestricted	84%	\$ 701,492	\$ 586,490
Cash and Equivalent - Restricted	152%	\$ 431,434	\$ 654,450
Receivables - Rates	63%	\$ 138,378	\$ 87,175
Receivables - Other	37%	-\$ 7,180	-\$ 2,675
Payables	34%	\$ 44,161	\$ 15,165

% 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.

Preparation

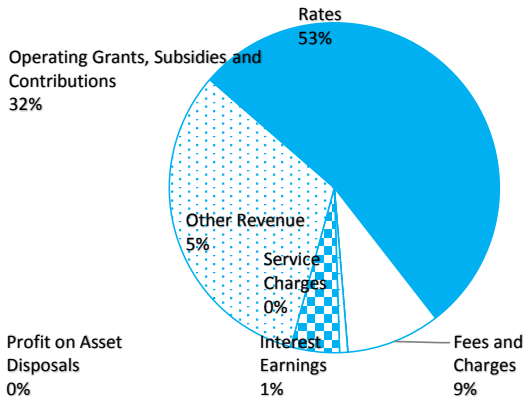
Prepared by: Jacqui Cook

Reviewed by:

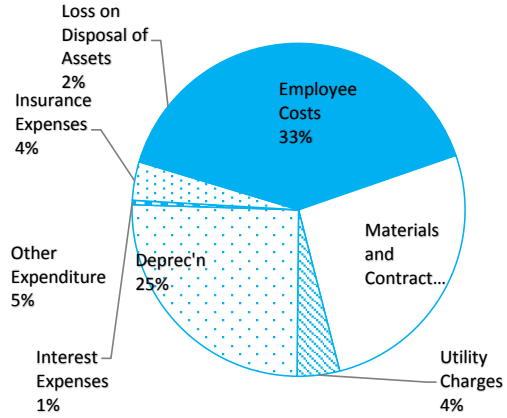
Date prepared:

**Shire of Trayning
Information Summary
For the Period Ended 31 March 2019**

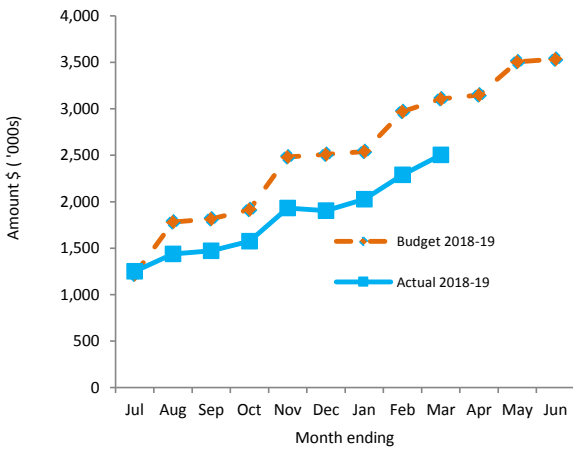
Operating Revenue



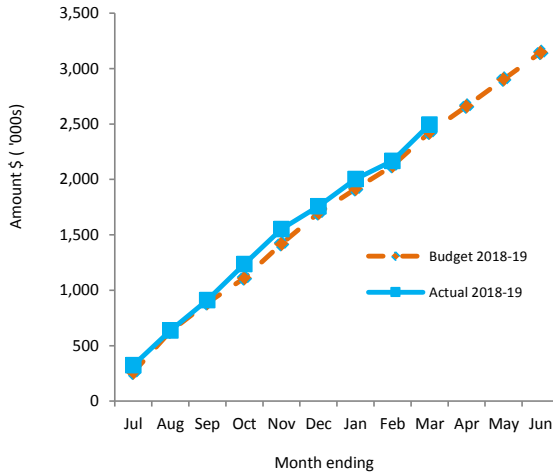
Operating Expenditure



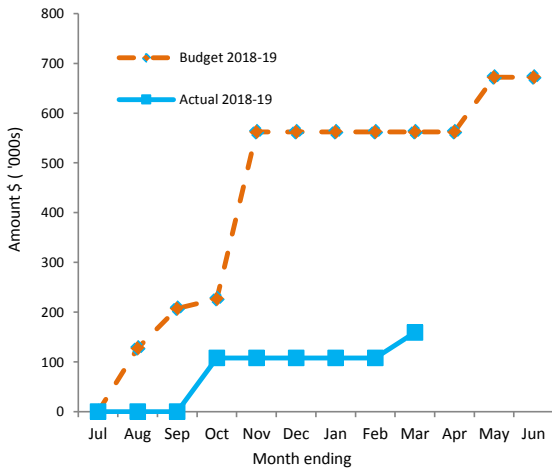
Budget Operating Revenues -v- Actual (Refer Note 2)



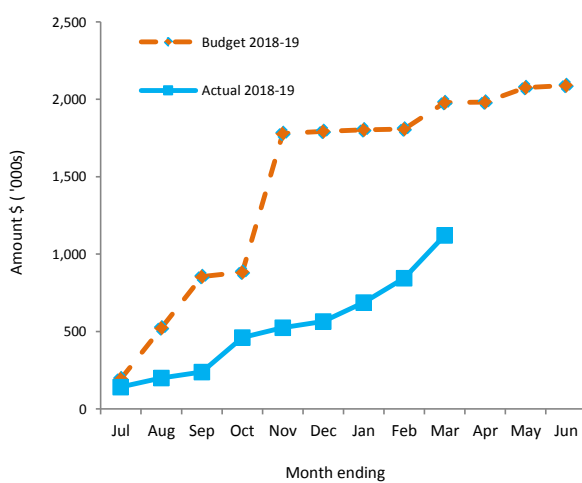
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

SHIRE OF TRAYNING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2019

Note	Amended			YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	Adopted Annual Budget	Annual Budget (d)	Amended YTD Budget (a)					
	\$	\$	\$	\$	\$	%		
Opening Funding Surplus(Deficit)	3	(53,626)	815,863	815,863	815,863	0	0%	
Revenue from operating activities								
Governance		60,980	60,980	36,405	69,867	33,462	92%	▲
General Purpose Funding - Rates	9	1,138,848	1,138,848	1,138,848	1,145,159	6,311	1%	▲
General Purpose Funding - Other		1,092,816	1,092,816	873,070	446,265	(426,805)	(49%)	▼
Law, Order and Public Safety		11,712	11,712	11,220	8,055	(3,165)	(28%)	▼
Health		81,054	81,054	60,785	38,050	(22,735)	(37%)	▼
Education and Welfare		5,200	5,200	5,022	1,698	(3,324)	(66%)	▼
Housing		70,012	70,012	52,497	53,641	1,144	2%	▲
Community Amenities		59,670	59,670	56,994	60,985	3,991	7%	▲
Recreation and Culture		15,723	15,723	12,859	11,533	(1,326)	(10%)	▼
Transport		527,579	527,579	408,036	269,189	(138,847)	(34%)	▼
Economic Services		10,550	10,550	7,128	9,414	2,286	32%	▲
Other Property and Services		72,517	72,517	54,506	42,965	(11,541)	(21%)	▼
		3,146,661	3,146,661	2,717,370	2,156,821			
Expenditure from operating activities								
Governance		(510,802)	(483,034)	(397,331)	(427,136)	(29,805)	(8%)	▼
General Purpose Funding		(85,793)	(94,298)	(83,924)	(66,812)	17,111	20%	▲
Law, Order and Public Safety		(40,458)	(41,398)	(33,214)	(28,727)	4,487	14%	▲
Health		(144,971)	(144,288)	(111,241)	(95,572)	15,669	14%	▲
Education and Welfare		(97,203)	(98,775)	(79,416)	(74,118)	5,298	7%	▲
Housing		(123,462)	(161,094)	(124,176)	(107,484)	16,692	13%	▲
Community Amenities		(150,817)	(150,817)	(112,482)	(115,182)	(2,700)	(2%)	▼
Recreation and Culture		(563,066)	(563,066)	(421,638)	(504,070)	(82,432)	(20%)	▼
Transport		(1,199,670)	(1,199,670)	(899,156)	(966,965)	(67,809)	(8%)	▼
Economic Services		(137,599)	(137,599)	(106,328)	(142,202)	(35,874)	(34%)	▼
Other Property and Services		(71,019)	(71,019)	(55,378)	33,240	88,618	160%	▲
		(3,124,860)	(3,145,058)	(2,424,284)	(2,495,028)			
Operating activities excluded from budget								
Add back Depreciation		1,016,630	1,016,630	762,381	632,191	(130,190)	(17%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	51,662	36,423	(15,239)	(29%)	▼
Movement in Leave Reserve (Added Back)		0	0	0	75	75		▲
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
Amount attributable to operating activities		1,105,931	1,085,733	1,107,130	330,482			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	11	388,005	388,005	388,005	346,075	(41,930)	(11%)	▼
Proceeds from Disposal of Assets	8	493,450	493,450	383,448	159,091	(224,357)	(59%)	▼
Land Held for Resale	13	0	0	0	0	0		
Land and Buildings	13	(62,000)	(71,000)	(63,238)	(55,071)	8,167	13%	▲
Furniture and Equipment	13	0	0	0	0	0		
Plant and Equipment	13	(537,000)	(537,000)	(537,000)	(179,542)	357,458	67%	▲
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(770,496)	(806,444)	(35,948)	(5%)	▼
Infrastructure Assets - Footpaths		(61,053)	(61,053)	(61,053)	(25,650)	35,403	58%	▲
Infrastructure Assets - Drainage	13	0	0	0	0	0		
Infrastructure Assets - Airports	13	0	0	0	0	0		
Infrastructure Assets - Water	13	0	0	0	0	0		
Infrastructure Assets - Other	13	(9,500)	(9,500)	(9,500)	(9,812)	(312)	(3%)	▼
Amount attributable to investing activities		(651,278)	(660,278)	(669,834)	(571,353)			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		4,315	4,315	4,315	4,315	(0)	0%	▼
Transfer from Reserves	7	178,545	178,545	178,545	0	(178,545)	100%	▼
Advances to Community Groups		0	0	0	0	0		
Repayment of Debentures	10	(54,161)	(54,161)	(44,191)	(44,115)	76	0%	▲
Transfer to Reserves	7	(493,140)	(493,140)	(493,138)	(2,331)	490,807	100%	▲
Amount attributable to financing activities		(364,441)	(364,441)	(354,469)	(42,132)			
Closing Funding Surplus(Deficit)	3	36,586	876,877	898,691	532,860			

▲▼ 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 TRAYNING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 March 2019

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	3	(53,626)	815,863	815,863	815,863	0	0%		
Revenue from operating activities									
Rates	9	1,138,848	1,138,848	1,138,848	1,145,159	6,311	1%	▲	
Operating Grants, Subsidies and Contributions	11	1,568,109	1,568,109	1,240,374	693,044	(547,330)	(44%)	▼	S
Fees and Charges		273,304	273,304	218,237	198,613	(19,624)	(9%)	▼	
Service Charges		0	0	0	0	0			
Interest Earnings		39,104	39,104	29,967	17,220	(12,747)	(43%)	▼	S
Other Revenue		127,296	127,296	89,945	102,786	12,841	14%	▲	S
Profit on Disposal of Assets	8	0	0	0	0	0			
		3,146,661	3,146,661	2,717,371	2,156,821				
Expenditure from operating activities									
Employee Costs		(971,286)	(948,846)	(692,647)	(831,285)	(138,638)	(20%)	▼	S
Materials and Contracts		(655,840)	(682,523)	(527,367)	(656,454)	(129,087)	(24%)	▼	S
Utility Charges		(108,896)	(117,496)	(88,659)	(103,150)	(14,491)	(16%)	▼	S
Depreciation on Non-Current Assets		(1,016,630)	(1,016,630)	(762,381)	(632,191)	130,190	17%	▲	S
Interest Expenses		(17,508)	(17,508)	(17,504)	(10,743)	6,761	39%	▲	
Insurance Expenses		(99,299)	(134,209)	(126,531)	(93,272)	33,259	26%	▲	S
Other Expenditure		(187,901)	(176,183)	(157,533)	(131,510)	26,023	17%	▲	S
Loss on Disposal of Assets	8	(67,500)	(67,500)	(51,662)	(36,423)	15,239	29%	▲	S
Loss FV Valuation of Assets		0	0	0	0	0			
		(3,124,860)	(3,160,895)	(2,424,284)	(2,495,028)				
Operating activities excluded from budget									
Add back Depreciation		1,016,630	1,016,630	762,381	632,191	(130,190)	(17%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	51,662	36,423	(15,239)	(29%)	▼	S
Movement in Leave Reserve (Added Back)		0	0	0	75	75		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		1,105,931	1,069,896	1,107,131	330,482				
Investing activities									
Non-Operating Grants, Subsidies and Contributions	11	388,005	388,005	388,005	346,075	(41,930)	(11%)	▼	S
Proceeds from Disposal of Assets	8	493,450	493,450	383,448	159,091	(224,357)	(59%)	▼	S
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(62,000)	(71,000)	(63,238)	(55,071)	8,167	13%	▲	
Furniture and Equipment	13	0	0	0	0	0			
Plant and Equipment	13	(537,000)	(537,000)	(537,000)	(179,542)	357,458	67%	▲	S
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(770,496)	(806,444)	(35,948)	(5%)	▼	
Infrastructure Assets - Footpaths	13	(61,053)	(61,053)	(61,053)	(25,650)	35,403	58%	▲	S
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Water	13	0	0	0	0	0			
Infrastructure Assets - Other		(9,500)	(9,500)	(9,500)	(9,812)	(312)	(3%)	▼	
Amount attributable to investing activities		(651,278)	(660,278)	(669,834)	(571,353)				
Financing Activities									
Proceeds from New Debentures		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		4,315	4,315	4,315	4,315	(0)	(0%)	▼	
Transfer from Reserves	7	178,545	178,545	178,545	0	(178,545)	(100%)	▼	S
Advances to Community Groups		0	0	0	0	0			
Repayment of Debentures	10	(54,161)	(54,161)	(44,191)	(44,115)	76	0%	▲	
Transfer to Reserves	7	(493,140)	(493,140)	(493,138)	(2,331)	490,807	100%	▲	S
Amount attributable to financing activities		(364,441)	(364,441)	(354,469)	(42,132)				
Closing Funding Surplus (Deficit)	3	36,586	861,040	898,691	532,860				

▲ ▼ 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.

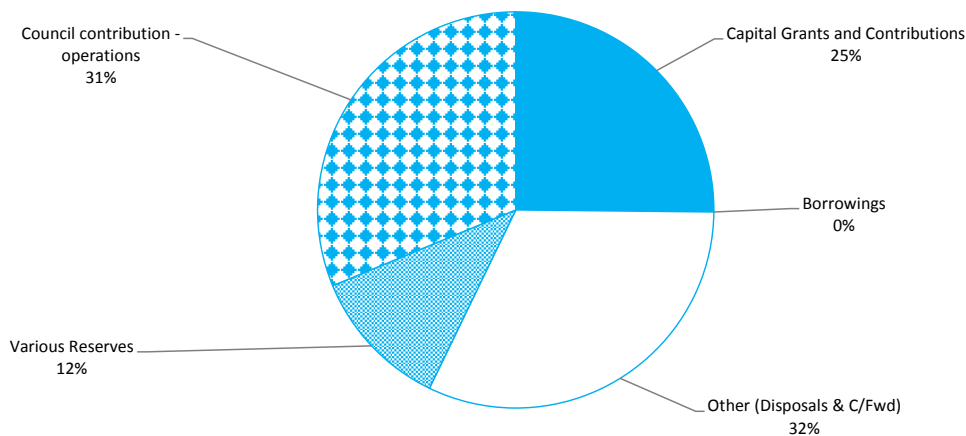
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF TRAYNING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 March 2019

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a) \$	YTD Actual (Renewal Expenditure) (b) \$	Amended YTD Budget (d) \$	Amended Annual Budget \$	Adopted Annual Budget \$	YTD Actual Total (c) = (a)+(b) \$	Variance (d) - (c) \$
Land Held for Resale	13	0	0	0	0	0	0	0
Land and Buildings	13	0	55,071	63,238	71,000	62,000	55,071	(8,167)
Furniture and Equipment	13	0	0	0	0	0	0	0
Plant and Equipment	13	0	179,542	537,000	537,000	537,000	179,542	(357,458)
Infrastructure Assets - Roads	13	0	806,444	770,496	863,180	863,180	806,444	35,948
Infrastructure Assets - Footpaths	13	0	25,650	61,053	61,053	61,053	25,650	(35,403)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0	0
Infrastructure Assets - Airports	13	0	0	0	0	0	0	0
Infrastructure Assets - Water	13	0	0	0	0	0	0	0
Infrastructure Assets - Other	13	0	9,812	9,500	9,500	9,500	9,812	312
Capital Expenditure Totals		0	1,076,519	1,441,287	1,541,733	1,532,733	1,076,519	(364,768)
Capital acquisitions funded by:								
Capital Grants and Contributions				388,005	388,005	388,005	346,075	
Borrowings				0	0	0	0	
Other (Disposals & C/Fwd)				383,448	493,450	493,450	159,091	
Council contribution - Cash Backed Reserves								
Various Reserves				178,545	178,545		0	
Council contribution - operations				491,289	481,733		571,353	
Capital Funding Total				1,441,287	1,541,733		1,076,519	

Budgeted Capital Acquisitions Funding



SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

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 2018/19 year is \$10,000 or 10% whichever is the greater.

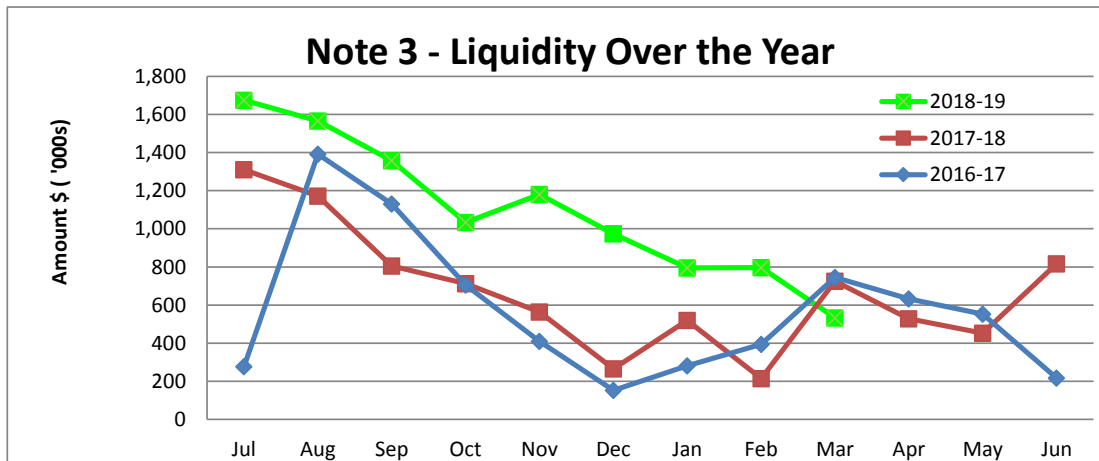
Reporting Program	Var. \$	Var. %	Significant		Timing/ Permanent	Explanation of Variance
			Var. ▲▼	Var. S		
Revenue from operating activities	\$	%				
Governance	33,462	92%	▲	S	Permanent	Insurance reimbursement
General Purpose Funding - Other	(426,805)	(49%)	▼	S	Permanent	50% of Grant received in June 2018
Law, Order and Public Safety	(3,165)	(28%)	▼		Permanent	No recoup from DFES expenditure down by similar amount
Health	(22,735)	(37%)	▼	S	Timing	Timing issue expected to meet budget
Education and Welfare	(3,324)	(66%)	▼		Timing	Annual re-coup from school to come
Transport	(138,847)	(34%)	▼	S	Permanent	General purpose grant full year budgeted for, only part received will address at budget review
Economic Services	2,286	32%	▲		Permanent	50% of Grant received in June 2018
Other Property and Services	(11,541)	(21%)	▼	S	Timing	Private works and Staff house rents below budget
Expenditure from operating activities						
Governance	(29,805)	(8%)	▼		Permanent	Due to Council initiated Investigation
General Purpose Funding	17,111	20%	▲	S	Permanent	Increase in valuation expenses
Health	15,669	14%	▲	S	Timing	
Housing	16,692	13%	▲	S	Permanent	House maintenance costs (AC etc)
Recreation and Culture	(82,432)	(20%)	▼	S	Permanent	Additional halls, pool rec grounds maintenance
Economic Services	(35,874)	(34%)	▼	S	Timing	
Other Property and Services	88,618	160%	▲	S	Permanent	Under budgeted for Insurance - Licences
Investing Activities						
Proceeds from Disposal of Assets	(224,357)	(59%)	▼	S	Permanent	Reduction in new vehicles purchased
Plant and Equipment	357,458	67%	▲	S	Permanent	Reduction in new vehicles purchased
Infrastructure Assets - Footpaths	35,403	58%	▲	S	Permanent	Project under budget
Financing Activities						
Transfer from Reserves	(178,545)	100%	▼		Permanent	Reduction in Vehicle purchases
Transfer to Reserves	490,807	100%	▲	S	Permanent	Budget review reduced transfers total

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2018	31/03/2018	31/03/2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	950,719	701,492	586,490
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted - Reserves	4	652,119	431,434	654,450
Receivables - Rates	6	119,314	138,378	87,175
Receivables - Other	6	36,779	(7,180)	(2,675)
Inventories		18,832	10,458	19,890
		1,777,762	1,274,581	1,345,330
Less: Current Liabilities				
Payables		(169,264)	(44,161)	(15,165)
Loan Liability		(54,160)	(23,549)	(10,044)
Provisions		(163,018)	(93,356)	(163,018)
		(386,441)	(161,065)	(188,227)
Less: Cash Reserves	7	(652,119)	(431,434)	(654,450)
Add Back: Component of Leave Liability not Required to be funded		22,502	29,025	22,577
Add Back: Current Loan Liability		54,160	23,549	10,044
Adjustment for Trust Transactions Within Muni		0	(9,177)	(2,414)
Net Current Funding Position		815,863	725,479	532,860



Comments - Net Current Funding Position

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
(a) Cash Deposits								
Municipal Fund Bank	587,124				587,124	Westpac	Variable	At Call
Cash on Hand	500				500	N/A	Nil	On Hand
Medical Practice - Municipal Account	0				0	Westpac	Variable	At Call
LEAVE RESERVE BANK		22,577			22,577	Westpac	2.33%	At Call
PLANT RESERVE BANK		431,775			431,775	Westpac	2.33%	At Call
BUILDING RESERVE BANK		91,066			91,066	Westpac	2.33%	At Call
History Reserve Bank		0			0	Westpac	2.33%	At Call
FACILITIES RESERVE BANK		7,533			7,533	Westpac	2.33%	At Call
MEDICAL RESERVE BANK		55,454			55,454	Westpac	2.33%	At Call
REFUSE RESERVE BANK		29,201			29,201	Westpac	2.33%	At Call
SWIMMING POOL RESERVE BANK		9,159			9,159	Westpac	2.33%	At Call
UNSPENT GRANTS RESERVE BANK		0			0	Westpac	2.33%	At Call
CRC RESERVE BANK		0			0	Westpac	2.33%	At Call
Staff Housing Reserve Bank		0			0	Westpac	2.33%	At Call
Economic Development Reserve Bank		0			0	Westpac	2.33%	At Call
Sewerage Reserve Bank		0			0	Westpac	2.33%	At Call
GRAVEL & ROCK RESERVE BANK		0			0	Westpac	2.33%	At Call
Reserve - IT		0			0	Westpac	2.33%	At Call
Caravan Park Upgrade Reserve		0			0	Westpac	2.33%	At Call
Trust Fund Bank			25,773		25,773	Westpac	0.00%	At Call
(b) Term Deposits								
Municipal Fund Investments	0				0	Westpac	Variable	At Call
Performance & Retention Bank Reserve		7,685			7,685	Bendigo	2.60%	28-Jan-19
(c) Investments								
				0	0	N/A	N/A	N/A
Total	587,624	654,450	25,773	0	1,267,848			

Comments/Notes - Investments

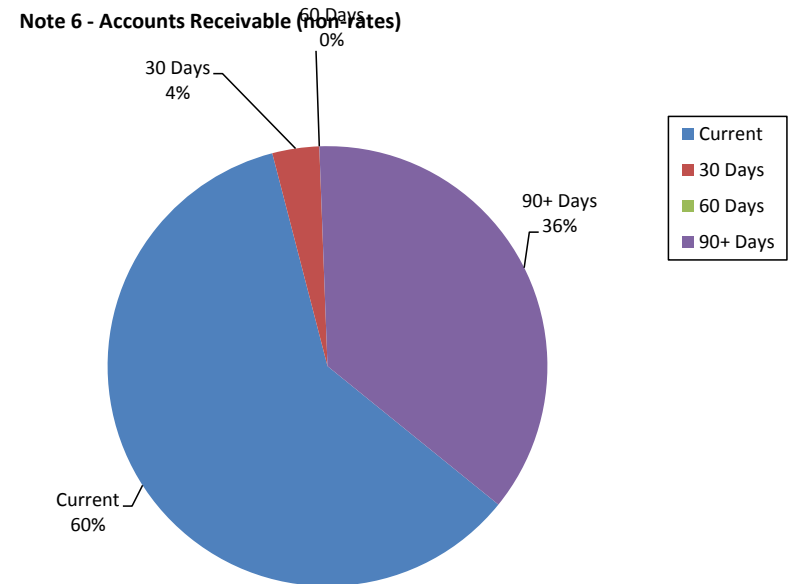
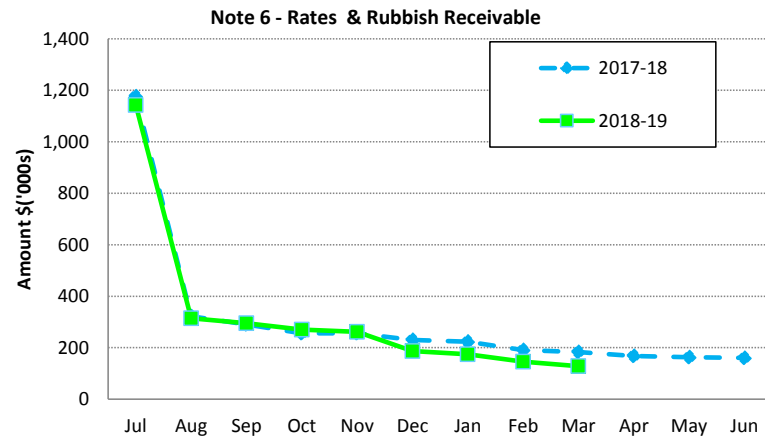
SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 6: Receivables

Receivables - Rates & Rubbish	31 March 2019	30 June 2018
	\$	\$
Opening Arrears Previous Years	160,303	160,488
Levied this year	1,226,800	1,226,788
Less Collections to date	(1,258,939)	(1,226,974)
Equals Current Outstanding	128,164	160,303
Net Rates Collectable	128,164	160,303
% Collected	90.76%	88.44%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	16,340	937	1	9,899	27,177
Balance per Trial Balance					
Sundry Debtors					0
Receivables - Other					(2,675)
Total Receivables General Outstanding					(2,675)

Amounts shown above include GST (where applicable)



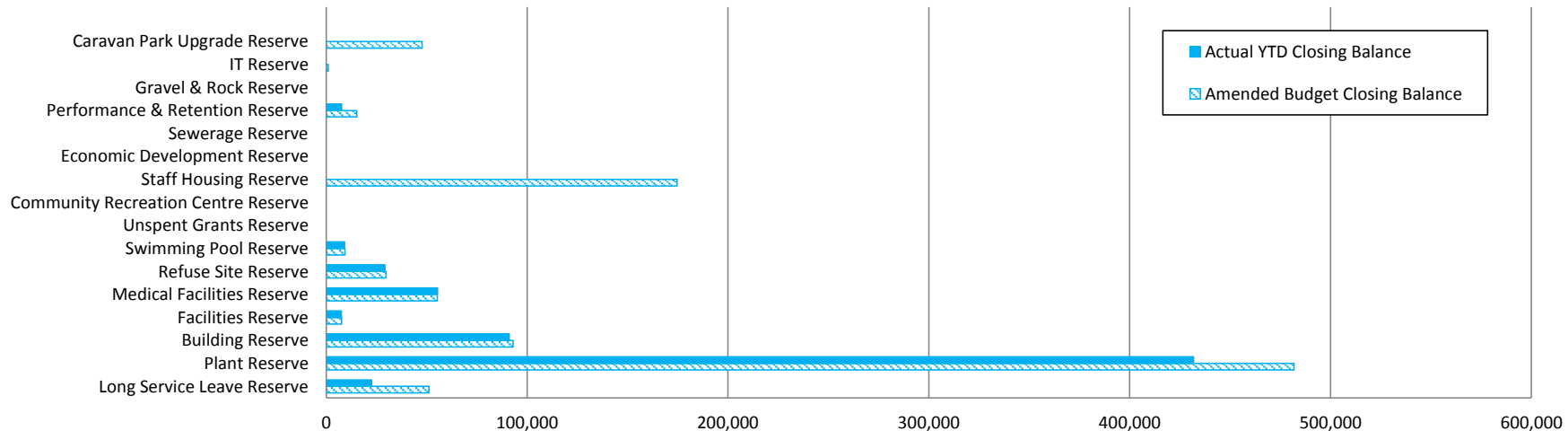
Comments/Notes - Receivables Rates & Rubbish

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Long Service Leave Reserve	\$ 22,502	\$ 726	\$ 75	\$ 27,943	\$ 0	\$ 0	\$ 0	\$ 51,171	\$ 22,577
Plant Reserve	430,321	11,050	1,441	200,000	0	(159,500)	0	481,871	431,763
Building Reserve	90,762	2,241	304	0	0	0	0	93,003	91,066
Facilities Reserve	7,507	185	25	0	0	0	0	7,692	7,533
Medical Facilities Reserve	55,269	0	185	0	0	0	0	55,269	55,454
Refuse Site Reserve	29,104	718	97	0	0	0	0	29,822	29,201
Swimming Pool Reserve	9,129	225	31	0	0	0	0	9,354	9,159
Unspent Grants Reserve	0	0	0	0	0	0	0	0	0
Community Recreation Centre Reserve	0	0	0	0	0	0	0	0	0
Staff Housing Reserve	0	0	0	174,620	0	0	0	174,620	0
Economic Development Reserve	0	0	0	0	0	0	0	0	0
Sewerage Reserve	0	0	0	0	0	0	0	0	0
Performance & Retention Reserve	7,526	187	172	7,500	0	0	0	15,213	7,697
Gravel & Rock Reserve	0	0	0	0	0	0	0	0	0
IT Reserve	0	0	0	20,000	0	(19,045)	0	955	0
Caravan Park Upgrade Reserve	0	0	0	47,745	0	0	0	47,745	0
	652,119	15,332	2,331	477,808	0	(178,545)	0	966,714	654,450

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



SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land and Buildings								
LND07	LAND 15 ADAMS ST					9,000	9,000		
34	HOUSE LOT 75 ADAM ST					41,000	41,000		
LND16	LAND 11 GLASS ST					9,000	9,000		
30	HOUSE LOT 59 GLASS ST					41,000	41,000		
464	LAND 15 THOMPSON RD					10,000	10,000		
	Plant and Equipment								
492	2016 TOYOTA PRADO GXL - 0KTY - CEO	51,218	39,091		(12,127)	124,000	103,500		(20,500)
491	2016 TOYOTA PRADO GXL - KTY0 - DCEO	51,218	38,182		(13,036)	124,000	103,500		(20,500)
494	2017 Toyota Prado GXL - Doctor					67,950	59,450		(8,500)
500	2018 TOYOTA PRADO GXL - KTY0 - DCEO		50,909		(3,724)	54,613			
279	Cat 424D-02 Backhoe Loader - KTY116					12,000	12,000		
252	Ford Pe Courier Tray Top Kty1700					3,000	3,000		
485	2014 Ford XL Ranger Dual Cab 3.2 Ltr Turbo Diesel Manual Utility - KTY 080					18,000	18,000		
493	2016 TOYOTA HILUX SR5 DUAL CAB UTILITY - KTY4 - WORKS SU	38,445	30,909		(7,536)	102,000	84,000		(18,000)
		140,881	159,091	0	(36,423)	615,563	493,450	0	(67,500)

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			Total Revenue
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV - Kununoppin / Trayning	21.8558	105	579,488	126,652	750	0	127,402	133,860	0	0	133,860
GRV - Yelbeni	21.8558	3	11,660	2,548	0	0	2,548	2,548	0	0	2,548
GRV - Commercial	21.8558	12	84,010	18,361	0	0	18,361	18,361	0	0	18,361
UV - Rural	2.0240	208	50,177,500	1,015,593	(283)	0	1,015,309	1,015,593	0	0	1,015,593
UV - Mining	2.0240	0	0	0	0	0	0	0	0	0	0
Sub-Totals		328	50,852,658	1,163,154	467	0	1,163,620	1,170,362	0	0	1,170,362
Minimum Payment	\$										
GRV - Kununoppin / Trayning	350.00	30	12,998	10,500	0	0	10,500	10,500	0	0	10,500
GRV - Yelbeni	350.00	6	925	2,100	0	0	2,100	2,100	0	0	2,100
GRV - Commercial	350.00	2	455	700	0	0	700	700	0	0	700
UV - Rural	350.00	6	56,200	2,100	0	0	2,100	2,100	0	0	2,100
UV - Mining	350.00	0	0	0	0	0	0	0	0	0	0
Sub-Totals		44	70,578	15,400	0	0	15,400	15,400	0	0	15,400
		372	50,923,236	1,178,554	467	0	1,179,020	1,185,762	0	0	1,185,762
Discounts							(46,089)				(59,142)
Amount from General Rates							1,132,931				1,126,620
Ex-Gratia Rates							12,228				12,228
Rates Written Off							0				0
Specified Area Rates							0				0
Totals							1,145,159				1,138,848

Comments - Rating Information

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2018	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		YTD Actual	Amended Budget	Adopted Budget	Actual YTD	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance													
Loan 65 - Works Crew Housing	14,209	0	0	0	14,209	14,209	14,209	0	0	0	323	471	471
Recreation and Culture													
Loan 67 - SSL - Bowls Resurface *	31,083	0	0	0	4,315	4,315	4,315	26,768	26,768	26,768	836	1,133	1,133
Loan 69 - Community Recreation Centre	324,487	0	0	0	6,647	13,405	13,405	317,840	311,082	311,082	6,445	10,727	10,727
Economic Services													
Loan 68 - Trayning Unmanned Fuel Site	120,663	0	0	0	15,703	15,703	15,703	104,960	104,960	104,960	2,203	3,676	3,676
Loan 70 - Trayning Unmanned Fuel Site	57,428	0	0	0	3,243	6,529	6,529	54,185	50,899	50,899	937	1,501	1,501
	547,870	0	0	0	44,115	54,161	54,161	503,755	493,709	493,709	10,743	17,508	17,508

* These loans are self supporting loans. All other debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (Tied) (a)	Adopted Budget		YTD Amended Budget	Adopted Annual Budget (c)	Post Variations (d)	Expected (c)+(d)	YTD Actual		Unspent Grant (Tied) (a)+(b)
				Operating	Capital					Revenue	(Expended) (b)	
				\$	\$	\$			\$	\$	\$	
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	1,053,630	0	842,904	1,053,630	0	1,053,630	428,868	0	0
Law, Order and Public Safety												
Transport												
Contribution - Street Lighting	Main Roads WA	Operating	0	3,900	0	0	3,900	0	3,900	0	(13,101)	0
Grant - Regional Road Group - Road Projects	Main Roads WA	Non-operating	0	0	283,060	283,060	283,060	0	283,060	257,112	(447,875)	0
Grant - Direct Road	Main Roads WA	Operating	0	61,143	0	61,143	61,143	0	61,143	104,219	0	0
Grants Commission - Local Roads	WALGGC	Operating	0	448,436	0	336,327	448,436	0	448,436	158,457	0	0
Grant - Roads to Recovery	Dept of Infrastructure	Non-operating	0	0	104,945	104,945	104,945	0	104,945	28,720	(173,514)	0
Economic Services												
Grant - Thank a Volunteer	Main Roads WA	Non-operating					0			60,243	0	
	Main Roads WA	Operating - Tied	0	1,000	0	0	1,000	0	1,000	0	0	0
Education & Welfare												
BeConnected (Good Things Foundation)		Operating - Tied		0			0	0	0	1,500	0	
TOTALS			0	1,567,109	283,060	1,523,434	1,850,169	0	1,850,169	1,037,619	(460,975)	0
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	1,567,109	0	1,240,374	1,567,109	0	1,567,109	691,544	(13,101)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	1,000	0	0	1,000	0	1,000	1,500	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	388,005	388,005	388,005	0	388,005	346,075	(621,388)	0
TOTALS			0	1,568,109	388,005	1,628,379	1,956,114	0	1,956,114	1,039,119	(634,489)	0

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2019











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 2018	Amount Received	Amount Paid	Closing Balance 31 Mar 2019
	\$	\$	\$	\$
Toy Library Funds	770.96	0.00	0.00	770.96
Red Fm Radio / Gym	317.35	0.00	0.00	317.35
Skatepark Funds	0.00	0.00	0.00	0.00
Football Club Funds	0.00	0.00	0.00	0.00
Kununoppin Fire Brigade	500.00	0.00	0.00	500.00
Yelbini Fire Donation	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	160.00	(80.00)	80.00
Shire Housing Bonds	6,888.90	2,113.00	(939.00)	8,062.90
Police Licensing	0.00	183,498.00	(181,083.55)	2,414.45
Trayning Golf Club Funds	5,903.03	0.00	0.00	5,903.03
Trayning Badminton	0.00	0.00	0.00	0.00
Halls & Equipment Hire Bonds	0.00	0.00	0.00	0.00
Unidentified Deposits	3,017.54	0.00	0.00	3,017.54
South Trayning Ninghan Catchme	2,415.57	0.00	0.00	2,415.57
Repertory Funds	1,706.88	0.00	0.00	1,706.88
Newroc Funds	0.00	0.00	0.00	0.00
Aqua Bubble Donations	970.50	0.00	0.00	970.50
Ninghan Farm Focus Group	249.97	0.00	0.00	249.97
Commemorative Plaques	0.00	0.00	0.00	0.00
Rance Caravan Fund	0.00	0.00	0.00	0.00
Ninghan Fitness / Gym Key Bond	352.00	0.00	0.00	352.00
Playgroup Funds	1,226.46	0.00	0.00	1,226.46
Waste Dump Kununoppin	200.00	0.00	0.00	200.00
	0.00	0.00	0.00	0.00
	24,519.16	185,771.00	(182,102.55)	28,187.61





Shire of Trayning
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2019

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
 Level of completion indicator, please see table at the end of this note for further detail.											
Buildings											
Governance											
	ADMINISTRATION BUILDING - CAPITAL WORKS	4042540	9231		0	(11,624)	(11,624)	(42,000)	(30,000)	(30,000)	18,376
Total - Governance				0	(11,624)	(11,624)	(42,000)	(30,000)	(30,000)	18,376	
Other Law, Order & Public Safety											
	4 Bay DFES Building	4051002	9231	BC76	0	(1,080)	(1,080)	0	0	0	(1,080)
Total - Other Law, Order & Public Safety				0	(1,080)	(1,080)	0	0	0	(1,080)	
Housing											
	139A FELGATE PARADE	4092541	9231	BC63	0	(30,711)	(30,711)	(10,000)	(31,000)	(23,238)	(7,473)
Total - Housing				0	(30,711)	(30,711)	(10,000)	(31,000)	(23,238)	(7,473)	
Recreation And Culture											
	Shade Sails at Kununoppin	4223549	9231	BC75	0	(208)	(208)	(10,000)	(10,000)	(10,000)	9,792
	Swimming Pool Upgrade	4112002	9231	BC21	0	(11,448)	(11,448)	0	0	0	(11,448)
Total - Recreation And Culture				0	(11,656)	(11,656)	(10,000)	(10,000)	(10,000)	(1,656)	
Transport											
	Hughes Street Footpath: Stage Two	4121011	9251	FCC05	0	(5,118)	(5,118)	0	0	0	(5,118)
Total - Transport				0	(5,118)	(5,118)	0	0	0	(5,118)	
Total - Buildings				0	(60,189)	(60,189)	(62,000)	(71,000)	(63,238)	3,049	
Furniture & Equipment											
Other Property & Services											
					0	0	0	0	0	0	0
Total - Other Property & Services				0	0	0	0	0	0	0	
Total - Furniture & Equipment				0	0	0	0	0	0	0	
Plant & Equipment											
Governance											
	PURCHASE ADMINISTRATION VEHICLE	4042566	9233		0	(132,008)	(132,008)	(248,000)	(248,000)	(248,000)	115,992
Total - Governance				0	(132,008)	(132,008)	(248,000)	(248,000)	(248,000)	115,992	
Health											
	Purchase Doctors Vehicle	4074701	9233		0	0	0	(62,000)	(62,000)	(62,000)	62,000





















Shire of Trayning
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 MARCH 2019

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	\$
Total - Health				0	0	0	(62,000)	(62,000)	(62,000)	62,000
Transport										
	Purchase of Plant	4123615	9233	0	0	0	(60,000)	(60,000)	(60,000)	60,000
	PURCHASE LIGHT VEHICLES	4123604	9233	0	0	0	(65,000)	(65,000)	(65,000)	65,000
Total - Transport				0	0	0	(125,000)	(125,000)	(125,000)	125,000
Other Property & Services										
	Replace Works Supervisor's Utility	4142570	9233	0	(47,534)	(47,534)	(102,000)	(102,000)	(102,000)	54,466
Total - Other Property & Services				0	(47,534)	(47,534)	(102,000)	(102,000)	(102,000)	54,466
	Total - Plant & Equipment			0	(179,542)	(179,542)	(537,000)	(537,000)	(537,000)	357,458

Shire of Trayning
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2019

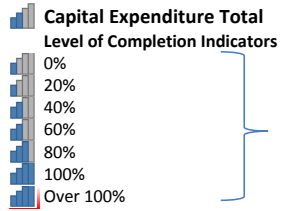
Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
Infrastructure Assets - Roads											
Transport											
	Kellerberrin-Yelbeni Road SLK 4.30-6.30	4121001	9250	RCC043	0	(32,631)	(32,631)	(78,319)	(78,319)	(74,721)	42,090
	Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	4121001	9250	RCC044	0	(76,187)	(76,187)	(116,755)	(116,755)	(116,755)	40,568
	Minor Construction Projects	4121001	9250	RCC045	0	(76,239)	(76,239)	(50,000)	(50,000)	(50,000)	(26,239)
	Kununoppin - Mukinbudin Road	4121002	9250	RRG015	0	(447,707)	(447,707)	(435,801)	(435,801)	(349,968)	(97,739)
	Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	4121003	9250	RTR034	0	(173,514)	(173,514)	(182,305)	(182,305)	(179,052)	5,538
	Black Spot Programme - Doodlakine/Kunuoppin road	4121002	9250	BSP001	0	(168)	(168)	0	0	0	(168)
	Total - Transport				0	(806,444)	(806,444)	(863,180)	(863,180)	(770,496)	(35,948)
	Total - Infrastructure Assets - Roads				0	(806,444)	(806,444)	(863,180)	(863,180)	(770,496)	(35,948)
Infrastructure Assets - Footpaths											
Transport											
	Hughes Street Kununoppin	4121010	9251	FCC005	0	(20,532)	(20,532)	(61,053)	(61,053)	(61,053)	40,521
	Total - Transport				0	(20,532)	(20,532)	(61,053)	(61,053)	(61,053)	40,521
	Total - Infrastructure Assets - Footpaths				0	(20,532)	(20,532)	(61,053)	(61,053)	(61,053)	40,521
Infrastructure Assets - Airports											
Transport											
	Total - Transport				0	0	0	0	0	0	0
	Total - Infrastructure Assets - Airports				0	0	0	0	0	0	0
Infrastructure Assets - Water											
Transport											
	Total - Transport				0	0	0	0	0	0	0
	Total - Infrastructure Assets - Water				0	0	0	0	0	0	0
Infrastructure Assets - Other											
Community Amenities											
	CAPITAL - TRAYNING REFUSE SITE	4101501	9254	BC73	0	0	0	(1,500)	(1,500)	(1,500)	1,500
	YELBENI REFUSE SITE	4101542	9254	BC74	0	0	0	(2,500)	(2,500)	(2,500)	2,500
	CAPITAL WORKS KUNUNOPPIN REFUSE SITE	4101540	9254	BC55	0	(9,812)	(9,812)	(5,500)	(5,500)	(5,500)	(4,312)
	Total - Community Amenities				0	(9,812)	(9,812)	(9,500)	(9,500)	(9,500)	(312)
	Total - Infrastructure Assets - Other				0	(9,812)	(9,812)	(9,500)	(9,500)	(9,500)	(312)

Shire of Trayning
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 31 MARCH 2019

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	
Capital Expenditure Total				0	(1,076,519)	(1,076,519)	(1,532,733)	(1,541,733)	(1,441,287)	364,768



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



10.1.2 Monthly Payment List March 2019

Date of Report:	12 th March 2019
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Jacqui Cook – Manager of Financial Services
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

The cheques and electronic payments that have been raised during the month of March 2019 are reproduced in list form for Council's endorsement.

Background

Creditor's invoices are processed as they arrive and at regular intervals cheques and electronic funds transfers are raised for payment.

Consultation

There has been consultation with the Acting Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996 -

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
 - (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
 - (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and



- (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

There are no policy implications.

Financial Implications

The following payment listing includes all payments made to third parties from Council's Municipal, Trust as well as transactions made on the Corporate Credit Card.

The payment listing does not included internal transfers between Councils various bank accounts such as transfers from Councils Municipal Cheque Account to and from Municipal At Call High Interest Account.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

There is nothing out of the ordinary in the payments list for March 2019.

Officer Recommendation/ Council Decision

Moved: Cr GI Yates

Seconded: Cr MS Hudson

It is recommended that:

Council accepts the following payments list presented for the period 1st March 2019 – 31st March 2019 totalling \$ 581,907.58.



All payments have been checked and are fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, costings and amounts due for payments.

Municipal Cheque	23890	to	23893	totalling	\$18,063.64
Municipal EFT	EFT7543	to	EFT7609	totalling	\$438,627.12
Municipal Direct Debit	DD6756.1	to	DD6831.1	totalling	\$54,033.76
Payroll	WEEK 33	to	WEEK 36	totalling	\$70,253.00
Bank Fees	Transactions			totalling	\$30.00
Merchant Fees	totalling				\$170.30
Total Municipal Transactions					<u>\$581,177.82</u>
Trust Cheques	Transactions			totalling	-
Credit Card	Transactions			totalling	\$729.73
Total Trust, & Credit Card Transactions					<u>\$729.73</u>
 TOTAL PAYMENTS FOR MONTH OF MARCH 2019					<u>\$581,907.58</u>

Cheques have been signed and Electronic Funds Transfers have been authorised in accordance with Councils delegation 2.3 – Creditor Payments.

Under section 5.46 (3) of the Local Government Act 1995 and regulation 19 of the Local Government (Administration) Regulations 1996, this record of the excise of Delegated Authority is Registered.

P. J. Steady.

Acting Chief Executive Officer

Resolution: 04-2019.31

Carried: 6/1

SHIRE OF TRAYNING
 Payments made from the Municipal Account for the Period 1st March 2019 to 31st March 2019
 Presented to Council, 17th April 2019

Chq/EFT	Payment Date	Payee	Description	Amount
Cheques				
23890	18/03/2019	Telstra	Phone Usage Charges to 1/3/19	\$ 1,428.30
23891	27/03/2019	Ronald Henzen	Rates Refund for Assessment A278	\$ 561.15
23892	28/03/2019	SYNERGY	Electricity Usage - Swimming Pool & Caravan Park	\$ 5,432.25
23893	28/03/2019	WATER CORPORATION	Water Service & Usage Charges to 12/3/19	\$ 10,641.94
TOTAL CHEQUES				\$ 18,063.64
EFT				
EFT7543	11/03/2019	ATO	PAYG and BAS for February 2019	\$ 11,075.83
EFT7544	18/03/2019	5 Rivers Plumbing	139B felgate St - Check & Fix Water Pressure in Kitchen	\$ 277.36
EFT7545	18/03/2019	All-Ways Foods	Cleaning Supplies Feb 19	\$ 199.89
EFT7546	18/03/2019	Arena Clauson Engineering	Engineering Design Plans - Swimming Pool	\$ 2,266.00
EFT7547	18/03/2019	BOC Limited	Container Service Charge 29/1/19 - 25/2/19	\$ 25.85
EFT7548	18/03/2019	Bunnings	Bower Vac, Batteries, Chager & Fire Extinguisher	\$ 403.47
EFT7549	18/03/2019	Bob Waddell & Associates Pty	Financial Assistance	\$ 33.00
EFT7550	18/03/2019	Colas WA	2 Coat Seal Bitumen Primerseal Mukinbudin Rd	\$ 181,305.64
EFT7551	18/03/2019	Courier Australia	Freight Charges - Pool Chemicals	\$ 176.01
EFT7552	18/03/2019	Daves Tree Services	Tree Lopping Services on Road Verge Vegetation Clearing	\$ 42,900.00
EFT7553	18/03/2019	DFES	2018/19 ESI Quarter 3	\$ 9,151.20
EFT7554	18/03/2019	Dorma Kaba	Service & Maintenance to Front Electronic Door	\$ 126.50
EFT7555	18/03/2019	Frankie's Diner	Newspapers & Milk for January 2019	\$ 54.50
EFT7556	18/03/2019	Great Southern Fuels	Fuel Accounts February 2019	\$ 10,179.09
EFT7557	18/03/2019	I.C.S. Carpentry	Repairs to Caravan Park Showers and Laundry	\$ 24,156.00
EFT7558	18/03/2019	Komatsu Australia	Supply Parts for Grader Repairs	\$ 1,703.02
EFT7559	18/03/2019	KTY Electrical Services	Meter Box Upgrade on Administration Building - Stage 2	\$ 9,487.50
EFT7560	18/03/2019	LA & JE Marchant	Supply & Delivery of 100t Aggregate & 200t Aggregate	\$ 18,659.30
EFT7561	18/03/2019	Landgate	Minimum Charge	\$ 39.00
EFT7562	18/03/2019	LGIS	Actual Wages Adjustment for Period 30/6/17 - 30/6/18	\$ 3,726.70
EFT7563	18/03/2019	Local Gov Professionals	Finance Professionals Conference 14-15 March 2019	\$ 1,160.00
EFT7564	18/03/2019	Merredin IGA	Refreshments & Reception for Meetings	\$ 54.48
EFT7565	18/03/2019	Moore Stephens	Final Billing for Audit Expenses for 2017/18 Annual Audit	\$ 11,681.56
EFT7566	18/03/2019	Prompt Safety Solutions	Yearly Fee for Safety Documentation & Website Use	\$ 1,100.00
EFT7567	18/03/2019	Royal Life Saving WA	Code of Practice Safety Assessment Service	\$ 665.00
EFT7568	18/03/2019	S & S Fencing	200m of Fencing to be Erected at Kununoppin Tip	\$ 10,450.00
EFT7569	18/03/2019	Shaun Malone	Reimbursement for Gift Vouchers Used at the Pool Cafe	\$ 85.00
EFT7570	18/03/2019	Trayning & Districts Sports Club	Sub Meter Electricity Usage	\$ 290.36
EFT7571	18/03/2019	Trayning Ag Repairs	Various Plant Maintenance & Repairs	\$ 334.45
EFT7572	18/03/2019	Two Dogs Hardware Merredin	Various Drainage Materials	\$ 371.14
EFT7573	18/03/2019	Thermarate Pty Ltd	Energy Assessment	\$ 484.00
EFT7574	18/03/2019	Trayning Hotel	Christmas Gift Vouchers Used	\$ 380.00
EFT7575	18/03/2019	WA Contract Ranger Services	Ranger Services 1/2/19 x2, 8/2/19 & 12/2/19	\$ 1,940.12
EFT7576	18/03/2019	Yelbeni Store	Yelbeni Store Account Jan 19	\$ 1,820.46
EFT7578	28/03/2019	5 Rivers Plumbing & Gas	Lot 60 Glass Street Ensuite Shower Fix Blocked Drain	\$ 409.75
EFT7579	28/03/2019	Avon Waste	Waste Collection Services February 2019	\$ 4,133.28
EFT7580	28/03/2019	Bob Waddell & Associates Pty	Assistance with February Monthlies	\$ 99.00
EFT7581	28/03/2019	Courier Australia	Freight Charges Works, Library & Pool Samples	\$ 331.06
EFT7582	28/03/2019	Frankie's Diner	Newspapers & Milk Feb 19	\$ 59.10
EFT7583	28/03/2019	Freda Tarr	Councillor Expense Claim Quarter 3	\$ 1,269.80
EFT7584	28/03/2019	Geoffrey Waters	Councillor Expense Claim Quarter 3	\$ 2,024.91
EFT7585	28/03/2019	Gregory Yates	Councillor Expense Claim Quarter 3	\$ 935.10
EFT7586	28/03/2019	James Wilkins	Councillor Expense Claim Quarter 3	\$ 990.00
EFT7587	28/03/2019	JR & A Hersey Pty Ltd	Various Road Maintenance Items	\$ 2,139.50
EFT7588	28/03/2019	Joondalup Designs	Preparation of Working Drawings -Aquatic Centre	\$ 2,964.00
EFT7589	28/03/2019	Komatsu Australia Pty Ltd	Parts for Grader	\$ 196.75
EFT7590	28/03/2019	Kununoppin Medical Practice	Pre Employment Medicals x 2 CSO's	\$ 286.00
EFT7591	28/03/2019	Lions Cancer Institute	Donation to Lions Cancer Institute	\$ 300.00
EFT7592	28/03/2019	Local Pest Control	Baiting/Spraying of Bull Ants Nests -School Reserve	\$ 169.75
EFT7593	28/03/2019	Marketforce	Advert W/Supervisor Job in West Australian Paper x2	\$ 1,553.50
EFT7594	28/03/2019	Mayday Earthmoving	Dry Hire of Multi Roller & Water Truck Approx. 20 Days	\$ 16,824.50
EFT7595	28/03/2019	Melanie Brown	Councillor Expense Claim Quarter 3	\$ 4,672.50
EFT7596	28/03/2019	Michelle Mchugh	Councillor Expense Claim Quarter 3	\$ 1,125.10
EFT7597	28/03/2019	Moore Stephens	Moore Stephens Budget Workshop	\$ 935.00
EFT7598	28/03/2019	Marlon Hudson	Councillor Expense Claim Quarter 3	\$ 526.14
EFT7599	28/03/2019	Officeworks Business Direct	Stationary Order	\$ 740.63
EFT7600	28/03/2019	Trayning & Districts Sports Club	Contribution to Sporting Club Ceiling Upgrade	\$ 3,520.00
EFT7601	28/03/2019	Trayning Ag Repairs	Various Plant Maintenance & Repairs	\$ 13,659.64
EFT7602	28/03/2019	Two Dogs Home Hardware	Works/Building Maintenance - Parts/Equipment	\$ 360.91
EFT7603	28/03/2019	Trayning Hotel Motel	Christmas Vouchers Used	\$ 125.00
EFT7604	28/03/2019	WA Contract Ranger Services	Ranger Services 18/2/19 & 26/2/19	\$ 374.00
EFT7605	28/03/2019	WALGA	CEO Recruitment - Advertising	\$ 6,370.75
EFT7606	28/03/2019	WCS Concrete Pty Ltd	Supply and Install Concrete Footpath	\$ 22,928.40
EFT7607	28/03/2019	WR & VM Knott	Post Office Account	\$ 27.00
EFT7608	28/03/2019	WOBM	Impression Charges 14/2/19 - 12/3/19	\$ 420.75
EFT7609	28/03/2019	Yelbeni Store	Yelbeni Store Account Feb 19	\$ 1,392.87
TOTAL EFT PAYMENTS				\$ 438,627.12

SHIRE OF TRAYNING

Payments made from the Municipal Account for the Period 1st March 2019 to 31st March 2019
Presented to Council, 17th April 2019

Chq/EFT	Payment Date	Payee	Description	Amount
Direct Debit				
DD6756.1	1/03/2019	Department of Transport	Department of Transport Refund	\$ 149.50
DD6758.1	5/03/2019	Department of Transport	Department of Transport Refund	\$ 785.65
DD6760.1	1/03/2019	Westnet PTY LTD	Westnet Charges for February 19	\$ 119.00
DD6764.1	6/03/2019	Department of Transport	Department of Transport Refund	\$ 11,636.70
DD6766.1	6/03/2019	WA Super	Payroll Deductions	\$ 3,197.32
DD6766.2	6/03/2019	Australian Super	Superannuation Contributions	\$ 621.06
DD6766.3	6/03/2019	Prime Super PTY LTD	Payroll Deductions	\$ 1,093.72
DD6766.4	6/03/2019	Rob Tanner Retirement Fund	Superannuation Contributions	\$ 346.92
DD6766.5	6/03/2019	BT Super for Life	Superannuation Contributions	\$ 206.66
DD6766.6	6/03/2019	Rest	Superannuation Contributions	\$ 158.86
DD6766.7	6/03/2019	TWU Super	Superannuation Contributions	\$ 254.86
DD6766.8	6/03/2019	Essential Super	Superannuation Contributions	\$ 204.53
DD6768.1	8/03/2019	Department of Transport	Department of Transport Refund	\$ 1,039.15
DD6770.1	8/03/2019	Department of Transport	Department of Transport Refund	\$ 6,995.35
DD6777.1	12/03/2019	Department of Transport	Department of Transport Refund	\$ 1,506.25
DD6779.1	13/03/2019	Department of Transport	Department of Transport Refund	\$ 1,945.90
DD6781.1	14/03/2019	Department of Transport	Department of Transport Refund	\$ 3,797.20
DD6783.1	15/03/2019	Department of Transport	Department of Transport Refund	\$ 1,442.25
DD6785.1	15/03/2019	Fuji Xerox Australia	Photocopier Lease	\$ 195.48
DD6789.1	19/03/2019	Department of Transport	Department of Transport Refund	\$ 1,342.70
DD6791.1	20/03/2019	Department of Transport	Department of Transport Refund	\$ 489.20
DD6793.1	20/03/2019	WA Super	Payroll Deductions	\$ 3,358.03
DD6793.2	20/03/2019	Shire of Trayning	Payroll Deductions	\$ 91.03
DD6793.3	20/03/2019	Australian Super	Superannuation Contributions	\$ 621.06
DD6793.4	20/03/2019	Prime Super PTY LTD	Payroll Deductions	\$ 1,062.69
DD6793.5	20/03/2019	Rob Tanner Retirement Fund	Superannuation Contributions	\$ 330.49
DD6793.6	20/03/2019	BT Super for Life	Superannuation Contributions	\$ 197.98
DD6793.7	20/03/2019	Rest	Superannuation Contributions	\$ 206.23
DD6793.8	20/03/2019	TWU Super	Superannuation Contributions	\$ 254.86
DD6793.9	20/03/2019	Essential Super	Superannuation Contributions	\$ 216.65
DD6797.1	21/03/2019	Department of Transport	Department of Transport Refund	\$ 281.65
DD6800.1	22/03/2019	Department of Transport	Department of Transport Refund	\$ 687.10
DD6802.1	25/03/2019	Department of Transport	Department of Transport Refund	\$ 3,528.60
DD6804.1	25/03/2019	Australia Post	Postage and Frieght for February 2019	\$ 62.37
DD6806.1	25/03/2019	Wright Expresss Australia PTY	Motor Pass Charges for February 2019	\$ 49.50
DD6813.1	22/03/2019	WA Super	Superannuation Contributions	\$ 223.21
DD6817.1	26/03/2019	Department of Transport	Department of Transport Refund	\$ 60.35
DD6821.1	27/03/2019	Department of Transport	Department of Transport	\$ 230.45
DD6827.1	06/03/2019	Rob Tanner Retirement Fund	Superannuation contributions	\$ 330.49
DD6829.1	28/03/2019	Department of Transport	Department of Transport	\$ 4,056.10
DD6831.1	29/03/2019	Department of Transport	Department of Transport	\$ 433.45
TOTAL DIRECT DEBITS				\$ 54,033.76
Bank Fees				
790	5/03/2019	Merchant Fees	Merchant Fees	\$ 170.30
790	5/03/2019	Fees	Bank Fees	\$ 20.00
790	5/03/2019	Fees	Bank Fees	\$ 10.00
TOTAL BANK FEES				\$ 200.30
Corporate Credit Card				
DD6775.1	7/02/2019	Crisp Wireless	Internet Monthly Subscription	\$ 328.90
DD6775.2	15/02/2019	Bunnings Balcatta	Admin Office Building Maintenance Parts	\$ 258.00
DD6775.3	15/02/2019	Bunnings Balcatta	Yelbeni parks & Gardens Maintenance Parts	\$ 142.86
TOTAL CORPORATE CREDIT CARD PURCHASES				\$ 729.76
Payroll				
Week 33	7/03/2019	Wages	Payroll Wages Week Ending 06/03/2019	\$ 33,418.00
Week 35	21/03/2019	Wages	Payroll Wages Week Ending 20/03/2019	\$ 34,949.00
Week 36	21/03/2019	Wages	One Off Pay 20/03/19 - AL Pay-Out Employee 260	\$ 1,886.00
TOTAL PAYROLL				\$ 70,253.00
TOTAL PAYMENTS FROM MUNICIPAL ACCOUNT FOR MARCH 2019				\$ 581,907.58

SHIRE OF TRAYNING
Sundry Debtor Invoices Raised for the Period 1st March 2019 to 31st March 2019
Presented to Council, 17th April 2019

Debtor Number	Invoice Date	Debtor	Description	Invoice Number	Amount
80056	06/03/19	Main Roads WA	2018/19 Direct Road Grant	5189	\$ 61,143.00
80056	07/03/19	Main Roads WA	40% Claim RRG015 Kuno-Muka Road	5192	\$ 135,868.80
80684	07/03/19	Barry Palmer	Waste Liquid Disposal July 2018	5193	\$ 700.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal August 2018	5194	\$ 2,000.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal September 2018	5195	\$ 1,550.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal October 2018	5196	\$ 1,425.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal November 2018	5197	\$ 1,400.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal December 2018	5198	\$ 1,400.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal January 2018	5199	\$ 700.00
80684	07/03/19	Barry Palmer	Waste Liquid Disposal February 2018	5200	\$ 700.00
80098	11/03/19	Shire of Mt Marshall	3x Full Page Adverts in Ninghan News Edition #1521	5201	\$ 60.00
80372	11/03/19	Mt Marshall Ag Society	Full Page Advert in Ninghan News Edition #1520	5202	\$ 20.00
80470	11/03/19	Jennifer Francis	Private Works	5203	\$ 160.00
80683	11/03/19	Bradley Gardener	Private Works	5204	\$ 330.00
80098	15/03/19	Shire of Mt Marshall	Bencubbin & Beacon Swimming Carnival Admissions	5205	\$ 64.50
80686	15/03/19	Better Bencubbin Assoc	Full Page Advert in Ninghan News Edition #1520	5206	\$ 20.00
80098	15/03/19	Shire of Mt Marshall	Full Page Advert in Ninghan News Edition #1521	5207	\$ 20.00
80149	15/03/19	KTY Development Association	Full Page Advert in Ninghan News Edition #1521	5208	\$ 20.00
80685	15/03/19	Trayning Hotel Motel	Full Page Advert in Ninghan News Edition #1521	5209	\$ 20.00
80062	15/03/19	Boekeman Machinery	Full Page Advert in Ninghan News Edition #1521	5210	\$ 20.00
80667	15/03/19	Summit Fertilizers	1/2 Page Advert in Ninghan News Edition #1521	5211	\$ 15.00
80372	15/03/19	Mt Marshall Ag Society	1/2 & Full Page Advert in Ninghan News Edition #1521	5212	\$ 35.00
80474	15/03/19	MW Grant	1/2 Page Advert in Ninghan News Edition #1521	5213	\$ 15.00
80104	20/03/19	Merredin Monumental	Internment Fee for Plot #197	5214	\$ 450.00
80135	22/03/19	Trayning Bowling Club	Bowling Club Loan Repayment	5215	\$ 2,711.06
80687	22/03/19	Donovan Ford	Proceeds of Disposal of Assets - New Qashqai Car	5216	\$ 30,983.80
80676	26/03/19	Lorraine Taylor	Rent	5217	\$ 453.60
80587	26/03/19	Jill McDonald	Rent	5218	\$ 453.80
80669	26/03/19	Debra Williams	Rent	5219	\$ 453.80
80648	26/03/19	Ian Spencer	Rent	5220	\$ 400.00
80647	26/03/19	South Western Wireless	Rent	5221	\$ 560.00
80640	26/03/19	Ronald Talbot	Rent	5222	\$ 400.00
80608	26/03/19	RA Driscoll	Rent	5223	\$ 400.00
80498	26/03/19	Terri Fifett	Rent	5224	\$ 314.00
80079	26/03/19	Betty Shannon	Rent	5225	\$ 314.00
80264	26/03/19	Ivan Perkins	Rent	5226	\$ 314.00
80083	26/03/19	Elizabeth Raymond	Rent	5227	\$ 471.00
80605	26/03/19	T Lister & R Ward	Rent	5228	\$ 400.00
80056	28/03/19	Main Roads WA	40% Claim Blackspot Kuno-Doodlakine/ KodjKodjin	5229	\$ 33,730.40
80098	29/03/19	Shire of Mt Marshall	Doctors Recoup Expenses March 2019	5231	\$ 768.00
80055	29/03/19	Shire of Mukinbudin	Doctors Recoup Expenses March 2019	5232	\$ 768.00
80005	29/03/19	Shire of Nungarin	Doctors Recoup Expenses March 2019	5233	\$ 256.00
80684	29/03/19	Barry Palmer	Liquid Waste Disposal 1/3/19	5234	\$ 350.00
80684	29/03/19	Barry Palmer	Liquid Waste Disposal 7/3/19	5235	\$ 350.00
80684	29/03/19	Barry Palmer	Liquid Waste Disposal 21/3/19	5236	\$ 560.00
Total Invoices Raised for March 2019					\$ 283,547.76



10.1.3 Write Off Interest

Date of Report:	5 th April 2019
Proponent:	N/A
File Ref:	3.1.1.4 – A210
Officer:	Jacqui Cook – Manager of Financial Services
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

This report seeks Council's authority to write off outstanding interest incurred against the land owner of 7 Glass Street Trayning. Amount of \$6216.99.

Background

September 2012

Private works were undertaken on the property for installation of Septic Tanks for a total of \$11,858.14 there is no evidence of payment until July 2018.

2013

Council staff were contacted by Aboriginal Legal Aid on behalf of their client requesting that Council provide copies of all employee timesheets and contractors invoices as they were disputing the amount charged to undertake the work. Copies were provided.

2014

Following no response from the Aboriginal Legal Aid service, despite several requests from Shire staff for information on their decision, staff were advised that no further action would be taken as they were satisfied that the costs were justified.

July 2017

An Invoice was raised for \$6,216.99 being for Interest on the outstanding Invoice (5 years) incurring the debt to \$18,588.88.

July 2018

After correspondence with the property owner a payment arrangement was put in place and to date the payments received as at March 2019 total \$9,500.00 – leaving a balance to date of \$11,938.85.

Consultation

There has been consultation with the Acting Chief Executive Officer.

Statutory Environment

Local Government Act 1995 Section 6.12

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6.12. Power to defer, grant discounts, waive or write off debts

(c) Write off any amount of money, which is owed to the local government.

Policy Implications

There is no current policy relevant to this item.

Financial Implications

Council would reduce its proposed income to be received by \$6,216.99.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

Given that the work was done in 2012 it would appear there was no follow up to recoup the monies owing of \$12,3714.89.

Then in 2017 interest was added to the account for the previous 5 years amounting to \$6,216.99 this now increased the amount owing to \$18,588.88.

Since July 2018 the property owner has been making regular payments and has reduced the debt to \$11,938.85 of which \$6,216.99 is the interest that was added to the account in July 2017.

Given that this property owner is a pensioner in order to assist with cleaning up the debt it is suggested that Council consider writing off the interest amount of \$6,216.99.

Officer Recommendation/ Council Decision

Moved: Cr GF Waters

Seconded: Cr MS Hudson

It is recommended that:
Council agree to write off interest raised from the previous 5 years in July 2017 to the sum of \$6,216.99.

Resolution: 04-2019.32

Carried: 6/1

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Prior to any consideration of this Item;

Cr GF Waters declared a Financial and Proximity Interest in Item 11.1.1.

Cr FA Tarr declared a Financial and Proximity Interest in Item 11.1.1.

Cr ML McHugh declared a Financial and Proximity Interest in Item 11.1.1.

All three Councillors left the meeting at 4:20pm.

11.1 CHIEF EXECUTIVE OFFICER

11.1.1 Restricted Access Vehicles (RAV) Network 4 Level Roads

Date of Report:	8 th April 2019
Proponent:	Shire of Trayning
File Ref:	12.1.1.33
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Submissions Details
Voting Requirements:	Simple Majority

Introduction

Following a period of community consultation Council is now requested to give consideration to seeking the approval of Main Roads WA (MRWA) for various roads/streets within the Kununoppin townsite to be a Restrict Access Vehicles (RAV) Network 4 level roads to allow access for larger vehicles.

Background

Feedback has been received that part of Thompson Road, Kununoppin is unsuitable for heavy transport vehicles carting grain from farms to the CBH bins, due to its unsealed surface and that Leake Street, Kununoppin and the unnamed sections of road linking Wilson Street to the Nungarin - Wyalkatchem Road and the unnamed portion of Appleyard Road in the Kununoppin townsite, are more suitable and are currently being utilised by transport operators, including to and from the hospital.

December 2016

Council at its meeting on December 2016 (Resolution 12.2106.231) resolved:

'It is recommended that:

- 1. Council advises MRWA Heavy Vehicle Services that any applications requesting upgrades to the current RAV Network 4 level within the Shire of Trayning are not supported.*
- 2. Council requests MRWA to undertake an assessment of the Shire of Trayning's road network for suitability as RAV Network 7 level.'*



June 2018

The Council's Monthly Information Bulletin has the following notation against the above 2016 resolution:

'Approval has been granted for Couper Street at this stage. Awaiting further approvals.'

A perusal of the MRWA RAV Network mapping system has confirmed that Couper Street, Kununoppin has been formally approved.

October 2018

The matter was listed on the October 2018 ordinary meeting of Council agenda but as two Councillors declared a financial interest in the matter and could not participate in the debate and voting the matter was not dealt with as there was a lack of a quorum present following the Councillors declarations.

Following the publication of the October 2018 Ordinary Council meeting agenda, comment was received by Council from a resident of Leake Street, Kununoppin detailed below.

'I write in relation to the captioned matter of RAV 4 routes in Kununoppin as listed in the October 2018 Minutes, as we are directly impacted by such a decision.

Whilst we have no opposition to necessary deliveries to / from Kununoppin hospital, we do strongly object to the route being made open to all RAV 4 vehicles.

By such an action, large trucks / loads could cut through from Bencubbin to Kununoppin to Merredin bypassing Trayning (main road) to save cost and time and come through Kununoppin town centre.

Surely if this was to happen then the Kununoppin/ Bencubbin Road would need upgrade to accommodate such vehicles because currently it is in my opinion unsuitable and unsafe for use as a authorised RAV 4 route being single laned for many kilometres. The cost to re grade Thompson Road from Leake Street to Hewitt Street is already I believe, budgeted in maintenance grading anyway. Hewitt Street is already used by the local haulage operator, after complaints (by other parties) of heavy vehicles travelling around town made them move their operations there. I believe this was a Council / Shire direction.

Such RAV 4 heavy traffic could be using the two roads in Kununoppin 24 x 7 significantly disturbing our lifestyle. Many residents live in Kununoppin because they like peace and quiet.

Kununoppin is a small town with the main hospital entrance on Leake Street and residents who live in the town and I doubt many other actual residents would not like to have heavy trucks routinely using Leake Street and then Wilson Streets as a through thoroughfare.



I would strongly request that residents of Kununoppin, particularly those on Leake Street and Wilson Street in both directions, all hospital staff and the Doctor and other Kununoppin residents be permitted to voice their opinion on this matter.
December 2018

Council at its meeting on December 2018 (Resolution 12.2018.177) resolved:

'It is recommended that:

Council authorise the Acting Chief Executive Officer to:

- 1. Write to all the landowners on Leake Street, Kununoppin seeking comment on the proposal to apply to MRWA to have Leake Street approved as Restricted Access Vehicle Network 4 level roads; and*
- 2. Apply to Main Roads WA (MRWA) to have the eastern end of Sutherland Street, Trayning, to the Nungarin – Wyalkatchem Road, approved as Restricted Access Vehicle (RAV) Network 4 level road.'*

Consultation

The residents/occupiers of property in Leake Street, Kununoppin were written advising of Council's proposal and provide with the opportunity to provide comment. In addition a notice was placed in the Ninghan News as a general public notice to all other residents in Kununoppin providing them the opportunity to provide comment.

Statutory Environment

Road Traffic (Vehicles) Regulations 2014
Part 8 Mass, dimensions and loading requirements
Division 6 – Access restrictions on certain vehicles that comply with mass or dimension requirements.

Policy Implications

Council Policy 13.6 Permit Vehicles – Routes and Conditions

Policy Statement

This Policy has been developed to align with the MRWA Permit Network System, to ensure that only permitted Restricted Access Vehicles (RAV's) use Council's Road Network, to the conditions specified. The MRWA Permit Network system can be accessed by logging onto the MRWA website at: www.mainroads.wa.gov.au, and clicking on "Heavy Vehicles" in the left hand menu. Operators are responsible for ensuring their vehicle meets the access conditions imposed by MRWA and the Shire of Trayning.

This Policy applies to all RAV's (or Heavy Vehicles) to a maximum width of 2.5m and maximum height of 4.3m.



Approval is to be sought from MRWA's Heavy Vehicle Operations (HVO) section, to use any RAV on Council's Road Network that is greater than 2.5m in width, or greater than 4.3m in height, as these RAV's are not covered in this Policy.

Council Policy 1.11 Community Consultation is also applicable to this item in determining the level of community consultation/contact that will be undertaken by the Shire.

Financial Implications

Allowing heavy vehicles on these sealed roads may require addition annual maintenance cost if the roads have not been constructed for heavy vehicle use. There may also be a requirement to upgrade some sections of the roads/street to make them suitable for larger vehicles.

Diverting vehicles away from the unsuitable Thompson Road may also assist in reducing the level of annual maintenance required on this road.

Strategic Implications

Shire of Trayning Strategic Community Plan 2013

OBJECTIVE: Economic – Provide an effective and efficient transportation network.

STRATEGIES:

E 3.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community.

E 3.2 - Maintain an efficient, safe and quality local road network.

E 3.3 - Support the provision of appropriate regional transportation links, including rail, air and bus

Environmental Implications

Heavy vehicles utilising Leake and Wilson Streets would discharge some level of carbon monoxide into the air but it's not expected to adversely impact on any of the community members, given it's only for a limited period during the year and the number of vehicles involved is not high.

Social Implications

Increased traffic on local streets in the townsite have the potential to have some social impact on the community (conflict between trucks and motor vehicles), but given that it's expected that the number of vehicles involved is not high the impact and conflict is not expected to be unreasonable or adversely impact the Kununoppin community.



Officer's Comment

Following the closure of the public comment period one (1) submission was received whilst a further four (4) submissions have been received and a summary of the submission comments are included as an attachment to this item. In summary:

1. One submission has no objection to the necessary vehicle access to the Kununoppin Hospital, but is opposed to Leake Street and most Wilson Street, Kununoppin;
2. Three (3) submissions are supporting the upgrading of one or all of, Wilson Street (east to west), Glass Street (Wilson to Thompson), Leake Street and Hewitt Street; and
3. The fifth submission has referred to previous community consultation two (2) years ago and has encouraged Council to revisit this submission and base it on the actual need and actual vehicle access that is required.

In summary Rod Munns has provided the following comment on Wilson, Leake and Hewitt Streets in his RAV route assessments report for various roads as requested by the Acting CEO.

Wilson Street

Report to Council November 2016

'One of these 29 road sections was part of Wilson Rd from Un-named Rd to Appleyard Rd – which is the eastern section linking Appleyard Rd (which starts at the Hewitt St intersection) to the Goomalling / Merredin Rd ONLY. The Un-named Rd is the small section between the Goomalling / Merredin Rd and where Wilson St turns 90 degrees – with the abandoned railway level crossing within.

I was not asked to comment on the other section of Wilson St from Un-Named Rd and heading west past Leake St to the Goomalling / Merredin Rd entrance on the western side of Kununoppin, and have not been involved in any other consultation on this part of this road. However, when I completed the recent assessment of the eastern section of Wilson St from Leake St to Hewett St, I did check the other western section of Wilson St and I can advise that currently, without any alterations to this section of Wilson St, this section should automatically qualify for Network 4 RAV access.'

A/CEO Comment: Rod Munns will be in the area next week and will undertake a formal assessment, which is what is required to submit the request to MRWA, of the western section of Wilson Street, so if Council endorses its reclassification it can be progressed automatically by Rod Munns.

2019 Rod Munns Route Assessment

This road is unsuitable for RAV Access

Recommendations to upgrade Wilson St to a suitable standard for Network 4.1 RAV



Access, from SLK 0.75 to 1.17, are:

- 1) Widen the seal width from SLK 0.76 to 0.90 to a minimum seal width of 6.4m (2 x 3.2m wide sealed traffic lanes) – a minimum seal width of 8.0m is recommended – so this section meets the minimum required sealed traffic lane width of 3.2m.
- 2) Widen the seal width from SLK 0.90 to 0.99 to a minimum seal width of 8.0m (2 x 4.0m wide sealed traffic lanes), to ensure Lane Correct SPA is compliant for Network 4 RAVs within this section.

Upgrading of the above two items will allow this street section to be upgraded to Network 4.1 RAV Access with no required Operating Conditions, subject to compliant SPA of the Un-named Rd / Wilson St intersection at SLK 0.99 (likely to be compliant) by MRWA HVS.

Leake Street

'In relation to whether Leake St and Hewitt Rd would be eligible to Network 4 RAV access:

'Leake St would likely automatically qualify for Network 4 RAV access without any changes (the Swept Path Analysis (SPA) will need to be checked at the intersection of Leake St and Wilson St, but I believe because Wilson St is reasonably wide at this intersection, the SPA would likely be compliant. I do not currently have access to checking this SPA, and this is something MRWA HVS normally do.'

Leake St, from SLK 0.0 to 0.54 is suitable for Network 4.1 RAV Access with no operating conditions to apply, subject to MRWA HVS checking the SPA at the Wilson St intersection at SLK 0.00 (which is expected to be compliant).

Hewitt Street

'To allow Hewitt St to be added to the RAV 4 network, the intersection with Wilson St / Appleyard Rd will need to be upgraded by widening out the radii (this is obvious without having the SPA analysed). The culvert at this intersection will also need extending to allow this work to occur. Other than this required upgrade, the remainder of Hewitt St will just meet the minimum requirements of the RAV Route Assessment guidelines (with the seal width at 6.4m on this street just equalling the minimum required sealed traffic lane width of 3.2m (1/2 of the seal width).'

A/CEO Comment: Given the comment by Rod Munns on Wilson (SLK 0.75 to SLK 1.17) Hewitt Street unless Council is prepared to allocate funds, to widen the seal width (Wilson Street) and to widen the intersection, including widening the culvert and then potentially allocate sufficient funds in a future year's budget to widen the entire road (Hewitt Street) for large truck movements there is no point in including it in a submission to MRWA seeking an upgrade to a RAV 4 Network rating.

Also whilst there is support in the submissions to allow the larger vehicles that deliver to the hospital to continue to do so but stop other larger commercial vehicles, it's my understanding that this can't happen because once a road is classified at a level (i.e. RAV 4 Network) then all eligible trucks can use that road).



In addition Glass Street, Kununoppin has not been assessed by Rod Munns as to its suitability for a RAV 4 Network rating. So Council could still proceed to request MRWA to include this street and either MRWA would have to undertake the assessment (which I understand will take some time as they have a backlog of assessment requests) or alternatively request Rod Munns to undertake a RAV route assessment of the street and if its suitable staff could submit the request to MRWA. If upgrades are required then it will have to come back to Council for consideration before being submitted to MRWA.

Finally given that Wilson and Glass Streets, Kununoppin were not included in the original proposal put out for community consultation comment and consultation in late 2018/early 2019 is it prudent to consider these two streets &/or approve their upgrade to RAV 4 Network rating without first consulting with the landowners on these two streets.

Council now has a number of options that it can consider based on the submissions received.

1. Only make a decision on those roads that were advertised for consultation at this time being, Leake and Hewitt Streets and section of Appleyard Road and the unnamed section (from Wilson Street to Nungarin - Wyalkatchem) and resolve to write to landowners/residents in Wilson and Glass Streets for their comments before making a final decision on these two streets.
2. Resolve to include all the roads in Kununoppin as requested in the submissions to form a loop being, Glass, Wilson (east to west to Nungarin-Wyalkatchem road) and Leake Streets. Hewitt has been left out on the basis that additional works are required.
3. Resolve to include all the roads in Kununoppin as requested in the submissions to form a loop being, Glass, Wilson (east to west to Nungarin-Wyalkatchem road) and Leake Streets. Also include Hewitt Street and resolve that funds be included in the 2019/20 budget to widen the corner radii and extend the culvert width as a minimum.

A/CEO Comment: Given the comment by Rod Munns on Wilson (SLK 0,75 to 1.17 – effectively east of Leake Street) and Hewitt Streets unless Council is prepared to allocate funds, to widen the seal width (Wilson Street) and to widen the intersection, including widening the culvert and then potentially allocate sufficient funds in a future year's budget to widen the entire road (Hewitt Street) for large truck movements there is no point in including it in a submission to MRWA seeking an upgrade to a RAV 4 Network rating.

Officer's Recommendation

It is recommended that:

1. Council authorise the Acting Chief Executive Officer and Mr Rod Munns to apply to Main Roads WA (MRWA) to have Wilson Street (west from the Nungarin-Wyalkatchem Road to Leake Street); and Leake Street (Wilson Street to Thompson Road) approved as Restricted Access Vehicle (RAV) Network 4 level Roads;



2. Given the comment by the consultant, Rod Munns, in regards to upgrading requirements for Hewitt Street, that it only just meets the minimum requirement for RAV Route Assessment guidelines and portion of Wilson Street (SLK 0.75 to SLK 1.17), *this road is unsuitable for RAV Access*, that they not be included until such time as Council agrees to fund the required corner and culvert widening and widening of the current pavement (6.4m) works required on both streets; and
3. That Rod Munns be requested to undertake a RAV route assessment of the Glass Street, Kununoppin and if it's suitable for upgrading to a RAV 4 Network road, staff be authorised to submit the request to MRWA. If upgrades are required then a report is required to come back to Council for consideration.

New Motion

Moved: Cr JJ Wilkins

Seconded: Cr GI Yates

It is recommended that:

Prior to any Council submissions being made to MRWA community consultation by the CEO be undertaken with landowners in Wilson Street, Kununoppin (West from Leake /Wilson Streets intersection to Nungarin/Wyalkatchem Road) and the CEO identify any costs, if required, to upgrade the Un-named/ Wilson Streets section to Couper Street.

Resolution: 04-2019.33

Carried: 4/0

Reason for change of Recommendation

As Wilson Street was not part of the original community consultation in early 2019 (was just Leake Street, Kununoppin) and given Council's Consultation Policy it's appropriate that the residents of Wilson Street, Kununoppin now be given the opportunity to comment before Council considers the potential upgrading to a RAV 4 Network Road.

4:40pm- Cr GF Waters returned to the meeting.

4:40pm- Cr FA Tarr returned to the meeting.

4:40pm- Cr ML McHugh returned to the meeting.



11.1.2 CEACA Council Financial Contribution 2019/20

Date of Report:	10 th April 2019
Proponent:	CEACA
File Ref:	3.2.4.50
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

At the 26 February 2019 meeting of CEACA, attended by Cr Tarr, it was resolved that each participating local government be requested confirm that they wish to remain part of CEACA going forward and if so they are requested to agree to contribute \$20,000 in their 2019/20 budget to CEACA.

Background

April 2018

A report to Council in regards to the CEACA 2018/19 budget provide the following information:

Council has been a member of CEACA since its inception and has been working with CEACA for the new construction project of 75 new Independent Living Units throughout eleven Councils.

Unfortunately due to Budget restraints the State Government have requested \$5 million dollars be returned to assist the state government budget. This is unfortunate though part of the process.

With the reduction the Shire's of Bruce Rock, Kellerberrin and Merredin have given up one residence each to assist with the pay back of the abovementioned funds.

In going forward and with the extension of time due to negotiation with the State Government the construction of the units has been delayed which leads to further lead times for rental income to be received for the units.

This is evident through the CEACA budget that has been presented to the CEACA Executive and subsequently to the CEACA Committee. The Executive has recommended to the committee to approve an increase in subscriptions from a total of \$14,000 last year comprising of \$10,000 Membership Fee and \$4,000 Project and activities to a General Membership Fee of \$20,000.

The Project and Activities funding has been combined with the General Membership as there is insufficient funds to allocate to this field for specific allocation.



Council at its April 2018 meeting resolved (minute 04.2018.045) as follows:

'It is recommended that;

1. *Council advise CEACA that it does support the reimbursement of monies to the Shires of Bruce Rock, Merredin, and Kellerberrin and, accordingly, will allocate monies in the 2018-19 budget.*
2. *Council advise CEACA that it does support the additional contribution necessary to balance the project budget and, accordingly, will allocate monies in the 2018-19 budget.*
3. *Council advise CEACA that it does not support the current methodology of determining individual member's subscription/membership fee. Council supports a subscription/membership fee methodology based upon a fee for dwelling to be constructed in each of the member's local government.*
4. *Council advise CEACA that it does not support the proposed 2018-2019 Budget in its current configuration for the following reasons:*
 - a. *The proposed methodology for determining the member's subscriptions.*
 - b. *The quantum to be raised by member's subscriptions, an increase of 36%, is neither warranted nor justified.*
 - c. *Several line items in the proposed budget, namely Items 7, 9 & 10, ought to be borne by the consulting company providing the Executive Officer service.*
 - d. *Several operational and performance issues would need to be satisfactorily resolved prior to the Shire of Trayning supporting to Item 5*
5. *Council remind CEACA that it does not have the authority to waive building licence fees, caravan park fees and refuse disposal fees on behalf of local governments.'*

May 2018

Council at its 16 May 2018 Council meeting resolved (minute 05.2018.069) as follows:

'It is recommended that:

Council advises CEACA that it remains committed to CEACA and will make the appropriate budget consideration for the 2018-19 financial period.'

Consultation

Consultation was undertaken between the member local governments at the February 2019 CEACA meeting I regards to this proposal and Cr Tarr forwarded a request to the Acting CEO for this matter to be considered by Council.



Statutory Environment

Inclusion of this request as part of the 2019/20 budget adoption will comply with all relevant statutory legislation.

Policy Implications

There is no current Council policies relevant to the item.

Financial Implications

The 2018/19 budget includes an allocation of \$22,345 to CEACA, including an Annual Subscription of \$20,000, agreeing to this request would be in line with the current budget allocation.

Strategic Implications

Shire of Trayning Strategic Community Plan 2013.

OBJECTIVE: SOCIAL – Create an environment that provides for a caring and healthy community.

STRATEGY: S 2.2 – Facilitate provision of services for aged persons and people with disabilities.

Environmental Implications

There are no environmental considerations relevant to this item

Social Implications

The ongoing support for CEACA by Council has the potential to have a positive impact on the seniors who will be occupying the CEACA seniors units in Kununoppin once completed.

Officer's Comment

Until such time as the whole CEACA seniors units project is completed and Council has a better understanding of the ongoing operational costs versus expected annual income it is difficult not to support the project financially.

Once they are all completed and Council is provided with an annual operating budget then perhaps there may be the potential for Council to reduce its annual contribution.



Officer Recommendation/ Council Decision

Moved: Cr FA Tarr

Seconded: Cr MS Hudson

It is recommended that:

Council agree to include \$20,000 in its 2019/20 budget as a contribution towards CEACA.

Resolution: 04-2019.34

Carried: 6/1



Prior to any consideration of this Item;

Cr FA Tarr declared an Impartiality Interest in Item 11.1.3.

11.1.3 Delegations Review

Date of Report:	9 th April 2019
Proponent:	Paul Sheedy
File Ref:	4.2.5.16
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Person/position being delegated authority to make decisions on behalf of Council.
Attachments:	Delegations Register
Voting Requirements:	Absolute Majority

Introduction

The local government requires the Council to undertake a review of its delegations to Committee, the CEO and other employees.

Background

To assist in the effective administration of the Shire, Council has granted various delegations.

Under the provisions of the Local Government Act 1995, Council can only delegate to Council Committees or the Chief Executive Officer.

Delegations under other legislation can be delegated to the officer concerned.

Council last reviewed the Delegations Register in October 2016.

Consultation

There has only been minimal consultation amongst the staff as no additional delegations are sought.

Statutory Environment

The Local Government Act 1995, section 5.18,

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

The Local Government Act 1995, section 5.42, 5.43, 5.44 and 5.46

5.42. Delegation of some powers and duties to CEO

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- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

In turn, the Local Government Act 1995 allows the CEO to delegate to other employees:

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.



- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
- (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate,
- are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Policy Implications

There are no current policy's relevant to this item.

Financial Implications

There are several delegations to the Chief Executive Officer if acted upon have a financial implication on the Council which are:

- 4.2 Disposal of Assets
- 4.3 Creditors payments
- 4.4 Investment of surplus funds
- 4.5 Write-off of minor outstanding amounts
- 4.14 Donations
- 4.16 Opening Fences

Strategic Implications

Shire of Trayning Strategic Community Plan 2013



OBJECTIVE: Civic Leadership – Provide efficient and effective management.

STRATEGY: C.3.3 – Provide reporting processes in a transparent, accountable and timely manner.

Environmental Implications

There are no environmental implications relevant to this item.

Social Implications

There are no social implications relevant to this item.

Officer's Comments

In reviewing the delegations that were submitted to Council in 2018 it was noted that two important delegations that had been included in previous years for some unknown reason were not included 2018, namely:

The current Delegation register included in the attachment has these two delegations added back in which required section 4 to be renumbered adding 4.14 and 4.15.

In 2014 when Council adopted two 'Shire of Trayning Local Planning Scheme No. 1' policies relating to 'Moveable Buildings' and 'Outbuildings in Residential and Townsite Zoned Areas', Council delegated authority to its Building Surveyor:

- To determine applications for planning consent for all applications for transportable and relocated dwellings in zones of the Scheme where dwellings are permitted. (Policy 1).
- To determine applications for planning consent for all applications for outbuildings in the Residential and Townsite zones of the scheme (Policy 2).

Given that the Shire no longer employs a Building Surveyor it's suggested that these delegations also be delegated to the Chief Executive Officer for the efficient management of these applications otherwise they will all have to come to Council for determination, which is the alternative if Council wants this to happen.

Given that the delegation only applies when the scheme indicates that these applications are in a permitted use in the zone (therefore they can't be refused from a planning perspective), as against a discretionary use (where you can say yes or no), it seems reasonable to provide this delegation to the CEO. So delegations 4.17 and 4.18 have been included as new delegations in the attachment.

Finally with Delegation 5.1 'Alteration to Restricted and Prohibited Periods' the delegated power from Council, to make these alterations during the fire season, is to the Shire President and Chief Bush Fire Control Officer, jointly.



Currently it appears that this has not been occurring with the Chief Bushfire Control Officer (CBFCO) and Deputy Chief Bush Fire Control Officer making these decision. So I am just seeking some clarification as to whether Council wants to retain the current delegation and if so I will advise the CBFCO for future reference, or alternatively if Council is supportive the delegation can be amended to delegate the authority to make these decision to the CBFCO and Deputy CBFCO jointly. From my experience in past local governments some had the President and CBFCO whilst other had the CBFCO and Deputy CBFCO.

If Council wishes to amend this delegation (5.1.) then it will require a new Council decision as follows:

It is recommended that:

Subject to Delegation 5.1 'Alteration to Restricted and Prohibited Periods', being amended with the delegation being to the 'Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer, jointly (in lieu of Shire President and Chief Bush Fire Control Officer) Council endorses the Delegations to, Committees (3.1 to 3.2), the Chief Executive Officer (4.1 to 4.18) and Other Officers (5.1 to 5.4) as detailed in the attachment.

A copy of the Delegations Register is attached for review and endorsement

Officers Recommendation

It is recommended that:

Council reviews and endorses the Delegations to, Committees (3.1 to 3.2), the Chief Executive Officer (4.1 to 4.18) and Other Officers (5.1 to 5.4) as detailed in the attachment.

New Motion

Moved: Cr FA Tarr

Seconded: Cr MS Hudson

That it is recommended that:

Subject to Delegation 5.1 'Alteration to Restricted and Prohibited Periods', being amended with the delegation being to the Shire President, Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer, jointly Council endorses the Delegations to, Committees (3.1 to 3.2), the Chief Executive Officer (4.1 to 4.18) and Other Officers (5.1 to 5.4) as detailed in the attachment.

Resolution: 04-2019.35

Carried by Absolute Majority: 7/0

Reason for Change of Resolution

Council felt that it's important to retrain the Shire President in the consultation process but was agreeable to the addition of the Deputy Chief Bush Fire Control Officer.



11.1.4 Unbudgeted Expenditure – Administration Building Concept Plans

Date of Report:	10 th April 2019
Proponent:	Paul Sheedy
File Ref:	N/A
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Introduction

There is a need to progress the potential expansion of the existing Administration building in Trayning to provide for office space for the CEO and a potential expansion of the Council Chambers, upgrading of the current kitchen and provide for a small staff room. In order for some consideration to be given in the 2019/20 budget concept plans and estimated costs need to be developed prior to the budget adoption process.

This item seeks the approval of Council for unbudgeted expenditure of \$3,000 plus GST to develop concept plans and initial costs estimates.

Background

Previous CEO's relocated to the Council chambers in 2015-16.

Consultation

It's proposed that consultation will be between the consultant and the Shire Working Group comprising Councillors and staff.

Statutory Environment

Local Government Act 1995, section 6.8

6.8 Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*



Policy Implications

There are no current policies relevant to this item.

Financial Implications

As there are no funds currently allocated in the 2018/19 budget for this project it will potentially impact slightly on the 30 June 2019 financial position.

Strategic Implications

Shire of Trayning Strategic Community Plan 2013

OBJECTIVE: Civic Leadership – Provide accountable and transparent leadership.

STRATEGY: C 1.1 – Enhance open and interactive communication between Council and the community.

OBJECTIVE: Civic Leadership – Provide efficient and effective management.

STRATEGY: C 3.5 – Provide flexible and attractive work conditions in a supportive work environment.

Environmental Implications

There are no environmental implications at this time in relation to this item.

Social Implications

The expansion/extension of the existing Council Chambers will improve the ability of Council/Councillors to engage social with the community members, whilst the provision of a dedicated CEO's Office will allow for more professional engagement with community members, other local government staff and organisation representatives.

Officer's Comment

Whilst the expansion of a local government Administration Building is rarely seen in a positive manner by community members the reality is that in to attract and retain professional staff there is a requirement to provide suitable office accommodation. The current situation where the CEO's Office is located in the Council chambers is not conducive to being able to undertake the affairs of the Shire in a confidential and professional manner, especially when being visited by representatives from other local governments, state government agencies other organisations and community members.

The Council Chambers are very small and don't adequately accommodate visitors to the Council meetings if they attend and in fact the closeness of visitors seating to the Councillors could be considered to be a safety issue.



Finally staff being required to sit in a passage way to have their lunch, which is currently the only access to the chambers and CEO's office, is not considered an appropriate option today.

Officer Recommendation/ Council Decision

Moved: Cr MS Hudson

Seconded: Cr GF Waters

It is recommended that:

Council approve the unbudgeted expenditure of \$3,000 plus GST, in the 2018/19 financial year, for the development of concept plans for the extension of the Shire Administration building to provide for CEO office space, potential expansion of the Council Chambers, upgrading of the kitchen and a staff room.

Resolution: 04-2019.36

Carried by Absolute Majority: 6/1



11.1.5 Members Fees and Allowances

Date of Report:	10 th April 2019
Proponent:	Paul Sheedy
File Ref:	N/A
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Introduction

The annual meeting fees, President and Deputy President Allowance and Communication and It Allowances are required to be determined each year so that they can be include in the upcoming budget considerations.

Background

In June 2018 Council adopted the following fees and allowances.

Council Meeting Fees

President \$380, Councillors \$185

Committee Meeting Fees

President \$185, Councillors \$95

Communication and IT Allowance

Telecommunication \$1,550, Information Technology \$550

Travel Allowance

1600cc & under \$0.5669 cents per kilometre

1600cc to 2600cc \$0.6866 cents per kilometre

2600cc & over \$0.9554 cents per kilometre

President & D/President Allowance

President \$12,350

D/President \$3,087.50

Consultation

There is no consultation required on this matter.

Statutory Environment

Local Government Act 1995, section 5.98 & 5.99

5.98. Fees etc. for council members

(1A) In this section —

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determined means determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B.

- (1) A council member who attends a council or committee meeting is entitled to be paid —
 - (a) the fee determined for attending a council or committee meeting; or
 - (b) where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.
- (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
 - (a) the annual local government allowance determined for mayors or presidents; or
 - (b) where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.

5.98A. Allowance for deputy mayor or deputy president

(1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

5.99A. Allowances for council members in lieu of reimbursement of expenses

- (1) A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all eligible council members —
- (a) the annual allowance determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for that type of expense; or
 - (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for annual allowances for that type of expense, an allowance of that amount

The Salaries and Allowances Tribunal (SAT) Local Government Chief Executive Officers and Elected Council Members Determination No.1 of 2019 set the minimum and maximum allowable fee is between \$500 and \$3,500 for Telecommunications and Information Technology Allowances.

Local Government (Administration) Regulations 1996, section 33

33. Annual local government allowance for mayors or presidents — s. 5.98(5)

(1) For the purposes of section 5.98(5) —

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- (a) the minimum annual local government allowance for a mayor or president is \$600; and
- (b) the maximum annual local government allowance for a mayor or president is —
- (i) \$12 000; or
- (ii) 0.002 of the local government's operating revenue, whichever is the greater amount, but in any case no more than \$60 000.

33A. Annual local government allowance for deputies — s. 5.98A

For the purposes of section 5.98A (1) the prescribed percentage is 25%.

Policy Implications

There are no current Council policies relevant to this item

Financial Implications

The fees and allowances set by the Council will be included in the 2019/20 budget so there is no additional financial implications at this time.

Strategic Implications

There are no current Strategic Implications relevant to this item.

Environmental Implications

There are no environmental implications relevant to this item.

Social Implications

Whilst there may be some social/community concerns about payment of fees etc. to Councillors the reality is that in order to attract suitable candidates there has to be a reasonable remuneration to compensation for the time spent in the role and the potential loss of income (wages) by some Councillors.

Officer's Comment

Councillor meeting fees and Telecommunication and IT Allowances are determined by SAT and are based on the four local government bands (relates to size of local government) with minimum and maximum amounts within each band that can be paid for either, each meeting attendance (Council and Committee meetings) or an annual meeting allowance. The Mayor or President is permitted to receive a higher meeting attendance fee or annual meeting allowance based on that person's automatic role to chair council meetings.

This method then results Councillors, including the President receiving a minimum amount depending on the local government band and also allows the Council to determine the upper limit to be paid to the maximum set by SAT.



The Salaries and Allowances Tribunal (SAT) Local Government Chief Executive Officers and Elected Council Members Determination No.1 of 2019 has increase the meeting fees etc. for Elected member by 1% commencing from 1 July 2019.

Despite this small increase I have recommended that the Councillor fees remain the same as last year in the recommendation below, albeit that the President's Council Committee Meeting fee has been reduced to what was the maximum that was allowed last year, being \$118 (\$119 from 1 July 2019) and not the \$185 endorsed by Council in June 2018. An adjustment has been made to payments during the current financial to correct this error and recoup overpayments made.

Final, the SAT No.1 2019 determination also indicates that the reimbursement of travel cost incurred whilst driving privately owned or leased vehicle are to be the same rate as contained in the Local Government Officers (Western Australia) Interim Award 2011 which is now as follows:

Travel Allowance

1600cc & under \$0.5837 cents per kilometre

1600cc to 2600cc \$0.7087 cents per kilometre

2600cc & over \$0.9901 cents per kilometre

This is effectively a 3.70% increase on the current rate being paid and I have incorporated this into the recommendation below. If Council wishes to revert to the current rates being paid then a new Council motion/decision will be required.

Officer Recommendation/ Council Decision

Moved: Cr GI Yates

Seconded: Cr GF Waters

It is recommended that Council:

1. Sets the Council meeting fee for elected members of Council within the Band 4 SAT range at \$185 and the Committee meeting fee at \$95 for 2019/20 and that this be paid quarterly in arrears, in September, December, March and June, except where members resign or do not seek re-election, when they will be paid their pro-rata entitlements on their term of office ceasing.
2. Sets the Council meeting fee for the President within the Band 4 SAT range at \$380 and the Committee meeting at \$118 for 2019/20 and that this be paid quarterly in arrears, in September, December, March and June, except where the President resigns or does not seek re-election, when the entitlement will be paid pro-rata on their term of office ceasing.
3. Sets an annual President's Allowance within the Band 4 SAT range to \$12,350 for 2019/20 and that this be paid quarterly in arrears, in September, December, March and June, except where the President resigns or does not seek re-election, when the entitlement will be paid pro-rata on their term of office ceasing.



4. That the Deputy President's Allowance be \$3,087.50 for 2019/20 and that this be paid quarterly in arrears, in September, December, March and June, except where the Deputy President resigns or does not seek re-election, when the entitlement will be paid pro-rata on their term of office ceasing.
5. That instead of reimbursing information and communications technology, telephone and facsimile rental and call costs, Council provides an annual Communications Allowance of \$1,550 and Information Technology allowance of \$550 for 2019/20 for the President and Councillors and that this be paid quarterly in arrears, in September, December, March and June, except where members resign or do not seek re-election, when they will be paid pro-rata their entitlements on their term of office ceasing.
6. That travel cost reimbursed to Councillors whilst driving private owner or a lease vehicle when attending approved meetings on behalf of the Shire will be as follows:
 - 1600cc & under \$0.5837 cents per kilometre
 - 1600cc to 2600cc \$0.7087 cents per kilometre
 - 2600cc & over \$0.9901 cents per kilometre

Resolution: 04-2019.37

Carried by Absolute Majority: 7/0



11.1.6 Chief Executive Officer Appointment

Date of Report:	9 th April 2019
Proponent:	Paul Sheedy
File Ref:	4.2.5.15
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Introduction

Following the interview process and Special Meeting of Council, Council is required to formally resolve to appoint Mr Brian Jones to the position of Chief Executive Officer as required by section of the Local Government Act, endorse the remuneration package of \$171,590 per annum and authorise the President to sign the contract and attach the common seal on behalf of the Shire of Trayning.

Background

December 2018

Following the seeking of quotation from WALGA and LOGO Appointments Council at its December 2018 meeting resolved (12.2018.174):

'It is recommended that:

Council appoint WALGA at a cost of \$8,450.00 plus GST to assist Council in the recruitment process for a Chief Executive Officer for the Shire of Trayning and authorise the Acting Chief Executive Officer to sign the engagement agreement with the approved consultancy. 12-2018.174.

February 2019

The President and Acting CEO meet with Lydia Highfield, WALGA on 11 February 2019 to formulate the proposed advertisement, Information Package, including remuneration and draft Contract of Employment, as part of the recruitment process for a new CEO.

March 2019

Councillors and the WALGA consultant undertook interviews of selected candidates.

April 2019

Council held a Special Council meeting on 5th April 2019 and formally resolved to offer the position of Chief Executive Officer to its preferred candidate



Consultation

Consultation has been ongoing between the President and the WALGA consultant and Councillors in regards to progressing the appointment of the preferred candidate

Statutory Environment

Local Government Act 1995, section 5.36

5.36 Local government employees

- (1) A local government is to employ —
- (a) a person to be the CEO of the local government; and
- (2) A person is not to be employed in the position of CEO unless the council —
- (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.

* Absolute majority required.

Policy Implications

There are no current policies relevant to this item.

Financial Implications

Provision is included in the 2018/19 budget for the appointment for the Chief Executive Officer and the approved remuneration package.

Strategic Implications

Shire of Trayning Strategic Community Plan 2013

OBJECTIVE: Civic Leadership – Provide efficient and effective management.

STRATEGY: C 3.4 – Recruit, retrain and develop suitably qualified, experienced and skilled staff.

Environmental Implications

There are no environmental implications relevant to this item.

Social Implications

The CEO plays an important part in liaising between Council and the community and representing the Council at functions and events.



Officer's Comment

Council at its Special Council meeting on 5th April 2019 resolved:

'That Council offers the position of Chief Executive Officer, Shire of Trayning to Brian Jones on a fixed term contract of three (3) years, commencement date to be negotiated by the President and WALGA Recruitment Services Manager, with the final remuneration package and contract of employment being negotiated by the President and WALGA Recruitment Services Manager the final remuneration package and contract of employment being brought back to Council for approval at its April 2019 Ordinary Council meeting.'

The President and WALGA consultant have now finalised the negotiations with Mr Jones and the contract of employment terms are similar to the draft document previously provide to Councillors for reviewing. The final contract of employment can be provided to Councillors for perusal at the Council meeting.

The commencement date for the CEO will be 29 April 2019.

Officer Recommendation/ Council Decision

Moved: Cr MS Hudson

Seconded: Cr JJ Wilkins

It is recommended that Council:

1. Appoints Mr. Brian Jones to the position of Chief Executive Officer with the Shire of Trayning for a period of three (3) years commencing on 29 April 2019 and concluding on 28th April 2022;
2. Is of the belief that Mr. Brian Jones is suitably qualified for the position of Chief Executive Officer;
3. Is satisfied with the provisions of the proposed employment contract to be entered into with Mr. Brian Jones with a total commencement remuneration package of \$171,590 per annum, in accordance with the current Salaries and Allowances Tribunal determination for Band 4 Local Government Chief Executive Officers.
4. Authorises the Shire President to sign the contract of employment and affix the Common Seal of the Shire of Trayning.

Resolution: 04-2019.38

Carried by Absolute Majority: 6/1



12 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

13 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

14 CLOSURE

There being no further business, the Shire President thanked all Councillors and Staff for their attendance and declared the meeting closed at 5:09pm.