



**MINUTES
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 18 April 2018**

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

Commencement: 4:01pm





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Signed



Scanned Image of Signature

Graham Merrick
Chief Executive Officer



PREFACE

When the 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 01st May 2018.

Scanned Image of Signature

Graham Merrick
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 16 May 2018.

Signed

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 18 April 2018, commencing at 4:01pm.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr MA Brown, welcomed all members, staff and declared the meeting open at 4:01pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Geoffrey Waters (Deputy Shire President)
Cr Freda Tarr
Cr Gregory Yates
Cr Michelle McHugh
Cr Dale Vernon
Cr Marlon Hudson

STAFF:

Mr Graham Merrick (Chief Executive Officer)
Mr Don Shaw (Manager of Asset Management and Economic
Development)
Mrs Jacqui Cook (Senior Finance Officer)

APOLOGIES:

Miss Belinda Taylor (Executive Assistant)

ON APPROVED LEAVE(S) OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Mr Stephen Chamarette

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil



4 PUBLIC QUESTION TIME

4:01pm – the President MA Brown opened public question time.

4.1 Mr Stephen Chamarette – Wild Dog Levy and EWBG Membership

Mr Chamarette asked the following questions which were taken on notice:

1. How do ratepayers of the Shire, who are paying the Wild Dog Tax benefit from their membership of the EWBG?
2. Would it be true to say ratepayers in the Shire who are sheep and wool producers gain the most benefit from their membership of the EWBG?
3. Has the Shire surveyed/consulted with sheep and wool producers to assess their objection to an industry levy that address the wild dog issue in the Shire?
4. Is Council acting in the best interest of ratepayers in the Shire by creating another level of bureaucracy over which the Shire has little or no influence?

4:06pm – There being no further questions the President MA Brown closed Public Question Time.

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 ML McHugh	11.1.2	Financial	Related to Landowner
Cr MA Brown	11.1.2	Financial	Landowner
Cr MS Hudson	11.1.2	Financial	Landowner
Cr GF Waters	11.1.2	Financial	Landowner
Cr GI Yates	11.1.2	Financial	Leases farm land
Cr DK Vernon	11.1.2	Financial	Landowner



6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

Nil

6.2 Deputations

Nil

6.3 Presentations

6.1 Mr Stephen Chamarette gave a presentation to Council regarding the Wild Dog Levy and the Shire's EWBG Membership.

6.2 Cr Geoff Waters gave a presentation to Council giving a brief overview of the Annual WALGA Wheatbelt Conference held at Jurien Bay April 5-6.

7 CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council

Officer's Recommendation/Council Decision

Moved: Cr ML McHugh

Seconded: Cr FA Tarr

That the minutes of the Ordinary Meeting of Council held on 21st March 2018 be confirmed as a true and correct record of the proceedings.

Resolution: 04-2018.038

Carried:7/0

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

9 REPORTS OF OFFICERS

Nil

9.1 REGULATORY SERVICES



10.1 MANAGER OF FINANCE

10.1.1 Monthly Financial Report– March 2018

Date of Report:	10 th April 2018
Proponent:	N/A
File Ref:	N/A
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Graham Merrick – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.1 Statement of Financial Activity – March 2018
Voting Requirements:	Simple Majority

Introduction

This report presents for consideration the Monthly Financial Report, for the period ending 31st March 2018.

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 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 subregulation (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 subregulation (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.



Financial Implications

A copy of the Monthly Financial Report for the period ending 31st March 2018, 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

Rates debtors and Sundry debtors are still being successfully collected and the outstanding balances are on a satisfactory decline.

There is still a lot of work to be done on the finances and the financial processes however they are looking much healthier and are on the right track.

Officer's Recommendation/Council Decision

Moved: Cr GI Yates

Seconded: Cr FA Tarr

It is recommended that:

Council accepts the Monthly Financial Report for the period ending 31st March 2018 as presented.

Resolution: 04-2018.039

Carried:7/0

SHIRE OF TRAYNING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2018

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 2018**

Key Information

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 March 2018 of \$724,926.

Items of Significance

The material variance adopted by the Shire of Trayning for the 2017/2018 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Revenue

Proceeds from Disposal of Assets ▼ (\$35,465) Under YTD Budget

	%			
	Collected /	Annual Budget	YTD Budget	YTD Actual
	Completed			
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	84%	764,575	592,940	644,514
Non-operating Grants, Subsidies and Contributions	65%	1,113,264	834,948	727,848
	73%	1,877,839	1,427,888	1,372,361
Rates Levied	100%	1,144,041	1,144,069	1,144,131

% Compares current ytd actuals to annual budget

		Prior Year	Current Year
Financial Position		42,825	43,190
Adjusted Net Current Assets	72%	756,545	542,653
Cash and Equivalent - Unrestricted	68%	757,635	515,046
Cash and Equivalent - Restricted	104%	415,089	431,434
Receivables - Rates	75%	185,511	138,567
Receivables - Other	113%	22,452	25,313
Payables	39%	(89,900)	(35,209)

% 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:

Reviewed by:

Date prepared:

SHIRE OF TRAYNING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	215,905	215,905	215,905	0	0%	
Revenue from operating activities							
Governance		48,505	24,657	49,974	25,317	103%	▲
General Purpose Funding - Rates	9	1,090,704	1,090,704	1,144,131	53,427	5%	
General Purpose Funding - Other		547,618	426,768	285,435	(141,333)	(33%)	▼
Law, Order and Public Safety		14,277	14,136	6,070	(8,066)	(57%)	
Health		144,415	72,665	70,641	(2,024)	(3%)	
Education and Welfare		350	261	465	204	78%	
Housing		55,167	41,902	38,622	(3,280)	(8%)	
Community Amenities		60,217	59,606	56,934	(2,672)	(4%)	
Recreation and Culture		14,122	10,901	12,539	1,638	15%	
Transport		278,711	221,504	366,026	144,523	65%	▲
Economic Services		118,394	95,777	72,799	(22,978)	(24%)	▼
Other Property and Services		64,900	48,564	57,146	8,582	18%	
		2,437,380	2,107,445	2,160,782			
Expenditure from operating activities							
Governance		(481,891)	(332,301)	(421,213)	(88,912)	(27%)	▼
General Purpose Funding		(14,520)	(10,890)	(11,018)	(28)	(1%)	
Law, Order and Public Safety		(48,334)	(38,260)	(32,023)	6,237	16%	
Health		(150,789)	(114,786)	(108,075)	6,711	6%	
Education and Welfare		(121,172)	(91,034)	(110,761)	(19,727)	(22%)	▼
Housing		(180,234)	(142,703)	(37,721)	104,982	74%	▲
Community Amenities		(136,892)	(103,385)	(113,525)	(10,140)	(10%)	
Recreation and Culture		(621,557)	(476,092)	(473,632)	2,459	1%	
Transport		(1,316,178)	(988,230)	(910,756)	77,474	8%	
Economic Services		(303,799)	(238,063)	(276,002)	(37,940)	(16%)	▼
Other Property and Services		32,078	24,401	7,495	(16,906)	(69%)	
		(3,343,288)	(2,511,342)	(2,487,232)			
Operating activities excluded from budget							
Add back Depreciation		1,016,630	762,498	633,334	(129,164)	(17%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		110,722	358,600	306,884			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	1,113,264	834,948	727,848	(107,100)	(13%)	▼
Proceeds from Disposal of Assets	8	58,140	43,605	8,140	(35,465)	(81%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(137,071)	(137,071)	(101,605)	35,466	(26%)	
Infrastructure Assets - Roads	13	(857,600)	(857,600)	(857,529)	71	(0%)	
Infrastructure Assets - Other	13	(82,653)	(82,653)	(68,124)	14,529	(18%)	
Infrastructure Assets - Footpaths	13	(89,102)	(89,102)	(55,548)	33,554	(38%)	
Infrastructure Assets - Airstrip	13	(9,000)	(9,000)	(8,979)	21	(0%)	
Plant and Equipment	13	(149,587)	(149,587)	(149,118)	469	(0%)	
Motor Vehicles	13	(60,000)	0	0	0		
Furniture and Equipment	13	(11,820)	(11,820)	(11,818)	2	(0%)	
Amount attributable to investing activities		(225,429)	(458,280)	(516,734)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		4,160	4,160	4,122	(38)	(1%)	
Transfer from Reserves	7	789,568	592,176	1,140,028	547,852	93%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(83,033)	(62,275)	(51,926)	10,349	(17%)	
Transfer to Reserves	7	(471,411)	(353,558)	(373,353)	(19,795)	6%	
Amount attributable to financing activities		239,284	180,503	718,871			
Closing Funding Surplus(Deficit)	3	340,482	296,728	724,926			

▲ ▼ 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 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	215,905	215,905	215,905	0	0%	
Revenue from operating activities							
Rates	9	1,144,041	1,144,069	1,144,131	62	0%	
Operating Grants, Subsidies and Contributions	11	764,575	592,940	644,514	51,574	9%	
Reimbursements	11	168,090	128,363	97,686	(30,677)	(24%)	▼
Fees and Charges		247,507	203,693	213,034	9,341	5%	
Service Charges		0	0	0	0		
Interest Earnings		28,104	24,088	27,764	3,676	15%	
Other Revenue		35,063	14,292	33,654	19,362	135%	▲
Profit on Disposal of Assets	8				0		
		2,387,380	2,107,445	2,160,782			
Expenditure from operating activities							
Employee Costs		(1,336,365)	(979,787)	(936,346)	43,441	4%	
Materials and Contracts		(1,010,440)	(787,442)	(855,219)	(67,777)	(9%)	
Utility Charges		(85,037)	(67,989)	(99,727)	(31,738)	(47%)	▼
Depreciation on Non-Current Assets		(1,016,630)	(762,498)	(633,334)	129,164	17%	▲
Interest Expenses		(20,646)	(13,230)	(9,644)	3,585	27%	
Insurance Expenses		(79,054)	(74,326)	(89,534)	(15,208)	(20%)	▼
Other Expenditure		(189,628)	(119,545)	(143,051)	(23,506)	(20%)	▼
Less Reallocations		422,260	123,147	279,624	156,477	(127%)	
Loss on Disposal of Assets	8				0		
		(3,315,540)	(2,681,669)	(2,487,232)			
Operating activities excluded from budget							
Add back Depreciation		1,016,630	762,498	633,334	(129,164)	(17%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0			0		
Amount attributable to operating activities		88,470	188,273	306,884			
Investing activities							
Grants, Subsidies and Contributions	11	1,113,264	834,948	727,848	(107,100)	(13%)	▼
Proceeds from Disposal of Assets	8	58,140	43,605	8,140	(35,465)	(81%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(137,071)	(137,071)	(101,605)	35,466	(26%)	
Infrastructure Assets - Roads	13	(857,600)	(857,600)	(857,529)	71	(0%)	
Infrastructure Assets - Other	13	(82,653)	(82,653)	(68,124)	14,529	(18%)	
Infrastructure Assets - Footpaths	13	(89,102)	(89,102)	(55,548)	33,554	(38%)	
Infrastructure Assets - Airstrip	13	(9,000)	(9,000)	(8,979)	21	(0%)	
Motor Vehicles	13	(60,000)	0	0	0		
Plant and Equipment	13	(149,587)	(149,587)	(149,118)	469	(0%)	
Furniture and Equipment	13	(11,820)	(11,820)	(11,818)	2	(0%)	
Amount attributable to investing activities		(225,429)	(458,280)	(516,734)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		4,160	4,160	4,122	(38)	(1%)	
Transfer from Reserves	7	789,568	592,176	1,140,028	547,852	93%	▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(83,033)	(62,275)	(51,926)	10,349	(17%)	
Transfer to Reserves	7	(471,411)	(353,558)	(373,353)	(19,795)	6%	
Amount attributable to financing activities		239,284	180,503	718,871			
Closing Funding Surplus (Deficit)	3	318,230	126,401	724,926			

Explanation Note:

The monthly financial statements are now automated. As part of this process it has identified previous set up issues.

The total of the Amended Annual Budget between the Statement of Financial Activity by Reporting Program and Nature & Type has a variance.

This has been identified as a conflict in the way the accounts have been set up as Operating Statement, when they are Capital Expense Accounts.

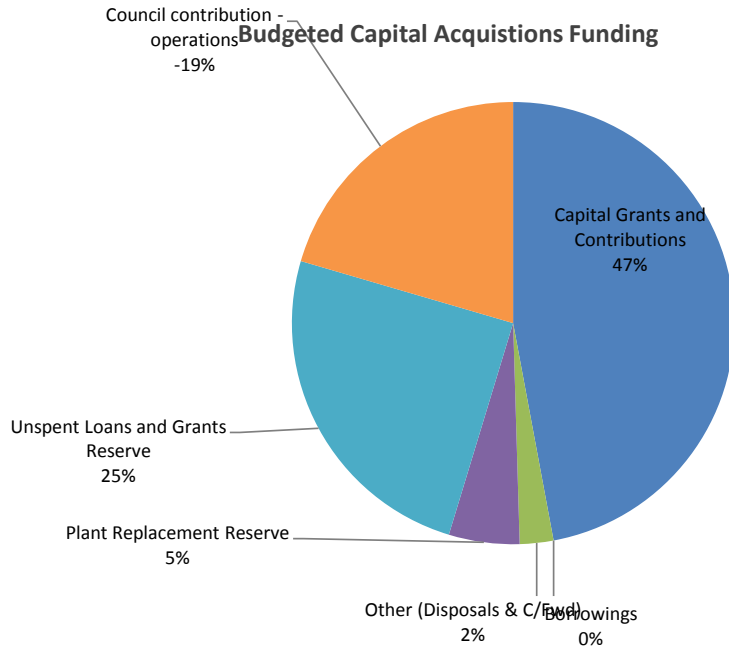
▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	101,605	137,071	137,071	101,605	35,466
Infrastructure Assets - Roads	13	0	857,529	857,600	857,600	857,529	71
Infrastructure Assets - Other	13	0	68,124	82,653	82,653	68,124	14,529
Infrastructure Assets - Footpaths	13	55,548	0	89,102	89,102	55,548	33,554
Infrastructure Assets - Airstrip	13	0	8,979	9,000	9,000	8,979	21
Plant and Equipment	13	149,118	0	149,587	149,587	149,118	469
Motor Vehicles	13	0	0	0	60,000	0	0
Furniture and Equipment	13	11,818	0	11,820	11,820	11,818	2
Capital Expenditure Totals		216,484	1,036,237	1,336,833	1,396,833	1,252,721	84,112
Capital acquisitions funded by:							
Capital Grants and Contributions				834,948	1,113,264	727,848	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				43,605	58,140	8,140	
Council contribution - Cash Backed Reserves							
Plant Replacement Reserve				0	122,162	170,870	
Unspent Loans and Grants Reserve				0	587,406	869,649	
Council contribution - operations				458,280	(484,139)	(523,786)	
Capital Funding Total				1,336,833	1,396,833	1,252,721	



SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1: Significant Accounting Policies

(a) Basis of Accounting

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

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

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

(h) Inventories

General

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

Land Held for Resale

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

(i) Fixed Assets

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

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

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

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

Borrowing Costs

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

(n) Provisions

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

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1: Significant Accounting Policies

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

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

GOVERNANCE

Objective:

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

Activities:

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

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

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

Activities:

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

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

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

EDUCATION AND WELFARE

Objective:

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

Activities:

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

HOUSING

Objective:

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

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

RECREATION AND CULTURE

Objective:

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

Activities:

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

TRANSPORT

Objective:

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

Activities:

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

ECONOMIC SERVICES

Objective:

To help promote the shire and its economic wellbeing.

Activities:

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

OTHER PROPERTY AND SERVICES

Objective:

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

Activities:

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

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 2: Explanation of Material Variances

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

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

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	25,317	103%	▲	Permanent	Budget amendment
Housing	(3,280)	(8%)			
Community Amenities	(2,672)	(4%)			
Recreation and Culture	1,638	15%		Permanent	
Transport	144,523	65%	▲	Permanent	FAGS grant less than budget due to advance payment already received
Economic Services	(22,978)	(24%)	▼	Timing	
Other Property and Services	8,582	18%		Permanent	Rent revenue over YTD budget
Operating Expense					
General Purpose Funding	(128)	(1%)			
Law, Order and Public Safety	6,237	16%		Timing	
Health	6,711	6%			
Housing	104,982	74%	▲	Permanent	Budget amendment
Community Amenities	(10,140)	(10%)		Permanent	
Recreation and Culture	2,459	1%			
Transport	77,474	8%			
Economic Services	(37,940)	(16%)	▼	Permanent	Budget amendment
Other Property and Services	(16,906)	69%		Permanent	Rent revenue over YTD budget
Capital Revenues					
Non-operating Grants, Subsidies an	(107,100)	(13%)	▼	Permanent	Budget amendment
Proceeds from Disposal of Assets	(35,465)	(81%)	▼	Permanent	Under YTD Budget
Capital Expenses					
Land and Buildings	35,466	(26%)		Timing	
Infrastructure Assets - Roads	71	(0%)			
Infrastructure Assets - Other	14,529	(18%)		Permanent	
Infrastructure Assets - Footpaths	33,554	(38%)		Timing	
Infrastructure Assets - Airstrip	21	(0%)			
Plant and Equipment	469	(0%)			
Motor Vehicles	0				
Furniture and Equipment	2	(0%)			
Financing					
Repayment of Debentures	10,349	(17%)		Timing	

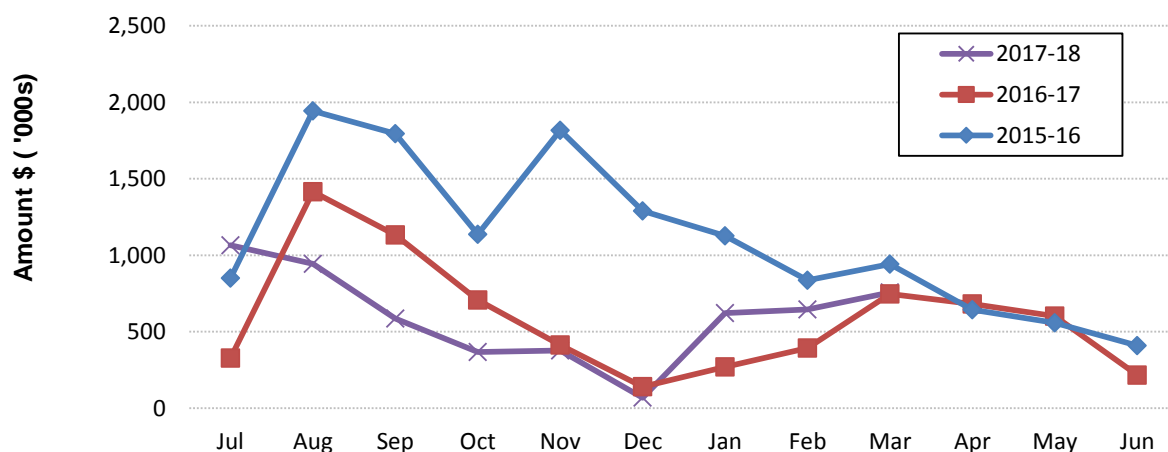
SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	31 Mar 2017	31 Mar 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	255,550	757,635	515,046
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	1,198,296	415,089	431,434
Receivables - Rates	6	115,613	185,511	138,567
Receivables - Other	6	36,921	22,452	25,313
GST Receivable		71,661	44,844	34,529
SSL Receivable		4,160	0	38
Provision for Doubtful Debts		(81,721)	(67,821)	(81,721)
Accrued Income/Payments in Advance		7,370	0	0
Inventories		24,819	23,237	10,458
		1,632,670	1,380,947	1,073,664
Less: Current Liabilities				
Payables		(142,656)	(89,900)	(35,209)
Provisions		(100,161)	(148,109)	(93,356)
		(242,818)	(238,009)	(128,564)
Less: Cash Reserves	7	(1,198,296)	(415,089)	(431,434)
Less: Loans Receivable - clubs/institutions		(4,160)	0	(38)
Add: Component of Leave Liability not required to be funded		28,509	28,696	29,025
Net Current Funding Position		215,905	756,545	542,653

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	514,546			514,546	Westpac	Variable	At Call
Reserve @ Call	0			0	Westpac	Variable	At Call
Medical Centre	0			0	Westpac	Variable	At Call
Trust Bank Account			23,785	23,785	Westpac	0.00%	At Call
Cash On Hand	500			500	N/A	Nil	On Hand
Reserves		423,904		423,904	Westpac	2.33%	At Call
				0			
(b) Term Deposits				0			
Reserves		7,530		7,530	Bendigo	2.60%	28-Jul-18
Total	515,046	431,434	23,785	970,264			

Comments/Notes - Investments

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 5: Budget Amendments

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
	Opening surplus adjustment						0
2031001	Valuation Expense		Operating Expenses		(6,700)		(6,700)
3031303	Rates Written Off		Operating Expenses		(1,900)		(8,600)
3031300	Rates Levied - GRV/UV		Operating Revenue		(280)		(8,880)
3031302	Discount on Rates		Operating Revenue			(823)	(9,703)
3032301	Rates Non Payment Penalty		Operating Revenue		(2,100)		(11,803)
3032302	Instalment Plan Interest		Operating Revenue		(456)		(12,259)
3032303	Instalment Plan Admin fee		Operating Revenue		(465)		(12,724)
3032306	GRANTS COMMISSION - UNTIED GRANT		Operating Revenue			572,419	559,695
3032320	INTEREST - LEAVE RESERVE		Operating Revenue		722		560,417
3032321	INTEREST - PLANT RESERVE		Operating Revenue		6,850		567,267
3032322	INTEREST - BUIDLING RESERVE		Operating Revenue		1,192		568,459
3032324	INTEREST - FACILITIES RESERVE		Operating Revenue		131		568,590
3032325	INTEREST - MEDICAL RESERVE		Operating Revenue		1,008		569,598
3032326	INTEREST - REFUSE RESERVE		Operating Revenue		77		569,675
3032327	INTEREST - SWIMMING POOL RESERVE		Operating Revenue		496		570,171
3032328	INTEREST EARNED - MUNICIPAL		Operating Revenue			529	570,700
3032329	INTEREST - CRC RESERVE		Operating Revenue			351	571,051
3032330	Interest - Performance & Retention Reserve		Operating Revenue		(6)		571,045
3032331	Interest - Unspent Grants Reserve		Operating Revenue		(730)		570,315
9115901	Sundry Debtor - Interest/Admin Charges		Operating Revenue		(10,000)		560,315
5032800	TRANSFER FROM UNSPENT GRANTS RESERVE		Operating Revenue		(373,406)		186,909
2041002	MEMBERS CONFERENCE EXPENSES		Operating Expenses			500	187,409
2041008	COMMUNICATIONS ALLOWANCE		Operating Expenses			2,650	190,059
2041009	MEMBERS TRAINING		Operating Expenses		(2,200)		187,859
2041011	Councillors Photograph		Operating Expenses		(900)		186,959
2041016	ANNUAL STAFF PARTY		Operating Expenses			100	187,059
2041017	Public Relations Expense		Operating Expenses			530	187,589
2041018	Annual Staff Bonus		Operating Expenses			125	187,714

2041019	Election Expenses	Operating Expenses		1,190	188,904
2041020	Chamber Maintenance	Operating Expenses	(2,000)		186,904
2041022	Subscriptions & Publications - Members of Council	Operating Expenses	(100)		186,804
2041024	Stationery	Operating Expenses		650	187,454
2041027	ELECTED MEMBERS - IT ALLOWANCE	Operating Expenses		4,500	191,954
2041028	DONATIONS TO COMMUNITY & SPORTING GROUPS	Operating Expenses		4,050	196,004
2041030	MEMBERS EXPENSES - OTHER	Operating Expenses		510	196,514
2042002	Superannuation - Governance	Operating Expenses	(19,314)		177,200
2042006	ADMIN STAFF - RENTAL SUBSIDY	Operating Expenses	(10,510)		166,690
2042011	STAFF TRAINING - OTHER GOVERNANCE	Operating Expenses	(10,850)		155,840
2042012	STAFF CONFERENCES - OTHER GOVERNANCE	Operating Expenses	(5,400)		150,440
2042014	Uniform Allowance	Operating Expenses		4,000	154,440
2042015	Fringe Benefits Tax	Operating Expenses	(11,700)		142,740
2042016	Removal Expenses	Operating Expenses	(2,000)		140,740
2042025	M/VEHICLE OPERATING COSTS - ADMIN	Operating Expenses	(10,640)		130,100
2042029	ADMIN - WORKCARE	Operating Expenses	(13,900)		116,200
2042031	Office Equipment Maintenance	Operating Expenses	(1,900)		114,300
2042032	Computer Equipment Maintenance	Operating Expenses	(19,559)		94,741
2042033	Telephone and Facsimile Expense	Operating Expenses		7,300	102,041
2042034	Advertising - Other Governance	Operating Expenses	(2,500)		99,541
2042035	INSURANCE	Operating Expenses		7,200	106,741
2042036	POSTAGE, FREIGHT & OTHER	Operating Expenses	(500)		106,241
2042037	Subscriptions & Publications - Other Governance	Operating Expenses	(2,992)		103,249
2042038	Office Furniture/Equipment - Operating	Operating Expenses	(1,000)		102,249
2042045	Admin Building Maintenance	Operating Expenses	(11,865)		90,384
2042050	Office Expenses - Other	Operating Expenses		1,200	91,584
2042055	Consultancy Costs	Operating Expenses		5,000	96,584
2042059	VALUATION EXPENSES	Operating Expenses		1,300	97,884
2042061	Legal Expenses	Operating Expenses	(2,000)		95,884
2042062	Debt Recovery Expenses	Operating Expenses		3,000	98,884
2042066	INSURANCE CLAIMS EXPENSE	Operating Expenses		300	99,184
2042070	BANK FEES AND CHARGES	Operating Expenses	(750)		98,434
2042071	Interest on Overdraft	Operating Expenses	(650)		97,784
2042080	Bad Debts Written Off	Operating Expenses		6,800	104,584
2042092	Costs allocated to Ninghan & Phone Book	Operating Expenses		7,500	112,084
2042291	Loss on Sale of Assets - Other Governance	Operating Expenses	(20,000)		92,084
2042299	Less Admin Costs Recovered	Operating Expenses		42,525	134,609
3042053	Sundry Debtor Debt Recovery Costs on charged	Operating Revenue	(1,104)		133,505
3042062	Rates Debt Recovery Costs on charged	Operating Revenue	(633)		132,872
3042300	FBT Refund	Operating Revenue	(5,781)		127,091

3042310	Housing Rent - Admin Staff	Operating Revenue	(16,360)		110,731
3042315	Insurance Rebates	Operating Revenue		478	111,209
3042350	Reimbursements - Other Governance	Operating Revenue		3,735	114,944
3134300	SETTLEMENT AND RATE ENQUIRY FEES	Operating Revenue		250	115,194
3134305	Administration Fees	Operating Revenue	(50)		115,144
4042563	Upgrade Server Computer	Capital Expenses	(1,180)		113,964
4142500	Transfer to Leave Reserve	Capital Expenses		40,024	153,988
5042730	Proceeds On Disposal of Assets	Capital Revenue		90,000	243,988
2051001	FESA EVENTS FOR RECOVERY	Operating Expenses		1,876	245,864
2051005	Fire Protection - Burning/Control	Operating Expenses		3,161	249,025
2053003	Emergency Services - Sundry Expenditure	Operating Expenses		290	249,315
2054002	SAM TRAILER EXPENSES	Operating Expenses		225	249,540
3051304	Reimbursements from Fesa	Operating Revenue	(8,177)		241,363
3052302	ANIMAL REGISTRATION FEES	Operating Revenue	(200)		241,163
3053301	ESL Non-Payment Penalty	Operating Revenue		50	241,213
2071001	NEWHealth Expenses.	Operating Expenses		5,500	246,713
2074001	DOCTORS VEHICLE EXPENSES	Operating Expenses		3,750	250,463
3071302	Septic Tank Inspection Fees.	Operating Revenue		200	250,663
3073020	Hazardous Waste Removal Income	Operating Revenue	(7,210)		243,453
3074005	INCOME FROM MEDICAL PRACTISE OPERATIONS	Operating Revenue	(205)		243,248
2081001	Play Group Mtce	Operating Expenses		1,150	244,398
2081002	Donations - Community Groups	Operating Expenses	(2,090)		242,308
2082005	CEACA CONTRIBUTION	Operating Expenses		4,400	246,708
2082006	MOTOR PASS CHARGES - PENSIONER FUEL CARD USAGE	Operating Expenses		290	246,998
2082008	Fuel Card - Pensioners	Operating Expenses	(250)		246,748
2084001	CONTRIBUTION TOWARDS THE SCHOOL	Operating Expenses	(18,000)		228,748
3082008	Reimbursement of Fuel - Pensioners	Operating Revenue	(100)		228,648
3084001	CONTRIBUTION FROM TRAYNING PRIMARY SCHOOL	Operating Revenue		7,000	235,648
2092005	Community Housing/SPQ Bldg Mtce	Operating Expenses	(848)		234,800
2092010	Aged Persons Bldg Mtce	Operating Expenses		6,529	241,329
3092300	Non-Employee Housing Rent	Operating Revenue	(2,000)		239,329
3092320	Reimbursements - Other Housing	Operating Revenue	(140)		239,189
4092541	CAPITAL EXPENDITURE - STAFF HOUSING	Capital Expenses		65,000	304,189
5092544	Transfers from Staff Housing Reserve	Capital Revenue	(80,000)		224,189
2101003	Bulk Rubbish Pick Up	Operating Expenses	(2,210)		221,979
2102001	Recycling Service Expenses	Operating Expenses	(5,106)		216,873
2102003	Refuse Collection - Street Bins	Operating Expenses	(900)		215,973
2102007	Picnic Areas	Operating Expenses	(500)		215,473
2102009	Tourist Information Bay Areas	Operating Expenses		1,000	216,473
2102016	Drum Muster Expenditure	Operating Expenses	(3,300)		213,173

2102025	PORTABLE TOILET EXPENDITURE	Operating Expenses	(100)		213,073
2103001	Town Planning Scheme	Operating Expenses	(8,500)		204,573
2105001	Cemetery Operations	Operating Expenses	(2,120)		202,453
2105002	Public Amenities Bldg Mtce	Operating Expenses		7,000	209,453
3101300	REFUSE CHARGES	Operating Revenue		2,268	211,721
3102300	Recycling Levy	Operating Revenue		1,350	213,071
3102315	Drum Muster Reimbursements	Operating Revenue		3,328	216,399
3102324	BLACK WATER DISPOSAL FEE	Operating Revenue	(9,200)		207,199
3102325	Portable Toilet Hire	Operating Revenue	(65)		207,134
3105300	CEMETERY CHARGES	Operating Revenue	(10)		207,124
4052541	Sanitation Other - Capital Expenditure	Capital Expenses	(12,661)		194,463
4102542	Transfer to Sewerage Reserve	Capital Expenses	(51,324)		143,139
4105501	CEMETERY UPGRADE	Capital Expenses		13,203	156,342
2111002	Town Halls and Public Bldg Mtce	Operating Expenses	(24,524)		131,818
2112002	Pool Management - Other	Operating Expenses		500	132,318
2112003	Pool Management - Superannuation	Operating Expenses	(1,849)		130,469
2112004	POOL MANAGEMENT - WORKCARE	Operating Expenses	(2,385)		128,084
2112005	SWIMMING POOL STAFF - RENTAL SUBSIDY	Operating Expenses		5,200	133,284
2112006	POOL STAFF HOUSING MAINTENANCE ALLOCATION	Operating Expenses		6,700	139,984
2112014	Swimming Pool Architectural Plans	Operating Expenses	(5,658)		134,326
2112016	Housing Maintenance Allocation	Operating Expenses	(4,159)		130,167
2112017	Housing Subsidy	Operating Expenses	(5,200)		124,967
2112018	LSL - Swimming Pool	Operating Expenses	(1,497)		123,470
2112019	Grant Application Costs - Swimming Pool	Operating Expenses	(2,896)		120,574
2113005	Recreation Facilities Bldg Mtce	Operating Expenses	(2,184)		118,390
2113015	Town Dam Maintenance	Operating Expenses	(396)		117,994
2115001	Anzac Memorial Maintenance	Operating Expenses	(500)		117,494
2115010	Yelbeni Museum Bldg Mtce	Operating Expenses	(1,072)		116,422
3111300	Hall Hire Fees - Trayning	Operating Revenue	(560)		115,862
3111303	Don Mason Community Centre Fees	Operating Revenue		540	116,402
3111310	REIMBURSEMENTS & DONATIONS - PUBLIC HALLS & CIVIC CENTRES	Operating Revenue		1,500	117,902
3112304	HOUSING RENT - SWIMMING POOL STAFF	Operating Revenue	(3,160)		114,742
3112305	Pool Admission Charges	Operating Revenue		800	115,542
3112311	Community Pool Revitalisation Grant	Operating Revenue		30,000	145,542
3113300	Gymnasium Membership Fees	Operating Revenue		300	145,842
3113315	Reimbursements - Other Recreation & Sport	Operating Revenue	(200)		145,642
3113324	GRANT INCOME OPERATING SPORT & REC	Operating Revenue		2,000	147,642
3114305	Library Internet Charges	Operating Revenue		270	147,912
3115305	Sale of History Book	Operating Revenue		50	147,962
4111540	Trayning Hall Refurbishment	Capital Expenses	(10,939)		137,023

4113543	TRAYNING TOWN DAM CAPITAL EXPENDITURE	Capital Expenses	(105,935)		31,088
4113548	COMMUNITY SPORTS FACILITY CAPEX	Capital Expenses		17,071	48,159
3112313	WA Watering Towns Grant	Capital Revenue		68,858	117,017
2122001	Road Maintenance - Council	Operating Expenses	(76,585)		40,432
2122010	Footpath Maintenance	Operating Expenses	(14,500)		25,932
2122020	Drainage/Culvert Maintenance	Operating Expenses	(2,000)		23,932
2122025	Roads/Street Cleaning	Operating Expenses	(7,800)		16,132
2122026	Street Trees/Watering	Operating Expenses	(2,000)		14,132
2122027	TRAFFIC SIGNS/EQUIP/WAGES	Operating Expenses	(3,931)		10,201
2122030	Gravel Pit Rehabilitation	Operating Expenses		2,700	12,901
2122035	Depot Building Maintenance	Operating Expenses		4,619	17,520
2122037	ROMAN ROADS SYSTEM	Operating Expenses		112	17,632
2122038	Advertising	Operating Expenses		484	18,116
2123600	MINOR EQUIPMENT PURCHASES	Operating Expenses	(6,000)		12,116
3121300	GRANTS COMMISSION - ROAD GRANT	Operating Revenue		230,249	242,365
3121302	DIRECT ROAD GRANT FUNDS MRWA	Operating Revenue		45,025	287,390
4121003	Road Construction - RTR	Capital Expenses		164,058	451,448
4121010	Footpath Construction - Council	Capital Expenses	(33,554)		417,894
4123500	Transfer to Plant Reserve	Capital Expenses		47,111	465,005
4123615	Purchase of Plant	Capital Expenses		2,191	467,196
3121310	Roads to Recovery Grant Funds	Capital Revenue	(309,231)		157,965
5123700	TRANSFERS FROM PLANT RESERVE	Capital Revenue		153,234	311,199
2131001	LANDCARE - WAGES	Operating Expenses	(23,000)		288,199
2131002	Landcare - Super.	Operating Expenses	(4,350)		283,849
2131003	LANDCARE - M/VEHICLE COSTS	Operating Expenses	(6,100)		277,749
2131005	Landcare - Subscriptions	Operating Expenses	(500)		277,249
2131006	Landcare - Training	Operating Expenses	(1,000)		276,249
2131007	LANDCARE - WORKCARE	Operating Expenses	(1,800)		274,449
2131008	NRMO - RENTAL SUBSIDY	Operating Expenses	(2,000)		272,449
2131015	LANDCARE - OTHER	Operating Expenses		800	273,249
2131020	Noxious Weed Control	Operating Expenses	(5,000)		268,249
2131024	Tree Planting	Operating Expenses	(1,700)		266,549
2131035	Thank a Volunteer Day Expense	Operating Expenses	(1,200)		265,349
2131040	Bush Medicine Garden	Operating Expenses		300	265,649
2131048	Sandalwood Project Expense (Woolworths Funding)	Operating Expenses	(1,000)		264,649
2131052	NRMO STAFF HOUSING MAINT ALLOCATION	Operating Expenses		4,022	268,671
2131060	BIOFUND GRANT - EXPENDITURE	Operating Expenses		10,300	278,971
2131061	NRM Grant Expenditure	Operating Expenses		33,300	312,271
2131291	Landcare - Loss on Asset Disposal	Operating Expenses	(40,000)		272,271
2132001	Billyacatting Reserve	Operating Expenses	(2,500)		269,771

2132002	CARAVAN PARK MAINTENANCE	Operating Expenses	(18,000)		251,771
2132011	NEW Travel Map Contribution	Operating Expenses		3,200	254,971
2132013	Subscriptions	Operating Expenses	(350)		254,621
2132015	EASTERN DISTRICTS DISPLAY COMMITTEE	Operating Expenses	(350)		254,271
2132016	Donation - Friends of Mangowine	Operating Expenses	(175)		254,096
2132019	ANNUAL EVENTS/CENTENARY	Operating Expenses	(1,050)		253,046
2132020	Tourist Information Bay	Operating Expenses	(1,000)		252,046
2132040	Ninghan News Expense	Operating Expenses	(6,345)		245,701
2133010	BCITF Levy	Operating Expenses	(100)		245,601
2133011	BRB Levy - Expenditure	Operating Expenses	(400)		245,201
2133012	BUILDING SURVEYOR COSTS	Operating Expenses	(1,000)		244,201
2134002	FUEL FACILITY OPERATING EXPENDITURE	Operating Expenses		400	244,601
2134005	Water Supply (Standpipes)	Operating Expenses	(500)		244,101
2134012	Economic Development Plans	Operating Expenses	(12,000)		232,101
2134306	Pig Yard Maintenance	Operating Expenses		4,250	236,351
3131300	Charges - Tree Planter Hire	Operating Revenue		300	236,651
3131315	Thank a Volunteer Day Grant	Operating Revenue		1,000	237,651
3131324	Housing Rent	Operating Revenue	(1,700)		235,951
3131360	BIOFUND GRANT	Operating Revenue	(5,500)		230,451
3131362	NRM Grant Funds	Operating Revenue	(18,640)		211,811
3132307	Ninghan News Sales	Operating Revenue		2,900	214,711
3132308	Advertising in Ninghan News	Operating Revenue	(2,200)		212,511
3132310	Sale of Promotional Materials	Operating Revenue		10	212,521
3132315	Telephone Book Advertising	Operating Revenue		800	213,321
3132316	Sale of KTY Telephone Books	Operating Revenue		20	213,341
3132320	Caravan Park Fees	Operating Revenue		3,000	216,341
3133310	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND (BCITF) LEVY	Operating Revenue		100	216,441
3133315	BUILDERS REGISTRATION BOARD (BRB) LEVY - INCOME	Operating Revenue		440	216,881
3133320	BUILDING LICENCE / PERMIT FEES	Operating Revenue		1,000	217,881
3134306	"PIG YARD" LEASE AGREEMENT	Operating Revenue		750	218,631
3134308	FUEL FACILITY INCOME - MOTORPASS SALES	Operating Revenue	(250)		218,381
4132540	TRAYNING CARAVAN PARK CAPEX	Capital Expenses	(10,000)		208,381
4134004	Transfer to Economic Development Reserve	Capital Revenue	(15,000)		193,381
5131740	Realisation A/C - Rural Services	Capital Revenue		40,000	233,381
2141001	Private Works Expenses	Operating Expenses		3,000	236,381
2142002	WORKS SUPERVISOR - MOTOR VEHICLE	Operating Expenses	(1,730)		234,651
2142010	Works Team - Superannuation	Operating Expenses	(18,699)		215,952
2142011	Works Team - Sick Pay	Operating Expenses	(9,987)		205,965
2142012	WORKS TEAM - ANNUAL LEAVE	Operating Expenses	(22,075)		183,890
2142013	WORKS TEAM - L.S.L.	Operating Expenses	(5,310)		178,580

2142014	Works Team - R.D.O.'s	Operating Expenses		7,500	186,080
2142015	Works Team - Protective Clothing	Operating Expenses		4,100	190,180
2142017	Works Team - Back Pay	Operating Expenses		285	190,465
2142019	WORKS TEAM - WORKCARE	Operating Expenses		6,170	196,635
2142020	Works Team - Other Costs	Operating Expenses		2,700	199,335
2142024	WORKS STAFF HOUSING MAINT ALLOCATION	Operating Expenses		14,007	213,342
2142040	TRAINING, CONFERENCES & TRAVEL	Operating Expenses		6,000	219,342
2142041	OHS AND TOOLBOX MEETINGS	Operating Expenses		6,080	225,422
2142044	ADVERTISING - PUBLIC WORKS O/HEADS	Operating Expenses	(2,500)		222,922
2142199	Less - Allocated to Works (PWO's)	Operating Expenses	(4,821)		218,101
2143001	PLANT REPAIRS - WAGES & O/HEAD	Operating Expenses		62,000	280,101
2143002	PARTS, REPAIRS & LEASES EXTERNAL	Operating Expenses	(50,000)		230,101
2143003	Tyres and Tubes	Operating Expenses		200	230,301
2143004	INSURANCE & LICENCES	Operating Expenses	(21,600)		208,701
2143006	Expendable Tools	Operating Expenses	(1,950)		206,751
2143099	Less POC's Allocated to Works	Operating Expenses		19,850	226,601
2145002	WORKERS COMPENSATION	Operating Expenses	(200)		226,401
2146004	Tools	Operating Expenses		3,650	230,051
3141001	Private Works Income	Operating Revenue	(3,523)		226,528
3142302	WORKS TEAM - RENT REIMBURSED	Operating Revenue	(19,080)		207,448
3143300	SALE OF SCRAP / SURPLUS ITEMS	Operating Revenue		1,000	208,448
3143301	Fuel Tax Credit	Operating Revenue		11,000	219,448
3143310	PLANT INSURANCE CLAIMS REIMBURSED	Operating Revenue	(4,500)		214,948
3144001	SALE OF MATERIALS	Operating Revenue	(500)		214,448
3145300	REIMBURSEMENTS - WORKERS COMP.	Operating Revenue		200	214,648
2144099	LESS ALLOCATED TO WORKS	Capital Expenses	(9,000)		205,648
4142510	Transfer to Performance & Retention Reserve	Capital Expenses		7,500	213,148
			0	(1,768,021)	1,981,169
					213,148

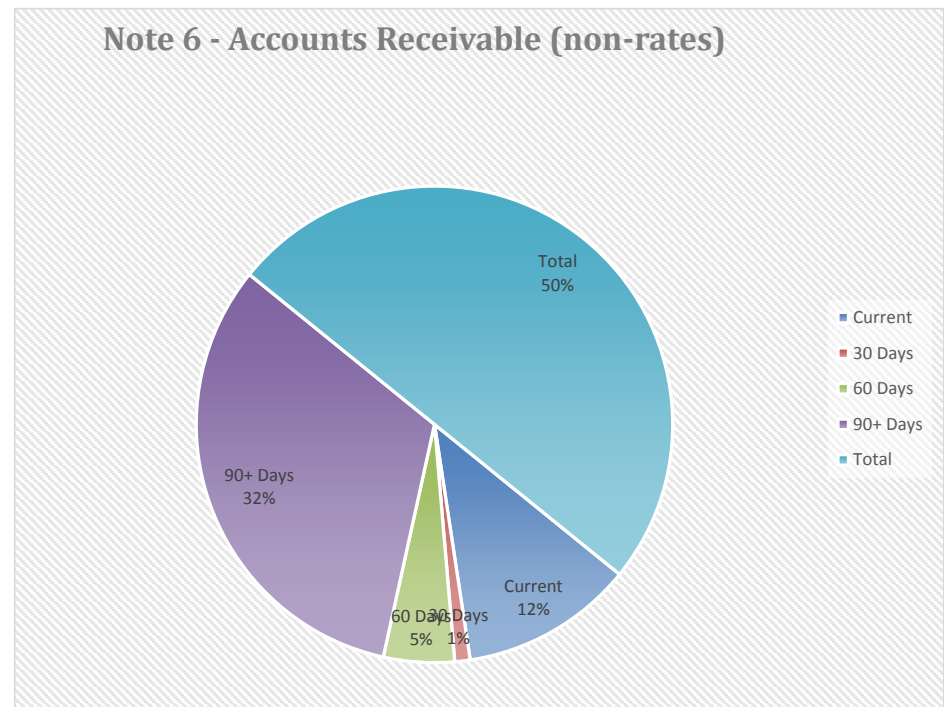
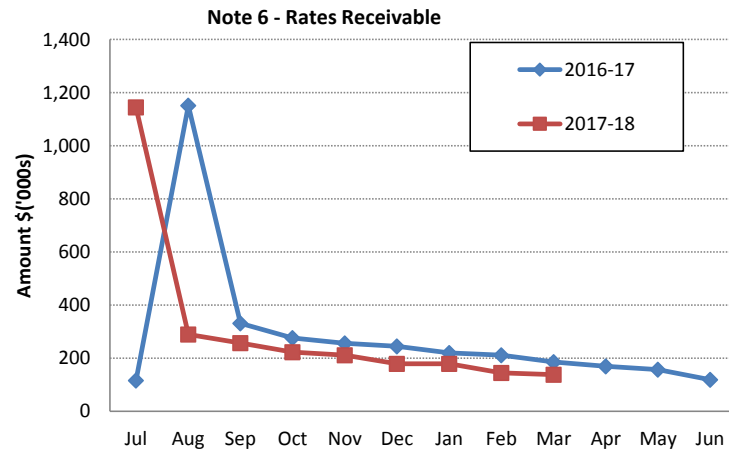
SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 6: Receivables

Receivables - Rates Receivable	31 March 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	115,613	126,419
Levied this year	1,144,131	994,955
<u>Less</u> Collections to date	(1,121,176)	(1,005,761)
Equals Current Outstanding	138,567	115,613
Net Rates Collectable	138,567	115,613
% Collected	89.00%	89.69%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Balance per Trial Balance					
Receivables - General	5,958	528	2,434	16,394	25,313
Balance per General Ledger					
Sundry Debtors					25,313
Receivables - Other					0
Total Receivables General Outstanding					25,313

Amounts shown above include GST (where applicable)

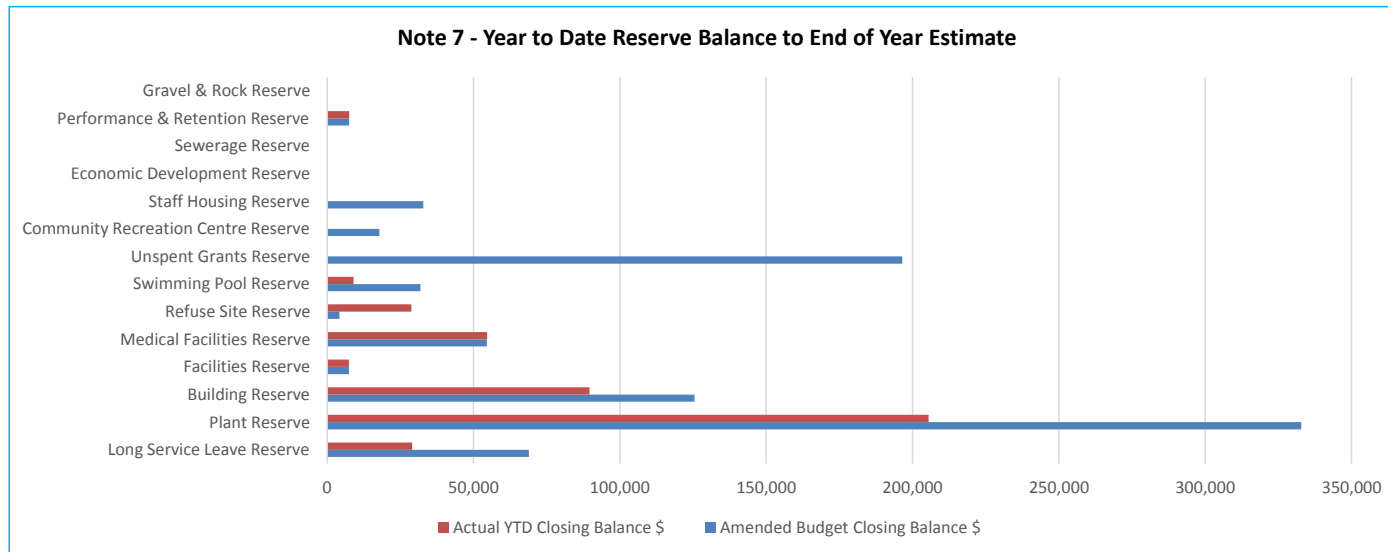


Comments/Notes - Receivables Rates

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

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	28,905	30	120	40,024	68,900	0	(68,900)	68,959	29,025
Plant Reserve	284,988	2,900	2,140	167,111	89,221	(122,162)	(170,870)	332,837	205,479
Building Reserve	8,913	600	727	116,000	80,000	0	0	125,513	89,640
Facilities Reserve	7,350	60	65	0	0	0	0	7,410	7,415
Medical Facilities Reserve	54,145	400	440	0	0	0	0	54,545	54,585
Refuse Site Reserve	4,118	30	117	0	24,509	0	0	4,148	28,744
Swimming Pool Reserve	8,759	70	77	23,000	12,976	0	(12,796)	31,829	9,016
Unspent Grants Reserve	783,207	730	1,130	0	85,312	(587,406)	(869,649)	196,531	0
Community Recreation Centre Reserve	17,723	110	90	0	0	0	(17,813)	17,833	0
Staff Housing Reserve	0	0	0	112,840	0	(80,000)	0	32,840	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	0	6	30	7,500	7,500	0	0	7,506	7,530
Gravel & Rock Reserve	0	0	0	0	0	0	0	0	0
	1,198,109	4,936	4,935	466,475	368,418	(789,568)	(1,140,028)	879,952	431,434



SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
3092320	Sale of Surplus	0	140	140		0	140	140	
5123730	Tipper Bowl	0	8,000	8,000		0	8,000	8,000	
5042732	Doctors Vehicle	0	0			52,516	50,000		(2,516)
		0	8,140	8,140	0	52,516	58,140	8,140	(2,516)

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Kununoppin / Trayning	21.855800	105	579,488	126,652	0	0	126,652	126,652	0	0	126,652
GRV - Yelbeni	21.855800	3	11,660	2,548	0	0	2,548	2,548	0	0	2,548
GRV - Commercial	21.855800	12	84,010	18,361	0	0	18,361	18,361	0	0	18,361
UV - Rural	2.085100	210	48,738,000	1,016,236	280	0	1,016,516	1,016,236	0	0	1,016,236
UV - Mining	2.085100	0	0	0	0	0	0	0	0	0	0
Sub-Totals		330	49,413,158	1,163,797	280	0	1,164,077	1,163,797	0	0	1,163,797
Minimum Payment	\$										
GRV - Kununoppin / Trayning	310.00	31	13,411	9,610	0	0	9,610	9,610	0	0	9,610
GRV - Yelbeni	310.00	6	925	1,860	0	0	1,860	1,860	0	0	1,860
GRV - Commercial	310.00	2	455	620	0	0	620	620	0	0	620
UV - Rural	340.00	6	54,700	2,040	0	0	2,040	2,040	0	0	2,040
UV - Mining	340.00	0	0	0	0	0	0	0	0	0	0
Sub-Totals		45	69,491	14,130	0	0	14,130	14,130	0	0	14,130
		375	49,482,649	1,177,927	280	0	1,178,207	1,177,927	0	0	1,177,927
Discount							(46,293)				(46,294)
Amount from General Rates							1,131,914				1,078,576
Ex-Gratia Rates							12,228				12,228
Specified Area Rates							0				0
Rate Write Offs							(11)				(100)
Totals							1,144,131				1,090,704

Comments - Rating Information

Cross Check - Rates Levied Income Account
Variance

-1,178,207
(0)

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Recreation and Culture								
Loan 69 - Community Recreation Centre	324,486		6,430	12,968	318,056	311,518	5,543	11,164
Loan 67 - SSL - Bowls Resurface	35,242		4,160	4,160	31,082	31,082	227	1,262
Transport								
Loan 66 - Grader	17,079		17,079	17,079	(0)	0	352	494
Economic Services								
Loan 68 - Trayning Unmanned Fuel Site	128,336		7,674	15,232	120,662	113,104	1,970	4,056
Loan 70 - Trayning Unmanned Fuel Site	60,627		3,157	6,357	57,470	54,270	820	1,673
Other Property and Services								
Loan 65 - Works Crew Housing	41,446		13,426	27,237	28,020	14,209	732	1,997
	607,216	0	51,926	83,033	555,290	524,183	9,644	20,646

All 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 2018

Note 11: Grants and Contributions

Grant Provider	Type	Opening	Amended Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
		Balance	Operating	Capital	Budget	Budget	Variations		Revenue	(Expended)	Grant
		(a)				(d)	(e)	(d)+(e)	(c)	(a)+(b)+(c)	
			\$	\$	\$				\$	\$	\$
Governance											
	Reimbursements - Members of Council	Operating	0	500	0	375	500	500	373	0	0
	Sundry Debtor Debt Recovery Costs on Charged	Operating	0	1,104	0	828	1,104	1,104	1,104	0	0
	Rates Debt Recovery Costs on Charged	Operating	0	8,633	0	6,475	8,633	8,633	8,633	0	0
	Reimbursements - Other Governance	Operating	0	1,265	0	949	1,265	1,265	1,466	0	0
General Purpose Funding											
Federal Government	Federal Assistance Grant - General	Operating	0	466,224	0	349,668	466,224	466,224	256,771	0	0
Law, Order and Public Safety											
	Fesa Contribution to Operating Costs	Operating	0	4,000	0	3,000	4,000	4,000	4,000	0	0
	Reimbursements from FESA	Operating	0	8,177	0	6,133	8,177	8,177	0	0	0
Health											
	Health Car contributions from other Councils	Non-operating	0	0	27,000	20,250	27,000	27,000	18,153	0	18,153
	Health Car purchase	Operating	0	7,500	0	5,625	7,500	7,500	5,620	0	0
	Medical Practice Recoupo from other Shires	Operating	0	52,500	0	39,375	52,500	52,500	39,455	0	0
	Income from Medical Practice Operations	Operating	0	205	0	154	205	205	205	0	0
Education & Welfare											
	Trayning primary school	Operating	0	0	0	0	0	0	0	0	0
	Reimbursement Pensioners	Operating	0	350	0	263	350	350	465	0	0
Housing											
	Reimbursements - Other Housing	Operating	0	140	0	105	140	140	140	0	0
Community Amenities											
	Donation Friends of Kununoppin Cemetery	Operating	0	500	0	375	500	500	0	0	0
	Donations - Cemetery	Operating	0	500	0	375	500	500	0	0	0
	Drum Muster Reimbursements	Operating	0	472	0	354	472	472	0	0	0
Recreation and Culture											
Heritage Council	Trayning Grand Stand	Non-operating	0	0	0	0	0	0	0	2,800	2,800
Dept Sport & Rec	Community Pool Revitalisation Grant	Operating - Tied	0	0	0	0	0	0	0	0	0
	Sport & Recreation Grant	Operating - Tied	0	0	0	0	0	0	0	0	0
	WA Watering Towns Grant	Non-operating	0	0	0	0	0	0	0	0	0
	Hall Reimbursements	Operating	0	0	0	0	0	0	0	0	0
	Reimbursements - Other Recreation & Sport	Operating	0	200	0	150	200	200	0	0	0
Transport											
Main Roads	Regional Road Group	Non-operating	0	0	308,000	231,000	308,000	308,000	286,577	0	286,577
Federal Government	Roads to Recovery	Non-operating	0	0	563,264	422,448	563,264	563,264	423,118	0	423,118
Federal Government	Federal Assistance Grant - Roads	Operating	0	205,318	0	153,989	205,318	205,318	298,460	0	0
Main Roads	Direct Road Grant	Operating	0	61,143	0	45,857	61,143	61,143	61,143	0	0
	Street Lighting Subsidy	Operating	0	3,750	0	2,813	3,750	3,750	0	0	0
Main Roads	WANDRRA Grant	Non-operating	0	0	215,000	161,250	215,000	215,000	0	0	0
Economic Services											
	Community Water Supply Grant	Non-operating	0	0	0	0	0	0	0	0	0
	Trayning Caravan Park	Non-operating	0	0	0	0	0	0	0	0	0

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018










Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 31 Mar 2018
	\$	\$	\$	\$
Councillor Nominations	0	400	(400)	0
Ninghan Fitness Centre	228	0	0	228
Toy Library	771	0	0	771
Red FM Radio/Gym	317	0	0	317
Kununoppin Fire Brigade	500	0	0	500
Shire Housing Bonds	6,088	1,960	(1,719)	6,479
Trayning Golf Club Funds	5,903	0	0	5,903
Badminton Funds	0	0	0	0
Halls and Equipment Hire Bond	300	0	(300)	0
Unidentified Deposits	3,018	528	(528)	3,018
South Ninghan Catchment Group Funds	2,416	0	0	2,416
Repertory Funds	1,707	0	0	1,707
Aqua Bubble Donations	971	0	0	971
Ninghan Farm Focus Group	250	0	0	250
Playgroup Funds	1,226	0	0	1,226
	23,694	2,888	(2,947)	23,785
Bank Statement	23,915			
SynergySoft	(23,785)			
Variance, Trust Fund to Bank Account	130			
				0







SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
Buildings								
Governance								
	Administration Building - Capital	4042540	0	0	0	0	0	
	Yelbeni Toilet	4111544	0	0	0	0	0	
	Governance Total	0	0	0	0	0	0	
Housing								
	Capital Improvements - Lot 144 (23) Adam Street	BC59		(80,900)	(80,000)	(80,000)	(900)	
	Capital Improvements - Wilson Street	BC62		(3,634)	(25,000)	(25,000)	21,366	
	Capital Improvements - 139A Felgate Parade	BC63		0	(15,000)	(15,000)	15,000	
	Housing Total	0	(84,534)	(84,534)	(120,000)	(120,000)	35,466	
Recreation And Culture								
	Trayning Hall Refurbishment	BC65		0	0	0	0	
	Community Sports Facility Capex	4113548		(17,071)	(17,071)	(17,071)	0	
	Swimming Pool Upgrade	4112002		0	0	0	0	
	Recreation And Culture Total	0	(17,071)	(17,071)	(17,071)	(17,071)	0	










SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Buildings Total		0	(101,605)	(101,605)	(137,071)	(137,071)	35,466	
Footpaths								
Transport								
 Hughes Street Kununoppin	FCC005	(39,711)		(39,711)	(67,586)	(67,586)	27,875	
 Goomalling - Merredin Road Trayning	FCC006	(15,837)		(15,837)	(21,516)	(21,516)	5,679	
	Transport Total	(55,548)	0	(55,548)	(89,102)	(89,102)	33,554	
 Footpaths Total		(55,548)	0	(55,548)	(89,102)	(89,102)	33,554	
Furniture & Office Equip.								
Governance								
 Upgrade to Server	4042563	(11,818)		(11,818)	(11,820)	(11,820)	2	
	Governance Total	(11,818)	0	(11,818)	(11,820)	(11,820)	2	
 Furniture & Office Equip. Total		(11,818)	0	(11,818)	(11,820)	(11,820)	2	







SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Plant & Equipment								
Recreation And Culture								
	Aqua Vac	4112600	(6,935)	(6,935)	(7,000)	(7,000)	65	
	Recreation And Culture Total		(6,935)	0	(6,935)	(7,000)	(7,000)	65
Road Plant Purchases								
	Minor Plant and Equipment	4123600	0	0	0	0	0	
	Sidetipper	4123615	(94,426)	(94,426)	(87,191)	(87,191)	(7,235)	
	Dolly	4123615	(28,203)	(28,203)	(30,000)	(30,000)	1,797	
	Single Axle Trailer	4123615	(12,954)	(12,954)	(17,000)	(17,000)	4,046	
	John Deer Ride on Mower	4123615	(6,600)	(6,600)	(8,396)	(8,396)	1,796	
	Road plant Purchases Total		(142,183)	0	(142,587)	(142,587)	404	
	Plant & Equipment Total		(149,118)	0	(142,183)	(149,587)	469	
Motor Vehicles								
Health								
	Doctors Vehicle	4074701	0	0	(60,000)	0	0	
	Health Total		0	0	(60,000)	0	0	
	Motor Vehicles Total		0	0	(60,000)	0	0	

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

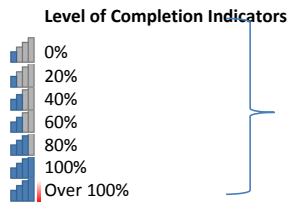
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Infrastructure Other								
Community Amenities								
	Sewage Waste Dump Kununoppin	BC64	(19,540)	(19,540)	(32,201)	(32,201)	12,661	
	Upgrade to Kununoppin Cemetery	CEM001	(26,411)	(26,411)	(13,208)	(13,208)	(13,203)	
	Community Amenities Total	0	(45,951)	(45,951)	(45,409)	(45,409)	(542)	
Recreation And Culture								
	Trayning Town Dam Roaded Catchment	4113543	0	0	0	0	0	
	Recreation And Culture Total	0	0	0	0	0	0	
Tourism & Area Promotion								
	Sewerage Pump Pit	4132540	0	0	0	0	0	
	Tourism & Area Promotion Total	0	0	0	0	0	0	
Transport								
	Coronation Street Kerbing	RCC042	(22,173)	(22,173)	(37,244)	(37,244)	15,071	
	Transport Total	0	(22,173)	(22,173)	(37,244)	(37,244)	15,071	
	Infrastructure Other Total	0	(68,124)	(68,124)	(82,653)	(82,653)	14,529	

SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment	
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance		
		\$	\$	\$	\$	\$	\$		
Roads (Non Town)									
Transport									
	Couper Road Flood Damage	RCW001		(107,418)	(107,418)	(117,598)	(117,598)	10,180	
	Kellerberrin - Yelbeni Road	RCW002		(27,430)	(27,430)	(147,325)	(147,325)	119,895	
	Kununoppin - Mukinbudin Road	RRG015		(399,282)	(399,282)	(309,525)	(309,525)	(89,757)	
	Kununoppin - Mukinbudin Road	RTR032		(164,691)	(164,691)	(152,450)	(152,450)	(12,241)	
	Trayning North Road	RTR031		(93,918)	(93,918)	(85,344)	(85,344)	(8,574)	
	Lockyer Road	RTR030		(64,791)	(64,791)	(45,358)	(45,358)	(19,433)	
	Transport Total		0	(857,529)	(857,529)	(857,600)	(857,600)	71	
	Roads (Non Town) Total		0	(857,529)	(857,529)	(857,600)	(857,600)	71	
Town Streets									
Transport									
				0	0	0	0	0	
	Transport Total		0	0	0	0	0	0	
	Town Streets Total		0	0	0	0	0	0	
Airstrip									
Transport									
	Airstrip Line Marking	AMC01		(8,979)	(8,979)	(9,000)	(9,000)	21	
	Transport Total		0	(8,979)	(8,979)	(9,000)	(9,000)	21	
	Airstrip Total		0	(8,979)	(8,979)	(9,000)	(9,000)	21	



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



10.1.2 Monthly Payment List March 2018

Date of Report:	10 th April 2018
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Graham Merrick – Chief Executive Officer
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 2018 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 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 subregulation (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 and Medical Practice Funds as well as transactions made on the Corporate Credit Card.

The payment listing does not include internal transfers between Council's various bank accounts such as transfers from Council's 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.



Officer's Recommendation/Council Decision

Moved: Cr ML McHugh

Seconded: Cr FA Tarr

It is recommended that:

Council accepts the following payments list presented for the period 1 March 2018 – 31 March 2018 totalling \$574,324.90.

Municipal Cheque	23806	to	23814	totalling	22,689.74
Municipal EFT	6912	to	6963	totalling	419,018.74
Municipal Direct Debit	DD5881.1	to	DD5952.1	totalling	64,189.21
Payroll	Week 35	to	Week 38	totalling	64,428.00
Municipal Bank Fees	Transactions			totalling	194.38
Total Municipal Transactions					570,520.07
Medical Practice	Transactions			totalling	0.00
Credit Card	Transactions			totalling	3,804.83
Total Trust, Medical & Credit Card Transactions					3,804.83
TOTAL PAYMENTS FOR MONTH OF MARCH 2018					574,324.90

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.

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.

Scanned Image of Signature

Chief Executive Officer

Resolution: 04-2018.040

Carried:7/0

SHIRE OF TRAYNING

Payments made from the Municipal Account for the Period 1st March 2018 to 31st March 2018
Presented to Council, 18th April 2018

Chq/EFT	Payment Date	Payee	Description	Amount
Cheques				
23806	08/03/2018	Shire of Trayning	Wages Cash Payments 08.03.18	950.00
23807	15/03/2018	Synergy	Electricity for Town Streetlights For Period 1/2/18 - 6/3/18	1870.05
23808	15/03/2018	Telstra	Phone Usage Account for Period Ending 1/3/18	2602.31
23809	22/03/2018	Petty Cash - Please Pay Cash	Petty Cash Recoup as at 20.03.2018	185.35
23811	22/03/2018	Shire of Trayning	Wages Cash Payments 22.03.18	950.00
23812	29/03/2018	Synergy	Electricity 15/2/18-15/3/18 - Swimming Pool & Caravan Park	4286.00
23813	29/03/2018	Telstra	Internet Usage Account Charges to 24/3/18	769.78
23814	29/03/2018	Water Corporation	Water Usage Charges To 13/3/18	11076.25
TOTAL CHEQUES				22689.74

EFT

EFT6912	15/03/2018	5Rivers Plumbing & Gas	3x Backflow Testing Required - Standpipes	1384.35
EFT6913	15/03/2018	Accent Rubber Stamps &	2x Self Inking Stamps for Office - Burning Permits and Library	102.70
EFT6914	15/03/2018	Ag Implements	P49 KTY4181 John Deere Mower - First Service Parts & Spares	496.39
EFT6915	15/03/2018	All-Ways Foods	1x Carton Large Toilet Roll & Freight	86.02
EFT6916	15/03/2018	BOC Limited	Container Charges Period 29/01/18 - 25/02/18 Oxygen & Aeroshield	25.55
EFT6917	15/03/2018	Courier Australia	Freight for Works Crew Uniform & Swimming Pool Lab Tests	35.11
EFT6918	15/03/2018	CP & SR McAndrew	4560M3 Gravel Collected From Craig McAndrew' Gravel Pit	24829.20
EFT6919	15/03/2018	Cabcharge Australia Limited	Travel Usage Admin Staff During Licensing Course and MAM	861.12
EFT6920	15/03/2018	Department of Fire &	2017/18 Quarter 3 ESL Contribution	8415.00
EFT6921	15/03/2018	Fuji Xerox Australia Pty Limited	Photocopier Imprint Fees 1/1/18 - 31/1/18	175.32
EFT6922	15/03/2018	JR & A Hersey Pty Ltd	Supply 200 Diliniaters as Requested (100 White and 100 Red)	264.00
EFT6923	15/03/2018	Jacqui Cook	Reimbursement for Finance Conference Accomodation & Meals	1101.32
EFT6924	15/03/2018	K & K Catering	Catering for Farewell Morning Tea - NRMO On Thursday 01/02/2018	75.00
EFT6925	15/03/2018	Mayday Earthmoving	7 Days Dry Hire 950 Loader & Mob & Demob & New Fuel Cap	4499.00
EFT6926	15/03/2018	Officeworks Business Direct	Stationary Order	39.88
EFT6927	15/03/2018	Shire of Mt Marshall	Hire of Pool Inflatable for Australia Day	100.00
EFT6928	15/03/2018	Telford Industries	Pool Pipe Repair	143.00
EFT6929	15/03/2018	Trayning Ag Repairs	Repairs to Various Vehicles -P15 P43 P29 P17	1154.57
EFT6930	15/03/2018	Trayning Hotel	Australia Day Gift Certificate for Jen Craft & Refreshments for	235.00
EFT6931	15/03/2018	Trayning Tyres & Mechanic's	Greenkeepers Fees for Month of February 2018	3025.00
EFT6932	15/03/2018	WA Contract Ranger Services	Ranger Visits February 2018 - 2x Visits	537.62
EFT6933	15/03/2018	Western Stabilisers	Supply Machinery for Profiling Approx. 45120 m2	55840.40
EFT6934	15/03/2018	WR & VM Knott	Trayning Post Office Account for Period Nov 2017 - Jan 2018	273.25
EFT6935	19/03/2018	Australian Taxation Office	BAS And PAYG for February 18	36220.00
EFT6936	19/03/2018	City of Lights	Hosting of Shire of Trayning Website From 01.01.2018 - 30.06.2018	396.00
EFT6937	19/03/2018	Trayning Tractor Pull	Refund of Money Paid to Contribute to Trayning Rec Ground	2800.00
EFT6938	23/03/2018	BT Lifetime Super	Superannuation Contributions	215.03
EFT6939	29/03/2018	5Rivers Plumbing & Gas	Cap off of the Water Fountain Tap at Trayning Tennis Club	250.25
EFT6940	29/03/2018	All-ways Foods	Cleaning Supplies February 2018	273.03
EFT6941	29/03/2018	Avon Waste	Domestic & Recycling Waste Collection for the Month of Feb 2018	4060.80
EFT6942	29/03/2018	Boral Asphalt	2 Coat Seal as per WALGA Tender Panel Contract on Mukinbudin Rd	143323.88
EFT6943	29/03/2018	Chubb Fire Safety Ltd	Fire Extinguisher Testing Shire Buildings & Vehicles 2018	5856.94
EFT6944	29/03/2018	Dorma Automatics Pty Ltd	Service of Automatic Sliding Door - Admin Office	183.81
EFT6945	29/03/2018	Frankie'S Diner	Newspapers and Milk for the Month of February 2018	63.60
EFT6946	29/03/2018	Fuji Xerox Australia Pty Limited	Impression Charges for Photocopier for Period 1/2/18 - 28/2/18	1602.59
EFT6947	29/03/2018	JM Haulage	Load & Haul Gravel Ex Kuno Cemetery Pit Inc Loader & 2 Rd Trains	73294.68
EFT6948	29/03/2018	K & K Catering	Catering for Ordinary Council Meeting Wednesday 21/03/2018	180.00
EFT6949	29/03/2018	Landgate	Minimum Charge - Valuation Expenses	38.35
EFT6950	29/03/2018	Local Government Professionals	Finance Professionals Conference - 28/02/2018 - 02/03/2018	1340.00
EFT6951	29/03/2018	Mayday Earthmoving	1x Multi Tyre Roller Dry Hire - Approx. 10 Days Hire	3344.00
EFT6952	29/03/2018	Metal Artwork Creations	Admin Staff Badges for CSO & SFO & Name Base & Plaque for SFO	165.28

SHIRE OF TRAYNING

Payments made from the Municipal Account for the Period 1st March 2018 to 31st March 2018
Presented to Council, 18th April 2018

Chq/EFT	Payment Date	Payee	Description	Amount
EFT6953	29/03/2018	Moore Stephens	Final Billing for Audit of Financial Statements Work Completed	26579.85
EFT6954	29/03/2018	Officeworks Business Direct	Stationary Order - February 2018	250.50
EFT6955	29/03/2018	Trayning Ag Repairs	Various Repairs - P31 P10 P16 P29 P7 P26 P24	10188.32
EFT6956	29/03/2018	Trayning Hotel	Governance Lunch on 26th February 2018 - 8 Guests	365.00
EFT6957	29/03/2018	Total Eden A Ruralco Business	Spare Parts for Repairs to Sprinkler Systems	319.62
EFT6958	29/03/2018	Valenti Lawyers	Professional Fees and Disbursements as per Schedule	283.25
EFT6959	29/03/2018	WA Contract Ranger Services	Ranger Services 2x Visits - 2/3/18 & 8/3/18	467.50
EFT6960	29/03/2018	WALGA	2017/18 Salary and Workforce Survey Subscription	1089.00
EFT6961	29/03/2018	Wallis Computer Solutions	Synergysoft Version Update from 11.1.86 To 11.1.151	687.50
EFT6962	29/03/2018	Wilsons Sign Solutions	Honours Board Acrylic Name Plaque Updates x11	253.00
EFT6963	29/03/2018	Yelbeni Store	Yelbeni Store Account to the end of February 2018	1228.16
TOTAL EFT				419018.74

Direct Debit

DD5881.1	08/03/2018	WA Super	Payroll Deductions	2933.57
DD5881.2	08/03/2018	BT Lifetime Super	Superannuation Contributions	215.04
DD5881.3	08/03/2018	ATF The Merrick Super Fund	Superannuation Contributions	427.69
DD5881.4	08/03/2018	Prime Super Pty Ltd	Superannuation Contributions	630.01
DD5881.5	08/03/2018	Shaw Fund Manager Pty Ltd	Superannuation Contributions	304.61
DD5881.6	08/03/2018	Rest	Superannuation Contributions	345.30
DD5881.7	08/03/2018	Australian Super	Superannuation Contributions	584.62
DD5881.8	08/03/2018	ATF Rob Tanner Retirement	Superannuation Contributions	346.92
DD5881.9	08/03/2018	BT Super For Life	Superannuation Contributions	205.48
DD5918.3	22/03/2018	Prime Super Pty Ltd	Superannuation Contributions	630.00
DD5918.4	22/03/2018	Shaw Fund Manager Pty Ltd	Superannuation Contributions	304.61
DD5918.5	22/03/2018	Rest	Superannuation Contributions	345.30
DD5918.6	22/03/2018	Australian Super	Superannuation Contributions	584.62
DD5918.7	22/03/2018	ATF Rob Tanner Retirement	Superannuation Contributions	346.92
DD5918.8	22/03/2018	BT Super For Life	Superannuation Contributions	206.18
DD5918.9	22/03/2018	TWU Super	Superannuation Contributions	250.80
DD5924.1	22/03/2018	WA Super	Superannuation Contributions	115.72
DD5924.2	23/03/2018	WA Super	Payroll Deductions	41.33
DD5926.1	16/03/2018	Department of Transport	DOT Refund 16/03/2018	365.35
DD5928.1	19/03/2018	Department of Transport	DOT Refund 19/03/2018	100.00
DD5930.1	20/03/2018	Department of Transport	DOT Refund 20/03/2018	344.75
DD5932.1	21/03/2018	Department of Transport	DOT Refund 21/03/2018	1002.25
DD5937.1	22/03/2018	Department of Transport	DOT Refund 22/03/2018	173.05
DD5939.1	22/03/2018	Wright Express Australia Pty Ltd	Motorpass Fees	49.50
DD5942.1	23/03/2018	Department of Transport	DOT Refund 23/03/2018	1700.30
DD5944.1	26/03/2018	Department of Transport	DOT Refund 26/03/2018	3501.35
DD5946.1	27/03/2018	Department of Transport	DOT Refund 27/03/2018	427.30
DD5948.1	26/03/2018	Australia Post	Postage & Freight	76.84
DD5950.1	29/03/2018	Department of Transport	DOT Refund 29/03/2018	3771.10
DD5952.1	29/03/2018	Department of Transport	DOT Refund 29/03/2018	507.70
DD5881.1	08/03/2018	TWU Super	Superannuation Contributions	250.80
TOTAL DIRECT DEBITS				21089.01

Bank

777	06/03/2018	Fee - Bank Fees	Bank Fees	174.38
777	06/03/2018	Fee - Bank Fees	Bank Fees	20.00
TOTAL BANK FEES				194.38

Payroll

Week 35	08/03/2018	Employees	Payroll Wages Ft Ending 07/03/2018	31876.00
Week 37	22/03/2018	Employees	Payroll Wages Ft Ending 21/03/2018	31875.00
Week 38	22/03/2018	Employees	Payroll Wages Ft Ending 21/03/2018	677.00
TOTAL PAYROLL				64428.00
TOTAL PAYMENTS FROM MUNICIPAL ACCOUNT				527419.87

SHIRE OF TRAYNING

Payments made from the Kununoppin Medical Practice, Trust Account and Corporate Credit Card for the Period 1st March 2018 to 31st March 2018
Presented to Council, 18th April 2018

<i>All Payments</i>	<i>Payment Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Medical Account				
			TOTAL MEDICAL ACCOUNT	0.00
Trust Account				
			TOTAL TRUST ACCOUNT	0.00
Corporate Credit Card				
DD5900.0	2/02/2018	West Australian News Paper Adv	Advert in West Australian for Death of A Waters	75.15
DD5900.0	2/02/2018	West Australian News Paper Adv	Advert in West Australian for Death of E Waters	100.20
DD5900.0	4/02/2018	Bunnings	Tools for Staff	762.86
DD5900.0	7/02/2018	Benara Nurseries	Bougainvillia Plants for Kununoppin Cemetery	671.00
DD5900.0	8/02/2018	OSH Group	Medical for P Lansdown	929.48
DD5900.0	11/02/2018	Bunnings	Tools for Staff	431.30
DD5900.0	22/02/2018	Two Dogs Home Hardwares	Keys Cut for Kununoppin Community Centre	23.94
DD5900.0	22/02/2018	Smith & Georg Pty Ltd	Online Training for T Palmer	390.00
DD5900.0	22/02/2018	Smith & Georg Pty Ltd	Online Training for D Dhu	390.00
DD5900.1	28/02/2018	Survey Monkey	Monthly Subscription	30.90
TOTAL CORPORATE CREDIT CARD PURCHASES				3804.83
TOTAL PAYMENTS FROM TRUST, MEDICAL & CREDIT CARD ACCOUN				3,804.83

SHIRE OF TRAYNING
Sundry Debtor Invoices Raised for the Period 1st March 2018 to 31st March 2018
Presented to Council, 18th April 2018

Debtor Number	Invoice Date	Debtor	Description	Invoice Number	Amount
80004	13/03/18	Trayning Hotel	Ninghan News Advert #1497	4706	\$ 40.00
80005	02/03/18	Shire of Nungarin	Share of Doctors Recoup February 2018	4693	\$ 368.21
80005	02/03/18	Shire of Nungarin	Share of NRMO Recoup February 2018	4694	\$ 5,710.86
80055	02/03/18	Shire of Mukinbudin	Share of Doctors Recoup February 2018	4692	\$ 1,104.64
80062	28/03/18	Boekeman Machinery	Ninghan News Advert #1498	4720	\$ 20.00
80079	02/03/18	B Shannon	Rent for the Period 8/2/18 - 4/4/18	4686	\$ 628.00
80083	02/03/18	E Raymond	Rent for the Period 9/2/18 - 5/4/18	4688	\$ 628.00
80098	02/03/18	Shire of Mt Marshall	Share of Doctors Recoup February 2018	4691	\$ 1,104.64
80098	13/03/18	Shire of Mt Marshall	Ninghan News Advert #1497	4697	\$ 20.00
80098	13/03/18	Shire of Mt Marshall	Ninghan News Adverts #1498	4701	\$ 55.00
80098	28/03/18	Shire of Mt Marshall	Ninghan News Advert #1498	4714	\$ 20.00
80111	13/03/18	Nungarin Wheatbelt Markets	Ninghan News Advert #1497	4705	\$ 15.00
80120	02/03/18	Shire of Koorda	Share of NRMO Recoup February 2018	4695	\$ 2,855.42
80134	02/03/18	B Taylor	Purchase of Old Computer	4690	\$ 110.00
80135	29/03/18	Trayning Bowling Club	SS Loan 67 Repayment	4722	\$ 2,711.06
80264	02/03/18	I Perkins	Rent for the Period 4/2/18 - 31/3/18	4687	\$ 628.00
80314	13/03/18	Frankie's Diner	Ninghan News Advert #1497	4700	\$ 15.00
80314	28/03/18	Frankie's Diner	Ninghan News Adverts #1498 & #1499	4710	\$ 30.00
80366	13/03/18	Nungarin Community Resource	Ninghan News Advert #1497	4702	\$ 20.00
80372	26/03/18	Mt Marshall & Districts	Ninghan News Adverts #1497	4708	\$ 55.00
80432	28/03/18	Mukinbudin Community Resource	Ninghan News Advert #1498	4721	\$ 15.00
80474	13/03/18	MW Grant	Ninghan News Advert #1497	4699	\$ 15.00
80474	28/03/18	MW Grant	Ninghan News Adverts #1498 & #1499	4711	\$ 30.00
80498	02/03/18	T Fifett	Rent for the Period of 11/1/18 - 4/4/18	4685	\$ 942.00
80502	28/03/18	Wheatbelt Vet Services Pty Ltd	Ninghan News Advert #1498	4716	\$ 10.00
80502	28/03/18	Wheatbelt Vet Services Pty Ltd	Playgroup Hire on Wednesday 21st March 2018 Vet Clinic	4717	\$ 30.50
80511	02/03/18	K Sheard	Rent for the Period 5/2/18 - 1/4/18	4689	\$ 628.00
80556	28/03/18	Bencubbin Truck N Auto's	Ninghan News Advert #1498 & #1499	4719	\$ 40.00
80560	13/03/18	Hannaford Seedmaster	Ninghan News Advert #1497	4698	\$ 15.00
80560	28/03/18	Hannaford Seedmaster	Ninghan News Adverts #1498 & # 1499	4712	\$ 30.00
80605	02/03/18	T Lister & R Ward	Rent for the Period 12/2/18 - 12/4/18	4684	\$ 800.00
80608	02/03/18	R Driscoll	Rent for the Period 8/2/18 - 8/4/18	4683	\$ 800.00
80640	02/03/18	R Talbot	Rent for the Period 16/2/18 - 1/4/18	4682	\$ 600.00
80641	02/03/18	R Leeder	Rent for the Period 9/3/18 - 5/4/18	4681	\$ 400.00
80642	08/03/18	Palmer Plumbing Pty Ltd	Supply & Deliver 18T Blue Metal & 18T Sand to 11 Twine St	4696	\$ 1,519.20
80646	02/03/18	E Waters	Rent for the Period 2/3/18 - 12/4/18	4680	\$ 600.00
80647	02/03/18	South Western Wireless	Rent Lot 75 Adam St for the Period 2/1/18 - 6/3/18	4679	\$ 1,120.00
80647	28/03/18	South Western Wireless	Ninghan News Adverts #1498 #1499 #1500 & #1501	4715	\$ 80.00
80652	01/03/18	Stronach & Associates Pty Ltd	Ninghan News Advert #1496	4678	\$ 15.00
80652	13/03/18	Stronach & Associates Pty Ltd	Ninghan News Advert #1497	4703	\$ 15.00
80652	28/03/18	Stronach & Associates Pty Ltd	Ninghan News Adverts #1498 & #1499	4713	\$ 30.00
80653	13/03/18	Towns Panthers Hockey Club	Ninghan News Advert #1497	4704	\$ 15.00
80654	13/03/18	Bencubbin Sports Club	Ninghan News Advert #1497	4707	\$ 20.00
80655	28/06/18	Kellerberrin Historical Society	Ninghan News Advert #1498	4718	\$ 20.00
80656	28/03/18	Teach Learn Grow	DMCC Hire for TLG Students 3/12/17 to 9/12/17 inc use of Old Rec Ground Toilets for 9 Students	4709	\$ 198.00
Total Amount Raised March 2018					\$ 24,126.53



11.1 CHIEF EXECUTIVE OFFICER

11.1.1 Acting Chief Executive Officer

Date of Report:	9 th April 2018
File Ref:	4.2.5.15
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Introduction

Council is requested to consider appointing an Acting CEO whilst the current CEO is on a period of annual leave.

Background

The Chief Executive Officer has approved leave for the period 28th June 2018 to 27 July 2018 inclusive. This equates to 22 days.

For shorter periods of leave it has not been necessary to appoint an Acting CEO.

Consultation

There has been consultation between the Shire President and CEO. Further, there has been consultation with both the CEO, and vicariously, the Shire President of the Shire of Koorda. It has been relayed that the Shire President at the Shire of Koorda is supportive of the initiative, however, formal acceptance by the Shire of Koorda maybe necessary.

Statutory Environment

Under the following provision of the Local Government Act 1995 the CEO is to be appointed by Council. This extends to Acting CEO's as well.

5.36. Local government employees

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (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

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(b) is satisfied* with the provisions of the proposed employment contract.

* *Absolute majority required.*

The recommendation that follows is consistent with the statutory requirements.

Policy Implications

Council's Policy 11.13 applies.

Financial Implications

If the recommendation that follows is supported the costs to Council will be \$2,800 per week.

Strategic Implications

Cooperation between neighbouring local governments is one of Council's strategic objectives. The recommendation that follows is consistent with these objectives.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comments

The current CEO at the Shire of Koorda, Mr David Burton, is familiar with the Shire of Trayning having worked here between 2006 and 2008 in the role of Deputy Chief Executive Officer.

Mr Burton has been the CEO at the Shire of Koorda for nearly 7 years and has been a CEO for 10 years.

The current CEO is confident that Mr Burton will have a positive influence at the Shire and will be ably supported by the Shire of Trayning staff.

The aforementioned fee for service is to reimburse the Shire of Koorda for time spent dealing with Shire of Trayning matters plus travel expenses. It is proposed that Mr Burton will spend at least one day per week at the Shire of Trayning and be available for advice the remaining time.



Officer's Recommendation/Council Decision

Moved: Cr ML McHugh

Seconded: Cr FA Tarr

It is recommended that;

The Shire of Trayning appoint Mr David Burton to the role of Acting Chief Executive Officer for the period 28 June 2018 to 27 July 2018 inclusive.

Resolution: 04-2018.041

Lost: 1/6

Cr DK Vernon, Cr GF Waters and Cr GI Yates recorded a No Vote against the motion.

The reason the Officer Recommendation was not accepted was because Council felt it necessary to have a Full Time Acting Chief Executive Officer present in the absence of the Chief Executive Officer.



Prior to any consideration of this Item;

Cr ML McHugh declared an Financial Interest in Item 11.1.2

Cr DK Vernon declared a Financial Interest in Item 11.1.2

Cr GI Yates declared a Financial Interest in Item 11.1.2

Cr MS Hudson declared a Financial Interest in Item 11.1.2

Cr GF Waters declared a Financial Interest in Item 11.1.2

Cr MA Brown declared a Financial Interest in Item 11.1.2

All Councillors declaring an interest left the room at 4:51pm.

Cr FA Tarr assumed the Chair.

As there was no quorum, the CEO advised that it will be necessary to correspond with the Minister for Local Government seeking a waiver such that all councillors are able to deal with this matter. The item ought to lay on the table until such advice is received.

11.1.2 Membership of the EWBG

Date of Report:	9 th April 2018
File Ref:	7.1.2.7
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

Council is requested to consider its membership of the Eastern Wheatbelt Biosecurity Group.

Background

Aspects of Council's membership of the Eastern Wheatbelt Biosecurity Group (EWBG) were questioned and commented upon at the Annual Electors Meeting held on 28 March 2018 by Mr Chamarette.

The Shire of Trayning were invited to become a member of the EWBG in March 2014. At that time membership was \$6,000 per annum contributed by the individual shires.

At the Ordinary Meeting held on 16 April 2014 the following decision was made;

*Moved: Cr Knott Seconded: Cr Lamond
That the Eastern Wheatbelt Biosecurity Group Inc. be advised that Council wishes to become a member and that consideration of \$6,000 annual membership be allowed in the 2014/15 Annual Budget.*

Carried: 6/0



Council did not become a member at that time partially due to concerns about the viability of the group at that time.

At the Ordinary Meeting held on 11 February 2015 the following decision was made:

*Moved: Cr Woodfield Seconded: Cr Waters
That the NRM Officer investigate the possibility of joining the Eastern Wheatbelt Biosecurity Group and report back to Council on the group's current status and operations.*

Carried: 7/0

A report from the NRM Officer was submitted to Council at its Ordinary Meeting held on 15 April 2015. Council resolved as follows;

*Moved: Cr Knott Seconded: Cr Lamond
That Council allocate funds in the 2015-2016 budget to allow us to join the EWBG.*

Carried 7/0

Post 2016, the methodology of raising contributions for the EWBG altered such that a levy, set by Treasury, was placed upon landholders and collected by the State. Monies raised via the levy were to be matched by funding from DAFWA.

Mr Chamarette raised his concerns with the funding methodology at the 2016 Annual Electors meeting as well.

Mr Chamarette corresponded with Council on this matter on 13 November 2017.

Council discussed Mr Chamarette's correspondence during Council's Forum held on 15 November 2017. The CEO responded as follows in response to such discussions: "Your correspondence was subject of a considered debate and seriously contemplated. As a consequence, please be advised that Council's position on this matter remains unchanged and the Shire of Trayning will remain as a member of the Eastern Wheatbelt Biosecurity Group."

Consultation

No consultation has occurred.

Statutory Environment

There is no statutory requirements to be a member, or not, of the EWBG.

Whilst no decisions on this matter were made at the 2017 Annual Electors Meeting, nonetheless, a commitment was given that this matter would be the subject of a report presented to Council's next Ordinary Meeting.

As a consequence the following statutory requirements ought to be considered;

Local Government Act 1995

5.33. Decisions made at electors' meetings



- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —
- (a) at the first ordinary council meeting after that meeting; or
 - (b) at a special meeting called for that purpose,
- whichever happens first.

The submission of this report is consistent with the statutory requirements.

Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications.

Strategic Implications

There are no strategic implications

Environmental Implications

There are no environmental implications associated with being a member of the EWBG. Arguably, the work of the EWBG does have positive impacts upon the environment and the agricultural economy.

Social Implications

There are no social implications.

Officer's Comments

Council has considered membership of the EWBG on a number of occasions since 2014. On each occasion, Council has unanimously supported membership. Presumably, the work of the EWBG is valuable to the wider agricultural community. The current funding methodology requires no contribution from the Shire of Trayning and is not cost shifting to local government per sae. The recommendation following supports the status quo on that basis.

Officer's Recommendation

It is recommended that;

The Shire of Trayning remain as a member of the Eastern Wheatbelt Biosecurity Group Inc.

The reason the Officer Recommendation was not dealt with was because there was no quorum for this Item.



The CEO will write to the Minister for Local Government for permission.

This item will be laid on the table until advice has been received from the Minister for Local Government.

Cr ML McHugh returned to the meeting at 4:54pm

Cr DK Vernon returned to the meeting at 4:54pm

Cr GI Yates returned to the meeting at 4:54pm

Cr MS Hudson returned to the meeting at 4:54pm

Cr GF Waters returned to the meeting at 4:54 pm

Cr MA Brown returned to the meeting at 4:54 pm and resumed the chair.



11.1.3 Renew Licensing Service Agreement

Date of Report:	9 th April 2018
File Ref:	C22
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.3 Attachment 965917 Shire of Trayning Main Agreement 11.1.3a 965917 Shire of Trayning Non Road Law 11.1.3b Extension of Agreement 11.1.3c Extension of Agreement
Voting Requirements:	Simple Majority

Introduction

Council is requested to consider renewing an Agreement to provide Licencing Services in the Shire of Trayning with the Department of Transport.

Background

The Shire of Trayning provides Licencing Services to the community under agreement with the Department of Transport. The Agreement for such provision has expired and we have been operating under extensions since 22 December 2017.

Consultation

No consultation has occurred.

Statutory Environment

Clause 9.49A of the Local Government Act 1995 applies. Specifically, the first 3 clauses;

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and



- (b) the chief executive officer or a senior employee authorised by the chief executive officer,

each of whom is to sign the document to attest that the common seal was so affixed.

Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications other than the Shire of Trayning does receive various commissions for the provision of the service.

Strategic Implications

There are no strategic implications

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comments

The agreement to which renewal is being sought is essentially the same as that which has been executed in the past and is attached for information.

The resolution that follows is necessary as execution of the agreement requires the affixing of the common seal.

Officer's Recommendation/Council Decision

Moved: Cr MS Hudson

Seconded: Cr GF Waters

It is recommended that:

1. Council agrees to enter into the DOT965917 Agreement for the Provision of Licensing Services in Shire of Trayning in Terms of section 11 of the Road Traffic (Administration) Act 2008, with the Department of Transport expiring 31 December 2020.
2. Council authorise the use of the common seal in the execution of DOT965917 Agreement for the Provision of Licensing Services in Shire of Trayning in Terms of section 11 of the Road Traffic (Administration) Act 2008, with the Department of Transport expiring 31 December 2020, by the Shire President and the Chief Executive Officer.

Resolution: 04-2018.042

Carried:7/0



11.1.4 CEACA Budget 2018-19

Date of Report:	9 th April 2018
File Ref:	3.2.4.50
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

Council is requested to consider and determine a number of financial matters relating to the proposed CEACA Budget for the 2018-19 period.

Background

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.

Consultation

CEACA's Draft budget for the 2018-19 period was presented to a CEACA Committee Meeting on 26 March 2018 with the following recommendation;

That:

1. The Draft Budget for the year ending 30 June 2019, as presented, be received with a general subscription for each Member Organisation set at \$20,000 (excluding GST) and be referred to Member Organisations for comment, with all comments to be submitted to the Executive Officer no later than Monday 30 April 2018; and



2. Following receipt of Member Organisations comments on the Draft Budget, the Central East Aged Care Alliance Committee hold a meeting at a date to be determined after 30 April 2018 for the purpose of adopting the 2018-2019 Budget.

A draft pro-forma report has been circulated from the Shire of Kellerberrin to assist with the short time frame for response. A copy is attached.

Additional consultation, or rather, sharing of comments, concerns and ideas between the members relating to aspects of the budget have occurred.

Statutory Environment

There are no statutory implications.

Policy Implications

There are no policy implications.

Financial Implications

CEACA Budget 2018/2019 Notes

Note	Account No	Account Description	2017/2018 Budget (Amended)	Proposed Budget 2018/2019	Details
A	0500	General Subscriptions	110,000	220,000	This is a general subscription of \$20,000 for each foundation member. The amount in 2017/2018 was \$14,000 per member. The CEACA Executive decided to combine the general subscription and projects and consultancy subscription into a single amount. Item C (a/c 0519) is now \$0
B	0575	Bank interest	900	800	Interest received on bank accounts
C	0519	Project and Consultancy Fund	44,000	0	See under note A
1	1716	Chair Meeting Fees	28,000	36,000	Remuneration for the Chair which is paid monthly.
2	1717	Chair Travel and Accommodation	3,500	3000	Travel and accommodation for the Chair This allows accommodation and travel for the Chair for six in-person meetings in either Merredin or Nungarin (Accommodation \$220 x 6

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					and 560km x 6). The travel however has been reduced recognising that in the main the Chair is likely to travel with the Executive Officer.
3	1715	Chair - Other	500	1000	This provides for incidental expenses that the Chair may incur.
4		Chair Training	0	1000	This provides for any training that the Chair may require.
5	1719		75,400	83,000	<p>This amount is linked to the contract discussions that the Executive Committee is currently having with BHW Consulting in respect to the provision of Executive Officer Services. This amount acknowledges the increased work required to undertake the role of Executive Officer now that the project is transitioning into the operational phase of the CEACA Seniors Housing Project and leading into the appointment of a CEO for CEACA. Work to be undertaken also includes:</p> <ul style="list-style-type: none"> ▪ Assisting the CEACA Chair, CEACA's Executive Committee and the CEACA Committee as a whole; ▪ The day to day financial management of CEACA, including CEACA has all appropriate insurances; ▪ Ensuring CEACA meets all its obligations under the <i>Associations Incorporation Act 2015</i>; ▪ Assisting CEACA in the development of its foundation Strategic Plan; ▪ Assisting CEACA in fulfilling its commitments as defined in the Financial Assistance Agreements (FAAs) for



					<p>the CEACA Seniors Housing Project;</p> <ul style="list-style-type: none">▪ Assisting CEACA in the development of policies to cover CEACA' housing once constructed;▪ Assist CEACA in the development of the management arm of CEACA, initially for CEACA's housing but then any additional housing CEACA's Member Councils wish to be managed by CEACA as has been previously discussed by CEACA and information around this included in the development of a management model;▪ Research associated with the implementation of further planks of the Verso Report, including finding funding to undertake the research into a review of the delivery of aged care services for the residents of CEACA's aged housing;▪ Assist CEACA in attracting funding for CEACA related Projects;▪ Assist CEACA with ongoing advocacy around CEACA and its related activities; and▪ Assist CEACA with any other work that may arise during 2018/2019. <p>The amount is calculated on an hourly rate of \$75 for 20 hours per week as a fixed amount paid monthly (estimated 86.5 hours per calendar month). In support of this allocation the average hours worked for the period 1 July 2017 to 31 December 2017 was 88 per calendar month. In addition, this allocation</p>
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					also includes an estimated \$5,000 for the June 2018 Professional Services claim which will be paid after the 1 July 2018.
6	1720	Executive Officer – Travel and Accommodation	5,500	4,800	Travel and accommodation for the EO. This allows accommodation and travel for the EO for six in-person meetings in either Merredin or Nungarin (Accommodation \$220 x 6 and 560km x 6). The travel however has been reduced recognising that in the main the Chair may travel with the Executive Officer and as such the costs are allocated across the two accounts. In addition, an allowance has been made for visits to Dowerin Field Day and other activities within the CEACA Shires.
7		Executive Officer – Technology and Administration Charge	0	2000	This is a new allocation. Previously this cost was included in the Professional Officer Services allocation however it was felt that it should have a separate allocation. The allocation will cover telephone and internet cost incurred by BHW Consulting in undertaking the Executive Officer role and is calculated as 2.5% of the monthly remuneration.
8	1721	Executive Officer – Office Expenses	1,000	1000	This allocation covers expenditure such as office stationery, printing and postage associated with the operation of CEACA.
9	1722	Executive Officer - Other	400	500	This provides for incidental expenses that the EO may incur.
10		Executive Officer - Training	1,000	1,000	The allocation enables the EO to undertake appropriate training.
11	1723	Financial Services Accounting Fees	4,000	4,500	Cost of CEACA accounting support services. The allocation



					includes the cost of using Xero Accounting (monthly Xero access fee of \$38.64) system to enable easier reporting of the contractor's payments to the ATO. Up to Date Accounting continue to be used to provide the accounting service. The number of transactions has increased considerably during the first 7 months of the financial year.
12	1724	Bank Fees	100	100	This allocation allows for any costs associated with managing the bank account.
13	1725	Financial Services – Audit Fees	800	2,500	Cost of conducting the 2017/2018 Audit. With the increasing number of transactions and ATO reporting requirements it is anticipated that the cost of the 2017/2018 audit will increase. The allocation is based on similar size organisation that BHW Consulting provides support.
14	1726	Committee Meeting Expenses – Catering and Venue Hire	3,500	4,000	Cost of catering for various meetings. This amount is based on catering for 4 in-person Committee Meetings (\$25 per head x 30 people x 4 meetings) and 3 in-person Executive Committee Meetings (\$25 per head x 6 people x 3 meetings) together with venue hire.
15	1727	Committee Meeting Expenses - Teleconference	1,950	2,000	Cost of teleconferences. The number of meetings held via teleconference has increased considerably during the past 6 months. It is not expected the same level of meetings will occur during 2018/2019 however the allocation allows for a reasonable number of meetings.



16	1728	Committee Legal Expenses -	55,000	20,000	This allocation includes an amount for legal expenses that may arise during the year. Whilst 2017/2018 was extraordinary set of circumstances it is felt that a reasonable amount should be included to allow legal advice when required.
17	1718	Committee Training Expenses	0	3,000	Training expenses provides the opportunity for Committee Members to undertake appropriate training.
18	1755	Committee Insurance -	5,550	10,000	Cost of insurance for CEACA including public liability, professional indemnity and directors and officers insurance. In addition, with the development of a website and public web presence CEACA requires to also have cyber insurance. It also provides insurance in respect to "hacking" of CEACA information system. The allocations include the estimated cost of Office Package \$600, Voluntary Workers Cover \$550 and Management Liability \$4,500.
19	1844	Committee Governance Other -	500	500	An allocation to cover incidental governance costs with the Committee and Executive Committee
20	1738	IT - Costs Office 365 Implementation and Management	2,500	2,500	Cost of managing IT Services for CEACA. Costs incurred include monthly license fee of \$20.00 and technical service where any technical difficulties may arise.
21		Facebook Account Set up and Management	4,500	3,500	Cost of managing the Facebook Account for CEACA by Market Creations. This includes an allocation of \$260 per month for management of the site.
22	1850	CEACA Website Setup and	9,600	4,000	Cost of managing the CEACA Website Account

Minutes: Ordinary Meeting of Shire of Trayning Council held on Wed 18th April 2018 29



		Content Management			for CEACA by Market Creations. Includes an allocation for annual host fee of \$600, domain registration \$90.
23		Newsletter Design 4pp A4 Template	0	0	This newsletter will not be produced in 2018/2019
24	1840	Consultancy General	2,000	5,000	This is an account to cover any general consultancy that may be required by CEACA during the year. The previous expenditure related to data research for presentation to the Minister in support of the case for the funding.
25	1841	Business Case Consultancy	0	15,000	Expenditure to assist CEACA develop any business case(s) for future services.
26	1842	CEACA Funding Opportunities		0	It was intended to allocate an amount of \$20,000 to pursue potential funding opportunities that may arise during the year, however during the budget deliberations it was determined to delete the allocation.
27	1843	CEACA Advocacy	1,500	4,000	This is an account to enable CEACA to undertake any advocacy work. An example is the cost of engaging a PR firm to assist in gaining access to Minister in regard to CEACA Housing Project.
28		Management of Housing Loss 2018/2019		6,000	Based on advice from Access Housing on the CEACA Service Delivery Business Case it is likely that during the 2018/2019 year some houses will be occupied and the overall loss is estimated at \$11,330. The sum of \$6,000 is a provision to meet CEACA's share of any loss.



Strategic Implications

Membership of CEACA was considered to be a positive strategic alliance prior to the change of government and the subsequent change of focus from the original intent.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comments

Comments relating to the Budget line items.

Note A: The methodology of determining the general subscription fee is flawed. A more equitable method would be to determine a fee per unit to be built in each local government. The arguments relayed at CEACA meetings indicate that if contributions are not equal then equity (or profit) will not be shared equally either.

In the authors opinion this is a nebulous argument because no profits will be distributed to members, plus, based on the rental policy and forward estimates it will be a great number of years before CEACA delivers profits, if ever. It is more likely that there will be operational losses for a number of years and by all members having the same subscription it may result in having to equally share in the losses. If there is a need to raise \$220,000 in subscriptions, although that is not conceded or agreed, then \$3,055 per unit is palatable. This would equate to \$6,110 for Trayning.

In relation to the need to effectively increase the subscription by one third, really relates to increase in allowances for the Executive Officer and the Independent Chairperson.

Note C: This item has been rolled into the subscription fee.

Note 1: Chair Meeting fees to be increased by 25%. The rhetoric around the need for the increase is that there will be more work for the Independent Chair in the coming year. No substance has been provided to support such a statement.

Note 4: Given that an Independent Chair is selected for the skills they have acquired and bring to the table and are remunerated accordingly why then ought CEACA pay for additional training.

Note 5: Relates to the Executive Officer seeking an increase. The important point to note in relation to this is that the executive officer services are provided by a contracting company (BHW Consulting). The additional allowances sought in subsequent notes ought to be borne by the contracting company not CEACA.

Note 6: Travel and accommodation for the Executive Officer seems reasonable.

Note 7: Ought to be the cost of BHW Consulting.



Note 8: Seems reasonable.

Notes 9 & 10: Ought to be the cost of BHW Consulting.

Notes 11 to 16: Seem reasonable.

Note 17: Unreasonable.

Notes 18 & 19: Seem reasonable.

Note 20: Not sure what IT we are managing as minutes, agendas etc. are provided by BHW Consulting.

Notes 21 & 22: Whilst they might be nice to have they are not necessary at this stage of CEACA's development.

Note 24: Seems reasonable.

Note 25: Not necessary at this stage of CEACA's development.

Note 28: Is of concern.

In addition to the budget adoption issues there were other financial matters raised at the CEACA Committee Meeting held on 26 March 2018 requiring direction and or resolution from Council.

Reimbursement of Bruce Rock, Kellerberrin & Merredin Shires overpayment.

As part of appeasing the current state government's demands for savings from this project the Shire's of Bruce Rock, Kellerberrin and Merredin have forgone one unit each. This means that each of these Shires have contributed an over payment of \$20,000 to CEACA.

The reimbursement request is not unreasonable. It will however require an additional contribution from the Shire of Trayning of \$1,666.66. The contribution was calculated at \$833.33 per unit.

Additional Contribution sought to balance the Project Budget.

Based upon current estimates there is a shortfall of \$24,408 in the budget for the project. This is after the Executive Committee (of CEACA) committed all shires to providing caravan park accommodation, building licences fees and tip dumping fees at zero cost.

This is problematic for the Shire of Trayning in that a motion has already been unanimously passed that building licence fees are to be charged and the CEO does not have delegated authority to waive fees for the caravan park or refuse sites.

CEACA proposes that each shire ought to contribute an extra \$339 per unit to balance the budget. The Shire of Trayning's contribution would be \$678.



Other Comments

There are a number of other issues that warrant some discussion.

1. The original intent of CEACA was to provide housing such that locals whom would not necessarily qualify for means tested accommodation would be able to access housing within the their districts. The changes sought by the State Government and agreed by CEACA's Executive Committee has effectively turned this project into provision of social housing. Council has already contributed over \$68,000 plus relinquished the land to an entity that will now be a social housing agency. Is this a prudent use of Councils funds?
2. Under the proposed constitution, in the event of CEACA failing, the assets will not be divested to the foundation local governments. Rather, they will be vested with an organisation or organisations with a similar purpose/ goal as CEACA.
3. The lack of timely distribution of information, consistently poor service levels delivered by the consultant, lack of due regard to the constitutional requirements, seemingly secretive unprofessional behaviours and the take it or leave it attitude are all concerning.

Perhaps Council ought to reconsider as to whether or not it remains committed to CEACA given the intent has changed?

New Motion

Moved: Cr ML McHugh

Seconded: Cr GI Yates

That Standing Orders be suspended at 4:58pm to enable Council to discuss this item.

Resolution: 04-2018.043

Carried: 7/0

New Motion

Moved: Cr ML McHugh

Seconded: Cr DK Vernon

That Standing Orders be reinstated at 5:26pm.

Resolution: 04-2018.044

Carried: 7/0



Officer's Recommendation/Council Decision

Moved: Cr DK Vernon

Seconded: Cr FA Tar

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.

Resolution: 04-2018.045

Carried:7/0



11.1.5 Planning Approval - Storage Shed (Sea Container)

Date of Report:	13 th April 2018
Proponent:	South Western Wireless WA
File Ref:	Loc 15678
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.5 DA Application 11.1.5a Sea Container 11.1.5b Location of Container & Mast 11.1.5c Site location
Voting Requirements:	Simple Majority

Introduction

Council is requested to consider a Planning Application submitted by South Western Wireless for the erection of a storage shed incorporating a sea container near the intersection of Trayning North Road and Goldfields Road, Trayning (Lot No: 15678, Location 15577) to provide telecommunications services (e.g. wireless internet) in the surrounding area.

Background

The Shire of Trayning has received an application for Planning approval from South Western Wireless WA for the erection of a storage shed incorporating a sea container near the intersection of Trayning North Road and Goldfields Road, Trayning to provide telecommunications services (e.g. wireless internet) in the surrounding area.

Consultation

There has been no consultation.

Statutory Environment

Compliance with the Shire of Trayning Local Planning Scheme No.1

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 proposed storage shed will be located near the intersection of near the intersection of Trayning North Road and Goldfields Road, Trayning (Lot No: 15678, Location 15577) which is zoned "Rural" in accordance with the Shire of Trayning Local Planning Scheme No. 1.

Council has a local planning policy in place which controls movable buildings (including sea containers) and which requires that an application for planning consent be lodged with Council.

Whilst sea containers under Council's policy on movable buildings are not permitted in residential areas, they can be permitted by Council in other (non-residential) zoned areas.

Council Local Planning Policy No.1 – Moveable Buildings, states as follows:

"The Council may give special consideration for the use of 'containers' outside the townsites of the Shire. In these circumstances the Council will need to be satisfied that there is no viable alternative to the use of these structures, and that the location of these 'containers' will not detract from the amenity of the locality."

In this case the lot is zoned 'Rural', the size of the lot in question and that of the surrounding lots as well as the presence of a natural vegetation belt to the either sides of the proposed location of the storage shed will limit its impact on the visual amenity of the surrounding area.

The objectives of the Council Local Planning Policy No.1 – Moveable Buildings, are as follows:

- a) to maintain high amenity standards of buildings, especially within the residential areas in the townsites of the Shire;
- b) to ensure that the visual aesthetics of residential areas are not compromised by the introduction of moveable buildings that are generally out of character with the predominant housing style in the locality;
- c) to ensure that moveable buildings, established within the Shire, do not use materials considered by Council to be unacceptable (e.g. Asbestos);
- d) to avoid the erection and use of extensive areas of moveable structures for accommodating temporary workforces, or other businesses or company activities, in inappropriate areas;



- e) to prevent the introduction of housing, or other structures, that are designed to be used on a temporary or short stay basis and that may detract from the standards already established in the residential areas of the townsites; and
- f) to protect the visual amenity of the urban environment by not permitting the establishment, storage or use of 'containers' within the non-residential areas of the townsite.

The proposed development does not contravene any of the objectives of the Shire policy on moveable buildings.

Officer's Recommendation/Council Decision

Moved: Cr GF Waters

Seconded: Cr MS Hudson

It is recommended that:

1. Planning approval be granted to South Western Wireless WA for the erection of a storage shed/sea container near the intersection of Trayning North Road and Goldfields Road, Trayning (Lot No: 15678, Location 15577) with the following conditions;
 - a) the proposed development will be classified as a Class 10A structure (non-habitable building - shed) under the National Construction Codes (BCA). The construction of Class 10A structures outside of town site boundaries within the Shire of Trayning does not require a building permit, however, it is the responsibility of the applicant to ensure that the proposed structure complies with all structural requirements specified by the relevant Australian Standards;
 - b) the proposed storage shed may only be used for storage purposes and must not be used for habitation at any time.

Resolution: 04-2018.046

Carried:7/0



11.1.6 MOU Sporting Shooters Club

Date of Report:	13 th April 2018
File Ref:	Loc 16236
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.6 Draft MOU KSSA 11.1.6a Pen Liability Insurance Certificate 11.1.6b Minutes of the AGM 2018 11.1.6c Sporters Shooters Certificate of Inc. 11.1.6d Firing Range Roster
Voting Requirements:	Simple Majority

Introduction

Council is requested to endorse the MOU proposed between the Shire of Trayning and the Kununoppin Sporters Shooters Association Incorporated.

Background

Council will recall and presentation given by Mr and Mrs Thorley at Council's Ordinary Meeting held 16 August 2017.

The presentation proposed using the existing Kununoppin Rifle Range area as a sporting shooters club and sought an indication from Council as to whether, or not, such a proposal would be supported. Council was supportive of the proposal.

Council has assisted this club to be established by donating 2 days earthmoving works to tidy up the location. The club, itself has erected the necessary fencing and gates, liaised with the neighbours, advertised the proposal seeking support and or objection and have become incorporated. No objections were received.

Consultation

The CEO and Executive Assistant have been in various meetings with the proponents and given them advice as to what would be needed to fulfil the Shire of Trayning requirements.

Statutory Environment

This type of activity or facility is regulated by the Police Licensing Services (Firearms). A qualified range assessor will inspect the facility on the weekend of 5 and 6 May 2018 to determine licensing requirements.

The recommendation that follows is consistent with the statutory requirements.



Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

One of the Social objectives contained within Council's Strategic Community Plan is to; *"Provide active and passive recreational facilities and services"*.

The recommendation that follows is consistent with this objective.

Officer's Comments

The members of this club have undertaken everything that has been asked of them;

- Become incorporated,
- Have obtained 20 million dollars Public Liability insurance cover,
- Liaised with the neighbouring land owners,
- Tidied up the property,
- Gated and fenced the property.

The last two steps are getting the range assessed and licensed plus enter into a MOU with the Shire of Trayning. In order, for licensing to be completed the MOU must be in place. Hence the recommendation that follows.

Copies of the incorporation certificate, insurance certificate of currency, AGM minutes, firing range roster, range assessors check list and the proposed MOU are attached.

Officer's Recommendation/Council Decision

Moved: Cr DK Vernon

Seconded: Cr GI Yates

It is recommended that;

Council endorses the proposed Memorandum of Understanding with the Kununoppin Sporters Shooters Association Incorporated including the assignment of Council's Common Seal by the Shire President and the Chief Executive Officer.

Resolution: 04-2018.047

Carried:7/0



12 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

13 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

New Motion

Moved: Cr GF Waters

Seconded: Cr ML McHugh

It is recommended that;

The meeting move behind closed doors at 5:31pm.

Resolution: 04-2018.048

Carried: 7/0

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

5.23 . Meetings generally open to public

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

(iii) information about the business, professional, commercial or financial affairs of a person,

5:31pm – Mr Chamarette left the Meeting.



New Motion

Moved: Cr ML McHugh **Seconded: Cr GI Yates**

That Standing Orders be suspended at 5:37 to enable Council to discuss this item.

Resolution: 04-2018.049

Carried: 7/0

CONFIDENTIAL

13.1.1 Caravan Park Caretaker Contract

Date of Report:	10 th April 2018
File Ref:	C37
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	Not Applicable
Officer's Disclosure of Interest:	Nil
Attachments:	13.1.1 Trayning Tyres Contract
Voting Requirements:	Simple Majority

New Motion

Moved: Cr ML McHugh **Seconded: Cr DK Vernon**

That Standing Orders be reinstated at 6:03pm.

Resolution: 04-2018.050

Carried: 7/0

Officer's Recommendation/Council Decision

Moved: Cr FA Tarr **Seconded: Cr ML McHugh**

It is recommended that;

Council give three (3) months written notice to Trayning Tyres and Mechanics (Leonard Norman Richards), in accordance with Clause 11.1 of the Agreement for the Provision of Services, to terminate the Agreement for the Provision of Services. to the Shire of Trayning.

Resolution: 04-2018.051

Carried: 4/3

Cr GI Yates, Cr ML McHugh, Cr DK Vernon recorded a No Vote against the Motion.



New Motion

Moved: Cr GF Waters

Seconded: Cr ML McHugh

It is recommended that;

The meeting come out from behind closed doors at 6:03pm.

Resolution: 04-2018.052

Carried: 7/0

14 CLOSURE

There being no further business, the Shire President declared the meeting closed at 6:06pm.