



**MINUTES  
FOR  
ORDINARY MEETING OF COUNCIL  
Wednesday 19<sup>th</sup> September 2018**

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

**Commencement: 4:00pm**



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

Signed



Paul Sheedy  
Acting Chief Executive Officer

## PREFACE

When the 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 08<sup>th</sup> October 2018.



Paul Sheedy  
**ACTING CHIEF EXECUTIVE OFFICER**

## CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 17 October 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 19<sup>th</sup> September 2018, commencing at 4.00pm.

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## **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President, Cr MA Brown welcomed all Members, Staff and Acting Chief Executive Officer Paul Sheedy, declaring the meeting open at 4:00pm.

## **2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

### MEMBERS:

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

### STAFF:

Mr Paul Sheedy (Acting Chief Executive Officer)  
Mrs Jacqui Cook (Senior Finance Officer)  
Miss Belinda Taylor (Executive Assistant)

### APOLOGIES:

Nil

### ON APPROVED LEAVE(S) OF ABSENCE:

Nil

### ABSENT:

Nil

### VISITORS:

Nil

## **3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

## **4 PUBLIC QUESTION TIME**

Nil

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

### 5.1 Applications Previously Approved

Nil

### 5.2 Leave of Absence

Nil

### 5.3 Disclosure of Interest

<i>Councillor / Officer</i>	<i>Item No</i>	<i>Nature of Interest</i>	<i>Extent of Interest</i>
Cr FA Tarr	5.2.1	Financial	Shareholder Kununoppin Agencies that made a donation.
Cr GF Waters	5.2.1	Impartial	Part owner of business that has donated.
Cr FA Tarr	5.2.3	Financial	Part owner of business that has donated.
Cr FA Tarr	11.1.2	Financial	Part owner of business that has donated.
Cr GF Waters	11.1.2	Impartial	Shareholder Kununoppin Agencies that made a donation.
Cr GF Waters	11.1.3	Impartial	President St John's Ambulance who are part of the project.
Mr P Sheddy - ACEO	11.1.4	Financial	An employee who will benefit
Cr GF Waters	11.1.6	Financial	Wife member of Senior Citizen Group.

## 6 PETITIONS/DEPUTATIONS/PRESENTATIONS

### 6.1 Petitions

Nil

### 6.2 Deputations

Nil

### **6.3 Presentations**

Nil

## **7 CONFIRMATION OF MINUTES**

### **7.1 Ordinary Meeting of Council**

#### **Officer's Recommendation/Council Decision**

**Moved: Cr ML McHugh**

**Seconded: Cr FA Tarr**

That the minutes of the Ordinary Meeting of Council held on 15<sup>th</sup> August 2018 be confirmed as a true and correct record of the proceedings with the following amendment. Councillor ML McHugh was the mover for the motion for the meeting to move out from behind closed doors with Councillor MS Hudson being the Seconder.

**Resolution: 10-2018.127**

**Carried: 6/0**

### **7.2 Special Meeting of Council**

#### **Officer's Recommendation/Council Decision**

**Moved: Cr GI Yates**

**Seconded: Cr MS Hudson**

That the minutes of the Special Meeting of Council held on 12<sup>th</sup> September 2018 be confirmed as a true and correct record of the proceedings.

**Resolution: 10-2018.128**

**Carried: 6/0**

## **8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS**

Nil

## **9 REPORTS OF OFFICERS**

Nil

### **9.1 REGULATORY SERVICES**

There are no reports this month.

## 10.1 MANAGER OF FINANCE

### 10.1.1 Monthly Financial Report– August 2018

Date of Report:	11 <sup>th</sup> September 2018
File Ref:	N/A
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.1 Statement of Financial Activity – August 2018
Voting Requirements:	Simple Majority

#### **Introduction**

This report presents for consideration the Monthly Financial Report, for the period ending 31st August 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 sub regulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

### **Policy Implications**

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

### **Financial Implications**

A copy of the Monthly Financial Report for the period ending 31st August 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**

Nil

### **Officer's Recommendation/Council Decision**

**Moved: Cr ML McHugh**

**Seconded: Cr GI Yates**

It is recommended that:

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

**Resolution: 10-2018.129**

**Carried: 6/0**



## SHIRE OF TRAYNING

### MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 August 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 August 2018**

## Key Information

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### 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 August 2018 of \$1,542,231.

### Items of Significance

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

	% Collected /	Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>					
Kellerberrin-Yelbeni Road SLK 4.30-6.30	21%	\$	78,319	\$ 67,793	\$ 16,375
Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	47%	\$	116,755	\$ 116,755	\$ 55,263
Kununoppin - Mukinbudin Road	12%	\$	435,801	\$ 171,657	\$ 52,091
Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	29%	\$	182,305	\$ 6,506	\$ 53,070
<b>Grants, Subsidies and Contributions</b>					
Operating Grants, Subsidies and Contributions	12%	\$	1,568,109	\$ 533,561	\$ 195,775
Non-operating Grants, Subsidies and Contributions	0%	\$	388,005	\$ -	\$ -
	10%	\$	1,956,114	\$ 533,561	\$ 195,775
Rates Levied	99%	\$	1,138,848	\$ 1,138,848	\$ 1,132,976

*% Compares current ytd actuals to annual budget*

**Shire of Trayning  
Information Summary  
For the Period Ended 31 August 2018**

**Key Information**

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<b>Financial Position</b>		<b>Prior Year 31 August 2017</b>	<b>Current Year 31 August 2018</b>
Adjusted Net Current Assets	144%	\$ 1,069,429	\$ 1,542,231
Cash and Equivalent - Unrestricted	170%	\$ 859,770	\$ 1,462,923
Cash and Equivalent - Restricted	49%	\$ 1,324,209	\$ 645,150
Receivables - Rates	94%	\$ 287,866	\$ 269,525
Receivables - Other	-266%	\$ 18,228	-\$ 48,488
Payables	100%	\$ 80,235	\$ 80,321

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

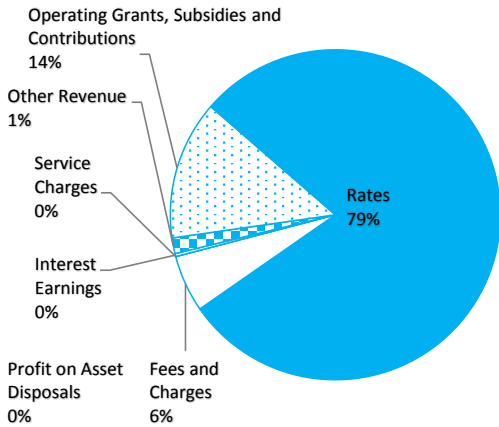
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**Preparation**

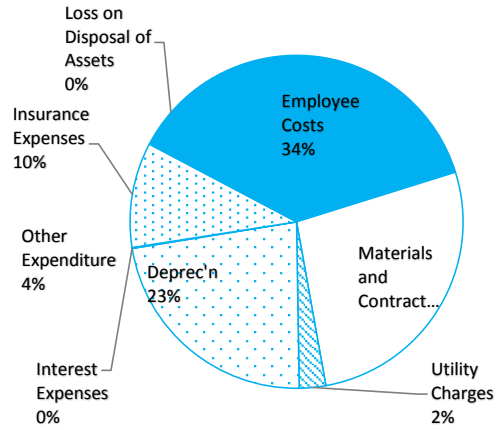
Prepared by: Jacqui Cook  
Reviewed by: Jacqui Cook  
Date prepared: 11-Sep-18

**Shire of Trayning  
Information Summary  
For the Period Ended 31 August 2018**

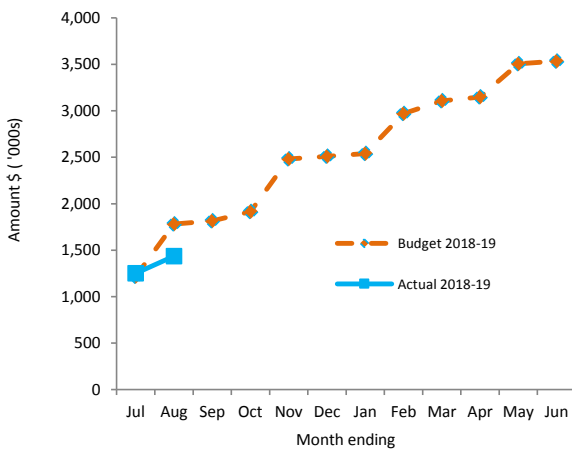
### Operating Revenue



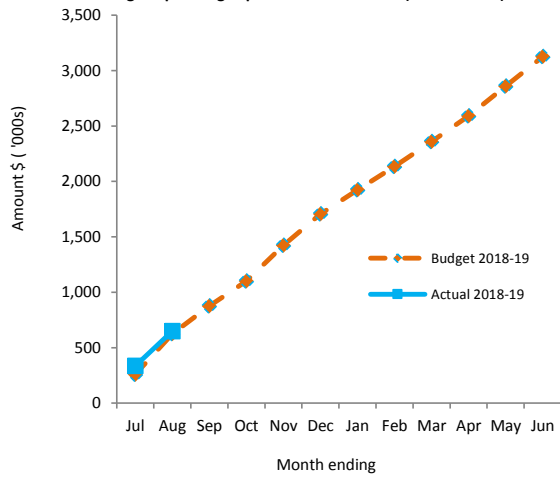
### Operating Expenditure



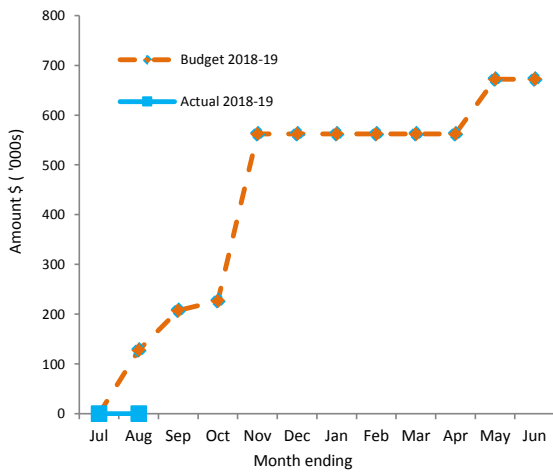
**Budget Operating Revenues -v- Actual (Refer Note 2)**



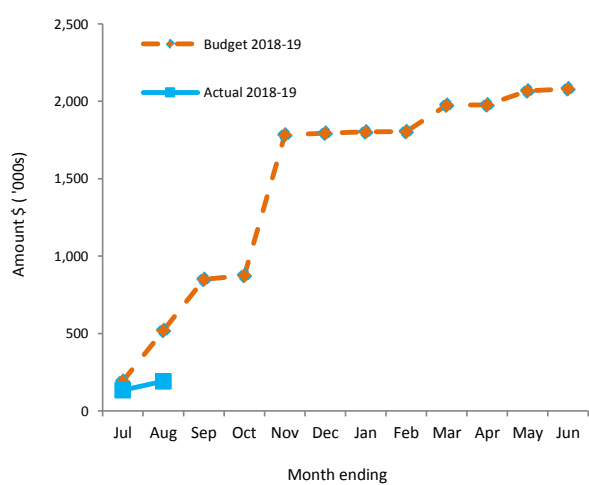
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



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



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



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

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

Note	Amended			YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	Adopted Annual Budget	Annual Budget (d)	Amended YTD Budget (a)					
	\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus(Deficit)</b>	3	(53,626)	798,970	798,970	798,970	0	0%	
<b>Revenue from operating activities</b>								
Governance		60,980	60,980	7,490	9,298	1,808	24%	▲
General Purpose Funding - Rates	9	1,138,848	1,138,848	1,138,848	1,132,976	(5,872)	(1%)	▼
General Purpose Funding - Other		1,092,816	1,092,816	429,608	148,142	(281,466)	(66%)	▼ S
Law, Order and Public Safety		11,712	11,712	324	84	(240)	(74%)	▼
Health		81,054	81,054	13,508	15,168	1,660	12%	▲
Education and Welfare		5,200	5,200	116	198	82	71%	▲
Housing		70,012	70,012	11,666	11,169	(497)	(4%)	▼
Community Amenities		59,670	59,670	50,342	48,427	(1,915)	(4%)	▼
Recreation and Culture		15,723	15,723	1,884	2,361	477	25%	▲
Transport		527,579	527,579	114,457	54,455	(60,002)	(52%)	▼ S
Economic Services		10,550	10,550	1,584	3,193	1,609	102%	▲
Other Property and Services		72,517	72,517	11,860	9,784	(2,076)	(18%)	▼
		<b>3,146,661</b>	<b>3,146,661</b>	<b>1,781,687</b>	<b>1,435,256</b>			
<b>Expenditure from operating activities</b>								
Governance		(510,802)	(510,802)	(121,593)	(174,518)	(52,925)	(44%)	▼ S
General Purpose Funding		(85,793)	(85,793)	(6,564)	(9,840)	(3,276)	(50%)	▼
Law, Order and Public Safety		(40,458)	(40,458)	(5,410)	(6,084)	(674)	(12%)	▼
Health		(144,971)	(144,971)	(30,973)	(26,995)	3,978	13%	▲
Education and Welfare		(97,203)	(97,203)	(34,456)	(28,051)	6,405	19%	▲
Housing		(123,462)	(123,462)	(26,975)	(20,323)	6,652	25%	▲
Community Amenities		(150,817)	(150,817)	(25,168)	(20,478)	4,690	19%	▲
Recreation and Culture		(563,066)	(563,066)	(96,915)	(88,971)	7,944	8%	▲
Transport		(1,199,670)	(1,199,670)	(205,028)	(192,288)	12,740	6%	▲
Economic Services		(137,599)	(137,599)	(20,155)	(17,294)	2,861	14%	▲
Other Property and Services		(71,019)	(71,019)	(51,151)	(64,696)	(13,545)	(26%)	▼ S
		<b>(3,124,860)</b>	<b>(3,124,860)</b>	<b>(624,388)</b>	<b>(649,539)</b>			
<b>Operating activities excluded from budget</b>								
Add back Depreciation		1,016,630	1,016,630	169,418	147,344	(22,074)	(13%)	▼ S
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	15,656	0	(15,656)	(100%)	▼ S
Movement in Leave Reserve (Added Back)		0	0	0	19	19		▲
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>1,105,931</b>	<b>1,105,931</b>	<b>1,342,373</b>	<b>933,080</b>			
<b>Investing Activities</b>								
Non-operating Grants, Subsidies and Contributions	11	388,005	388,005	0	0	0		
Proceeds from Disposal of Assets	8	493,450	493,450	127,688	0	(127,688)	(100%)	▼ S
Land Held for Resale	13	0	0	0	0	0		
Land and Buildings	13	(62,000)	(62,000)	(4,898)	(12,464)	(7,566)	(154%)	▼
Furniture and Equipment	13	0	0	0	0	0		
Plant and Equipment	13	(537,000)	(537,000)	(144,855)	0	144,855	100%	▲ S
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(362,711)	(176,799)	185,912	51%	▲ S
Infrastructure Assets - Footpaths	13	(61,053)	(61,053)	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0	0		
Infrastructure Assets - Airports	13	0	0	0	0	0		
Infrastructure Assets - Water	13	0	0	0	0	0		
Infrastructure Assets - Other	13	(9,500)	(9,500)	0	0	0		
<b>Amount attributable to investing activities</b>		<b>(651,278)</b>	<b>(651,278)</b>	<b>(384,776)</b>	<b>(189,263)</b>			
<b>Financing Activities</b>								
Proceeds from New Debentures		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		4,315	4,315	0	2,138	2,138		▲
Transfer from Reserves	7	178,545	178,545	0	0	0		
Advances to Community Groups		0	0	0	0	0		
Repayment of Debentures	10	(54,161)	(54,161)	(7,851)	(2,138)	5,713	73%	▲
Transfer to Reserves	7	(493,140)	(493,140)	0	(556)	(556)		▼
<b>Amount attributable to financing activities</b>		<b>(364,441)</b>	<b>(364,441)</b>	<b>(7,851)</b>	<b>(556)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>36,586</b>	<b>889,182</b>	<b>1,748,716</b>	<b>1,542,231</b>			

▲▼ 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 August 2018**

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus (Deficit)</b>	3	(53,626)	798,970	798,970	<b>798,970</b>	0	0%		
<b>Revenue from operating activities</b>									
Rates	9	1,138,848	1,138,848	1,138,848	<b>1,132,976</b>	(5,872)	(1%)	▼	
Operating Grants, Subsidies and Contributions	11	1,568,109	1,568,109	533,561	<b>195,775</b>	(337,786)	(63%)	▼	S
Fees and Charges		273,304	273,304	86,280	<b>80,268</b>	(6,012)	(7%)	▼	
Service Charges		0	0	0	<b>0</b>	0			
Interest Earnings		39,104	39,104	7,132	<b>4,233</b>	(2,899)	(41%)	▼	
Other Revenue		127,296	127,296	15,866	<b>22,004</b>	6,138	39%	▲	
Profit on Disposal of Assets	8	0	0	0	<b>0</b>	0			
		<b>3,146,661</b>	<b>3,146,661</b>	<b>1,781,687</b>	<b>1,435,256</b>				
<b>Expenditure from operating activities</b>									
Employee Costs		(971,286)	(971,286)	(158,980)	(219,496)	(60,516)	(38%)	▼	S
Materials and Contracts		(655,840)	(655,840)	(133,300)	(175,368)	(42,068)	(32%)	▼	S
Utility Charges		(108,896)	(108,896)	(18,116)	(16,695)	1,421	8%	▲	
Depreciation on Non-Current Assets		(1,016,630)	(1,016,630)	(169,418)	(147,344)	22,074	13%	▲	S
Interest Expenses		(17,508)	(17,508)	0	(573)	(573)		▼	
Insurance Expenses		(99,299)	(99,299)	(99,299)	(66,340)	32,959	33%	▲	S
Other Expenditure		(187,901)	(187,901)	(29,619)	(23,722)	5,897	20%	▲	
Loss on Disposal of Assets	8	(67,500)	(67,500)	(15,656)	0	15,656	100%	▲	S
Loss FV Valuation of Assets		0	0	0	0	0			
		<b>(3,124,860)</b>	<b>(3,124,860)</b>	<b>(624,388)</b>	<b>(649,539)</b>				
<b>Operating activities excluded from budget</b>									
Add back Depreciation		1,016,630	1,016,630	169,418	<b>147,344</b>	(22,074)	(13%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	15,656	0	(15,656)	(100%)	▼	S
Movement in Leave Reserve (Added Back)		0	0	0	19	19		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
<b>Amount attributable to operating activities</b>		<b>1,105,931</b>	<b>1,105,931</b>	<b>1,342,373</b>	<b>933,080</b>				
<b>Investing activities</b>									
Non-Operating Grants, Subsidies and Contributions	11	388,005	388,005	0	0	0			
Proceeds from Disposal of Assets	8	493,450	493,450	127,688	0	(127,688)	(100%)	▼	S
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(62,000)	(62,000)	(4,898)	(12,464)	(7,566)	(154%)	▼	
Furniture and Equipment	13	0	0	0	0	0			
Plant and Equipment	13	(537,000)	(537,000)	(144,855)	0	144,855	100%	▲	S
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(362,711)	(176,799)	185,912	51%	▲	S
Infrastructure Assets - Footpaths	13	(61,053)	(61,053)	0	0	0			
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Water	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(9,500)	(9,500)	0	0	0			
<b>Amount attributable to investing activities</b>		<b>(651,278)</b>	<b>(651,278)</b>	<b>(384,776)</b>	<b>(189,263)</b>				
<b>Financing Activities</b>									
Proceeds from New Debentures		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		4,315	4,315	0	<b>2,138</b>	2,138		▲	
Transfer from Reserves	7	178,545	178,545	0	0	0			
Advances to Community Groups		0	0	0	0	0			
Repayment of Debentures	10	(54,161)	(54,161)	(7,851)	(2,138)	5,713	73%	▲	
Transfer to Reserves	7	(493,140)	(493,140)	0	(556)	(556)		▼	
<b>Amount attributable to financing activities</b>		<b>(364,441)</b>	<b>(364,441)</b>	<b>(7,851)</b>	<b>(556)</b>				
<b>Closing Funding Surplus (Deficit)</b>	3	<b>36,586</b>	<b>889,182</b>	<b>1,748,716</b>	<b>1,542,231</b>				

▲ ▼ 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.

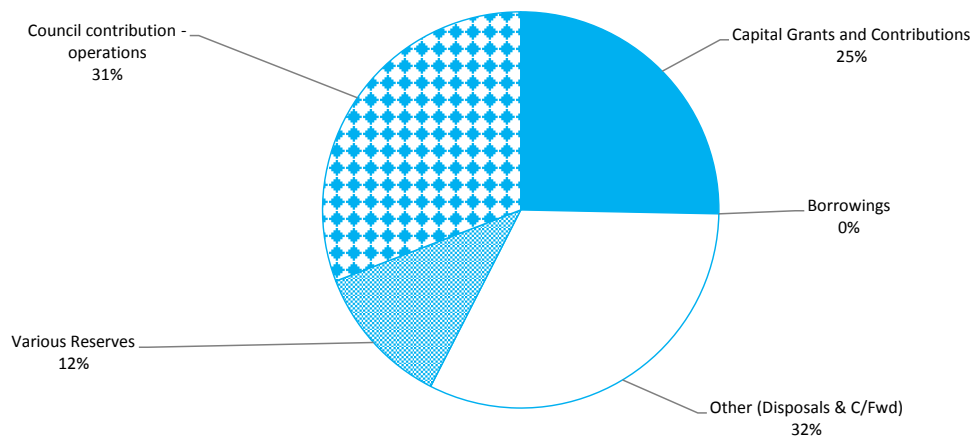


**SHIRE OF TRAYNING**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 August 2018

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a) \$	YTD Actual (Renewal Expenditure) (b) \$	Amended YTD Budget (d) \$	Amended Annual Budget \$	Adopted Annual Budget \$	YTD Actual Total (c) = (a)+(b) \$	Variance (d) - (c) \$
Land Held for Resale	13	0	0	0	0	0	0	0
Land and Buildings	13	0	12,464	4,898	62,000	62,000	12,464	7,566
Furniture and Equipment	13	0	0	0	0	0	0	0
Plant and Equipment	13	0	0	144,855	537,000	537,000	0	(144,855)
Infrastructure Assets - Roads	13	0	176,799	362,711	863,180	863,180	176,799	(185,912)
Infrastructure Assets - Footpaths	13	0	0	0	61,053	61,053	0	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0	0
Infrastructure Assets - Airports	13	0	0	0	0	0	0	0
Infrastructure Assets - Water	13	0	0	0	0	0	0	0
Infrastructure Assets - Other	13	0	0	0	9,500	9,500	0	0
<b>Capital Expenditure Totals</b>		0	189,263	512,464	1,532,733	1,532,733	189,263	(323,201)
<b>Capital acquisitions funded by:</b>								
Capital Grants and Contributions				0	388,005	388,005	0	
Borrowings				0	0	0	0	
Other (Disposals & C/Fwd)				127,688	493,450	493,450	0	
Council contribution - Cash Backed Reserves								
Various Reserves				0	178,545		0	
Council contribution - operations				384,776	472,733		189,263	
<b>Capital Funding Total</b>				<b>512,464</b>	<b>1,532,733</b>		<b>189,263</b>	

**Budgeted Capital Acquisitions Funding**



**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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 2018/19 year is \$10,000 or 10% whichever is the greater.

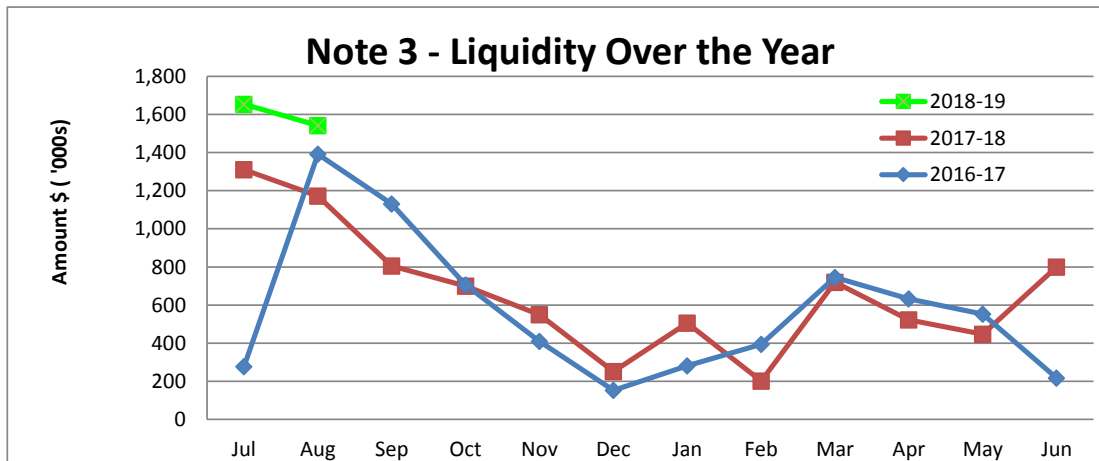
Reporting Program	Var. \$	Var. %	Significant		Timing/ Permanent	Explanation of Variance
			Var. ▲▼	Var. \$		
<b>Revenue from operating activities</b>	\$	%				
General Purpose Funding - Other	(281,466)	(66%)	▼	\$	Permanent	Fags grant full year budgeted for, only part received will address at budget review
Transport	(60,002)	(52%)	▼	\$	Permanent	General purpose grant full year budgeted for, only part received will address at budget review
<b>Expenditure from operating activities</b>						
Governance	(52,925)	(44%)	▼	\$	Permanent	Under budgeted
Other Property and Services	(13,545)	(26%)	▼	\$	Permanent	Under budgeted for Insurance - Licences
<b>Investing Activities</b>						
Proceeds from Disposal of Assets	(127,688)	(100%)	▼	\$	Timing	
Plant and Equipment	144,855	100%	▲	\$	Timing	
Infrastructure Assets - Roads	185,912	51%	▲	\$	Timing	

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

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2018	31/08/2017	31/08/2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	904,157	859,770	1,462,923
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted - Reserves	4	644,594	1,324,209	645,150
Receivables - Rates	6	114,989	287,866	269,525
Receivables - Other	6	(13,305)	18,228	(48,488)
Inventories		18,836	24,938	17,770
		1,669,270	2,515,010	2,346,880
<b>Less: Current Liabilities</b>				
Payables		(146,948)	(80,235)	(80,321)
Loan Liability		234	(73,413)	2,372
Provisions		(100,161)	(100,161)	(100,161)
		(246,876)	(253,810)	(178,111)
Less: Cash Reserves	7	(644,594)	(1,324,209)	(645,150)
Add Back: Component of Leave Liability not Required to be funded		22,239	57,805	22,258
Add Back: Current Loan Liability		(234)	73,413	(2,372)
Adjustment for Trust Transactions Within Muni		(836)	1,219	(1,275)
<b>Net Current Funding Position</b>		<b>798,970</b>	<b>1,069,429</b>	<b>1,542,231</b>



**Comments - Net Current Funding Position**

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

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>								
Municipal Fund Bank	1,471,879				1,471,879	Westpac	Variable	At Call
Cash on Hand	400				400	N/A	Nil	On Hand
Medical Practice - Municipal Account	0				0	Westpac	Variable	At Call
LEAVE RESERVE BANK		22,258			22,258	Westpac	2.33%	At Call
PLANT RESERVE BANK		425,658			425,658	Westpac	2.33%	At Call
BUILDING RESERVE BANK		89,779			89,779	Westpac	2.33%	At Call
History Reserve Bank		0			0	Westpac	2.33%	At Call
FACILITIES RESERVE BANK		7,426			7,426	Westpac	2.33%	At Call
MEDICAL RESERVE BANK		54,670			54,670	Westpac	2.33%	At Call
REFUSE RESERVE BANK		28,788			28,788	Westpac	2.33%	At Call
SWIMMING POOL RESERVE BANK		9,030			9,030	Westpac	2.33%	At Call
UNSPENT GRANTS RESERVE BANK		0			0	Westpac	2.33%	At Call
CRC RESERVE BANK		0			0	Westpac	2.33%	At Call
Staff Housing Reserve Bank		0			0	Westpac	2.33%	At Call
Economic Development Reserve Bank		0			0	Westpac	2.33%	At Call
Sewerage Reserve Bank		0			0	Westpac	2.33%	At Call
GRAVEL & ROCK RESERVE BANK		0			0	Westpac	2.33%	At Call
Reserve - IT		0			0	Westpac	2.33%	At Call
Caravan Park Upgrade Reserve		0			0	Westpac	2.33%	At Call
Trust Fund Bank			25,348		25,348	Westpac	0.00%	At Call
<b>(b) Term Deposits</b>								
Municipal Fund Investments	0				0	Westpac	Variable	At Call
Performance & Retention Bank Reserve		7,542			7,542	Bendigo	2.60%	28-Jul-18
<b>(c) Investments</b>								
				0	0	N/A	N/A	N/A
<b>Total</b>	<b>1,472,279</b>	<b>645,150</b>	<b>25,348</b>	<b>0</b>	<b>2,142,777</b>			

**Comments/Notes - Investments**

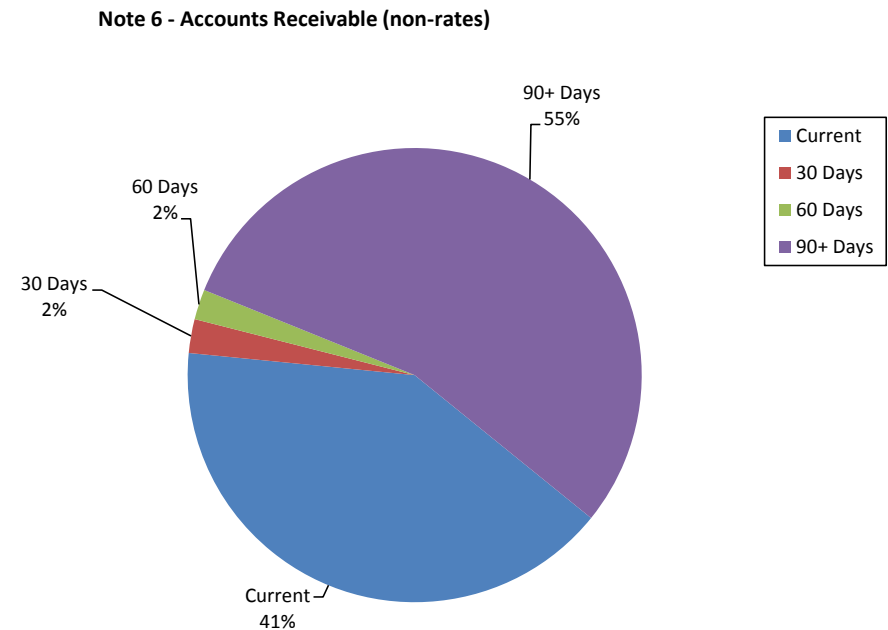
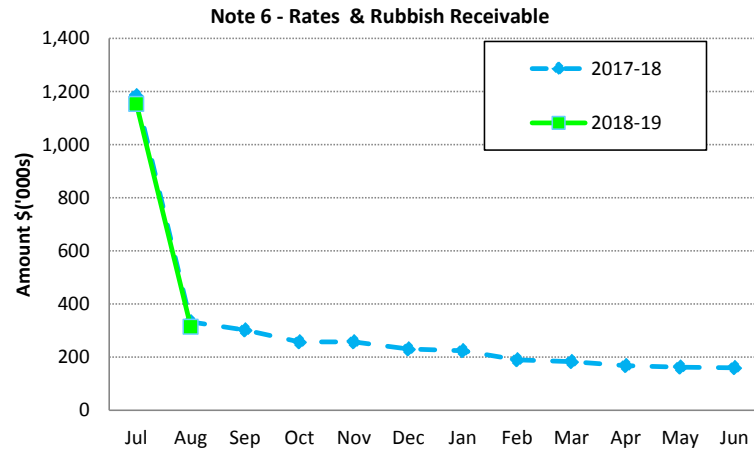
**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2018**

**Note 6: Receivables**

Receivables - Rates & Rubbish	31 August 2018	30 June 2018
	\$	\$
Opening Arrears Previous Years	159,864	160,488
Levied this year	1,226,334	1,226,788
Less Collections to date	(1,071,798)	(1,227,413)
Equals Current Outstanding	<b>314,400</b>	<b>159,864</b>
<b>Net Rates Collectable</b>	<b>314,400</b>	<b>159,864</b>
% Collected	77.32%	88.48%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,031	416	371	9,447	17,265
<b>Balance per Trial Balance</b>					
Sundry Debtors					0
Receivables - Other					(50,587)
<b>Total Receivables General Outstanding</b>					<b>(50,587)</b>

Amounts shown above include GST (where applicable)



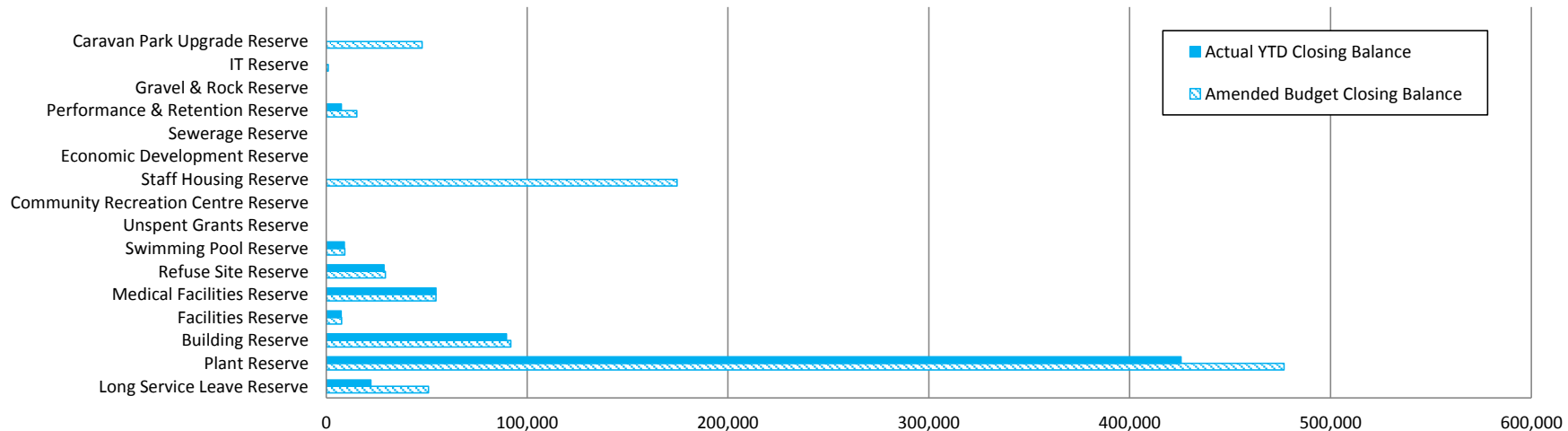
Comments/Notes - Receivables Rates & Rubbish

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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	22,239	726	19	27,943	0	0	0	50,908	22,258
Plant Reserve	425,291	11,050	367	200,000	0	(159,500)	0	476,841	425,658
Building Reserve	89,701	2,241	77	0	0	0	0	91,942	89,779
Facilities Reserve	7,420	185	6	0	0	0	0	7,605	7,426
Medical Facilities Reserve	54,623	0	47	0	0	0	0	54,623	54,670
Refuse Site Reserve	28,763	718	25	0	0	0	0	29,481	28,788
Swimming Pool Reserve	9,022	225	8	0	0	0	0	9,247	9,030
Unspent Grants Reserve	0	0	0	0	0	0	0	0	0
Community Recreation Centre Reserve	0	0	0	0	0	0	0	0	0
Staff Housing Reserve	0	0	0	174,620	0	0	0	174,620	0
Economic Development Reserve	0	0	0	0	0	0	0	0	0
Sewerage Reserve	0	0	0	0	0	0	0	0	0
Performance & Retention Reserve	7,535	187	6	7,500	0	0	0	15,222	7,542
Gravel & Rock Reserve	0	0	0	0	0	0	0	0	0
IT Reserve	0	0	0	20,000	0	(19,045)	0	955	0
Caravan Park Upgrade Reserve	0	0	0	47,745	0	0	0	47,745	0
	<b>644,594</b>	<b>15,332</b>	<b>556</b>	<b>477,808</b>	<b>0</b>	<b>(178,545)</b>	<b>0</b>	<b>959,189</b>	<b>645,150</b>

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



**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land and Buildings</b>								
LND07	LAND 15 ADAMS ST					9,000	9,000		
34	HOUSE LOT 75 ADAM ST					41,000	41,000		
LND16	LAND 11 GLASS ST					9,000	9,000		
30	HOUSE LOT 59 GLASS ST					41,000	41,000		
464	LAND 15 THOMPSON RD					10,000	10,000		
	<b>Plant and Equipment</b>								
492	2016 TOYOTA PRADO GXL - 0KTY - CEO					124,000	103,500		(20,500)
491	2016 TOYOTA PRADO GXL - KTY0 - DCEO					124,000	103,500		(20,500)
494	2017 Toyota Prado GXL - Doctor					67,950	59,450		(8,500)
279	Cat 424D-02 Backhoe Loader - KTY116					12,000	12,000		
252	Ford Pe Courier Tray Top Kty1700					3,000	3,000		
485	2014 Ford XL Ranger Dual Cab 3.2 Ltr Turbo Diesel Manual Utility - KTY 080					18,000	18,000		
493	2016 TOYOTA HILUX SR5 DUAL CAB UTILITY - KTY4 - WORKS SUPERVISOR					102,000	84,000		(18,000)
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>560,950</b>	<b>493,450</b>	<b>0</b>	<b>(67,500)</b>

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

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>RATE TYPE</b>											
<b>General Rate</b>											
GRV - Kununoppin / Trayning	21.8558	105	579,488	126,652	0	0	126,652	133,860	0	0	133,860
GRV - Yelbeni	21.8558	3	11,660	2,548	0	0	2,548	2,548	0	0	2,548
GRV - Commercial	21.8558	12	84,010	18,361	0	0	18,361	18,361	0	0	18,361
UV - Rural	2.0240	208	50,177,500	1,015,593	0	0	1,015,593	1,015,593	0	0	1,015,593
UV - Mining	2.0240	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>328</b>	<b>50,852,658</b>	<b>1,163,154</b>	<b>0</b>	<b>0</b>	<b>1,163,154</b>	<b>1,170,362</b>	<b>0</b>	<b>0</b>	<b>1,170,362</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV - Kununoppin / Trayning	350.00	30	12,998	10,500	0	0	10,500	10,500	0	0	10,500
GRV - Yelbeni	350.00	6	925	2,100	0	0	2,100	2,100	0	0	2,100
GRV - Commercial	350.00	2	455	700	0	0	700	700	0	0	700
UV - Rural	350.00	6	56,200	2,100	0	0	2,100	2,100	0	0	2,100
UV - Mining	350.00	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>44</b>	<b>70,578</b>	<b>15,400</b>	<b>0</b>	<b>0</b>	<b>15,400</b>	<b>15,400</b>	<b>0</b>	<b>0</b>	<b>15,400</b>
		<b>372</b>	<b>50,923,236</b>	<b>1,178,554</b>	<b>0</b>	<b>0</b>	<b>1,178,554</b>	<b>1,185,762</b>	<b>0</b>	<b>0</b>	<b>1,185,762</b>
Discounts							(45,577)				(59,142)
<b>Amount from General Rates</b>							<b>1,132,976</b>				<b>1,126,620</b>
Ex-Gratia Rates							0				12,228
Specified Area Rates							0				0
<b>Totals</b>							<b>1,132,976</b>				<b>1,138,848</b>

**Comments - Rating Information**



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

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2018	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		YTD Actual	Amended Budget	Adopted Budget	Actual YTD	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>													
Loan 65 - Works Crew Housing	14,209	0	0	0	0	14,209	14,209	14,209	0	0	0	471	471
<b>Recreation and Culture</b>													
Loan 67 - SSL - Bowls Resurface *	31,083	0	0	0	2,138	4,315	4,315	28,945	26,768	26,768	573	1,133	1,133
Loan 69 - Community Recreation Centre	324,487	0	0	0	0	13,405	13,405	324,487	311,082	311,082	0	10,727	10,727
<b>Economic Services</b>													
Loan 68 - Trayning Unmanned Fuel Site	120,663	0	0	0	0	15,703	15,703	120,663	104,960	104,960	0	3,676	3,676
Loan 70 - Trayning Unmanned Fuel Site	57,428	0	0	0	0	6,529	6,529	57,428	50,899	50,899	0	1,501	1,501
	547,870	0	0	0	2,138	54,161	54,161	545,732	493,709	493,709	573	17,508	17,508

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

(b) New Debentures

No new debentures were raised during the reporting period.

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

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (Tied) (a)	Adopted Budget		YTD Amended Budget	Adopted Annual Budget (c)	Post Variations (d)	Expected (c)+(d)	YTD Actual		Unspent Grant (Tied) (a)+(b)
				Operating	Capital					Revenue	(Expended) (b)	
				\$	\$	\$			\$	\$	\$	
<b>General Purpose Funding</b>												
Grants Commission - General	WALGGC	Operating	0	1,053,630	0	421,452	1,053,630	0	1,053,630	142,956	0	0
<b>Law, Order and Public Safety</b>												
<b>Transport</b>												
Contribution - Street Lighting	Main Roads WA	Operating	0	3,900	0	0	3,900	0	3,900	0	(3,248)	0
Grant - Regional Road Group - Road Projects	Main Roads WA	Non-operating	0	0	283,060	0	283,060	0	283,060	0	(52,091)	0
Grant - Direct Road	Main Roads WA	Operating	0	61,143	0	0	61,143	0	61,143	0	0	0
Grants Commission - Local Roads	WALGGC	Operating	0	448,436	0	112,109	448,436	0	448,436	52,819	0	0
Grant - Roads to Recovery	Dept of Infrastructure	Non-operating	0	0	104,945	0	104,945	0	104,945	0	(53,070)	0
<b>Economic Services</b>												
Grant - Thank a Volunteer	Main Roads WA	Operating - Tied	0	1,000	0	0	1,000	0	1,000	0	0	0
<b>TOTALS</b>			<b>0</b>	<b>1,567,109</b>	<b>283,060</b>	<b>533,561</b>	<b>1,850,169</b>	<b>0</b>	<b>1,850,169</b>	<b>195,775</b>	<b>(55,339)</b>	<b>0</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		0	1,567,109	0	533,561	1,567,109	0	1,567,109	195,775	(3,248)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	1,000	0	0	1,000	0	1,000	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	388,005	0	388,005	0	388,005	0	(105,161)	0
<b>TOTALS</b>			<b>0</b>	<b>1,568,109</b>	<b>388,005</b>	<b>533,561</b>	<b>1,956,114</b>	<b>0</b>	<b>1,956,114</b>	<b>195,775</b>	<b>(108,409)</b>	<b>0</b>

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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 2018	Amount Received	Amount Paid	Closing Balance 31 Aug 2018
	\$	\$	\$	\$
Toy Library Funds	770.96	0.00	0.00	770.96
Red Fm Radio / Gym	317.35	0.00	0.00	317.35
Skatepark Funds	0.00	0.00	0.00	0.00
Football Club Funds	0.00	0.00	0.00	0.00
Kununoppin Fire Brigade	500.00	0.00	0.00	500.00
Yelbini Fire Donation	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	0.00	0.00	0.00
Shire Housing Bonds	6,888.90	828.80	0.00	7,717.70
Police Licensing	835.55	36,032.40	(35,592.90)	1,275.05
Trayning Golf Club Funds	5,903.03	0.00	0.00	5,903.03
Trayning Badminton	0.00	0.00	0.00	0.00
Halls & Equipment Hire Bonds	0.00	0.00	0.00	0.00
Unidentified Deposits	3,017.54	0.00	0.00	3,017.54
South Trayning Ninghan Catchme	2,415.57	0.00	0.00	2,415.57
Repertory Funds	1,706.88	0.00	0.00	1,706.88
Newroc Funds	0.00	0.00	0.00	0.00
Aqua Bubble Donations	970.50	0.00	0.00	970.50
Ninghan Farm Focus Group	249.97	0.00	0.00	249.97
Commemorative Plaques	0.00	0.00	0.00	0.00
Rance Caravan Fund	0.00	0.00	0.00	0.00
Ninghan Fitness / Gym Key Bond	352.00	0.00	0.00	352.00
Playgroup Funds	1,226.46	0.00	0.00	1,226.46
Waste Dump Kununoppin	200.00	0.00	0.00	200.00
	<b>25,354.71</b>	<b>36,861.20</b>	<b>(35,592.90)</b>	<b>26,623.01</b>

Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
 Level of completion indicator, please see table at the end of this note for further detail.											
<b>Buildings</b>											
<b>Governance</b>											
	ADMINISTRATION BUILDING - CAPITAL WORKS	4042540	9231		0	0	0	(42,000)	(42,000)	0	0
<b>Total - Governance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(42,000)</b>	<b>(42,000)</b>	<b>0</b>	<b>0</b>	
<b>Housing</b>											
	139A FELGATE PARADE	4092541	9231	BC63	0	(12,464)	(12,464)	(10,000)	(10,000)	(1,568)	(10,896)
<b>Total - Housing</b>				<b>0</b>	<b>(12,464)</b>	<b>(12,464)</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(1,568)</b>	<b>(10,896)</b>	
<b>Recreation And Culture</b>											
	Shade Sails at Kununoppin	4223549	9231	BC75	0	0	0	(10,000)	(10,000)	(3,330)	3,330
<b>Total - Recreation And Culture</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(3,330)</b>	<b>3,330</b>	
<b>Total - Buildings</b>				<b>0</b>	<b>(12,464)</b>	<b>(12,464)</b>	<b>(62,000)</b>	<b>(62,000)</b>	<b>(4,898)</b>	<b>(7,566)</b>	
<b>Furniture &amp; Equipment</b>											
<b>Other Property &amp; Services</b>											
				0	0	0	0	0	0	0	0
<b>Total - Other Property &amp; Services</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - Furniture &amp; Equipment</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Plant &amp; Equipment</b>											
<b>Governance</b>											
	PURCHASE ADMINISTRATION VEHICLE	4042566	9233		0	0	0	(248,000)	(248,000)	(82,584)	82,584
<b>Total - Governance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(248,000)</b>	<b>(248,000)</b>	<b>(82,584)</b>	<b>82,584</b>	
<b>Health</b>											
	Purchase Doctors Vehicle	4074701	9233		0	0	0	(62,000)	(62,000)	(20,646)	20,646
<b>Total - Health</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(62,000)</b>	<b>(62,000)</b>	<b>(20,646)</b>	<b>20,646</b>	
<b>Transport</b>											
	Purchase of Plant	4123615	9233		0	0	0	(60,000)	(60,000)	(19,980)	19,980
	PURCHASE LIGHT VEHICLES	4123604	9233		0	0	0	(65,000)	(65,000)	(21,645)	21,645
<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(125,000)</b>	<b>(125,000)</b>	<b>(41,625)</b>	<b>41,625</b>	
<b>Other Property &amp; Services</b>											
	Replace Works Supervisor's Utility	4142570	9233		0	0	0	(102,000)	(102,000)	0	0




















Shire of Trayning  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	\$
				0	0	0	(102,000)	(102,000)	0	0
				0	0	0	(537,000)	(537,000)	(144,855)	144,855

Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2018

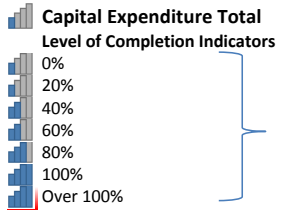
Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
<b>Infrastructure Assets - Roads</b>											
<b>Transport</b>											
	Kellerberrin-Yelbeni Road SLK 4.30-6.30	4121001	9250	RCC043	0	(16,375)	(16,375)	(78,319)	(78,319)	(67,793)	51,418
	Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	4121001	9250	RCC044	0	(55,263)	(55,263)	(116,755)	(116,755)	(116,755)	61,492
	Minor Construction Projects	4121001	9250	RCC045	0	0	0	(50,000)	(50,000)	0	0
	Kununoppin - Mukinbudin Road	4121002	9250	RRG015	0	(52,091)	(52,091)	(435,801)	(435,801)	(171,657)	119,566
	Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	4121003	9250	RTR034	0	(53,070)	(53,070)	(182,305)	(182,305)	(6,506)	(46,564)
	<b>Total - Transport</b>				<b>0</b>	<b>(176,799)</b>	<b>(176,799)</b>	<b>(863,180)</b>	<b>(863,180)</b>	<b>(362,711)</b>	<b>185,912</b>
	<b>Total - Infrastructure Assets - Roads</b>				<b>0</b>	<b>(176,799)</b>	<b>(176,799)</b>	<b>(863,180)</b>	<b>(863,180)</b>	<b>(362,711)</b>	<b>185,912</b>
<b>Infrastructure Assets - Footpaths</b>											
<b>Transport</b>											
	Hughes Street Kununoppin	4121010	9251	FCC005	0	0	0	(61,053)	(61,053)	0	0
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,053)</b>	<b>(61,053)</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Footpaths</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,053)</b>	<b>(61,053)</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Airports</b>											
<b>Transport</b>											
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Airports</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Water</b>											
<b>Transport</b>											
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Water</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Other</b>											
<b>Community Amenities</b>											
	CAPITAL - TRAYNING REFUSE SITE	4101501	9254	BC73	0	0	0	(1,500)	(1,500)	0	0
	YELBENI REFUSE SITE	4101542	9254	BC74	0	0	0	(2,500)	(2,500)	0	0
	CAPITAL WORKS KUNUNOPPIN REFUSE SITE	4101540	9254	BC55	0	0	0	(5,500)	(5,500)	0	0
	<b>Total - Community Amenities</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,500)</b>	<b>(9,500)</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Other</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,500)</b>	<b>(9,500)</b>	<b>0</b>	<b>0</b>

Shire of Trayning  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	\$
<b>Capital Expenditure Total</b>				0	(189,263)	(189,263)	(1,532,733)	(1,532,733)	(512,464)	323,201



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

## 10.1.2 Monthly Payment List August 2018

Date of Report:	11th September 2018
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Paul Sheedy – Acting CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

### **Introduction**

The cheques and electronic payments that have been raised during the month of August 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 sub regulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

The recommendation that follows is consistent with the legislative requirements.

### **Policy Implications**

There are no policy implications.

### **Financial Implications**

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

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

### **Strategic Implications**

There are no strategic implications.

### **Environmental Implications**

There are no environmental implications.

### **Social Implications**

There are no social implications.

### **Officer's Comment**

There is nothing out of the ordinary in the payments list for August 2018.

**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 August 2018 – 31st August 2018 totalling \$335,893.53

Municipal Cheque	23845	to	23854	totalling	7,074.49
Municipal EFT	7177	to	7221	totalling	196,296.49
Municipal Direct Debit	DD6273.1	to	DD6346.1	totalling	32,392.15
Payroll	Week 05	to	Week 08	totalling	98,648.27
Municipal Bank Fees	Transactions			totalling	199.52
<b>Total Municipal Transactions</b>					<b><u><u>\$334,610.92</u></u></b>
Trust	Transactions			totalling	-
Credit Card	Transactions			totalling	1,282.61
<b>Total Trust, Medical &amp; Credit Card Transactions</b>					<b><u><u>\$1,282.61</u></u></b>
<b>TOTAL PAYMENTS FOR MONTH OF JUNE 2018</b>					<b><u><u>\$335,893.53</u></u></b>

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 exercise of Delegated Authority is Registered.



Acting Chief Executive Officer

**Resolution: 10-2018.130**

**Carried 6/0**



## SHIRE OF TRAYNING

### MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 August 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 August 2018**

## Key Information

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### 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 August 2018 of \$1,542,231.

### Items of Significance

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

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
Kellerberrin-Yelbeni Road SLK 4.30-6.30	21%	\$ 78,319	\$ 67,793	\$ 16,375
Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	47%	\$ 116,755	\$ 116,755	\$ 55,263
Kununoppin - Mukinbudin Road	12%	\$ 435,801	\$ 171,657	\$ 52,091
Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	29%	\$ 182,305	\$ 6,506	\$ 53,070
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	12%	\$ 1,568,109	\$ 533,561	\$ 195,775
Non-operating Grants, Subsidies and Contributions	0%	\$ 388,005	\$ -	\$ -
	10%	\$ 1,956,114	\$ 533,561	\$ 195,775
Rates Levied	99%	\$ 1,138,848	\$ 1,138,848	\$ 1,132,976

*% Compares current ytd actuals to annual budget*

**Shire of Trayning  
Information Summary  
For the Period Ended 31 August 2018**

**Key Information**

---

<b>Financial Position</b>		<b>Prior Year 31 August 2017</b>	<b>Current Year 31 August 2018</b>
Adjusted Net Current Assets	144%	\$ 1,069,429	\$ 1,542,231
Cash and Equivalent - Unrestricted	170%	\$ 859,770	\$ 1,462,923
Cash and Equivalent - Restricted	49%	\$ 1,324,209	\$ 645,150
Receivables - Rates	94%	\$ 287,866	\$ 269,525
Receivables - Other	-266%	\$ 18,228	-\$ 48,488
Payables	100%	\$ 80,235	\$ 80,321

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

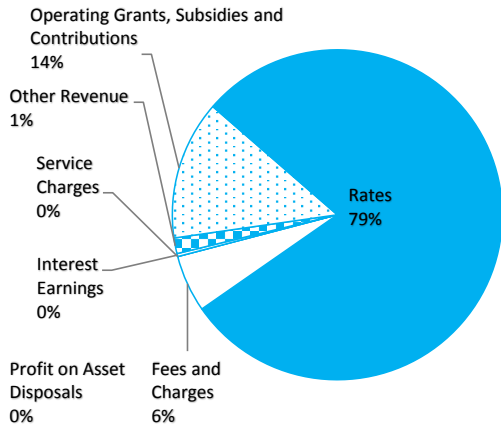
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**Preparation**

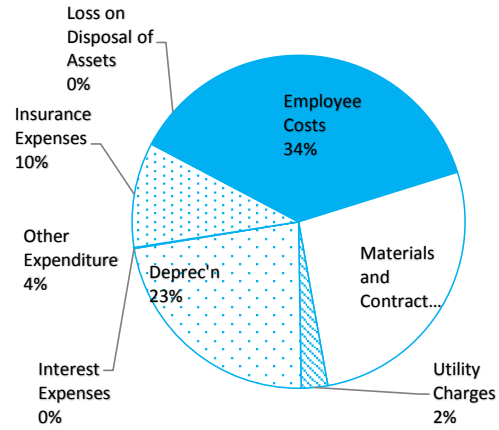
Prepared by: Jacqui Cook  
Reviewed by: Jacqui Cook  
Date prepared: 11-Sep-18

**Shire of Trayning  
Information Summary  
For the Period Ended 31 August 2018**

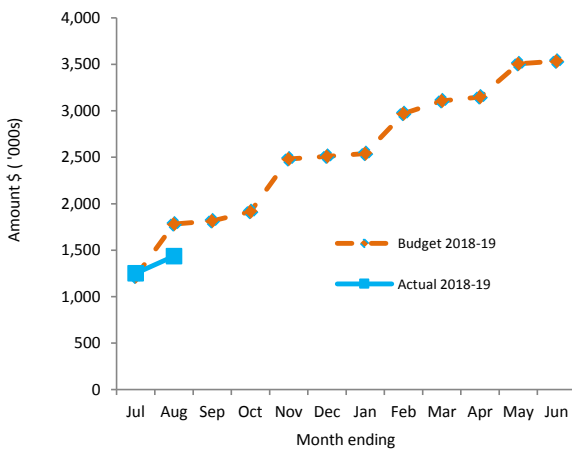
### Operating Revenue



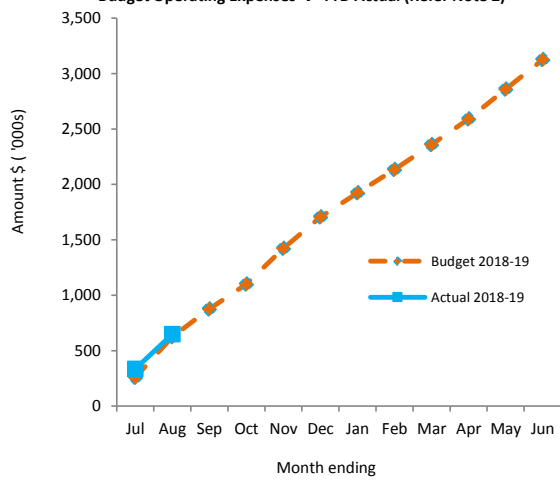
### Operating Expenditure



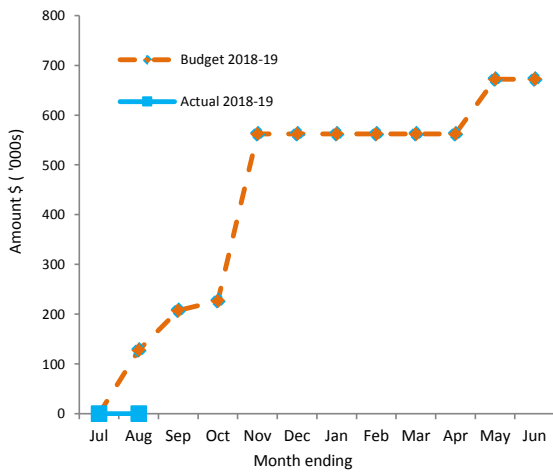
**Budget Operating Revenues -v- Actual (Refer Note 2)**



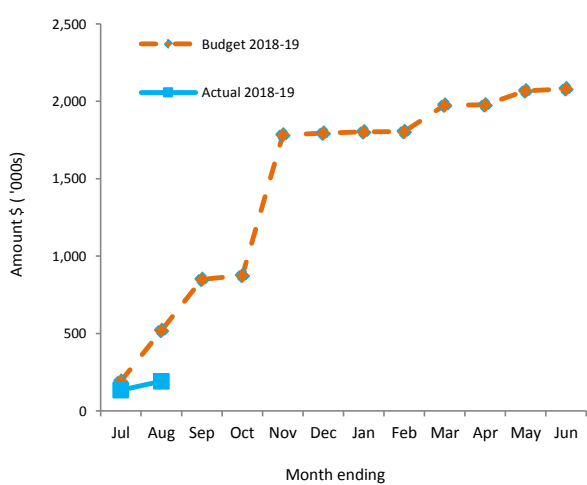
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



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



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



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

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

Note	Amended			YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	Adopted Annual Budget	Annual Budget (d)	Amended YTD Budget (a)					
	\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus(Deficit)</b>	3	(53,626)	798,970	798,970	798,970	0	0%	
<b>Revenue from operating activities</b>								
Governance		60,980	60,980	7,490	9,298	1,808	24%	▲
General Purpose Funding - Rates	9	1,138,848	1,138,848	1,138,848	1,132,976	(5,872)	(1%)	▼
General Purpose Funding - Other		1,092,816	1,092,816	429,608	148,142	(281,466)	(66%)	▼ S
Law, Order and Public Safety		11,712	11,712	324	84	(240)	(74%)	▼
Health		81,054	81,054	13,508	15,168	1,660	12%	▲
Education and Welfare		5,200	5,200	116	198	82	71%	▲
Housing		70,012	70,012	11,666	11,169	(497)	(4%)	▼
Community Amenities		59,670	59,670	50,342	48,427	(1,915)	(4%)	▼
Recreation and Culture		15,723	15,723	1,884	2,361	477	25%	▲
Transport		527,579	527,579	114,457	54,455	(60,002)	(52%)	▼ S
Economic Services		10,550	10,550	1,584	3,193	1,609	102%	▲
Other Property and Services		72,517	72,517	11,860	9,784	(2,076)	(18%)	▼
		<b>3,146,661</b>	<b>3,146,661</b>	<b>1,781,687</b>	<b>1,435,256</b>			
<b>Expenditure from operating activities</b>								
Governance		(510,802)	(510,802)	(121,593)	(174,518)	(52,925)	(44%)	▼ S
General Purpose Funding		(85,793)	(85,793)	(6,564)	(9,840)	(3,276)	(50%)	▼
Law, Order and Public Safety		(40,458)	(40,458)	(5,410)	(6,084)	(674)	(12%)	▼
Health		(144,971)	(144,971)	(30,973)	(26,995)	3,978	13%	▲
Education and Welfare		(97,203)	(97,203)	(34,456)	(28,051)	6,405	19%	▲
Housing		(123,462)	(123,462)	(26,975)	(20,323)	6,652	25%	▲
Community Amenities		(150,817)	(150,817)	(25,168)	(20,478)	4,690	19%	▲
Recreation and Culture		(563,066)	(563,066)	(96,915)	(88,971)	7,944	8%	▲
Transport		(1,199,670)	(1,199,670)	(205,028)	(192,288)	12,740	6%	▲
Economic Services		(137,599)	(137,599)	(20,155)	(17,294)	2,861	14%	▲
Other Property and Services		(71,019)	(71,019)	(51,151)	(64,696)	(13,545)	(26%)	▼ S
		<b>(3,124,860)</b>	<b>(3,124,860)</b>	<b>(624,388)</b>	<b>(649,539)</b>			
<b>Operating activities excluded from budget</b>								
Add back Depreciation		1,016,630	1,016,630	169,418	147,344	(22,074)	(13%)	▼ S
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	15,656	0	(15,656)	(100%)	▼ S
Movement in Leave Reserve (Added Back)		0	0	0	19	19		▲
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
		<b>1,105,931</b>	<b>1,105,931</b>	<b>1,342,373</b>	<b>933,080</b>			
<b>Investing Activities</b>								
Non-operating Grants, Subsidies and Contributions	11	388,005	388,005	0	0	0		
Proceeds from Disposal of Assets	8	493,450	493,450	127,688	0	(127,688)	(100%)	▼ S
Land Held for Resale	13	0	0	0	0	0		
Land and Buildings	13	(62,000)	(62,000)	(4,898)	(12,464)	(7,566)	(154%)	▼
Furniture and Equipment	13	0	0	0	0	0		
Plant and Equipment	13	(537,000)	(537,000)	(144,855)	0	144,855	100%	▲ S
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(362,711)	(176,799)	185,912	51%	▲ S
Infrastructure Assets - Footpaths	13	(61,053)	(61,053)	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0	0		
Infrastructure Assets - Airports	13	0	0	0	0	0		
Infrastructure Assets - Water	13	0	0	0	0	0		
Infrastructure Assets - Other	13	(9,500)	(9,500)	0	0	0		
		<b>(651,278)</b>	<b>(651,278)</b>	<b>(384,776)</b>	<b>(189,263)</b>			
<b>Financing Activities</b>								
Proceeds from New Debentures		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		4,315	4,315	0	2,138	2,138		▲
Transfer from Reserves	7	178,545	178,545	0	0	0		
Advances to Community Groups		0	0	0	0	0		
Repayment of Debentures	10	(54,161)	(54,161)	(7,851)	(2,138)	5,713	73%	▲
Transfer to Reserves	7	(493,140)	(493,140)	0	(556)	(556)		▼
		<b>(364,441)</b>	<b>(364,441)</b>	<b>(7,851)</b>	<b>(556)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>36,586</b>	<b>889,182</b>	<b>1,748,716</b>	<b>1,542,231</b>			

▲▼ 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 August 2018**

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus (Deficit)</b>	3	(53,626)	798,970	798,970	<b>798,970</b>	0	0%		
<b>Revenue from operating activities</b>									
Rates	9	1,138,848	1,138,848	1,138,848	<b>1,132,976</b>	(5,872)	(1%)	▼	
Operating Grants, Subsidies and Contributions	11	1,568,109	1,568,109	533,561	<b>195,775</b>	(337,786)	(63%)	▼	S
Fees and Charges		273,304	273,304	86,280	<b>80,268</b>	(6,012)	(7%)	▼	
Service Charges		0	0	0	<b>0</b>	0			
Interest Earnings		39,104	39,104	7,132	<b>4,233</b>	(2,899)	(41%)	▼	
Other Revenue		127,296	127,296	15,866	<b>22,004</b>	6,138	39%	▲	
Profit on Disposal of Assets	8	0	0	0	<b>0</b>	0			
		<b>3,146,661</b>	<b>3,146,661</b>	<b>1,781,687</b>	<b>1,435,256</b>				
<b>Expenditure from operating activities</b>									
Employee Costs		(971,286)	(971,286)	(158,980)	(219,496)	(60,516)	(38%)	▼	S
Materials and Contracts		(655,840)	(655,840)	(133,300)	(175,368)	(42,068)	(32%)	▼	S
Utility Charges		(108,896)	(108,896)	(18,116)	(16,695)	1,421	8%	▲	
Depreciation on Non-Current Assets		(1,016,630)	(1,016,630)	(169,418)	(147,344)	22,074	13%	▲	S
Interest Expenses		(17,508)	(17,508)	0	(573)	(573)		▼	
Insurance Expenses		(99,299)	(99,299)	(99,299)	(66,340)	32,959	33%	▲	S
Other Expenditure		(187,901)	(187,901)	(29,619)	(23,722)	5,897	20%	▲	
Loss on Disposal of Assets	8	(67,500)	(67,500)	(15,656)	0	15,656	100%	▲	S
Loss FV Valuation of Assets		0	0	0	0	0			
		<b>(3,124,860)</b>	<b>(3,124,860)</b>	<b>(624,388)</b>	<b>(649,539)</b>				
<b>Operating activities excluded from budget</b>									
Add back Depreciation		1,016,630	1,016,630	169,418	<b>147,344</b>	(22,074)	(13%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	8	67,500	67,500	15,656	0	(15,656)	(100%)	▼	S
Movement in Leave Reserve (Added Back)		0	0	0	19	19		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
<b>Amount attributable to operating activities</b>		<b>1,105,931</b>	<b>1,105,931</b>	<b>1,342,373</b>	<b>933,080</b>				
<b>Investing activities</b>									
Non-Operating Grants, Subsidies and Contributions	11	388,005	388,005	0	0	0			
Proceeds from Disposal of Assets	8	493,450	493,450	127,688	0	(127,688)	(100%)	▼	S
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(62,000)	(62,000)	(4,898)	(12,464)	(7,566)	(154%)	▼	
Furniture and Equipment	13	0	0	0	0	0			
Plant and Equipment	13	(537,000)	(537,000)	(144,855)	0	144,855	100%	▲	S
Infrastructure Assets - Roads	13	(863,180)	(863,180)	(362,711)	(176,799)	185,912	51%	▲	S
Infrastructure Assets - Footpaths	13	(61,053)	(61,053)	0	0	0			
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Water	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(9,500)	(9,500)	0	0	0			
<b>Amount attributable to investing activities</b>		<b>(651,278)</b>	<b>(651,278)</b>	<b>(384,776)</b>	<b>(189,263)</b>				
<b>Financing Activities</b>									
Proceeds from New Debentures		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		4,315	4,315	0	<b>2,138</b>	2,138		▲	
Transfer from Reserves	7	178,545	178,545	0	0	0			
Advances to Community Groups		0	0	0	0	0			
Repayment of Debentures	10	(54,161)	(54,161)	(7,851)	(2,138)	5,713	73%	▲	
Transfer to Reserves	7	(493,140)	(493,140)	0	(556)	(556)		▼	
<b>Amount attributable to financing activities</b>		<b>(364,441)</b>	<b>(364,441)</b>	<b>(7,851)</b>	<b>(556)</b>				
<b>Closing Funding Surplus (Deficit)</b>	3	<b>36,586</b>	<b>889,182</b>	<b>1,748,716</b>	<b>1,542,231</b>				

▲ ▼ 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.

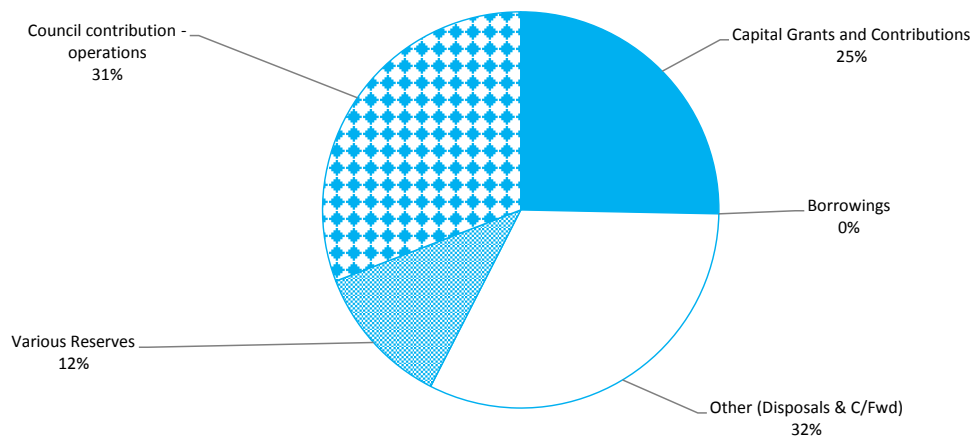


**SHIRE OF TRAYNING**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 August 2018

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a) \$	YTD Actual (Renewal Expenditure) (b) \$	Amended YTD Budget (d) \$	Amended Annual Budget \$	Adopted Annual Budget \$	YTD Actual Total (c) = (a)+(b) \$	Variance (d) - (c) \$
Land Held for Resale	13	0	0	0	0	0	0	0
Land and Buildings	13	0	12,464	4,898	62,000	62,000	12,464	7,566
Furniture and Equipment	13	0	0	0	0	0	0	0
Plant and Equipment	13	0	0	144,855	537,000	537,000	0	(144,855)
Infrastructure Assets - Roads	13	0	176,799	362,711	863,180	863,180	176,799	(185,912)
Infrastructure Assets - Footpaths	13	0	0	0	61,053	61,053	0	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0	0
Infrastructure Assets - Airports	13	0	0	0	0	0	0	0
Infrastructure Assets - Water	13	0	0	0	0	0	0	0
Infrastructure Assets - Other	13	0	0	0	9,500	9,500	0	0
<b>Capital Expenditure Totals</b>		0	189,263	512,464	1,532,733	1,532,733	189,263	(323,201)
<b>Capital acquisitions funded by:</b>								
Capital Grants and Contributions				0	388,005	388,005	0	
Borrowings				0	0	0	0	
Other (Disposals & C/Fwd)				127,688	493,450	493,450	0	
Council contribution - Cash Backed Reserves								
Various Reserves				0	178,545		0	
Council contribution - operations				384,776	472,733		189,263	
<b>Capital Funding Total</b>				512,464	1,532,733		189,263	

**Budgeted Capital Acquisitions Funding**



**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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 2018/19 year is \$10,000 or 10% whichever is the greater.

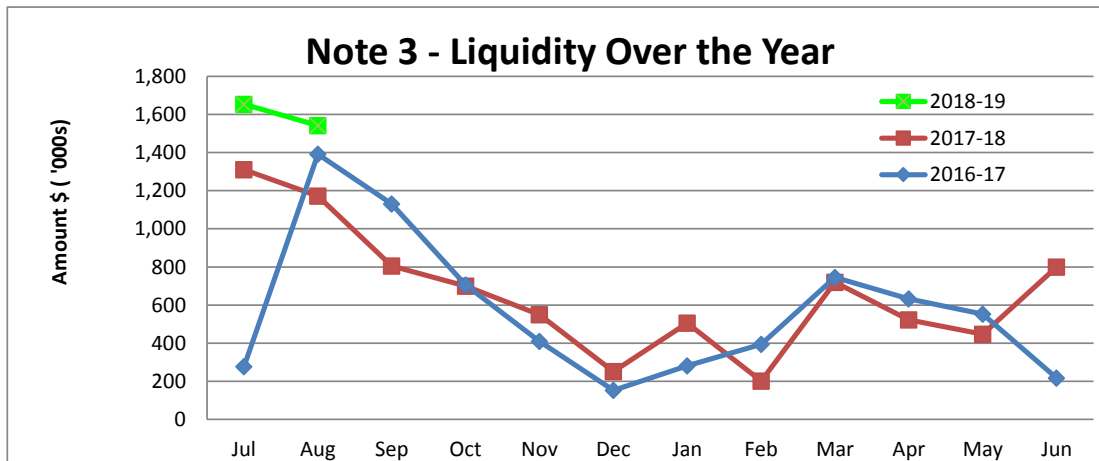
Reporting Program	Var. \$	Var. %	Significant		Timing/ Permanent	Explanation of Variance
			Var. ▲▼	Var. \$		
<b>Revenue from operating activities</b>	\$	%				
General Purpose Funding - Other	(281,466)	(66%)	▼	\$	Permanent	Fags grant full year budgeted for, only part received will address at budget review
Transport	(60,002)	(52%)	▼	\$	Permanent	General purpose grant full year budgeted for, only part received will address at budget review
<b>Expenditure from operating activities</b>						
Governance	(52,925)	(44%)	▼	\$	Permanent	Under budgeted
Other Property and Services	(13,545)	(26%)	▼	\$	Permanent	Under budgeted for Insurance - Licences
<b>Investing Activities</b>						
Proceeds from Disposal of Assets	(127,688)	(100%)	▼	\$	Timing	
Plant and Equipment	144,855	100%	▲	\$	Timing	
Infrastructure Assets - Roads	185,912	51%	▲	\$	Timing	

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

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2018	31/08/2017	31/08/2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	904,157	859,770	1,462,923
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted - Reserves	4	644,594	1,324,209	645,150
Receivables - Rates	6	114,989	287,866	269,525
Receivables - Other	6	(13,305)	18,228	(48,488)
Inventories		18,836	24,938	17,770
		1,669,270	2,515,010	2,346,880
<b>Less: Current Liabilities</b>				
Payables		(146,948)	(80,235)	(80,321)
Loan Liability		234	(73,413)	2,372
Provisions		(100,161)	(100,161)	(100,161)
		(246,876)	(253,810)	(178,111)
Less: Cash Reserves	7	(644,594)	(1,324,209)	(645,150)
Add Back: Component of Leave Liability not Required to be funded		22,239	57,805	22,258
Add Back: Current Loan Liability		(234)	73,413	(2,372)
Adjustment for Trust Transactions Within Muni		(836)	1,219	(1,275)
<b>Net Current Funding Position</b>		<b>798,970</b>	<b>1,069,429</b>	<b>1,542,231</b>



**Comments - Net Current Funding Position**

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

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>								
Municipal Fund Bank	1,471,879				1,471,879	Westpac	Variable	At Call
Cash on Hand	400				400	N/A	Nil	On Hand
Medical Practice - Municipal Account	0				0	Westpac	Variable	At Call
LEAVE RESERVE BANK		22,258			22,258	Westpac	2.33%	At Call
PLANT RESERVE BANK		425,658			425,658	Westpac	2.33%	At Call
BUILDING RESERVE BANK		89,779			89,779	Westpac	2.33%	At Call
History Reserve Bank		0			0	Westpac	2.33%	At Call
FACILITIES RESERVE BANK		7,426			7,426	Westpac	2.33%	At Call
MEDICAL RESERVE BANK		54,670			54,670	Westpac	2.33%	At Call
REFUSE RESERVE BANK		28,788			28,788	Westpac	2.33%	At Call
SWIMMING POOL RESERVE BANK		9,030			9,030	Westpac	2.33%	At Call
UNSPENT GRANTS RESERVE BANK		0			0	Westpac	2.33%	At Call
CRC RESERVE BANK		0			0	Westpac	2.33%	At Call
Staff Housing Reserve Bank		0			0	Westpac	2.33%	At Call
Economic Development Reserve Bank		0			0	Westpac	2.33%	At Call
Sewerage Reserve Bank		0			0	Westpac	2.33%	At Call
GRAVEL & ROCK RESERVE BANK		0			0	Westpac	2.33%	At Call
Reserve - IT		0			0	Westpac	2.33%	At Call
Caravan Park Upgrade Reserve		0			0	Westpac	2.33%	At Call
Trust Fund Bank			25,348		25,348	Westpac	0.00%	At Call
<b>(b) Term Deposits</b>								
Municipal Fund Investments	0				0	Westpac	Variable	At Call
Performance & Retention Bank Reserve		7,542			7,542	Bendigo	2.60%	28-Jul-18
<b>(c) Investments</b>								
				0	0	N/A	N/A	N/A
<b>Total</b>	<b>1,472,279</b>	<b>645,150</b>	<b>25,348</b>	<b>0</b>	<b>2,142,777</b>			

**Comments/Notes - Investments**

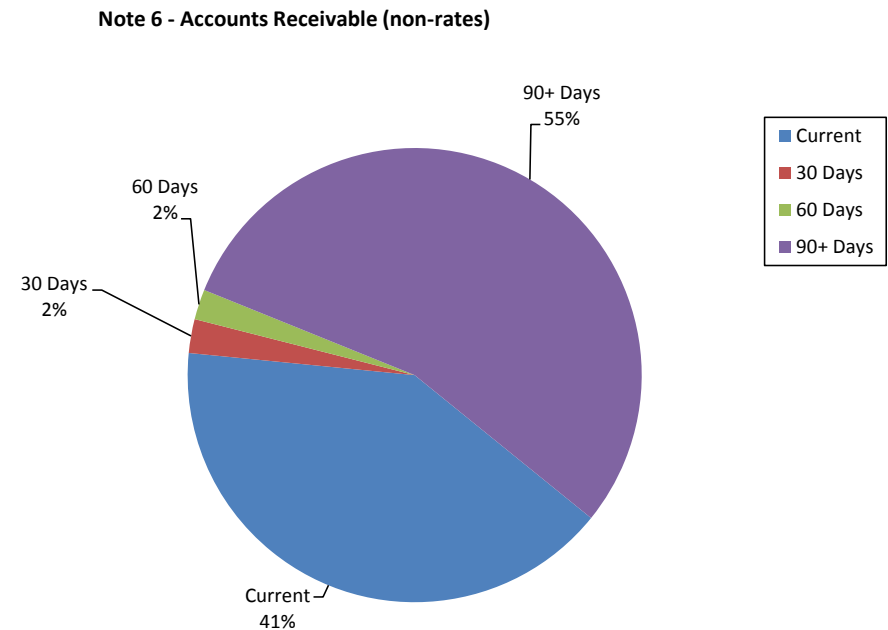
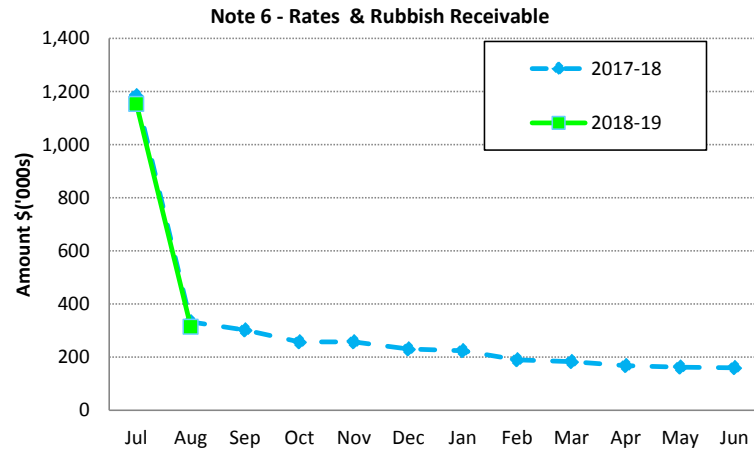
**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2018**

**Note 6: Receivables**

Receivables - Rates & Rubbish	31 August 2018	30 June 2018
	\$	\$
Opening Arrears Previous Years	159,864	160,488
Levied this year	1,226,334	1,226,788
Less Collections to date	(1,071,798)	(1,227,413)
Equals Current Outstanding	<b>314,400</b>	<b>159,864</b>
<b>Net Rates Collectable</b>	<b>314,400</b>	<b>159,864</b>
% Collected	77.32%	88.48%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,031	416	371	9,447	17,265
<b>Balance per Trial Balance</b>					
Sundry Debtors					0
Receivables - Other					(50,587)
<b>Total Receivables General Outstanding</b>					<b>(50,587)</b>

Amounts shown above include GST (where applicable)



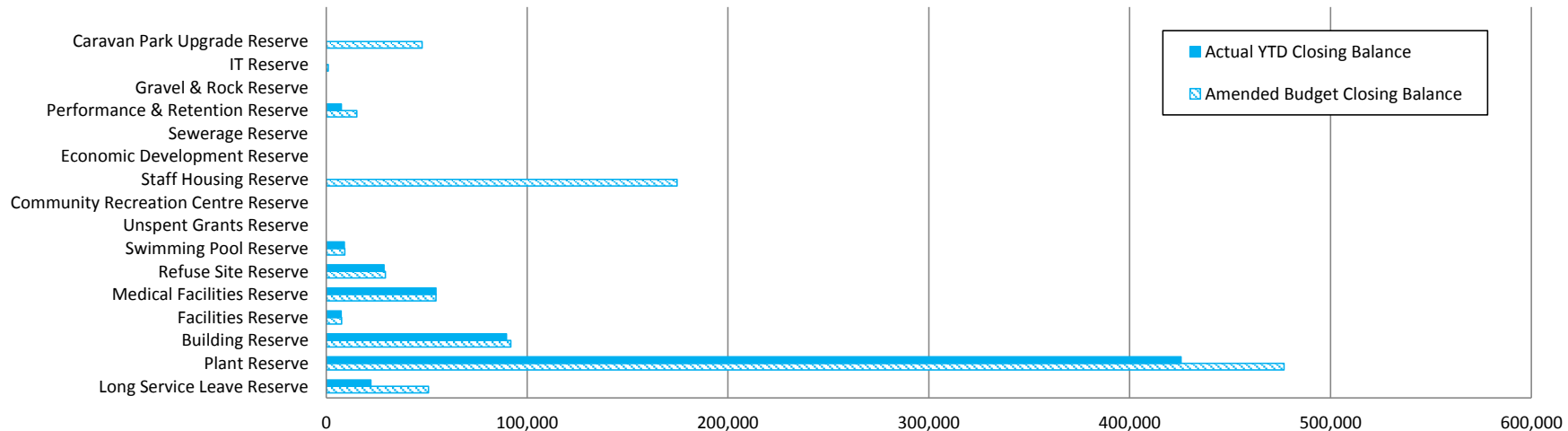
Comments/Notes - Receivables Rates & Rubbish

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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	22,239	726	19	27,943	0	0	0	50,908	22,258
Plant Reserve	425,291	11,050	367	200,000	0	(159,500)	0	476,841	425,658
Building Reserve	89,701	2,241	77	0	0	0	0	91,942	89,779
Facilities Reserve	7,420	185	6	0	0	0	0	7,605	7,426
Medical Facilities Reserve	54,623	0	47	0	0	0	0	54,623	54,670
Refuse Site Reserve	28,763	718	25	0	0	0	0	29,481	28,788
Swimming Pool Reserve	9,022	225	8	0	0	0	0	9,247	9,030
Unspent Grants Reserve	0	0	0	0	0	0	0	0	0
Community Recreation Centre Reserve	0	0	0	0	0	0	0	0	0
Staff Housing Reserve	0	0	0	174,620	0	0	0	174,620	0
Economic Development Reserve	0	0	0	0	0	0	0	0	0
Sewerage Reserve	0	0	0	0	0	0	0	0	0
Performance & Retention Reserve	7,535	187	6	7,500	0	0	0	15,222	7,542
Gravel & Rock Reserve	0	0	0	0	0	0	0	0	0
IT Reserve	0	0	0	20,000	0	(19,045)	0	955	0
Caravan Park Upgrade Reserve	0	0	0	47,745	0	0	0	47,745	0
	<b>644,594</b>	<b>15,332</b>	<b>556</b>	<b>477,808</b>	<b>0</b>	<b>(178,545)</b>	<b>0</b>	<b>959,189</b>	<b>645,150</b>

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



**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land and Buildings</b>								
LND07	LAND 15 ADAMS ST					9,000	9,000		
34	HOUSE LOT 75 ADAM ST					41,000	41,000		
LND16	LAND 11 GLASS ST					9,000	9,000		
30	HOUSE LOT 59 GLASS ST					41,000	41,000		
464	LAND 15 THOMPSON RD					10,000	10,000		
	<b>Plant and Equipment</b>								
492	2016 TOYOTA PRADO GXL - 0KTY - CEO					124,000	103,500		(20,500)
491	2016 TOYOTA PRADO GXL - KTY0 - DCEO					124,000	103,500		(20,500)
494	2017 Toyota Prado GXL - Doctor					67,950	59,450		(8,500)
279	Cat 424D-02 Backhoe Loader - KTY116					12,000	12,000		
252	Ford Pe Courier Tray Top Kty1700					3,000	3,000		
485	2014 Ford XL Ranger Dual Cab 3.2 Ltr Turbo Diesel Manual Utility - KTY 080					18,000	18,000		
493	2016 TOYOTA HILUX SR5 DUAL CAB UTILITY - KTY4 - WORKS SUPERVISOR					102,000	84,000		(18,000)
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>560,950</b>	<b>493,450</b>	<b>0</b>	<b>(67,500)</b>

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

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			Total Revenue
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>RATE TYPE</b>											
<b>General Rate</b>											
GRV - Kununoppin / Trayning	21.8558	105	579,488	126,652	0	0	126,652	133,860	0	0	133,860
GRV - Yelbeni	21.8558	3	11,660	2,548	0	0	2,548	2,548	0	0	2,548
GRV - Commercial	21.8558	12	84,010	18,361	0	0	18,361	18,361	0	0	18,361
UV - Rural	2.0240	208	50,177,500	1,015,593	0	0	1,015,593	1,015,593	0	0	1,015,593
UV - Mining	2.0240	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>328</b>	<b>50,852,658</b>	<b>1,163,154</b>	<b>0</b>	<b>0</b>	<b>1,163,154</b>	<b>1,170,362</b>	<b>0</b>	<b>0</b>	<b>1,170,362</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV - Kununoppin / Trayning	350.00	30	12,998	10,500	0	0	10,500	10,500	0	0	10,500
GRV - Yelbeni	350.00	6	925	2,100	0	0	2,100	2,100	0	0	2,100
GRV - Commercial	350.00	2	455	700	0	0	700	700	0	0	700
UV - Rural	350.00	6	56,200	2,100	0	0	2,100	2,100	0	0	2,100
UV - Mining	350.00	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>44</b>	<b>70,578</b>	<b>15,400</b>	<b>0</b>	<b>0</b>	<b>15,400</b>	<b>15,400</b>	<b>0</b>	<b>0</b>	<b>15,400</b>
		<b>372</b>	<b>50,923,236</b>	<b>1,178,554</b>	<b>0</b>	<b>0</b>	<b>1,178,554</b>	<b>1,185,762</b>	<b>0</b>	<b>0</b>	<b>1,185,762</b>
Discounts							(45,577)				(59,142)
<b>Amount from General Rates</b>							<b>1,132,976</b>				<b>1,126,620</b>
Ex-Gratia Rates							0				12,228
Specified Area Rates							0				0
<b>Totals</b>							<b>1,132,976</b>				<b>1,138,848</b>

**Comments - Rating Information**



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

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2018	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		YTD Actual	Amended Budget	Adopted Budget	Actual YTD	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>													
Loan 65 - Works Crew Housing	14,209	0	0	0	0	14,209	14,209	14,209	0	0	0	471	471
<b>Recreation and Culture</b>													
Loan 67 - SSL - Bowls Resurface *	31,083	0	0	0	2,138	4,315	4,315	28,945	26,768	26,768	573	1,133	1,133
Loan 69 - Community Recreation Centre	324,487	0	0	0	0	13,405	13,405	324,487	311,082	311,082	0	10,727	10,727
<b>Economic Services</b>													
Loan 68 - Trayning Unmanned Fuel Site	120,663	0	0	0	0	15,703	15,703	120,663	104,960	104,960	0	3,676	3,676
Loan 70 - Trayning Unmanned Fuel Site	57,428	0	0	0	0	6,529	6,529	57,428	50,899	50,899	0	1,501	1,501
	547,870	0	0	0	2,138	54,161	54,161	545,732	493,709	493,709	573	17,508	17,508

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

(b) New Debentures

No new debentures were raised during the reporting period.

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

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (Tied) (a)	Adopted Budget		YTD Amended Budget	Adopted Annual Budget (c)	Post Variations (d)	Expected (c)+(d)	YTD Actual		Unspent Grant (Tied) (a)+(b)
				Operating	Capital					Revenue	(Expended) (b)	
				\$	\$	\$			\$	\$	\$	
<b>General Purpose Funding</b>												
Grants Commission - General	WALGGC	Operating	0	1,053,630	0	421,452	1,053,630	0	1,053,630	142,956	0	0
<b>Law, Order and Public Safety</b>												
<b>Transport</b>												
Contribution - Street Lighting	Main Roads WA	Operating	0	3,900	0	0	3,900	0	3,900	0	(3,248)	0
Grant - Regional Road Group - Road Projects	Main Roads WA	Non-operating	0	0	283,060	0	283,060	0	283,060	0	(52,091)	0
Grant - Direct Road	Main Roads WA	Operating	0	61,143	0	0	61,143	0	61,143	0	0	0
Grants Commission - Local Roads	WALGGC	Operating	0	448,436	0	112,109	448,436	0	448,436	52,819	0	0
Grant - Roads to Recovery	Dept of Infrastructure	Non-operating	0	0	104,945	0	104,945	0	104,945	0	(53,070)	0
<b>Economic Services</b>												
Grant - Thank a Volunteer	Main Roads WA	Operating - Tied	0	1,000	0	0	1,000	0	1,000	0	0	0
<b>TOTALS</b>			<b>0</b>	<b>1,567,109</b>	<b>283,060</b>	<b>533,561</b>	<b>1,850,169</b>	<b>0</b>	<b>1,850,169</b>	<b>195,775</b>	<b>(55,339)</b>	<b>0</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		0	1,567,109	0	533,561	1,567,109	0	1,567,109	195,775	(3,248)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	1,000	0	0	1,000	0	1,000	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	388,005	0	388,005	0	388,005	0	(105,161)	0
<b>TOTALS</b>			<b>0</b>	<b>1,568,109</b>	<b>388,005</b>	<b>533,561</b>	<b>1,956,114</b>	<b>0</b>	<b>1,956,114</b>	<b>195,775</b>	<b>(108,409)</b>	<b>0</b>

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 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 2018	Amount Received	Amount Paid	Closing Balance 31 Aug 2018
	\$	\$	\$	\$
Toy Library Funds	770.96	0.00	0.00	770.96
Red Fm Radio / Gym	317.35	0.00	0.00	317.35
Skatepark Funds	0.00	0.00	0.00	0.00
Football Club Funds	0.00	0.00	0.00	0.00
Kununoppin Fire Brigade	500.00	0.00	0.00	500.00
Yelbini Fire Donation	0.00	0.00	0.00	0.00
Nomination Deposits	0.00	0.00	0.00	0.00
Shire Housing Bonds	6,888.90	828.80	0.00	7,717.70
Police Licensing	835.55	36,032.40	(35,592.90)	1,275.05
Trayning Golf Club Funds	5,903.03	0.00	0.00	5,903.03
Trayning Badminton	0.00	0.00	0.00	0.00
Halls & Equipment Hire Bonds	0.00	0.00	0.00	0.00
Unidentified Deposits	3,017.54	0.00	0.00	3,017.54
South Trayning Ninghan Catchme	2,415.57	0.00	0.00	2,415.57
Repertory Funds	1,706.88	0.00	0.00	1,706.88
Newroc Funds	0.00	0.00	0.00	0.00
Aqua Bubble Donations	970.50	0.00	0.00	970.50
Ninghan Farm Focus Group	249.97	0.00	0.00	249.97
Commemorative Plaques	0.00	0.00	0.00	0.00
Rance Caravan Fund	0.00	0.00	0.00	0.00
Ninghan Fitness / Gym Key Bond	352.00	0.00	0.00	352.00
Playgroup Funds	1,226.46	0.00	0.00	1,226.46
Waste Dump Kununoppin	200.00	0.00	0.00	200.00
	<b>25,354.71</b>	<b>36,861.20</b>	<b>(35,592.90)</b>	<b>26,623.01</b>


Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>											
<b>Buildings</b>											
<b>Governance</b>											
	ADMINISTRATION BUILDING - CAPITAL WORKS	4042540	9231		0	0	0	(42,000)	(42,000)	0	0
<b>Total - Governance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(42,000)</b>	<b>(42,000)</b>	<b>0</b>	<b>0</b>	
<b>Housing</b>											
	139A FELGATE PARADE	4092541	9231	BC63	0	(12,464)	(12,464)	(10,000)	(10,000)	(1,568)	(10,896)
<b>Total - Housing</b>				<b>0</b>	<b>(12,464)</b>	<b>(12,464)</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(1,568)</b>	<b>(10,896)</b>	
<b>Recreation And Culture</b>											
	Shade Sails at Kununoppin	4223549	9231	BC75	0	0	0	(10,000)	(10,000)	(3,330)	3,330
<b>Total - Recreation And Culture</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>(3,330)</b>	<b>3,330</b>	
<b>Total - Buildings</b>				<b>0</b>	<b>(12,464)</b>	<b>(12,464)</b>	<b>(62,000)</b>	<b>(62,000)</b>	<b>(4,898)</b>	<b>(7,566)</b>	
<b>Furniture &amp; Equipment</b>											
<b>Other Property &amp; Services</b>											
				0	0	0	0	0	0	0	0
<b>Total - Other Property &amp; Services</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - Furniture &amp; Equipment</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Plant &amp; Equipment</b>											
<b>Governance</b>											
	PURCHASE ADMINISTRATION VEHICLE	4042566	9233		0	0	0	(248,000)	(248,000)	(82,584)	82,584
<b>Total - Governance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(248,000)</b>	<b>(248,000)</b>	<b>(82,584)</b>	<b>82,584</b>	
<b>Health</b>											
	Purchase Doctors Vehicle	4074701	9233		0	0	0	(62,000)	(62,000)	(20,646)	20,646
<b>Total - Health</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(62,000)</b>	<b>(62,000)</b>	<b>(20,646)</b>	<b>20,646</b>	
<b>Transport</b>											
	Purchase of Plant	4123615	9233		0	0	0	(60,000)	(60,000)	(19,980)	19,980
	PURCHASE LIGHT VEHICLES	4123604	9233		0	0	0	(65,000)	(65,000)	(21,645)	21,645
<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(125,000)</b>	<b>(125,000)</b>	<b>(41,625)</b>	<b>41,625</b>	
<b>Other Property &amp; Services</b>											
	Replace Works Supervisor's Utility	4142570	9233		0	0	0	(102,000)	(102,000)	0	0




















Shire of Trayning  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	\$
Total - Other Property & Services				0	0	0	(102,000)	(102,000)	0	0
 Total - Plant & Equipment				0	0	0	(537,000)	(537,000)	(144,855)	144,855

Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2018

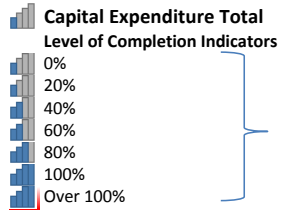
Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment	
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget		YTD Variance
				\$	\$	\$	\$	\$	\$		
<b>Infrastructure Assets - Roads</b>											
<b>Transport</b>											
	Kellerberrin-Yelbeni Road SLK 4.30-6.30	4121001	9250	RCC043	0	(16,375)	(16,375)	(78,319)	(78,319)	(67,793)	51,418
	Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	4121001	9250	RCC044	0	(55,263)	(55,263)	(116,755)	(116,755)	(116,755)	61,492
	Minor Construction Projects	4121001	9250	RCC045	0	0	0	(50,000)	(50,000)	0	0
	Kununoppin - Mukinbudin Road	4121002	9250	RRG015	0	(52,091)	(52,091)	(435,801)	(435,801)	(171,657)	119,566
	Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	4121003	9250	RTR034	0	(53,070)	(53,070)	(182,305)	(182,305)	(6,506)	(46,564)
	<b>Total - Transport</b>				<b>0</b>	<b>(176,799)</b>	<b>(176,799)</b>	<b>(863,180)</b>	<b>(863,180)</b>	<b>(362,711)</b>	<b>185,912</b>
	<b>Total - Infrastructure Assets - Roads</b>				<b>0</b>	<b>(176,799)</b>	<b>(176,799)</b>	<b>(863,180)</b>	<b>(863,180)</b>	<b>(362,711)</b>	<b>185,912</b>
<b>Infrastructure Assets - Footpaths</b>											
<b>Transport</b>											
	Hughes Street Kununoppin	4121010	9251	FCC005	0	0	0	(61,053)	(61,053)	0	0
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,053)</b>	<b>(61,053)</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Footpaths</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,053)</b>	<b>(61,053)</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Airports</b>											
<b>Transport</b>											
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Airports</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Water</b>											
<b>Transport</b>											
	<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Water</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure Assets - Other</b>											
<b>Community Amenities</b>											
	CAPITAL - TRAYNING REFUSE SITE	4101501	9254	BC73	0	0	0	(1,500)	(1,500)	0	0
	YELBENI REFUSE SITE	4101542	9254	BC74	0	0	0	(2,500)	(2,500)	0	0
	CAPITAL WORKS KUNUNOPPIN REFUSE SITE	4101540	9254	BC55	0	0	0	(5,500)	(5,500)	0	0
	<b>Total - Community Amenities</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,500)</b>	<b>(9,500)</b>	<b>0</b>	<b>0</b>
	<b>Total - Infrastructure Assets - Other</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,500)</b>	<b>(9,500)</b>	<b>0</b>	<b>0</b>

Shire of Trayning  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 AUGUST 2018

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget		Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	
				\$	\$	\$	\$	\$	\$	\$
<b>Capital Expenditure Total</b>				0	(189,263)	(189,263)	(1,532,733)	(1,532,733)	(512,464)	323,201



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

New Motion

**Moved: Cr ML McHugh**

**Seconded: Cr GI Yates**

It is recommend that:

Standing Orders be suspended at 4:20pm to enable Council to discuss item 11.1.1.

**Resolution: 08-2018.131**

**Carried: 6/0**

New Motion

**Moved: Cr ML McHugh**

**Seconded: Cr GF Waters**

It is recommend that:

Standing Orders be reinstated at 4:30pm.

**Resolution: 08-2018.132**

**Carried: 6/0**



## 11.1 CHIEF EXECUTIVE OFFICER

### 11.1.1 State Black Spot Funding – Intersection Realignment

Date of Report:	22 <sup>nd</sup> August 2018
Proponent:	Main Roads WA
File Ref:	4.3.2.6
Officer:	Paul Sheedy– Acting Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

#### **Introduction**

Council's application for Black Spot funding has been successful but as there is was no expenditure allocation made in the 2018/19 budget, Council is now required to approve the project and expenditure of funds as an unbudgeted item prior to any expenditure being committed and the project commenced.

#### **Background**

July 2017

Council staff submitted an application under the 2018-19 Black Spot Program for Local Roads seeking funding to undertake the realignment of the Doodlakine-Kununoppin/Letchford/Purdy/Kodjin Kodjan Roads intersection to improve the vehicle safety at the intersection.

August 2018

Main Roads WA advised as part of Council's annual road funding allocation that the Blackspot funding application was successful and the State had approved funding of \$76,660, being two thirds of the estimated project total cost.

#### **Consultation**

Consultation was undertaken between the Chief Executive Officer and Works Supervisor to identify the works and submit the application.

#### **Statutory Environment**

Local Government Act 1995, section 6.8

6.8 Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required.*

### **Policy Implications**

There are no Council's policies applicable to this item.

### **Financial Implications**

The allocation of these funds will see the 2018/19 budget, Capital Roadworks expenditure, exceed the budget allocation by this amount of \$114,990.

Additional road funding income of \$76,660 will be received in the 2018/19 financial year, whilst Council's contribution \$38,330 will come from existing resources (i.e. wages, overheads, plants cost) which have been allocated in the overall 2018/19 budget.

### **Strategic Implications**

Shire of Trayning Strategic Community Plan 2013

OBJECTIVE: ECONOMIC - Provide an effective and efficient transportation network

STRATEGY: E 3.2 - Maintain an efficient, safe and quality local road network (ongoing)

### **Environmental Implications**

There will be some minor clearing of vegetation required at the intersection, extraction of gravel for the works and vehicles operating to complete the works.

### **Social Implications**

The works will improve the safety of the intersection for road users.

### **Officer's Comment**

Under the State Black Spot Funding Program Council is required to fund one third of the total cost of the project with the other two thirds coming from the State Government. The works involvement three realignments, installation of barriers, upgrading of signage and delineation works.

It is expected that the works will be undertaken in late November early December 2018. A claim will be submitted for 40% of the cost of the project now (as allowed in the guidelines) with the balance being recouped on the completion of the works.

**Officer's Recommendation/Council Decision**

**Moved: Cr GF Waters**

**Seconded: Cr MS Hudson**

It is recommended that:

Council approve unbudgeted expenditure of \$114,990 in the 2018/19 financial year for the Doodlakine-Kununoppin/Letchford/Purdy/Kodjin Kodjan Roads intersection re-alignment with funding of \$76,660 from the 2018-19 State Black Spot Program and \$38,330 from Council.

**Resolution: 10-2018.132**

**Carried by Absolute Majority:6/0**

Prior to any consideration of this Item;

Cr FA Tarr declared a Financial Interest in Item 11.1.2 and left the meeting at 4:33pm.

**New Motion**

**Moved: Cr ML McHugh**

**Seconded: Cr GI Yates**

It is recommended that:

Standing Orders be suspended at 4:44pm to enable Council to discuss item 11.1.2.

**Resolution: 08-2018.133**

**Carried: 5/0**

**New Motion**

**Moved: Cr GF Waters**

**Seconded: Cr MS Hudson**

It is recommended that:

Standing Orders be reinstated at 4:45pm.

**Resolution: 08-2018.134**

**Carried:6/0**

## 11.1.2 Trayning Aquatic Centre – Unbudgeted Expenditure

Date of Report:	30 <sup>th</sup> August 2018
Proponent:	Shire of Trayning
File Ref:	3.2.4.53
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

### **Introduction**

As there was no expenditure (or income) allocation included in the 2018/19 Budget when it was adopted by Council in June 2018, Council is now required to approve the project and expenditure of funds as an unbudgeted item prior to any expenditure being committed and the project commenced.

### **Background**

July 2017

Council at its meeting on 19 July 2017 resolved (07-2017.071) as follows:

1. Council approve the concept plan for the Trayning Aquatic Centre.
2. Council endorse the submission of a grant application for Round 2 of the Building Better Regions Fund for the Trayning Aquatic Centre Project.
3. Council endorse the submission of a grant application under Lotterywest's Community Spaces funding for the Trayning Aquatic Centre Project.
4. Council endorse the financial commitment of \$367,318 over 2017/18 and 2018/19 financial years to be sourced as follows:
  - \$28,216 as identified in the Long Term Financial Plan;
  - \$17,000 from the Recreation Reserve Account;
  - \$2,102 allocated in the 2018/19 Budget;
  - \$200,000 in loan funds; and
  - \$112,000 from the Building Reserve Fund and \$28,000 from the 2017/18 budget (during a budget review) for contingencies.

A funding application under the State Department for Sport and Recreation under its CSRFF program was submitted on 27 July 2017 but was not successful.

November 2017

'Redevelopment of Trayning Aquatic Centre' Business Case completed by consultant, Grants Empire.  
December 2017

Funding application for \$363,317 was submitted to the Federal Department of Industry, Innovation and Science under its Building Better Regions Fund (BBRF) Infrastructure Projects Program.  
July 2018

Council advised that its application under the BBRF Infrastructure Projects Program was successful with funding of \$363, 617 approved.

August 2018

Expression of Interest application submitted to the Federal Member for Durack, Melissa Price MP, under the Stronger Communities Programme Round 4.

### **Consultation**

No consultation is required on this item.

### **Statutory Environment**

Local Government Act 1995, section 6.8

6.9 Expenditure from municipal fund not included in annual budget

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

\* *Absolute majority required.*

### **Policy Implications**

There are no Council's policies applicable to this item.

### **Financial Implications**

The BBRF application indicated a project cost of \$734,635, which will be funded by the BBRF \$363,317, Council contributions of \$367,318 and community contributions of \$4,000. The BBRF funding application also included an in-kind contribution by Council of \$28,750 (CEO project management).

## **Strategic Implications**

Shire of Trayning Strategic Community Plan 2013

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

STRATEGY: S 2.3 - Provide an environment that enhances the growth, development and retention of youth (medium term)

OBJECTIVE: SOCIAL - Provide active and passive recreation facilities and services

STRATEGIES:

S 4.2 - Develop, maintain and support appropriate recreation facilities throughout the Shire (ongoing)

S 4.3 - Partner with community, sporting and recreation groups to achieve greater participation in recreational facilities and services (medium term)

OBJECTIVE: ECONOMIC - Facilitate the development of local and regional tourism

STRATEGIES:

E 2.1 - Advocate, promote and market the Shire as a place to live, work and visit (ongoing)

E 2.4 - Support regional and local festivals and tourist events (medium term)

OBJECTIVE: NATURAL ENVIRONMENT - Enhance the health and integrity of the natural environment

STRATEGY: N 1.6- Provide leadership for energy conservation projects, renewable energy generation technologies and initiatives in relation to Shire owned buildings and facilities (short term)

OBJECTIVE: BUILT ENVIRONMENT - Build a sense of place through public infrastructure and facilities

STRATEGY: B 1.3 - Develop and maintain sustainable assets and infrastructure (medium term)

## **Environmental Implications**

Potentially the redeveloped facility will be more environmental friendly with the development designed to reduce water and power consumption.

## **Social Implications**

The redevelopment of the aquatic centre will hopefully attract more residents and visitors to the facility and improving the social interaction and environment with its improved capability of catering for events and functions. It will also provide the opportunity for community members to engage more socially in a pleasant environment and can provide the opportunity for improved health and wellbeing of the community.

### **Officer's Comment**

Funding was allocated in the Council's 2017/18 budget for grant application costs (\$12,020) and architectural plans (\$9,342) however as the successful Federal funding application was not announced until July 2018, after Council had adopted its 2018/19 budget in June 2018, no allocation has been made in the adopted budget.

Therefore before any further funds can be committed, including the issuing of purchase orders, Council is required to approve the proposed unbudgeted expenditure for 2018/19.

Once the funding was approved under the Federal BBRF program Council has sixty (60) days to execute a grant agreement and then must commence the project (which would include getting plans undertaken) within twelve (12) weeks of receiving the executed grant agreement. I am currently following up with the relevant officer administering the BBRF program to ensure that the agreement is completed.

Due to the late announcement of the funding application the proposed project commencement date has been revised to 1 March 2019 with an expected completion date of 31 July 2019.

Finally any additional funding applications that are successful will result in a reduced cash contribution by Council or be utilised to meet any additional costs or budget over runs should they occur. The raising of the proposed \$100,000 loan will be delayed as long as possible to ensure that it is not drawn down until need or can be reduced depending on the outcome of the tenders submitted.

### **Officer's Recommendation/Council Decision**

**Moved: Cr ML McHugh**

**Seconded: Cr GI Yates**

It is recommended that:

Council approve the unbudgeted expenditure of \$735,000, in the 2018/19 financial year, for the Redevelopment of Trayning Aquatic centre with funding of \$363,317 from the Federal Government's Building Better Regions Funding Program and the balance of \$371, 683 from Council (cash and in-kind) and the community.

**Resolution: 10-2018.135**

**Carried by Absolute Majority: 5/0**

4:48pm – Cr FA Tarr returned to the Meeting.

Prior to any consideration of this Item;

Cr GF Waters declared an Impartial Interest in Item 11.1.3 and remained in the Meeting.

New Motion

<b>Moved: Cr ML McHugh</b>	<b>Seconded: Cr MS Hudson</b>
It is recommended that:	
Standing Orders be suspended at 4:48pm to enable Council to discuss item 11.1.3.	
<b>Resolution: 08-2018.136</b>	<b>Carried: 6/0</b>

New Motion

<b>Moved: Cr McHugh</b>	<b>Seconded: Cr FA Tarr</b>
It is recommended that:	
Standing Orders be reinstated at 4:54pm.	
<b>Resolution: 08-2018.137</b>	<b>Carried: 6/0</b>

**11.1.3 Trayning Fire Appliance Station – Unbudgeted Expenditure**

Date of Report:	30 <sup>th</sup> August 2018
Proponent:	Shire of Trayning
File Ref:	N/A
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

**Introduction**

As there was no expenditure (or income) allocation included in the 2018/19 Budget when it was adopted by Council in June 2018, Council is now required to approve the project and expenditure of funds as an unbudgeted item prior to any expenditure being committed and the project commenced.



The current reserve purpose of 'Water Supply' is not suitable for this proposed use on part of the reserve so it's proposed that the reserve designated purpose be amended to 'Community Purposes'.

## **Background**

2017

For a number of years Council has been seeking a commitment for a new Department of Fire and Emergency Services (DFES) shed to be built in Yelbeni. The CEO advised that this was possibly not going to occur after informal discussion with a DFES representative.

February 2018

Following discussion at a Council Briefing Forum and with stakeholders Council resolved at its meeting on 21 February 2018 (minute 02-2018.09) as follows:

1. *Council, under the provisions of Section 41 (1), Bush Fires Act 1954, Part IV, establish a Trayning and Districts Bush Fire Brigade.*
2. *Council, under the provisions of Section 41 (2a), Bush Fires Act 1954, Part IV, advise the FES Commissioner of such changes and seek to renegotiate the current Memorandum of Understanding.*

Following advice to DFES of this decision and a conversation between the Chief Executive Officer and DFES representative, DFES then offered to fully fund new fire appliances facility in Trayning

June 2018

The Grant Agreement between the Shire of Trayning and Department of Fire and Emergency Services (DFES) was signed on 13 June 2018 and DFES provided an initial payment of \$200,000.

## **Consultation**

There has been consultation undertake with Councillors (Briefing Forum), local stakeholders and DFES in regards to this matter.

There will need to be ongoing consultation with the local fire and emergency services volunteers, DFES and Councillors in regards to the final design of the building.

As the local Riding Club also have a facility on this reserve communication and consultation with them should be undertaken as required.

## **Statutory Environment**

Local Government Act 1995, section 6.8

6.10 Expenditure from municipal fund not included in annual budget

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

\* *Absolute majority required.*

**Policy Implications**

There are no Council's policies applicable to this item.

**Financial Implications**

The facility will be fully funded by the DFES grant of \$650,000 with Council providing the land.

Council will have ongoing annual operating and maintenance costs associated with the building once it's completed and an allocation of 2% of the capital cost (\$13,000) is a general accepted principle as a starting point until actual costs are identified.

**Strategic Implications**

Shire of Trayning Strategic Community Plan 2013

OBJECTIVE: Social – Provide services and processes that enhance public safety.

STRATEGY: S 3.1 – Support provision of local voluntary emergency services such as.

LEMAC, bush fire brigades, ambulance and road rescue (ongoing).

**Environmental Implications**

Construction of the facility will have some minor environmental impacts with machinery being used onsite but as there will be not be a requirement for the removal of trees and other native vegetation the environmental impact will be minor.

**Social Implications**

The construction of a new modern emergency services facility will provide the opportunity for improved social interaction between the local volunteers as it potentially will include meeting and training rooms.

### **Officer's Comment**

The 2018/19 budget adopted by Council in June 2018 made no provision or any allocation of funds for this capital project.

Therefore before any further funds can be committed, including the issuing of purchase orders, Council is required to approve the proposed unbudgeted expenditure for 2018/19.

The Acting Chief Executive Officer also understands that there has been some discussion with the local St Johns Ambulance service in regards to them being accommodated in this new facility. If this was to be agreed to the facility will become a five (5) bay facility with St Johns contributing some funds.

Reserve 17909 is currently vested in the Shire of Trayning for the designated purpose of 'Water Supply' so technically the construction of an emergency services building is not permitted on this reserve.

In order to address this issue application with need to be made to the Department of Lands to have the vesting purpose changed to a more suitable purpose and it's suggested that Council seek to have the designated purpose changed to 'Community Purposes'. This is a much more general purpose designation and would provide Council with the flexibility to approve for any activity that is considered by Council to be for 'Community Purposes' to be located

Finally in regards to the decision of Council in February 2018, outlined in the Background section of this report, I will need have some discussion with DFES to ascertain what this means in regards to moving forward with the construction of the new fire appliances facility and whether Council is required to formally resolve any further action.

A perusal of the February 2018 meeting minutes would appear to indicate that the decision to resolve to move to a Volunteer Bushfire Brigade position was as access to capital funding is a more assured process if the structure is one of a Volunteer Bush Fire Brigade.

### **Officer's Recommendation 1**

That Council approve the unbudgeted expenditure of \$615,000 (plus GST) in the 2018/19 financial year, for the construction of the four (4) bay DFES fire appliance facility on lot 172 (Reserve 17909) Sutherland Street, Trayning with funding of \$615,000 (plus GST) from the Department of Fire and Emergency Services.

### **Officer's Recommendation 2**

That Council authorise the Chief Executive Officer to make application to the Department of Lands to have the designated purpose of Reserve 17909 (lot 172) Sutherland Street, Trayning changed from 'Water Supply' to Community Purposes'.

### **Council Decision**

**Moved: Cr FA Tarr**

**Seconded: Cr GI Yates**

It is recommended that:

1. Council approve the unbudgeted expenditure of \$615,000 (plus GST) in the 2018/19 financial year, for the construction of the four (4) bay DFES fire appliance facility on lot 172 (Reserve 17909) Sutherland Street, Trayning with funding of \$615,000 (plus GST) from the Department of Fire and Emergency Services.
2. Council authorise the Acting Chief Executive Officer to make application to the Department of Lands to have the designated purpose of Reserve 17909 (lot 172) Sutherland Street, Trayning changed from 'Water Supply' to Community Purposes'.

**Resolution: 10-2018.138**

**Carried by Absolute Majority:6/0**

#### Reason the Resolution has changed

Council elected to deal with the resolution together.

The word "Acting" was added to point two (2) "That Council authorise the Acting Chief Executive Officer to make application"

Prior to any consideration of this Item;

ACEO Mr P Sheedy declared a Financial Interest in Item 11.1.4.

New Motion

<b>Moved: Cr FA Tarr</b>	<b>Seconded: Cr ML McHugh</b>
It is recommended that:	
Standing Orders be suspended at 4:55pm to enable Council to discuss item 11.1.3.	
<b>Resolution: 08-2018.139</b>	<b>Carried: 6/0</b>

New Motion

<b>Moved: Cr McHugh</b>	<b>Seconded: Cr FA Tarr</b>
It is recommended that:	
Standing Orders be reinstated at 5:06pm.	
<b>Resolution: 08-2018.140</b>	<b>Carried: 6/0</b>

**11.1.4 End of Year Staff Function**

Date of Report:	31 <sup>st</sup> August 2018
Proponent:	Shire of Trayning
File Ref:	4.1.2.1
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Financial – Employee benefit
Attachments:	Nil
Voting Requirements:	Simple majority

**Introduction**

Council is requested to provide direction as to what is expected for Council's Staff Christmas Party.

**Background**

The staff Christmas Party in previous years has been held at the Trayning BBQ/playground area (Pioneer Park) and has been catered for by a local Community Group. It has been a casual affair with a barbeque and a few drinks provided.

In 2017 the function was held in the courtyard of the Administration building with the Trayning Hotel catering.

Additionally, it has been traditional to provide a \$100 voucher to be spent at participating local businesses to each staff member. Such voucher to be utilised prior to the end of the financial year.

### **Consultation**

There has been consultation with the Acting Chief Executive Officer.

### **Statutory Environment**

There are no policy implications.

### **Policy Implications**

Council does not have a policy on this matter.

### **Financial Implications**

An allowance of \$1600 has been made the 2018/19 adopted budget, under 'Members of Council Annual Staff Party' account 2041016, for such a function.

### **Strategic Implications**

There are no strategic implications.

### **Environmental Implications**

There are no environmental implications.

### **Social Implications**

It is an opportunity for the shire staff, elected members and partners to gather in a casual social environment and assists Council displaying its appreciation for the efforts undertaken by the staff during 2018.

### **Officer's Comments**

As Acting CEO I understand that the past years arrangements have been well received by the staff and it's considered a normal practice by local governments throughout the state to provide a Christmas function of some sort for their staff.

Some of the feedback has been that the Administration building courtyard was a bit cramped given the numbers that attended last year, so it's suggested that the 2018 staff and Councillors Christmas function be held at the Trayning Hotel outdoor area on Friday

14 December 2018. This will provide an opportunity to further support a local business and provide a pleasant environment for all attending.

All elected members, staff and their respective partners are to be invited.

Traditional staff have been provided with a \$100 voucher to be spent at participating local businesses. A perusal of the 2018/19 adopted budget has indicated that funds for this arrangement have been deleted so the vouchers will not be provided this year.

**Officer's Recommendation/Council Decision**

**Moved: Cr FA Tarr**

**Seconded: Cr GI Yates**

It is recommended that:

Council approves the annual staff, councillors and partners 2018 Christmas function be held at the Trayning Hotel outdoor area on Friday 14 December 2018, with catering and drinks being supplied by the hotel.

**Resolution: 10-2018.141**

**Carried: 6/0**

**New Motion**

**Moved: Cr FA Tarr**

**Second: Cr GI Yates**

It is recommended that:

Council approves unbudgeted expenditure to provide a \$100 Christmas Voucher to all Staff to be spent at all participating Local Business'.

**Resolution: 10-2018.142**

**Carried by Absolute Majority: 6/0**

### **11.1.5 Council Christmas Closure**

Date of Report:	31 <sup>st</sup> August 2018
Proponent:	Shire of Trayning
File Ref:	4.1.21
Officer:	Paul Sheedy A/Chief Executive Officer
Officer's Disclosure of Interest:	Financial – employee to benefit
Attachments:	Nil
Voting Requirements:	Simple Majority

#### **Introduction**

Council is requested to give approval to the proposed End of Year / New Year shut down arrangements.

#### **Background**

For the last few years Council Administration Office and Works Depot has closed during the Christmas/New Year period as it is an extremely quiet time with minimal public visitations and phone enquiries.

It is also common for many residents of the Shire to travel elsewhere at this time of year with many other businesses also closing.

#### **Consultation**

There has been consultation amongst Staff and the Acting Chief Executive Officer.

#### **Statutory Environment**

There are no statutory implications.

#### **Policy Implications**

Council does not have a policy on this matter. Developing a policy would be a more effective method of dealing with this subject.

#### **Financial Implications**

Staff will be required to take annual leave or accrued rostered days off. Such allowances have been made in the 2018/19 Budget. A subsequent reduction in Councils liabilities will occur.



### **Strategic Implications**

There are no strategic implications.

### **Environmental Implications**

There are no environmental implications.

### **Social Implications**

The closure of the administration office for an extended period over the Christmas/ New Year period does allow staff to enjoy the festive season with family and friends and the closure allows them to travel to other areas if required to gather with family and friends.

### **Officer's Comments**

The Christmas/New Year closure is a practice that has supported and has been occurring for several years. With Christmas and New Year's days falling on a Tuesday in 2018 and 2019 it will impact a little bit more in that the closure period will be extend slightly from previous years.

It is proposed that the Council Administration Office including the Works Depot close at 5:00pm on Friday, 21 December 2018 and re-open at 8.30am on Wednesday, 2 January 2019.

This will be a total of seven (7) days, made up of three public holidays (Christmas Day, Boxing Day and New Year's Day) and four (4) annual leave/ RDO days.

The proposed closure of the Administration Office will be advertised on the office doors, the Shire's website and Facebook, on the notice boards at the Administration Office and Post Offices and in the local newspaper (Ninghan News).

On-call arrangements will be put in place prior to the proposed Christmas closure to ensure emergencies can be responded to. Senior staff will be available on mobile phone and emergency contact details will also be advertised.

### **Officer's Recommendation/Council Decision**

**Moved: Cr ML McHugh**

**Seconded: Cr MS Hudson**

It is recommended that:

Council approves the closure of the Shire Administration Office and Works Depot for the period 24 December 2018 to 1 January 2019 and authorise the ACEO to advertise the closure, with emergency contacts included and made available to the public.

**Resolution: 10-2018.143**

**Carried: 6/0**

Prior to any consideration of this Item;

Cr GF Waters declared a Financial Interest in Item 11.1.6 and left in the Meeting at 5:10pm.

### **11.1.6 'Be Connected' – Unbudgeted Expenditure**

Date of Report:	3 <sup>rd</sup> September 2018
Proponent:	Shire of Trayning
File Ref:	
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

#### **Introduction**

The Federal Government is offering funding under its 'BeConnected Get Online Week' and staff have identified an opportunity to participate with the Kununoppin Senior Citizens and approval is being sought for the unbudgeted expenditure if the grant is successful.

#### **Background**

BeConnected is an Australian Government initiative to encourage older Australians to learn to use the internet.

Get Online Week is being held from 15-21 October 2018, during which the Federal Government are encouraging participation in the BeConnected program by holding an event promoting on line learning and usage.

Financial support of up to \$1,500 to assist with having a workshop, catering, purchase of devices, venue hire etc. is being made available.

#### **Consultation**

Shire administration staff have undertaken consultation with a member of the Kununoppin Seniors Group, Mrs Sandra Waters.

#### **Statutory Environment**

Local Government Act 1995, section 6.8

6.11 Expenditure from municipal fund not included in annual budget

(4) A local government is not to incur expenditure from its municipal fund

for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required.*

### **Policy Implications**

There are no Council policies applicable to this item.

### **Financial Implications**

The full cost of the proposed workshop will be funded from the proposed grant with the only cost to Council be some staff time to arrange the workshop.

If the grant is not successful then the event will not proceed.

### **Strategic Implications**

Shire of Trayning Strategic Community Plan 2013.

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

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

### **Environmental Implications**

Other than participants travelling to the venue in vehicles to participate in the workshop there are no environmental implication relevant to this item.

### **Social Implications**

The engagement of seniors in this type of event provides the opportunity for increased level of social interaction at this event and in future activities and also provides them to have improved online social communication via emails.

### **Officer's Comment**

The proposal is to host a morning tea, at the Kununoppin Community Centre, on 18 October 2018 and offer attendees the opportunity to have a go at using a computer tablet, have a look at BeConnected, show them how to set up their own email account, view the state on-line library service and look at the movie site offered. If time permits allow them to download and watch a movie.

The proposal is based on hosting up to 20 attendees and a grant of \$1,250 will be applied for to cover the costs of catering, purchase of tablets and cases.

After the event it's proposed that the tablets will then be used to assist library members to access books and films via the Shire's library, and could be made available to the Senior Citizens weekly meetings to assist them to access services like Mygov and other online services that they need to access regularly.

Internet access can be hot spotted from council phones (when taken to the Senior Citizen meetings) by Shire staff.

This is a great initiative by Shire staff and the Kununoppin Seniors Group that will have improved social benefits to the seniors and given that it will be at no cost to Council should be supported.

**Officer's Recommendation/Council Decision**

<b>Moved: Cr GI Yates</b>	<b>Seconded: Cr MS Hudson</b>
It is recommended that:	
Council approves unbudgeted expenditure of \$1,250 in the 2018/19 financial year for a 'BeConnected Online Week workshop at the Kununoppin Community Centre for seniors on 18 October 2018 with funding of \$1,250 from the Federal Government.	
<b>Resolution: 10-2018.144</b>	<b>Carried by Absolute Majority: 5/0</b>

5:11pm – Cr Waters returned to the meeting.

### **11.1.7 Policy Manual – Community Consultation Policy**

Date of Report:	3 <sup>rd</sup> September 2018
Proponent:	Shire of Trayning
File Ref:	4.1.5.1
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Policy 1.11 Community Consultation Submissions Received
Voting Requirements:	Simple Majority

#### **Introduction**

The draft policy has been advertised for public comment and Council is requested to consider the submissions and adopt Policy 1.11 Community Consultation with the recommended changes to the matrix in table 3.

#### **Background**

July 2018

Council at its meeting on July resolved (minute 07-2018.094) as follows:

- 1. That in accordance with the draft Community Consultation Policy, the Shire advertise and seek public submissions on its intention to adopt a Community Consultation Policy.*
- 2. That the results of the consultation be considered at the September 2018 meeting of Council with a view to adopting the draft Community Consultation Policy as and where amended in response to staff, Councillor and community input.*

#### **Consultation**

The draft policy was advertised for public comment in the Ninghan News for a period of 31 days and a notice was also placed on the Shire's Web and Facebook pages.

#### **Statutory Environment**

Section 2.7 of the *Local Government Act 1995* applies.

##### 2.7. Role of council

- (1) The council —
  - (a) governs the local government's affairs; and
  - (b) is responsible for the performance of the local government's functions.

- (2) Without limiting subsection (1), the council is to —
- (a) oversee the allocation of the local government's finances and resources;  
and
  - (b) **determine the local government's policies.** [emphasis added]

### **Policy Implications**

If the policy is endorsed by Council it will form part of Council's existing policy documentation and be referenced when consider when consultation is being considered on future issues and projects initiated by the Council.

### **Financial Implications**

There are no financial implication associated with this item other than a small amount of staff time to add it to the existing policy document.

### **Strategic Implications**

Shire Trayning Strategic Community Plan 2013

OBJECTIVE: CIVIC LEADERSHIP – Provide accountable and transparent leadership.

STRATEGIES

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

C 1.4 – Encourage and promote and support community members' participation in the Shire's governance.

### **Environmental Implications**

There are no environmental implications.

### **Social Implications**

The adoption of the policy if implemented correctly provides the opportunity for improved social interaction between Council, Councillors and staff and the community.

### **Officer's Comment**

At the closure of the advertising period on 10 September 2018 only two submissions were received (see attachment) and it's considered that most of the suggested changes are reasonable and should be included in the final policy.

As a consequence staff have updated table three 'Consultation Matrix' to reflect a majority of the suggestions made in the two community submissions and in the final policy include

in the attachment. Two community comments, in one of the survey forms returned, not recommended for endorsement are as follows:

- 'Site Specific' in the 'Survey' heading, community member suggested a '2' staff suggestion is a '3'
- 'Site Specific' in the 'Focus Groups' heading, community member suggested a '1' staff suggestion is a '3'.

Having a '5' rating which is 'in the rarest of circumstances' has the potential for the community to draw the conclusion (albeit incorrectly) that Council will find a reason not to initiate the action (i.e. survey), whereas having a '3' rating does provide the community with a bit more confidence that in many instances it will be considered and happen. Given the small numbers in each community in the Shire giving consideration to undertake a survey (for example) and then deciding to do it would not be a large expense and could assist in improving the perception of Council in the community.

**Officer's Recommendation/Council Decision**

<b>Moved: Cr MS Hudson</b>	<b>Seconded: Cr ML McHugh</b>
It is recommended that:	
Council resolves to adopt policy 1.11 Community Consultation as detailed in the attachment, including the suggested changes to table three 'Consultation Matrix', made by the community in the submission period.	
<b>Resolution: 10-2018.145</b>	<b>Carried:6/0</b>

### **11.1.8 CEACA Deputy Member**

Date of Report:	6 <sup>th</sup> September 2018
Proponent:	CEACA
File Ref:	4.1.5.1
Officer:	Paul Sheedy – A/Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple majority

#### **Introduction**

Council is requested to consider and nominate a Deputy Member to attend, and represent Council when the Member (Cr Tarr) is not able to attend, meetings of the Central East Aged care Alliance INC. (CEACA)

#### **Background**

2017

Council at its meeting on 18 October 2017 resolved (minute 10-2017.120) that:

- 1. Council advise CEACA that the Shire of Trayning has formally reviewed the CEACA Constitution and delegates authority to Council's Member and Deputy Member to promote our views.*
- 2. Council appoints Cr Tarr and the CEO, Mr Graham Merrick, as the Shire of Trayning's representatives to the CEACA Committee as Member and Deputy Member respectively.*

The Executive Officer (EO) of CEACA has advised the A/CEO that the Deputy member nominated must be a person and not a position.

#### **Consultation**

Consultation has been undertaken with the CEACA EO and Shire President in regards to this matter.

#### **Statutory Environment**

CEACA Rules and constitution (draft).

#### **Policy Implications**

Policies 1.9 and 3.2 in relation to claiming travel costs to attend meetings on behalf of Council would be applicable to this item should Councillors choose to claim travel costs, when using their own vehicle.



### **Financial Implications**

Travel costs if they are claimed for attendance, but there would be no additional implications as funding is included in the 2018/19 budget for 'Members Travelling'.

### **Strategic Implications**

Shire of Trayning Strategic Community Plan 2013.

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

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

### **Environmental Implications**

There are no environmental implications relevant to this item.

### **Social Implications**

Attendance of a second Councillor potentially allows for increased social interaction with fellow Councillors from other local governments.

### **Officer's Comment**

The CEACA draft constitution, clause 6.3 (a) in part indicates that a local government, who is a member of CEACA, 'must appoint a natural person to be the Member's representative at all meetings'.

This therefore means that a local government cannot nominate a position (President, Councillor, and CEO) to be its voting delegates but is required to nominate persons by name only. This therefore means that the CEO or person acting in that role and similarly the President or in fact Deputy President or a person acting in those roles cannot be a voting delegate.

As a result Council currently only has one eligible voting representative in Councillor Tarr, with the CEO, Graham Merrick on extended leave and this would also apply whenever he was on leave in the future, leaving Council at risk of potentially not having a voting delegate to attend CEACA meetings if Councillor Tarr was not able to attend.

In order to address this potential risk it's recommended that the Council nominate another Councillor, by name, as its Deputy Member who could then attend the CEACA meetings and if require represent Council and vote in the absents of Councillor Tarr.

The President, Councillor Melanie Brown has indicated an interest in being nominated so the Officer's recommendation has been drafted on that basis. Other Councillors are welcome to indicate an interest in being nominated and if this happened a ballot would be required.

**Officer's Recommendation/Council Decision**

**Moved: Cr GF Waters**

**Seconded: Cr GI Yates**

It is recommended that:

Council resolves to advise CEACA that it has appointed Councillor Melanie Brown as its Deputy Member to represent the Shire of Trayning at CEACA meetings.

**Resolution: 10-2018.146**

**Carried:6/0**

**14 CLOSURE**

There being no further business, the Shire President thanked all Councillors and Staff present and declaring the meeting closed at 5:15pm.