



**MINUTES
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 21st March 2018**

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

Commencement: 4:00pm





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Signed



Scanned Image of Signature

Graham Merrick
Chief Executive Officer



PREFACE

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

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

UNCONFIRMED MINUTES

These minutes were approved for distribution on 23rd March 2018.

Scanned Image of Signature

Graham Merrick
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 18 April 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 21st March 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 declared the meeting open at 4:00pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

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

STAFF:

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

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

Nil

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 GI Yates

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

Resolution: 03-2018.017

Carried: 7/0



8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

9 REPORTS OF OFFICERS

9.1 REGULATORY SERVICES

Nil

10.1 MANAGER OF FINANCE

10.1.1 Monthly Financial Report– February 2018

Date of Report:	13 th March 2018
Proponent:	N/A
File Ref:	N/A
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Graham Merrick – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.1 Statement of Financial Activity – February 2018
Voting Requirements:	Simple Majority

Introduction

This report presents for consideration the Monthly Financial Report, for the period ending 28th February 2018.

Background

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

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

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -



6.4. Financial report

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

Local Government (Financial Management) Regulations 1996 -

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

- (1A) In this regulation —

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

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.



- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

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

Financial Implications

A copy of the Monthly Financial Report for the period ending 28th February 2018, including the report on significant variances, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

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

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

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

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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

Key Information

Report Purpose

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

Overview

Summary reports and graphical progressive graphs will be provided in future reports

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 28 February 2018 of \$1,145,034.

Items of Significance

The material variance adopted by the Shire of Trayning for the 2017/18 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Revenue

Proceeds from Disposal of Assets \$41,569 Under YTD budget

	%	Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	28%	\$	1,790,122	\$	1,193,415
Non-operating Grants, Subsidies and Contributions	0%	\$	852,891	\$	568,594
	19%	\$	2,643,013	\$	1,762,009
		\$		\$	493,480
Rates Levied	101%	\$	1,130,810	\$	753,873
		\$		\$	1,144,142

% Compares current ytd actuals to annual budget

		Prior Year 28 Feb 2017	Current Year 28 Feb 2018
Financial Position			
Adjusted Net Current Assets	680%	\$ 154,658	\$ 1,050,977
Cash and Equivalent - Unrestricted	454%	\$ 112,183	\$ 509,522
Cash and Equivalent - Restricted	70%	\$ 751,969	\$ 527,967
Receivables - Rates	59%	\$ 244,549	\$ 145,371
Receivables - Other	18%	\$ 169,926	\$ 31,330
Payables	62%	\$ 142,656	\$ 88,077

% 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.

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

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)	3	24,763	24,763	215,905	191,142	772%
Revenue from operating activities						
Governance		29,040	19,360	47,858	18,818	65%
General Purpose Funding - Rates	9	1,130,810	753,873	1,144,142	390,269	52%
General Purpose Funding - Other		1,064,299	709,533	282,208	(427,325)	(60%)
Law, Order and Public Safety		5,950	3,967	5,743	(207)	(3%)
Health		89,517	59,678	68,094	(21,423)	(24%)
Education and Welfare		7,250	4,833	310	(6,940)	(96%)
Housing		53,027	35,351	30,748	(22,279)	(42%)
Community Amenities		57,888	38,592	56,934	(954)	(2%)
Recreation and Culture		45,662	30,441	10,941	(34,721)	(76%)
Transport		561,985	374,657	463,765	(98,220)	(17%)
Economic Services		100,424	66,949	63,956	(36,468)	(36%)
Other Property and Services		49,497	32,998	53,977	4,480	9%
		3,195,349	2,130,233	2,228,676		
Expenditure from operating activities						
Governance		(514,190)	(342,793)	(358,863)	155,327	30%
General Purpose Funding		(23,220)	(15,480)	(9,783)	13,437	58%
Law, Order and Public Safety		(42,781)	(28,521)	(28,671)	14,110	33%
Health		(141,739)	(94,493)	(105,293)	36,446	26%
Education and Welfare		(135,673)	(90,449)	(90,579)	45,094	33%
Housing		(174,554)	(116,369)	(56,225)	118,329	68%
Community Amenities		(151,627)	(101,085)	(102,858)	48,769	32%
Recreation and Culture		(661,478)	(440,985)	(367,016)	294,462	45%
Transport		(1,421,080)	(947,387)	(420,752)	1,000,328	70%
Economic Services		(348,648)	(232,432)	(252,302)	96,346	28%
Other Property and Services		28,747	19,165	52,955	24,208	(84%)
		(3,586,243)	(2,390,829)	(1,739,388)		
Operating activities excluded from budget						
Add back Depreciation		1,026,630	684,420	0	(684,420)	(100%)
Adjust (Profit)/Loss on Asset Disposal	8	(10,517)	(27,011)	0	27,011	(100%)
Adjust Provisions and Accruals		0	0	40,420	40,420	
Amount attributable to operating activities		625,219	396,813	40,421		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	11	852,891	568,594	286,577	282,017	(50%)
Proceeds from Disposal of Assets	8	63,033	50,499	8,930	41,569	(82%)
Land and Buildings	13	(60,939)	(30,835)	(102,813)	71,978	(233%)
Infrastructure Assets - Roads	13	(857,600)	(423,493)	(461,290)	37,797	(9%)
Infrastructure Assets - Other	13	(198,588)	0	(68,124)	68,124	
Infrastructure Assets - Footpaths	13	(89,102)	(89,102)	(55,548)	(33,554)	38%
Infrastructure Assets - Airstrip	13	(9,000)	0	(8,979)	8,979	
Plant and Equipment	13	(147,396)	0	(149,118)	149,118	
Motor Vehicles	13	(60,000)	0	0	0	
Furniture and Equipment	13	(13,000)	(13,000)	(11,818)	(1,182)	9%
Amount attributable to investing activities		(519,701)	62,663	(562,183)		
Financing Activities						
Self-Supporting Loan Principal		0	0	2,061	2,061	
Transfer from Reserves	7	402,396	0	1,089,322	1,089,322	
Repayment of Debentures	10	(83,033)	0	(59,483)	(59,483)	
Transfer to Reserves	7	(453,191)	0	418,992	418,992	
Amount attributable to financing activities		(133,828)	0	1,450,891		
Closing Funding Surplus(Deficit)	3	(3,547)	484,240	1,145,034		

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 28 February 2018

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	24,763	24,763	215,905	191,142	772%	▲
Revenue from operating activities							
Rates	9	1,130,810	753,873	1,144,142	390,269	52%	▲
Operating Grants, Subsidies and Contributions	11	1,790,122	1,193,415	493,480	(699,934)	(59%)	▼
Fees and Charges		196,382	130,921	197,379	66,458	51%	▲
Interest Earnings		26,218	17,479	23,742	6,263	36%	
Other Revenue		41,300	27,533	43,174	15,640	57%	▲
Profit on Disposal of Assets	8	10,517	7,011	8,930	1,919	27%	
		3,195,349	2,130,233	1,910,848			
Expenditure from operating activities							
Employee Costs		(1,097,223)	(731,482)	(855,456)	(123,974)	(17%)	▼
Materials and Contracts		(1,103,435)	(735,623)	(797,113)	(61,489)	(8%)	
Utility Charges		(108,386)	(72,257)	(82,982)	(10,725)	(15%)	▼
Depreciation on Non-Current Assets		(1,026,630)	(684,420)	0	684,420	100%	▲
Interest Expenses		(21,296)	(14,197)	(9,716)	4,482	32%	▲
Insurance Expenses		(89,850)	(59,900)	(89,534)	(29,634)	(49%)	▼
Other Expenditure		(169,422)	(112,948)	(142,898)	(29,950)	(27%)	▼
Loss on Disposal of Assets	8	29,999	19,999	0	(19,999)	100%	
		(3,586,243)	(2,390,829)	(1,977,698)			
Operating activities excluded from budget							
Add back Depreciation		1,026,630	684,420	0	(684,420)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(10,517)	(27,011)	0	27,011	(100%)	
Adjust Provisions and Accruals			0	40,420	40,420		▲
Amount attributable to operating activities		625,219	396,813	40,420			
Investing activities							
Grants, Subsidies and Contributions	11	852,891	568,594	286,577	(282,017)	(50%)	▼
Proceeds from Disposal of Assets	8	63,033	50,499	8,930	(41,569)	(82%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(60,939)	(30,835)	(102,813)	(71,978)	(233%)	▼
Infrastructure Assets - Roads	13	(857,600)	(423,493)	(461,290)	(37,797)	(9%)	
Infrastructure Assets - Other	13	(198,588)	0	(68,124)	(68,124)		▼
Infrastructure Assets - Footpaths	13	(89,102)	(89,102)	(55,548)	33,554	38%	▲
Infrastructure Assets - Airstrip	13	(9,000)	0	(8,979)	(8,979)		
Motor Vehicles	13	(60,000)	0	0	0		
Plant and Equipment	13	(147,396)		(149,118)	(149,118)		▼
Furniture and Equipment	13	(13,000)	(13,000)	(11,818)	1,182	9%	
Amount attributable to investing activities		(519,701)	62,663	(562,183)			
Financing Activities							
Self-Supporting Loan Principal		0	0	2,061	2,061		
Transfer from Reserves	7	402,396		1,089,322	1,089,322		▲
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(83,033)	0	(59,483)	(59,483)		▼
Transfer to Reserves	7	(453,191)	0	418,992	418,992		▲
Amount attributable to financing activities		(133,828)	0	1,450,891			
Closing Funding Surplus (Deficit)	3	(3,547)	484,240	1,145,034	660,794	136%	▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

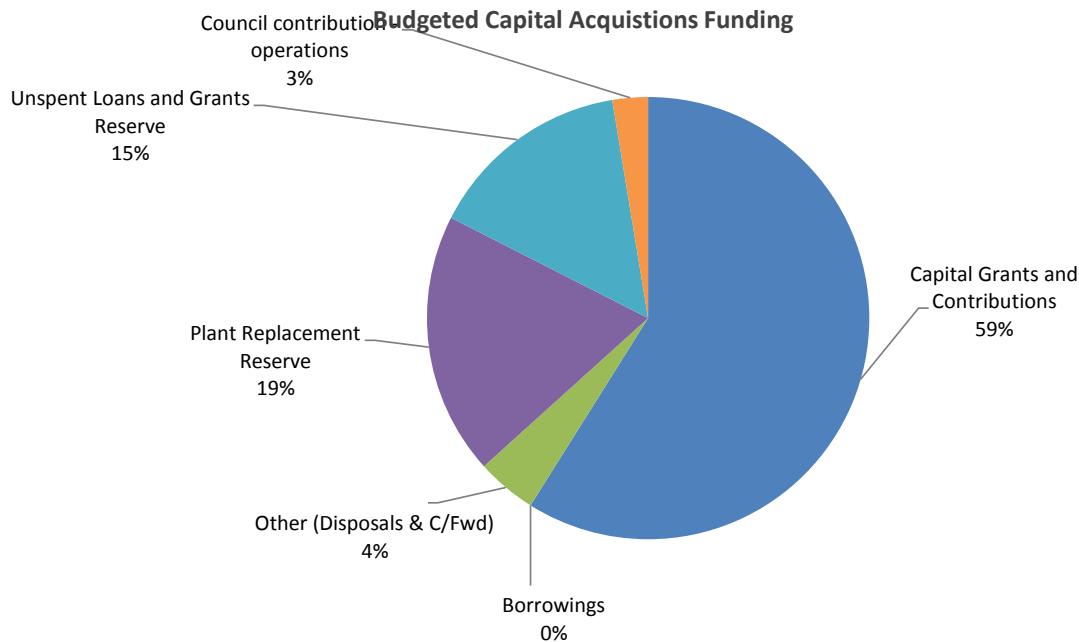
Refer to Note 2 for an explanation of the reasons for the variance.

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 28 February 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	1,207	101,606	0	60,939	102,813	102,813
Infrastructure Assets - Roads	13	0	461,290	857,600	857,600	461,290	(396,310)
Infrastructure Assets - Other	13	0	68,124	92,653	198,588	68,124	(24,529)
Infrastructure Assets - Footpaths	13	0	8,979	89,102	89,102	55,548	(33,554)
Infrastructure Assets - Airstrip	13	0	0	9,000	9,000	8,979	(21)
Plant and Equipment	13	149,118	0	7,000	147,396	149,118	142,118
Motor Vehicles	13	0	0	0	60,000	0	0
Furniture and Equipment	13	11,818	0	13,000	13,000	11,818	(1,182)
Capital Expenditure Totals		162,143	639,999	1,068,355	1,435,625	857,690	(210,665)
Capital acquisitions funded by:							
Capital Grants and Contributions				563,927	845,891	286,577	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				50,499	63,033	8,930	
Council contribution - Cash Backed Reserves							
Plant Replacement Reserve				0	275,396	0	
Unspent Loans and Grants Reserve				0	214,000	0	
Council contribution - operations				453,928	37,305	562,183	
Capital Funding Total				1,068,355	1,435,625	857,690	



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

Note 2: Explanation of Material Variances

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%		
Governance	18,818	65%	Timing	Under YTD budget, sundry income lower than YTD budget
General Purpose Funding	(427,325)	(60%)	Timing	FAGS grant less than budget due to advance payment already received
Law Order & Public Safety	(207)	(3%)	Timing	Animal Registrations higher than YTD budget, FESA contribution received.
Health	(21,423)	(24%)	Permanent	Income received for operations not budgeted for.
Education & Welfare	(6,940)	(96%)	Timing	Contribution from Trayning Primary for oval maintenance under YTD budget
Housing	(22,279)	(42%)	Timing	Over YTD budget due to rent paid in advance
Recreation and Culture	(34,721)	(76%)	Timing	Community Pool Revitalisation Grant budgeted to be received, not yet received.
Transport	(98,220)	(17%)	Timing	FAGS grant less than budget due to advance payment already received
Economic Services	(36,468)	(36%)	Timing	State NRM Grant funds received but not budgeted for.
Other Property and Services	4,480	9%		Rent revenue over YTD budget
Operating Expense				
Governance	155,327	30%		Members expenditure less than YTD budget, Depreciation not run until Audit is complete
General Purpose Funding	13,437	58%	Timing	Admin Allocations over YTD budget still under budget for year
Law, Order and Public Safety	14,110	33%	Timing	Animal Control expense is higher than YTD budget, emergency services expenditure not budgeted for, SAM trailer expenditure higher than YTD budget.
Health	36,446	26%	Timing	NEWHealth and medical practice expenditure over YTD budget
Education & Welfare	45,094	33%	Timing	Over YTD budget due to CEACA contribution being paid in August
Housing	118,329	68%	Timing	Building maintenance costs over YTD budget
Community Amenities	48,769	32%	Timing	Survey costs for Kununoppin Refuse site, over YTD budget
Recreation and Culture	294,462	45%	Timing	Building maintenance on halls under budget, depreciation not run until Audit is complete
Transport	1,000,328	70%	Timing	Depreciation not yet run until Audit is complete, expenditure is under budget for road maintenance
Economic Services	96,346	28%	Timing	NRMO expenses under YTD budget, Caravan park expenditure under YTD budget
Other Property and Services	24,208	(84%)	Timing	PWO & POC allocations over YTD budget, this is to be reviewed at budget review
Capital Revenues				
Proceeds from Disposal of Assets	41,569	(82%)	Permanent	Under YTD budget

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

Note 2: Explanation of Material Variances

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

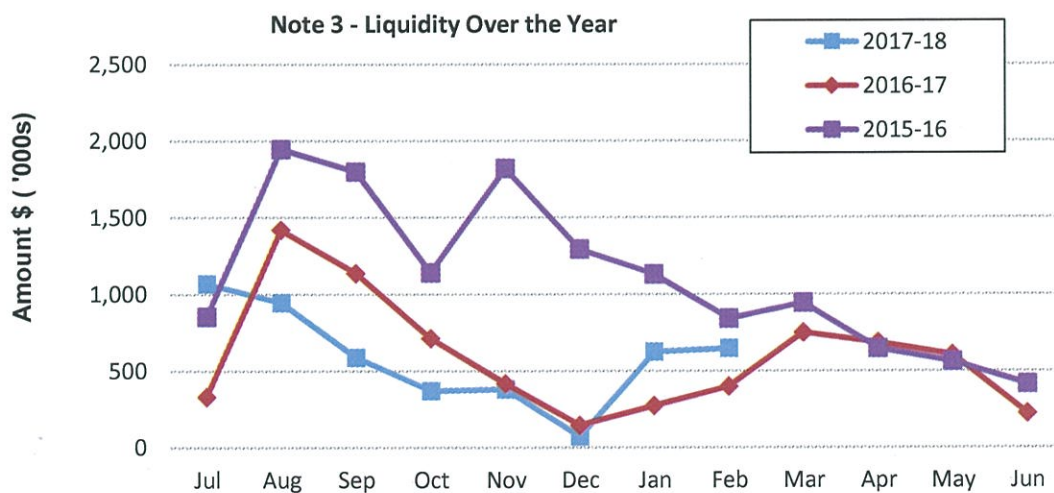
Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Capital Expenses				
Land and Buildings	71,978	(233%)	Timing	Higher than anticipated for YTD
Infrastructure - Roads	37,797	(9%)	Timing	Road construction under YTD budget due to timing of commencement of work
Infrastructure - Footpaths	(33,554)	38%	Timing	Footpath works expenditure under budget

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

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2018	28 Feb 2017	28 Feb 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	168,050	112,183	464,675
Add Back Journal to Bank Account				167,811
- Processed in March, impacting February Accounts for adjustments to Reserve Funds				
Cash Restricted - Conditions over Grants	11	87,500	0	0
Cash Restricted	4	1,198,296	751,969	572,814
Receivables - Rates	6	115,613	244,549	145,371
Receivables - Other	6	36,921	169,926	31,330
GST Receivable		71,661	112,871	0
SSL Receivable		4,160	4,010	2,099
Provision for Doubtful Debts		(81,721)	(67,821)	(81,721)
Accrued Income/Payments in Advance		7,370	(1,335)	0
		<u>1,632,670</u>	<u>1,348,646</u>	<u>1,316,396</u>
Less: Current Liabilities				
Payables		(142,656)	(318,595)	(33,261)
Provisions		(100,161)	(148,109)	(93,356)
		<u>(242,818)</u>	<u>(466,705)</u>	<u>(126,616)</u>
Less: Cash Reserves	7	(1,198,296)	(751,969)	(572,814)
Net Current Funding Position		215,905	154,658	683,796



Comments - Net Current Funding Position

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

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	509,062	0		509,062	Westpac	Variable	At Call
Reserve @ Call	0			0	Westpac	Variable	At Call
Medical Centre	(40)			(40)	Westpac	Variable	At Call
Trust Bank Account			23,785	23,785	Westpac	0.00%	At Call
Cash On Hand	500			500	N/A	Nil	On Hand
Reserves		520,464		520,464			
					Westpac #44444	2.33%	At Call
(b) Term Deposits							
Reserves		7,503		7,503	Bendigo	2.60%	28-Mar-18
Medical Reserve				0	Westpac	2.36%	28-Mar-18
Total	509,522	527,967	23,785	1,061,274			

Comments/Notes - Investments

CHECK	527,967	23,635
Variance	-	150

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

Note 5: Budget Amendments

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

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

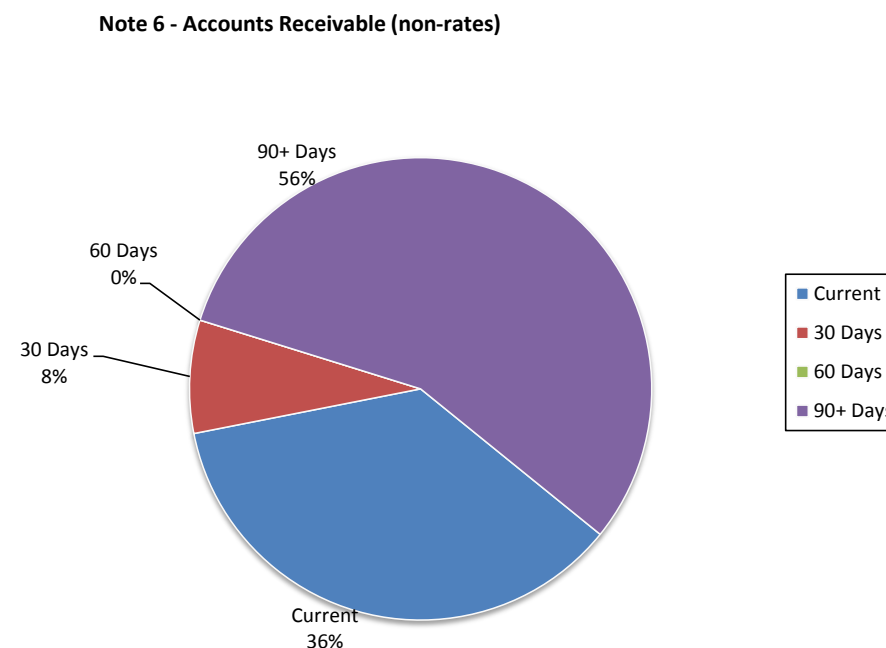
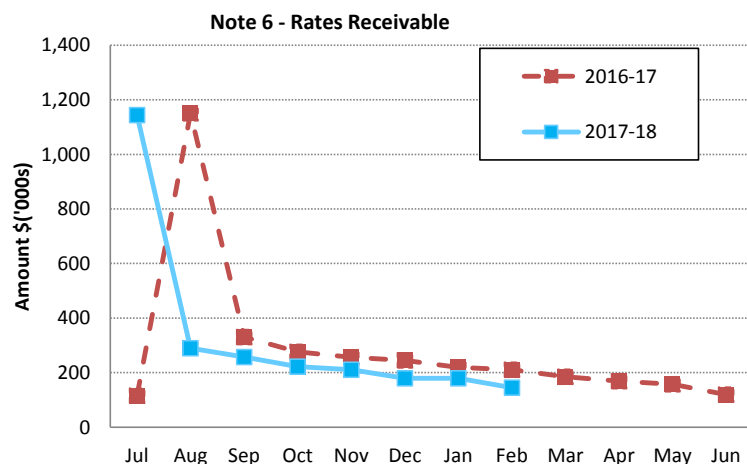
SHIRE OF TRAYNING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 6: Receivables

Receivables - Rates Receivable	28 Feb 2018	30 Jun 2017
	\$	\$
Opening Arrears Previous Years	115,613	119,137
Levied this year	1,156,370	966,255
Less Collections to date	(1,126,613)	(969,779)
Equals Current Outstanding	145,371	115,613
Net Rates Collectable	145,371	115,613
% Collected	88.57%	89.35%

Receivables - General	Current	30 Days	60 Days	90+ Days	\$
	\$	\$	\$	\$	\$
Receivables - General	11,301	2,476	0	17,553	31,330
Balance per Trial Balance					
Sundry Debtors					31,330
Receivables - Other					
Total Receivables General Outstanding					31,330

Amounts shown above include GST (where applicable)



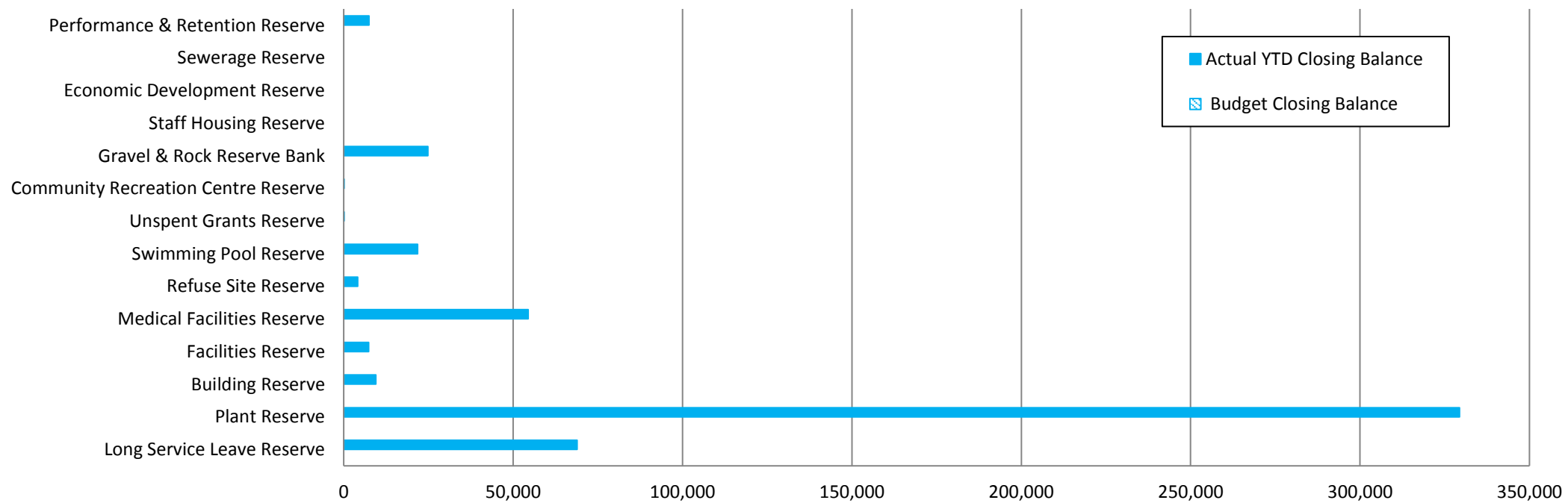
Comments/Notes - Receivables Rates

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

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	28,905	752	24	0	40,024	0	0		68,929
Plant Reserve	284,988	9,750	2,890	120,000	166,511	(275,396)	(122,162)		329,337
Building Reserve	8,913	1,792	529	116,000	80,529	0	(80,000)		9,442
Facilities Reserve	7,350	191	44	0	44	0	0		7,394
Medical Facilities Reserve	54,145	1,408	322	0	322	0	0		54,467
Refuse Site Reserve	4,118	107	25	0	25	0	0		4,143
Swimming Pool Reserve	8,759	566	57	23,000	13,033	0	0		21,792
Unspent Grants Reserve	783,395	0	730	0	86,042	(214,000)	(869,436)		0
Community Recreation Centre Reserve	17,723	461	105	0	105	0	(17,723)		105
Gravel & Rock Reserve Bank	0	0	0		24,854		0		24,854
Staff Housing Reserve	0	0	0	112,840	0	0	0		0
Economic Development Reserve	0	0	0	15,000	0	0	0		0
Sewerage Reserve	0	0	0	51,324	0	0	0		0
Performance & Retention Reserve	0	0	3	0	7,503	0	0		7,503
	1,198,296	15,027	4,729	438,164	418,992	(489,396)	(1,089,322)	0	527,967

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 28 February 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
	Sale of Surplus	0	930	930	0	0	0	0	
	Tipper Bowl	0	8,000	8,000	0	8,000	8,000		
	Doctors Vehicle	0	0	0	52,516	55,033	2,517		
		0	8,930	8,930	52,516	63,033	10,517	0	

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

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			17/18 Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Kununoppin / Trayning	21.855800	105	579,488	126,652	0	0	126,652	126,652	0	0	126,652
GRV - Yelbeni	21.855800	3	11,660	2,548	0	0	2,548	2,548	0	0	2,548
GRV - Commercial	21.855800	12	84,010	18,361	0	0	18,361	18,361	0	0	18,361
UV - Rural	2.085100	210	48,738,000	1,016,236	280	0	1,016,516	1,016,236	0	0	1,016,236
UV - Mining	2.085100	0	0	0	0	0	0	0	0	0	0
Sub-Totals		330	49,413,158	1,163,797	280	0	1,164,077	1,163,797	0	0	1,163,797
Minimum Payment	\$										
GRV - Kununoppin / Trayning	310.00	31	13,411	9,610	0	0	9,610	9,610	0	0	9,610
GRV - Yelbeni	310.00	6	925	1,860	0	0	1,860	1,860	0	0	1,860
GRV - Commercial	310.00	2	455	620	0	0	620	620	0	0	620
UV - Rural	340.00	6	54,700	2,040	0	0	2,040	2,040	0	0	2,040
UV - Mining	340.00	0	0	0	0	0	0	0	0	0	0
Sub-Totals		45	69,491	14,130	0	0	14,130	14,130	0	0	14,130
		375	49,482,649	1,177,927	280	0	1,178,207	1,177,927	0	0	1,177,927
Discount							(46,293)				(47,117)
Amount from General Rates							1,144,142				1,130,810
Ex-Gratia Rates							12,228				12,228
Rate Write Offs							(11)				(2,000)
Totals							1,156,370				1,141,038

Comments - Rating Information

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

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Recreation and Culture								
Loan 69 - Community Recreation Centre	337,455		6,430	12,968	331,025	324,776	5,543	11,164
Loan 67 - SSL - Bowls Resurface	39,253		4,160	4,160	35,093	34,698	227	1,262
Transport								
Loan 66 - Grader	17,079		17,079	17,079	-0	0	352	494
Economic Services								
Loan 68 - Trayning Unmanned Fuel Site	150,669		15,232	15,232	135,437	131,764	2,041	4,056
Loan 70 - Trayning Unmanned Fuel Site	63,785		3,157	6,357	60,628	60,261	820	1,673
Other Property and Services								
Loan 65 - Works Crew Housing	41,446		13,426	27,237	28,020	28,923	732	1,997
	649,687	0	59,483	83,033	590,204	580,422	9,716	20,646

All debenture repayments were financed by general purpose revenue.

The negative amounts in the interest payments relates to the early reversal of accrued interest at 30 June 2017.

(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 28 February 2018

Note 11: Grants and Contributions

Grant Provider	Type	Opening Balance (a)	Budget		YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	
			Operating	Capital						
			\$	\$	\$				\$	
General Purpose Funding										
Federal Assistance Grant - General	Federal Government	Operating	0	1,038,643	0	692,429	1,038,643	1,038,643	256,771	
Law, Order and Public Safety										
Fesa Contribution to Operating Costs		Operating	0	4,000	0	2,667	4,000	4,000	4,000	
Health										
Health Car contributions from other Councils		Operating	0	7,500	0	5,000	7,500	7,500	5,313	
Medical Practice Recoup from other Shires		Operating	0	52,500	0	35,000	52,500	60,000	39,455	
Community Amenities										
Donation Friends of Kununoppin Cemetery		Operating	0	500	0	333	500	500	0	
Recreation and Culture										
Trayning Grand Stand	Heritage Council	Non-operating	0	0	0	0	0	0	0	
Community Pool Revitalisation	Dept Sport & Rec	Operating - Tied	0	30,000	0	20,000	30,000	30,000	0	
Sport & Recreation Grant		Operating - Tied	0	2,000	0	1,333	2,000	2,000	0	
WA Watering Towns Grant		Non-operating	0	0	68,858	45,905	68,858	68,858	0	
Transport										
Regional Road Group	Main Roads	Non-operating	0	0	308,000	205,333	308,000	308,000	286,577	
Roads to Recovery	Federal Government	Non-operating	87,500	0	254,033	169,355	254,033	166,533	0	
Federal Assistance Grant - Roads	Federal Government	Operating	0	435,567	0	290,378	435,567	435,567	102,659	
Direct Road Grant	Main Roads	Operating	0	106,168	0	70,779	106,168	106,168	61,143	
Street Lighting Subsidy		Operating	0	3,750	0	2,500	3,750	3,750	0	
WANDRRA Grant	Main Roads	Non-operating	0	0	215,000	143,333	215,000	215,000	0	
		Non-operating	0	0	0	0	0	0	0	
Economic Services										
Community Water Supply Grant		Non-operating	0	0	0	0	0	0	0	
Biofund Grant		Operating	0	0	0	0	0	0	5,500	
NRM Grant Funds		Operating	0	0	0	0	0	0	18,640	
Thank a Volunteer Day		Operating	0	1,000	0	667	1,000	1,000	0	
Other Property and Services										
Reimbursements		Operating	0	0	0	0	0	0	0	
TOTALS			87,500	1,681,628	845,891	1,685,013	2,527,519	0	2,447,519	780,057
SUMMARY										
Operating	Operating Grants, Subsidies and Contributions		0	1,649,628	0	1,099,752	1,649,628	0	1,657,128	493,480
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	32,000	0	21,333	32,000	0	32,000	0
Non-operating	Non-operating Grants, Subsidies and Contributions		87,500	0	845,891	563,927	845,891	0	758,391	286,577
TOTALS			87,500	1,681,628	845,891	1,685,013	2,527,519	0	2,447,519	780,057

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

Note 12: Trust Fund














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

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 28 Feb 2018
	\$	\$	\$	\$
Councillor Nominations	0	400	(400)	0
Dept. of Transport	0	181,648	(158,634)	23,014
Ninghan Fitness Centre	228	0	0	228
Toy Library	771	0	0	771
Red FM Radio/Gym	317	0	0	317
Kununoppin Fire Brigade	500	0	0	500
Shire Housing Bonds	6,088	1,960	(1,719)	6,329
Trayning Golf Club Funds	5,903	0	0	5,903
Halls and Equipment Hire Bond	300	0	(300)	0
Unidentified Deposits	3,018	528	(528)	3,018
South Ninghan Catchment Group Funds	2,416	0	0	2,416
Repertory Funds	1,707	0	0	1,707
Aqua Bubble Donations	971	0	0	971
Ninghan Farm Focus Group	250	0	0	250
Playgroup Funds	1,226	0	0	1,226
	23,694	184,536	(161,581)	46,650

Comments/Notes




















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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
Buildings								
Governance								
 Administration Building - Capital	4042540			0	0	0	0	
 Yelbeni Toilet	4111544			0	0	0	0	
Governance Total		0	0	0	0	0	0	
Housing								
 Capital Improvements - Lot 144 (23) Adam Street	BC59		(80,900)	(80,900)	(20,000)		(80,900)	
 Capital Improvements - 75 Adam Street	BC62		(3,634)	(3,634)	(20,000)			
 Capital Improvements - 11 Wilson Street	BC63		0	0	(10,000)		0	
Housing Total		0	(84,534)	(84,534)	(50,000)	0	(80,900)	
Recreation And Culture								
 Trayning Hall Refurbishment	BC65		0	0	(10,939)	0	0	
 Community Sports Facility Capex	4113548	0	(17,072)	(17,072)	0	0	(17,072)	
 Swimming Pool Upgrade	4112002	(1,207)		(1,207)	0		(1,207)	
Recreation And Culture Total		(1,207)	(17,072)	(18,279)	(10,939)	0	(18,279)	
Buildings Total		(1,207)	(101,606)	(102,813)	(60,939)	0	(99,179)	
Footpaths								
Transport								
 Hughes Street Kununoppin	FCC005	(39,711)		(39,711)	(67,586)	(67,586)	27,875	
 Goomalling - Merredin Road Trayning	FCC006	(15,837)		(15,837)	(21,516)	(21,516)	5,679	
Transport Total		(55,548)	0	(55,548)	(89,102)	(89,102)	33,554	
Footpaths Total		(55,548)	0	(55,548)	(89,102)	(89,102)	33,554	
Furniture & Equipment								
Governance								
 Upgrade to Server	4042563	(11,818)		(11,818)	(13,000)	(13,000)	1,182	
Governance Total		(11,818)	0	(11,818)	(13,000)	(13,000)	1,182	
Recreation And Culture								
Recreation And Culture Total		0	0	0	0	0	0	
Transport								
Transport Total		0	0	0	0	0	0	
Furniture & Office Equip. Total		(11,818)	0	(11,818)	(13,000)	(13,000)	1,182	
Plant & Equipment								
Recreation & Culture								
 Aqua Vac	4112600	(6,935)		(6,935)	(7,000)	(7,000)	65	
				0			0	










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

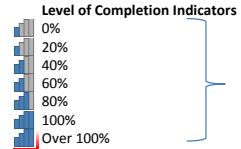
Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Recreation & Culture Total		(6,935)	0	(6,935)	(7,000)	(7,000)	65	
Road Plant Purchases								
	Rear Discharge JD X350R Mower	4123615	(6,600)	(6,600)	(8,396)	0	1,796	
	Single Axle Tag Plant Trailer	4123615	(12,954)	(12,954)	(17,000)	0	4,046	
	Minor Plant and Equipment	4123600		0	0	0	0	
	Sidetipper	4123615	(94,426)	(94,426)	(85,000)	0	(9,426)	
	Dolly	4123615	(28,203)	(28,203)	(30,000)	0	1,797	
Road Plant Purchases Total		(142,183)	0	(142,183)	(140,396)	0	(3,584)	
	Plant & Equipment Total	(149,118)	0	(149,118)	(147,396)	(7,000)	(3,519)	
Motor Vehicles								
Governance								
			0	0				
			0	0				
			0	0		0	0	
Governance Total		0	0	0	0	0	0	
Health								
	Doctors Vehicle	4074701	0	0	(60,000)	0	0	
								
Health Total		0	0	0	(60,000)	0	0	
	Motor Vehicles Total	0	0	0	(60,000)	0	0	
Infrastructure Other								
Community Amenities								
	Sewage Waste Dump Kununoppin	BC64	(19,540)	(19,540)	(32,201)	(32,201)	12,661	
	Upgrade to Kununoppin Cemetery	CEM001	(26,411)	(26,411)	(13,208)	(13,208)	(13,203)	
Community Amenities Total		0	(45,951)	(45,951)	(45,409)	(45,409)	(542)	
Recreation And Culture								
	Trayning Town Dam Roaded Catchment	4113543		0	(105,935)	0	0	
Recreation And Culture Total		0	0	0	(105,935)	0	0	
Tourism & Area Promotion								
	Sewerage Pump Pit	4132540		0	(10,000)	(10,000)	10,000	
Tourism & Area Promotion Total		0	0	0	(10,000)	(10,000)	10,000	
Transport								
	Coronation Street Kerbing	RCC042	(22,173)	(22,173)	(37,244)	(37,244)	15,071	
Tourism & Area Promotion Total		0	(22,173)	(22,173)	(37,244)	(37,244)	15,071	
	Infrastructure Other Total	0	(68,124)	(68,124)	(198,588)	(92,653)	24,529	
Roads (Non Town)								
Transport								
	Couper Road Flood Damage	RCW001	(107,418)	(107,418)	(117,598)	(117,598)	10,180	

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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Kellerberrin - Yelbeni Road	RCW002		(3,748)	(3,748)	(147,325)	(147,325)	143,577	
 Kununoppin - Mukinbudin Road	RRG015		(137,453)	(137,453)	(309,525)	(309,525)	172,072	
 Kununoppin - Mukinbudin Road	RTR032		(77,962)	(77,962)	(152,450)	(152,450)	74,488	
 Trayning North Road	RTR031		(79,136)	(79,136)	(85,344)	(85,344)	6,208	
 Lockyer Road	RTR030		(55,572)	(55,572)	(45,358)	(45,358)	(10,214)	
Transport Total		0	(461,290)	(461,290)	(857,600)	(857,600)	396,310	
Roads (Non Town) Total		0	(461,290)	(461,290)	(857,600)	(857,600)	396,310	
Airstrip								
Governance								
		0		0				
		0		0			0	
				0			0	
Governance Total		0	0	0	0	0	0	
Transport								
 Airstrip Line Marking	AMC01	0	(8,979)	(8,979)	(9,000)	(9,000)	21	
Airstrip Total		0	(8,979)	(8,979)	(9,000)	(9,000)	21	
Recreation And Culture								
Recreation And Culture Total		0	0	0	0	0	0	
Transport								
Transport Total		0	0	0	0	0	0	
Airstrip Total		0	(8,979)	(8,979)	(9,000)	(9,000)	21	
Capital Expenditure Total		(217,691)	(639,999)	(857,690)	(1,435,625)	(1,068,355)	352,856	



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

SHIRE OF TRAYNING
Sundry Debtor Invoices Raised for the Period 1st February 2018 to 28th February 2018
Presented to Council,

<i>Debtor Number</i>	<i>Invoice Date</i>	<i>Debtor</i>	<i>Description</i>	<i>Amount</i>
80005	6/02/2018	Shire of Nungarin	NRMO Recoup Expenses	\$2,511.72
	6/02/2018	Shire of Nungarin	Doctors Recoup Expenses	\$2,298.98
	27/02/2018	Shire of Nungarin	Effluent Disposal at Kununoppin Tip November 17 - January 18	\$2,810.00
80055	6/02/2018	Shire of Mukinbudin	Doctors Recoup Expenses	\$6,896.94
	13/02/2018	Shire of Mukinbudin	Doctors Recoup Expenses	\$939.77
80056	1/02/2018	Main Roads	RRG claim 40% for Kununoppin - Mukinbudin road	\$135,520.00
80098	6/02/2018	Shire of Mt Marshall	Doctors Recoup Expenses for January 18	\$6,896.94
	28/02/2018	Shire of Mt Marshall	Full page ad Ninghan news	\$20.00
80104	1/02/2018	Merredin Monumental Works	Internment fees	\$450.00
80120	6/02/2018	Shire of Koorda	NRMO Recoup Expenses	\$1,255.86
80253	27/02/2018	Trayning Primary School	Hire of Don Mason Hall	\$198.00
80314	27/02/2018	Frankies Dinner	1/2 Page ad Ninghan News	\$30.00
80372	28/02/2018	Mt Marshall Agricultural Society	Full page and 1/2 page ad Ninghan news	\$55.00
80466	27/02/2018	AB Physiotherapy Services	Quartely Invoice for 1/4 page ad Ninghan News	\$30.00
80474	27/02/2018	MW Grant	1/2 Page ad Ninghan News	\$30.00
80514	27/02/2018	Pat & Chat Mobile Vet	Annual Invoice for Ninghan News	\$120.00
80560	27/02/2018	Hannaford	1/2 Page ad Ninghan News	\$30.00
80593	27/02/2018	S Malone	Electricity charges recoup	\$267.55
80650	27/02/2018	Marc Pitts	Electricity charges recoup	\$348.25
80651	28/02/2018	Rock n Roll Fundraising	Ninghan News Ad	\$40.00
			TOTAL INVOICES RAISED	\$160,749.01



Officer's Recommendation/Council Decision

Moved: Cr FA Tarr	Seconded: Cr DK Vernon
It is recommended that:	
Council accepts the Monthly Financial Report for the period ending 28 th February 2018 as presented.	
Resolution: 03-2018.018	Carried: 7/0

10.1.2 Monthly Payment List February 2018

Date of Report:	13 th March 2018
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	Jacqui Cook – Senior Finance Officer
Senior Officer:	Graham Merrick – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

Introduction

The cheques and electronic payments that have been raised during the month of March 2018 are reproduced in list form for Council's endorsement.

Background

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

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996 –

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
 - (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a



list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

There are no policy implications.

Financial Implications

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

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

Strategic Implications

There are no strategic implications.



Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

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

Moved: Cr GF Waters **Seconded: Cr MS Hudson**

It is recommended that:

Council accepts the following payments list presented for the period 1 February 2018 – 28 February 2018 totalling \$ 341,189.60

Municipal Cheque	23799	to	23805	totalling	15,687.55
Municipal EFT	6863	to	6911	totalling	187,584.45
Municipal Direct Debit	DD5819.1	to	DD5877.1	totalling	50,766.76
Payroll	Week 31	to	Week 33	totalling	86,012.00
Municipal Bank Fees	Transactions			totalling	86.11
Total Municipal Transactions					304,136.87
Medical Practice	Transactions			totalling	0.00
Credit Card	Transactions			totalling	1,052.73
Total Trust, Medical & Credit Card Transactions					1,052.73
TOTAL PAYMENTS FOR MONTH OF FEBRUARY 2018					341,189.60

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

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



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



Scanned Image of Signature

Chief Executive Officer

Resolution: 03-2018.019

Carried:7/0

SHIRE OF TRAYNING

Payments made from the Municipal Account for the Period 1st February 2018 to 28th February 2018
Presented to Council, 21st March 2018

Chq/EFT	Payment Date	Payee	Description	Amount
Cheques				
23799	08/02/2018	SHIRE OF TRAYNING	WAGES CASH PAYMENT 08.02.18	950.00
23800	15/02/2018	SYNERGY	ELECTRICITY USAGE FOR PERIOD 22/11/17 - 24/01/18 - SHIRE BUILDINGS & STREET LIGHTS	6717.10
23801	15/02/2018	TELSTRA	PHONE AND INTERNET CHARGES FOR THE PERIOD ENDING 24/1/18	1119.01
23802	15/02/2018	WATER CORPORATION	WATER USAGE CHARGES TO 30/01/2018	147.89
23803	22/02/2018	SHIRE OF TRAYNING	WAGES CASH PAYMENTS 22.02.2018	950.00
23804	28/02/2018	SYNERGY	ELECTRICITY USAGE FOR PERIOD 18/1/18 - 15/2/18 - CARAVAN PARK & SWIMMING POOL	4440.25
23805	28/02/2018	TELSTRA	TELSTRA PHONE ACCOUNT PERIOD ENDING 1/2/18	1363.30
TOTAL CHEQUES				15687.55
EFT				
EFT6863	05/02/2018	TOOLMART - OSBORNE PARK	TOOLS FOR STAFF MEMBER	2927.00
EFT6864	06/02/2018	AUSTRALIAN TAXATION OFFICE	BAS AND PAYG FOR JANUARY 2018	5147.00
EFT6865	08/02/2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	104.03
EFT6866	15/02/2018	SRIVERS PLUMBING & GAS	CHECK WATER FOUNTAIN AT TENNIS CLUB AS IT IS LEAKING	1319.50
EFT6867	15/02/2018	ALL-WAYS FOODS	CLEANING SUPPLIES JANUARY 18	450.29
EFT6868	15/02/2018	BOC LIMITED	CONTAINER SERVICE CHARGES FOR PERIOD 29/12/17 - 28/01/18	28.07
EFT6869	15/02/2018	COURIER AUSTRALIA	FREIGHT - LIBRARY BOOKS	23.58
EFT6870	15/02/2018	CABCHARGE AUSTRALIA LIMITED	ACCOUNT KEEPING FEE - JAN 18	6.00
EFT6871	15/02/2018	FRANKIE'S DINER	2017/18 BONUS VOUCHER SPENT AT FRANKIES DINER	196.50
EFT6872	15/02/2018	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT FOR JANUARY 2018	11092.98
EFT6873	15/02/2018	JR & A HERSEY PTY LTD	4 X ARCH FRAMES FOR SHERZINGER ROAD, SUTHERLAND STREET, BENCUBBIN-KELLERBERRIN ROAD.	7566.35
EFT6874	15/02/2018	KOORDA FARM TREES	BIODIVERSITY PROJECT SEEDLINGS	9694.08
EFT6875	15/02/2018	KTY ELECTRICAL SERVICES	FIX SET TOP BOX, EXHAUST FANS AND LIGHTING AT LOT 37 CORONATION STREET	818.29
EFT6876	15/02/2018	MERREDIN TOYOTA	P40 KTYO TOYOTA PRADO - CARRY OUT 3000KM SERVICE	446.51
EFT6877	15/02/2018	MOORE STEPHENS	TRAINING AND CONSULTANCY SERVICES	1943.70
EFT6878	15/02/2018	TRAYNING AG REPAIRS	P25 KTY4133 DAF SIDE TIPPER - DIAGNOSE/REPAIR ENGINE COOLANT LEAK	5853.30
EFT6879	15/02/2018	TRAYNING HOTEL	2017/18 CHRISTMAS VOUCHERS USED AT TRAYNING HOTEL	145.00
EFT6880	15/02/2018	TRAYNING TYRES & MECHANIC'S	GREENKEEPERS FEES MONTH OF JANUARY 2018	3025.00
EFT6881	15/02/2018	VALENTI LAWYERS	PROFESSIONAL FEES & DISBURSEMENTS	902.00
EFT6882	15/02/2018	WA CONTRACT RANGER SERVICES	2X RANGER VISITS PERFORMED FOR THE MONTH OF JANUARY 2018	514.25
EFT6883	15/02/2018	WESFARMERS KLEENHEAT GAS PTY LTD	GAS BOTTLE CONTAINER SERVICE CHARGE 2018 YEAR	75.90
EFT6884	15/02/2018	WYALKATCHEM WEEKLY INC	1X FULL PAGE ADVERT FOR CUSTOMER SERVICE OFFICER POSITION	25.00
EFT6885	15/02/2018	WHEATBELT UNIFORMS, SIGNS & SAFETY	SHIRE OF TRAYNING POLO SHIRTS FOR STAFF & COUNCILLORS	792.00
EFT6886	23/02/2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	416.12
EFT6887	26/02/2018	SHEPPARD BUILDING DESIGN & DRAFTING SERVICES	SITE VISIT & 3D MODEL AND PLANS, CONFIRMATION OF FEES FROM SUBCONTRACTORS FOR BREAK OUT ROOM AT BOWLING CLUB	5874.00
EFT6888	28/02/2018	SRIVERS PLUMBING & GAS	FIX POOL PUMP AT TRAYNING SWIMMING POOL	863.66
EFT6889	28/02/2018	AG IMPLEMENTS	P49 JOHN DEERE X350R MOWER INSURANCE EXCESS PAYMENT - BONNET REPAIR/REPLACEMENT	300.00
EFT6890	28/02/2018	AVON WASTE	WASTE COLLECTION FOR MONTH OF JANUARY 2018	5562.45
EFT6891	28/02/2018	COMPRESSED AIR INSTALLATIONS WA	1 X INSPECTION ON DEPOT AIR COMPRESSOR, TO BE REGISTERED.	654.50
EFT6892	28/02/2018	COURIER AUSTRALIA	FREIGHT OF SIGNS	357.21
EFT6893	28/02/2018	DAVES TREE SERVICE	5 X DAYS OF TREE LOPPING SERVICES IN TRAYNING & KUNUNOPPIN	14300.00
EFT6894	28/02/2018	FRANKIE'S DINER	REFRESHMENTS & RECEPTION FOR MONTH OF JANUARY 2018	74.80
EFT6895	28/02/2018	FUJI XEROX AUSTRALIA PTY LIMITED	PHOTOCOPIER LEASE AGREEMENT CHARGE FOR PERIOD OF 26/2/18 - 25/3/18	363.00
EFT6896	28/02/2018	JR & A HERSEY PTY LTD	PROTECTIVE CLOTHING FOR OUT SIDE STAFF	544.05
EFT6897	28/02/2018	LA & JE MARCHANT	SUPPLY AND DELIVER 480 TON OF 10MM METAL AND 540 TON OF 14MM METAL FOR WORKS ON THE MUKINBUDIN ROAD	61242.68
EFT6898	28/02/2018	MAYDAY EARTHMOVING	8 TO 10 DAY OF DRY HIRE 950 LOADER, PLUS MOBE AND DEMOBE COSTS	2497.00
EFT6899	28/02/2018	OFFICEWORKS BUSINESS DIRECT	STATIONARY ORDER FOR OFFICE JANUARY 2018	562.33
EFT6900	28/02/2018	SHIRE OF KOORDA	EHO EXPENSES RECOUP OCTOBER - DECEMBER 2016	4728.33
EFT6901	28/02/2018	SHIRE OF MERREDIN	LIBRARY ACTIVITY PLAN 2017-18	340.00
EFT6902	28/02/2018	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP TO 31/12/17	3050.80
EFT6903	28/02/2018	TRAYNING AG REPAIRS	P15 KTY4070 VOLVO LOADER L70E - 4000HR SERVICE	17167.75
EFT6904	28/02/2018	TRAYNING HOTEL	CHRISTMAS GIFT VOUCHERS USED	85.00
EFT6905	28/02/2018	TATTOO ADS	TEMP TATTOOS FOR 2018 AUSTRALIA DAY CELEBRATIONS	132.00
EFT6906	28/02/2018	WA CONTRACT RANGER SERVICES	RANGER VISITS 29/01/2018 & 08/02/2018	537.62
EFT6907	28/02/2018	WALLIS COMPUTER SOLUTIONS	NEW WORKSTATION EA - SUPPLY, CONFIGURE SETUP & INSTALL ON SITE ADMIN OFFICE	4475.71
EFT6908	28/02/2018	WCS CONCRETE PTY LTD	SUPPLY AND LAY A CONCRETE PAD FOR BOX CULVERTS ON THE KUNUNOPPIN-MUKINBUDIN RD	2167.00
EFT6909	28/02/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 67 REPAYMENTS	2711.06
EFT6910	28/02/2018	WHEATBELT WELDING & REPAIRS	14 LARGE PLAQUE POSTS FOR WALK TRAIL	4452.25
EFT6911	28/02/2018	YELBENI STORE	YELBENI STORE ACCOUNT JANUARY 2018	1028.80
TOTAL EFT				187584.45

SHIRE OF TRAYNING
 Payments made from the Municipal Account for the Period 1st February 2018 to 28th February 2018
 Presented to Council, 21st March 2018

Chq/EFT	Payment Date	Payee	Description	Amount
Direct Debit				
DD5819.1	05/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 05/02/18	4707.10
DD5821.1	05/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND FOR 05/02/18	723.75
DD5828.1	07/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 06/02/18	3250.10
DD5830.1	07/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 07/02/18	3424.75
DD5832.1	08/02/2018	WA SUPER	PAYROLL DEDUCTIONS	3645.80
DD5832.10	08/02/2018	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	266.36
DD5832.2	08/02/2018	BT LIFETIME SUPER	SUPERANNUATION CONTRIBUTIONS	215.04
DD5832.3	08/02/2018	ATF THE MERRICK SUPER FUND	SUPERANNUATION CONTRIBUTIONS	427.69
DD5832.4	08/02/2018	PRIME SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	630.01
DD5832.5	08/02/2018	SHAW FUND MANAGER PTY LTD	SUPERANNUATION CONTRIBUTIONS	304.61
DD5832.6	08/02/2018	REST	SUPERANNUATION CONTRIBUTIONS	345.30
DD5832.7	08/02/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	548.08
DD5832.8	08/02/2018	ATF ROB TANNER RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	346.92
DD5832.9	08/02/2018	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	207.13
DD5836.1	08/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 08/02/18	2415.75
DD5839.1	12/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 12/02/18	1268.50
DD5841.1	12/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 12.2.18	16.90
DD5843.1	13/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 13/02/18	226.15
DD5849.1	16/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 16/02/18	327.70
DD5851.1	19/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 19/02/18	1864.10
DD5853.1	20/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 20/02/18	533.60
DD5857.1	22/02/2018	WA SUPER	PAYROLL DEDUCTIONS	4371.56
DD5857.10	22/02/2018	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	250.80
DD5857.2	22/02/2018	BT LIFETIME SUPER	SUPERANNUATION CONTRIBUTIONS	215.03
DD5857.3	22/02/2018	ATF THE MERRICK SUPER FUND	SUPERANNUATION CONTRIBUTIONS	427.69
DD5857.4	22/02/2018	PRIME SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	630.00
DD5857.5	22/02/2018	SHAW FUND MANAGER PTY LTD	SUPERANNUATION CONTRIBUTIONS	304.61
DD5857.6	22/02/2018	REST	SUPERANNUATION CONTRIBUTIONS	345.30
DD5857.7	22/02/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	548.08
DD5857.8	22/02/2018	ATF ROB TANNER RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	346.92
DD5857.9	22/02/2018	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	206.55
DD5860.1	21/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 21/02/18	887.25
DD5863.1	23/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND	1588.85
DD5865.1	22/02/2018	WRIGHT EXPRESS AUSTRALIA PTY LTD	MOTOR PASS CHARGES - PENSIONER FUEL CARD JANUARY 2018	49.50
DD5869.1	26/02/2018	AUSTRALIA POST	JANUARY 18 POSTAGE CHARGES	58.13
DD5871.1	26/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 26/02/18	3954.25
DD5875.1	27/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 27/02/18	9983.70
DD5877.1	28/02/2018	DEPARTMENT OF TRANSPORT	DOT REFUND 28/02/18	903.20
TOTAL DIRECT DEBITS				50766.76

SHIRE OF TRAYNING
 Payments made from the Kununoppin Medical Practice, Trust Account and Corporate Credit Card for the Period 1st February 2018 to 28th February 2018
 Presented to Council, 21st March 2018

All Payments	Payment Date	Payee	Description	Amount
Medical Account				
TOTAL MEDICAL ACCOUNT				0.00
Trust Account				
TOTAL TRUST ACCOUNT				0.00
Corporate Credit Card				
DD5847.1	8/01/2018	STIHL SHOP	NYLON LINE FOR WIPPER SNIPPER	79.00
DD5847.2	8/01/2018	GALVINS PLUMBING	PIPE PLUMBING PARTS - SWIMMING POOL	49.03
DD5847.3	9/01/2018	TRAYNING HOTEL	DINNER - CEO & DOCTOR	69.00
DD5847.4	17/01/2018	TRAYNING AG REPAIRS	INSPECTION OF JD MOWER	99.40
DD5847.5	17/01/2018	SHIRE OF TRAYNING	DOT LICENCE REGISTRATION 12 MONTHS JD MOWER	281.50
DD5847.6	28/01/2018	SURVEY MONKEY	SURVEY MONKEY MONTHLY SUBSCRIPTION FEE	30.90
DD5847.7	29/01/2018	SHIRE OF TRAYNING	DOT LICENCING - CHANGE OF OWNERSHIP TAG TRAILER	443.90
TOTAL CORPORATE CREDIT CARD PURCHASES				1052.73
TOTAL PAYMENTS FROM TRUST, MEDICAL & CREDIT CARD ACCOUNTS				1,052.73



11.1 CHIEF EXECUTIVE OFFICER

11.1.1 2016/2017 Annual Report

Date of Report:	2 nd March 2018
Proponent:	N/A
File Ref:	3.2.6.5
Officer:	Graham Merrick – Chief Executive Officer
Senior Officer:	N/A
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.1 - 2016/2017 Annual Report
Voting Requirements:	Absolute Majority

Introduction

Council is requested to accept the Annual Report including the Audited Financial Statements for the period ending 30th June 2017.

Background

The Local Government Act 1995 requires Council to prepare and accept an Annual Report for each Financial Year by the 31st December of each year after the financial year. If the Auditor's report is not available in time for the Annual Report is to be accepted by the 31st December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the Auditor's report becomes available.

Consultation

There are no adverse consultation implications envisaged from this report.

Statutory Environment

Local Government Act 1995



5.53 . Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
 - (a) a report from the mayor or president; and
 - (b) a report from the CEO; and
 - [(c), (d) deleted]*
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
 - (f) the financial report for the financial year; and
 - (g) such information as may be prescribed in relation to the payments made to employees; and
 - (h) the auditor's report for the financial year; and
 - (ha) a matter on which a report must be made under [section 29\(2\) of the Disability Services Act 1993](#); and
 - (hb)** details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require; and
 - (i) [such](#) other information as may be prescribed.

[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]



5.54 . Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

** Absolute majority required.*

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

5.55 . Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Policy Implications

This proposal does not contain any notable policy implications.

Financial Implications

This proposal does not contain any notable financial implications.

Strategic Implications

This proposal does not contain any notable strategic implications.

Environmental Implications

This proposal does not contain any notable environmental implications.

Social Implications

This proposal does not contain any notable social implications.

Officers Comment

The Annual Report for the financial year ending 30th June 2017 has been provided to Councillors for their consideration and acceptance.

The Audited Financial Statements and the Independent Audit Report are also included in the Audit Report. Following the acceptance of the Annual Report,



Council is required to give public notice of the availability of the Annual Report as soon as practicable.

It is also a requirement that a General Meeting of Electors is to be held on a day set by Council not more than 56 days after acceptance of the Annual Report, with 14 days local public notice of the meeting being given.

Officer's Recommendation/Council Decision

Moved: Cr GI Yates

Seconded: Cr FA Tarr

It is recommended that:

1. Council accept the Annual Report for 2016/2017 including the Audited Financial Report and Auditors Report for period ended 30th June 2017.
2. Council conducts the 2016/2017 Annual Meeting of Electors in the Trayning Council Chambers on Monday 28th March 2018 commencing at 6.30pm.

Resolution: 03-2018.020

Carried by Absolute Majority: 7/0

12 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

13 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

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

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

- (a) a matter affecting an employee or employees;

New Motion

Moved: Cr GF Waters

Seconded: Cr ML McHugh

That Council consider the Matter for Which the Meeting May Be Closed move the meeting behind closed doors.

Resolution: 03-2018.021

Carried: 7/0



New Motion

Moved: Cr MS Hudson

Seconded: Cr GI Yates

That Standing Orders be suspended at 4.43pm

Resolution: 03-2018.022

Carried: 7/0

- 4:45pm – Graham Merrick, CEO left the meeting.
- 4:45pm – Don Shaw, MAM left the meeting.
- 4:45pm – Belinda Taylor, EA left the meeting.
- 4:45pm – Jacqui Cook, SFO left the meeting.

13.1 Matter relating to Employees – Incident with Public Member

There was no resolution required.

13.2 Matter relating to Employees – Investigaton Conclusion

New Motion

Moved: Cr GF Waters

Seconded: Cr GI Yates

It is recommended that:

A letter is to be issued to Mr Graham Merrick, CEO, from the Shire President, advising that no disciplinary action in regard to the Workplace Investigation will be taken, due to the findings of the allegations in the investigation being unsubstantiated.

Resolution: 03-2018.023

Carried: 6/1

Cr DK Vernon recorded a No Vote against the motion.

- 5:19pm – Graham Merrick, CEO returned to the meeting
- 5:19pm – Don Shaw, MAM returned to the meeting.
- 5:19pm – Belinda Taylor, EA returned to the meeting.
- 5:19pm – Jacqui Cook, SFO returned to the meeting.



New Motion

Moved: Cr DK Vernon

Seconded: Cr ML McHugh

That Standing Orders be reinstated at 5:20pm.

Resolution: 03-2018.024

Carried: 7/0

New Motion

Moved: Cr FA Tarr

Seconded: Cr GF Waters

That the meeting move out from behind closed doors and be re-opened to the public.

Resolution: 03-2018.025

Carried: 7/0

14 CLOSURE

There being no further business, the Shire President declared the meeting closed at 5:22pm.