



**MINUTES  
FOR  
ORDINARY MEETING OF COUNCIL  
Wednesday 23<sup>rd</sup> October 2019**

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

**Commencement: 4:00pm**





**SHIRE OF  
TRAYNING**  
*Rock Solid*

## **DISCLAIMER**

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Trayning during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Trayning.

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

Brian Jones  
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 29<sup>th</sup> October 2019.

Brian Jones  
**CHIEF EXECUTIVE OFFICER**

## **CONFIRMED MINUTES**

These minutes were confirmed at a meeting held on 20 November 2019.

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 23<sup>rd</sup> October 2019, commencing at 4:00pm.

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## **SWEARING IN OF COUNCIL MEMBERS**

Councillor Elect Mrs MA Brown, Councillor Elect Mr GF Waters and Councillor Elect Mrs FA Tarr all took their Affirmation of Allegiances in the presence of the Chief Executive Officer being formally elected to the Shire of Trayning Council.

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

In accordance with the provision of the Local Government Act 1995, and in the absence of an elected Shire President following the October 2019 election, the Chief Executive Officer assumed the Chair and opened the meeting at 4.00 pm.

## **ELECTION OF SHIRE PRESIDENT**

The Chief Executive Officer declared the position of Shire President vacant. The Chief Executive Officer called for nominations and then announced that two written nominations for the position of Shire President had been received, being from Cr MA Brown and Cr FA Tarr.

An election was conducted and Councillor MA Brown was elected to the position of Shire President.

## **ELECTION OF DEPUTY SHIRE PRESIDENT**

The Shire President declared the position of Deputy Shire President vacant.

The Shire President called for nominations and then announced that two written nominations for the position of Deputy Shire President had been received, being from Cr FA Tarr and Cr GF Waters.

An election was conducted and Councillor GF Waters was elected to the position of Deputy Shire President.

## **SEATING ALLOCATIONS**

The Chief Executive conducted a draw to allocate the chambers seating arrangements.

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

### **MEMBERS:**

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



STAFF:

Mr Brian Jones (Chief Executive Officer)  
Mr Parthiv Parekh (Manager of Finance)  
Miss Belinda Taylor (Manager of Corporate Services)

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 Recommendation/ Council Decision:**

**Moved Cr MS Hudson**

**Seconded Cr FA Tarr**

That the minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> September 2019 be confirmed as a true and correct record of the proceedings.

**Resolution 10-2019.104**

**Carried 6/0**

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

Nil

# **9 REPORTS OF OFFICERS**

Nil

## **9.1 REGULATORY SERVICES**

Nil



## 10.1 MANAGER OF FINANCE

### 10.1.1 Monthly Financial Report for September 2019

Date of Report:	17 <sup>th</sup> October 2019
Proponent:	N/A
File Ref:	N/A
Officer:	
Senior Officer:	Brian Jones –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.2 Monthly Financial Report for September 2019
Voting Requirements:	Simple Majority

#### **Introduction**

This report presents for consideration the Monthly Financial Report, for the period ending 30<sup>th</sup> September 2019.

#### **Background**

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

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

#### **Consultation**

There has been consultation with the 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.

**Minutes:** Ordinary Meeting of Shire of Trayning Council held on Wednesday 23<sup>rd</sup> October 2019 9



### **Financial Implications**

A copy of the Monthly Financial Report for the period ending 30<sup>th</sup> September 2019, including the report on, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

*Please Note:* Due to issues with the “variance” calculations Note 2 requires further attention and accordingly is not included in the Monthly Financial Report.

A Note 2 will be forwarded to Councillors next week when completed.

### **Strategic Implications**

There are no strategic implications.

### **Environmental Implications**

There are no environmental implications.

### **Social Implications**

There are no social implications.

### **Officer's Comment**

Nil

### **Officer Recommendation/ Council Decision:**

**Moved Cr GF Waters**

**Seconded Cr JJ Wilkins**

That Council accepts the Monthly Financial Report for the period ending 30<sup>th</sup> September 2019 as presented.

**Resolution 10-2019.105**

**Carried 6/0**



## SHIRE OF TRAYNING

### MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 September 2019

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**Shire of Trayning  
Information Summary  
For the Period Ended 30 September 2019**

## Key Information

### Report Purpose

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

### Overview

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

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 September 2019 of \$1,879,872.

### 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	#DIV/0!	\$ -	\$ -	\$ -	-
Kellerberrin - Yelbeni Road SLK 21.40 - 24.70	#DIV/0!	\$ -	\$ -	\$ -	-
Kununoppin - Mukinbudin Road	#DIV/0!	\$ -	\$ -	\$ -	-
Kellerberrin - Yelbeni Road SLK 14.70 - 21.20	#DIV/0!	\$ -	\$ -	\$ -	-
Black Spot Programme - Doodlakine/Kunuoppin road	#DIV/0!	\$ -	\$ -	\$ -	-
<b>Grants, Subsidies and Contributions</b>					
Operating Grants, Subsidies and Contributions	34%	\$ 932,854	\$ 233,208	\$ 315,945	
Non-operating Grants, Subsidies and Contributions	7%	\$ 1,609,113	\$ 402,273	\$ 117,920	
	17%	\$ 2,541,967	\$ 635,481	\$ 433,865	
Rates Levied	99%	\$ 1,160,244	\$ 1,186,699	\$ 1,150,636	

% Compares current ytd actuals to annual budget

**Shire of Trayning  
Information Summary  
For the Period Ended 30 September 2019**

## Key Information

		<b>Prior Year 30</b>		<b>Current Year</b>	
		<b>September</b>		<b>30 September</b>	
<b>Financial Position</b>		<b>2018</b>		<b>2019</b>	
Adjusted Net Current Assets	138%	\$	1,358,349	\$	1,879,872
Cash and Equivalent - Unrestricted	141%	\$	1,305,875	\$	1,846,532
Cash and Equivalent - Restricted	116%	\$	653,002	\$	755,466
Receivables - Rates	83%	\$	254,055	\$	210,515
Receivables - Other	158%	-\$	18,366	-\$	29,010
Payables	66%	\$	56,857	\$	37,785

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

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

## Preparation

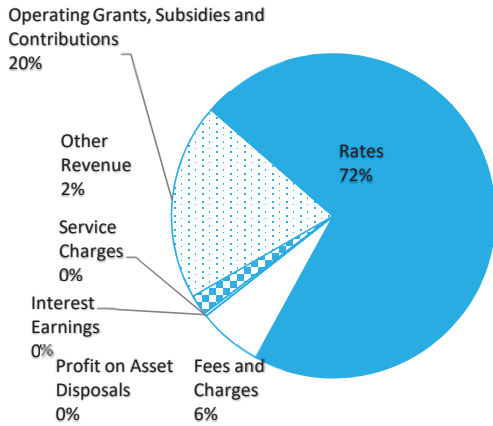
Prepared by:

Reviewed by:

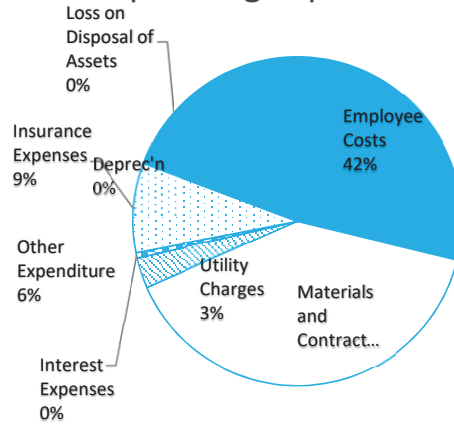
Date prepared:

**Shire of Trayning  
Information Summary  
For the Period Ended 30 September 2019**

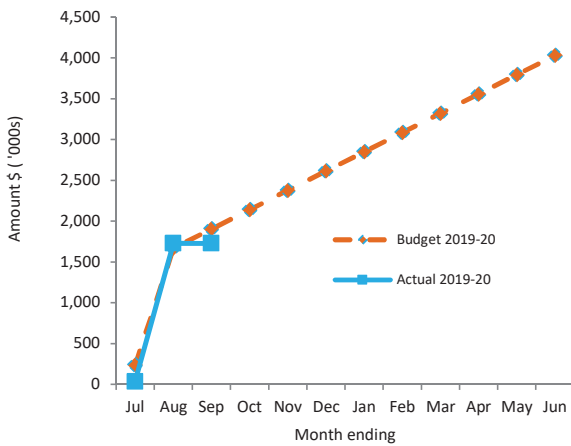
### Operating Revenue



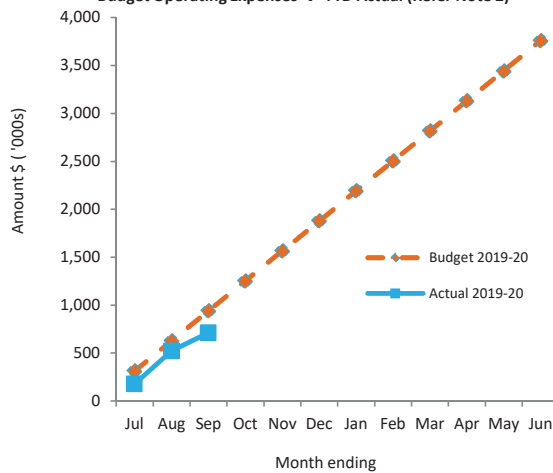
### Operating Expenditure



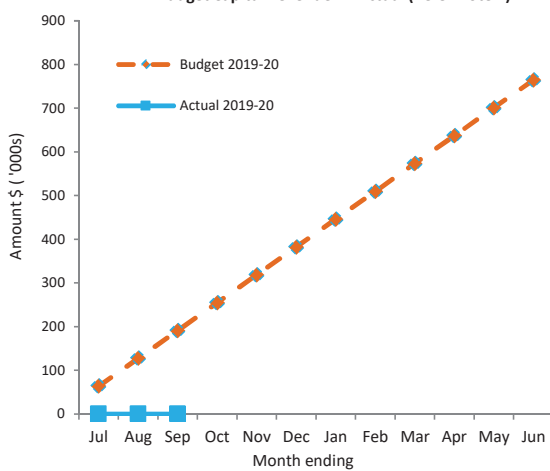
**Budget Operating Revenues -v- Actual (Refer Note 2)**



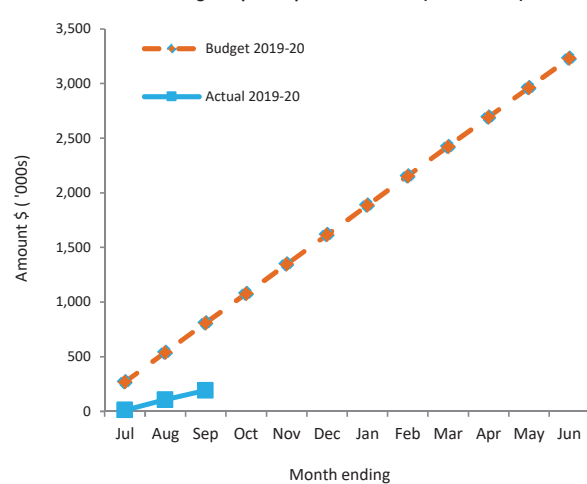
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



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



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



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

**SHIRE OF TRAYNING**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 September 2019**

		Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
Note		\$	\$	\$	\$	\$	%		
	<b>Opening Funding Surplus(Deficit)</b>	3	1,047,419	1,055,717	1,055,717	0	0%		
	<b>Revenue from operating activities</b>								
	Governance		33,500	8,364	4,559	(3,805)	(45%)	▼	
	General Purpose Funding - Rates	9	1,160,244	1,186,699	1,150,636	(36,063)	(3%)	▼	
	General Purpose Funding - Other		630,218	157,539	157,527	(12)	(0%)	▼	
	Law, Order and Public Safety		6,500	1,620	83	(1,537)	(95%)	▼	
	Health		91,900	22,971	19,029	(3,942)	(17%)	▼	
	Education and Welfare		200	48	0	(48)	(100%)	▼	
	Housing		81,850	20,460	19,030	(1,430)	(7%)	▼	
	Community Amenities		60,245	15,057	49,536	34,479	229%	▲	\$
	Recreation and Culture		5,016	1,248	3,981	2,733	219%	▲	
	Transport		335,936	83,979	165,882	81,903	98%	▲	\$
	Economic Services		9,750	2,430	3,073	643	26%	▲	
	Other Property and Services		4,750	1,185	34,158	32,973	2783%	▲	\$
			<b>2,420,109</b>	<b>1,501,600</b>	<b>1,607,496</b>				
	<b>Expenditure from operating activities</b>								
	Governance		(485,482)	(121,293)	(126,285)	(4,992)	(4%)	▼	
	General Purpose Funding		(48,592)	(12,141)	(8,668)	3,473	29%	▲	
	Law, Order and Public Safety		(47,089)	(11,739)	(9,140)	2,599	22%	▲	
	Health		(164,662)	(41,142)	(32,171)	8,971	22%	▲	
	Education and Welfare		(97,733)	(24,396)	(30,368)	(5,972)	(24%)	▼	
	Housing		(138,686)	(34,458)	(45,781)	(11,323)	(33%)	▼	\$
	Community Amenities		(177,531)	(44,271)	(42,729)	1,542	3%	▲	
	Recreation and Culture		(647,943)	(161,805)	(97,408)	64,397	40%	▲	\$
	Transport		(1,399,229)	(349,755)	(249,783)	99,972	29%	▲	\$
	Economic Services		(117,322)	(29,286)	(30,214)	(928)	(3%)	▼	
	Other Property and Services		(434,904)	(108,693)	(37,580)	71,113	65%	▲	\$
			<b>(3,759,173)</b>	<b>(938,979)</b>	<b>(710,125)</b>				
	<b>Operating activities excluded from budget</b>								
	Add back Depreciation		759,544	189,861	0	(189,861)	(100%)	▼	\$
	Adjust (Profit)/Loss on Asset Disposal	8	11,832	2,955	0	(2,955)	(100%)	▼	
	Movement in Leave Reserve (Added Back)		0	0	10	10		▲	
	Movement in Deferred Pensioner Rates/ESL		0	0	0	0			
	Movement in Employee Benefit Provisions		0	0	0	0			
	Rounding Adjustments		0	0	0	0			
	Loss on Asset Revaluation		0	0	0	0			
	Adjustment in Fixed Assets		0	0	0	0			
	<b>Amount attributable to operating activities</b>		<b>(567,688)</b>	<b>755,437</b>	<b>897,380</b>				
	<b>Investing Activities</b>								
	Non-operating Grants, Subsidies and Contributions	11	1,609,113	402,273	117,920	(284,353)	(71%)	▼	\$
	Proceeds from Disposal of Assets	8	206,750	51,684	0	(51,684)	(100%)	▼	\$
	Land Held for Resale	13	0	0	0	0			
	Land and Buildings	13	(1,415,000)	(353,748)	(69,277)	284,471	80%	▲	\$
	Furniture and Equipment	13	0	0	0	0			
	Plant and Equipment	13	(872,000)	(217,992)	0	217,992	100%	▲	\$
	Infrastructure Assets - Roads	13	(809,682)	(202,389)	(111,139)	91,250	45%	▲	\$
	Infrastructure Assets - Footpaths		(47,096)	(11,763)	0	11,763	100%	▲	\$
	Infrastructure Assets - Drainage	13	0	0	(82)	(82)		▼	
	Infrastructure Assets - Airports	13	0	0	0	0			
	Infrastructure Assets - Water	13	0	0	0	0			
	Infrastructure Assets - Other	13	0	0	0	0			
	<b>Amount attributable to investing activities</b>		<b>(1,327,915)</b>	<b>(331,935)</b>	<b>(62,578)</b>				
	<b>Financing Activities</b>								
	Proceeds from New Debentures		200,000	49,998	0	(49,998)	100%	▼	
	Proceeds from Advances		0	0	0	0			
	Self-Supporting Loan Principal		4,475	1,116	0	(1,116)	100%	▼	
	Transfer from Reserves	7	357,794	89,445	0	(89,445)	100%	▼	
	Advances to Community Groups		0	0	0	0			
	Repayment of Debentures	10	(41,226)	(10,299)	(10,250)	49	0%	▲	
	Transfer to Reserves	7	(47,294)	(11,820)	(397)	11,423	97%	▲	\$
	<b>Amount attributable to financing activities</b>		<b>473,749</b>	<b>118,440</b>	<b>(10,647)</b>				
	<b>Closing Funding Surplus(Deficit)</b>	3	<b>(374,435)</b>	<b>1,597,660</b>	<b>1,879,872</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 30 September 2019**

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus (Deficit)</b>	3	1,047,419	1,055,717	1,055,717	1,055,717	0	0%		
<b>Revenue from operating activities</b>									
Rates	9	1,160,244	1,160,244	1,186,699	1,150,636	(36,063)	(3%)	▼	
Operating Grants, Subsidies and Contributions	11	932,854	932,854	233,208	315,945	82,737	35%	▲	\$
Fees and Charges		211,145	211,145	52,758	103,610	50,852	96%	▲	\$
Service Charges		0	0	0	0	0			
Interest Earnings		24,316	24,316	6,060	4,462	(1,598)	(26%)	▼	
Other Revenue		90,000	90,000	22,488	32,842	10,354	46%	▲	\$
Profit on Disposal of Assets	8	1,550	0	387	0	(387)	(100%)	▼	
		<b>2,420,109</b>	<b>2,418,559</b>	<b>1,501,600</b>	<b>1,607,495</b>				
<b>Expenditure from operating activities</b>									
Employee Costs		(1,714,689)	(1,714,689)	(428,442)	(301,252)	127,190	30%	▲	\$
Materials and Contracts		(939,568)	(939,568)	(234,507)	(281,079)	(46,572)	(20%)	▼	\$
Utility Charges		(124,135)	(124,135)	(30,948)	(21,325)	9,623	31%	▲	
Depreciation on Non-Current Assets		(759,544)	(759,544)	(189,861)	0	189,861	100%	▲	\$
Interest Expenses		(17,504)	(17,504)	(4,362)	(3,848)	514	12%	▲	
Insurance Expenses		(58,213)	(58,213)	(14,502)	(62,428)	(47,926)	(330%)	▼	\$
Other Expenditure		(132,138)	(132,138)	(33,015)	(40,193)	(7,178)	(22%)	▼	
Loss on Disposal of Assets	8	(13,382)	(220,113)	(3,342)	0	3,342	100%	▲	
Loss FV Valuation of Assets		0	0	0	0	0			
		<b>(3,759,173)</b>	<b>(3,965,904)</b>	<b>(938,979)</b>	<b>(710,125)</b>				
<b>Operating activities excluded from budget</b>									
Add back Depreciation		759,544	759,544	189,861	0	(189,861)	(100%)	▼	\$
Adjust (Profit)/Loss on Asset Disposal	8	11,832	220,113	2,955	0	(2,955)	(100%)	▼	
Movement in Leave Reserve (Added Back)		0	0	0	10	10		▲	
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>(567,688)</b>	<b>(567,688)</b>	<b>755,437</b>	<b>897,380</b>				
<b>Investing activities</b>									
Non-Operating Grants, Subsidies and Contributions	11	1,609,113	1,609,113	402,273	117,920	(284,353)	(71%)	▼	\$
Proceeds from Disposal of Assets	8	206,750	245,200	51,684	0	(51,684)	(100%)	▼	\$
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(1,415,000)	(1,415,000)	(353,748)	(69,277)	284,471	80%	▲	\$
Furniture and Equipment	13	0	0	0	0	0			
Plant and Equipment	13	(872,000)	(872,000)	(217,992)	0	217,992	100%	▲	\$
Infrastructure Assets - Roads	13	(809,682)	(809,682)	(202,389)	(111,139)	91,250	45%	▲	\$
Infrastructure Assets - Footpaths	13	(47,096)	(47,096)	(11,763)	0	11,763	100%	▲	\$
Infrastructure Assets - Drainage	13	0	0	0	(82)	(82)		▼	
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Water	13	0	0	0	0	0			
Infrastructure Assets - Other		0	0	0	0	0			
<b>Amount attributable to investing activities</b>		<b>(1,327,915)</b>	<b>(1,289,465)</b>	<b>(331,935)</b>	<b>(62,578)</b>				
<b>Financing Activities</b>									
Proceeds from New Debentures		200,000	200,000	49,998	0	(49,998)	(100%)	▼	\$
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		4,475	4,475	1,116	0	(1,116)	(100%)	▼	
Transfer from Reserves	7	357,794	357,794	89,445	0	(89,445)	(100%)	▼	\$
Advances to Community Groups		0	0	0	0	0			
Repayment of Debentures	10	(41,226)	(41,226)	(10,299)	(10,250)	49	0%	▲	
Transfer to Reserves	7	(47,294)	(47,294)	(11,820)	(397)	11,423	97%	▲	\$
<b>Amount attributable to financing activities</b>		<b>473,749</b>	<b>473,749</b>	<b>118,440</b>	<b>(10,647)</b>				
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(374,435)</b>	<b>(327,687)</b>	<b>1,597,659</b>	<b>1,879,872</b>				

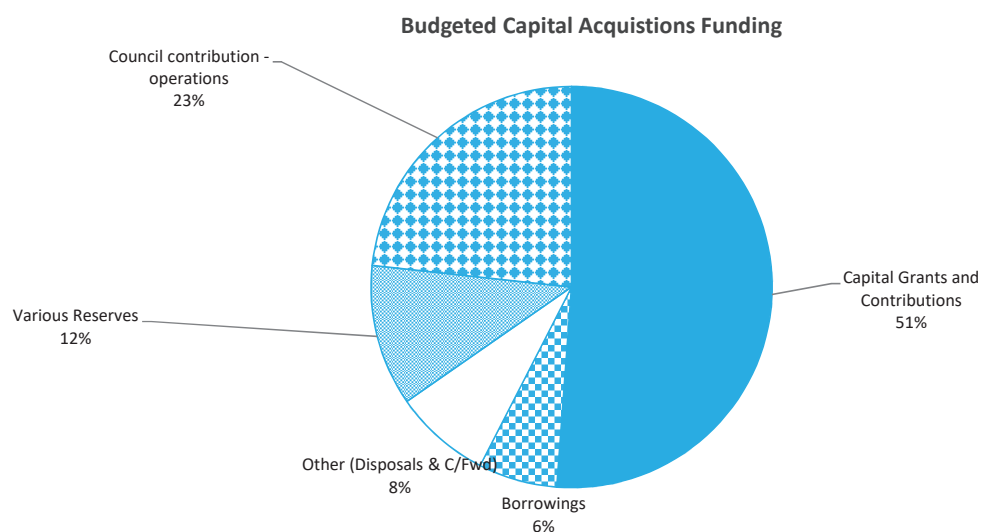
▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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 30 September 2019

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	Adopted Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$	\$
Land Held for Resale	13	0	0	0	0	0	0	0
Land and Buildings	13	0	69,277	353,748	1,415,000	1,415,000	69,277	(284,471)
Furniture and Equipment	13	0	0	0	0	0	0	0
Plant and Equipment	13	0	0	217,992	872,000	872,000	0	(217,992)
Infrastructure Assets - Roads	13	0	111,139	202,389	809,682	809,682	111,139	(91,250)
Infrastructure Assets - Footpaths	13	0	0	11,763	47,096	47,096	0	(11,763)
Infrastructure Assets - Drainage	13	0	82	0	0	0	82	82
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	0	0	0	0
<b>Capital Expenditure Totals</b>		0	180,498	785,892	3,143,778	3,143,778	180,498	(605,394)
<b>Capital acquisitions funded by:</b>								
Capital Grants and Contributions				402,273	1,609,113	1,609,113	117,920	
Borrowings				49,998	200,000	200,000	0	
Other (Disposals & C/Fwd)				51,684	245,200	206,750	0	
Council contribution - Cash Backed Reserves								
Various Reserves				89,445	357,794		0	
Council contribution - operations				192,492	731,671		62,578	
<b>Capital Funding Total</b>				<b>785,892</b>	<b>3,143,778</b>		<b>180,498</b>	
































**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2019**

**Note 2: Explanation of Material Variances**

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

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

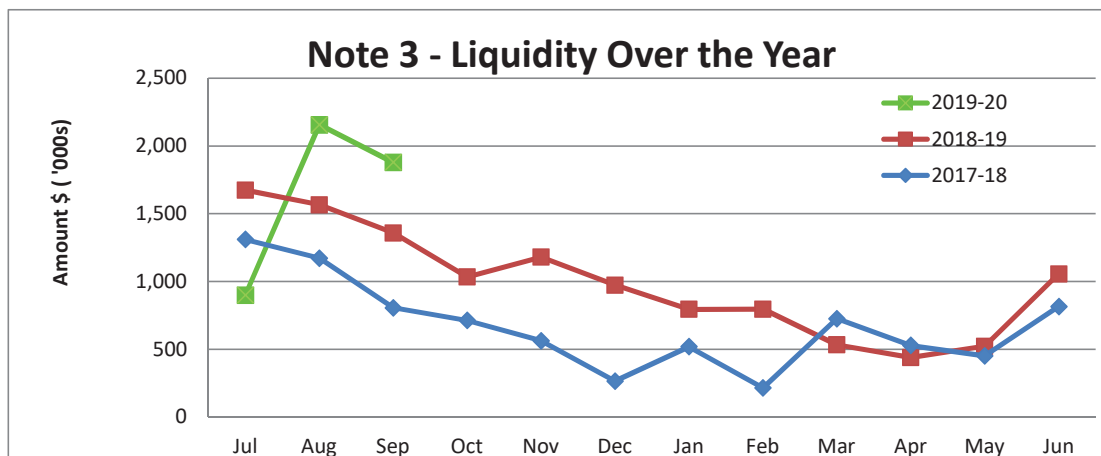
Reporting Program	Var. \$	Var. %	Var.  	Significant Var. S	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>	\$	%				
Governance	(3,805)	(45%)			Timing	Insurance reimbursement and housing rent timing
General Purpose Funding - Rates	(36,063)	(3%)			Timing	Timing issue expected to meet budget
Law, Order and Public Safety	(1,537)	(95%)			Permanent	No recoup from DFES expenditure down by similar amount
Health	(3,942)	(17%)			Timing	Timing issue expected to meet budget. Revenue smoothing requires
Education and Welfare	(48)	(100%)			Timing	Annual re-coup from school to come
Community Amenities	34,479	229%		S	Timing	Fags grant full year budgeted for, only part received will address at budget review. Revenue smoothing requires
Recreation and Culture	2,733	219%			Permanent	Fags grant full year budgeted for, only part received will address at budget review
Transport	81,903	98%		S	Timing	General purpose grant full year budgeted for, only part received will address at budget review. Revenue smoothing / Budget allocation amendments require
Economic Services	643	26%			Permanent	50% of Grant received in June 2018
Other Property and Services	32,973	2783%		S	Timing	Budget data UV link is broken. The variance is not correct
<b>Expenditure from operating activities</b>						
General Purpose Funding	3,473	29%			Permanent	No valuation expenditure for the current month
Law, Order and Public Safety	2,599	22%			Permanent	Ranger service cost is below budget
Health	8,971	22%			Timing	Quarterly Medical Practice management fees. Requires expenditure smoothing
Education and Welfare	(5,972)	(24%)			Timing	CEACA Aged care contribution. Expenditure smoothing required
Housing	(11,323)	(33%)		S	Permanent	House maintenance costs (AC etc). Maintenance of unit 1 and 2 Lot 54 Glass street
Recreation and Culture	64,397	40%		S	Timing	Aquatic centre stage 3 completion invoice. Budget data UV link is broken. ~ \$3346 budgeted Exp. vs actual \$2962.11 for Yelbeni Museum Bldg Mtce
Transport	99,972	29%		S	Timing	Bitumen work to be done during summer
Other Property and Services	71,113	65%		S	Permanent	Budget data UV link is broken. The variance is not correct
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	(284,353)	(71%)		S		Grant contribution statement is not balanced since July 2019. And no traces for the cause of variance. Possibility of broken UV link
Proceeds from Disposal of Assets	(51,684)	(100%)		S	Permanent	No plant purchased since July 2019
Land and Buildings	284,471	80%		S	Timing	Swimming pool upgrade invoices for the various stages
Plant and Equipment	217,992	100%		S	Permanent	No plant purchased since July 2019
Infrastructure Assets - Roads	91,250	45%		S	Timing	Bitumen work to be done during summer
Infrastructure Assets - Footpaths	11,763	100%		S	Timing	No footpath work performed since July 2019
<b>Financing Activities</b>						
Proceeds from New Debentures	(49,998)	100%			Timing	No money raised via debentures since July 2019
Transfer from Reserves	(89,445)	100%			Permanent	No plant purchased since July 2019
Transfer to Reserves	11,423	97%		S	Timing	No money transferred to the reserves since July 2019

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2019**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2019	30/09/2018	30/09/2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,145,377	1,305,875	1,728,612
Cash Restricted - Conditions over Grants	11	0	0	117,920
Cash Restricted - Reserves	4	755,069	653,002	755,466
Receivables - Rates	6	64,573	254,055	210,515
Receivables - Other	6	12,573	(18,366)	(29,010)
Inventories		20,419	17,261	15,658
		1,998,011	2,211,827	2,799,161
<b>Less: Current Liabilities</b>				
Payables		(61,909)	(56,857)	(37,785)
Loan Liability		41,226	(44,230)	51,476
Provisions		(146,955)	(163,018)	(146,955)
		(167,639)	(264,105)	(133,265)
Less: Cash Reserves	7	(755,069)	(653,002)	(755,466)
Add Back: Component of Leave Liability not Required to be funded		22,599	22,530	22,609
Add Back: Current Loan Liability		(41,226)	44,230	(51,476)
Adjustment for Trust Transactions Within Muni		(960)	(3,132)	(1,691)
<b>Net Current Funding Position</b>		<b>1,055,717</b>	<b>1,358,349</b>	<b>1,879,872</b>



**Comments - Net Current Funding Position**

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2019**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
(a) <b>Cash Deposits</b>								
Municipal Fund Bank	1,846,132				1,846,132	Westpac	Variable	At Call
Cash on Hand	400				400	N/A	Nil	On Hand
LEAVE RESERVE BANK		22,609			22,609	Westpac	0.15%	At Call
PLANT RESERVE BANK		532,415			532,415	Westpac	0.15%	At Call
BUILDING RESERVE BANK		91,192			91,192	Westpac	0.15%	At Call
History Reserve Bank		0			0	Westpac	0.15%	At Call
FACILITIES RESERVE BANK		7,543			7,543	Westpac	0.15%	At Call
MEDICAL RESERVE BANK		55,530			55,530	Westpac	0.15%	At Call
REFUSE RESERVE BANK		29,242			29,242	Westpac	0.15%	At Call
SWIMMING POOL RESERVE BANK		9,172			9,172	Westpac	0.15%	At Call
Trust Fund Bank			27,536		27,536	Westpac	0.00%	At Call
(b) <b>Term Deposits</b>								
Performance & Retention Bank Reserve		7,763			7,763	Bendigo	2.05%	28-Jul-19
(c) <b>Investments</b>								
				0	0	N/A	N/A	N/A
<b>Total</b>	<b>1,846,532</b>	<b>755,466</b>	<b>27,536</b>	<b>0</b>	<b>2,629,534</b>			

**Comments/Notes - Investments**

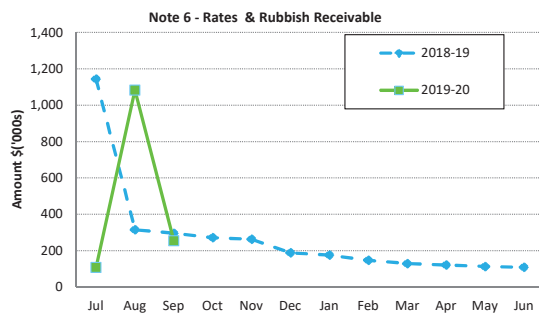
**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 September 2019

**Note 6: Receivables**

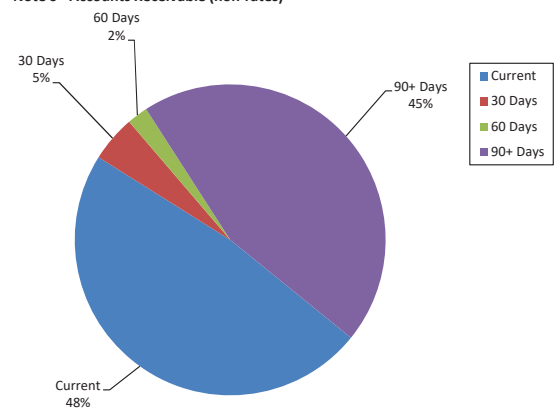
Receivables - Rates & Rubbish	30 September 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	107,451	160,303
Levied this year	1,243,952	1,226,800
Less Collections to date	(1,098,010)	(1,279,652)
Equals Current Outstanding	<b>253,393</b>	<b>107,451</b>
<b>Net Rates Collectable</b>	<b>253,393</b>	<b>107,451</b>
% Collected	81.25%	92.25%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	17,173	1,718	773	16,043	35,707
<b>Balance per Trial Balance</b>					
Sundry Debtors					0
Receivables - Other					(24,535)
<b>Total Receivables General Outstanding</b>					<b>(24,535)</b>

Amounts shown above include GST (where applicable)



**Note 6 - Accounts Receivable (non-rates)**



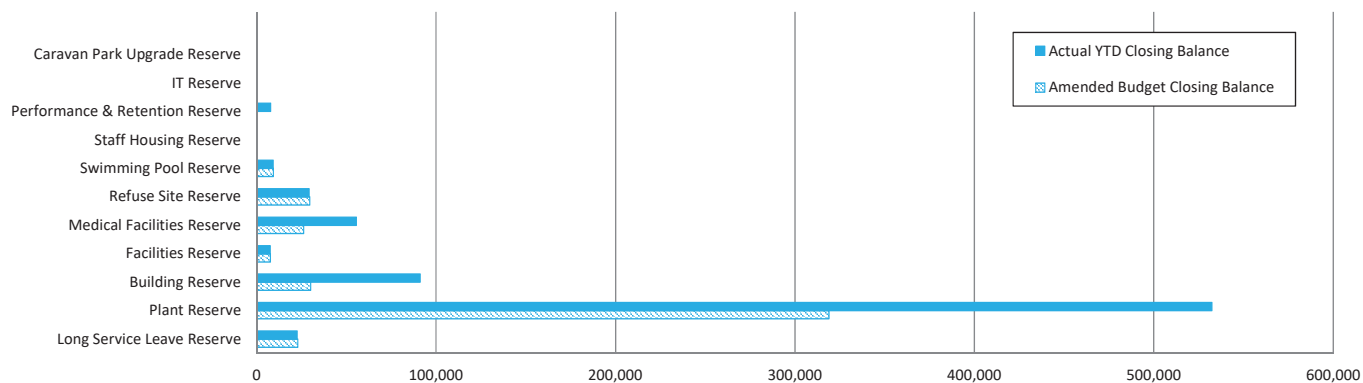
Comments/Notes - Receivables Rates & Rubbish

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 September 2019

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	22,599	284	10	0	0	0	0	22,883	22,609
Plant Reserve	532,176	6,696	227	0	0	(220,000)	0	318,872	532,402
Building Reserve	91,153	1,147	39	37,794	0	(100,000)	0	30,094	91,192
Facilities Reserve	7,540	95	3	0	0	0	0	7,635	7,543
Medical Facilities Reserve	55,507	698	24	0	0	(30,000)	0	26,205	55,530
Refuse Site Reserve	29,229	368	12	0	0	0	0	29,597	29,242
Swimming Pool Reserve	9,168	115	4	0	0	0	0	9,283	9,172
Staff Housing Reserve	0	0	0	0	0	0	0	0	0
Performance & Retention Reserve	7,697	97	78	0	0	(7,794)	0	0	7,776
IT Reserve	0	0	0	0	0	0	0	0	0
Caravan Park Upgrade Reserve	0	0	0	0	0	0	0	0	0
	<b>755,069</b>	<b>9,500</b>	<b>397</b>	<b>37,794</b>	<b>0</b>	<b>(357,794)</b>	<b>0</b>	<b>444,569</b>	<b>755,466</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 30 September 2019**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land and Buildings</b>								
LND07	LAND 15 ADAMS ST					9,000	9,000		
34	HOUSE LOT 75 ADAM ST	0	0			41,000	41,000		
LND16	LAND 11 GLASS ST					9,000	9,000		
30	HOUSE LOT 59 GLASS ST		0			41,000	(59,000)		(100,000)
464	LAND 15 THOMPSON RD					10,000	0		(10,000)
	<b>Plant and Equipment</b>								
492	2016 TOYOTA PRADO GXL - 0KTY - CEO	0	0			51,218	39,091		(12,127)
491	2016 TOYOTA PRADO GXL - KTY0 - DCEO	0	0			51,218	38,182		(13,036)
494	2017 Toyota Prado GXL - Doctor					67,950	46,000		(21,950)
500	2018 TOYOTA PRADO GXL - KTY0 - DCEO		0			49,927	49,927		
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 Utilitiy - KTY 080					18,000	18,000		
493	2016 TOYOTA HILUX SR5 DUAL CAB UTILITY - KTY4 - WORKS S	0	0			102,000	39,000		(63,000)
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>465,313</b>	<b>245,200</b>	<b>0</b>	<b>(220,113)</b>

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2019**

**Note 9: Rating Information**

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>General Rate</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
GRV - Kununoppin / Trayning	23.5500	106	554,112	130,493	(1,144)	(177)	129,172	130,493	0	0	130,493
GRV - Yelbeni	23.5500	3	10,360	2,440		0	2,440	2,440	0	0	2,440
GRV - Commercial	23.5500	12	70,846	16,684	0	0	16,684	16,684	0	0	16,684
UV - Rural	2.0290	209	50,857,500	1,031,899	2,557		1,034,455	1,031,899	0	0	1,031,899
UV - Mining	2.0290	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>330</b>	<b>51,492,818</b>	<b>1,181,516</b>	<b>1,413</b>	<b>(177)</b>	<b>1,182,752</b>	<b>1,181,516</b>	<b>0</b>	<b>0</b>	<b>1,181,516</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV - Kununoppin / Trayning	350.00	27	9,833	9,450	0	0	9,450	9,450	0	0	9,450
GRV - Yelbeni	350.00	6	925	2,100	0	0	2,100	2,100	0	0	2,100
GRV - Commercial	350.00	2	420	700	0	0	700	700	0	0	700
UV - Rural	350.00	5	59,200	1,750	0	0	1,750	1,750	0	0	1,750
UV - Mining	350.00	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		<b>40</b>	<b>70,378</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>14,000</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>14,000</b>
		<b>370</b>	<b>51,563,196</b>	<b>1,195,516</b>	<b>1,413</b>	<b>(177)</b>	<b>1,196,752</b>	<b>1,195,516</b>	<b>0</b>	<b>0</b>	<b>1,195,516</b>
Discounts							(46,115)				(47,500)
<b>Amount from General Rates</b>							<b>1,150,636</b>				<b>1,148,016</b>
Ex-Gratia Rates							0				12,228
Rates Written Off							0				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,150,636</b>				<b>1,160,244</b>

**Comments - Rating Information**

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 September 2019

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2019	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	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Recreation and Culture</b>													
Loan 67 - SSL - Bowls Resurface *	26,768	0	0	0	2,217	4,475	4,475	24,551	22,293	22,293	588	947	947
Loan 69 - Community Recreation Centre	311,082	0	0	0	0	13,856	13,856	311,082	297,226	297,226	1,103	10,275	10,275
Loan ?? - Trayning Aquatic Centre Kiosk Upgrade	0	0	200,000	200,000	0	0	0	0	200,000	200,000	0	0	0
<b>Economic Services</b>													
Loan 68 - Trayning Unmanned Fuel Site	104,960	0	0	0	8,033	16,189	16,189	96,927	88,771	88,771	1,969	3,099	3,099
Loan 70 - Trayning Unmanned Fuel Site	50,899	0	0	0	0	6,706	6,706	50,899	44,193	44,193	188	1,324	1,324
	493,709	0	200,000	200,000	10,250	41,226	41,226	483,459	652,483	652,483	3,848	15,645	15,645

\* 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 30 September 2019

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (Tied) (a)	Adopted Budget		YTD Amended Budget	Adopted Annual Budget (c)	Post Variations (d)	Expected (c)+(d)	YTD Actual		Unspent Grant (Tied) (a)+(b)
				Operating	Capital					Revenue	(Expended) (b)	
				\$	\$	\$				\$	\$	\$
<b>General Purpose Funding</b>												
Grants Commission - General	WALGGC	Operating	0	605,968	0	151,491	605,968	0	605,968	151,767	0	0
<b>Law, Order and Public Safety</b>												
<b>Transport</b>												
Contribution - Street Lighting	Main Roads WA	Operating	0	3,655	0	912	3,655	0	3,655	0	(3,357)	0
Grant - Regional Road Group - Road Projects	Main Roads WA	Non-operating	0	0	292,500	73,125	292,500	0	292,500	117,920	0	117,920
Grant - Direct Road	Main Roads WA	Operating	0	111,150	0	27,786	111,150	0	111,150	111,158	0	0
Grants Commission - Local Roads	WALGGC	Operating	0	212,081	0	53,019	212,081	0	212,081	53,020	0	0
Grant - Roads to Recovery	Dept of Infrastructure	Non-operating	0	0	292,096	73,023	292,096	0	292,096	0	(104,279)	0
	Main Roads WA	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Thank a Volunteer	Main Roads WA	Operating - Tied	0	0	0	0	0	0	0	0	0	0
	Blackspot Funding	Non-operating	0	0	0	0	0	0	0	0	0	0
BeConnected (Good Things Foundation)		Operating - Tied	0	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>			<b>0</b>	<b>932,854</b>	<b>292,500</b>	<b>306,333</b>	<b>1,225,354</b>	<b>0</b>	<b>1,225,354</b>	<b>433,865</b>	<b>(3,357)</b>	<b>117,920</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions	0		932,854	0	233,208	932,854	0	932,854	315,945	(3,357)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions	0	0	0	0	0	0	0	0	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions	0	0	584,596	146,148	584,596	0	584,596	117,920	(104,279)	117,920	0
<b>TOTALS</b>			<b>0</b>	<b>932,854</b>	<b>584,596</b>	<b>379,356</b>	<b>1,517,450</b>	<b>0</b>	<b>1,517,450</b>	<b>433,865</b>	<b>(107,636)</b>	<b>117,920</b>

**SHIRE OF TRAYNING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 September 2019**

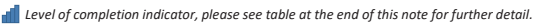












**Note 12: Trust Fund**

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

Description	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 30 Sep 2019
	\$	\$	\$	\$
Toy Library Funds	770.96	0.00	0.00	770.96
Red Fm Radio / Gym	317.35	0.00	0.00	317.35
Kununoppin Fire Brigade	500.00	0.00	0.00	500.00
Nomination Deposits	80.00	240.00	0.00	320.00
Shire Housing Bonds	8,206.02	1,380.00	0.00	9,586.02
Police Licensing	960.20	49,649.90	(48,919.00)	1,691.10
Trayning Golf Club Funds	5,903.03	0.00	0.00	5,903.03
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
Aqua Bubble Donations	970.50	0.00	0.00	970.50
Ninghan Farm Focus Group	249.97	0.00	0.00	249.97
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>26,876.48</b>	<b>51,269.90</b>	<b>(48,919.00)</b>	<b>29,227.38</b>










Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
											
<b>Buildings</b>											
<b>Other Law, Order &amp; Public Safety</b>											
 4 Bay DFES Building	4051002	9231	BC76	0	(468)	(468)	(680,000)	(680,000)	(169,998)	169,530	
<b>Total - Other Law, Order &amp; Public Safety</b>				<b>0</b>	<b>(468)</b>	<b>(468)</b>	<b>(680,000)</b>	<b>(680,000)</b>	<b>(169,998)</b>	<b>169,530</b>	
<b>Recreation And Culture</b>											
 Swimming Pool Upgrade	4112002	9231	BC21	0	(68,809)	(68,809)	(735,000)	(735,000)	(183,750)	114,941	
<b>Total - Recreation And Culture</b>				<b>0</b>	<b>(68,809)</b>	<b>(68,809)</b>	<b>(735,000)</b>	<b>(735,000)</b>	<b>(183,750)</b>	<b>114,941</b>	
 <b>Total - Buildings</b>				<b>0</b>	<b>(69,277)</b>	<b>(69,277)</b>	<b>(1,415,000)</b>	<b>(1,415,000)</b>	<b>(353,748)</b>	<b>284,471</b>	
<b>Furniture &amp; Equipment</b>											
<b>Other Property &amp; Services</b>											
				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>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>Plant &amp; Equipment</b>											
<b>Governance</b>											
 PURCHASE ADMINISTRATION VEHICLE	4042566	9233		0	0	0	(61,500)	(61,500)	(15,375)	15,375	
				0	0	0	0	0	0	0	
<b>Total - Governance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,500)</b>	<b>(61,500)</b>	<b>(15,375)</b>	<b>15,375</b>	
<b>Health</b>											
 Purchase Doctors Vehicle	4074701	9233		0	0	0	(62,000)	(62,000)	(15,498)	15,498	
<b>Total - Health</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(62,000)</b>	<b>(62,000)</b>	<b>(15,498)</b>	<b>15,498</b>	
<b>Transport</b>											
 Purchase of Plant	4123615	9233		0	0	0	(577,500)	(577,500)	(144,375)	144,375	
 PURCHASE LIGHT VEHICLES	4123604	9233		0	0	0	(66,500)	(66,500)	(16,623)	16,623	
<b>Total - Transport</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(644,000)</b>	<b>(644,000)</b>	<b>(160,998)</b>	<b>160,998</b>	
<b>Other Property &amp; Services</b>											
 Replace Works Supervisor's Utility	4142570	9233		0	0	0	(54,500)	(54,500)	(13,623)	13,623	
<b>Total - Other Property &amp; Services</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(54,500)</b>	<b>(54,500)</b>	<b>(13,623)</b>	<b>13,623</b>	
 <b>Total - Plant &amp; Equipment</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>(822,000)</b>	<b>(822,000)</b>	<b>(205,494)</b>	<b>205,494</b>	

Shire of Trayning  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
<b>Infrastructure Assets - Roads</b>											
<b>Transport</b>											
 Minor Construction Projects	4121001	9250	RCC045	0	0	0	(48,150)	(48,150)	(12,033)	12,033	
 Total - Transport				0	0	0	(48,150)	(48,150)	(12,033)	12,033	
 Total - Infrastructure Assets - Roads				0	0	0	(48,150)	(48,150)	(12,033)	12,033	
<b>Infrastructure Assets - Footpaths</b>											
 Total - Infrastructure Assets - Footpaths				0	0	0	0	0	0	0	
<b>Infrastructure Assets - Airports</b>											
<b>Transport</b>											
 Total - Transport				0	0	0	0	0	0	0	
 Total - Infrastructure Assets - Airports				0	0	0	0	0	0	0	
<b>Infrastructure Assets - Water</b>											
<b>Transport</b>											
 Total - Transport				0	0	0	0	0	0	0	
 Total - Infrastructure Assets - Water				0	0	0	0	0	0	0	
<b>Capital Expenditure Total</b>											
 Level of Completion Indicators				0	(69,277)	(69,277)	(2,285,150)	(2,285,150)	(571,275)	501,998	

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



### 10.1.2 Monthly Payment List September 2019

Date of Report:	17 <sup>th</sup> October 219
Proponent:	N/A
File Ref:	3.2.2.3 – Accounts Payable (Creditors)
Officer:	
Senior Officer:	Brian Jones –Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	10.1.3 Attachment Monthly Payments and Sundry Debtor List
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To meet legislative requirements under the local government (financial management) regulations.

#### **Background**

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996

#### **Officer's Comment**

The list of payments has been compiled for the month of September 2019 and is attached. These payments have already occurred and Council are not making a decision as to whether payments are to be made.

#### **Officer Recommendation/ Council Decision:**

**Moved Cr FA Tarr**

**Seconded Cr MS Hudson**

That Council receives the list of payments, as presented, for the month of September 2019, totalling \$ 290,318.58.

**Resolution 10-2019.106**

**Carried 6/0**

<b>SHIRE OF TRAYNING</b> Payments made from the Municipal Account for the Period 1st September 2019 to 30th September 2019 Presented to Council, 23rd October 2019				
Chq/EFT	Payment Date	Payee	Description	Amount
<b>Cheques</b>				
23928	17/09/2019	Shire of Trayning	2019/20 - Fleet Licensing 12 Months	\$ 5,964.25
23929	17/09/2019	Synergy	Final Electricity Account 15 Adam Street	\$ 137.54
23930	17/09/2019	Telstra	Phone Line Account Period Ending 1/9/19	\$ 1,311.48
23931	17/09/2019	Water Corporation	Water Supply & Usage Charges July - Sept 19	\$ 4,739.37
23932	27/09/2019	Synergy	Electricity Streetlights 1/8/19 - 2/9/19	\$ 2,065.28
<b>TOTAL CHEQUES</b>				<b>\$ 14,217.92</b>
<b>EFT</b>				
EFT7871	11/09/2019	WA Treasury Corporation	Loan Repayments	\$ 2,711.06
EFT7872	17/09/2019	5 Rivers Plumbing & Gas	Plumbing Various Buildings	\$ 480.70
EFT7873	17/09/2019	All-Ways Foods	Cleaning Supplies	\$ 223.23
EFT7874	17/09/2019	Ampac Debt Recovery (WA)	Rates Debt Recovery Expenses - Final Account	\$ 594.00
EFT7875	17/09/2019	BOC Limited	Container Service Charge 29/7/19 - 28/8/19	\$ 28.62
EFT7876	17/09/2019	Bob Waddell & Associates	Assistance with Monthly Financials & Budget Upload	\$ 132.00
EFT7877	17/09/2019	Cattanyin Admin Support	Assistance with Rates & End of Month Work	\$ 1,140.00
EFT7878	17/09/2019	DFES	ESL Qtr 1 2019/20	\$ 9,424.80
EFT7879	17/09/2019	Eastern District Panel Beaters	Windscreen Replacements x2	\$ 1,566.60
EFT7880	17/09/2019	Fortus Group	Supply of Get (Scarifier Points) fo Grader	\$ 192.02
EFT7881	17/09/2019	Great Southern Fuel Supplies	Fuel Account August 2019	\$ 14,652.40
EFT7882	17/09/2019	JR & A Hersey Pty Ltd	Works Protective Clothing & Consumables	\$ 1,015.80
EFT7883	17/09/2019	KTY Electrical Services	Various Electrical Repairs & Maintenance	\$ 575.60
EFT7884	17/09/2019	Landgate	Minimum Charge	\$ 135.70
EFT7885	17/09/2019	Mukinbudin Building	Report/Quote/Travel for Repairs at 144 Adams St	\$ 690.00
EFT7886	17/09/2019	Perth Safety Products Pty Ltd	Supply of Signage	\$ 1,094.72
EFT7887	17/09/2019	State Library of WA	Lost, Stolen & Damaged Books Annual Fee 2019/20	\$ 220.00
EFT7888	17/09/2019	Crisp Wireless	Workshop Internet Upgrade	\$ 750.00
EFT7889	17/09/2019	Toll Transport Pty Ltd	Freight Charges	\$ 448.91
EFT7890	17/09/2019	Trayning Ag Repairs	Various Plant Repairs & Maintenance	\$ 3,480.18
EFT7891	17/09/2019	WA Contract Ranger Services	Ranger Services 12/8/19 & 20/8/19	\$ 374.00
EFT7892	17/09/2019	Wallis Computer Solutions	Enabling Singletouch Payroll & Altus Payroll Software	\$ 7,472.88
EFT7893	24/09/2019	Cooper & Oxley Group Pty Ltd	Swimming Pool Building Construction - Progress Claim 1	\$ 54,735.04
EFT7894	27/09/2019	5 Rivers Plumbing & Gas	Various Plumbing Repairs & Maintenance	\$ 4,336.75
EFT7895	27/09/2019	A & M Medical Services Pty Ltd	Service & Parts for Medical Kit for Pool	\$ 493.15
EFT7896	27/09/2019	All-Ways Foods	Cleaning Supplies	\$ 175.24
EFT7897	27/09/2019	Apex co	Coffee Table & Chairs for Sporting Club	\$ 2,158.00
EFT7898	27/09/2019	Autopro Northam	Supply of 2x 20 Litre Drum Pumps for Grader	\$ 94.68
EFT7899	27/09/2019	Avon Waste	Waste Collection Services August 2019	\$ 5,168.06
EFT7900	27/09/2019	BOC Limited	New Oxygen Tank for Pool	\$ 19.59
EFT7901	27/09/2019	Bunnings Group Limited	Various Items for Gardening Crew	\$ 254.60
EFT7902	27/09/2019	Central East Aged Care Alliance	CEACA Reimbursement of Costs to Transfer Crown Land	\$ 1,178.95
EFT7903	27/09/2019	CWFL	2019 CWFL Donation	\$ 2,500.00
EFT7904	27/09/2019	Equip-Safe	Supply of Plant Training for Works Crew 2 Days	\$ 3,960.00
EFT7905	27/09/2019	Frankie's Diner	Newspapers & Milk August 2019	\$ 72.10
EFT7906	27/09/2019	Freda Tarr	Qtr1 Councillor Expense Claim	\$ 2,382.42
EFT7907	27/09/2019	Geoff Waters	Qtr1 Councillor Expense Claim	\$ 1,719.75
EFT7908	27/09/2019	Great Southern Fuel Supplies	Supply of 200 Litre Drum of 15W40 for Workshop Depot	\$ 938.69
EFT7909	27/09/2019	Greg Yates	Qtr1 Councillor Expense Claim	\$ 1,341.41
EFT7910	27/09/2019	James Wilkins	Qtr1 Councillor Expense Claim	\$ 1,265.00
EFT7911	27/09/2019	Jason Signmakers	Supply of Signage for Kununoppin Townsite	\$ 4,332.90
EFT7912	27/09/2019	JM Haulage	Mobilisation of Drum Roller from Flemming Rd to Depot	\$ 275.00
EFT7913	27/09/2019	KTY Electrical Services	New Aircons in Units 1A & 1B 54 Glass St	\$ 4,840.00
EFT7914	27/09/2019	Marketforce	Manager of Finance Advertisement on Seek	\$ 225.50
EFT7915	27/09/2019	Melanie Brown	Qtr1 Councillor Expense Claim	\$ 5,883.50
EFT7916	27/09/2019	Michelle Mchugh	Qtr1 Councillor Expense Claim	\$ 1,555.04
EFT7917	27/09/2019	MM Mechanical Pty Ltd	DAF Truck Fuel Tank Repairs Including Travel	\$ 550.00
EFT7918	27/09/2019	Marlon Hudson	Qtr1 Councillor Expense Claim	\$ 957.29
EFT7919	27/09/2019	Northam Carpet Court	Supply & Install Carpets in Unit 1A & 1B 54 Glass St	\$ 3,342.00
EFT7920	27/09/2019	Parmelia Hilton Perth	Accommodation, Meals & Parking WALGA Convention	\$ 3,390.60
EFT7921	27/09/2019	Shire of Goomalling	Annual Contribution & Officer Wages 2019/20	\$ 3,850.00
EFT7922	27/09/2019	Toll Transport Pty Ltd	Freight for Signage for Towns	\$ 261.31
EFT7923	27/09/2019	Trayning Ag Repairs	Various Plant Repairs & Maintenance	\$ 12,398.86
EFT7924	27/09/2019	Wesfarmers Kleenheat Gas	Gas Cylinder Service Charges 2019/20	\$ 198.00
EFT7925	27/09/2019	WOBM	Photocopying Costs 02/08/2019 - 05/09/2019	\$ 555.20
EFT7926	27/09/2019	Yelbeni Store	Store Account August 2019	\$ 1,109.04
<b>TOTAL EFT PAYMENTS</b>				<b>\$ 173,920.89</b>

SHIRE OF TRAYNING				
Payments made from the Municipal Account for the Period 1st September 2019 to 30th September 2019 Presented to Council, 23rd October 2019				
Chq/EFT	Payment Date	Payee	Description	Amount
<b>Direct Debit</b>				
DD7137.1	4/09/2019	WA Super	Payroll Deductions	\$ 2,821.67
DD7137.2	4/09/2019	Shire of Trayning	Payroll Deductions	\$ 115.00
DD7137.3	4/09/2019	Prime Super Pty Ltd	Superannuation Contributions	\$ 981.37
DD7137.4	4/09/2019	Beebynburra SMSF	Superannuation Contributions	\$ 673.07
DD7137.5	4/09/2019	BT Super for Life	Superannuation Contributions	\$ 213.62
DD7137.6	4/09/2019	TWU Super	Superannuation Contributions	\$ 259.40
DD7137.7	4/09/2019	First Choice Employer Super	Superannuation Contributions	\$ 231.00
DD7137.8	4/09/2019	Australian Super	Superannuation Contributions	\$ 105.87
DD7139.1	2/09/2019	Department of Transport	Dot Refund 2/9/19	\$ 110.35
DD7141.1	5/09/2019	Department of Transport	Dot Refund 5/9/19	\$ 27.70
DD7143.1	6/09/2019	Department of Transport	Dot Refund 6/9/19	\$ 829.10
DD7148.1	9/09/2019	Department of Transport	Dot Refund 9/9/19	\$ 521.15
DD7150.1	11/09/2019	Department of Transport	Dot Refund 11/9/19	\$ 293.20
DD7152.1	12/09/2019	Department of Transport	Dot Refund 12/9/19	\$ 607.60
DD7158.1	18/09/2019	WA Super	Payroll Deductions	\$ 2,686.53
DD7158.2	18/09/2019	Shire of Trayning	Payroll Deductions	\$ 115.00
DD7158.3	18/09/2019	Prime Super Pty Ltd	Superannuation Contributions	\$ 984.47
DD7158.4	18/09/2019	Beebynburra SMSF	Superannuation Contributions	\$ 673.07
DD7158.5	18/09/2019	BT Super for Life	Superannuation Contributions	\$ 207.15
DD7158.6	18/09/2019	TWU Super	Superannuation Contributions	\$ 262.50
DD7158.7	18/09/2019	First Choice Employer Super	Superannuation Contributions	\$ 231.00
DD7158.8	18/09/2019	Australian Super	Superannuation Contributions	\$ 373.65
DD7163.1	16/09/2019	Department of Transport	Dot Refund 16/9/19	\$ 318.10
DD7165.1	17/09/2019	Department of Transport	Dot Refund 17/9/19	\$ 74.75
DD7167.1	18/09/2019	Department of Transport	Dot Refund 18/9/19	\$ 1,953.75
DD7169.1	19/09/2019	Department of Transport	Dot Refund 19/9/19	\$ 7,260.10
DD7171.1	20/09/2019	Department of Transport	Dot Refund 20/9/19	\$ 786.80
DD7173.1	23/09/2019	Department of Transport	Dot Refund 23/9/19	\$ 539.75
DD7175.1	16/09/2019	Fuji Xerox Australia Pty Limited	Photocopier Lease Charge September 2019	\$ 195.48
DD7177.1	23/09/2019	Wright Express Australia Pty Ltd	Wex Motorpass Fees August 19	\$ 49.50
DD7179.1	24/09/2019	Department Of Transport	Dot Refund 24/9/49	\$ 55.60
DD7181.1	24/09/2019	Australia Post	Postal Charges August 2019	\$ 253.44
DD7183.1	18/09/2019	Australian Super	Superannuation Contributions	\$ 915.26
DD7183.2	19/09/2019	Australian Super	Payroll Deductions	\$ 392.25
DD7185.1	25/09/2019	Department of Transport	Dot Refund 25/9/19	\$ 453.50
DD7189.1	26/09/2019	Department of Transport	Dot Refund 26/9/19	\$ 1,381.15
DD7191.1	27/09/2019	Department of Transport	Dot Refund 27/9/19	\$ 1,430.50
<b>TOTAL DIRECT DEBITS</b>				<b>\$ 29,383.40</b>
<b>Bank Fees</b>				
796	2/09/2019	Fee	Bank Fees	\$ 10.00
796	2/09/2019	Fee	Bank Fees	\$ 20.00
796	2/09/2019	Merchant	Merchant Fees	\$ 99.15
796	13/09/2019	Motorpass	Motorpass Charges - Bank Fee	\$ 1.01
796	20/09/2019	Motorpass	Motorpass Charges - Bank Fee	\$ 1.20
<b>TOTAL BANK FEES</b>				<b>\$ 131.36</b>
<b>Corporate Credit Card</b>				
DD7156.1	8/08/2019	Transperth	Transport Local Government Week	\$ 5.80
DD7156.2	8/08/2019	Hilton Hotel Perth	Local Government Week Dinner with Councillors	\$ 356.55
DD7156.3	8/08/2019	Perth Convention Centre	Parking Local Government Week	\$ 6.06
DD7156.4	9/08/2019	Public Transport Perth	Transport Local Government Week	\$ 5.80
DD7156.5	9/08/2019	Transperth	Transport Local Government Week	\$ 5.80
DD7156.6	17/08/2019	Officeworks	Shredder for Office	\$ 486.00
DD7156.7	17/08/2019	Kmart	Oven for Office	\$ 108.00
<b>TOTAL CORPORATE CREDIT CARD PURCHASES</b>				<b>\$ 974.01</b>
<b>Payroll</b>				
Week 10	5/09/2019	Payroll	Wages WE 04/09/19	\$ 38,481.00
Week 11	20/09/2019	Payroll	Wages J Cook Termination	\$ 4,227.00
Week 12	19/09/2019	Payroll	Wages WE 18/09/19	\$ 28,983.00
<b>TOTAL PAYROLL</b>				<b>\$ 71,691.00</b>
<b>TOTAL PAYMENTS FROM MUNICIPAL ACCOUNT FOR SEPTEMBER 2019</b>				<b>\$ 290,318.58</b>



## 11.1 CHIEF EXECUTIVE OFFICER

### 11.1.1 Appointment to Committees

Date of Report:	1 October 2019
Proponent:	Chief Executive Officer
File Ref:	4.1.1.10
Officer:	Brian Jones – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To appoint members and delegates to Committees following the ordinary Local Government Elections.

#### **Background**

All appointments by Council to Committees expire at the ordinary election day every second year.

Council is required to consider the participation in, and the appointment of delegates, to various committees as detailed below:

#### ***Internal (Council Controlled) Committees***

##### **Audit Committee:**

This is a statutory requirement under the Local Government Act 1995. Meets a minimum of two times per annum.

Previously Council has appointed ALL Councillors to this Committee.

##### **Local Emergency Management Committee:**

A statutory requirement (Emergency Management Act). Meets quarterly and comprises the Shire President, employees and representatives from emergency and community organisations.

In accordance with the Shire of Trayning Local Emergency Management Arrangements 2017, the Chairperson of the Local Emergency Management Committee is the Shire President. This is the only Council appointment to this Committee.



### ***External Organisations requiring Council Delegates***

#### WALGA-Great Eastern Country Zone (GECZ):

By virtue of our membership of WALGA and our geographic location we fall into this zone. A senior portfolio due to the lobbying and political influence this organisation can exert. Council is entitled to two representatives.

The CEO attends these meetings as well. Meets six (6) times per annum. Mainly in person and occasionally via teleconference.

From this organisation, there is also an Executive Committee drawn from the representatives.

Previously Council has appointed the Shire President and Deputy Shire President to represent the Council.

#### North East Wheatbelt Regional Organisation of Council (NEWROC):

The Shire of Trayning is a financial member. An elected member and deputy is appointed to represent Council.

The Shire President would ordinarily be appointed plus a Deputy to attend if the Shire President is unavailable. The CEO also attends these meetings and NEWROC meets six (6) times per annum generally on a Tuesday afternoon.

#### MRWA Wheatbelt North East Sub-Regional Road Group (RRG):

This is an important appointment due to the amount of funding available and the complexity of transport funding issues.

***Meetings are held in Mukinbudin or by teleconference.***

#### Central East Aged Care Alliance (CEACA):

The Shire of Trayning is a founding financial member. Meets as required but has been a combination of in person meetings rotating between Kellerberrin and Merredin and teleconference meetings.

#### NEW Travel (Wheatbelt Way):

This Committee deals with promoting the Wheatbelt Way.



Kununoppin Medical Practice Committee:

Meets as required but at least annually. A committee with two (2) members each from Trayning, Nungarin, Mt Marshall and Mukinbudin supporting the Kununoppin Medical Practice. Important in supporting the doctor and the services provided.

Kununoppin Hospital Local Health Advisory Group:

Meets on the last Friday of every second month. This is a support committee for the hospital. Council provides one delegate.

**Consultation**

Nil

**Statutory Environment**

*5.8. Establishment of committees*

*A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\* Absolute majority required.*

*5.9. Committees, types of*

*(1) In this section — other person means a person who is not a council member or an employee.*

*(2) A committee is to comprise —*

*(a) council members only; or*

*(b) council members and employees; or*

*(c) council members, employees and other persons; or*

*(d) council members and other persons; or*

*(e) employees and other persons; or*

*(f) other persons only.*

*5.10. Committee members, appointment of*

*(1) A committee is to have as its members —*

*(a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*

*(b) persons who are appointed to be members of the committee under subsection (4) or*

*(5). \* Absolute majority required.*

*(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides. (3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.*



(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the president to be a member of the committee.

(5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —

(a) to be a member of the committee; or

(b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

### **Policy Implications**

Council's Policy 1.5 External Organisations-Council Representatives and Expenses applies.

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Officer's Comment**

Nil

### **Officer Recommendation/ Council Decision:**

**Moved Cr FA Tarr**

**Seconded Cr MS Hudson**

That Council:

1. Appoint **ALL Shire of Trayning Councillors** to the ***Audit Committee***.
2. Appoint the Shire President, **Cr MA Brown** as Chairperson of the Shire of ***Trayning Local Emergency Management Committee***.
3. Appoint the Shire President **Cr MA Brown** and the Deputy Shire President **Cr GF Waters** as Council delegates to the ***WALGA-Great Eastern Country Zone***.
4. Appoint the Shire President **Cr MA Brown** as Council delegate and **Cr MS Hudson** as Council proxy delegate to the ***North East Wheatbelt Regional Organisation of Council***.
5. Appoint **Cr GF Waters** as Council delegate to the ***MRWA Wheatbelt North East Sub-Regional Road Group*** and **Cr ML McHugh** as a proxy delegate.
6. Appoint **Cr FA Tarr** as Council delegate to the ***Central East Aged Care Alliance***.
7. Appoint **Cr FA Tarr** as Council delegate to ***NEW Travel***. (Wheatbelt Way)



8. Appoint **Cr MA Brown** and **Cr JJ Wilkins** as Council delegates to the ***Kununoppin Medical Practice Committee***.
9. Appoint **Cr FA Tarr** to the ***Kununoppin Hospital Local Health Advisory Group***.

**Resolution 10-2019.107**

**Carried 6/0**



### 11.1.2 Entrance Fee 2019/20 – Trayning Aquatic Centre

Date of Report:	1 October 2019
Proponent:	Chief Executive Officer
File Ref:	11.2.1
Officer:	Brian Jones – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To consider waiving the entrance fees for the Trayning Aquatic Centre for the 2019/20 season.

#### **Background**

Council charges for entry to the Trayning Aquatic Centre. These charges are reviewed each year by Council and included in the Shires Schedule of Fees & Charges.

Council has budgeted to receive \$2,750 for pool admission charges for 2019/20.

#### **Consultation**

Nil

#### **Statutory Environment**

##### *6.16. Imposition of fees and charges*

*(1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.*

#### **Policy Implications**

Nil

#### **Financial Implications**

Loss of revenue of approximately \$2,750

#### **Strategic Implications**

Nil



### **Officer's Comment**

Due to the construction of new ablution, kiosk, first aid room etc. at the Trayning Aquatic Centre, patrons will be inconvenienced during the 2019/20 season. This includes; access to Pool through Ninghan Gym; access to toilets at the caravan park requires patrons to leave the pool grounds; no access to showers; no access to kiosk facilities.

Having Pool access through the Ninghan Gym will require a portion of the Gym to be portioned off for Pool use.

In order to compensate for the inconveniences and for administrative efficiencies it is recommended that access to the Trayning Aquatic Centre be free of charge for the 2019/20 season.

Given that the cost of the Trayning Aquatic Centre upgrades is approximately \$700,000, the \$2,750 cost of allowing free use for one season is insignificant.

### **Officer Recommendation/ Council Decision:**

**Moved Cr MS Hudson**

**Seconded Cr ML McHugh**

That Council waive the cost of entry to the Trayning Aquatic Centre for the 2019/20 season.

**Resolution 10-2019.108**

**Carried 6/0**

### **New Motion**

**Moved Cr FA Tarr**

**Seconded Cr ML McHugh**

That Standing Orders be suspended at 4:36pm to enable Council to discuss item 11.1.3.

**Resolution: 10-2019.109**

**Carried 6/0**

### **New Motion**

**Moved Cr ML McHugh**

**Seconded Cr FA Tarr**

That Standing Orders be reinstated at 4:47pm.

**Resolution: 10-2019.110**

**Carried 6/0**



### 11.1.3 Newtravel – Wheatbelt Way

Date of Report:	2 October 2019
Proponent:	Chief Executive Officer
File Ref:	13.1.5.7
Officer:	Brian Jones – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.3 Minutes of July Meeting
Voting Requirements:	Absolute Majority

#### **Purpose of Report**

To consider unbudgeted expenditure to fund Newtravel membership and participation.

#### **Background**

An Invoice has been received from Newtravel for \$6,500 as below:

2019-20 Membership-Marketing contribution	\$2,000 **
Tourism Officer contribution	\$2,500
Wheatbelt Way marketing	\$ 500
Regional marketing contribution	\$1,500 **

The items with an \*\* have been invoiced by Newtravel and paid previously. The other two items, totalling \$3,000, was previously charged through NEWROC.

#### **Consultation**

Nil

#### **Statutory Environment**

Unbudgeted expenditure requires the approval of an absolute majority of Council.

#### **Policy Implications**

Nil

#### **Financial Implications**

Council has included \$3,000 in the 2019/20 Budget for Newtravel. The Shire paid \$3,500 in 2018/19 and \$3,200 in 2017/18.

#### **Strategic Implications**

Strategic Community Plan

Short Term Strategy – Be actively involved on co-ordinated tourism activities and groups including Pioneer Pathways and NEWtravel, which promotes our tourism experiences

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**Officer's Comment**

In 2018/19, the Shire Budget included the following allocations for Tourism and Area Promotion:

Pioneer Pathways Contribution	\$3,500
Tourist Information Bay	\$3,000
NEWROC Tourism Officer/Wheatbelt Way	\$3,200

When preparing the 2019/20 Budget an allocation of \$3,000 for membership of Newtravel was included. The CEO was unaware that the \$3,000 in the 2018/19 Budget under Tourist Information Bay was actually for Newtravel and accordingly no Budget provision was made in 2019/20.

**Officer Recommendation**

For Council consideration.

**Council Decision:**

**Moved Cr JJ Wilkins**

**Seconded Cr FA Tarr**

That Council agree to unbudgeted expenditure of \$3000 for the Tourism Officer contribution and Wheatbelt Way marketing contribution.

**Resolution 10-2019.111**

**Carried 6/0**



#### **11.1.4 Lot 144 Adams Street Trayning**

Date of Report:	3 <sup>rd</sup> September 2019
Proponent:	Chief Executive Officer
File Ref:	A313
Officer:	Brian Jones – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	11.1.4. Lot 144 Adams St Quote 11.1.4a Photo 11.1.4b Photo
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To consider the future of the house located at Lot 144 Adams Street.

#### **Background**

The house at Lot 144 Adams St was erected in 1985 for the Westpac Banking Corporation.

The house is 181m<sup>2</sup>, 14.4m x 12.6m, four bedrooms, concrete floor, steel wall frame, colour bond roof and is a 3 piece transportable structure.

The house was purchased by the Shire in December 1993 for use as the CEO's house. In approximately 2013, the CEO relocated to 44 Coronation St and the residence has been used for Staff housing since.

There have been issues with the maintenance and septic systems with this house for a long period due to issues with the sub base and the high water table.

In 2012, a report was presented to Council advising, "This house is not in an acceptable condition as a CEO's house, it is suggested to sell the house and use the money towards a new house" and "the building maintenance requirements were noted to be extensive and ongoing". Council subsequently agreed to sell the house by public tender however, no tenders were received.

In 2016/17 Council spent approximately \$125,000 dealing with the outstanding maintenance issues.

#### **Consultation**

Nil

#### **Statutory Environment**

*Local Government Act*  
*3.58. Disposing of property*



*(1) In this section — dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.*

*(2) Except as stated in this section, a local government can only dispose of property to —*

*(a) the highest bidder at public auction; or*

*(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

*(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

*(a) it gives local public notice of the proposed disposition —*

*(i) describing the property concerned; and*

*(ii) giving details of the proposed disposition; and*

*(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*

*(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

*(4) The details of a proposed disposition that are required by subsection (3) (a) (ii) include —*

*(a) the names of all other parties concerned; and*

*(b) the consideration to be received by the local government for the disposition; and*

*(c) the market value of the disposition —*

*(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

*(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

### **Policy Implications**

Nil

### **Financial Implications**

The quotation received to remedy the footings is \$57,000 and \$79,000 (two options provided).

The quotation to fix the cracking is \$8,550.

The estimated cost to install a new septic system is \$15,000.

### **Strategic Implications**

Nil

### **Officer's Comment**

The septic system has been removed from the property and is scheduled to be replaced. The previous septic system (leach drains) were approximately one metre below the ground and sitting within the water table. This has required the septic to be pumped out on a regular basis.



A structural assessment was conducted in August 2019 (copy attached). The report includes the comment “the building has moved / sunk considerably, due to very wet ground conditions” and “the wet ground conditions have resulted in sloping floors, cracking in the hall ceiling and walls, uneven cornices and joints between building modules”.

From the available evidence, it appears that due to groundwater issues this location is unsuitable for a house. It is noted that the house next door (owned by the State Government) has been vacated for many years due to similar issues. Accordingly, it is recommended that the house be offered for sale by public tender. This will allow for the house to be removed. The Shire can then remove all other structures and retain the lot as vacant land.

**Officer Recommendation**

**Moved Cr MS Hudson**

**Seconded Cr JJ Wilkins**

That Council agrees to offer for sale by public tender the house situated on lot 144 Adams Street, Trayning.

**Amendment**

**Moved Cr ML McHugh**

**Seconded -**

That Council agrees to offer for sale by public tender the house and land situated on lot 144 Adams Street, Trayning as is.

**Lapsed**

**Amendment**

**Moved Cr MS Hudson**

**Seconded Cr JJ Wilkins**

That the motion be amended by including the words ‘purchase and removal’ before the word situated.



**Amendment**

**Moved Cr MS Hudson**

**Seconded Cr JJ Wilkins**

The amended motion became the substantive motion.

**Resolution 10-2019.112**

**Carried 4/2**

**Cr FA Tarr and Cr ML McHugh recorded a No vote against the amendment.**



5:13pm CEO Brian Jones left the meeting.  
5:13pm CEO Brian Jones returned to the meeting.

## **12 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING**

### **New Motion**

**Moved Cr MA Brown**

**Seconded Cr GF Waters**

That Council accept a New Business of an Urgent Nature Item 12.1.1 Roads to Recovery Breach, Department of Infrastructure.

**Resolution: 10-2019.113**

**Carried 6/0**

### **New Motion**

**Moved Cr ML McHugh**

**Seconded Cr JJ Wilkins**

That Standing Orders be suspended at 5:12pm to enable Council to discuss item 12.1.1.

**Resolution: 10-2019.114**

**Carried 6/0**

### **New Motion**

**Moved Cr MS Hudson**

**Seconded Cr ML McHugh**

That Standing Orders be reinstated at 5:20pm.

**Resolution: 10-2019.115**

**Carried 6/0**



### 12.1.1 Roads to Recovery

The CEO received correspondence from Roads to Recovery, Department of Infrastructure, regarding the Shire of Trayning being in breach of previous agreements between the parties.

#### New Motion

**Moved: Cr MS Hudson**

**Seconded: Cr GF Waters**

Council endorse correspondence, as presented by the CEO, to respond to Mr Allan Chisholm, Roads to Recovery.

**Resolution: 10-2019.116**

**Carried: 6/0**

5:25pm – Brian Jones left the meeting.

5:25pm – Parthiv Parekh left the meeting.

5:25pm – Belinda Taylor left the meeting.



### **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:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

#### **Officer Recommendation/ Council Decision**

**Moved: Cr MS Hudson**

**Seconded: Cr FA Tarr**

That Council close the meeting to members of the public at 5:26pm in accordance with section 5.23(2) of the local government act.

**Resolution: 10-2019.117**

**Carried: 6/0**



**CONFIDENTIAL ITEM**

**13.1.1 CEO Performance Assessment**

**New Motion**

**Moved: Cr MS Hudson**

**Seconded: Cr JJ Wilkins**

That Council re-open the meeting to members of the public at 5:45pm.

**Resolution: 10-2019.119**

**Carried: 6/0**

**14 CLOSURE**

There being no further business, the Shire President thanked all Councillors for their attendance and declared the meeting closed at 5:46pm.