



ORDINARY COUNCIL MEETING

MINUTES

15 March 2018

These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on/...../.....

Presiding Member:.....**Date:**.....

Disclaimer

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) establish procedures for revocation or revision of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Brookton expressly disclaims liability for any loss or damage suffered by any person as a result or relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council Meeting.

Shire of Brookton
Ordinary Meeting of Council held 15 March 2018
Commenced at 5.00 pm

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1.03.18 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Attendance

The Presiding Member opened the meeting at 5.00pm and welcomed Councillors and Staff.

2.03.18 RECORD OF ATTENDANCE/APPOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Cr KL Crute (Shire President)

Cr TM Eva

Cr KH Mills

Cr RT Fancote

Cr LR Eyre

CR CE Hartl

Staff (Non Voting)

Ian D'Arcy Chief Executive Officer

Vicki Morris Deputy Chief Executive Officer

Courtney Fulwood Executive Officer

Leave of absence

Cr NC Walker (Deputy Shire President)

Members of the Public

Danni Chard

3.03.18 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.03.18 PUBLIC QUESTION TIME

Nil

5.03.18 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.03.18 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.03.18 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The Council agreed at the request of the Shire President to consider following items 7.03.18.01 and 7.03.18.02 on en-bloc.

OCM 03.18-01

COUNCIL RESOLUTION

MOVED CR FANCOTE SECONDED CR MILLS

7.03.18.01 ORDINARY MEETING OF COUNCIL – FEBRUARY 2018

That the minutes of the Ordinary meeting of Council held in the Shire of Brookton Council Chambers, on Thursday 15th February 2018, be received by Council.

7.03.18.02 AUDIT COMMITTEE

That the minutes of the Audit Committee meeting held in the Shire of Brookton Council Chambers, on Thursday 15th February 2018, be received by Council.

CARRIED BY SMIPLE MARJORY VOTE 6-0

8.03.18 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President congratulated Cr Fancote on the birth of her third granddaughter.

9.03.18 DISCLOSURE OF INTERESTS

Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer at the commencement of the meeting and also prior to the item.

Disclosure of Financial & Proximity Interests

- a. Members must disclose the nature of their interest in matters to be considered at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*).
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be considered at the meeting in respect of which the member or employee has given or will give advice.

Financial, Proximity and Impartiality Interests

Item no.	Members/Officers	Type of Interest	Nature of Interest
13.03.18.02	Cr Crute	Impartial	Former Chair and signatory of the School Board request to the Shire of Brookton for access to the Happy Valley water supply.
13.03.18.02	Cr Eyre	Impartial	Contractor to the Shire of Brookton for watering of the Brookton Town Oval.
13.03.18.02	Cr Hartl	Impartial	Community representative on the School Board.

10.03.18 TECHNICAL & DEVELOPMENT SERVICES REPORTS

Nil

11.03.18 COMMUNITY SERVICES REPORTS**11.03.18.01 FINAL DISABILITY ACCESS AND INCLUSION PLAN 2018-2023**

File No:	ADM 0267
Date of Meeting:	15/3/2018
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Fleur Wilkinson – Economic Development Officer
Authorising Officer:	Vicki Morris – Deputy Chief Executive Officer
Declaration of Interest:	The author has no interest in this item
Voting Requirements:	Simple Majority
Previous Report:	14/12/2017

Summary of Item:

Under the Disability Services Act 1993 local government authorities are required to develop and implement a Disability Access and Inclusion Plan and review them every five years. The Shire of Brookton's previous plan covered 2013-2018 and is due for review.

A draft plan for 2018-2023 was adopted by Council for the purposes of public comment at the December 2017 Ordinary Meeting of Council. Following a period of public comment and inclusion of feedback, the final plan is now presented to Council for adoption.

Description of Proposal:

N/A

Background:

In July 2013, Council adopted the 2013 – 2018 Disability Access and Inclusion Plan (DAIP). The Disability Services Act 1993 requires that DAIP's are reviewed at least every five years. This means that no more than five years is to lapse between the day a local government authority lodges the DAIP and the day it lodges their reviewed DAIP.

Council adopted the draft DAIP 2018-2023 at the December 2018 ordinary meeting of Council. The plan was then advertised for public comment which closed on the 24th January 2018.

Consultation:

The availability of the draft plan was advertised on the Shire of Brookton website, facebook page and communicated through the community email database. A copy was also sent to Disability Services Local Co-ordinator, Rosemary Archer and the Access and Inclusion branch of Disability Services. Copies were made available at the Administration Centre front counter.

A submission was received from the Susan Henson, Senior Access and Inclusion Officer at Disability Services and Shane Greig, Wheatbelt Area Manager of Disability Services. Their feedback which was mostly changes in the use of wording has been included in the final document. No comments were received from the public in relation to the draft plan.

Statutory Environment:

The Disability Services Act 1993 (amended 2004), requires that West Australian public authorities develop and implement a Disability Access and Inclusion Plan. The Act makes these plans mandatory and prescribes their development, implementation and reporting.

Specifically, Section 28 of the legislation applies to review of the Disability Access and Inclusion Plan, which states in part:

- (6) After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).*
- (7) Not more than 5 years is to elapse —*
 - (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or*
 - (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.*

Relevant Plans and Policy:

In July 2013 Council adopted a policy on Disability Access and Inclusion as incorporated in the DAIP 2013-18.

This policy was reviewed and included in the Council Policy Manual in July 2015.

In August 2017 Council revoked this policy. It is included in the draft Disability Access and Inclusion Plan 2018-23, as provided in the attachments.

Financial Implications:

Any initiatives included in the plan will need to be costed and integrated with the long term financial plan, and will be subject to annual budget approval processes.

Risk Assessment:

It is not recommended this item be added to the Shire's Risk Register, nor that a Risk Treatment Plan be required.

Community & Strategic Objectives:

The areas of the Strategic Community Plan that apply, relate to goal 1 of the SCP being "a vibrant, safe and inclusive community". The relevant outcomes within this area are as follows:

- Outcome 1.3 – Healthcare and family support services which support the needs of the community.
- Outcome 1.4 – A vibrant and inclusive community
- Outcome 1.6 – Quality of life for the aged and disabled

The Corporate Business Plan (2016-2020) includes Strategy 1.6.1 Implement the Disability Access and Inclusion Plan.

Comment

The Disability Access and Inclusion Plan has been developed to be a strategic guiding document for the Shire to address access and inclusion issues impacting on the community. It identifies the Disability Access and Inclusion Strategies and the approach the Shire will take to address these. An annual implementation plan that identifies initiatives to address the strategies under the seven outcomes in the Plan will be developed and monitored.

OFFICER'S RECOMMENDATION

That Council pursuant to Section 28 of the Disability Services Act, 1993 adopt the Shire of Brookton Disability Access and Inclusion Plan 2018-2023 presented as Attachment 11.03.18.01 under separate cover.

Attachment – Presented under separate cover

Attachment 11.03.18.01 – Shire of Brookton Disability Access and Inclusion Plan 2018-2023

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/3 March 2018/Attachment 11 03 18 01 - DAIP.pdf>

OCM 03.18-02

COUNCIL RESOLUTION

MOVED CR MILLS SECONDED CR EVA

That Council pursuant to Section 28 of the Disability Services Act, 1993 adopt the Shire of Brookton Disability Access and Inclusion Plan 2018-2023 presented as Attachment 11.03.18.01 under separate cover.

CARRIED BY SMIPLE MARJORY VOTE 6-0

12.03.18 FINANCE & ADMINISTRATION REPORT

12.03.18.01 LIST OF ACCOUNTS FOR PAYMENT

File No:	N/A
Date of Meeting:	12/03/2018
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Corinne Kemp – Finance Officer
Authorising Officer:	Vicki Morris – Deputy Chief Executive Officer
Declaration of Interest:	The author has no financial interest in this matter.
Voting Requirements:	Simple Majority
Previous Report:	15/02/2018

Summary of Item:

The list of accounts for payment to 28th February 2018 are presented to council for inspection.

Description of Proposal:

N/A

Background:

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to the Committee and to Council for inspection. Please refer to the separate attachment.

Consultation:

N/A

Statutory Environment:

Local Government (Financial Management) Regulations 1996; Clause 13 – List of Accounts.

Relevant Plans and Policy:

Policy No.4.4 of the Council Policy Manual states that the Chief Executive Officer is authorized to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved budget.

Financial Implications:

There are no financial implications relevant to this report.

Risk Assessment:

No Risk Identified

Community & Strategic Objectives:

No Reference

Comment

Totals of all payments from each of Councils bank accounts are listed below and detailed within Attachment 12.03.18A.

To 28th February 2018

Municipal Account

Direct Debits	\$100,808.45
EFT	\$462,429.83
Cheques	\$15,345.90
Trust Account	\$1,030.00

OFFICER'S RECOMMENDATION

That with respect to the list of accounts for payment, Council: note the payments authorized under delegated authority and detailed below and in the List of Accounts 28th February 2018, per the summaries included in Attachment 12.03.18.01.

To 28th February 2018

Municipal Account

Direct Debits –	\$100,808.45
EFT	\$462,429.83
Cheques	\$15,345.90
Trust Account	\$1,030.00

Attachments

Attachment 12.03.18.01

OCM 03.18-03

COUNCIL RESOLUTION

MOVED CR HARTL SECONDED CR MILLS

That with respect to the list of accounts for payment, Council: note the payments authorized under delegated authority and detailed below and in the List of Accounts 28th February 2018, per the summaries included in Attachment 12.03.18.01.

To 28th February 2018

Municipal Account

Direct Debits –	\$100,808.45
EFT	\$462,429.83
Cheques	\$15,345.90
Trust Account	\$1,030.00

CARRIED BY SMIPLE MARJORY VOTE 6-0

FEBRUARY 2018 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 15 MARCH 2018
ATTACHMENT 12.03.18.01A

Chq/EFT	Date	Name	Description	Amount
1101	12/02/18	SHIRE OF BROOKTON	LOCAL GOVERNMENT ELECTIONS DECEMBER 2017 LESS THAN 5% OF TOTAL VOTES	\$ 80.00
1102	15/02/18	ELLEN WALKER	BOND REFUND HIRE OF PAVILION	\$ 250.00
1103	15/02/18	SCRIPTURE UNION BROOKTON FAMILY FESTIVAL	BOND REFUND HIRE OF PAVILION	\$ 250.00
1104	22/02/18	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY CONSUMER PROTECTION	BOND UNIT 5/40 WHITE ST BROOKTON	\$ 420.00
1105	22/02/18	VANESSA CARLOPIO	GYM KEY BOND	\$ 30.00
			TOTAL TRUST	\$ 1,030.00

Chq/EFT	Date	Name	Description	Amount
EFT8880	8/02/18	AMPAC DEBT RECOVERY	RATE DEBT RECOVERY	\$ 459.40
EFT8881	8/02/18	B & N EYRE BROOKTON NEWSAGENCY	PAPERS & STATIONERY JANUARY 2018	\$ 98.25
EFT8882	8/02/18	BEST OFFICE SYSTEMS	PHOTOCOPIES JANUARY 2018	\$ 329.15
EFT8883	8/02/18	BROOKTON SUPERMARKET	GAD BOTTLES & COMMUNITY CHRISTMAS PARTY SAUSAGE SIZZLE REQUIREMENTS	\$ 356.54
EFT8884	8/02/18	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 21/11/17 TO 16/01/18 RAILWAY STATION	\$ 591.78
EFT8885	8/02/18	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 504.33
EFT8886	8/02/18	COURIER AUSTRALIA	FREIGHT	\$ 10.49
EFT8887	8/02/18	COURTNEY HOLLOWAY PHOTOGRAPHY	PHOTOGRAPHY FOR STRATEGIC COMMUNITY PLAN	\$ 1,550.00
EFT8888	8/02/18	FLICK WASHROOM SERVICES	SANITARY DISPOSAL SERVICES AND BACTERIAL TREATMENTS	\$ 2,849.92
EFT8889	8/02/18	GREAT SOUTHERN FUEL SUPPLIES	DIESEL DELIVERED & PETROL JANUARY 2018	\$ 11,182.36
EFT8890	8/02/18	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION & BROOKTON TIPSITE	\$ 22,661.65
EFT8891	8/02/18	J MAC ENGINEERING PINGELLY	PIPE FOR WATER TRUCK	\$ 27.25
EFT8892	8/02/18	JASON SIGNMAKERS	SIGNAGE YORK WILLIAMS ROAD	\$ 239.86
EFT8893	8/02/18	LESLIE ROBERT EYRE	OVAL CONTRACT JULY 2017 TO DECEMBER 2017	\$ 2,400.00
EFT8894	8/02/18	LGRCEU	PAYROLL DEDUCTIONS	\$ 61.50
EFT8895	8/02/18	LYN KAY	CIRCUIT CLASSES A BROOKTON ALL HOURS GYM	\$ 120.00
EFT8896	8/02/18	MARKETFORCE	ANNUAL ELECTORS MEETING ADVERT	\$ 428.93
EFT8897	8/02/18	NATIONWIDE TRAINING	CHAIN OF RESPONSIBILITY TRAINING	\$ 1,700.00
EFT8898	8/02/18	NEIL WALKER	COUNCILLOR SITTING FEES & TRAVEL OCTOBER 2017 TO DECEMBER 2017	\$ 993.75
EFT8899	8/02/18	QUALITY TRANSPORT	FREIGHT	\$ 39.00
EFT8900	8/02/18	ROSALIE PECH EVA ARCHITECT	REIMBURSE PRO RATA UNUSED PORTION OF SUB LICENCE AGREEMENT AT BROOKTON RAILWAY STATION	\$ 386.77
EFT8901	8/02/18	SGS	WATER SAMPLES	\$ 176.00
EFT8902	8/02/18	SHIRE OF BROOKTON	MASTERCARD PURCHASES JANUARY 2018	\$ 194.60
EFT8903	8/02/18	SHIRE OF BROOKTON	MASTERCARD PURCHASES JANUARY 2018	\$ 81.32
EFT8904	8/02/18	SHIRE OF BROOKTON SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 175.00
EFT8905	8/02/18	STEWART & HEATON CLOTHING CO.	JACKET FR GOLD WABFB	\$ 177.40
EFT8906	8/02/18	WA CONTRACT RANGER SERVICES	RANGER SERVICES 10/01/18 TO 25/01/18	\$ 724.62
EFT8907	8/02/18	WA LOCAL GOVERNMENT ASSN	SERVING ON COUNCIL, MEETING PROCUDURES & DEBATING COURSE CR HARTL	\$ 1,030.00
EFT8908	8/02/18	WINDSOR D & J	REPAIRS AT UNIT 6/28 WILLIAMS STREET, BROOKTON	\$ 169.40
EFT8909	8/02/18	XYLEM WATER SOULTIONS AUSTRALIA LIMITED	INSPECTION AND REPORT ON CONDITION OF PUMP STATION	\$ 2,651.00
EFT8910	8/02/18	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	STORAGE OF ARCHIVE BOXES 26/12/17 TO 25/01/18	\$ 55.77
EFT8911	21/02/18	BAPTISTCARE	KALKARNI RESIDENCY OPERATING & MANAGEMENT FEES FEBRUARY 2018	\$ 224,263.80

EFT8912	21/02/18	BEDFORD ARMS HOTEL	ACCOMMODATION FOR D HADDEN & BEER FOR COUNCIL MEETINGS	\$ 160.00
EFT8913	21/02/18	BOC GASES	OXYGEN & ACETYLENE	\$ 52.14
EFT8914	21/02/18	BROOKTON COMMUNITY RESOURCE CENTRE	QUARTERLY LIBRARY CONTRIBUTION FOR JANUARY 2018 TO MARCH 2018	\$ 6,125.00
EFT8915	21/02/18	BROOKTON ROADHOUSE	UNLEADED PETROL PURCHASES	\$ 32.00
EFT8916	21/02/18	BROOKTON RURAL TRADERS	HARDWARE & RURAL SUPPLIES JANUARY 2018	\$ 2,616.87
EFT8917	21/02/18	BROOKTON SUPERMARKET	LUNCH ITEMS FOR NWS SPORTS DAY, TEA, COFFEE & MILK	\$ 162.66
EFT8918	21/02/18	BROOKTON TYRE SERVICE	TYRE WATER CART	\$ 66.00
EFT8919	21/02/18	C FISHLOCK	REISSUE OF REIMBURSEMENT OF TRIATHLON ENTRY FEES DUE TO LOST CHEQUE	\$ 60.00
EFT8920	21/02/18	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEES OCTOBER 2017 TO JANUARY 2018	\$ 57,200.00
EFT8921	21/02/18	COOTE MOTORS	REPAIR BUS BREAK DOWN ON BROOKTON HWY	\$ 446.05
EFT8922	21/02/18	CORE BUSINESS AUSTRALIA	STRUCTURAL INSPECTION OF RAILWAY BUILDING AND PLATFORM	\$ 610.50
EFT8923	21/02/18	COURIER AUSTRALIA	FREIGHT	\$ 66.96
EFT8924	21/02/18	DAVID HADDEN HEALTH & BUILDING SERVICES	CONTRACT BUILDING & HEALTH SERVICES	\$ 3,399.00
EFT8925	21/02/18	FIRE & SAFETY SCAVENGER	FIRE GOGGLES & HELMETS	\$ 1,683.00
EFT8926	21/02/18	H RUSHTON & CO	VEHICLE REPAIRS & MAINTENANCE	\$ 3,544.40
EFT8927	21/02/18	HANSON CONSTRUCTION MATERIALS PTY LTD	WASHED GRANITE	\$ 14,762.27
EFT8928	21/02/18	IAN D'ARCY	REIMBURSEMENT OF BALANCE OF RELOCATION EXPENSES AFTER 12 MONTHS SERVICE AS PER EMPLOYMENT CONTRACT	\$ 2,320.45
EFT8929	21/02/18	IXOM	SERVICE FEE CHLORINE GAS BOTTLES	\$ 84.57
EFT8930	21/02/18	LANDGATE (DOLA)	RURAL UV'S CHARGEABLE SCHEDULE R2018/1 05/08/17 TO 19/01/18	\$ 80.90
EFT8931	21/02/18	LESLIE ROBERT EYRE	OVAL CONTRACT JANUARY 2018	\$ 400.00
EFT8932	21/02/18	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
EFT8933	21/02/18	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	FINANCE PROFESSIONALS CONFERENCE GO, SFO, FO & DCEO	\$ 4,695.00
EFT8934	21/02/18	LYN KAY	CIRCUIT CLASSES	\$ 120.00
EFT8935	21/02/18	MCLEODS BARRISTERS & SOLICITORS	PREPARATION OF DEED FOR SEWER EASEMENT AT 4 MATTHEW STREET	\$ 582.19
EFT8936	21/02/18	OFFICEWORKS BUSINESS DIRECT	STATIONARY ITEMS FOR ADMINISTRATION OFFICE	\$ 330.63
EFT8937	21/02/18	STABILISED PAVEMENTS OF AUSTRALIA PTY LTD	CEMENT STABILISATION, WATER CART HIRE AND DEMOBILISATION	\$ 75,072.80
EFT8938	21/02/18	STUMPY'S GATEWAY ROADHOUSE	UNLEADED PETROL & CATERING	\$ 231.34
EFT8939	21/02/18	TIANCO TRANSPORT	CARTAGE BLUEMETAL	\$ 9,174.79
EFT8940	21/02/18	WA CONTRACT RANGER SERVICES	RANGER SERVICES 02/02/18 TO 08/02/18	\$ 888.25
EFT8941	21/02/18	WINDSOR D & J	REMOVE AIR COOLER FROM ROOF OF MENS SHED AND TILE OVER OPENING	\$ 275.00
EFT8942	28/02/18	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$ 336.22
EFT8943	28/02/18	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
EFT8944	28/02/18	SHIRE OF BROOKTON SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 120.00
			TOTAL EFT	\$ 462,429.83

Chq/EFT	Date	Name	Description	Amount
18250	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 200.00
18251	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 150.00
18252	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 200.00
18253	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 150.00
18254	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 200.00
18255	8/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 150.00
18256	8/02/18	SYNERGY	ELECTRICITY AUQATIC CENTRE 22/11/17 TO 22/01/18	\$ 3,011.55
18257	8/02/18	WATER CORPORATION OF WA	WATER USAGE BROOKTON SENIOR CITIZEN HOMES, OVAL, OVAL GARDENS & MADISON SQUARE UNITS	\$ 2,257.50
18258	20/02/18	BROOKTON COMMUNITY RESOURCE CENTRE	HIRE FEE & BOND FOR PROJECTOR IPR MEETING 21/02/18	\$ 150.00

18259	21/02/18	ST JOHN AMBULANCE ASSN	PORTABLE DEFIBRILATOR UNIT BATTERY	\$ 182.95
18260	21/02/18	SYNERGY	STREETLIGHT, CARAVAN PARK, PAVILION & OVAL ELECTRICITY 25/12/17 TO 24/01/18	\$ 4,972.20
18261	21/02/18	TELSTRA CORPORATION	MOBILE, DEPOT, ADMINISTRATION, SWIMMING POOL & IPAD ACCOUNTS	\$ 1,604.56
18262	28/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 200.00
18263	28/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 1,157.14
18264	28/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 200.00
18265	28/02/18	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$ 560.00
TOTAL CHEQUE				\$ 15,345.90
TOTAL MUNICIPAL				\$ 477,775.73

DIRECT DEBITS FOR FEBRUARY 2018	
SALARIES & WAGES	\$ 87,179.90
MERCHANT FEES	\$ 266.72
SUPERANNUATION	\$ 13,031.83
CLASSIC FUNDING GROUP	\$ 330.00
TOTAL	\$ 100,808.45

SHIRE OF BROOKTON CREDIT CARD PURCHASES CEO		
DATE	DESCRIPTION	AMOUNT
4/01/18	Westnet	\$ 159.90
10/1/18	Safetyculture	\$ 13.20
30/1/18	Fees	\$ 21.50
TOTAL		\$ 194.60

SHIRE OF BROOKTON CREDIT CARD PURCHASES DCEO		
DATE	DESCRIPTION	AMOUNT
13/01/18	Reject Shop - Australian Flags & Balloons	\$ 44.00
19/1/18	Town of Victoria Park - Room Hire	\$ 20.00
26/1/18	Target Narrogin - Chopping Boards & Knives	\$ 12.00
30/1/18	Fees	\$ 5.32
TOTAL		\$ 81.32

12.03.18.02 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2018

File No:	N/A
Date of Meeting:	15/03/2018
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney – Senior Finance Officer
Authorising Officer:	Vicki Morris – Deputy Chief Executive Officer
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Simple Majority
Previous Report:	There is no previous meeting reference

Summary of Item:

The Statement of Financial Activity for the period ended 28 February 2018 is presented to council.

Description of Proposal:

That Council receive the Statement of Financial Activity for the period ended 28 February 2018 as presented.

Background:

In accordance with regulation 34 of the Local Government (Financial Management) Regulations 1996, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council.

Consultation:

Reporting officers receive monthly updates as to tracking of expenditure and income.

Statutory Environment:

Section 6.4 of the *Local Government Act 1995*.

Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Section 6.8 of the *Local Government Act 1995*

Relevant Plans and Policy:

There is no Council Policy relative to this issue.

Financial Implications:

The Budget is regularly monitored on at least a monthly basis, by the CEO, Deputy CEO, Senior Finance Officer, with Responsible Officers also required to review their particular line items for anomalies each month, with a major review required by law, between 1 January and 31 March of each year pursuant to the Local Government (Financial Management) Regulations 1996 (Regulation 33A).

Risk Assessment:

No risk identified

Community & Strategic Objectives:

Responsible financial management is critical to deliver on the Strategic Community Plan.

The Corporate Business Plan determines the local government's resource allocations which form the construction of the Annual Budget. The financial statements thus measure performance against the Corporate Business Plan by providing comparatives against the Annual Budget.

Comment

The Monthly Financial Report has been prepared in accordance with statutory requirements.

OFFICER'S RECOMMENDATION

That Council:

1. *Receive the Monthly Statement of Financial Activity for the period ending 28 February 2018 as presented in Attachment 12.03.18.02.*

Attachments

Attachments 12.03.18.02

OCM 03.18-04

COUNCIL RESOLUTION

MOVED CR EYRE SECONDED CR FANCOTE

That Council:

1. *Receive the Monthly Statement of Financial Activity for the period ending 28 February 2018 as presented in Attachment 12.03.18.02.*

CARRIED BY SMIPLE MARJORY VOTE 6-0

Shire of Brookton
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2018

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**Shire of Brookton
Monthly Reporting Model
Base Input Data**

General User Input

Local Government Name
Last Year (-2)
Last Year (-1)
Current Year

Current Reporting Period
Start of Current Financial Year
End of Financial Year

Data to appear in the Report

Shire of Brookton
2015-16
2016-17
2017-18
For the Period Ended 28 February 2018
01-Jul-17
30-Jun-18

Material Threshold

Material Amount Income
Material Amount Expenditure
Material Percentage Income
Material Percentage Expenditure

\$10,000
\$10,000
10.00%
10.00%

Material Variances Symbol

Above Budget Expectations
Below Budget Expectations

▲
▼

Note 4 - Rates and Rubbish Collection History

Month	Last Year 2016-17 %	This Year 2017-18 %
Jul	56	21
Aug	10	14
Sep	72	72
Oct	76	78
Nov	82	83
Dec	84	85
Jan	90	91
Feb	91	93
Mar		
Apr		
May		
Jun		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	Adopted Annual Budget	Amended Budget -	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
Operating Revenues		\$		\$	\$	\$	%	
Governance		18,190	18,190	12,430	20,104	7,674	61.74%	
General Purpose Funding		615,274	615,274	443,961	420,904	(23,057)	(5.19%)	
Law, Order and Public Safety		37,730	37,730	29,245	30,147	902	3.09%	
Health		2,200	2,200	1,456	959	(497)	(34.13%)	
Education and Welfare		4,058,507	4,062,907	2,710,064	2,774,073	64,009	2.36%	
Housing		92,300	92,300	60,192	68,121	7,929	13.17%	
Community Amenities		349,954	357,354	353,525	359,794	6,269	1.77%	
Recreation and Culture		79,992	49,492	35,660	40,189	4,529	12.70%	
Transport		572,849	669,468	446,312	368,812	(77,500)	(17.36%)	▼
Economic Services		54,440	57,440	37,742	39,260	1,518	4.02%	
Other Property and Services		34,100	41,325	29,953	40,005	10,052	33.56%	▲
Total (Excluding Rates)		5,915,536	6,003,680	4,160,540	4,162,369	1,829	0.04%	
Operating Expense								
Governance		(771,621)	(804,046)	(571,389)	(420,877)	150,513	(26.34%)	▲
General Purpose Funding		(257,789)	(257,789)	(135,317)	(130,862)	4,456	(3.29%)	
Law, Order and Public Safety		(117,754)	(132,242)	(88,161)	(84,819)	3,342	(3.79%)	
Health		(54,452)	(54,452)	(29,987)	(25,133)	4,854	(16.19%)	
Education and Welfare		(3,731,832)	(3,659,014)	(2,445,990)	(2,399,908)	46,082	(1.88%)	
Housing		(175,784)	(179,054)	(106,806)	(86,433)	20,373	(19.07%)	
Community Amenities		(438,065)	(434,247)	(275,459)	(203,598)	71,861	(26.09%)	
Recreation and Culture		(886,708)	(1,052,659)	(767,701)	(733,685)	34,016	(4.43%)	
Transport		(2,119,467)	(2,402,447)	(1,587,333)	(1,464,714)	122,619	(7.72%)	
Economic Services		(179,293)	(186,092)	(105,896)	(78,714)	27,182	(25.67%)	
Other Property and Services		(132,947)	(169,500)	(118,582)	(126,902)	(8,320)	7.02%	
Total		(8,865,712)	(9,331,543)	(6,232,622)	(5,755,644)	476,978	7.65%	
Funding Balance Adjustment								
Add back Depreciation		1,936,295	2,124,698	1,416,466	1,393,452	(23,014)	(1.62%)	
Adjust (Profit)/Loss on Asset Disposal	6	12,817	293,297	195,531	280,480	84,949	43.45%	▲
Movement in Non Cash Provisions		0	0		36,512	36,512		
Net Operating (Ex. Rates)		(1,001,064)	(909,867)	(460,085)	117,169	577,254	(125.47%)	
Capital Revenues								
Proceeds from Disposal of Assets	6	48,978	48,978	500	500	0	0.00%	
Self-Supporting Loan Principal		0	40,605	27,070	24,216	(2,854)	(10.54%)	
Transfer from Reserves	5	650,000	762,671	433,333	72,928	(360,405)	(83.17%)	▼
Total		698,978	852,255	460,904	97,644	(363,259)		
Capital Expenses								
Land and Buildings	6	(709,000)	(718,600)	(479,067)	(177,174)	301,892	(63.02%)	
Plant and Equipment	6	(97,000)	(97,000)	(64,667)	0	64,667	(100.00%)	
Furniture and Equipment	6	(99,500)	(99,500)	(66,333)	0	66,333	(100.00%)	
Infrastructure Assets - Roads & Bridges	6	(1,028,414)	(1,045,466)	(696,977)	(589,991)	106,987	(15.35%)	
Infrastructure Assets - Sewerage	6	(65,000)	(65,000)	(43,333)	(18,730)	24,604	(56.78%)	
Infrastructure Assets - Parks	6	0	0	0	0	0	0.00%	
Repayment of Debentures	7	(130,130)	(130,130)	(86,753)	(90,250)	(3,497)	4.03%	
Transfer to Reserves	5	(849,079)	(849,079)	(849,079)	(827,227)	21,852	(2.57%)	
Total		(2,978,123)	(3,004,775)	(2,286,210)	(1,703,372)	582,838	(25.49%)	
Net Capital		(2,279,145)	(2,152,520)	(1,825,306)	(1,605,728)	219,578	(12.03%)	
Total Net Operating + Capital		(3,280,209)	(3,062,388)	(2,285,391)	(1,488,559)	796,832	(34.87%)	
Rate Revenue		2,037,402	2,061,425	2,037,402	2,060,737	23,335	1.15%	
Opening Funding Surplus(Deficit)		1,222,206	1,222,206	1,222,206	1,222,206	0	0.00%	
Closing Funding Surplus(Deficit)	2	(20,601)	221,243	974,217	1,794,384	820,167		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Program by Nature and Type
For the Period Ended 28 February 2018

NOTE	2017/18 Adopted Budget \$	2017/18 Amended Budget	2017/18 YTD Budget \$	2017/18 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
REVENUES FROM ORDINARY ACTIVITIES					
Rates	2,037,402	2,061,425	2,061,425	2,060,737	(688)
Operating Grants, Subsidies and Contributions	3,571,354	3,537,827	2,413,976	2,354,973	(59,003)
Fees and Charges	1,543,835	1,549,235	1,150,571	1,182,939	32,368
Interest Earnings	195,746	195,746	126,366	116,286	(10,080)
Other Revenue	117,169	97,794	67,585	179,490	111,905
	7,465,506	7,442,027	5,819,923	5,894,425	74,502
EXPENSES FROM ORDINARY ACTIVITIES					
Employee Costs	(1,514,122)	(1,531,427)	(985,902)	(853,134)	132,768
Materials and Contracts	(4,932,476)	(4,912,137)	(3,195,676)	(2,927,468)	268,208
Utilities	(149,894)	(150,547)	(96,680)	(87,890)	8,790
Depreciation	(1,936,295)	(2,124,698)	(645,432)	(1,393,452)	(748,020)
Interest Expenses	(113,800)	(113,800)	(37,933)	(51,063)	(13,130)
Insurance	(180,181)	(174,220)	(180,181)	(160,602)	19,578
Other Expenditure	(25,629)	(25,629)	(7,271)	(1,055)	6,216
	(8,852,396)	(9,032,457)	(5,149,073.91)	(5,474,664)	(325,590)
	(1,386,889)	(1,590,430)	670,849	419,760	(251,089)
Non-Operating Grants, Subsidies & Contributions	487,432	622,578	416,712	328,182	(88,530)
Profit on Asset Disposals	-	500	500	500	-
Loss on Asset Disposals	(12,817)	(293,797)	(289,961)	(280,980)	8,981
NET RESULT	(912,274)	(1,261,149)	798,100	467,462	(330,638)

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY (Excluding Kalkarni Residential Facility)
Program by Nature and Type
For the Period Ended 28 February 2018

	2016/17	2016/17	2016/17	2016/17	Variance	Actuals as
	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Budget vs YTD	% of
	\$	November OCM	\$	\$	Actual	Total
REVENUES FROM ORDINARY ACTIVITIES						
Rates	2,037,402		2,061,425	2,060,737	(688)	60%
Operating Grants, Subsidies and Contributions	562,005		407,743	404,800	(2,944)	12%
Fees and Charges	798,775		653,864	686,235	32,370	20%
Interest Earnings	195,746		126,366	116,286	(10,080)	3%
Other Revenue	117,169		67,585	179,490	111,905	5%
	3,711,097		3,316,984	3,447,548	130,564	100%
EXPENSES FROM ORDINARY ACTIVITIES						
Employee Costs	(1,514,122)		(985,902)	(853,134)	132,768	28%
Materials and Contracts	(1,431,764)		(861,868)	(634,323)	227,544	20%
Utilities	(149,894)		(96,680)	(87,890)	8,790	3%
Depreciation	(1,776,428)		(527,443)	(1,329,808)	(802,365)	43%
Interest Expenses	(108,347)		(32,481)	(47,957)	(15,476)	2%
Insurance	(165,681)		(151,181)	(146,149)	5,032	5%
Other Expenditure	(25,629)		(7,271)	(1,055)	6,216	0%
	(5,171,864)		(2,662,825)	(3,100,316)	(437,491)	100%
	(1,460,766)		654,159	347,232	(306,927)	
Non-Operating Grants, Subsidies & Contributions	487,432		416,712	328,182	(88,530)	
Profit on Asset Disposals	-		500	500	-	
Loss on Asset Disposals	(12,817)		(289,961)	(280,980)	8,981	
NET RESULT	(986,151)		781,410	394,933	(386,477)	

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 1: MAJOR VARIANCES

OPERATING REVENUE (EXCLUDING RATES)

Governance

Within variance threshold of \$10,000 or 10%

General Purpose Funding

Within variance threshold of \$10,000 or 10%

Law, Order and Public Safety

Within variance threshold of \$10,000 or 10%

Health

Within variance threshold of \$10,000 or 10%

Education and Welfare

Within variance threshold of \$10,000 or 10%

Housing

Within variance threshold of \$10,000 or 10%

Community Amenities

Within variance threshold of \$10,000 or 10%

Recreation and Culture

Within variance threshold of \$10,000 or 10%

Transport

This variance is due to a timing issue for grant money not yet received

Economic Services

Within variance threshold of \$10,000 or 10%

Other Property and Services

This variance relates to increased private works for the 17/18 financial year.

OPERATING EXPENSES

Governance

There a number of factors that relate to this variance, but the main driver relates to employee salaries and wages for two vacant postions

General Purpose Funding

Within variance threshold of \$10,000 or 10%

Law, Order and Public Safety

Within variance threshold of \$10,000 or 10%

Health

Within variance threshold of \$10,000 or 10%

Education and Welfare

Within variance threshold of \$10,000 or 10%

Housing

Within variance threshold of \$10,000 or 10%

Community Amenities

Within variance threshold of \$10,000 or 10%

Recreation and Culture

Within variance threshold of \$10,000 or 10%

Transport

Within variance threshold of \$10,000 or 10%

Economic Services

Within variance threshold of \$10,000 or 10%

Other Property and Services

Within variance threshold of \$10,000 or 10%

CAPITAL REVENUE

Proceeds from Disposal of Assets

Within variance threshold of \$10,000 or 10%

Self-Supporting Loan Principal

Within variance threshold of \$10,000 or 10%

Transfer from Reserves

A portion of Reserve Transfers will be completed at maturity 02/04/18, the remainder will occur towards the end of the financial year.

CAPITAL EXPENSES

Land and Buildings

Underbudget as capital program yet to be completed along with deferring construction of the Shire house at Avon Bank Close in 2017/18.

Plant and Equipment

No purchases to date.

Furniture and Equipment

No purchases to date.

Infrastructure Assets - Roads & Bridges

Variance relates to capital program yet to be completed for 2017/18.

Infrastructure Assets - Sewerage

Underbudget as capital program yet to substantially commence.

Infrastructure Assets - Parks

Within variance threshold of \$10,000 or 10%

Repayment of Debentures

Within variance threshold of \$10,000 or 10%

Transfer to Reserves

Within variance threshold of \$10,000 or 10%

OTHER ITEMS

Rate Revenue

Within variance threshold of \$10,000 or 10%

Opening Funding Surplus(Deficit)

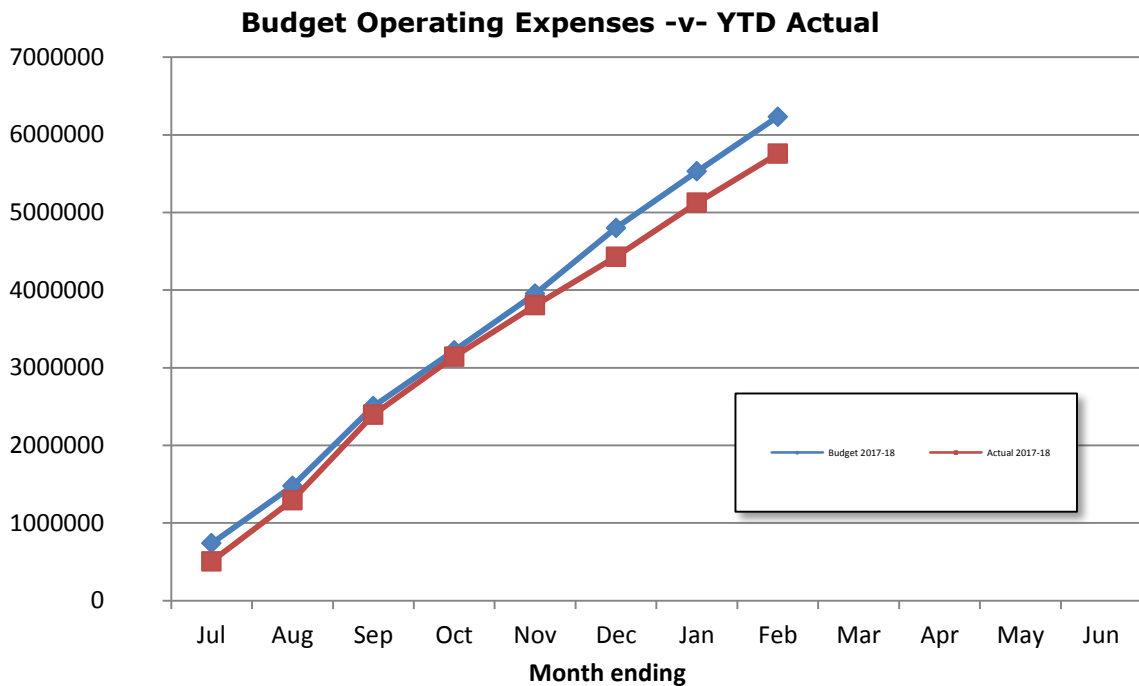
Within variance threshold of \$10,000 or 10%

Closing Funding Surplus (Deficit)

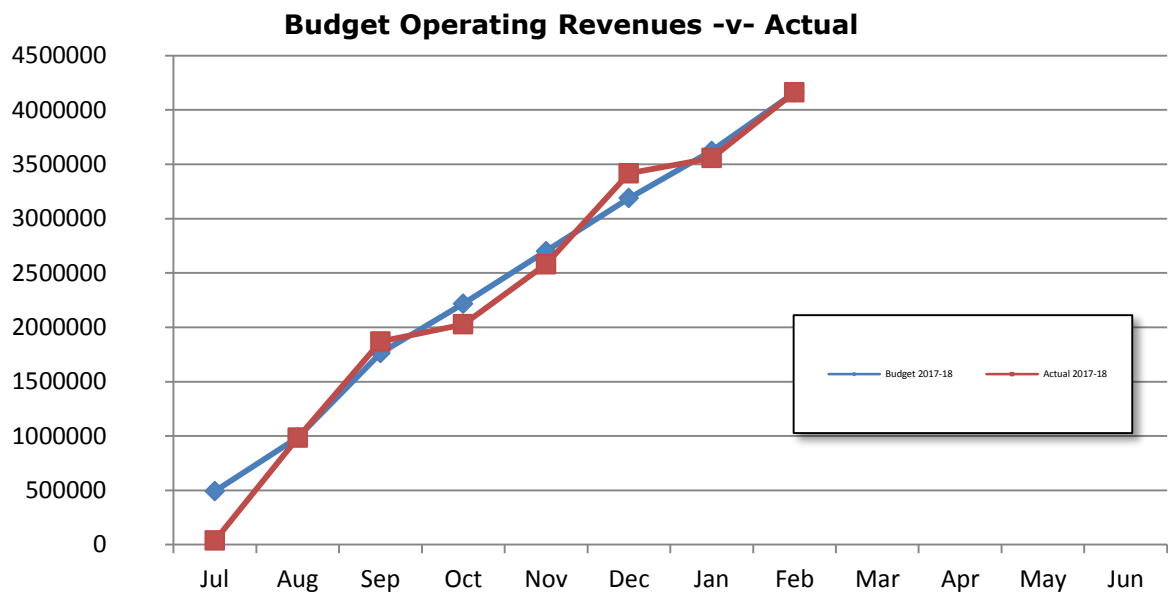
Within variance threshold of \$10,000 or 10%

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 2 - Graphical Representation - Source Statement of Financial Activity



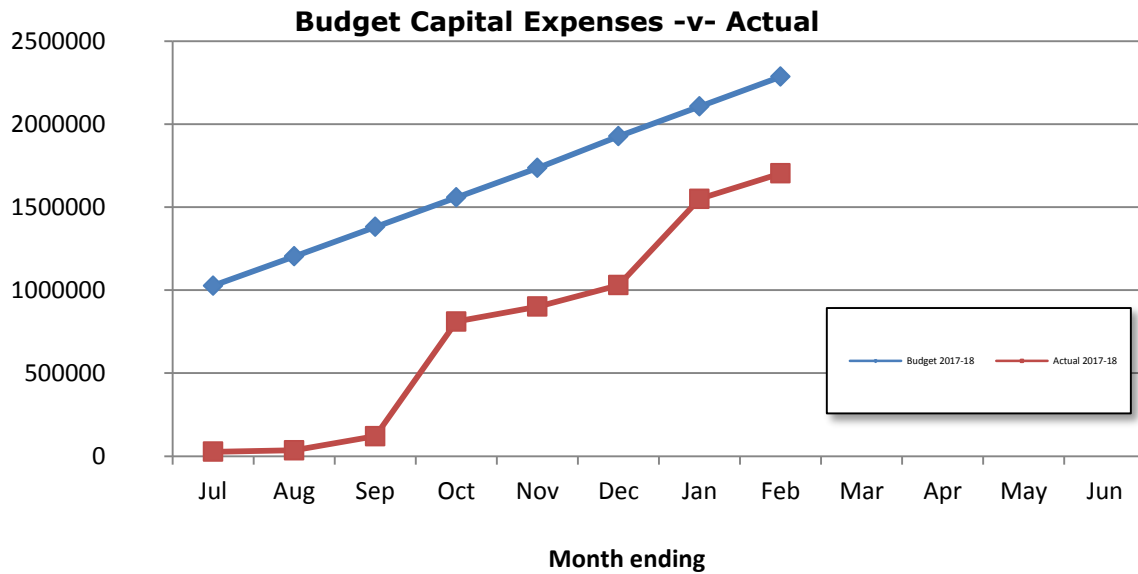
Comments/Notes - Operating Expenses



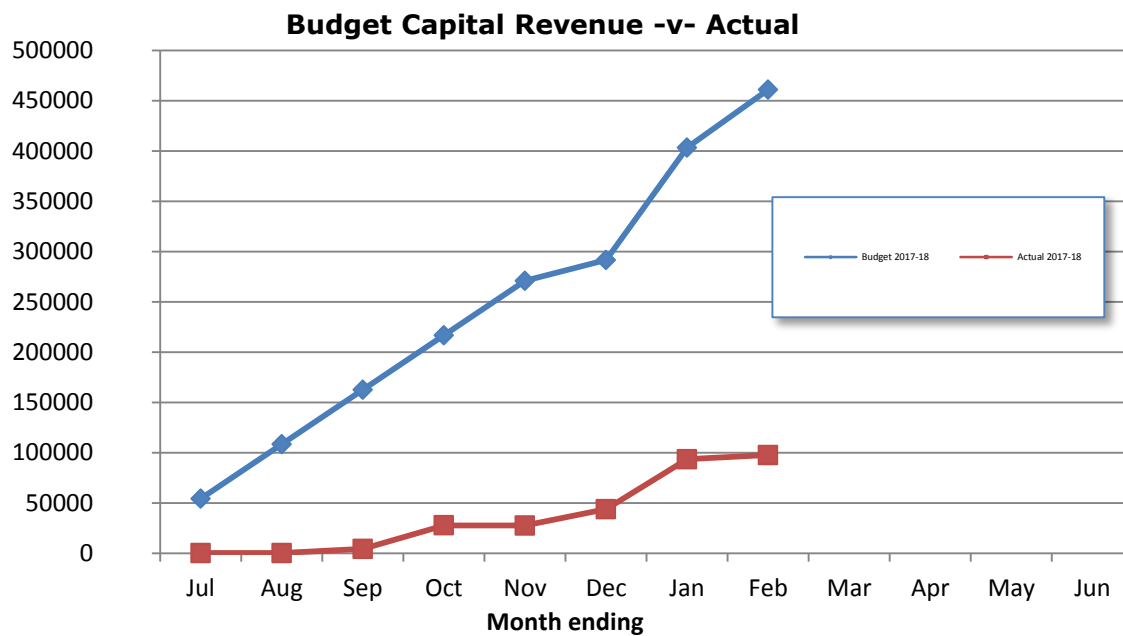
Comments/Notes - Operating Revenues

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 1 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

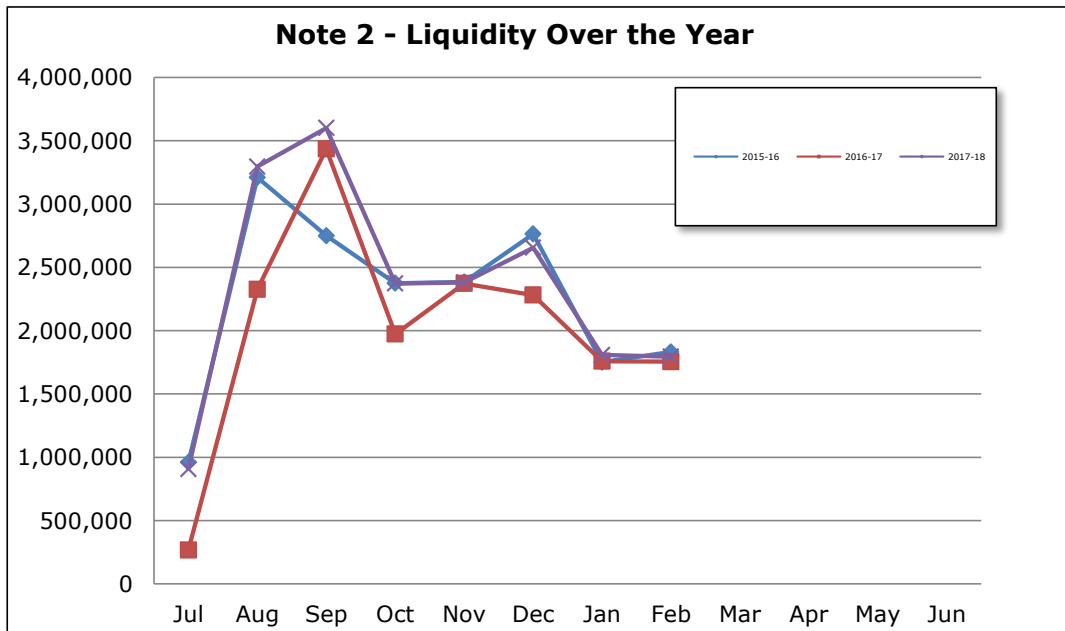


Comments/Notes - Capital Revenues

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		2017-18		
Note	This Period	Same Period 2016/17	Same Period 2015/16	Surplus C/F 1 July 2017
	\$	\$	\$	\$
Current Assets				
Cash Unrestricted	1,732,176	1,731,284	1,831,952	1,624,466
Cash Restricted	4,259,065	3,244,209	2,898,732	3,504,765
Receivables	3,558,959	3,198,632	1,467,342	3,731,222
Prepayments & Accruals	0	0	0	0
Inventories	17,429	15,279	12,462	15,421
	9,567,629	8,189,404	6,210,488	8,875,874
Less: Current Liabilities				
Payables and Provisions	(3,514,179)	(3,189,960)	(1,480,144)	(4,148,903)
	(3,514,179)	(3,189,960)	(1,480,144)	(4,148,903)
Less: Cash Restricted	(4,259,065)	(3,244,209)	(2,898,732)	(3,504,765)
Net Current Funding Position	1,794,385	1,755,236	1,831,612	1,222,206



Comments - Net Current Funding Position

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 4: RECEIVABLES

Receivables - Rates, Sewerage and Rubbish

Opening Arrears Previous Years
 Rates, Sewerage & Rubbish Levied this
 year
Less Collections to date
 Equals Current Outstanding

Net Rates Collectable

% Collected

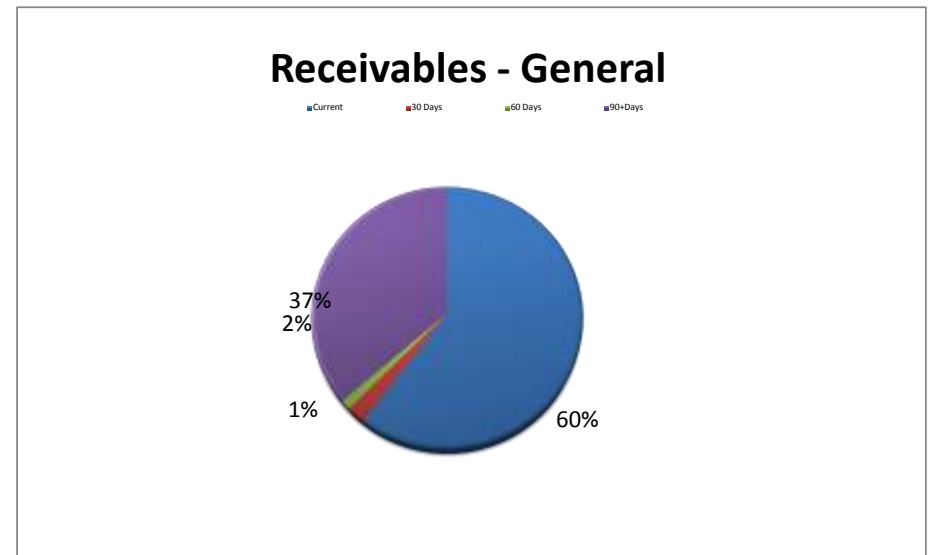
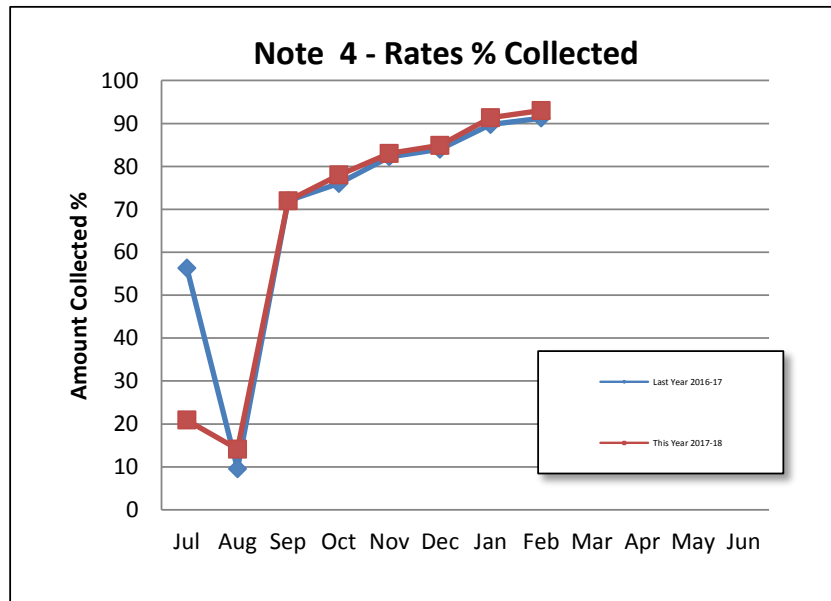
	Current 2017-18	Previous 2016-17
Opening Arrears Previous Years	\$ 30,159	\$ 12,339
Rates, Sewerage & Rubbish Levied this year	2,402,315	2,245,664
<u>Less</u> Collections to date	(2,262,148)	(2,059,886)
Equals Current Outstanding	170,327	198,117
Net Rates Collectable	170,327	198,117
% Collected	93.00%	91.23%

Receivables - General

Total Outstanding

Amounts shown above include GST (where applicable)

Current	30 Days	60 Days	90+Days
\$ 16,050	\$ 570	\$ 315	\$ 9,692
			26,627



Comments/Notes - Receivables Rates, Sewerage and Rubbish

Comments/Notes - Receivables General

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 5: Cash Backed Reserves

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Amended Budget Dec OCM Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Amended Budget Aug , Nov & Dec OCM Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$		\$	\$		\$	\$	\$
Aldersyde Hall Reserve (Not Shire Vested Property)	25,657	586	149	0		0	0	0	0	26,243	25,806
Bridge Construction Reserve	0	0	0	0		0	0	0	0	0	0
Brookton Heritage/Museum Reserve	37,773	862	451	3,200		3,200	0	0	0	41,835	41,424
Caravan Park Reserve	122,382	2,794	1,422	3,200		3,200	0	0	0	128,376	127,004
Cemetery Reserve	21,471	490	250	650		650	0	0	0	22,611	22,371
Community Bus Reserve	63,696	1,454	770	6,900		6,900	0	0	0	72,050	71,366
Drainage Reserve	0		0			0	0	0	0	0	0
Furniture and Equipment Reserve	64,855	1,480	812	12,000		12,000	0	0	0	78,336	77,667
Health & Aged Care Reserve	777,172	17,740	9,152	65,000		65,000	(180,000)	0	(23,346)	679,912	827,978
Housing Reserve	764,764	17,457	8,774	240,000		240,000	(450,000)	0	0	572,221	1,013,539
Kweda Hall Reserve	25,657	586	312	3,200		3,200	0	0	0	29,443	29,170
Land Development Reserve	129,369	2,953	1,507	4,000		4,000	0	0	0	136,322	134,876
Madison Square Units Reserve	17,689	404	206	600		600	0	0	0	18,693	18,496
Municipal Buildings & Facilities Reserve	201,167	4,592	2,514	36,500		36,500	0	(7,000)	(6,428)	235,259	233,753
Plant and Vehicle Reserve	540,015	12,326	6,816	110,000		110,000	0	0	0	662,341	656,831
Railway Station Reserve	25,657	586	312	3,200		3,200	0	0	0	29,443	29,170
Rehabilitation & Refuse Reserve	46,448	1,060	567	6,000		6,000	0	0	0	53,508	53,015
Road and Bridge Infrastructure Reserve	292,547	6,678	3,463	18,900	131,994	18,900	0	0	0	431,219	314,910
Saddleback Building Reserve	50,113	1,144	583	1,500		1,500	0	0	0	52,757	52,197
Saddleback Vehicle & Equipment Reserve	0	0	0	0		0	0	0	0	0	0
Sewerage & Drainage Infrastructure Reserve	194,032	4,429	2,226	65,000		0	(15,000)	0	0	248,461	196,258
Sport & Recreation Reserve	10,391	237	125	1,000		1,000	0	0	0	11,629	11,516
Staff Vehicle Reserve	0	0	0	0		0	0	0	0	0	0
Townscape and Footpath Reserve	49,063	1,120	571	1,500		1,500	0	0	0	51,683	51,134
Unspent Grants & Contributions	0	0	0	0		0	0	0	0	0	0
Developer Contribution - Roads	4,542	104	52	0		0	0	0	0	4,646	4,594
Water Harvesting Reserve	40,302	920	468	1,000		1,000	(5,000)	0	0	37,222	41,770
Brookton Aquatic Reserve	0	0	371	65,729		65,729	0	0	0	65,729	66,100
Cash Contingency Reserve	0	0	1,273	200,000		200,000	0	(105,671)	(43,154)	94,329	158,119
	3,504,765	80,000	43,148	849,079	131,994	784,079	(650,000)	(112,671)	(72,928)	3,784,267	4,259,065

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 6: CAPITAL DISPOSALS AND ACQUISITIONS

Original Budgeted Profit(Loss) of Asset Disposal			Disposals	Actual Profit(Loss) of Asset Disposal			
Net Book Value	Proceeds	Profit (Loss)		Net Book Value		Proceeds	Profit (Loss)
23,317	22,000	(1,317)	DCEO Vehicle	\$		\$	\$
23,465	16,978	(6,487)	Works Supervisors Ute				0
15,013	10,000	(5,013)	Parks & Garden 4 x 2 - PU30				0
0	0	0	Sale of Suplus /Unwanted Equipment - Depot	0		500	500
0	0	0	16x Land & Building written out to Inventory Listing Foll	0		0	0
0	0	0	F & F Asset # 7026 written out to Inventory Listing as p	27,331		0	(27,331)
0	0	0	Toilet Block Aldersyde Hall as per Council Resolution 1	23,846		0	(23,846)
0	0	0	Water Tank Aldersyde Hall as per Council Resolution 1	2,578		0	(2,578)
0	0	0	Aldersyde Hall	227,225		0	(227,225)
61,795	48,978	(12,817)	Totals	280,980		500	(280,480)

Comments - Capital Disposal

Summary Acquisitions				
	Budget	Amended Budget	Actual	Variance
Property, Plant & Equipment	\$		\$	\$
Land and Buildings	709,000	718,600	177,174	541,426
Plant & Equipment	97,000	97,000	0	97,000
Furniture & Equipment	99,500	99,500	0	99,500
Infrastructure				
Roadworks & Bridge Works & Footpaths	1,028,414	1,045,466	589,991	455,475
Parks & Gardens	0	0	0	0
Sewerage & Drainage	65,000	65,000	18,730	46,270
Totals	1,998,914	2,025,566	785,895	1,239,671

Comments - Capital Acquisitions

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 7: INFORMATION ON BORROWINGS

					Principal 1-Jul-17 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan Purpose	Due Date	Term (yrs)	Rate (%)			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Self Supporting Loans												
*Loan 78 Senior Citizen's Homes	Construction of Mokine Cottages	17/06/2024	15	6.74	117,669	-	6,716	13,659	110,953	104,010	4,032	8,504
*Loan 79 Multifunctional Family Centre	Purchase of the Building	1/08/2020	15	5.82	31,525	-	8,371	8,371	23,154	23,154	1,069	1,929
	Extension and Refurbishment of the Club House											
*Loan 82 Country Club		15/11/2027	20	6.95	275,589	-	9,129	18,576	266,460	257,013	8,083	20,699
Governance												
Loan 75 Administration	Shire Office Renovations	3/08/2026	25	6.46	56,258	-	4,453	4,453	51,805	51,805	2,250	3,938
Education & Welfare												
Loan 80 Kalkarni Residency	Kalkarni Residence	1/02/2026	25	5.63	88,287	-	7,776	7,776	80,511	80,511	3,106	5,452
Housing												
Loan 80 Staff Housing	Staff Housing	1/02/2026	25	5.63	145,673	-	12,830	12,830	132,843	132,843	5,125	8,996
Community Amenities												
Loan 80 Sewerage	Sewerage Extension	1/02/2026	25	5.63	61,801	-	5,443	5,443	56,358	56,358	2,174	3,817
Transport												
Loan 80 Grader	New Grader	1/02/2026	25	5.63	145,673	-	12,830	12,830	132,843	132,843	5,125	8,996
Recreation and Culture												
Loan 81 Sport & Recreation	Recreation Plan	1/11/2027	20	6.95	685,315	-	22,702	46,193	662,613	639,122	20,099	51,468
					1,607,790	-	90,250	130,130	1,517,540	1,477,660	51,063	113,800

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Cash at Bank - Operating Account	0.00%	266,331				266,331	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.70%	1,465,845				1,465,845	Bendigo	
Municipal Cash at Bank - Independent Living Units	1.00%							
Trust Cash at Bank	0.00%			27,833		27,833	Bendigo	
(b) Term Deposits								
Reserves	2.25%		4,259,065			4,259,065	Bendigo	02/04/2018
Les McMullen Trust	2.40%			7,224		7,224	Bendigo	26/06/2018
(c) Investments								
Bendigo Bank Shares					5,000	5,000		
Total		1,732,176	4,259,065	35,057	5,000	6,031,298		

Comments/Notes - Investments

Investment Management Strategy for Kalkarni Bonds

The total bond/RAD amounts (\$3,306,611.87) as at 31/01/18 are invested by Baptistcare with NAB for a term of 120 days at the rate of 2.47% with a maturity date of 8th March 2018.

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 9: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Adopted Budget Net Asset Surplus 30 June 2017			\$	\$	\$	\$
E115510	Land & Building & Furniture & Fitting Asset Disposal	OCT 17 OCM	Opening Surplus(Deficit)				1,222,206
	Wall Repairs - Brookton Police Museum	AUG 17 OCM	Non Cash Item	280,980			1,222,206
0L01661	Wall Repairs - Brookton Police Museum - Transfer from Reserves		Capital Expenses			7,000	1,215,206
E042600	LOAN PAYMENT 75 GEN - Not included in the 17/18 adopted budget	AUG 17 OCM	Capital Revenue		7,000		1,222,206
E084600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			4,453	1,217,753
E091600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			7,776	1,209,978
E102600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			12,830	1,197,147
E143600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			5,443	1,191,704
	TRANSFER TO MUNI - CASH CONTINGENCY RESERVE GEN - Transfer from Contingency Reserve to offset unfavourable budget movement - Loans	Nov17 OCM	Capital Revenue		43,154		1,222,206
0L01961	HALLS WB EVA PAVILLION GEN - Unexpected Expenditure not included in the 2017/18 Adopted Budget						
E111020		Nov17 OCM	Operating Expenses			10,801	1,211,405
E042510	PURCHASE LAND AND BUILDINGS GEN - Unexpected expense to move Solar Inverter box (OSH Requirement)	Nov17 OCM	Capital Expenses			2,600	1,208,805
E042020	ADMIN GENERAL OPERATING EXPENSES GEN - Decrease budget to offset unexpected expenses not included in 2017/18 Budget	Nov17 OCM	Operating Expenses		1,626		1,210,431
E116020	REC GENERAL OPERATING EXPENSES GEN - MUDRUN - Healthway sponsorship	Nov17 OCM	Operating Expenses			1,500	1,208,931
I116010	GENERAL INCOME GEN - MUDRUN - Healthway sponsorship	Nov17 OCM	Operating Revenue		1,500		1,210,431
I148020	UNCLAS REIMBURSEMENTS GEN -Parental Leave Payments and Unclaimed monies along with insurance claim reimbursement	Nov17 OCM	Operating Revenue		6,725		1,217,156
I031015	RATE - Interim/Back Rates GEN	Nov17 OCM	Operating Revenue		150		1,217,306
I084030	KALC Reimbursements Received GEN - Reimbursement from Kalkarni for Laurie's Gardening	Nov17 OCM	Operating Revenue		4,400		1,221,706
I143499	POC Profit On Sale Of Asset GEN - Sale of Surplus Depot Items	Nov17 OCM	Operating Revenue		500		1,222,206
E033600	SSL PAYMENTS 78 SENIOR CITIZENS HOMES GEN - not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			13,659	1,208,547
E033601	SSL PAYMENTS 79 MULTIFUNCTIONAL CENTRE GEN - not included in the 17/18 adopted budget	Nov17 OCM	Operating Expenses			8,371	1,200,177
E033602	SSL PAYMENTS 82 BOWLS/GOLF CLUBS GEN - not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			18,576	1,181,601
I033610	FIN PRINCIPAL REPAYMENT - S/S LOAN 78 - BSCHI GEN - not included in the 17/18 adopted budget	Nov17 OCM	Capital Revenue		13,659		1,195,259
I033611	FIN PRINCIPAL REPAYMENT - S/S LOAN 79 - MMM GEN - not included in the 17/18 adopted budget	Nov17 OCM	Capital Revenue		8,371		1,203,630
I033612	FIN PRINCIPAL REPAYMENT - S/S LOAN 82 - BOWLS/GOLF GEN - not included in the 17/18 adopted budget	Nov17 OCM	Capital Revenue		18,576		1,222,206
E086010	AGED CARE INITIATIVES GEN - Dept Sport & Rec Refund of unexpended CPRP grant monies - community pool revitalisation program 2015/16	Nov17 OCM	Operating Expenses		10,000		1,232,206
E111010	HALLS WB EVA PAVILLION GEN - - Dept Sport & Rec Refund of unexpended CPRP grant monies - community pool revitalisation program 2015/16	Nov17 OCM	Operating Expenses		4,060		1,236,266
E112480	POOL Building Maintenance GEN - Unexpected Return of 15/16 under expended grants monies not included in the 2017/18 budget	Nov17 OCM	Operating Expenses			14,060	1,222,206
E112480	POOL Building Maintenance GEN - 17/18 Pool grant withdrawn by State Govt						
I112020	POOL GRANTS & SUBSIDIES GEN - Dept of Sport and Rec - Pool Grant not available 17/18	Nov17 OCM	Operating Revenue		32,000		1,254,206
E091999	STAFFH Abc Administration Expenses - To correct imbalance in the ABC Allocation in adopted budget	Nov17 OCM	Non Cash Item	19,125			1,222,206
E131999	RURAL Abc Administration Expenses - To correct imbalance in the ABC Allocation in adopted budget	Nov17 OCM	Non Cash Item	2,443			1,222,206
E042999	ADMIN Less: Abc Expenses Allocated - To correct imbalance in the ABC Allocation in adopted budget	Nov17 OCM	Non Cash Item	2,879			1,222,206
	LSL Provision Current To Non-Current 16/17 as per Auditor request 01/12/17	Auditor Request	Non Cash Item	36,512			1,222,206
E111050	HALLS Aldersyde Hall GEN - Playground inspection	Dec 17 OCM	Operating Expenses			315	1,221,891
E116600	LOAN PAYMENT 81 - Not included in 17/18 adopted budget	Dec 17 OCM	Capital Expenses			46,193	1,175,698
E042480	ADMINISTRATION CENTRE - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			2,364	1,173,334

E105010	PUBLIC TOILETS ROBINSON ROAD - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			1,085	1,172,249
E111010	MEMORIAL HALL - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			455	1,171,794
E111020	WB EVA PAVILION - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			3,400	1,168,394
E116020	GYMNASIUM OPERATING - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			304	1,168,090
E132010	CARAVAN PARK - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			3,488	1,164,602
E142480	SHIRE DEPOT - Increased budget due to Contractal Cleaning Services	Dec 17 OCM	Operating Expenses			304	1,164,298
0L01961	TRANSFER TO MUNI FROM CASH CONTINGENCY - Transfer from Contingency Reserve to offset unfavourable budget movement	Dec 17 OCM	Capital Revenue	61,518			1,225,816
E042020	RESERVE ADMIN GENERAL OPERATING EXPENSES - No further expense expected for 17/18 (Ins less rebate \$6421.50-\$5885.12=\$536.38)	Dec 17 OCM	Operating Expenses	5,890			1,231,706
E104030	TPB GENERAL OPERATING EXPENSES - adjustment due to under spend to offset unfavourable budget movement	Dec 17 OCM	Operating Expenses	5,000			1,236,706
E104030	TPB GENERAL OPERATING EXPENSES - adjustment due to under spend to offset unfavourable budget movement	Dec 17 OCM	Operating Expenses	5,000			1,241,706
E104030	TPB GENERAL OPERATING EXPENSES - adjustment due to under spend to offset unfavourable budget movement	Dec 17 OCM	Operating Expenses	2,500			1,244,206
I122010	INFRA MRWA Direct Grant GEN - Decreased as State Gov reduced Grant by 42.4%	Dec 17 OCM	Operating Revenue		33,527		1,210,679
I132010	TOUR FEES & CHARGES GEN - Increase budget due to increase in patronage of Caravan Park	Dec 17 OCM	Operating Revenue	3,000			1,213,679
I106020	ENVIR GRANTS & SUBSIDIES GEN - Happy Valley Bore final grant payment missed in adopted 17/18 budget	Dec 17 OCM	Operating Revenue	5,000			1,218,679
I101010	REFUSE FEES & CHARGES GEN - Increase budget due to additional cardboard recycling bins collection fees	Dec 17 OCM	Operating Revenue	2,400			1,221,079
I031040	RATE Less: Rebate Allowed GEN - Increase budget due to third property being contiguously rated	Dec 17 OCM	Operating Revenue	1,127			1,222,206
E121560	ROADS TO RECOVERY GEN - increased expenditure allocation from R2R funding body	Dec 17 OCM	Capital Expenses		130,146		1,092,060
E121565	OTHER ROAD CONSTRUCTION GEN (King Street Widen & Prime) - budget allocation transferred to Reserve and expenditure deferred to 18/19 fin year	Dec 17 OCM	Capital Expenses	103,814			1,195,874
E121565	OTHER ROAD CONSTRUCTION GEN (Reynold Street) - budget allocation transferred to Reserve and expenditure deferred to 18/19 fin year	Dec 17 OCM	Capital Expenses	9,280			1,205,154
0L01702	Transfer to Road and Bridge Reserve - adjustment due to increase in R2R funding allocation 17/18 year	Dec 17 OCM	Capital Expenses		113,094		1,092,060
I121560	INFRA Roads To Recovery GEN - adjustment due to increase in R2R funding allocation 17/18 year	Dec 17 OCM	Operating Revenue	130,146			1,222,206
E042500	ADMIN Depreciation - Asset # 6251 \$7389 & #6857 \$47204 per annum moved from admin to staff housing	Dec 17 OCM	Operating Expenses	(22,645)			1,222,206
E042500	Depn ADMIN Depreciation - PAV115 16/17 incorrectly posted to IE 451 corrected 17/18	Dec 17 OCM	Operating Expenses	6,167			1,222,206
E051500	FIRE DEPRECIATION - 16/17 Actual \$25492	Dec 17 OCM	Operating Expenses	14,488			1,222,206
E084500	KALC Depreciation - 16/17 Actual \$182,785.32 & FV has impacted on depn rates	Dec 17 OCM	Operating Expenses	(60,184)			1,222,206
E084500	KALC Depreciation - 16/17 Actual \$3421.64	Dec 17 OCM	Operating Expenses	(2,671)			1,222,206
E084500	KALC Depreciation - 16/17 Actual \$340.52	Dec 17 OCM	Operating Expenses	37			1,222,206
E091500	STAFFH Depreciation - 16/17 Actual \$5711.24 includes asset # 6251 & 6857	Dec 17 OCM	Operating Expenses	(8,122)			1,222,206
E092500	HOUSE Depreciation - 16/17 Actual \$9424.18 included incorrect allocation for 8 Avonbank Close	Dec 17 OCM	Operating Expenses	(7,734)			1,222,206
E101500	REFUSE Depreciation - 16/17 Actual \$2544.88 impact from FV	Dec 17 OCM	Operating Expenses	(1,136)			1,222,206
E102500	SEW Depreciation - 16/17 Actual \$55606.76	Dec 17 OCM	Operating Expenses	10,854			1,222,206
E105500	AMEN Depreciation - 16/17 Actual \$3156.94 impact from FV	Dec 17 OCM	Operating Expenses	(2,121)			1,222,206
E112500	POOL Depreciation - 16/17 Actual \$24674.46 impact from FV	Dec 17 OCM	Operating Expenses	(9,646)			1,222,206
E113500	OTH-REC Depreciation - 16/17 Actual \$135987.18 impact from FV	Dec 17 OCM	Operating Expenses	(50,687)			1,222,206
E113500	OTH-REC Depreciation - 16/17 Actual \$127.44	Dec 17 OCM	Operating Expenses	13			1,222,206
E115500	OTH-CULT Depreciation - 16/17 Actual \$2674.85 impact from FV	Dec 17 OCM	Operating Expenses	3,253			1,222,206
E116500	REC Depreciation - 16/17 Actual \$1699.95 impact from FV	Dec 17 OCM	Operating Expenses	(1,560)			1,222,206
E122500	INFRA Depreciation - 16/17 Actual \$1587855.37 16/17 additions	Dec 17 OCM	Operating Expenses	282,980			1,222,206
E132500	TOUR Depreciation - 16/17 Actual \$911.95 impact from FV	Dec 17 OCM	Operating Expenses	334			1,222,206
E136500	ECON Depreciation - 16/17 Actual \$724.92 impact from FV	Dec 17 OCM	Operating Expenses	535			1,222,206
E142500	PW-OH Depreciation - 16/17 Actual \$ 2324.82 impact from FV	Dec 17 OCM	Operating Expenses	1,336			1,222,206
E143500	POC Depreciation - 16/17 Actual \$128023.04	Dec 17 OCM	Operating Expenses	34,912			1,222,206
Closing Funding Surplus (Deficit)				530,343	486,395	486,395	1,222,206

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 10: 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 For the Period 1 July 2016	Amount Received	Amount Paid	Closing Balance For the Period Ended 28 February 2018
	\$	\$	\$	\$
Housing Bonds	0	0	0	0
Other Bonds	13,058	8,870	(9,348)	12,580
Rates Incentive Prize	200	0	(200)	0
Staff AFL Tipping	0	0	0	0
Les McMullen Sporting Grants	7,224	120	(3,000)	4,344
Gnulla Child Care Facility	3,073	0	0	3,073
Wildflower Show Funds	1,240	0	0	1,240
Kalkarni Resident's Accounts	0	0	0	0
Public Open Space Contributions	13,820	0	0	13,820
Developer Road Contributions	(1)	0	0	(1)
Unclaimed Money	0	0	0	0
	38,615	8,990	(12,548)	35,057

1. Developer Road Contributions are:

T129 Allington - Grosser Street -\$1.00 Rounding

Road Contributions are required to be transferred out of Trust into Reserve/Muni for designated purpose.

2. Public Open Space Contribution:

T148 - Paul Webb \$13,820

Contribution to be retained in Trust as required under the Planning and Development Act 2005.

It is to be investigated whether funds can be applied against POS projects such as the Robinson Street Development.

3. Gnulla Child Care Facility

This is an aged transaction. Consider transferring funds to Muni once a designated project has been identified.

4. Housing Bond

Bond is to either be refunded, expended or transferred to the Bonds Authority.

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Kalkarni Aged Care Facility
For the Period Ended 28 February 2018

Note 11: Kalkarni Aged Care Facility

	Note	Adopted Annual Budget	Amended Budget - Nov OCM	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
Operating Revenue		\$		\$	\$		%	
Fees & Charges		745,060	745,060	496,707	496,704	(3)	(0.00%)	
Grants & Subsidies		3,009,349	3,009,349	2,006,233	1,950,173	(56,060)	(2.79%)	
Total Revenue		3,754,409	3,754,409	2,502,939	2,446,877	(56,062)	(2.24%)	
Operating Expenses								
Building Maintenance		0	0	0	0	0	0.00%	
Interest Expenses		(5,452)	(5,452)	(3,635)	(3,106)	529	(14.55%)	
Insurance Expenses		(14,500)	(14,500)	(14,500)	(14,454)	46	(0.32%)	
Building Maintenance		(24,830)	(24,830)	(16,553)	(5,916)	10,638	(64.26%)	
Loss on Sale of Asset		0	0	0	0	0	0.00%	
Depreciation		(159,868)	(97,050)	(64,700)	(63,644)	1,056	(1.63%)	▼
ABC Administration Expenses		(28,499)	(28,499)	(18,999)	(15,433)	3,566	(18.77%)	
Contract Expenses		(3,447,383)	(3,447,383)	(2,298,255)	(2,271,796)	26,460	(1.15%)	
Total Expenses		(3,680,532)	(3,617,714)	(2,416,643)	(2,374,348)	42,294	1.75%	
Operating Surplus (Deficit)		73,877	136,695	86,297	72,529	(13,768)	16%	▼
Excluding Non Cash Adjustments								
Add back Depreciation		159,868	97,050	64,700	63,644	(1,056)	(1.63%)	▼
Adjust (Profit)/Loss on Asset Disposal		0	0	0	0	0	0.00%	
Net Operating Surplus (Deficit)		233,745	233,745	150,997	136,173	(14,824)	(9.82%)	
Capital Revenues								
KBC Capital Income		304,098	304,098	202,732	202,736	4	0.00%	
Transfer from Reserves	5	180,000	180,000	0	23,346	23,346	0.00%	
Total		484,098	484,098	202,732	226,082	23,350	0	
Capital Expenses								
Land and Buildings	6	(259,000)	(259,000)	(172,667)	(168,146)	4,520	0.00%	
Plant and Equipment	6	0	0	0	0	0	0.00%	
Furniture and Equipment	6	(99,500)	(99,500)	(66,333)	0	66,333		
Repayment of Debentures	7	(7,776)	(7,776)	(3,888)	(7,776)	(3,888)	0.00%	
Transfer to Reserves	5	(82,740)	(82,740)	(55,160)	(74,152)	(18,992)		
Total		(449,016)	(449,016)	(298,048)	(250,074)	47,974		
Net Capital		35,082	35,082	(95,316)	(23,992)	71,324	(74.83%)	
Closing Funding Surplus(Deficit)		268,827	268,827	55,681	112,181	56,500		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
WB Eva Pavilion by Nature and Type
For the Period Ended 28 February 2018

Note 12 WB Eva Pavilion Operating Statement

NOTE	2017/18	2017/18	2017/18	Variance
	Adopted Budget	YTD Budget	YTD Actual	YTD Budget vs
	\$	\$	\$	YTD Actual
				\$
REVENUES FROM ORDINARY ACTIVITIES				
Hire Fees - WB Eva Pavilion	3,180	2,120	773	(1,347)
Sporting Club Fees	4,770	3,180	4,144	964
Gymnasium Income	11,060	7,373	8,585	1,211
	19,010	12,673	13,501	828
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs	(12,550)	(8,367)	(8,868)	(501)
Materials and Contracts	(8,445)	(12,831)	(16,457)	(3,627)
Utilities	(4,210)	(2,807)	(1,746)	1,061
Interest Expenses	(51,468)	(34,312)	(20,099)	14,213
Insurance	(4,785)	(3,190)	(3,742)	(552)
General Operating Expenses	(12,820)	(8,547)	(8,503)	43
Gymnasium Operating	(11,980)	(8,037)	(2,323)	5,713
	(94,278)	(70,053)	(59,414)	10,638
	(75,268)	(57,379)	(45,913)	11,466
NET RESULT	(75,268)	(57,379)	(45,913)	11,466

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Sewerage Programm by Nature and Type
For the Period Ended 28 February 2018

Note 13 Sewerage Operating Statement

NOTE	2017/18	2017/18	2017/18	Variance
	Adopted Budget	YTD Budget	YTD Actual	YTD Budget vs YTD Actual
	\$	\$	\$	\$
REVENUES FROM ORDINARY ACTIVITIES				
Sewerage Connection Fees and Charges	1,590	1,590	236	(1,354)
Annual Sewerage Rates	160,990	160,990	162,804	1,814
	162,580	162,580	163,040	460
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs	(1,200)	(800)	(864)	(64)
Materials and Contracts	(60,630)	(40,420)	(16,943)	23,477
Utilities	(5,950)	(3,967)	(4,389)	(422)
Depreciation	(45,146)	(37,333)	(36,387)	946
Interest Expenses	(3,817)	(2,544)	(2,174)	370
Insurance	(245)	(245)	(243)	2
General Operating Expenses	(1,330)	(887)	(955)	(68)
Allocation of Administration Expense	(16,485)	(9,616)	(2,629)	6,987
	(134,802)	(95,812)	(64,584)	31,228
	27,778	66,768	98,456	31,689
Add Back Depreciation	45,146	37,333	36,387	(946)
Non-Operating Grants, Subsidies & Contributions	-	-	-	-
Profit on Asset Disposals	-	-	-	-
Loss on Asset Disposals	-	-	-	-
Transfer to Sewerage and Drainage Reserve	(65,000)	-	-	-
Transfer from Sewerage and Drainage Reserve	15,000	-	-	-
NET RESULT	22,924	104,101	134,843	30,742

The Shire's Asset Management Plan (adopted at the 2016 August OCM) details required renewal expenditure of \$1.482m over the ten year period 2016 - 2027. The Shire's Long Term Financial Plan includes the following planned renewal expenditure:

2016/17 - 47,680
2017/18 - 100,000
2018/19 - 100,000
2019/20 - 100,000
2020/21 - 100,000
2021/22 - 100,000
2022/23 - 100,000
2023/24 - 100,000
2024/25 - 100,000
2025/26 - 150,000
2026/27 - 400,000

Total - 1,397,680 or approx. \$140k per annum

The Sewerage Scheme should be self funding, that is, the capital replacement cost should be amortised over the life of the infrastructure, and funded from the annual sewerage rates. Council should consider a charging model that provides for an annual transfer to the Sewer Reserve, which is equivalent to the required annual renewal expenditure i.e. \$148k per annum. As a minimum, revenue from the Scheme should cover all operating expenditure including depreciation, meaning a minimum transfer to Reserve of \$88k. At present, the budgeted surplus funds of \$23,924 being generated from the Scheme is being paid into the municipal fund.

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Brookton Caravan Park and Brookton Acquatic Centre
For the Period Ended 28 February 2018

	Note	Adopted Annual Budget 2017/18	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9
Note 14 (a): Brookton Caravan Park		\$		\$	\$	\$	%
Operating Revenue							
Caravan Park Fees		40,000	43,000	28,667	29,727	1,060	3.70%
Total Revenue		40,000	43,000	28,667	29,727	1,060	3.70%
Operating Expenses							
Brookton Caravan Park		(54,914)	(58,402)	(38,935)	(24,539)	14,396	0.00%
Caravan Park Depreciation		(766)	(1,100)	(733)	(694)	39	(5.31%)
Caravan Park Abc Administration Expenses		(14,808)	(14,808)	(9,872)	(8,019)	1,853	0.00%
Total		(70,488)	(74,310)	(49,540)	(33,253)	16,288	32.88%
Operating Surplus (Deficit)		(30,488)	(31,310)	(20,873)	(3,526)	17,348	83%
Excluding Non Cash Adjustments							
Add back Depreciation		766	1,100	733	694	(39)	(5.31%)
Net Operating Surplus (Deficit)		(29,722)	(30,210)	(20,140)	(2,831)	17,309	(85.94%)
Note 14 (b): Brookton Acquatic Centre							
Operating Revenue							
POOL FEES & CHARGES		10,500	10,500	7,000	8,426	1,426	0.00%
POOL GRANTS & SUBSIDIES		32,000	0	0	0	0	0.00%
Total Revenue		42,500	10,500	7,000	8,426	1,426	0
Operating Expenses							
POOL Employee Costs		(515)	(515)	(343)	0	343	(100.00%)
POOL GENERAL OPERATING EXPENSES		(88,013)	(88,013)	(58,675)	(66,793)	(8,118)	13.84%
POOL BUILDING MAINTENANCE		(45,760)	(27,820)	(18,547)	(27,431)	(8,885)	47.90%
POOL Depreciation		(22,646)	(13,000)	(8,667)	(7,886)	780	(9.00%)
POOL Abc Administration Expenses		(44,704)	(44,704)	(29,803)	(24,209)	5,594	(18.77%)
Total		(201,638)	(174,052)	(116,034)	(126,320)	(10,286)	(8.86%)
Operating Surplus (Deficit)		(159,138)	(163,552)	(109,034)	(117,894)	(8,859)	0%
Excluding Non Cash Adjustments							
Add back Depreciation		22,646	22,646	8,667	7,886	(780)	0.00%
Net Operating Surplus (Deficit)		(136,492)	(140,906)	(100,368)	(110,007)	(9,640)	0%

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Road Program
For the Period Ended 28 February 2018

Note 15

Description	Adopted Annual Budget	Amended Budget	YTD Actual	% Completed	Federal Funding		State Funding				Own Source Funding		
					R2R	Other	RRG	RRG Carryover	Direct Grant	FAGS	Reserve	Contributions	Muni
	\$	\$	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Town Street Maintenance	204,998	204,998	102,020	50%					45,530				159,468
Rural Road Maintenance	440,455	440,455	221,895	50%						325,234			115,221
Bridge Maintenance	65,670	65,670	26,897	41%									65,670
R2R Work Schedule													
Brookton - Kweda Road	199,880	330,026	136,693	41%	310165								19,861
Other Construction													
Brookton - Kweda Road	0	0	0	0%									0
King Street	103,814	0	0										0
Reynolds Street	9,280	0	0										0
Whittington Street	255,280	255,280	0	0%									255,280
RRG Approved Projects													
York - Williams Road	460,160	460,160	453,297	99%	460,160								0
	1,739,537	1,756,589	940,802	54%	770,325	0	0	0	45,530	325,234	0	0	615,500

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Grants, Subsidies and Contributions Register
For the Period Ended 28 February 2018

Note 17

Funding Provider	Project	Operating/Non-Operating	Adopted Annual Budget	Amended Budget OCM	Amount Applied For	Amount Approved	Amount Invoiced/Received	% Received
			\$	\$	\$	\$	\$	
Federal Government	KBC Grants & Subsidies	Subsidy	(3,009,349)	(3,009,349)	Recurrent	(3,009,349)	(1,950,173)	65%
Main Roads WA	Regional Road Group	Non Operating	(307,413)	(307,413)	(373,531)	(307,413)	(245,930)	80%
Federal Government	Roads to Recovery	Non Operating	(180,019)	(310,165)	(512,003)	(310,165)	(77,252)	25%
WA Grants Commission	GPG Grants Commission - General	Operating	(291,210)	(291,210)	Recurrent	(291,210)	(218,486)	75%
WA Grants Commission	GPG Grants Commission - Roads	Operating	(158,158)	(158,158)	Recurrent	(158,158)	(115,469)	73%
DFES	ESL Grant - Emergency Services Levy - Operating	Operating	(33,580)	(33,580)	Recurrent	(33,580)	(25,314)	75%
Main Roads WA	Direct Grant	Operating	(79,057)	(45,530)	Recurrent	(45,530)	(45,530)	100%
			(4,058,786)	(4,155,405)		(4,155,405)	(2,678,155)	66%

12.03.18.03 STATUTORY BUDGET REVIEW 2017/2018

File No:	ADM 0175
Date of Meeting:	15/03/2018
Location/Address:	Shire of Brookton
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Kelly D'Arcy – Senior Governance Officer
Authorising Officer:	Vicki Morris – Deputy Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

To consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2017 to 28 February 2018.

Description of Proposal:

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 10% and a \$10,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review. Features of the budget review include variations adopted by Council at the ordinary meetings of November (OMC11.17-3) and December (OCM12.17-14) 2017 as listed below:

Comments/Reason for Variance	Variance \$
Operating Revenue (Excludes Rates)	Adopted
Education and Welfare	
Increase in income due to additional reimbursement for contract gardening at Kalkarni Aged Care facility.	\$4,400
Community Amenities	
Final payment - Environmental Grant for the Happy Valley Bore field missed when setting 2017/18 budget	\$5,000
Increase in income due to increased cardboard recycling occurring from local businesses	\$2,400
Recreation and Culture	
Budget reduced due to removal of Government Pool grant	(\$32,000)
Increase in budget due to receipt of Sponsorship for annual mud run	\$1,500
Transport	
Budget reduced due to decrease in MRWA direct grant after budget adjustment	(\$33,527)
Economic Services	
Budget increased due to extra patronage at caravan park	\$3,000
Other Property and Services	
Sale of Surplus equipment at the depot	\$500
Budget increased due to additional parenting allowance	\$6,725
Operating Expenses	
Governance	
Non-Cash adjustment to correct Depreciation due to moving of assets from admin to housing and correction of misallocation for PAV115 in the 16/17 year.	\$16,479
ABC Allocations correction due to an error in the calculation spreadsheet at budget adoption	(\$2,879)
Budget increase due to write off of Aldersyde toilet block asset not owned by Shire but had been included on asset register and redundant records system	(\$51,177)

Budget increase to allow for contractual cleaning services	(\$2,363)
Budget reduced due to the rebate covering the expense and no further expense expected for 17/18	\$7,516
Law, Order and Public Safety	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	(\$14,488)
Education and Welfare	
Decrease budget as Aged Care Initiatives not occurring this year	\$10,000
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	\$62,818
Housing	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	\$15,856
ABC Allocations correction due to an error in the calculation spreadsheet at budget adoption	(\$19,125)
Community Amenities	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	(\$7,597)
Budget increase to allow for contractual cleaning services	(\$1,085)
Reduce budget Movement of funds in GL to correct under allocation and over expenditure	\$12,500
Recreation and Culture	
Budget increase due to write off of Aldersyde Hall and water tank asset not owned by Shire but had been included on asset register	(\$229,803)
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	\$58,627
Budget reduced due to removal of Government Pool grant	\$32,000
Budget increase due to unexpected maintenance repair items WB Eva Pavilion and Insurance claim reimbursement	(\$10,801)
Increase in budget due to return of Sponsorship for cancelled annual mud run	(\$1,500)
Budget Increase due to return of underspend of Pool Grant for the 15/16 financial year	(\$14,060)
decrease budget funds transferred to cover underspend of the 15/16 pool grant which was returned to the Dept. Sport & Rec.	\$4,060
Budget increase to allow for contractual cleaning services	(\$4,474)
Transport	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	(\$282,980)
Economic Services	
Adjustment to correct Depreciation after Fair Value adjustments not account for in the adopted 2017/18 budget.	(\$869)
ABC Allocations correction due to an error in the calculation spreadsheet at budget adoption	(\$2,443)
Budget increase to allow for contractual cleaning services	(\$3,488)
Other Property and Services	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	(\$36,248)
Budget increase to allow for contractual cleaning services	(\$304)
Capital Revenue	
Grants, Subsidies and Contributions	
Budget increased after notification from R2R funding body of the need to expend the allocated budget from the 17/18 & 18/19 years	\$130,146
Self-Supporting Loan Principal	
Loan Principal recoup from self-supporting loans not included in the adopted 17/18 budget	\$40,605
Transfer from Reserves (Restricted Assets)	
Loan payment not included in adopted budget as was not accounted for in the LTFP which formed the basis of the 2017/18 budget preparation	\$43,154
Urgent repairs to the roof at Museum not account for in the adopted 2017/18 budget	\$7,000

Decrease in State Government MRWA direct grant	\$33,527
Accounting for the change from in-house cleaners to contractual	\$11,714
Accounting for unexpected and under allocated expenditure	\$17,276
Capital Expenses	
Land and Buildings	
budget increase to allow for repairs to Museum Roof and moving of the Solar panel inverter due to noise outputs	(\$9,600)
Infrastructure Assets - Roads and Bridges	
Increase in budget as R2R funding needed to be spent in this financial year and could not be carried over	(\$130,146)
Budget decreased as works transferred to 18/19 budget due to the need to expend the R2R funds. Funds trans to Reserve to allow works to be carried out in the 18/19 year	\$113,094
Other Items	
Rate Revenue	
Budget increase for additional rate revenue (CBH Exgatia) and discount for additional contiguously rated property	\$24,023
Opening Funding Surplus(Deficit)	
At the time of adopting the budget, the rates payments in advance was not taken into account. During the compilation of the annual financial statements, this omission was discovered and results in a permanent change to the balance brought forward.	(\$20,601)
Non-Cash Write Back of Depreciation	
Non-Cash Budget adjustment to correct allocation for depreciation after fair value assessment not accounted for at budget preparation	\$188,403
Non-Cash Write Back of Profit (Loss)	
Profit (Loss) changes due to writing off of Asset on our register not being owned by Shire and decommissioning of redundant filing system and sale of surplus depot items.	\$280,480
Total Predicted Variances as per Annual Budget Review	\$221,244

The following table is a summarized list of budget variations requiring consideration and adoption, the budget variations are presented as Attachment 12.03.18.03B:

GL Code	Description	Variation \$
E111010	Reduce budget as 2017/18 Liability Insurance being offered to members for no contribution. Postage & Freight being allocated via ABC Allocations	(\$952)
E111020	Reduce budget as 2017/18 Liability Insurance being offered to members for no contribution	(\$1,035)
E112480	increase in budget to allow for the schools swimming lessons donation of pool manager time	\$2,200
E092011	Increase Budget for Payment of rates on Council property not included in the adopted 17/18 budget	\$4,400
E073020	Decrease Budget as Amount set for medical equipment removal not require as completed 16/17 fin year	(\$1,213)
E104030	Budget decrease as Postage, Advertising, Printing, Freight & Stationery charged through ABC allocations and transfer of funds to Boyagin Rock Eco Tourism project	(\$9,860)
E112010	Staff training is not required as the pool is fully operated and managed by contractors	(\$515)
E116020	Budget increased as a water leak at old bowling club required repairs and where unplanned for works	\$700
E113030	Budget increase as Repairs to roof and removal of evaporative air-conditioner after storm damage - unplanned works	\$200
E142020	Budget decrease as Postage, Advertising, Printing, Freight & Stationery charged through ABC allocations	(\$654)
E081020	Budget decrease as incorrectly allocated using 16/17 figures, project completed in the 16/17 year	(\$1,000)

I104010	Increase Budget due to increase of planning fees being recouped	(\$2,271)
E132020	Increase in budget – Boyagin Rock Eco Tourism Project	\$10,000
	Effect on Surplus/Deficiency	\$0.00

The Shire commenced the financial year with a balanced budget showing a surplus/deficiency (closing fund) of \$0 the previously adopted budget variations has increased the closing fund to \$221,244. The requested budget variations will have a nil effect on the closing fund.

Background:

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2018 for the period ending 28 February 2018 is presented for council to consider. The Local Government (Financial Management) Regulations 1996, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

Consultation:

Consultation was undertaken with the Chief Executive Office, Responsible Officers and Deputy CEO.

Statutory Environment:

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
 - (2A) The review of an annual budget for a financial year must
 - a) Consideration the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - b) Consider the local government's financial position as at the date of the review; and
 - c) Review the outcomes for the end of that financial year that are forecast in the budget.
 - (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
 - (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- *Absolute majority required.
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Relevant Plans and Policy:

The budget is based on the principles contained in the Strategic Community Plan, the Corporate Business Plan and the Long Term Financial Plan.

Financial Implications:

Specific financial implications are as outlined in the Detail section of this report.

Risk Assessment:

There is a risk of breaching legislation if the budget review is not carried out and adopted by Council.

Community & Strategic Objectives:

Not Applicable

Comment

A budget review has been undertaken by staff as per the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Any savings realised or over expenditure incurred as at 28 February 2018 has been included in forward projections.

The detailed Budget Review is attached to this report as **Attachment 12.03.18.03A** and the requested budget variations are presented as **Attachment 12.03.18.03B**.

In summary, it is forecast that a budget surplus of \$221,244 may be realised as at 30 June 2018.

OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations, 1996*:
 - a. Adopt the 2017/2018 Budget Review as presented in Attachment 12.03.18.03A
 - b. Forward a copy of the 2017/2018 Budget Review to the Department of Local Government
2. Pursuant to Section 6.8 of the *Local Government Act 1995*, authorise the schedule of variations to the 2017/18 Budget, as presented in Attachment 12.03.18.03B.

Attachments – Presented under separate cover

Attachment 12.03.18.03A – 2017/2018 Budget Review

http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/3_March_2018/Attachment_12_03_18_03_-_2017-18_Budget_Review.pdf

Attachments

Attachment 12.03.18.03B – Requested Budget Variations

OCM 03.18-05

COUNCIL RESOLUTION

MOVED CR EVA SECONDED CR HARTL

That Council:

1. Pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations, 1996*:
 - a. Adopt the 2017/2018 Budget Review as presented in Attachment 12.03.18.03A
 - b. Forward a copy of the 2017/2018 Budget Review to the Department of Local Government
2. Pursuant to Section 6.8 of the *Local Government Act 1995*, authorise the schedule of variations to the 2017/18 Budget, as presented in Attachment 12.03.18.03B.

CARRIED BY ABSOLUTE MAJORITY VOTE 6-0

Budget Amendments

Attachment 12.03.18.03 (b)

GL Codes	Job Codes	IE Code		Original 17/18 Budget	Amended 17/18 Budget	Changes in Net Assets	Non-Cash Changes	inc/dec in available cash	
E111010	MHALLOP	411	MEMORIAL HALL	\$828.00	\$0.00	(\$828.00)	increase		2017/18 LGIS Liability has agreed to provide this cover to members for no contribution
	MHALLOP	342	MEMORIAL HALL	\$123.60	\$0.00	(\$123.60)	increase		Not required as allocated through ABC allocations
E111020	WBOP	411	WB EVA PAVILION	\$1,035.00	\$0.00	(\$1,035.00)	increase		2017/18 LGIS Liability has agreed to provide this cover to members for no contribution
E112480	POOLGO	391	SWIMMING POOL GENERAL OPERATING	\$0.00	\$2,200.00	\$2,200.00	decrease		increase in budget to allow for the schools swimming lessons donation of pool manager time
E092011	23WHITOP	379	23 WHITTINGTON STREET BROOKTON	\$2,420.00	\$4,620.00	\$2,200.00	decrease		charging of rates not allowed for in the adopted budget
	25WHITOP	379	25 WHITTINGTON STREET BROOKTON	\$2,420.00	\$4,620.00	\$2,200.00	decrease		charging of rates not allowed for in the adopted budget
E073020	DOCTOP2	379	SAD GENERAL OPERATING EXPENSES	\$1,213.00	\$0.00	(\$1,213.00)	increase		Amount set for medical equipment removal not require as completed 16/17 fin year
E104030		342	TPB GENERAL OPERATING EXPENSES - Postage and Freight	\$260.00	\$0.00	(\$260.00)	increase		Not required as allocated through ABC allocations
		343	TPB GENERAL OPERATING EXPENSES - Printing & Stationery	\$250.00	\$0.00	(\$250.00)	increase		Not required as allocated through ABC allocations
		321	TPB GENERAL OPERATING EXPENSES - Advertising	\$4,500.00	\$0.00	(\$4,500.00)	increase		Not required as allocated through ABC allocations
		379	TPB GENERAL OPERATING EXPENSES	\$53,000.00	\$48,150.00	(\$4,850.00)	increase		decrease budget transfer funds to Boyagin Rock Eco Tourism project
E112010		311	POOL EMPLOYEE COSTS - training	\$515.00	\$0.00	(\$515.00)	increase		pool is fully operated and managed by contractors not required
E116020	MENSSHED	300	REC GENERAL OPERATING EXPENSES	\$0.00	\$300.00	\$300.00	decrease		Unplanned for works due to water leak
		801	REC GENERAL OPERATING EXPENSES	\$0.00	\$300.00	\$300.00	decrease		Unplanned for works due to water leak
		802	REC GENERAL OPERATING EXPENSES	\$0.00	\$100.00	\$100.00	decrease		Unplanned for works due to water leak
E113030	BOWLOP	379	OTH REC SPORT CLUBS	\$0.00	\$200.00	\$200.00	decrease		Repairs to roof and removal of Evaporative aircon after storm demolished
E142020		338	PW OH GENERAL OPERATING EXPENSES	\$551.00	\$0.00	(\$551.00)	increase		Not required as allocated through ABC allocations
		342	PW OH GENERAL OPERATING EXPENSES	\$103.00	\$0.00	(\$103.00)	increase		Not required as allocated through ABC allocations
E081020		379	EDUC GENERAL OPERATING EXPENSES GEN	\$1,000.00	\$0.00	(\$1,000.00)	increase		Incorrectly allocated using 16/17 figures, project completed in the 16/17 year
E132020	BOYAOP	379	TOUR AREA PROMOTION GEN	\$0.00	\$10,000.00	\$10,000.00	decrease		Increase in budget - Boyagin Rock Eco Tourism Project
I104010		129	TPB FEES & CHARGES GEN	(\$1,200.00)	(\$3,471.40)	(\$2,271.40)	increase		Increase in budget due to an increase of planning fees being recouped

 \$0.00

	Expenses	Income
03	0	\$0.00
04	0	\$0.00
05	0	\$0.00
07	(\$1,213.00)	\$0.00
08	(\$1,000.00)	\$0.00
09	\$4,400.00	\$0.00
10	(\$9,860.00)	(\$2,271.40)
11	\$598.40	\$0.00
12	\$0.00	\$0.00
13	\$10,000.00	\$0.00
14	(\$654.00)	\$0.00
	<hr/> \$2,271.40	<hr/> (\$2,271.40)
Material	\$1,749.40	
Employee	(\$215.00)	
Allocations	\$400.00	
Insurance	(\$1,863.00)	
Reimburements	\$2,200.00	
Fees		(\$2,271.40)
	<hr/> \$2,271.40	<hr/> (\$2,271.40)

12.03.18.04 REQUEST FOR RESERVE FUNDS TO BE RELEASED

File No:	N/A
Date of Meeting:	15/02/2018
Location/Address:	Lot 511 Whittington Street Brookton
Name of Applicant:	Baptistcare Inc.
Name of Owner:	Shire of Brookton
Author/s:	Vicki Morris – DCEO Ian D’Arcy - CEO
Authorising Officer:	Ian D’Arcy - CEO
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

To release money from the Health and Aged Care Reserve to perform a review of the Lucid Consultancy work with respect to the maintenance and any proposed capital works upgrades required by legislation for the Kalkarni building to comply with the requirements for aged care facilities.

Description of Proposal:

In August 2015, Lucid Consulting Australia (Lucid) were commissioned by Baptistcare to provide a detailed report on the building compliance condition and asset works required to maintain and upgrade (where required) the Kalkarni Residential Aged Care facility (the building) in order to comply with the Aged Care standards relating to safety and asset maintenance.

Council were advised by Baptistcare that the Shire had received the report, but the actions that arose out the report were not implemented in any holistic fashion. Since that time a variety of works (such as the installation of the generator) have been carried out since 2015.

In December 2017, Baptistcare requested that Lucid Consulting Australia revisit the initial report and provide an update including reviewing the initial building condition and compliance report (from August 2015) and prepare a scope of works for contracting proposes and to review the recommendations for the program and timelines for the proposed works.

Background:

Council received a report via Baptistcare from Lucid in 2015. Some of the recommendations for building improvements involved substantial dollar amounts with focus of compliance based on the 2014 version of the Building Code of Australia (BCA).

At the time of the report, the Shire implemented some of the works identified, such as the installation of a generator (albeit this was not a legal requirement), but the rest of the asset and building maintenance requirements were not implemented in any order, and only on an “as required” basis. Small maintenance items, such as painting, were done but major work such as the lighting and the fire services works have yet to be implemented. Largely, this was due to cost and that the building only needs to comply with the BCA standards at the time of construction in 2000.

The request for the reserve funds is to fully analyse the previous two reports and provide further clarity for both the Shire and Baptistcare with respect to the building asset, including what works are mandatory requirements under state and commonwealth legislation.

The recommendations on future building works to Kalkarni will have to be presented to Council and will be the subject of an additional report.

It should be noted that neither the Shire nor Baptistcare have the resources to upgrade Kalkarni to the assessment of the previous Lucid reports.

Consultation:

Baptistcare have been consulted on this matter and has offered its Capital Works Team to project manage this process and work closely with Lucid's consultancy team in the review process.

Statutory Environment:

Council is required, as the owner of the building, to ensure that the building is fit for purpose and that the use of the building as an Aged care facility complies with current legislation, including building and health requirements, as prescribed by the Building Code of Australia accounting for building class, aged and time of construction, and the Commonwealth *Aged Care Act, 1997 (as amended)*.

A financial reserve has been set up under Section 6.11 of the *Local Government Act, 1995* for the development and / or refurbishment of the Kalkarni Residency Building. This review forms part of any future redevelopment or refurbishment, and is considered part of the project cost.

Relevant Plans and Policy:

The plans pertinent to this matter is the current Lucid Asset Maintenance Plans with no indication these plans were officially accepted/endorsed by Council.

Financial Implications:

Based on the quote provided through Baptistcare the financial implication will be in the order of \$23,500 (exclusive of GST) for the review to be completed by the Lucid consultancy.

Further, Baptistcare has indicated it is prepared to manage the works for \$5,000.00 (exclusive of GST) that will cover its administration costs.

Notwithstanding this offer, it is viewed this process should be administered by the Shire with further quotes being obtained in accordance with Council purchasing policy. On this basis it is recommended an amount of \$25,000 (ex GST) be allocated from the Council's Health and Aged Care Reserve for this review process to be conducted inclusive of any administrative costs.

Risk Assessment:

There are a number of risks associated with this proposal. The primary risk is if the Shire does nothing and makes no changes to the building that relate to non-compliance from an aged care perspective, and further the facility fails to meet the aged care standards for essential maintenance and building safety.

Further, it is important Council adheres to due process from a purchasing perspective. In the past there has been a reliance on Baptistcare to facilitate the asset management, however, given the asset is the Shire's it is considered appropriate that facilitation of this process rest with the Shire.

Community & Strategic Objectives:

Strategic Community Plan 2013-2023 – Outcome 1.6 – Quality of life for the aged and disabled – 1.6.1 – Provide ongoing support for aged care planning, facilities and services to meet the needs of the aged and disabled.

Comment

The review of the reports and the final analysis will provide Council with the clearer list of priorities for the Kalkarni building, including future maintenance and asset issues based on relevant compliance.

As mentioned, one of the apparent issues with the previous Lucid report was that it was seeking to 'upgrade' the Kalkarni facility to contemporary standards based on the BCA 2014, as opposed to 'maintain' facility to achieve relative compliance.

Notwithstanding, a review of the 2015 Lucid report fundamentally based on relative compliance will provide Council with an understanding of the scope of works required to ensure the facility achieves the necessary compliance and is fit for purpose. Further, the new report make recommendations on timelines to complete the required works.

OFFICER'S RECOMMENDATION

That Council:

1. *Endorse the release of \$25,000 (exclusive of GST) from the Health and Aged Care Reserve for the purpose of performing a review of the 2015 Lucid Asset Maintenance and Costing Report for the Kalkarni Aged Care Facility based on detailing:*
 - a) *The required capital (upgrade) works relative to achieving legislative compliance taking into account the age and use of the facility;*
 - b) *Relevant maintenance items and priority of attention to ensure the facility remains fully functional in its operation as a compliant Aged Care Accommodation Facility.*
2. *Express appreciation to Baptistcare for its offer to assist in conducting the Asset Management Review for Kalkarni, and advise that while the Shire will be conducting this process using in-house resources and in line with Local Government regulations, their continued support and co-operation in performing this review process and undertaking routine maintenance is of great benefit.*

OCM 03.18-06

COUNCIL RESOLUTION

MOVED CR MILLS SECONDED CR FANCOTE

That Council:

1. ***Endorse the release of \$25,000 (exclusive of GST) from the Health and Aged Care Reserve for the purpose of performing a review of the 2015 Lucid Asset Maintenance and Costing Report for the Kalkarni Aged Care Facility based on detailing:***
 - a) ***The required capital (upgrade) works relative to achieving legislative compliance taking into account the age and use of the facility;***
 - b) ***Relevant maintenance items and priority of attention to ensure the facility remains fully functional in its operation as a compliant Aged Care Accommodation Facility.***

2. *Express appreciation to Baptistcare for its offer to assist in conducting the Asset Management Review for Kalkarni, and advise that while the Shire will be conducting this process using in-house resources and in line with Local Government regulations, their continued support and co-operation in performing this review process and undertaking routine maintenance is of great benefit.*

CARRIED BY ABSOLUTE MAJORITY VOTE 6-0

13.03.18 GOVERNANCE

13.03.18.01 COUNCIL REPRESENTATION - BROOKTON DISTRICT HIGH SCHOOL BOARD

File No:	N/A
Date of Meeting:	15/03/2018
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Ian D'Arcy – Chief Executive Officer
Authorising Officer:	Ian D'Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	30/10/2017 and 14/12/2017

Summary of Item:

To appoint an elected member as the new delegate to the Shire of Brookton District High School Board.

Description of Proposal:

As above.

Background:

Following the Local Government Elections on 21st October 2017, and again on the 9th December 2017, all previous Committee member and Council delegate positions were vacated as required by legislation. As a consequence, the Council proceeded to fill the various positions through a nomination process involving elected members. This resulted in Cr Crute retaining her position on the Brookton District High School Board.

However, given various competing interests and demands, Cr Crute has tendered her resignation and is seeking to step down from the School Board as the Council delegate.

Therefore, nominations are being sought for another elected member to replace Cr Crute as Council's representative in this capacity.

Consultation:

There has been no consultation in relation to this matter.

Statutory Environment:

A Councillor appointed as a delegate of an external committee/advisory group/organisation is required to adhere to the record keeping requirements as set out in the *State Records Act 2000*.

Elected members are also required to report to Council on a regular basis about the activities of external committees/advisory groups/organizations they participate in as a Council delegate.

Relevant Plans and Policy:

There are not relevant plans or policies in relation to this item.

Financial Implications:

Council resolved at the Ordinary Meeting of Council on 16th February 2017 to pay elected members for meeting attendances sanction by Council pursuant to section 5.98 (2A) of the *Local Government Act*
Shire of Brookton, Unconfirmed minutes - Ordinary Meeting of Council, 15 February 2018

1995, and regulation 30 (3A) of the Local Government (Administration) Regulations 1996. This includes representation on the Brookton District High School Board where the adopted payment is \$50 per attendance.

Risk Assessment:

There are no risks identified in relation to this item.

Community & Strategic Objectives:

This proposal generally aligns with the Shire of Brookton Strategic Community Plan 2013 – 2023 under:

Outcome 1.4: A vibrant and inclusive community.

Strategy 1.4.2: Promote and support community groups, volunteerism and promote increased participation.

Comment

As previously reported, the purpose of this delegated position is to represent the Council's interests and act as a 'conduit' in ensuring sufficient information flow between the School Board and the Council. This is extremely important given the Council's Integrated Planning Review process is all about instilling a high level of collaboration and maintaining primary focus on the next generation.

OFFICER'S RECOMMENDATION

That Council:

- 1. Formally acknowledge Cr Crute's valued contribution as a Shire representative on the Brookton District High School Board over the past 8 years; and*
- 2. Call for nominations, and subsequently endorse Cr _____ as the Shire's representative on the Brookton District High School Board, with written notification to this effect being forwarded to the School Principal.*

Cr Eyre nominated Cr Hartl to be the Shire Representative on the Brookton District High School Board. Cr Hartl accepted the nomination. With there being no further nominations for the position the Presiding Member proceeded to call for a mover and seconder to the Officer Recommendation.

OCM 03.18-07

COUNCIL RESOLUTION

MOVED CR EVA SECONDED CR FANCOTE

That Council:

- 1. Formally acknowledge Cr Crute's valued contribution as a Shire representative on the Brookton District High School Board over the past 8 years; and***
- 2. Call for nominations, and subsequently endorse Cr Hartl as the Shire's representative on the Brookton District High School Board, with written notification to this effect being forwarded to the School Principal.***

CARRIED BY SIMPLE MAJORITY VOTE 6-0

Cr Crute, Cr Eyre and Cr Hartl declared an impartiality interest in item 13.03.18.02 and remind in the meeting.

As a note to the minutes, the Council its February 2018 Ordinary Meeting also deferred consideration of this item pursuant to 11.6(b) of the Standing Orders and Meeting Protocol Policy, pending further information being obtained by Shire Officers.

Further, the CEO tabled an amended Officer Recommendation for the Council's consideration, with the amendments highlighted in red text.

13.03.18.02 REQUEST TO AMEND HAPPY VALLEY LICENCE TO TAKE WATER – BROOKTON DISTRICT HIGH SCHOOL
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File No:	ADM 0619
Date of Meeting:	15/03/2018
Location/Address:	N/A
Name of Applicant:	Brookton District High School
Name of Owner:	Shire of Brookton
Author/s:	Ian D'Arcy - Chief Executive Officer
Authorising Officer:	As above
Declaration of Interest:	The author has no interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Item:

This report relates to correspondence received from the Brookton District High School seeking Council's consideration to access the Happy Valley water supply through the Shire reticulated water supply network.

Further, the item also acknowledges the opportunity for Council to extend its water supply scheme to service the Brookton Swimming Pool and other communal facilities and parkland areas, subject additional approvals being obtained and minor works being performed.

Description of Proposal:

This proposal involves:

1. A request from the Brookton District High School to access the Happy Valley water that requires consent of both Council and the Water Corporation.
2. An application to, and consent from, the Public Transport Authority of WA to established a second water pipeline across Lot 143 (Crown Reserve 10325) to be bored under the existing railway line.
3. A possible connection to the Brookton Swimming Pool, with the Happy Valley bore water replacing the potable scheme water, subject to Health Department approval.

In regard to proposal 1 above, a copy of the letter from the Brookton District High School is provided at **Attachment 13.03.18.02** that not only requests access to the Happy Valley water supply, but also acknowledges any costs to access the water, including extension to the existing scheme, will be met by the School.

With reference to proposals 2 and 3 above, **Figure 1** below provides an illustration of the pipeline crossing and additional water pipeline network required.



Figure 1 – Existing Proposed Pipeline Route

Background:

By way of background, in 2015 the Shire prepared a Business Case for use the Happy Valley bore water to supplement watering of the Brookton town-site community facilities, and Brookton District Senior High School. At present, the Shire uses re-use water from the Brookton effluent disposal ponds and a small catchment dam to supply the Brookton oval. However, this process has not proven ideal for consistent maintenance of grass playing surfaces/areas, with the Shire has regularly relied on scheme water to supplement its watering regime through the dryer summer months for most years.

Similarly, approval was sought and received from the Water Corporation to use the former town water supply bore field (Lots 1, 2 and 3 on Plan 14613) and the existing bore, commonly referred to as the Happy Valley Bore 2/95. A licence deed (agreement) for the premises was prepared and finally executed in mid-2017, with the term of the licence being 10 years from June 2017 to May 2027. Notably, the licence also states:

- Reference Table - Clause 2.3 - use of Bore 2/95 is limited to extracting non-potable water for community purposes.
- Terms and Conditions - Clause 7.1 - the Council cannot assign or give any right to another party without the Department of Water's consent.
- Terms and Conditions - Clause 8.1 - the Shire is not to use water for other purposes outside of the Shire's interests without first have gain consent from the Water Corporation.

Following the transfer of the Happy Valley water licence from Water Corporation to the Shire, and securing the grant funding, upgrade works were commenced and completed at the end of 2017. This has involved connection to the Western Power reticulated power supply, laying of new high grade poly water pipe and connection to the existing reticulation infrastructure for watering of the Brookton town oval, which has now been commissioned.

In light of the High School's request this matter was presented to Council at its February 2018 Ordinary Meeting where it was resolved to lay the matter on the table pending further information regarding:

1. The High School's contribution to recurrent operational matters, such as power and maintenance costs;
2. Water supply capacity to support the Shire and Education Department's needs;
3. Priority rights in the taking of water granted to the Shire;
4. Confirmation of the need for a second water pipe line under the railway line.

Consultation:

Limited consultation has been entertained between members of the High School Board and staff on this matter.

Statutory Environment:

The Council is legally bound to adhere to the provisions of Licence Agreement as referenced in the Background Section of this report, and is also obliged to seek permission of the Public Transport Authority to establish an additional water pipe line within the Public Transport Authority Railway Reserve.

Relevant Plans and Policy:

There are no relevant plans or policies applicable to this matter.

Financial Implications:

Initially the only cost to Council will involve administration time in seeking approvals from respective State Government agencies to facilitate use of the Happy Valley water for School and potentially the Brookton Swimming Pool.

However, once these approvals have been received it is projected that further cost will be incurred in 2018/19 to cover minor materials and labour. This cost is estimated to be in the order of \$3,000 - \$4,000 to extend the pipe work across the railway reserve and into the Brookton Aquatic Centre, as shown in **Figure 1** above.

It is also projected the Shire could possibly save an additional \$8,000 pa in water expenses at the Brookton Swimming Pool should it be feasible from a health perspective to utilise the Happy Valley water supply.

As for contribution to the recurrent operational costs the Business Case for this project details the following:

Annual Operating Expenses

Annual Licenses	\$0
Electricity	\$5,000
Pump Maintenance:	\$1,000
Insurance	\$500
Stand Pipe Operating costs	\$1,000
Water Charges	\$0
Pipeline Inspection	\$500
TOTAL ANNUAL OPERATING EXPENSES	\$8,000

Risk Assessment:

There is no perceived risk to the Shire.

Community & Strategic Objectives:

This proposal generally aligns with the Shire of Brookton Strategic Community Plan 2013 – 2023 under:

Outcome 1.1: Community well-being through quality sports, recreation and leisure opportunities.

Strategy 1.1.2: Support and promote sporting and recreational activities in collaboration with clubs and groups to attract participants and increase the utilisation of facilities

Outcome 2.2: Attractive parks, gardens and open spaces.

Strategy 2.2.1: Manage and maintain the Council's parks, cemetery, gardens and open spaces at appropriate standards.

Comment

Notwithstanding the Happy Valley Water Business Case has promoted connection to the Brookton High School grounds, it is clear taking into account the respective clauses requiring additional consent from the Water Corporation that further approval is needed to accommodate the Brookton District High School request. Therefore, it recommended the Council resolve to endorse the District High School request and seek the Water Corporation's approval to use the Happy Valley water supply for this purpose.

However, it is promoted based on Council's questions at its last meeting that there is a need for a formal written agreement to be reached where by the Brookton District High School accepts:

1. Responsibility for:

- a) 50% of the relevant operational expenses (electricity consumption, pump maintenance and replacement, annual inspection) of the Happy Valley water facility on an annual basis;
- b) 100% payment of all upgrade/maintenance costs applicable to the portion of water pipe line extending from Brookton Highway along the railway reserve to (and within) the School premises.

2. The Shire will make every effort to maintain access to the Happy Valley water, but

- a) Does not guarantee supply (including quantity and/or quality of supply); and
- b) Reserves a priority right to take the water for public purposes.

In relation to 2b) above, the Principal Works Supervisor has advised the delivery system will be devised through a series of valves that will ensure the Brookton Oval tank is always filled first.

As for water capacity generally, and extending the water pipeline across the railway reserve, the present Happy Valley licence allows for a draw of 40,000 Kilolitres (kl) per annum. Presently, watering of the town oval as detailed in the Business Case for this project commands a supply of approx. 9,000 kl each year, while the School is projected to use 3,000 kl per annum, although it is acknowledged these volumes will vary based on seasonality over time. Therefore, the combined volume is 12,000 kl of consumption per annum is well within the allocated supply of 40,000 kl from Bore 2/95.

Regarding the additional pipeline across the railway reserve, this is required to accommodate (as well as separate):

- a) the fresh water from the Happy Valley bore being pumped to the oval, pool and school; and
- b) re-use water from the sewerage ponds that needs to be solely directed to the designated storage dam.

As previously reported, the Public Transport Authority's consent is required for the additional line to be installed, and without it, there will be some difficulty in maintaining separation of water supplies and pumping to the Brookton Oval, Brookton District High School and Brookton Aquatic Centre.

OFFICER'S RECOMMENDATION

That Council:

1. *Endorse the request from the Brookton District High School to access the Happy Valley water through the existing Shire water supply network, subject to a formal written agreement being reached premised on the Brookton District High School accepting in writing:*

a) Responsibility for:

- i. 50% of the relevant operational expenses (electricity consumption, pump maintenance and replacement, annual inspection) of the Happy Valley water facility on an annual basis;*
- ii. 100% payment of all upgrade/maintenance costs applicable to the portion of water pipe line extending from Brookton Highway along the railway reserve to (and within) the School premises. ;*
- iii. Adhering to use of the Happy Valley water for the oval, lawn and gardens areas within the Education Department premises.*

b) The Shire:

- i. Does not guarantee supply (including quantity or quality of the supply) of the Happy Valley water;*
 - ii. Reserves a priority right to take the water for public purposes in the first instance;*
 - iii. Does not warrant to repair, upgrade, replace, or extend the portion of the water pipeline network that serves the Brookton District High School.*
- 2. Proceed in accordance with Clause 7.1 and 8.1 of the Happy Valley Licence Deed to request the consent of the Water Corporation for the taking of water from the Happy Valley bore by the Brookton District High School;*
 - 3. Formally request permission from the Public Transport Authority to establish a second water pipe (adjacent to the existing pipe) across Crown Reserve 10325 to support extension of the Happy Valley water supply to the Brookton District Senior High School, Brookton Swimming pool and other community facilities where practical.*
 - 4. Allocate a sum of \$4,000 to be considered as part of the 2018/19 budget deliberations dependent on the outcomes of recommendations 1 – 3 above.*

Attachments

Attachment 13.03.18.01 – Letter from Brookton District High School

The following Amended Officer Recommendation was tabled by the CEO.

AMENDED OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the request from the Brookton District High School to access the Happy Valley water through the existing Shire water supply network, subject to a formal written agreement being reached premised on the Brookton District High School accepting in writing:*

c) Responsibility for:

- iv. Pro rata payment and additional 15% administration charge of relevant operational expenses (electricity consumption, pump maintenance and replacement, annual inspection, repairs to main truck line) of the Happy Valley water facility on an annual basis;*
- v. 100% payment of all upgrade/maintenance costs applicable to the portion of water pipe line extending from Brookton Highway along the railway reserve to (and within) the School premises. This includes the installation of a water flow meter at the School water storage trunk.*
- vi. Adhering to use of the Happy Valley water for the oval, lawn and gardens areas within the Education Department premises.*

The Shire:

- iv. Does not guarantee supply (including quantity or quality of the supply) of the Happy Valley water;*
- v. Reserves a priority right to take the water for public purposes in the first instance;*

- vi. Does not warrant to repair, upgrade, replace, or extend the portion of the water pipeline network that serves the Brookton District High School.
 - vii. Will install water flow meters at the pump and its other delivery points to accurately account for water consumption.
2. Proceed in accordance with Clause 7.1 and 8.1 of the Happy Valley Licence Deed to request the consent of the Water Corporation for the taking of water from the Happy Valley bore by the Brookton District High School;
 3. Formally request permission from the Public Transport Authority to establish a second water pipe (adjacent to the existing pipe) across Crown Reserve 10325 to support extension of the Happy Valley water supply to the Brookton District Senior High School, Brookton Swimming pool and other community facilities where practical.
 4. Allocate a sum of \$4,000 to be considered as part of the 2018/19 budget deliberations dependent on the outcomes of recommendations 1 – 3 above.

OCM 03.18-08

COUNCIL RESOLUTION

MOVED CR EYRE SECONDED CR MILLS

That this item be 'lifted from the table' pursuant to 11.6(b) of the Standing Orders and Meeting Protocol Policy 1.17.

CARRIED BY SIMPLE MAJORITY VOTE 6-0

OCM 03.18-09

COUNCIL RESOLUTION

MOVED CR MILLS SECONDED CR FANCOTE

That Council:

1. ***Endorse the request from the Brookton District High School to access the Happy Valley water through the existing Shire water supply network, subject to a formal written agreement being reached premised on the Brookton District High School accepting in writing:***

d) Responsibility for:

- vii. ***Pro rata payment and additional 15% administration charge of relevant operational expenses (electricity consumption, pump maintenance and replacement, annual inspection, repairs to main truck line) of the Happy Valley water facility on an annual basis;***
- viii. ***100% payment of all upgrade/maintenance costs applicable to the portion of water pipe line extending from Brookton Highway along the railway reserve to (and within) the School premises. This includes the installation of a water flow metre at the School water storage trunk.***
- ix. ***Adhering to use of the Happy Valley water for the oval, lawn and gardens areas within the Education Department premises.***

The Shire:

- viii. Does not guarantee supply (including quantity or quality of the supply) of the Happy Valley water;***
 - ix. Reserves a priority right to take the water for public purposes in the first instance;***
 - x. Does not warrant to repair, upgrade, replace, or extend the portion of the water pipeline network that serves the Brookton District High School.***
 - xi. Will install water flow meters at the pump and its other delivery points to accurately account for water consumption.***
-
- 2. Proceed in accordance with Clause 7.1 and 8.1 of the Happy Valley Licence Deed to request the consent of the Water Corporation for the taking of water from the Happy Valley bore by the Brookton District High School;***
 - 3. Formally request permission from the Public Transport Authority to establish a second water pipe (adjacent to the existing pipe) across Crown Reserve 10325 to support extension of the Happy Valley water supply to the Brookton District Senior High School, Brookton Swimming pool and other community facilities where practical.***
 - 4. Allocate a sum of \$4,000 to be considered as part of the 2018/19 budget deliberations dependent on the outcomes of recommendations 1 – 3 above.***

CARRIED BY SIMPLE MAJORITY VOTE 6-0



Brookton District High School

An Independent Public School

"Preparing today's children for tomorrow's world."



Mr Ian D'Arcy
Chief Executive Officer
Shire of Brookton
14 White Street
BROOKTON WA 6306

Dear Ian

Re: Request to Amend Licence to Take Water - Happy Valley Supply

Further to recent discussions regarding the possibility of using the Happy Valley water supply for use on the grounds of Brookton District High School, we would request the Shire of Brookton write to the Water Corporation and other applicable State Government Department and request that its own Licence to take and use the Happy Valley water supply be amended to include the Brookton District High School grounds at 20 Tiller Street Brookton.

We understand that the testing and maintenance of the current infrastructure in place to enable the supply to our premises would be at our own instigation and cost.

Kind Regards

Katrina Crute
Chairperson
Brookton District High School Board

17 October 2017

14.03.18	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
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Nil

15.03.18	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
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Nil

16.03.18	CONFIDENTIAL REPORTS
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Nil

17.03.18	NEXT MEETING & CLOSURE
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The next Ordinary meeting of the Council will be held on Thursday 19 April 2018 commencing at 5.00 pm.

There being no further business the meeting was closed at 5.16pm.