



ORDINARY COUNCIL MEETING

MINUTES

19 April 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.

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Shire of Brookton
Ordinary Meeting of Council held 19 April 2018
Commenced at 5.00 pm

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1.04.18 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Attendance

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

2.05.18 RECORD OF ATTENDANCE/APPOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Cr KL Crute	(Shire President)
Cr NC Walker	(Deputy 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
Fleur Wilkinson	Economic Development Officer

Members of the Public

Nil

3.04.18 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.04.18 PUBLIC QUESTION TIME

Nil

5.04.18 APPLICATIONS FOR LEAVE OF ABSENCE

OCM 04.18-1

COUNCIL RESOLUTION

MOVED CR EYRE SECONDED CR FANCOTE

That Cr Harlt be granted leave of absence from Council for the May 2018 meeting.

CARRIED BY SMIPLE MAJORITY VOTE 7-0

6.04.18 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.04.18 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

OCM 04.18-2

COUNCIL RESOLUTION

MOVED CR HARTL SECONDED CR FANCOTE

The Council agreed at the request of the Shire President to consider following items 7.04.18.01, 7.04.18.02, 7.04.18.03, 7.04.18.04 and 7.04.18.05 on en-bloc.

7.04.18.02 AUDIT COMMITTEE – 15 MARCH 2018

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

7.04.18.03 BUSHIRE ADVISORY COMMITTEE (AGM) – 29 MARCH 2018

That the minutes of the Bushfire Advisory Committee Annual General Meeting held in the Shire of Brookton Council Chambers, on 29th March 2018, be received by Council.

7.04.18.04 BUSHIRE ADVISORY COMMITTEE – 29 MARCH 2018

That the minutes of the Bushfire Advisory Committee meeting held in the Shire of Brookton Council Chambers, on 29th March 2018, be received by Council.

7.04.18.05 EMPLOYMENT COMMITTEE – 21 FEBRUARY 2018

That the minutes of the Employment Committee meeting held in the Shire of Brookton Council Chambers, on 21st February 2018, be received by Council.

CARRIED BY SIMLE MAJORITY VOTE 7-0

8.04.18 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President on behalf of Council acknowledged the loss and offered condolences to the families of Mr John Penn and Mrs Florence Sylvia Wright former.

The Shire President also acknowledged Mrs Fleur Wilkinson for her efforts as a valued employee of the Shire over the past 22 years, and wishes her every success in the new position.

9.04.18 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
10.04.18.02	Cr Mills	Financial	CBH share holder
10.04.18.02	Cr Eva	Financial	CBH share holder
10.04.18.02	Cr Walker	Financial	CBH share holder

10.04.18 TECHNICAL & DEVELOPMENT SERVICES REPORTS

10.04.18.01 BUSH FIRE ADVISORY COMMITTEE ANNUAL GENERAL MEETING

File No:	ADM 0360
Date of Meeting:	19/04/2018
Location/Address:	Brookton Administration Centre
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Eleesha Coote – Regulatory and Emergency Support Officer
Authorising Officer:	Ian D’Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Item:

This item relates to;

1. Endorse the minutes of the Bush Fire Advisory Committee (BAFC) Annual General Meeting (AGM)
2. Notation of the appointed members to the BFAC in accordance with Shire of Brookton by-law relating to the establishment and equipment of Bush Fire Brigades 1993 (the Local Law).
3. Amending the ‘Terms of Reference’ for the BFAC to remove any ambiguity.

Description of Proposal:

Refer to summary above

Background:

The Bush Fire Advisory Committee was formed at the 2013 April Meeting of Council to oversee the three (3) brigades in the Brookton District – being Central, East and West.

Each brigade appoints Fire Control Officers (FCO’s), Captain, Vice-Captain and Lieutenants. Fire Tender Drivers are also nominated during the course of the AGM in accordance with section 2.2 of the Local Law.

The role of the Bush Fire Advisory Committee is to advise Council on all matters in relation to:

- the prevention, controlling and extinguishing of bush fires
- prosecutions for breaches of the Bush Fire Act
- the formation of Bush Fire Brigades
- the co-ordination of the efforts and activities of the Bush Fire Brigades
- any other matter relating to bush fire control.

Furthermore, the BAFC is required to operate as a Committee of Council in line with the Local Law and Terms of Reference set by Council.

Consultation:

N/A

Statutory Environment:

This matter is addressed under section 5.8 of the *Local Government Act 1995*, *Bushfires Act 1954* as amended and section 2.2 of the Local Law applicable to the BFAC.

Relevant Plans and Policy:

There is no Council Policy relative to this report

Financial Implications:

There are no financial implications relative to this report.

Risk Assessment:

On assessment should council not endorse the nominated members of the BFAC at their AGM there is a risk that implications could arise from a legal and insurance perspective.

Community & Strategic Objectives:

This initiative aligns with the following outcome and strategy outlined the Council's Strategic Community Plan 2015:

Outcome 1.5: A safe community

Strategy 1.5.2: Support the community in emergency and fire management planning and preparedness.

Comment

It is recommended that Council endorse the minutes of the BFAC AGM on the 29th March 2018 and additionally note the nominated officers to the various Bush Fire Brigade Positions.

OFFICER'S RECOMMENDATION

That Council: -

1. *Endorse the minutes of the Bush Fire Advisory Committee Annual General Meeting provided in attachment 10.04.18.01A;*
2. *Note; pursuant to section 2.2 of the Shire of Brookton by-law relating to the establishment and equipment of Bush Fire Brigades 1993 the Volunteer Bush Fire Brigade positions, members, fire tender drivers and dual bush fire control officers as provided in attachment 10.04.18.01B;*

Attachments – Presented under separate cover**Attachment 10.04.18.01A**

[http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4_April_2018/Attachment_10_04_18_01A - Bushfire Advisory Committee AGM Minutes.pdf](http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4_April_2018/Attachment_10_04_18_01A_-_Bushfire_Advisory_Committee_AGM_Minutes.pdf)

Attachments**Attachment 10.04.18.01B**

COUNCIL RESOLUTION

MOVED CR FANCOTE SECONDED CR HARTL

That Council: -

- 1. Endorse the minutes of the Bush Fire Advisory Committee Annual General Meeting provided in attachment 10.04.18.01A;***
- 2. Note; pursuant to section 2.2 of the Shire of Brookton by-law relating to the establishment and equipment of Bush Fire Brigades 1993 the Volunteer Bush Fire Brigade positions, members, fire tender drivers and dual bush fire control officers as provided in attachment 10.04.18.01B;***

CARRIED BY SIMPLE MAJORITY VOTE 7-0

**Second Schedule
Form 12
BUSH FIRES ACT 1954
REGULATION 41
REGISTER OF BUSH FIRE BRIGADES**

Registration Date (AGM)	30 March 2017
Shire/Town of	Shire of Brookton
Chief Bushfire Control Officer (CBFCO)	Murray Hall
Deputy Chief Bushfire Control Officer (DCBFCO)	Travis Eva
Central Brookton Brigade Captain	Troy Bassett
Central Brookton Brigade Vice-Captain	Andrew Pike
Central Brookton Brigade FCO's	Les Eyre, Murray Hall, William Wilkinson, Neville Messenger, Ashley Hobbs, Blair Montague
Central Brookton Brigade Lieutenants	Graeme Bassett, Barry Coote, Steve Whittington, Brett Whittington, Richie Bassett, Brad Bassett, Lance Marchesi, Andrew Pike, Ashley Hobbs,
BFAC Brigade Members	Troy Bassett, Ashley Hobbs
BFAC Brigade Proxy	Andrew Pike
BFAC VFRS Members	William Wilkinson
BFAC VFRS Proxy	Scott Atkins
East Brookton Brigade Captain	Bevan Walters
East Brookton Brigade Vice-Captain	Dennis Wilkinson
East Brookton Brigade FCO's	Bevan Walters, Dennis Wilkinson, Darrell Turner, Travis Eva
East Brookton Brigade Lieutenants	Rodney Bowring, Brad Mills, Gavin Whittington, Michael Eva, Geoff McInnes
BFAC Members	Bevan Walters, Dennis Wilkinson
BFAC Proxy	Geoff McInnes
West Brookton Brigade Captain	Tim Evans

West Brookton Brigade Vice-Captain		Jamie Blight
West Brookton Brigade FCO's		Ross Evans, Mark Whittington and Len Simmons, Tim Evans, Jamie Blight
West Brookton Brigade Lieutenants		Peter Brechin, Warren Craig, Colin Butcher, Norm Beecroft, Rob Blight, Peter Roberts, Mark Blechynden, Rick Meecham, Eric Pech, Gavin Craig, Toby Blechynden
BFAC Members		Tim Evans, Jamie Blight
BFAC Proxy		Ross Evans, Mark Whittington, Len Simmons
Junior Deputy Chief Fire Control Officers		Blair Montague
Harvest Ban and Fire Weather Officer		CBFCO
Deputy Harvest Ban and Fire Weather Officer		DCBFCO
Officers authorised to issue Burning Permits		All qualified Fire Control Officers
Officer authorised to issue Clover Burning Permits		All qualified Fire Control Officers
Dual Fire Control Officers	Shire of Beverley	Bevan Walters, Mark Whittington, Murray Hall, Len Simmons
	Shire of Corrigin	Bevan Walters, Darrell Turner, Travis Eva,
	Shire of Pingelly	Bevan Walters, Murray Hall, Ross Evans, Dennis Wilkinson, Tim Evans
	Shire of Quairading	Darrell Turner, Travis Eva
	Shire of Wandering	Len Simmons, Ross Evans, Tim Evans
Central Brookton Brigade Tender Drivers:		
Michael Eva, Rodney Bowring, John Bowring, Wayne Bowron, Murray Hall, Mark Whittington, Rodney White, Mark Gill, George Nelson, Damian Rushton, William Wilkinson, Neville Messenger, Lance Marchesi, Rick Freebody, Ashley Hobbs, Brad Bassett, Troy Bassett, Andrew Pike, Michael Sweeney, Des Pike, Blair Montague, Jason Bassett, Daniel Bassett, Matthew Coote, Scott Atkins, Wayne Thompson.		
East Brookton Brigade Tender Drivers:		
Noel Powell, Kim Mills, Rodney Bowring, Shane Bowron, Travis Eva, Brad Mills, Darrell Turner, Dennis Wilkinson, Bevan Walters, Gavin Whittington, Paul Wilkinson, Wayne Bowron, John Bowring, Geoff McInnes, Garry Eva, Don Eva, Graham Sudholz, Ben Sudholz, Jordan Spark, Suzanne Turner (subject to license check & membership form).		

West Brookton Brigade Tender Drivers:**West Tender No. 1;**

Warren Craig, Mark Whittington, Steve Rayner, Frank Nazar, Mark Blechynden, Jamie Blight, Peter Brechin, Chris Rayner, Rick Meecham, Eric Pech, Fred Whittington, Tim Evans, Rex Smith, Callum Pech, Ross Evans, Damian Morrison, Noel Ferguson, Toby Blechynden, David Cliff, Nigel Morrison, Trina Isdale, Chris Haryl (Subject to license).

West Tender No. 2;

Len Simmons, Norm Beecroft, Brian Schilling, Ed Kendle, Brett Hutchison, Damian Morrison, Noel Ferguson, Christine Schilling, Ross Evans, Jaime Speedy, David Cliff, Craig May, Andrew Schilling, Andrew de Gruchy.

All designated Fire Tender Drivers are authorised to alternate between West Tenders 1 and 2, Town Tender and East Tender.

Signature – Chief Executive Officer – Ian D’Arcy

10.04.18.02 FORMAL ROAD CLOSURE REQUEST – SMITH STREET BROOKTON

File No:	RD 107
Date of Meeting:	19/04/ 2018
Location/Address:	Smith Street, Brookton
Name of Applicant:	CBH GROUP
Name of Owner:	State of Western Australia
Author/s:	Ian D'Arcy – Chief Executive Officer
Authorising Officer:	As above
Declaration of Interest:	The author does not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

The Council is in receipt of a request from the CBH Group seeking to formally close a portion of Smith Street located on the eastern side of Richardson Street.

In review of the request it is recommended the road closure be supported.

Description of Proposal:

As mentioned, the request received from the CBH Group is to formally close the eastern portion Smith Street and amalgamate this land (1963m²) with the adjoining land parcels own by CBH.

A copy of the letter received from CBH is provided as **Attachment 10.04.18.03** to this report.

An extract from the letter illustrating the proposed road closure area (hatched red) is presented **Figure 2** below, while **Figure 1** provides a broader understanding of the location of Smith Street from an aerial perspective.





Figure 1 – Aerial photo Location Plan

Figure 2 – Proposed Road Closure – Smith Street Brookton (Extract from CBH letter)

Background:

As evident from **Figure 3** below, Smith Street is an un-constructed road reserve, with the western portion (between Robinson Road and Richardson Street) being vegetated, and the eastern portion being utilised as part of the adjoining Lot 53 owned by the CBH Group, including vehicle access to this property. The adjoining Lots 54 and 100, being the other properties likely to be affected by any permanent road closure, are also owned by the CBH Group and have established vehicle access from other constructed roads.



Figure 3 – Eastern Portion of Smith Street presently utilised by Lot 53

Consultation:

No consultation has occurred in relation to this proposal at this time. However, should Council support this request to formally close the road, the proposal will need to be broadly advertised seeking public and some Government Agency comment.

Statutory Environment:

This proposal needs to be considered pursuant to Section 58 of the *Land Administration Act 1997*, which states:

58. Closing roads

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*
- (2) *When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) *A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*

Relevant Plans and Policy:

There are no specific plans or policies that apply to this proposal.

Financial Implications:

The costs applicable to Council is officer time, administration and advertising costs associated with publication of the proposed road closure. All of these costs are already covered in the 2017/18 budget through staff wages and payment to the Brookton Telegraph.

There is not specified fee in Council's Schedule of Fees and Charges to recover any of these costs.

Risk Assessment:

There is no apparent risk at this stage in relation to this proposal.

Community & Strategic Objectives:

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

Outcome 4.3: Viable businesses with opportunities for local employment

Strategy 4.3.1: Develop, maintain and strengthen relationships with local and regional businesses.

Comment

As an initial assessment the proposed road closure is relatively benign and unlikely to have any adverse effect on adjoining properties. Therefore, it is reasonable for Council to progress the request by advertising the proposed road closure in accordance with Section 58 of the *Land Administration Act, 1997*.

The results of this advertising involving letters being sent to adjoining and nearby landowners, public utility providers, and notices of the closure being published in the local print and electronic media, will highlight any objection to this proposal.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the request received from the CBH Group to initiate the formal road closure process for the eastern portion of Smith Street, Brookton (as shown in Figure 2 of this report) and proceed with public consultation in accordance to Section 58(3) of the Land Administration Act 1997.*
- 2. Inform the CBH Group of Council's decision in relation point 1 above.*

(Simple majority vote required)

Attachments

Attachment 10.04.18.02

OCM 04.18-4

COUNCIL RESOLUTION

MOVED CR EYRE SECONDED CR FANCOTE

That Council:

- 1. Endorse the request received from the CBH Group to initiate the formal road closure process for the eastern portion of Smith Street, Brookton (as shown in Figure 2 of this report) and proceed with public consultation in accordance to Section 58(3) of the Land Administration Act 1997.*
- 2. Inform the CBH Group of Council's decision in relation point 1 above.*

CARRIED BY SIMPLE MAJORITY VOTE 4-0



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Received on

06 MAR 2018

20107.

OUR REF: 15131956.
YOUR REF: Smith St
ENC: Lee Nilan
DIRECT LINE: 9237 9740

28 February 2018

Chief Executive Officer
Shire of Brookton
PO Box 42
BROOKTON WA 6306

Dear Ian

BROOKTON – FORMAL ROAD CLOSURE REQUEST: SMITH STREET

CBH writes in regard to the road reserve known as Smith Street, Brookton which adjoins CBH owned land (including CBH's Lot 53, Lot 54 and Lot 100).

CBH wishes to formally request the Shire of Brookton to progress formal road closure procedures under Section 58 of the *Land Administration Act* for Smith Street; the extend being as hatched red on the attached plan comprising approximately 1963m².

It is the intention to formally close Smith Street to amalgamate the road reserve into CBH's adjoining freehold lots to consolidate the Company's landholdings along Richardson Street.

Closure of Smith St will not leave any of CBH's freehold lots without road frontage as the adjoining CBH lots either front Richardson Street or Lefroy Street.

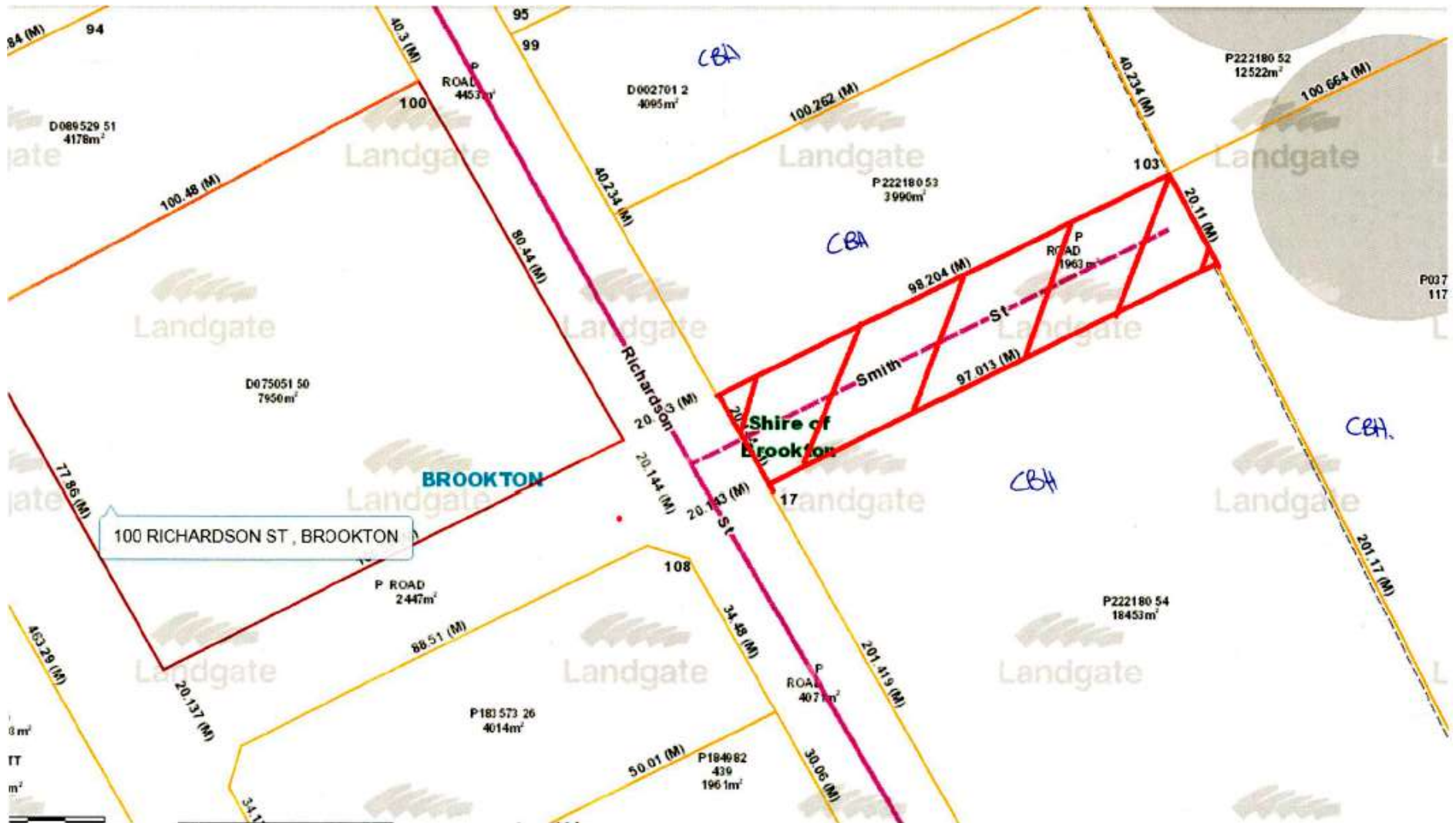
Please do not hesitate to contact Lee Nilan on 9237 9740 (email lee.nilan@cbh.com.au) should you require any further information.

Yours faithfully
For: *Co-operative Bulk Handling Limited*

A blue ink signature of Lee Nilan, written in a cursive style, over a dotted line.

Lee Nilan
Property & Land Specialist
CBH Group

Cc: Peter Anderson - CBH



Cr Eva, Cr Walker and Cr Mills returned to the meeting at 5.09pm.

10.04.18.03 PROPOSED OFFROAD MOTOCROSS EVENT – BROOKTON OVAL

File No:	ADM 0622
Date of Meeting:	19/04/2018
Location/Address:	Lot 456, Brookton Highway - Brookton Town Oval
Name of Applicant:	Decima Johns, Dirt High Promotions
Name of Owner:	Shire of Brookton
Author/s:	Kelly D’Arcy – Governance Officer
Authorising Officer:	Ian D’Arcy – Chief Executive Officer
Declaration of Interest:	The authorising officer and author of this report has no interest in this item
Voting Requirements:	Officer Recommendation 1 - Simple Majority Officer Recommendation 2 - Absolute Majority
Previous Report:	15/06/2017

Summary of Item:

An application has been received to conduct a non-commercial Off-road Motorcycle Event at the Brookton Oval Reserve 43158 (Lot 456 Brookton Highway), and various other private farm locations.

Whilst Planning Approval is no longer required for this type of public event (refer to Statutory Section below), Council as the Management Authority for the Brookton Oval Reserve is required to consent to respective use of the land, and may set any conditions it deems reasonable in ensuring the event is conducted in a professional and safe manner.

Description of Proposal:

This proposal constitutes the second of three ‘Pony Express Motocross Events’, with this stage to be held on Saturday 4th and Sunday 5th August 2018 on the Brookton Oval Reserve and adjoining farmland. The application states the event will be run under permit from Motorcycling Australia and conducted in accordance with the Australian Rules of Competition, with a Public Liability Cover of \$50,000,000.

In summary, the motocross racing will span across juniors to adults, and be conducted during the day and early evening. Other activities proposed, includes:

- over-night camping on the oval for approximately 200 people on the Saturday night, with use of the WB Eva Pavilion facilities;
- a one man band playing in the evening;
- use of the pavilion canteen to serve food.

Figures 1 and 2 below provides an understanding of the track layout and overnight camping.

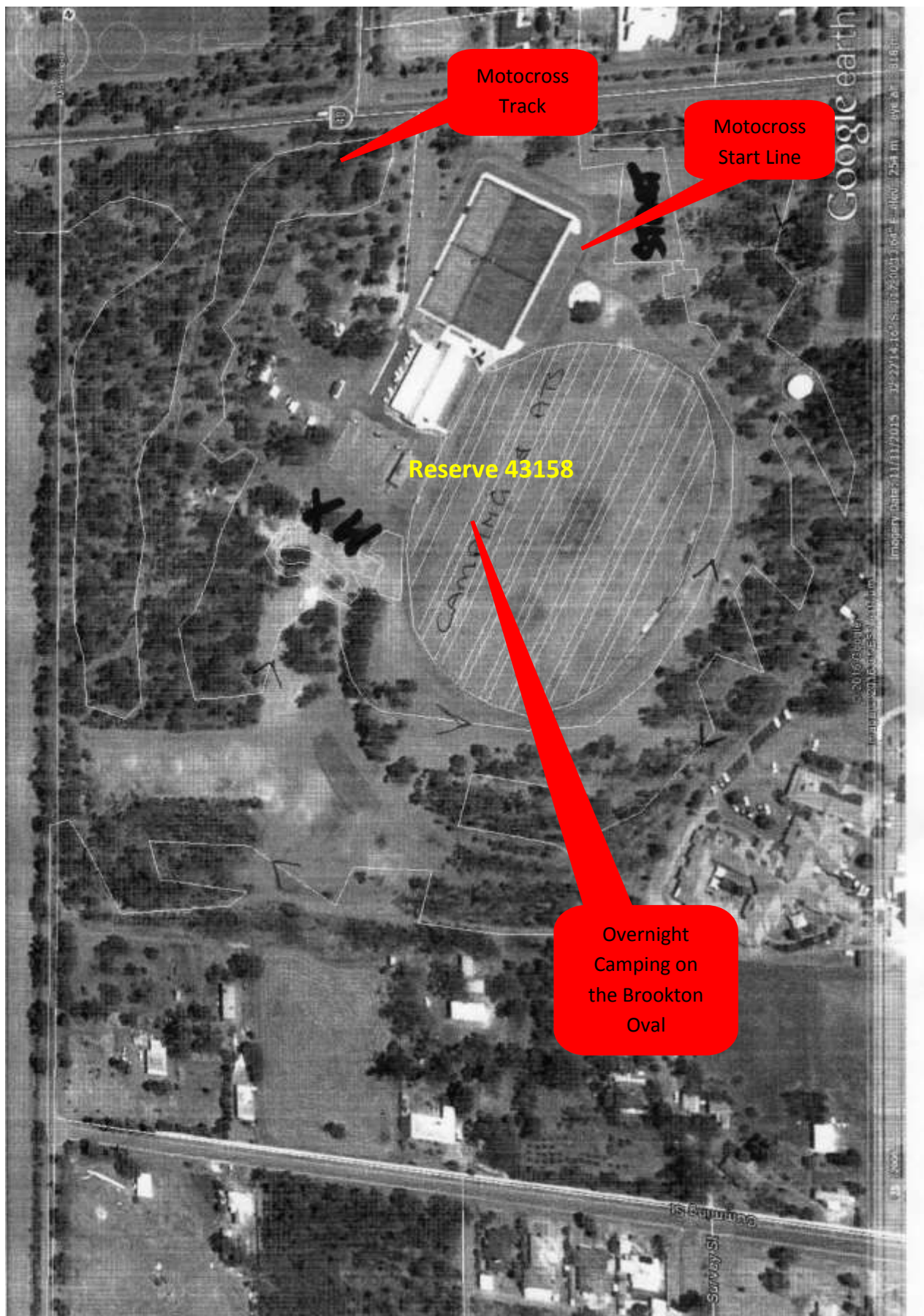


Figure 1 – Aerial Photo of Brookton Oval Reserve 43158 with track layout and oval camping



Figure 2 – Aerial Photo of Complete Track Layout

Background:

As the Council will recall this event was conducted in 2016 and 2017 with this proposal mimicking previous years the 'Pony Express Motorcycle Event' was conducted. Given its success in the previous years, it is again proposed to hold this event, with dates for the Brookton townsite stage being the 4th and 5th August 2018.

A copy of the Emergency and Risk Management Plan (tabled under separate cover), Application letter and the track area map are attached for reference and labeled **Attachment 10.04.18.03A and 10.04.18.03B** respectively.

Consultation:

At the time of writing this report there has not been public consultation.

Importantly, should Council support progression of this stage of the event the organisers have stated they will publicise the event and notify the surrounding residents at least 7 days out from the event weekend of the pending activities.

This has previously included the permanent residents at the Brookton Caravan Park, as well as the Baptistcare Management at Kalkarni, the Brookton Senior Citizens Homes, and individual residents along Brookton Highway and Whittington Street.

Statutory Environment:

The Brookton Oval Reserve 43158 is Crown Land vested in the Shire for the primary purpose of recreational pursuits and activities under the *Land Administration Act, 1997*. Specifically, Section 46(7) of this legislation, together with the assigned Management Order for the Reserve, empowers the Council to determine the type of activities and set conditions. It is for this reason the event application is presented to Council for consideration.

As for the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2, Part 7, cl. 61 (2) (d) stipulates that events of less than 48 hours no longer require planning approval.

In regards to reducing the camping fees (see Financial Implications Section below) the Council may consider at concession pursuant to Section 6.2(b) of the *Local Government Act, 1995* that affords Council the ability to waive or reduce payments as outlined below:

6.12. Power to defer, grant discounts, waive or write off debts

(1) *Subject to subsection (2) and any other written law, a local government may —*

(a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*

(b) *waive or grant concessions in relation to any amount of money; or*

(c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

Relevant Plans and Policy:

There are no specific Plan or Policy that applies to this matter.

Financial Implications:

In order to camp on the oval it is recommended that Council allow for use of the showers and ablution facilities at both the Caravan Park and Pavilion, with the cost of \$5.00 per head being imposed on the estimated 200 over-night campers for the Saturday night. This equates to an up-front charge/payment of \$1,000 from the event organiser for camping.

Presently the charge for an un-powered site at the caravan Park is \$25.00 per night, which generally equates to \$12.50 per person. This largely represents a significant discount, which can be entertained by Council.

This will cover the Shire's cost of cleaning, utility charges, provision of addition rubbish bins and inspection time by officers following the event.

Further, there may be a small financial implication for officer's time for traffic management, such as road closures.

Risk Assessment:

The applicant has submitted an Emergency and Risk Management Plan (ERMP) for the event addressing possible identified risks and proposed mitigation measures. These include, amongst others:

- Emergency Evacuation;
- Fire Management;
- First Aid and Ambulance Services;
- Toilet Facilities, etc.

Community & Strategic Objectives:

This proposal aligns with the following outcomes and strategies identified in the Shire's Community Strategic Plan 2013 – 2023:

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

Strategy 1.1.1: Update and implement the Sport and Recreation Plan.

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 1.4: A vibrant and inclusive community.

Strategy 1.4.1: Promote community and cultural events.

Comment

Given the temporary nature of the proposed activity and the previous event held at this location the last two years that did not yield significant complaint, it is unlikely there will be a considerable and lasting disturbance to the character or amenity of the area.

With this acknowledged, the Council needs to be satisfied the event is run in a professional manner, and the Shire and community are not exposed to a high level of risk given the nature of this event.

Therefore, in Council consenting to the use of the Brookton Oval Reserve, including the use for overnight camping, it is recommended conditions be imposed that mitigates the potential risks and places responsibility on the event organiser to manage and maintain the facility.

Further, it is acknowledged that:

- Football has amended its playing fixture to another weekend in support of the motocross event being conducted on the 4th and 5th August;
- Netball is typically schedule to be played on Saturday, however while not ideal, it is envisaged the motocross and netball can occur simultaneously without conflict, although it would be a better if netball was to reschedule their playing fixture to the Friday night. This option will be presented to the netball committee for their consideration.

OFFICER'S RECOMMENDATION 1

That Council pursuant to Section 46(7) of the Land Administration Act, 1997 grant consent to Dirt High Promotions to use of the Brookton Oval Reserve 43158 (Lot 456 Brookton Highway) for the 'Pony Express Motorcycle Event' to be conducted on Saturday 4th and Sunday 5th August 2018, inclusive of overnight camping on the Brookton Oval for the Saturday night, subject to the following requirements being met:

1. *Letter being submitted 2 weeks prior to the event being conducted indemnifying the Shire of Brookton against all liability and any claim arising from the event;*
2. *The warm up, practice and completion times to occur between the following hours:*

Saturday 4th August 2018 – 8.00 am to 7.00 pm

Sunday 5th August 2018 – 8.00 am to 5.00 pm

3. *Proof of the written notification of the event to adjoining and nearby residents, including those residents at the Caravan Park, Kalkarni and Senior Citizen homes and those residences along Brookton Highway and Whittington Street that adjoin Reserve 43158, at least 7 days prior to the event including a copy of the event program;*
4. *Adherence to the submitted Risk Management Plan and all measures and actions contained therein, including an onsite ambulance or other medical facility with qualified/trained staff, dust control measures, clear delineation of the track and spectator viewing points with marshalling, and;*
5. *Event organizer being responsible for clean-up, and restoring the oval to initial condition, including responsibility for any repairs to the oval reticulation and grassed surface.*

(Simple majority required)

OFFICER'S RECOMMENDATION 2

That Council in accordance with Section 6.2(b) of the Local Government Act, 1995 grant a financial concession to the overnight camping fee, from \$25.00 for an unpowered site to a fixed upfront payment of \$1,000 (incl. GST) for use of the Brookton Oval (including use of the Caravan Park and Pavilion shower and ablution facilities) for up to 200 people calculated on \$5.00 per person, with such payment being made prior to the Offroad Motorcycle Event.

(Absolute majority required)

Attachments

Attachment 10.04.18.03A - Letter of Application

Attachment 10.04.18.03B – Area Map

Attachments – Presented under separate cover

Attachment 10.04.18.03C - Risk Management Plan – To be tabled Tuesday 17th April 2018

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4 April 2018/Attachment 10 04 08 03C - Risk Management Plan.pdf>

OCM 04.18-5

COUNCIL RESOLUTION

MOVED CR WALKER SECONDED CR HARTL

That Council pursuant to Section 46(7) of the Land Administration Act, 1997 grant consent to Dirt High Promotions to use of the Brookton Oval Reserve 43158 (Lot 456 Brookton Highway) for the 'Pony Express Motorcycle Event' to be conducted on Saturday 4th and Sunday 5th August 2018, inclusive of overnight camping on the Brookton Oval for the Saturday night, subject to the following requirements being met:

- 1. Letter being submitted 2 weeks prior to the event being conducted indemnifying the Shire of Brookton against all liability and any claim arising from the event;*
- 2. The warm up, practice and completion times to occur between the following hours:*

Saturday 4th August 2018 – 8.00 am to 7.00 pm
Sunday 5th August 2018 – 8.00 am to 5.00 pm
- 3. Proof of the written notification of the event to adjoining and nearby residents, including those residents at the Caravan Park, Kalkarni and Senior Citizen homes and those residences along Brookton Highway and Whittington Street that adjoin Reserve 43158, at least 30 days prior to the event including a copy of the event program;*
- 4. Adherence to the submitted Risk Management Plan and all measures and actions contained therein, including an onsite ambulance or other medical facility with qualified/trained staff, dust control measures, clear delineation of the track and spectator viewing points with marshalling, and;*
- 5. Event organizer being responsible for clean-up, and restoring the oval to initial condition, including responsibility for any repairs to the oval reticulation and grassed surface.*

CARRIED BY SIMLE MAJORITY VOTE 7-0

OCM 04.18-6

COUNCIL RESOLUTION

MOVED CR WALKER SECONDED CR EYRE

That Council in accordance with Section 6.2(b) of the Local Government Act, 1995 grant a financial concession to the overnight camping fee, from \$25.00 for an unpowered site to a fixed upfront payment of \$1,000 (incl. GST) for use of the Brookton Oval (including use of the Caravan Park and Pavilion shower and ablution facilities) for up to 200 people calculated on \$5.00 per person, with such payment being made prior to the Offroad Motorcycle Event.

CARRIED BY ABSLOUTE MAJORITY VOTE 7-0



1/17 Canvale Road
CANNING VALE 6155
Tel: 08 9455 2359
Mob: 0438 360 570

willie@williethomson.com
www.williethomson.com

ABN 90 063 103 580

06th April 2018

Shire of Brookton
PO Box 42
BROOKTON WA 6306

Att: Shire Planner

**Re: Proposed Non Commercial Motorcycle Activity
Various locations throughout the municipality**

Hi Planning,

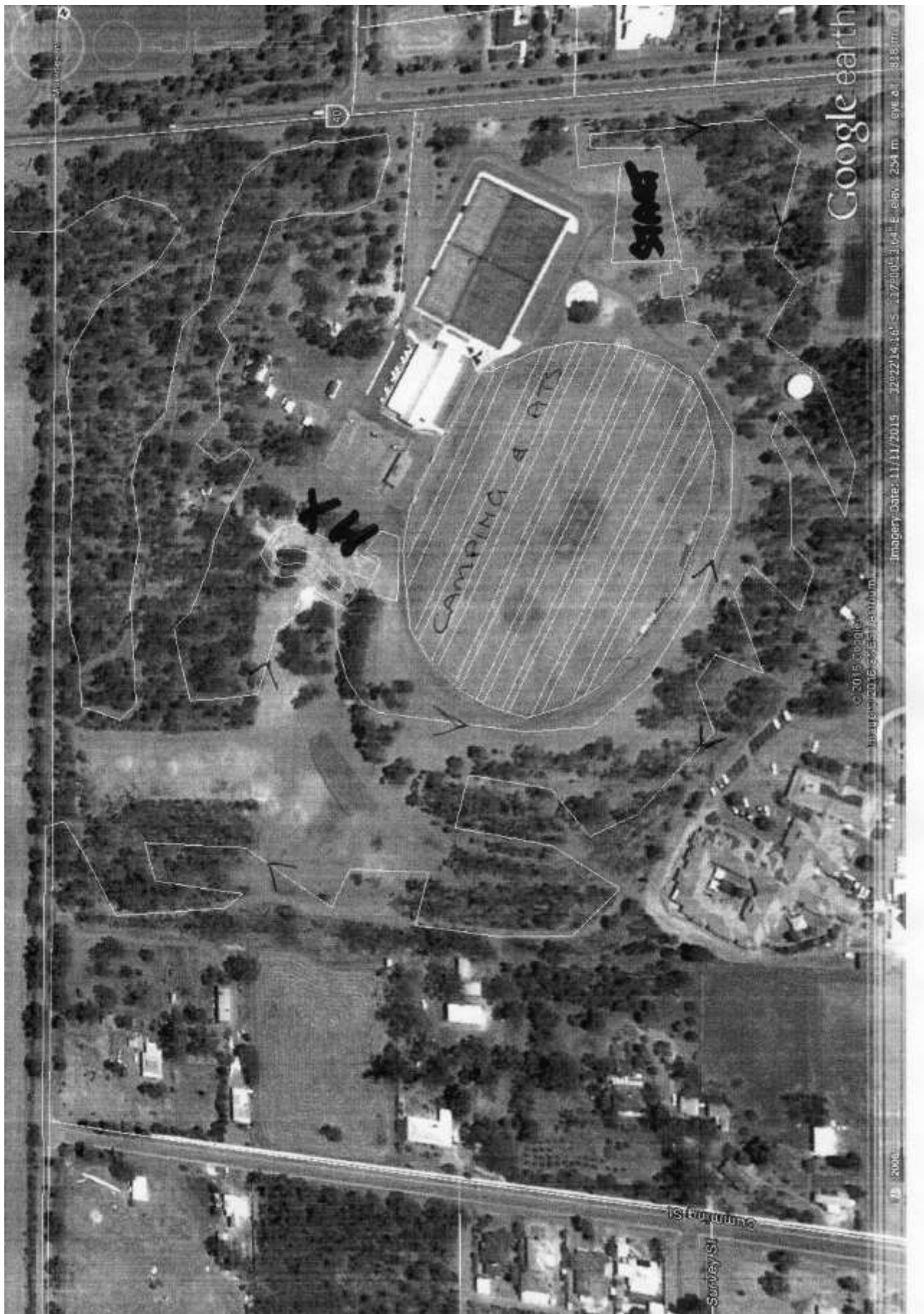
I want to disclose some general information on how the events in 2018 will work.

If there is any further information you require please do not hesitate to give me a call.

Yours Sincerely

Willie Thomson
Event Co-Ordinator
0438 360 570





10.04.18.04 PROPOSED SIGN – LOT 1 BROOKTON HIGHWAY BROOKTON

File No:	P756
Date of Meeting:	19/04/2018
Location/Address:	Lot 1, (Hn.76) Brookton Highway, Brookton
Name of Applicant:	Brian Coubray
Name of Owner:	Jehovah's Witness Congregations
Author/s:	Kelly D'Arcy – Senior Governance Officer
Authorising Officer:	Ian D'Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple
Previous Report:	Nil

Summary of Item:

A planning application has been received to erect a 2.4 metre by 1.2 metre sign on the corner of White Street and Brookton Highway. The sign is to advertise the Jehovah's Witnesses Kingdom Hall and the meeting times.

Description of Proposal:

The placement of the proposed sign will be within the boundaries of Lot 1 Brookton Highway (which is zoned 'Residential'), as depicted in **Figure 1** below:

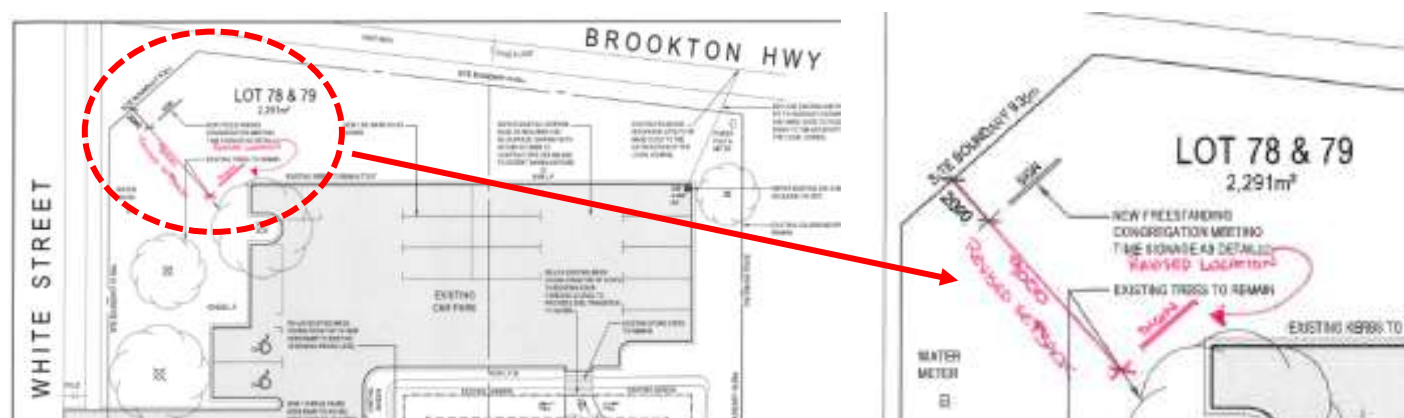


Figure 1 – Signage Location

The sign measures 2400mm by 1200mm, with the underside height being 1200mm from the ground. The overall height of the proposed sign is 2400mm. See **Figure 2** below.

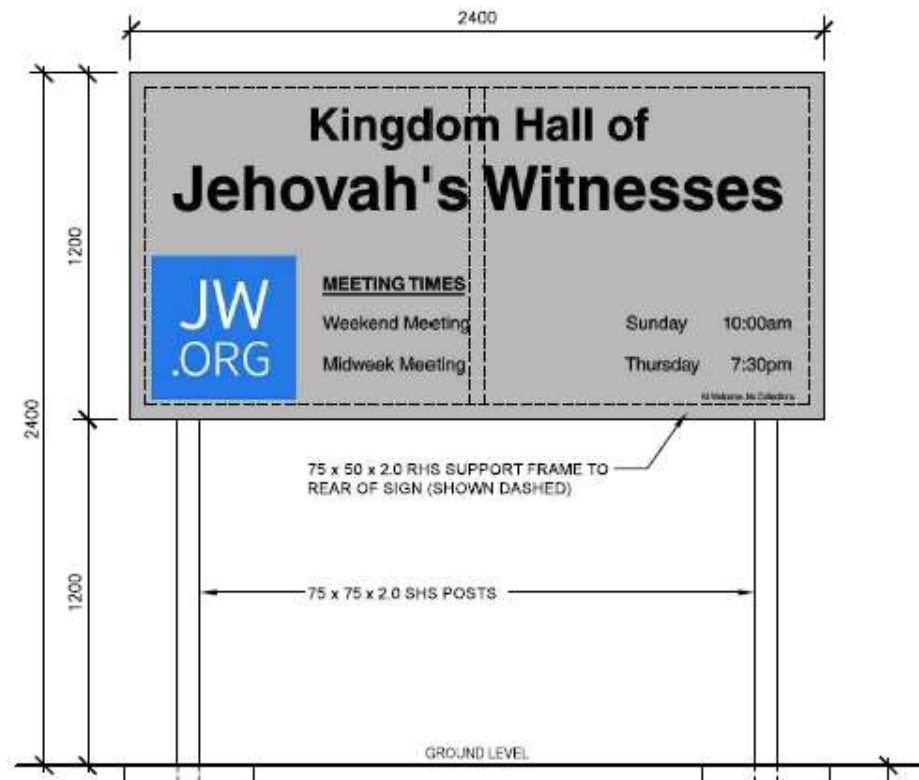


Figure 2 - Sign

Background:

The Jehovah's Witnesses Kingdom Hall was constructed in February 1989. Subsequently, renovations were then carried out in September 2003. A refurbishment of their building is now scheduled to be conducted in the coming months. As part of these works a pylon sign is proposed, as illustrated in **Figure 2** above, that will stand 2.4metres high and 2.4 metres wide, with a ground clearance of 1.2 metres.

As noted **Figure 2** details the graphical presentation and information that promotes the Jehovah's Witnesses meeting days and times.

The details of Council Policy for this form of signage adjacent to a Main Road reserve is presented in the 'Relevant Plans and Policy Section' of this report.

Consultation:

No public consultation has been undertaken in relation to this application.

Statutory Environment:

Council is required to assess the proposed sign in accordance with the provisions of the Shire of Brookton Town Planning Scheme No.3, including assessment of land use zoning, prescribed minimum boundary setbacks and consideration of amenity concerns.

Specifically, the TPS No.3 indicates the subject site is zoned 'Residential R12.5/25'. Clause 5.5.1 b) of TPS No.3 specifies the minimum setback for development from a street boundary must be 9.0 metres, although Council can relax this requirement under clause 5.2 providing the reduced setback does not compromise the principles of orderly and proper planning of the area.

Relevant Plans and Policy:

In addition to the Shire's Town Planning Scheme No.3, this application also needs to be assessed against the standards prescribed under Local Planning Policy 3.8 Signage within zoned and/or reserved land.

An extract of the relevant portion of this policy is provided below:

1. *This policy is for all signage that is visible from outside the property, complex or facility concerned, either from private land or from public places or streets.*
6. *All advertisements shall comply with the criteria contained in Table 1 of this policy.*

Table 1 (extract)

Location	Sign Purpose	Maximum Allowable Signage
Adjacent to Main Roads Road Reserve	All Advertising	<ul style="list-style-type: none"> Maximum surface of 4.5m². All signage must comply with the setback requirements contained in Table 2 of TPS 3. Consideration must be given to the grouping of signage. Should the business cease to operate, all relevant signage must be removed by the applicant or landowner.
Residential Zone	Home Business – Signage does not require approval if compliant with policy	<ul style="list-style-type: none"> Flashing or illuminated signs shall not be approved. Maximum surface of 1m². Signage must relate to the business being conducted from the same property. Should the business cease to operate, all relevant signage must be removed by the applicant or landowner.
	Domestic Advertising (Garage Sale Etc.) –	<ul style="list-style-type: none"> Maximum surface of 1m². Advertising must relate to the property upon which the signage is placed. All signage approval shall be limited to a maximum of two months after which a new approval must be sought and granted.

Financial Implications:

There are no budgetary considerations pertinent to this application other than the standard planning application fee.

Risk Assessment:

There is no apparent risk applied to this proposal.

Community & Strategic Objectives:

This proposal broadly aligns with the Shire of Brookton Strategic Community Plan 2013 – 2023 in affording support to community groups and organisations.

Comment

In consideration of this application, and following discussion with the applicant that resulted in the initial site plan being revised, it is reported the proposed sign complies with the required Town Planning Scheme and Policy requirements for a standard pylon sign.

In light of this it is recommended Council grant planning approval for the proposed sign.

OFFICER'S RECOMMENDATION

That Council grant Planning approval for a pylon sign on Lot 1 (Hn. 76) Brookton Highway, Brookton pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations, 2015 and subject to the following conditions and advice notes:

- a) If the sign, the subject of this approval, is not erected within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no works shall be carried out without the further approval of the responsible authority having first been sought and obtained.*
- b) The erection of the of the Pylon Sign shall generally be carried out in accordance with the terms of the application as approved herein, including all stamp approved plans that form part of this Planning Approval.*

Advice Notes

The following advice notes n be obtained from the SAT website – www.sat.justice.wa.gov.au. are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- i. The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information ca*

OCM 04.18-7

COUNCIL RESOLUTION

MOVED CR WALKER SECONDED CR EYRE

That Council grant Planning approval for a pylon sign on Lot 1 (Hn. 76) Brookton Highway, Brookton pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations, 2015 and subject to the following conditions and advice notes:

- a) If the sign, the subject of this approval, is not erected within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no works shall be carried out without the further approval of the responsible authority having first been sought and obtained.***
- b) The erection of the of the Pylon Sign shall generally be carried out in accordance with the terms of the application as approved herein, including all stamp approved plans that form part of this Planning Approval.***

Advice Notes

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- i. The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website – www.sat.justice.wa.gov.au.***

CARRIED BY SIMLE MAJORITY VOTE 7-0

10.04.18.05 PROPOSED OVERSIZED OUTBUILDING – LOT 156 WITHALL STREET BROOKTON

File No:	P561
Date of Meeting:	19/04/2018
Location/Address:	Lot 156 (Hn. 61) Withall Street, Brookton
Name of Applicant:	Sean Osgood
Name of Owner:	As above
Author/s:	Kelly D’Arcy – Governance Officer
Authorising Officer:	Ian D’Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

An application for development approval has been received from the owner of Lot 156 Withall Street requesting Council’s consideration for the approval of an oversized outbuilding/shed.

Description of Proposal:

The proposal is to construct a shed that has a wall height in excess of the Outbuilding Policy guidelines. The policy prescribes the maximum floor area for a single outbuilding of 75 m² and the maximum wall height is 3 metres. The proposed outbuilding has a total floor area of 69.92 m² with a wall height of 3.6 metres and the roof apex at 4.3 metres.

Specifically, the application seeks a concession on the building height.

Background:

Figure 1 below illustrates the property the subject of this application, including the house and proposed shed location. A site plan and elevations are provided at **Attachment 10.04.18.05 A** and **B** to this report.

Lot 156 is zoned ‘Residential R10/25’ and is 3,430 m² in area. This property presents with an existing dwelling constructed in the front portion of the property, and a rainwater tank some 12 metres towards the rear. The proposed shed is to be positioned on the south-west portion of the property with a setback distance of some 5 metres from side boundary and 10 metres from the rear boundary.

The adjoining allotments are consistent in zoning, with the property to the south (Lot 1) also accommodating a much larger outbuilding of 98m² in floor area located in the rear yard, also shown in **Figure 1** below.



Figure 1 – Aerial photo of the subject and neighbouring properties

Consultation:

At this stage no public and neighbouring consultation of was undertaken. In discussion with the CEO it has been determined that consultation is not warranted as there is no considered impact on the adjoining property as the proposed oversized shed is located to the rear of the property, well setback for the property boundaries and adjacent to other oversized sheds.

In this context Clause 4.1.3 of the Residential Design Codes states:

4.1.3

*Where the **decision-maker** is to judge the merits of a proposal and:*

- (a) the merits of the proposal are a matter of technical opinion; and*
- (b) the decision-maker is satisfied it will not adversely impact the adjoining residential property or the **street**,*

*it is not necessary to seek comment from adjoining owners and occupiers about the proposal, except where specifically required by the **scheme** or relevant **local planning policy**.*

In consideration of Clause 4.1.3 it should be noted that neither Town Planning Scheme No.3 nor *Council Planning Policy 3.6 – Outbuildings* mandate consultation with adjoining owners and occupiers.

Statutory Environment:

This proposal needs to be considered under the Shire of Brookton Town Planning Scheme (TPS) 3, *Shire of Brookton, Unconfirmed minutes - Ordinary Meeting of Council, 19 April 2018*

Residential Design (R) Codes and Council's Outbuilding Policy 3.6.

As previously mentioned, Council Policy 3.6 affords an aggregate outbuilding/shed size area of 75 m² with a maximum wall height 3.0 and roof height (measured to the apex) of 4.0 metres as reflected in the following table extracted from the policy.

Zone	Maximum Total area of All outbuildings on the lot (m ²)	Maximum individual area of proposed outbuilding (m ²)	Maximum Wall Height (m)	Maximum Roof height (m)
Residential R10 and above	75	75	3.0	4.0

To the contrary, the proposed shed is 0.6 of a metre above the maximum wall height of the policy and 0.3 of a metre over the roof height.

In consideration of this requested relaxation it should be noted the Council is not bound by its policy, and can therefore exercise discretion should it be satisfied the proposal is warranted and accords with the fundamental principles of proper and orderly planning of the locality.

Further, the Council is empowered to determine Development Applications pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations, 2015.

Relevant Plans and Policy:

Council's Outbuilding Policy 3.6 applies to this matter – refer to commentary in Statutory Environment section, above.

Financial Implications:

A Planning Fee as per the Shire's Fees and Charges has been paid.

Risk Assessment:

The Council needs to be mindful that it does not set an undesirable precedent upon which others can argue for the same entitlement, with little or no relevant justification. On assessment of this application, it is viewed that the risk is low and can be entertain on merit.

Community & Strategic Objectives:

It is viewed this proposal does not implicate or compromise any community or strategic objectives for Brookton, including the development and release of land for future residential housing – see comment section below.

Comment

Given the size of Lot 156 at 3430 m² (some 3.8 times the size of an average R10 residential allotment), and the location of the proposed outbuilding to the rear of the property well setback from the neighbouring properties and adjacent to larger size sheds it is recommended Council grant conditional planning approval for this development.

OFFICER'S RECOMMENDATION

That Council to grant planning approval for an outbuilding/shed on Lot 156 Withall Street, Brookton pursuant to Schedule 2 Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the following:

Conditions

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.*
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, including a wall height of 3.6 metres and overall height of 4.3 metres measured to the roof apex.*
- 3. The outbuildings shall not be used for commercial or industrial activity, or residential occupation.*
- 4. All stormwater runoff from the approved shed shall be retained onsite and disposed in a manner that does not cause erosion.*

ADVICE NOTES

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a. This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire's Building sections on (08) 9642 1106.*
- b. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.*
- c. The applicant is advised a Building Permit is required prior to commencement of any building works.*
- d. The applicant is advised that any use of the shed for a business/commercial activity as a home business/occupation is subject to a new application to Council.*
- e. Please be advised that you have a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website – www.sat.justice.wa.gov.au.*

Attachments

Attachment 10.04.18.05A – Site Plan

Attachment 10.04.18.05B– Elevation

COUNCIL RESOLUTION

MOVED CR EYRE SECONDED CR EVA

That Council to grant planning approval for an outbuilding/shed on Lot 156 Withall Street, Brookton pursuant to Schedule 2 Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the following:

Conditions

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.*
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, including a wall height of 3.6 metres and overall height of 4.3 metres measured to the roof apex.*
- 3. The outbuildings shall not be used for commercial or industrial activity, or residential occupation.*
- 4. All stormwater runoff from the approved shed shall be retained onsite and disposed in a manner that does not cause erosion.*

ADVICE NOTES

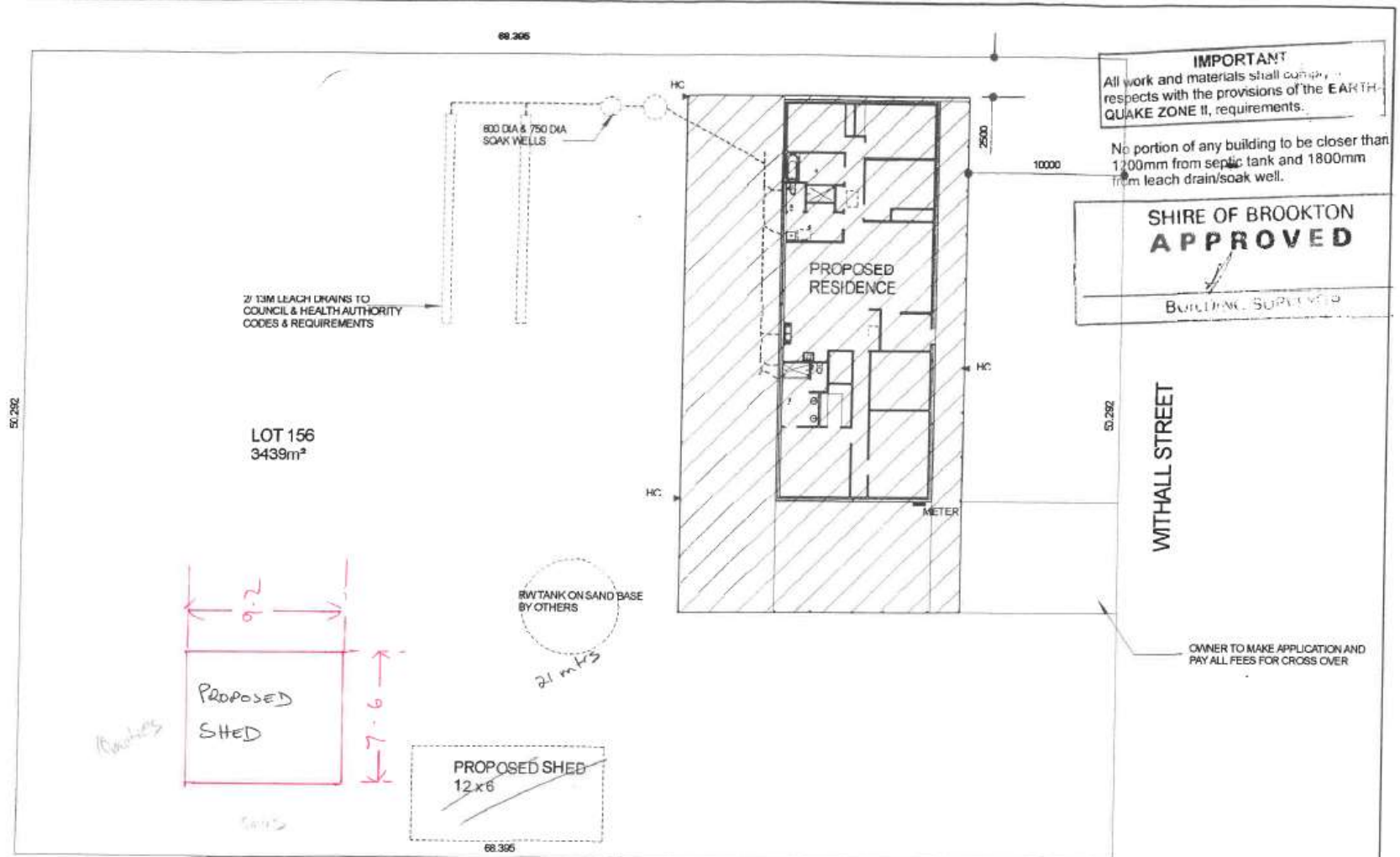
The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a. This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire's Building sections on (08) 9642 1106.*
- b. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.*
- c. The applicant is advised a Building Permit is required prior to commencement of any building works.*
- d. The applicant is advised that any use of the shed for a business/commercial activity as a home business/occupation is subject to a new application to Council.*

Please be advised that you have a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website – www.sat.justice.wa.gov.au.

CARRIED BY SIMPLE MAJORITY VOTE 7-0

SHIRE OF BROOKTON
APPROVED
BUILDING SURVEYOR



PROPOSED NEW RESIDENCE TO BE ERECTED
ON LOT 156(61) WITHALL STREET BROOKTON
FOR N & S OSGOOD

DRAWING 1526/1

"RBYN VIZUM" D O RBY IS NADDERUMI 6217



All Dimensions shown are measured from outside of frame (including purlins and girts). Dimensions shown are for illustrative purposes only and should not be used for assembly. Please refer to the relevant installation guides or detailed drawings provided for site preparation, portal frame layout and slab dimensions. Please refer to current Stratco Gable Homeshed certification referenced 34109C by PVME Pty Ltd for 15° Homeshed range or certification referenced 2011-628 by RSA for 10° Homeshed range. Certifications are applicable to standard shed designs only.



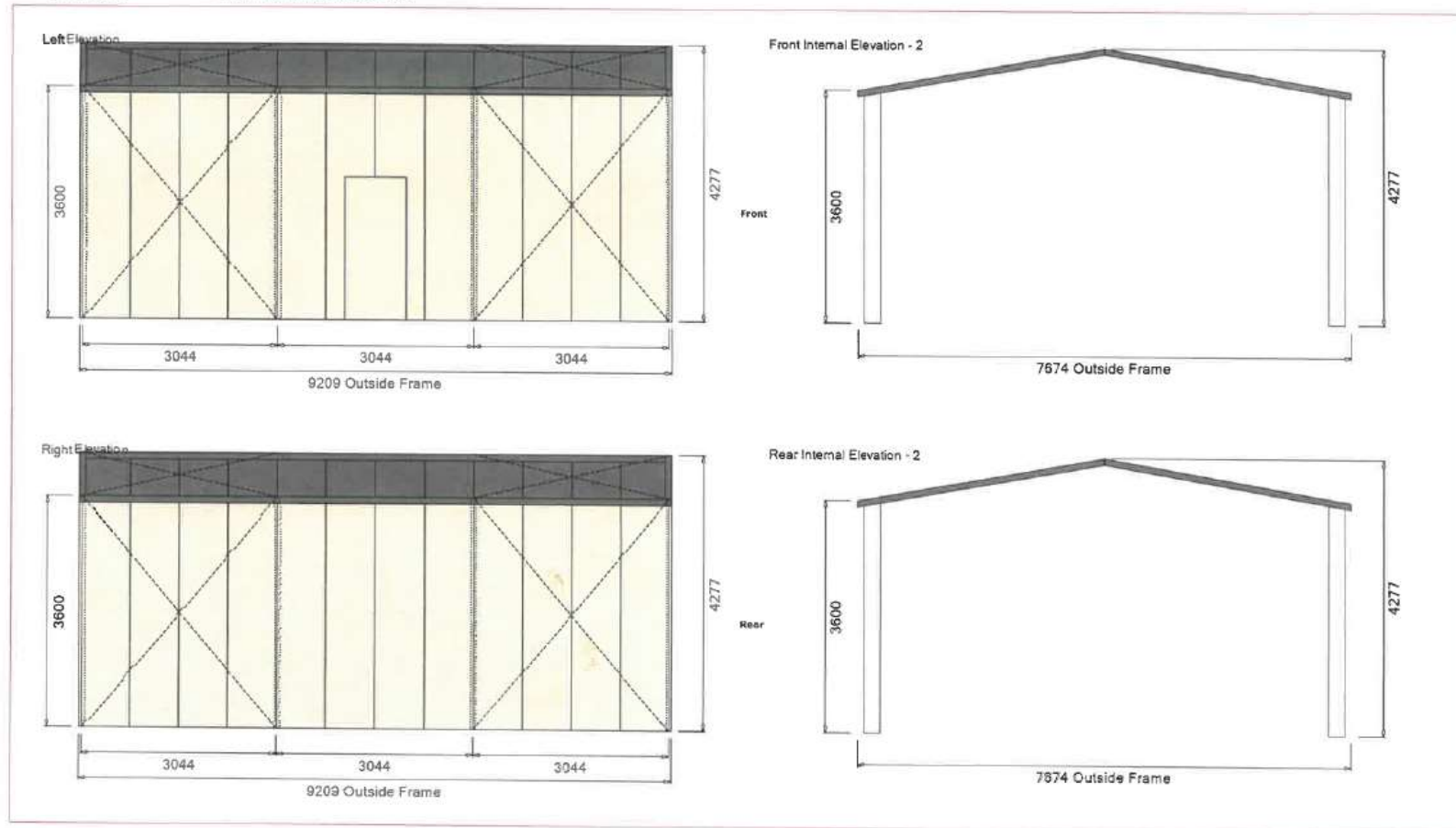
Elevations

Job Reference TBC
Sales Person Mr Gary Hatchett
Client Name KEITH THE MAINTENANCE MAN

Site Address PINGELLY

Design Number SQ159488
Date 19/02/2018

Customer Signature



11.04.18 COMMUNITY SERVICES REPORTS

Nil

12.04.18 FINANCE & ADMINISTRATION REPORT**12.04.18.01 LIST OF ACCOUNTS FOR PAYMENT**

File No:	N/A
Date of Meeting:	19/04/18
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:	12/03/18

Summary of Item:

The list of accounts for payment to 31st March 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 12.04.18A.

To 31st March 2018

Municipal Account

Direct Debits \$91,657.79

EFT \$447,503.74

Cheques \$20,546.30

Trust Account \$1,368.40

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 31st March 2018, per the summaries included in Attachment 12.04.18.01(A)

To 31st March 2018

Municipal Account

Direct Debits – \$91,657.79

EFT \$447,503.74

Cheques \$20,546.30

Trust Account \$1,368.40

Attachments

Attachment 12.04.18.01A

OCM 04.18-9

COUNCIL RESOLUTION

MOVED CR FANCOTE 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 31st March 2018, per the summaries included in Attachment 12.04.18.01(A)

To 31st March 2018

Municipal Account

Direct Debits – \$91,657.79

EFT \$447,503.74

Cheques \$20,546.30

Trust Account \$1,368.40

CARRIED BY SIMLE MAJORITY VOTE 7-0

MARCH 2018 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 19TH APRIL 2018

ATTACHMENT 12.03.18.01A

Chq/EFT	Date	Name	Description	Amount
1106	09/03/2018	DAVID CLEARY	BOND REFUND GYM KEY	\$ 30.00
1107	09/03/2018	HAZEL PATRICIA MEERES	BOND REFUND HIRE OF MEMORIAL HALL	\$ 110.00
1108	20/03/2018	REBECCA BOYCE	BOND REFUND HIRE OF MEMORIAL HALL	\$ 250.00
1109	29/03/2018	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY CONSUMER	LODGE MENT OF BOND C VIRGO U4 / 28 WILLIAMS ST	\$ 448.40
EFT8973	20/03/2018	BROOKTON RURAL TRADERS	BOND REFUND HIRE OF PAVILION	\$ 500.00
EFT9017	29/03/2018	TRISTA FONTANA	REFUND GYM KEY RETURN	\$ 30.00
			TOTAL TRUST	\$ 1,368.40
Chq/EFT	Date	Name	Description	Amount
EFT8945	08/03/2018	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 422.22
EFT8946	08/03/2018	AMAZING 50'S CATERING	DINNER FOR COUNCIL MEETING 15/02/2017	\$ 230.00
EFT8947	08/03/2018	AMPAC DEBT RECOVERY	DEBT RECOVERY RATES FEBRUARY 2018	\$ 775.27
EFT8948	08/03/2018	AUSTRALIA POST	POSTAGE FEBRUARY 2018	\$ 272.82
EFT8949	08/03/2018	BAPTISTCARE	KALKARNI RESIDENCY MANAGEMENT & OPERATING FEES MARCH 2018	\$ 224,263.80
EFT8950	08/03/2018	BEST OFFICE SYSTEMS	PHOTOCOPIES 20/01/18 TO 20/02/18	\$ 339.19
EFT8951	08/03/2018	BROOKTON RURAL TRADERS	HARDWARE & RURAL SUPPLIES FEBRUARY 2018	\$ 6,749.24
EFT8952	08/03/2018	CORINNE KEMP	REIMBURSEMENT DINNER AT FINANCE PROFESSIONALS CONFERENCE 01/03/18	\$ 39.00
EFT8953	08/03/2018	COURIER AUSTRALIA	FREIGHT	\$ 13.86
EFT8954	08/03/2018	DEANNE SWEENEY	REIMBURSEMENT DINNER AT FINANCE PROFESSIONALS CONFERENCE 01/03/18	\$ 27.00
EFT8955	08/03/2018	GJ SEEGER PLUMBERS & GASFITTERS	REPAIR VANDALISED CISTERN	\$ 451.00
EFT8956	08/03/2018	HANSON CONSTRUCTION MATERIALS PTY LTD	32.52 TONNE OF WASHED GRANITE	\$ 1,298.53
EFT8957	08/03/2018	HITACHI CONSTRUCTION MACHINERY (AUST) PTY LTD	500 HR SERVICE PG8	\$ 2,451.10
EFT8958	08/03/2018	JASON SIGNMAKERS	STREET BLADE SIGNAGE, BENNELL, WILLIAMS, COLLARD.	\$ 738.43
EFT8959	08/03/2018	KELLY D'ARCY	REIMBURSEMENT DINNER AT FINANCE PROFESSIONALS CONFERENCE 01/03/18	\$ 29.00
EFT8960	08/03/2018	LANDGATE	MAPPING IMAGERY SHIRE OF BROOKTON	\$ 792.00
EFT8961	08/03/2018	LESLIE ROBERT EYRE	REIMBURSEMENT OF ELECTRONIC DEVICE ACER CHROMEBOOK	\$ 781.00
EFT8962	08/03/2018	MCINTOSH & SON	REPLACEMENT PIPE BACKHOE	\$ 72.46
EFT8963	08/03/2018	MODERN MOTOR TRIMMERS	BLACK DENIM CANVAS SEAT COVER TO SUIT 2008 ISUZU TIPPER	\$ 462.00
EFT8964	08/03/2018	MOORE STEPHENS	MOORE STEPHENS BUDGET WORKSHOP 16/3/2018	\$ 907.50
EFT8965	08/03/2018	RAAN ENTERPRISES	WET HIRE OF EXCAVATOR AND LOW LOADER LAND CLEARING BROOKTON KWEDA ROAD	\$ 1,320.00
EFT8966	08/03/2018	SHIRE OF BROOKTON	MASTERCARD PURCHASES FEBRUARY 2018	\$ 177.10
EFT8967	08/03/2018	SHIRE OF BROOKTON	MASTERCARD PURCHASES FEBRUARY 2018	\$ 44.00
EFT8968	08/03/2018	SHIRE OF PINGELLY	VEHICLE REPAIRS AND MAINTENANCE	\$ 4,955.86
EFT8969	08/03/2018	TIANCO TRANSPORT	TRANSPORT BLUEMETAL TO SHIRE DEPOT FROM ALLINGTONS	\$ 1,070.28
EFT8970	08/03/2018	UNIQUE STROKES WA	PAINTING UNIT 4 MADISON SQUARE UNITS	\$ 2,240.00
EFT8971	08/03/2018	WA CONTRACT RANGER SERVICES	RANGER SERVICES 16/02/18 TO 06/03/18	\$ 1,262.25
EFT8972	08/03/2018	ZIRCODATA	STORAGE OF ARCHIVE BOXES 26/01/18 TO 25/02/18	\$ 55.77
EFT8974	20/03/2018	AUSTRALIA POST	POSTAGE FEBRUARY 2018	\$ 587.91
EFT8975	20/03/2018	B & N EYRE BROOKTON NEWSAGENCY	PAPERS & STATIONARY FEBRUARY 2018	\$ 123.20
EFT8976	20/03/2018	BEDFORD ARMS HOTEL	REFRESHMENTS FOR COUNCIL	\$ 38.00
EFT8977	20/03/2018	BOC GASES	GAS AND OXYGEN SUPPLY	\$ 47.46

EFT8978	20/03/2018	BROOKTON TYRE SERVICE	TYRES FOR PU31 & PT11	\$ 1,040.60
EFT8979	20/03/2018	COURIER AUSTRALIA	FREIGHT	\$ 38.53
EFT8980	20/03/2018	DFES	EMERGENCY SERVICES LEVY QUARTER 3	\$ 16,678.50
EFT8981	20/03/2018	DOWN TO EARTH TRAINING & ASSESSING	ONSITE PLANT OPERATOR ASSESSMENTS	\$ 1,985.00
EFT8982	20/03/2018	GREAT SOUTHERN FUEL SUPPLIES	DIESEL & PETROL PURCHASES FEBRUARY 2018	\$ 11,491.56
EFT8983	20/03/2018	GREEN ELEVEN	3RD INSTALMENT STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REVIEW	\$ 14,430.00
EFT8984	20/03/2018	H RUSHTON & CO	VEHICLE REPAIRS & MAINTENANCE	\$ 1,379.95
EFT8985	20/03/2018	IT VISION	IT SUPPORT FEBRUARY 2018	\$ 1,512.50
EFT8986	20/03/2018	JH COMPUTER SERVICES	IT SUPPORT FEBRUARY 2018	\$ 4,224.00
EFT8987	20/03/2018	LESLIE ROBERT EYRE	SHIRE OVAL CONTRACT FEBRUARY 2018	\$ 400.00
EFT8988	20/03/2018	LYN KAY	CIRCUIT CLASSES A BROOKTON ALL HOURS GYM & GYM INDUCTIONS	\$ 540.00
EFT8989	20/03/2018	NICHOLLS BUS & COACH SERVICE	ANNUAL LICENSING INSPECTION OF COMMUNITY BUS	\$ 158.05
EFT8990	20/03/2018	SIGNS PLUS	COUNCILLOR NAME BADGES	\$ 32.00
EFT8991	20/03/2018	UNIQUE STROKES WA	PAINTING CEILINGS U4 / 28 WILLIAMS ST	\$ 830.00
EFT8992	29/03/2018	ABCO PRODUCTS	CLEANING PRODUCTS	\$ 1,339.41
EFT8993	29/03/2018	AK EVANS EARTHMOVING	PRIME MOVER AND SIDE TIPPER TRAILER & WATER CART HIRE	\$ 20,152.00
EFT8994	29/03/2018	AMAZING 50'S CATERING	CATERING FOR COUNCIL DINNER 3 X STAFF	\$ 207.00
EFT8995	29/03/2018	BROOKTON PLUMBING	REPAIR RUNNING TOILET AT RAILWAY STATION	\$ 121.00
EFT8996	29/03/2018	BROOKTON SUPERMARKET	MILK, BISCUITS & CLEANING PRODUCTS	\$ 139.20
EFT8997	29/03/2018	CE HARTL	COUNCILLOR MEETING & TRAVEL ALLOWANCE 01/01/18 TO 31/03/18	\$ 1,423.76
EFT8998	29/03/2018	DMC CLEANING	CLEANING SERVICES 01/02/18 TO 28/02/18	\$ 5,363.33
EFT8999	29/03/2018	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH COLLECTION & BROOKTON TIPSITE 30/01/18 TO 27/02/18	\$ 9,941.58
EFT9000	29/03/2018	HANSON CONSTRUCTION MATERIALS PTY LTD	119.36 TONNE OF WASHED GRANITE	\$ 4,175.22
EFT9001	29/03/2018	IXOM	SERVICE FEE CHLORINE GAS BOTTLES BROOKTON AQUATIC CENTRE	\$ 76.38
EFT9002	29/03/2018	KATRINA LOUISE CRUTE	COUNCILLOR MEETING FEES & PRESIDENT ALLOWANCE 01/01/18 TO 31/03/18	\$ 2,325.00
EFT9003	29/03/2018	KIM HILLSDON MILLS	COUNCILLOR MEETING & TRAVEL ALLOWANCE	\$ 703.36
EFT9004	29/03/2018	LANDGATE	ADDITIONAL MAPPING IMAGERY FILES	\$ 275.00
EFT9005	29/03/2018	LESLIE ROBERT EYRE	COUNCILLOR MEETING & TRAVEL ALLOWANCE 01/01/18 TO 31/03/18	\$ 500.00
EFT9006	29/03/2018	LG ASSIST	BUILDING MAINTENANCE OFFICER ADVERTISING	\$ 302.50
EFT9007	29/03/2018	MIDLAND MONUMENTAL WORKS	REPLACEMENT BRONZE PLAQUE	\$ 1,900.00
EFT9008	29/03/2018	MOORE STEPHENS	AUDIT FEES 2016/17 & FBT WORKSHOP	\$ 12,391.50
EFT9009	29/03/2018	NARROGIN GLASS	SUPPLY AND FIT WINDOW LOCKS AND HANDLES	\$ 690.96
EFT9010	29/03/2018	NEIL WALKER	COUNCILLOR MEETING & DEPUTY PRESIDENT ALLOWANCE	\$ 443.75
EFT9011	29/03/2018	OFFICEWORKS BUSINESS DIRECT	STATIONARY ORDER	\$ 75.75
EFT9012	29/03/2018	PH & KE GOW	SUBDIVISION OF UNIT 1 & 2 4 MATTHEW STREET INTO TWO GREEN TITLES	\$ 6,908.00
EFT9013	29/03/2018	SGS	WATER SAMPLES	\$ 309.10
EFT9014	29/03/2018	STABILISED PAVEMENTS OF AUSTRALIA PTY LTD	BROOKTON KWEDA ROAD CEMENT STABILISATION	\$ 68,670.80
EFT9015	29/03/2018	THERESA FANCOTE	COUNCILLOR MEETING FEES	\$ 650.00
EFT9016	29/03/2018	TRAVIS EVA	COUNCILLOR MEETING FEES & TRAVEL	\$ 641.20
			TOTAL EFT	\$ 447,503.74

Chq/EFT	Date	Name	Description	Amount
18266	08/03/2018	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY FEBRUARY 2018	\$ 604.46
18267	08/03/2018	BUILDING COMMISSION	BUILDING SERVICES LEVY FEBRUARY 2018	\$ 528.65
18268	08/03/2018	JEANETTE SUSAN COUPER	FRAMING OF PLAQUES FROM OLD PAVILIONS	\$ 340.00
18269	08/03/2018	SJ ROADWORKS	TRAFFIC MANAGEMENT PLAN 2018 BROOKTON OLD TIME MOTOR SHOW	\$ 264.00
18270	08/03/2018	WATER CORPORATION OF WA	WATER USAGE AT CARAVAN PARK & PAVILION	\$ 308.60
18271	20/03/2018	AUSTRALIAN COMMUNICATIONS AUTHORITY	RADIOCOMMUNICATION APPARATUS LICENSE 03/04/18 TO 02/04/19	\$ 1,050.00
18272	20/03/2018	BROOKTON MEATS	SAUSAGES FOR BROOKTON COMMUNITY CHRISTMAS PARTY	\$ 189.00
18273	20/03/2018	COMMISSIONER OF STATE REVENUE	RETURN OF PENSIONER REBATE A231. INELIGIBLE 20172018 OUSTANDING DEFERRED RATES	\$ 713.00
18274	20/03/2018	SYNERGY	STREETLIGHT ELECTRICITY 01/02/18 TO 06/03/18	\$ 3,433.15
18275	20/03/2018	TELSTRA CORPORATION	TELEPHONE ADMINISTRATION, DEPOT & POOL	\$ 526.51
18276	20/03/2018	WATER CORPORATION OF WA	WATER USAGE CARAVAN PARK & WB EVA PAVILION 24/01/18 TO 21/02/18	\$ 550.09
18277	20/03/2018	WESTERN POWER	INSTALLATION OF NEW POWER DOME FOR SUBDIVISION OF 4 MATTHEW STREET	\$ 3,400.00
18278	20/03/2018	WINDSOR LODGE COMO	ACCOMMODATION & MEALS GO, SFO & FO LOCAL GOVERNMENT PROFESSIONALS CONFERENCE	\$ 420.00
18279	29/03/2018	DEPARTMENT OF TRANSPORT	LICENSING OF VEHICLE FLEET	\$ 7,631.90
18280	29/03/2018	TELSTRA CORPORATION	MOBILE & IPAD ACCOUNT	\$ 586.94
			TOTAL CHEQUE	\$ 20,546.30

DIRECT DEBITS FOR MARCH 2018

SALARIES & WAGES	\$ 78,467.61
MERCHANT FEES	\$ 161.11
SUPERANNUATION	\$ 12,699.07
CLASSIC FUNDING GROUP	\$ 330.00
TOTAL	\$ 91,657.79

**SHIRE OF BROOKTON
CREDIT CARD PURCHASES CEO**

DATE	DESCRIPTION	AMOUNT
3/02/18	Westnet	\$ 159.90
10/2/18	Safetyculture	\$ 13.20
27/2/18	Fees	\$ 4.00
	TOTAL	\$ 177.10

**SHIRE OF BROOKTON
CREDIT CARD PURCHASES DCEO**

DATE	DESCRIPTION	AMOUNT
8/02/18	Yea Emporium Car badges for Old Time Motor Show	\$ 40.00
27/2/18	Fees	\$ 4.00
	TOTAL	\$ 44.00

12.04.18.02 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2018

File No:	N/A
Date of Meeting:	20/04/2018
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Deanne Sweeney – Senior Finance Officer Kelly D’Arcy – Senior Governance 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 31 March 2018 is presented to council. A Schedule of Budget Amendments, which will have a nil effect on the budget, is also presented to Council for consideration.

Description of Proposal:

That Council receive the Statement of Financial Activity for the period ended 31 March 2018 as presented and adopt the budget amendments as presented below and in **Attachment 12.04.18.02B**.

GL	Job	IE	Description	Original Budget \$	New Budget \$	Comment
E084520		501	Furniture & Equipment	99,500	61,485	Capital purchases for Kalkarni, included in the 2017/18 budget under Furniture & Equipment. Needs to be reallocated to Land & building as the amount is for floor coverings which is included as part of the building
E084510		500	Land & Buildings	0	38,015	
E091063	28BWSOP	379	STAFFH 6/28 Williams St	14,000	11,500	Budget for maintenance works at Williams Street unit but not required need to reallocate to common area on Madison Units to enable the moving of the water meters from Units 2 & 3 into common area to enable ease of access when reading the meters. At present we need to notify tenant in writing to gain access to read meters.
E092010	U5MSOP	379	HOUSE Madison Square Units (Common Area)	1,500	4,000	
				115,000	115,000	

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 31 March 2018 as presented in Attachment 12.04.18.02A.*
- 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 12.04.18.02B.*

Attachments

Attachment 12.04.18.02A

Attachment 12.04.18.02B

That Council:

- 1. Receive the Monthly Statement of Financial Activity for the period ending 31 March 2018 as presented in Attachment 12.04.18.02A.***
- 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 12.04.18.02B.***

CARRIED BY SIMPLE MAJORITY VOTE 7-0

Shire of Brookton
MONTHLY FINANCIAL REPORT
For the Period Ended 31 March 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 31 March 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

▲
▼

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

Statement of Financial Activity

Month	Operating Expenses		Operating Revenue		Capital Expenses		Capital Revenue	
	Budget 2017-18	Actual 2017-18	Budget 2017-18	Actual 2017-18	Budget 2017-18	Actual 2017-18	Budget 2017-18	Actual 2017-18
Jul	738,620	505,995	492,939	39,299	1,026,499	26,484	54,267	100
Aug	1,477,240	1,293,313	985,879	984,212	1,203,920	34,812	108,433	100
Sep	2,504,169	2,395,614	1,763,154	1,868,903	1,381,340	120,516	162,600	4,225
Oct	3,222,256	3,143,035	2,217,105	2,027,427	1,558,760	810,520	216,767	27,571
Nov	3,953,930	3,804,448	2,699,729	2,579,908	1,736,306	900,860	270,933	27,571
Dec	4,801,594	4,430,694	3,188,852	3,415,988	1,926,927	1,029,692	291,636	43,817
Jan	5,530,372	5,125,366	3,622,990	3,556,866	2,106,568	1,549,456	403,353	93,399
Feb	6,232,622	5,755,644	4,160,540	4,162,369	2,286,210	1,703,372	460,904	97,644
Mar	7,032,934	6,398,731	4,590,796	5,003,938	2,465,851	1,839,525	518,454	97,644
Apr								
May								
Jun								

**Shire of Brookton
Monthly Reporting Model
Graph Input Data (Cont.)**

Note 3 - Net Funding Current Position

Month	Actual 2015-16 \$('000s)	Actual 2016-17 \$('000s)	Actual 2017-18 \$('000s)
Jul	959,987	267,469	907,333
Aug	3,210,319	2,326,820	3,295,912
Sep	2,749,446	3,435,041	3,600,791
Oct	2,375,371	1,972,833	2,372,296
Nov	2,384,784	2,372,945	2,381,438
Dec	2,763,219	2,281,134	2,654,977
Jan	1,750,990	1,758,100	1,808,505
Feb	1,831,612	1,755,236	1,794,385
Mar	1,097,925	1,584,583	2,034,218
Apr			
May			
Jun			

**Shire of Brookton
Monthly Reporting Model
Graph Input Data (Cont.)**

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	93	96
Apr		
May		
Jun		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 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	15,561	20,211	4,650	29.88%	
General Purpose Funding		615,274	615,274	455,648	422,775	(32,873)	(7.21%)	
Law, Order and Public Safety		37,730	37,730	29,265	30,447	1,182	4.04%	
Health		2,200	2,200	1,638	959	(679)	(41.45%)	
Education and Welfare		4,058,507	4,062,907	3,048,272	3,360,765	312,493	10.25%	▲
Housing		92,300	92,300	67,716	77,208	9,492	14.02%	
Community Amenities		349,954	359,625	356,700	360,496	3,796	1.06%	
Recreation and Culture		79,992	49,492	39,105	44,088	4,983	12.74%	
Transport		572,849	669,468	502,101	601,725	99,624	19.84%	▲
Economic Services		54,440	57,440	41,996	43,408	1,412	3.36%	
Other Property and Services		34,100	41,325	32,794	41,856	9,062	27.63%	
Total (Excluding Rates)		5,915,536	6,005,952	4,590,796	5,003,938	413,142	9.00%	
Operating Expense								
Governance		(771,621)	(804,046)	(629,357)	(471,864)	157,493	(25.02%)	▲
General Purpose Funding		(257,789)	(257,789)	(152,077)	(145,126)	6,952	(4.57%)	
Law, Order and Public Safety		(117,754)	(132,242)	(99,181)	(93,513)	5,669	(5.72%)	
Health		(54,452)	(53,239)	(31,767)	(25,609)	6,158	(19.38%)	
Education and Welfare		(3,731,832)	(3,658,014)	(2,748,489)	(2,697,345)	51,144	(1.86%)	
Housing		(175,784)	(183,454)	(127,208)	(96,681)	30,526	(24.00%)	
Community Amenities		(438,065)	(424,387)	(310,051)	(236,504)	73,548	(23.72%)	
Recreation and Culture		(886,708)	(1,053,257)	(864,387)	(780,641)	83,746	(9.69%)	
Transport		(2,119,467)	(2,402,447)	(1,819,844)	(1,629,376)	190,468	(10.47%)	
Economic Services		(179,293)	(196,092)	(125,498)	(82,849)	42,650	(33.98%)	
Other Property and Services		(132,947)	(168,882)	(125,074)	(139,224)	(14,150)	11.31%	▼
Total		(8,865,712)	(9,333,851)	(7,032,934)	(6,398,731)	634,203	9.02%	
Funding Balance Adjustment								
Add back Depreciation		1,936,295	2,124,698	1,593,524	1,570,955	(22,569)	(1.42%)	
Adjust (Profit)/Loss on Asset Disposal	6	12,817	293,297	219,973	280,480	60,507	27.51%	▲
Movement in Non Cash Provisions		0	0		36,512	36,512		
Net Operating (Ex. Rates)		(1,001,064)	(909,903)	(628,641)	493,155	1,121,796	(178.45%)	
Capital Revenues								
Proceeds from Disposal of Assets	6	48,978	48,978	500	500	0	0.00%	
Self-Supporting Loan Principal		0	40,605	30,454	24,216	(6,238)	(20.48%)	
Transfer from Reserves	5	650,000	787,671	487,500	72,928	(414,572)	(85.04%)	▼
Total		698,978	877,254	518,454	97,644	(420,810)		
Capital Expenses								
Land and Buildings	6	(709,000)	(718,600)	(538,950)	(177,174)	361,776	(67.13%)	
Plant and Equipment	6	(97,000)	(97,000)	(72,750)	0	72,750	(100.00%)	
Furniture and Equipment	6	(99,500)	(99,500)	(74,625)	0	74,625	(100.00%)	
Infrastructure Assets - Roads & Bridges	6	(1,028,414)	(1,045,466)	(784,100)	(725,307)	58,793	(7.50%)	
Infrastructure Assets - Sewerage	6	(65,000)	(65,000)	(48,750)	(19,566)	29,184	(59.86%)	
Infrastructure Assets - Parks	6	0	0	0	0	0	0.00%	
Repayment of Debentures	7	(130,130)	(130,130)	(97,598)	(90,250)	7,347	(7.53%)	
Transfer to Reserves	5	(849,079)	(981,073)	(849,079)	(827,227)	21,852	(2.57%)	
Total		(2,978,123)	(3,136,769)	(2,465,851)	(1,839,525)	626,326	(25.40%)	
Net Capital		(2,279,145)	(2,259,515)	(1,947,397)	(1,741,880)	205,517	(10.55%)	
Total Net Operating + Capital		(3,280,209)	(3,169,418)	(2,576,039)	(1,248,726)	1,327,313	(51.53%)	
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)	114,213	683,570	2,034,218	1,350,648		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Program by Nature and Type
For the Period Ended 31 March 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	2,664,755	2,847,975	183,220
Fees and Charges	1,543,835	1,551,507	1,253,197	1,290,021	36,824
Interest Earnings	195,746	195,746	140,093	122,140	(17,953)
Other Revenue	117,169	97,794	75,450	182,208	106,758
	7,465,506	7,444,299	6,194,920	6,503,080	308,160
EXPENSES FROM ORDINARY ACTIVITIES					
Employee Costs	(1,514,122)	(1,531,612)	(1,118,080)	(929,969)	188,111
Materials and Contracts	(4,932,476)	(4,918,711)	(3,662,493)	(3,312,544)	349,949
Utilities	(149,894)	(150,547)	(113,070)	(91,561)	21,509
Depreciation	(1,936,295)	(2,124,698)	(645,432)	(1,570,955)	(925,524)
Interest Expenses	(113,800)	(113,800)	(37,933)	(51,063)	(13,130)
Insurance	(180,181)	(172,357)	(180,181)	(160,602)	19,578
Other Expenditure	(25,629)	(25,629)	(8,093)	(1,055)	7,038
	(8,852,396)	(9,037,354)	(5,765,281.71)	(6,117,751)	(352,469)
	(1,386,889)	(1,593,055)	429,638	385,330	(44,308)
Non-Operating Grants, Subsidies & Contributions	487,432	622,578	468,176	561,095	92,919
Profit on Asset Disposals	-	500	500	500	-
Loss on Asset Disposals	(12,817)	(293,797)	(290,919)	(280,980)	9,939
NET RESULT	(912,274)	(1,263,774)	607,396	665,945	58,549

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY (Excluding Kalkarni Residential Facility)
Program by Nature and Type
For the Period Ended 31 March 2018

	2016/17 Adopted Budget \$	2016/17 Amended Budget November OCM	2016/17 YTD Budget \$	2016/17 YTD Actual \$	Variance YTD Budget vs YTD Actual \$	Actuals as % of Total
REVENUES FROM ORDINARY ACTIVITIES						
Rates	2,037,402		2,061,425	2,060,737	(688)	59%
Operating Grants, Subsidies and Contributions	562,005		407,743	404,800	(2,944)	12%
Fees and Charges	798,775		694,402	731,229	36,827	21%
Interest Earnings	195,746		140,093	122,140	(17,953)	3%
Other Revenue	117,169		75,450	182,208	106,758	5%
	3,711,097		3,379,113	3,501,113	122,000	100%
EXPENSES FROM ORDINARY ACTIVITIES						
Employee Costs	(1,514,122)		(1,118,080)	(929,969)	188,111	27%
Materials and Contracts	(1,431,764)		(1,036,960)	(733,795)	303,165	21%
Utilities	(149,894)		(113,070)	(91,561)	21,509	3%
Depreciation	(1,776,428)		(519,355)	(1,499,192)	(979,837)	43%
Interest Expenses	(108,347)		(32,027)	(47,957)	(15,931)	1%
Insurance	(165,681)		(151,181)	(146,149)	5,032	4%
Other Expenditure	(25,629)		(8,093)	(1,055)	7,038	0%
	(5,171,864)		(2,978,764)	(3,449,678)	(470,914)	100%
	(1,460,766)		400,349	51,435	(348,914)	
Non-Operating Grants, Subsidies & Contributions	487,432		468,176	561,095	92,919	
Profit on Asset Disposals	-		500	500	-	
Loss on Asset Disposals	(12,817)		(290,919)	(280,980)	9,939	
NET RESULT	(986,151)		578,106	332,050	(246,056)	

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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

This variance is due to the gifted cash from Brookton Senior Citizens & an increase in subsidies for Kalkarni

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 received

Economic Services

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

Other Property and Services

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

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

There a number of factors that relate to this variance, but the main drivers relates to Increased privtae works and payout of unallocated wages.

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)

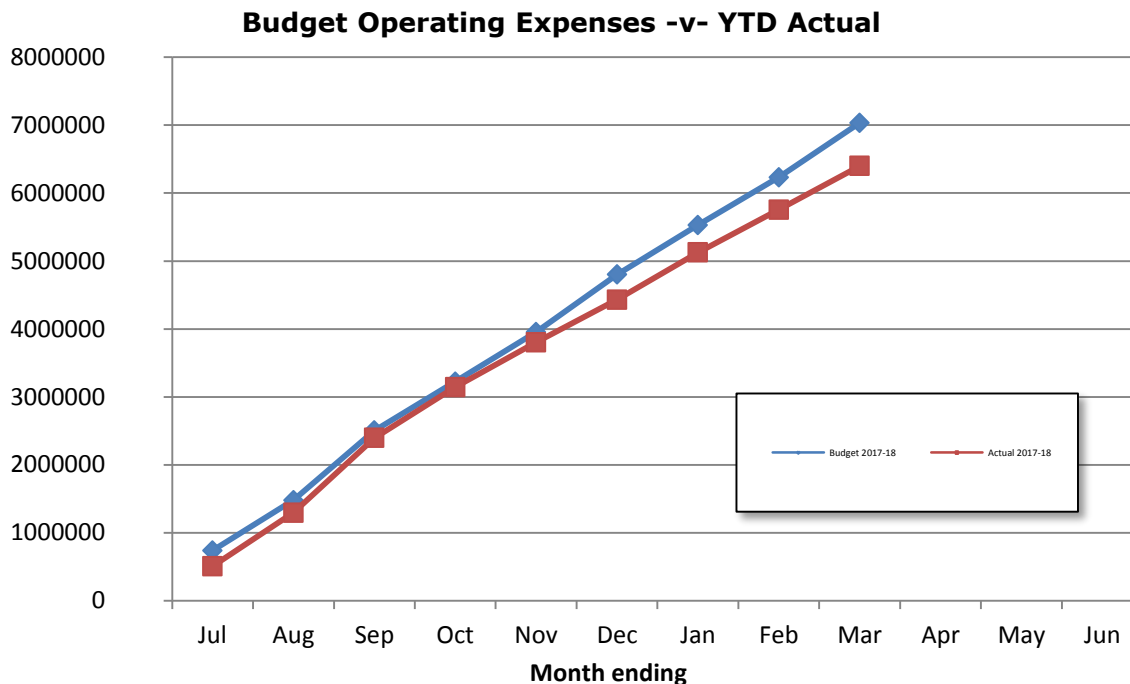
Within variance threshold of \$10,000 or 10%

Closing Funding Surplus (Deficit)

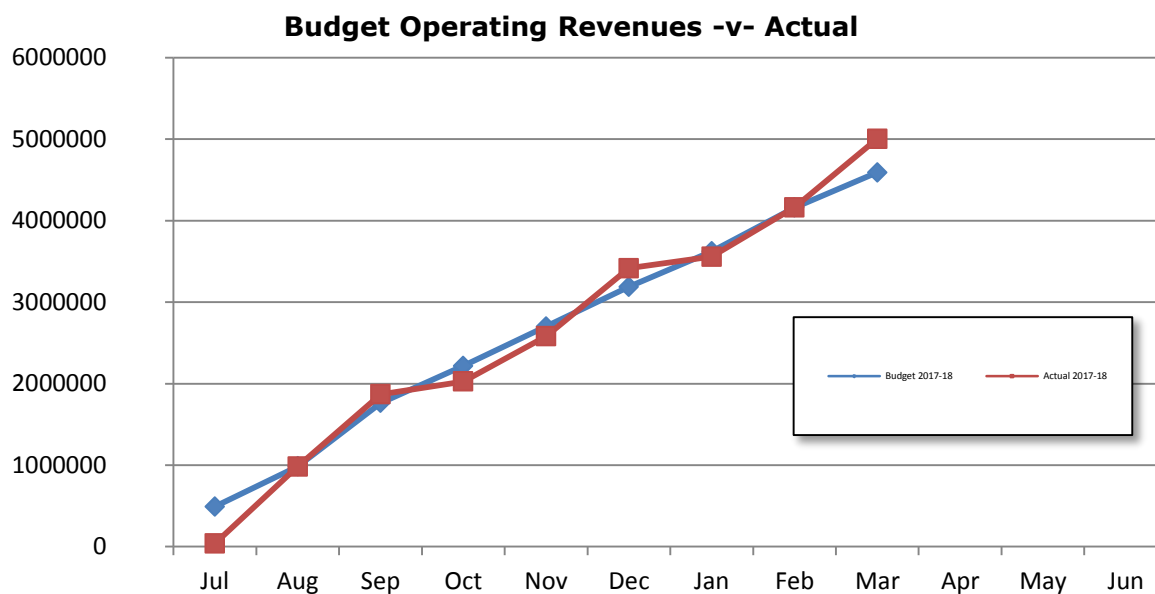
Within variance threshold of \$10,000 or 10%

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 2 - Graphical Representation - Source Statement of Financial Activity



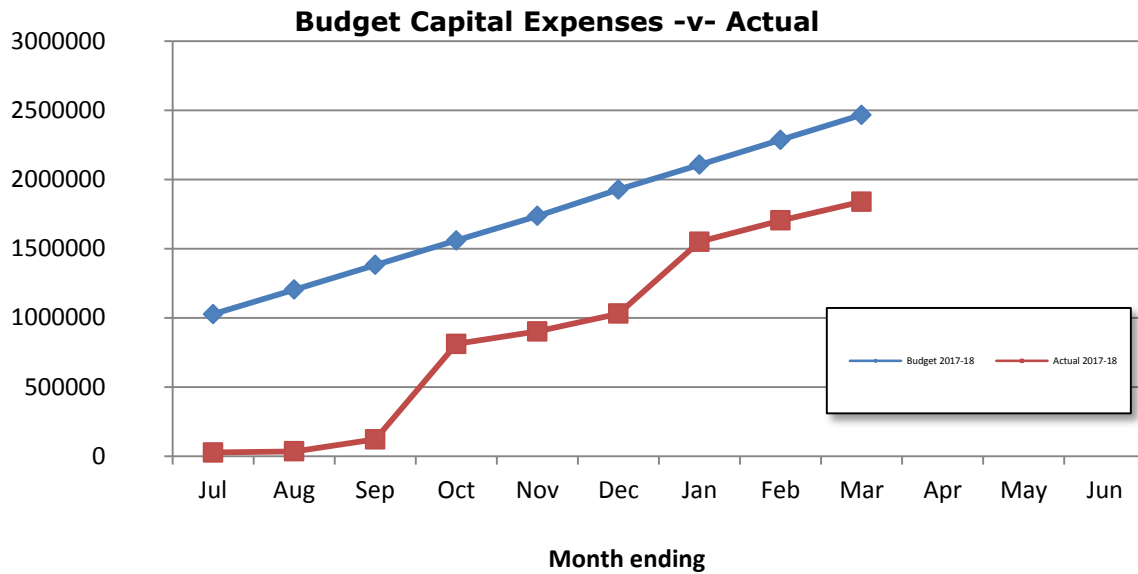
Comments/Notes - Operating Expenses



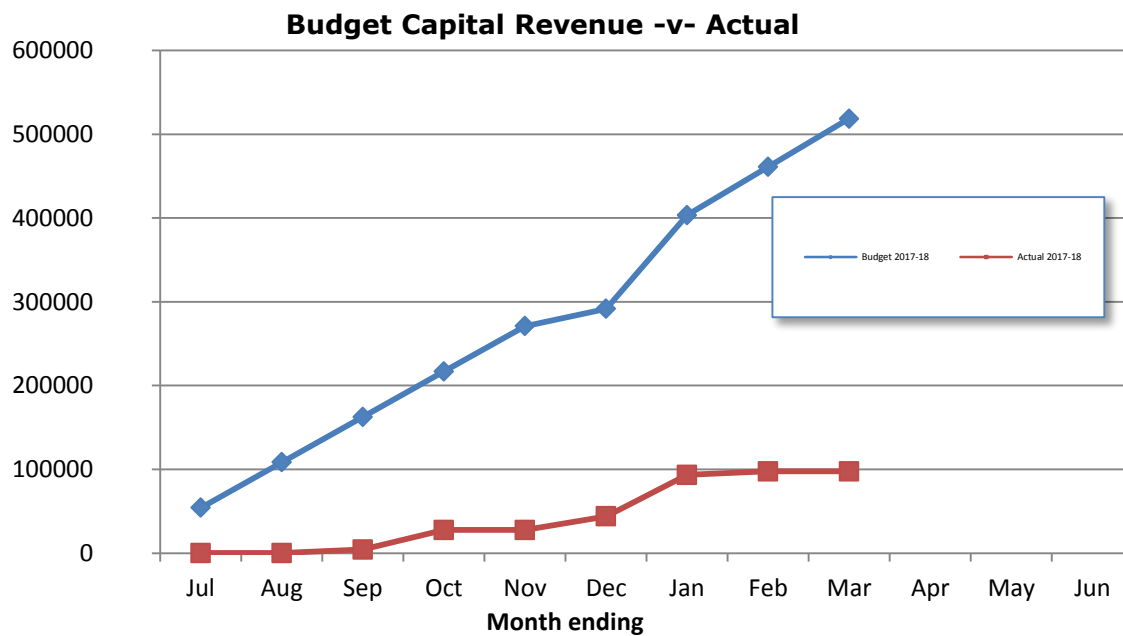
Comments/Notes - Operating Revenues

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 1 - Graphical Representation - Source Statement of Financial Activity



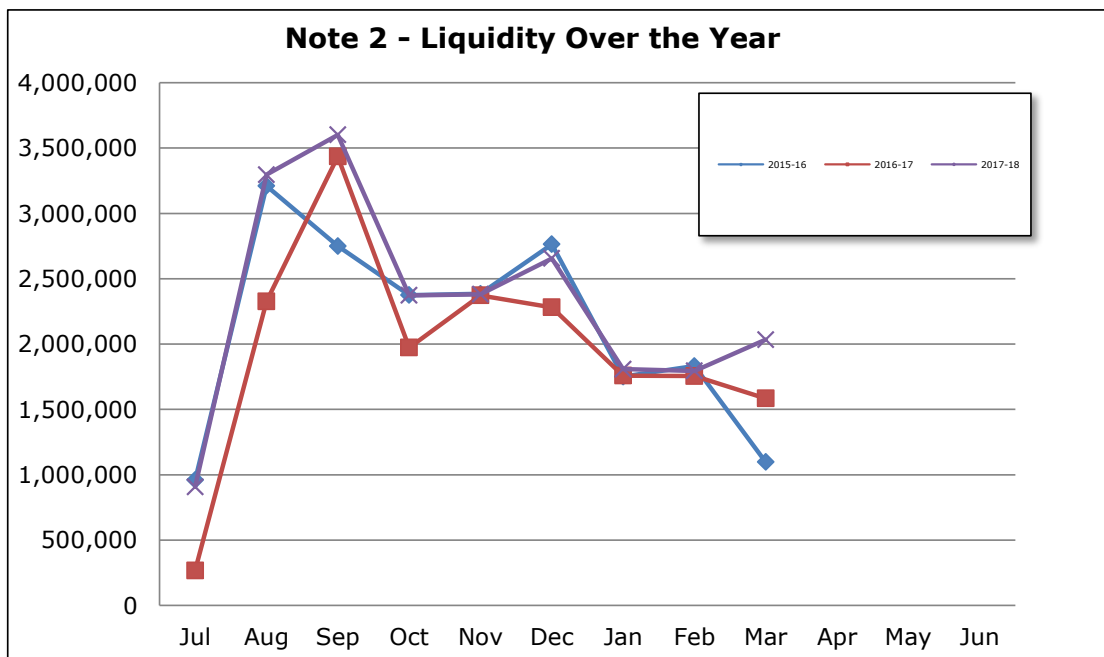
Comments/Notes - Capital Expenses



Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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	2,038,002	1,613,094	1,121,515	1,624,466
Cash Restricted	4,259,065	3,244,209	2,918,484	3,504,765
Receivables	3,476,552	3,132,877	1,534,940	3,731,222
Prepayments & Accruals	0	0	0	0
Inventories	16,322	16,934	12,501	15,421
	9,789,940	8,007,113	5,587,439	8,875,874
Less: Current Liabilities				
Payables and Provisions	(3,496,657)	(3,178,322)	(1,571,031)	(4,148,903)
	(3,496,657)	(3,178,322)	(1,571,031)	(4,148,903)
Less: Cash Restricted	(4,259,065)	(3,244,209)	(2,918,484)	(3,504,765)
Net Current Funding Position	2,034,218	1,584,583	1,097,925	1,222,206



Comments - Net Current Funding Position

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2018

Note 4: RECEIVABLES

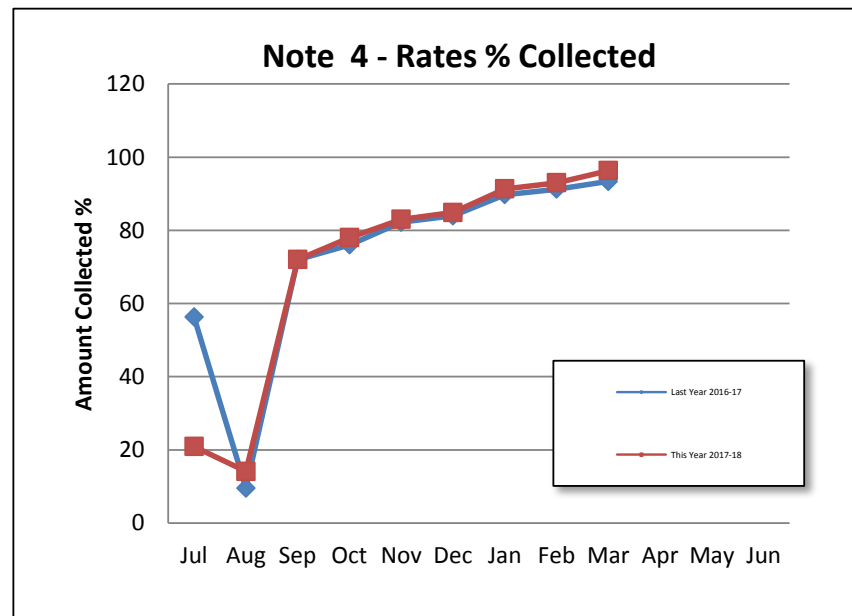
Receivables - Rates, Sewerage and Rubbish

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	2,245,204
<u>Less</u> Collections to date	(2,343,547)	(2,107,699)
Equals Current Outstanding	88,928	149,844
Net Rates Collectable	88,928	149,844
% Collected	96.34%	93.36%

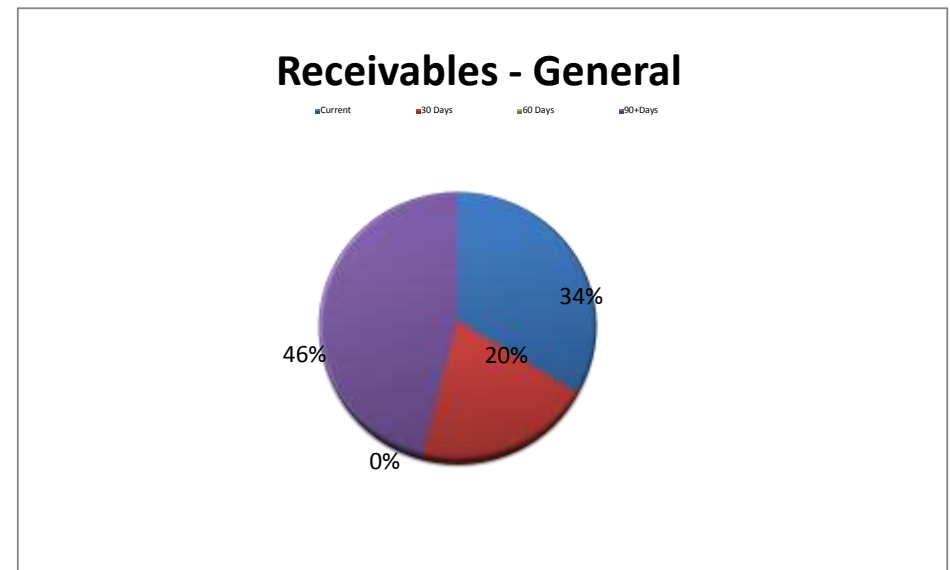


Comments/Notes - Receivables Rates, Sewerage and Rubbish

Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	7,474	4,443	0	10,172
Total Outstanding				22,089

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 & Mar 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)	(25,000)	(23,346)	654,912	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)	(137,671)	(72,928)	3,759,267	4,259,065

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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	725,307	320,159
Parks & Gardens	0	0	0	0
Sewerage & Drainage	65,000	65,000	19,566	45,434
Totals	1,998,914	2,025,566	922,047	1,103,519

Comments - Capital Acquisitions

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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	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

(*) Self supporting loan financed by payments from third parties.
All other loan repayments were financed by general purpose revenue.

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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%	186,477				186,477	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.70%	1,726,704				1,726,704	Bendigo	
Municipal Cash at Bank - Independent Living Units	1.00%	124,820				124,820	Bendigo	
Trust Cash at Bank	0.00%			29,603		29,603	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					10,000	10,000		
Total		2,038,002	4,259,065	36,827	10,000	6,343,894		

Comments/Notes - Investments

Investment Management Strategy for Kalkarni Bonds

The total bond/RAD amounts (\$3,318,725.90) as at 28/02/18 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 31 March 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		Opening Surplus(Deficit)				1,222,206
	Land & Building & Furniture & Fitting Asset Disposal	OCT 17 OCM	Non Cash Item	280,980			1,222,206
E115510	Wall Repairs - Brookton Police Museum	AUG 17 OCM	Capital Expenses			7,000	1,215,206
0L01661	Wall Repairs - Brookton Police Museum - Transfer from Reserves	AUG 17 OCM	Capital Revenue		7,000		1,222,206
E042600	LOAN PAYMENT 75 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			4,453	1,217,753
E084600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			7,776	1,209,978
E091600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			12,830	1,197,147
E102600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			5,443	1,191,704
E143600	LOAN PAYMENT PART 80 GEN - Not included in the 17/18 adopted budget	Nov17 OCM	Capital Expenses			12,652	1,179,052
0L01961	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
E111020	HALLS WB EVA PAVILLION GEN - Unexpected Expenditure not included in the 2017/18 Adopted Budget	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	Nov17 OCM	Operating Expenses		32,000		1,254,206
I112020	POOL GRANTS & SUBSIDIES GEN - Dept of Sport and Rec - Pool Grant not available 17/18	Nov17 OCM	Operating Revenue			32,000	1,222,206
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 Aldersyde Hall	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

E042500	ADMIN Depreciation - Asset # 6251 \$7389 & #6857 \$47204 per annum moved from admin to staff housing Depn	Dec 17 OCM	Operating Expenses	(22,645)			1,222,206
E042500	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
E111010	HALLS MEMORIAL HALL GEN - 2017/18 LGIS Liability has agreed to provide this cover to members for no contribution	Mar 18 OCM	Operating Expenses		828		1,223,034
E111010	HALLS MEMORIAL HALL GEN - Postage & Freight not required as allocated through ABC allocations	Mar 18 OCM	Operating Expenses		124		1,223,158
E111020	HALLS WB EVA PAVILLION GEN - 2017/18 LGIS Liability has agreed to provide this cover to members for no contribution	Mar 18 OCM	Operating Expenses		1,035		1,224,193
E112480	POOL BUILDING MAINTENANCE GEN - increase in budget to allow for the schools swimming lessons donation of pool manager time	Mar 18 OCM	Operating Expenses			2,200	1,221,993
E092011	OTHER HOUSING GEN - charging of rates not allowed for in the adopted budget 23 & 25 Whittington Street	Mar 18 OCM	Operating Expenses			4,400	1,217,593
E073020	SAD GENERAL OPERATING EXPENSES GEN - Amount set for medical equipment removal not require as completed 16/17 fin year	Mar 18 OCM	Operating Expenses		1,213		1,218,806
E104030	TPB GENERAL OPERATING EXPENSES GEN- Postage & freight, advertising & Printing & stationery not required as allocated through ABC allocations & decrease budget transfer funds to Boyagin Rock Eco Tourism project	Mar 18 OCM	Operating Expenses		9,860		1,228,666
E112010	POOL Employee Costs GEN - pool is fully operated and managed by contractors not required	Mar 18 OCM	Operating Expenses		515		1,229,181
E116020	REC GENERAL OPERATING EXPENSES GEN - Unplanned for works due to water leak	Mar 18 OCM	Operating Expenses			700	1,228,481
E113030	OTH-REC SPORT CLUBS GEN - Repairs to roof and removal of Evaporative aircon after storm demolished	Mar 18 OCM	Operating Expenses			200	1,228,281
E142020	PW-OH GENERAL OPERATING EXPENSES GEN - Postage & freight & refreshments & receptions not required as allocated through ABC allocations	Mar 18 OCM	Operating Expenses		654		1,228,935
E081020	EDUC GENERAL OPERATING EXPENSES GEN - Incorrectly allocated using 16/17 figures, project completed in the 16/17 year	Mar 18 OCM	Operating Expenses		1,000		1,229,935
E132020	TOUR AREA PROMOTION GEN - Increase in budget - Boyagin Rock Eco Tourism Project	Mar 18 OCM	Operating Expenses			10,000	1,219,935
I104010	TPB FEES & CHARGES GEN - Increase in budget due to an increase of planning fees being recouped	Mar 18 OCM	Operating Revenue		2,271		1,222,206
							1,222,206
							1,222,206
							1,222,206
							1,222,206
Closing Funding Surplus (Deficit)				530,343	503,895	503,895	1,222,206
			Classifications Pick List				
			Operating Revenue				
			Operating Expenses				
			Capital Revenue				
			Capital Expenses				
			Budget Review				
			Opening Surplus(Deficit)				
			Non Cash Item				

Shire of Brookton
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 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 31 March 2018
	\$	\$	\$	\$
Housing Bonds	0	1,648	(448)	1,200
Other Bonds	13,058	10,300	(10,238)	13,120
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	30	0	30
	38,615	12,098	(13,887)	36,827

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 31 March 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	558,795	558,792	(3)	(0.00%)	
Grants & Subsidies		3,009,349	3,009,349	2,257,012	2,443,175	186,163	8.25%	
Total Revenue		3,754,409	3,754,409	2,815,807	3,001,967	186,160	6.61%	
Operating Expenses								
Building Maintenance		0	0	0	0	0	0.00%	
Interest Expenses		(5,452)	(5,452)	(4,089)	(3,106)	983	(24.04%)	
Insurance Expenses		(14,500)	(14,500)	(14,500)	(14,454)	46	(0.32%)	
Building Maintenance		(24,830)	(24,830)	(18,623)	(5,929)	12,693	(68.16%)	
Loss on Sale of Asset		0	0	0	0	0	0.00%	
Depreciation		(159,868)	(97,050)	(72,788)	(71,763)	1,025	(1.41%)	▼
ABC Administration Expenses		(28,499)	(28,499)	(21,374)	(17,303)	4,071	(19.05%)	
Contract Expenses		(3,447,383)	(3,447,383)	(2,585,537)	(2,555,517)	30,021	(1.16%)	
Total Expenses		(3,680,532)	(3,617,714)	(2,716,911)	(2,668,072)	48,838	1.80%	
Operating Surplus (Deficit)		73,877	136,695	98,896	333,895	234,999	-238%	▼
Excluding Non Cash Adjustments								
Add back Depreciation		159,868	97,050	72,788	71,763	(1,025)	(1.41%)	▼
Adjust (Profit)/Loss on Asset Disposal		0	0	0	0	0	0.00%	
Net Operating Surplus (Deficit)		233,745	233,745	171,684	405,658	233,974	136.28%	▲
Capital Revenues								
KBC Capital Income		304,098	304,098	228,074	228,078	5	0.00%	
Transfer from Reserves	5	180,000	205,000	0	23,346	23,346	0.00%	
Total		484,098	509,098	228,074	251,424	23,351	0	
Capital Expenses								
Land and Buildings	6	(259,000)	(259,000)	(194,250)	(168,146)	26,104	0.00%	
Plant and Equipment	6	0	0	0	0	0	0.00%	
Furniture and Equipment	6	(99,500)	(99,500)	(74,625)	0	74,625	0.00%	
Repayment of Debentures	7	(7,776)	(7,776)	(3,888)	(7,776)	(3,888)	0.00%	
Transfer to Reserves	5	(82,740)	(82,740)	(62,055)	(74,152)	(12,097)		
Total		(449,016)	(449,016)	(334,818)	(250,074)	84,744		
Net Capital		35,082	60,082	(106,744)	1,350	108,094	(101.26%)	
Closing Funding Surplus(Deficit)		268,827	293,827	64,939	407,008	342,069		

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
WB Eva Pavilion by Nature and Type
For the Period Ended 31 March 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	2,385	1,120	(1,265)
Sporting Club Fees	4,770	3,578	5,369	1,792
Gymnasium Income	11,060	8,295	9,480	1,185
	19,010	14,258	15,969	1,712
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs	(12,550)	(9,413)	(9,372)	40
Materials and Contracts	(8,445)	(16,985)	(18,714)	(1,729)
Utilities	(4,210)	(3,158)	(2,021)	1,137
Interest Expenses	(51,468)	(38,601)	(20,099)	18,502
Insurance	(4,785)	(3,589)	(3,742)	(153)
General Operating Expenses	(12,820)	(9,615)	(9,033)	582
Gymnasium Operating	(11,980)	(9,095)	(2,413)	6,681
	(94,278)	(81,359)	(62,979)	18,380
	(75,268)	(67,102)	(47,010)	20,092
NET RESULT	(75,268)	(67,102)	(47,010)	20,092

Shire of Brookton					
STATEMENT OF FINANCIAL ACTIVITY					
Sewerage Programm by Nature and Type					
For the Period Ended 31 March 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	472	(1,118)
Annual Sewerage Rates		160,990	160,990	162,804	1,814
		162,580	162,580	163,276	696
EXPENSES FROM ORDINARY ACTIVITIES					
Employee Costs		(1,200)	(900)	(925)	(25)
Materials and Contracts		(60,630)	(45,473)	(17,479)	27,993
Utilities		(5,950)	(4,463)	(4,389)	73
Depreciation		(45,146)	(42,000)	(40,956)	1,044
Interest Expenses		(3,817)	(2,862)	(2,174)	688
Insurance		(245)	(245)	(243)	2
General Operating Expenses		(1,330)	(998)	(1,016)	(18)
Allocation of Adminstration Expense		(16,485)	(9,616)	(2,629)	6,987
		(134,802)	(106,556)	(69,811)	36,745
		27,778	56,024	93,465	37,441
Add Back Depreciation		45,146	42,000	40,956	(1,044)
Non-Operating Grants, Subsidies & Contributions		-	-	-	-
Profit on Asset Disposals		-	-	-	-
Loss on Asset Disposals		-	-	-	-
Transfer to Sewerage and Drainage Reserve		(65,000)	(48,750)	-	-
Transfer from Sewerage and Drainage Reserve		15,000	11,250	-	-
NET RESULT		22,924	60,524	134,421	36,397
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		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.			
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					

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Brookton Caravan Park and Brookton Aquatic Centre
For the Period Ended 31 March 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	32,250	32,894	644	2.00%
Total Revenue		40,000	43,000	32,250	32,894	644	2.00%
Operating Expenses							
Brookton Caravan Park		(54,914)	(58,402)	(43,802)	(25,545)	18,256	0.00%
Caravan Park Depreciation		(766)	(1,100)	(825)	(783)	42	(5.09%)
Caravan Park Abc Administration Expenses		(14,808)	(14,808)	(11,106)	(8,991)	2,115	0.00%
Total		(70,488)	(74,310)	(55,733)	(35,319)	20,414	36.63%
Operating Surplus (Deficit)		(30,488)	(31,310)	(23,483)	(2,425)	21,058	90%
Excluding Non Cash Adjustments							
Add back Depreciation		766	1,100	825	783	(42)	(5.09%)
Net Operating Surplus (Deficit)		(29,722)	(30,210)	(22,658)	(1,642)	21,016	(92.75%)
Note 14 (b): Brookton Aquatic Centre							
Operating Revenue							
POOL FEES & CHARGES		10,500	10,500	7,875	9,531	1,656	0.00%
POOL GRANTS & SUBSIDIES		32,000	0	0	0	0	0.00%
Total Revenue		42,500	10,500	7,875	9,531	1,656	0
Operating Expenses							
POOL Employee Costs		(515)	0	0	0	0	#DIV/0!
POOL GENERAL OPERATING EXPENSES		(88,013)	(90,213)	(67,659)	(66,829)	831	(1.23%)
POOL BUILDING MAINTENANCE		(45,760)	(27,820)	(20,865)	(27,740)	(6,875)	32.95%
POOL Depreciation		(22,646)	(13,000)	(9,750)	(8,892)	858	(8.80%)
POOL Abc Administration Expenses		(44,704)	(44,704)	(33,528)	(27,142)	6,386	(19.05%)
Total		(201,638)	(175,737)	(131,802)	(130,603)	1,199	0.91%
Operating Surplus (Deficit)		(159,138)	(165,237)	(123,927)	(121,072)	2,855	0%
Excluding Non Cash Adjustments							
Add back Depreciation		22,646	22,646	9,750	8,892	(858)	0.00%
Net Operating Surplus (Deficit)		(136,492)	(142,591)	(114,177)	(112,180)	1,998	0%

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Road Program
For the Period Ended 31 March 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	\$ 113,131	55%	\$	\$	\$	\$	\$ 45,530	\$	\$	\$	\$ 159,468
Rural Road Maintenance	440,455	440,455	233,462	53%						158,158			282,297
Bridge Maintenance	65,670	65,670	26,897	41%									65,670
R2R Work Schedule													
Brookton - Kweda Road	199,880	330,026	247,708	75%	310,165								19,861
Other Construction													
Brookton - Kweda Road	0	0	0										0
King Street	103,814	0	0										0
Reynolds Street	9,280	0	0										0
Whittington Street	255,280	255,280	24,301	10%									255,280
RRG Approved Projects													
York - Williams Road	460,160	460,160	453,297	99%			307,413						152,747
	1,739,537	1,756,589	1,098,797	63%	310,165	0	307,413	0	45,530	158,158	0	0	935,323

Shire of Brookton
STATEMENT OF FINANCIAL ACTIVITY
Capital Works Program
For the Period Ended 31 March 2018

Note 16

Description	Adopted Annual Budget	Amended Budget Aug OCM	YTD Actual	% Completed	Capital Funding				
					Muni	Grants	Reserves	Sale of Assets	Total Funding
DCEO Vehicle	\$ 39,000	\$ 39,000	\$	0%	\$ 39,000	\$	\$	\$ 22,000	\$ 39,000
Kalkarni Residency Capital Provision	79,000	79,000	0	0%	79,000				79,000
Kalkarni Backup Power Supply	30,000	30,000	23,346	16%			30,000		30,000
Kalkarni Land Purchase	150,000	150,000	144,800	97%			150,000		150,000
Sewerage - Gravel Resheet Pond Batters	15,000	15,000	0	0%			15,000		15,000
Works Supervisor Vehicle	33,000	33,000		0%	33,000			17,000	33,000
Parks & Garden 4 x 2	25,000	25,000		0%	25,000			10,000	25,000
8 Avonbank Close Brookton - Residence	450,000	450,000	0	0%			450,000		450,000
Kalkarni Residency Furniture and Equipment	99,500	99,500	0	0%	99,500				99,500
Brookton-Kweda Road - Construct & Prime 1km and Reseal 2km	180,019	330,026	247,708	75%	19,861	310,165			330,026
York-Williams Road - Gravel Sheet & Prime Road North	460,160	460,160	453,297	99%	152,747	307,413			460,160
Brookton-Kweda Road - Shire Funded Construction	19,861	0	0		0				0
King Street - Shire Funded Construction	103,814	0	0		0				0
Reynolds Street - Shire Funded Construction	9,280	0	0	0%	0				0
Whittington Street - Shire Funded Construction	255,280	255,280	24,301	10%	255,280				255,280
Happy Valley Bore Field	50,000	50,000	19,566	39%	45,000		5,000		50,000
SOLAR PANELS - Admin Office	0	2,600	2,600	100%	2,600				2,600
Roof Repair - Brookton Police Musuem	0	7,000	6,428	92%			7,000		7,000
	1,998,914	2,025,566	922,047	46%	750,988	617,578	657,000	49,000	2,025,566

2,025,566 Budget Capex Schedule
1,274,578 Variance - Sale Proceeds
750,988

STATEMENT OF FINANCIAL ACTIVITY
Grants, Subsidies and Contributions Register
For the Period Ended 31 March 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)	(2,443,175)	81%
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)	(310,165)	100%
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)	(3,404,070)	84%

Budget Amendments									Attachment 12.04.18.02 (b)
				Original 17/18 Budget	Amended 17/18 Budget	Changes in Net Assets	Non-Cash Changes	inc/dec in available cash	
GL Codes	Job Codes	IE Code							
E084520		501	Furniture & Equipment	\$99,500.00	\$61,485.00	(\$38,015.00)		increase	Capital purchases for Kalkarni, included in the 2017/18 budget under Furniture & Equipment. Needs to be reallocated to Land & building as the amount is for floor coverings which is included as part of the building
E084510		500	Land & Buildings	\$0.00	\$38,015.00	\$38,015.00		decrease	
E091063	28BWSOP	379	STAFFH 6/28 Williams St	\$14,000.00	\$11,500.00	(\$2,500.00)		increase	Budget for maintenance works at Williams Street unit but not required need to reallocate to common area on Madison Units to enable the moving of the water meters from Units 2 & 3 into common area to enable ease of access when reading the meters. At present we need to notify tenant in writing to gain access to read meters.
E092010	U5MSOP	379	HOUSE Madison Square Units (Common Area)	\$1,500.00	\$4,000.00	\$2,500.00		decrease	
						\$0.00			
						\$0.00			

13.04.18.01 ADOPTION OF THE NEXT GENERATION BROOKTON STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN

File No:	ADM 0142
Date of Meeting:	19/04/2018
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Ian D'Arcy - CEO
Authorising Officer:	As above
Declaration of Interest:	The author does not have an interest in this matter
Voting Requirements:	Officer Recommendation 1 - Absolute Majority Officer Recommendation 1 - Simple Majority
Previous Report:	N/A

Summary of Item:

This proposal relates to adoption of the Next Generation BROOKTON Strategic Community Plan and Corporate Business Plan as part of the Shire's Integrated Planning and Reporting (IPR) Framework Review process, required to be conducted under legislation.

Description of Proposal:

As above.

Background:

The Department of Local Government, Sport and Cultural Industries (DLGSCI) Integrated Planning and Reporting (IPR) Framework requires all local governments to prepare and routinely review a Strategic Community Plan (SCP), Corporate Business Plan (CBP) and other accompanying integrated plans, including:

- Shire of Brookton Long Term Financial Plan (LTFP 10 year)
- Shire of Brookton Asset Management Plan (AMP 10 year)
- Shire of Brookton Workforce Plan (WP)

While these plans are 'desktop' reviewed every 2 years, a major review of the SCP (being the overarching document) is to be completed every 4 years involving extensive community consultation.

In light of this, and with the Council in acknowledging it had not met the statutory time frame for the major 4 yearly review, it was resolved at the September 2017 Ordinary Meeting of Council to initiate the major review of the SCP and CBP.

This culminated in the Council signing off on a project brief, calling for and evaluating submissions from suitably qualified consultants, and awarding of a contract to Green Eleven consultancy to perform the review process working closely with Council and the Shire Administration.

As a result, an extensive community consultation and engagement program was conducted over a 3 month period from October to December 2017. This process included the conduct of a range of 'Next Generation Brookton' community forums, specific stakeholder meetings, and two online surveys. This generated a high level of involvement across all sectors of the community with a broad range responses amassed from community members. The consultation process highlighted a discord in understanding

strategic priorities between Council and the community. Subsequently, the community responses were tabled with Councillors in three distinct documents being:

- Book 1 - Stakeholder Feedback
- Book 2 - Survey Results and Feedback
- Book 3 - Focus Group Feedback

These documents were also publicly released for community information in December 2017.

Further, the responses were used to form:

- A vision for the SCP, being.....

“By 2027 BROOKTON is a well-recognised business and agricultural hub, a flourishing stop-over destination, and a celebrated place to live.”

- A listing of the community’s aspirations named the ‘BROOKTON 20’, and categorised under the five key pillars that include:

1. *Enterprise and Industry*
2. *Population and Visitation*
3. *Performance and Knowledge*
4. *Lifestyle and Community*
5. *Built and Natural Amenities*

The community feedback and aspirations were acknowledged by Council and a number of community members that attended an IPR forum in early February 2018. Thereafter, the focus of the IPR process shifted to preparation of the CBP to ensure this document aligns to SCP and addresses the community concerns of not being heard or listened too. The Community consultation and the feedback gathered as part of the initial process led to the formation of the BROOKTON 20 framework which encompasses the aspirations of the Brookton community as a whole.

While the CBP that encompasses the Shire’s statutory responsibilities and ‘Business as Usual’ activities over the next 4 years, a broad range of ideas and suggested projects categorised as major or minor were also considered by Council. Following assessment against the *Brookton 20* the Council then selected a number of the major and minor qualified projects for incorporation into the CBP that it considered:

- Priority for the community;
- Could realistically be delivered (or at least progressed) over the next 4 years taking into account the Shire’s resourcing and financial capacity;
- Could potentially be partnered with other stakeholders and interested community groups;
- Best fits within its role as either a facilitator or a proponent of the project.

This culminated into the following projects being incorporated into the CBP:

Major Projects

No.	Project	Brief Description
1	Regional Wellness Hub	Incorporates Age Care housing, allied health services, wellness education training facility
2	Multipurpose Function Centre	Multipurpose building located adjacent to the WB Eva Pavilion
3	Temporary Accommodation Village	Consists of basic short term accommodation units to support local business need.
4	Community Hub	Replacement of the Memorial Hall with a community hub building accommodating community groups and incorporating community meeting rooms and conferencing facilities
5	Alternative Farming	Establishment of an alternative farming demonstration/enterprise incorporating NRM practice, and cutting edge technology and science in agricultural practice

Minor Projects

No.	Project	Brief Description
1	Lifestyle Land Release	The acquisition and development of land for release in stages as 5 acre lifestyle lots with permissibility for cottage industry use subject to planning controls
2	Business Advisory Group	Facilitation/allocation of expertise to establishment of business group (chamber of commerce) to support each other, and present advice and recommendations to Council on commercial/economic matters
3	Pictures, Plaques and Murals	Facilitation/allocation of expertise to establishment of business group (chamber of commerce) to support each other, and present advice and recommendations to Council on commercial/economic matters
4	Community Chest Fund	Community funding program for local community projects

The balance of the ideas (including major and minor projects) not selected for the CBP have been retained in a BROOKTON 'Book of Ideas' that sits alongside the SCP. This listing of ideas can be added to by members of the community at any time through completion and lodgment of an application form. Notably, the Council in acknowledging its own resource and funding limitations, and in seeking to respect the quality of input and ideas raised by community members, established an integrated linkage between the SCP and CBP. The purpose of this linkage, labelled the 'Innovations Pathway', is to progress an idea or suggested project should circumstances change (ie sudden funding opportunity or funding partner emerges). A diagram of the 'Innovations Pathway' is presented in **Figure 1** below. It should be noted this is not the same diagram presented in the attached documents, but an alternative graphic for explanation purposes.

Innovations Pathway

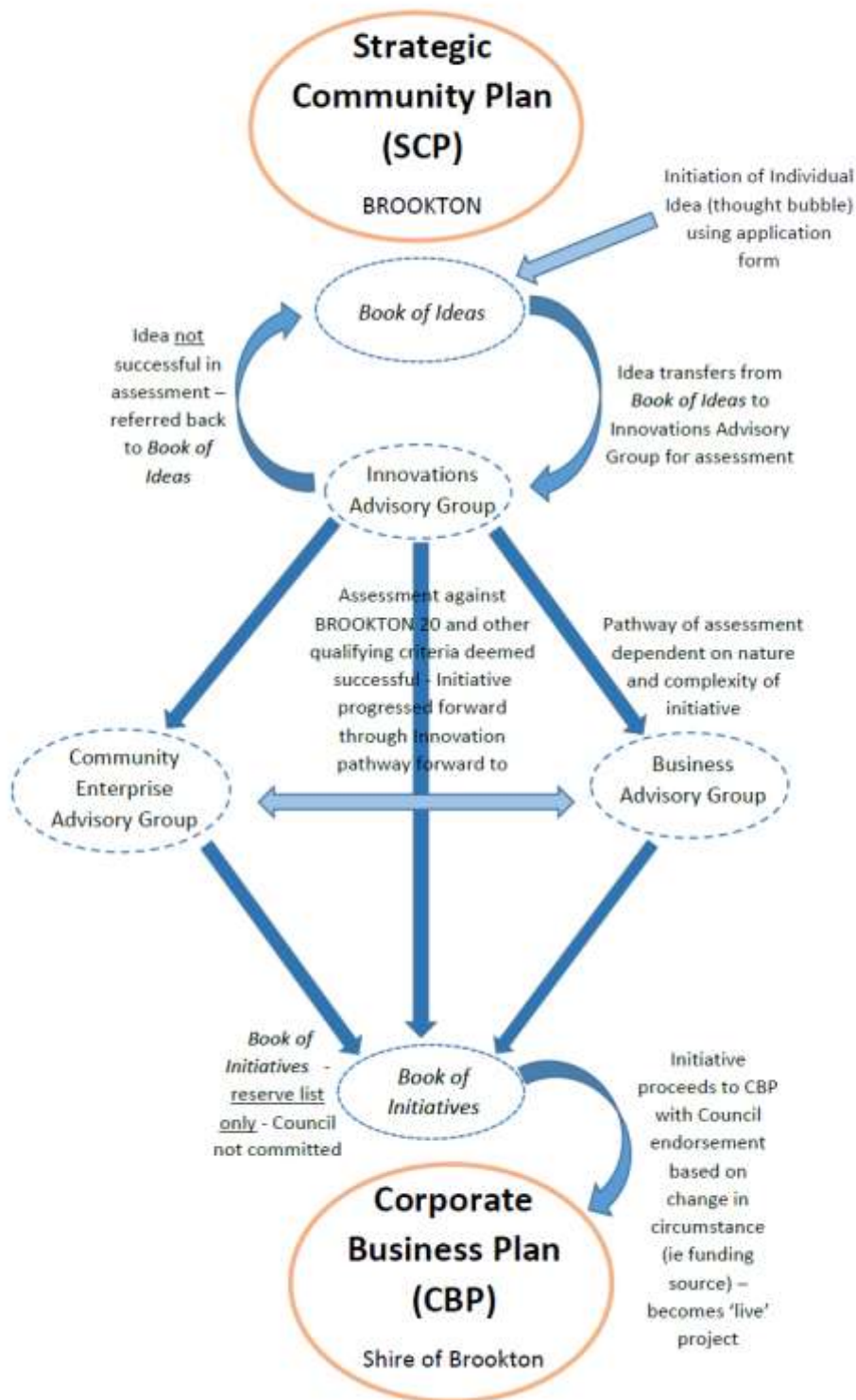


Figure 1 – Diagrammatic Flow Chart of 'Innovations Pathway'

Simply, the process of the 'Innovation Pathway' (as reflected in **Figure 1**) is to act as a filter in reviewing and testing an idea (or suggested project) against the criteria of the SCP, inclusive of the stated community vision and aspirations referred to as the *BROOKTON 20*. Such review is performed by an internal (Council) Advisory Group empowered to assess, consult, value add, direct, qualify and be registered as an initiative on a separate and distinct 'Book of Initiatives' that sits alongside the CBP.

Presently, the *BROOKTON 'Book of Ideas'* has a listing of 35 ideas, while the *'Book of Initiatives'* incorporates a table that presently lists those projects already listed in the CBP. This initiatives book/table will be fleshed out over time as the ideas take from the *'Book of Ideas'* filter through the *'Innovations Pathway'* for qualification of listing on the *'Book of Initiatives'*.

To further explain, the three Council Advisory Groups will have:

- Clearly defined terms of reference to be endorsed by Council;
- Representation that broadly involves and empowers local community members.

A summary of each Advisory Group is detailed below:

1. Next Generation BROOKTON Innovations Advisory Group – The purpose of this Advisory Group is to act as primary filter to receiving and analysing ideas. This Group also assesses the idea or suggested project against qualification criteria, and may also initiate investigations and set direction/referral to one of the other Advisory Groups or directly to Council. Notably, this Group is predominantly in-house resourced ideally consisting of 9 members (maximum) with ability to co-opt others at the discretion of the Chairperson. Suggested representation is:

- 3 x Elected Members (includes Chairperson)
- 2 x Shire Employees
- 2 x Diverse External Community Members (appointed by Council)
- 2 x Diverse External Key Stakeholder representatives (appointed by Council)

2. Next Generation BROOKTON Strategic Business Advisory Group – The main purpose of this Advisory Group is to co-ordinate and oversee major projects of a commercial or economic nature. Principally, it is suggested the Advisory Group encompass a number of strategic/key partners, and consist of no more than 8 regular members also with ability to co-opt others at the discretion of the Chairperson. Accordingly, the suggested make-up should be:

- 2 x Elected Members (includes Chairperson)
- 2 x Shire Employees
- 4 x Diverse External Key Stakeholder representatives (by public nomination)

3. Next Generation BROOKTON Community Enterprise Advisory Group – The principal purpose for this Advisory Group is to co-ordinate and oversee social/community projects, including civic projects and initiatives with the direct involvement key community representatives. It is envisaged this Advisory Group consist of up to 8 members (maximum), with ability to co-opt others at the discretion of the Chairperson. The suggested representation is:

- 2 x Elected Members (includes Chairperson)
- 2 x Shire Employees
- 4 x Diverse External Community representatives (by public nomination)

In acknowledging the *'Innovations Pathway'* process, the final listing on the *'Book of Initiatives'* does not commit the Shire to delivering any of these qualified projects. Effectively, these projects are 'parked' for future consideration on the CBP. This may occur at any time should circumstances change granting

favourable conditions for the project to become 'live', or just remain on the listing until the 2 yearly review is conducted on the CBP in accordance with the legislation.

The respective plans as discussed above are provided as attachments to this report under separate cover:

- **Attachment 13.04.18.01A** - Next Generation BROOKTON Strategic Community Plan.
- **Attachment 13.04.18.01B** - Next Generation BROOKTON Corporate Business Plan.
- **Attachment 13.04.18.01C** - Next Generation BROOKTON Book of Ideas.
- **Attachment 13.04.18.01D** - Next Generation BROOKTON Book of Initiatives.

Statutory Environment:

The legislative requirement for the Integrated Planning and Reporting process is contained in Section 5.56(1) of the *Local Government Act, 1995* and the subsidiary regulations under Section 5.56 (2) of the Act.

The Council also needs to comply with the Regulations 19C and 19DA of the *Local Government (Administration) Regulations, 1996* in relation to the review and adoption of the SCP and CBP.

Additionally, Regulation 19C(5) states.....*"in making or reviewing a strategic community plan, a local government is to have regard to —*

- (a) the capacity of its current resources and the anticipated capacity of its future resources; and*
- (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
- (c) demographic trends."*

Relevant Plans and Policy:

As detailed in the Background Section of this report.

Financial Implications:

The 2017/18 municipal budget allocated \$45,000 (Excl. GST) under COA E042020 / Job 327 to perform the IPR review process. The current expenditure for this process is within the allocated budget.

Risk Assessment:

Should the new SCP and CBP not be adopted Council will continue to be in breach of the *Local Government Act 1995*, and remain on a 'watch' list with DLGSCI as being non-compliant.

Therefore, the risk in not adopting the respective plans and progressing the IPR Review process, including review of the Workforce Plan, Long Term Financial Plan, and Asset Management Plan, is assessed as high.

Community & Strategic Objectives:

The SPC is pivotal to determining and mapping future direction for the BROOKTON Shire, premised on community expectations and aspirations that have been realised through the public consultation as part of this review process. It is expected all of the Shire's business from a strategic perspective needs to clearly align to the stated vision, and one or more of the key objectives and associated outcomes that make up the *BROOKTON 20*, as identified in the SCP.

With adoption of the SCP and CBP, the Council is positioned to realistically plan and deliver outcomes over the coming four years across its 'business as usual' program, as well as achieve a number of selected major and minor initiatives and projects that will result in broad benefits for the local community.

Comment

As Council will appreciate, the preparation of the SCP has evolved through a fresh approach to embracing community sentiment and accepting the broad range of aspirations arising from the consultation processes. In a simplistic way, this has meant a full rewrite of the previous 2013 – 2017 SPC, with the objectives being to:

- Involve, educate and empower the Local Community;
- Foster better understanding of the role of Council and Shire more generally; and
- Maintain a clear focus on keeping it simple and realistic.

In light of the above, a further step in the process has been introduced (being a vertical integration process labelled the '*Innovations Pathway*'), with the view that this will:

- Provide a much needed link between the SCP (strategic) document and CBP (operational) document;
- Allow for ideas and projects raised by community members to be acknowledged and recorded, as opposed to being dismissed and ultimately lost;
- Promote, encourage, and foster involvement from interested community members in the decision making process by participating on an Advisory Group;
- Foster networking and collaboration between key stakeholders to enhance economic opportunity and growth;
- Allow for the listed ideas to be tested against qualification criteria in readiness for being called up as a 'live' project at any time;
- Enhance the understanding of, and appreciation by the community for what Local Government is all about, which may potentially ignite interest in becoming a future elected member for some participants.

As mentioned, the end result should yield increased levels of understanding, collaboration and empowerment across the community that to some degree appears to have diminished since the last IPR review process.

In moving forward, it is projected following Council's adoption of the SCP and CBP (with or without modification) that:

- The respective terms of reference and specific representation on the Advisory Groups will be called upon and prepared for Council consideration, ideally at its May 2018 Ordinary Meeting;
- The adopted SCP and CBP will be posted out to every resident in the Shire for information and reference moving forward in collaboration with the community; and
- An official community launch will be arranged, including a presentation on explaining the four distinct documents and unique '*Innovations Pathway*' process.

Once the launch is concluded, it is expected the inaugural Advisory Group meetings will be convened in July 2018, with the initial task for the Innovations Advisory Group to commence review of the ideas listed in the '*Book of Ideas*'. The other two Advisory Groups will convene to progress some of the projects listed in the adopted CBP and flagged to commencement in the 2017/18 and 2018/19 financial

years.

OFFICER'S RECOMMENDATION 1

That Council:

1. Pursuant to Regulation 19(C)(7) of the Local Government (Administration) Regulations 1996 adopt the Next Generation BROOKTON Strategic Community Plan 2018 as presented in Attachment 13.03.18.01A under separate cover that forms part of this report.
2. Pursuant to Regulation 19DA(6) of the Local Government (Administration) Regulations 1996 adopt the Next Generation BROOKTON Corporate Business Plan 2018 presented as Attachment 13.03.18.01B under separate cover that forms part of this report.

(Absolute majority vote required)

OFFICER'S RECOMMENDATION 2

That Council:

1. Endorse the 'Innovations Pathway' process, inclusive of the following components (including make-up of each Advisory Group), that strategically forms a vertical integration between the Next Generation BROOKTON Strategic Community Plan 2018 and Next Generation BROOKTON Corporate Business Plan 2018:
 - Next Generation BROOKTON Book of Ideas [as presented in Attachment 13.04.18.01C]
 - Next Generation BROOKTON Innovations Advisory Group
 - Next Generation BROOKTON Strategic Business Advisory Group
 - Next Generation BROOKTON Community Enterprise Advisory Group
 - Next Generation BROOKTON Book of Initiatives [as presented in Attachment 13.04.18.01.D]
2. Request the CEO:
 - a) Prepare a Terms of Reference for each of the respective Advisory Groups as referenced in point 1 above;
 - b) Publicly call for nominations from community members and external key stakeholders to sit on the respective Next Generation BROOKTON Community Enterprise Advisory Group, and Strategic Business Advisory Group;
 - c) Provide a list of potential Diverse External Community Members and Key Stakeholders for selection by Council to sit on the Next Generation BROOKTON Innovations Advisory Group;
 - d) Present back to Council the draft Terms of Reference and listing of potential representatives arising from b) and c) above.

(Simple majority vote required)

Attachments – Presented under separate cover

Attachment 13.04.18.01A - Next Generation BROOKTON Strategic Community Plan.

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4 April 2018/Attachment 13 04 18 01A - Next Generation BROOKTON Strategic Community Plan.pdf>

Attachment 13.04.18.01B - Next Generation BROOKTON Corporate Business Plan.

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4 April 2018/Attachment 13 04 18 01B - Next Generation BROOKTON Corporate Business Plan.pdf>

Attachment 13.04.18.01C - Next Generation BROOKTON Book of Ideas.

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4 April 2018/Attachment 13 04 18 01C - Next Generation BROOKTON Book of Ideas.pdf>

Attachment 13.04.18.01D - Next Generation BROOKTON Book of Initiatives.

<http://www.brookton.wa.gov.au/Profiles/brookton/Assets/ClientData/Document-Centre/Agendas/2018/4 April 2018/Attachment 13 04 18 01D - Next Generation BROOKTON Book of Initiatives.pdf>

OCM 04.18-11

COUNCIL RESOLUTION

MOVED CR FANCOTE SECONDED CR MILLS

That Council suspend standing orders at 5.25pm to facilitate discussion

CARRIED BY SIMPLE MAJORITY VOTE 7-0

OCM 04.18-12

COUNCIL RESOLUTION

MOVED CR MILLS SECONDED CR FANCOTE

That Council resume standing orders at 5.26pm.

CARRIED BY SIMPLE MAJORITY VOTE 7-0

OCM 04.18-13

COUNCIL RESOLUTION

MOVED CR HARTL SECONDED CR MILLS

That Council:

- 1. Pursuant to Regulation 19(C)(7) of the Local Government (Administration) Regulations 1996 adopt the Next Generation BROOKTON Strategic Community Plan 2018 as presented in Attachment 13.03.18.01A under separate cover that forms part of this report.**
- 2. Pursuant to Regulation 19DA(6) of the Local Government (Administration) Regulations 1996 adopt the Next Generation BROOKTON Corporate Business Plan 2018 presented as Attachment 13.03.18.01B under separate cover that forms part of this report.**

CARRIED BY ABSOLUTE MAJORITY VOTE 7-0

1. Endorse the 'Innovations Pathway' process, inclusive of the following components (including make-up of each Advisory Group), that strategically forms a vertical integration between the Next Generation BROOKTON Strategic Community Plan 2018 and Next Generation BROOKTON Corporate Business Plan 2018:

- **Next Generation BROOKTON Book of Ideas [as presented in Attachment 13.04.18.01C]**
- **Next Generation BROOKTON Innovations Advisory Group**
- **Next Generation BROOKTON Strategic Business Advisory Group**
- **Next Generation BROOKTON Community Enterprise Advisory Group**
- **Next Generation BROOKTON Book of Initiatives [as presented in Attachment 13.04.18.01.D]**

2. Request the CEO:

- a) Prepare a Terms of Reference for each of the respective Advisory Groups as referenced in point 1 above;**
- b) Publicly call for nominations from community members and external key stakeholders to sit on the respective Next Generation BROOKTON Community Enterprise Advisory Group, and Strategic Business Advisory Group;**
- c) Provide a list of potential Diverse External Community Members and Key Stakeholders for selection by Council to sit on the Next Generation BROOKTON Innovations Advisory Group;**
- d) Present back to Council the draft Terms of Reference and listing of potential representatives arising from b) and c) above.**

CARRIED BY SIMPLE MAJORITY VOTE 7-0

13.04.18.02 REPRESENTATION ON THE YENYENING LAKES MANAGEMENT GROUP

File No:	N/A
Date of Meeting:	19/04/2018
Location/Address:	Yenyening Lakes Road, Beverley
Name of Applicant:	Department of Water/Department of Parks and Wildlife
Name of Owner:	State of Western Australia
Author/s:	Ian D'Arcy – Chief Executive Officer
Authorising Officer:	As above
Declaration of Interest:	The author does not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

This item relates to nomination of a Council representative to partake on the Yenyening Lakes Management Group at the request of this Group.

Description of Proposal:

As above.

Background:

The Yenyening Lakes are located with an area that straddles the northern boundary between the Shires of Brookton, Beverley and Quairading. **Figure 1** below is a map extracted from the Yenyening Lakes Management Strategy that gives an understanding of the area involved.

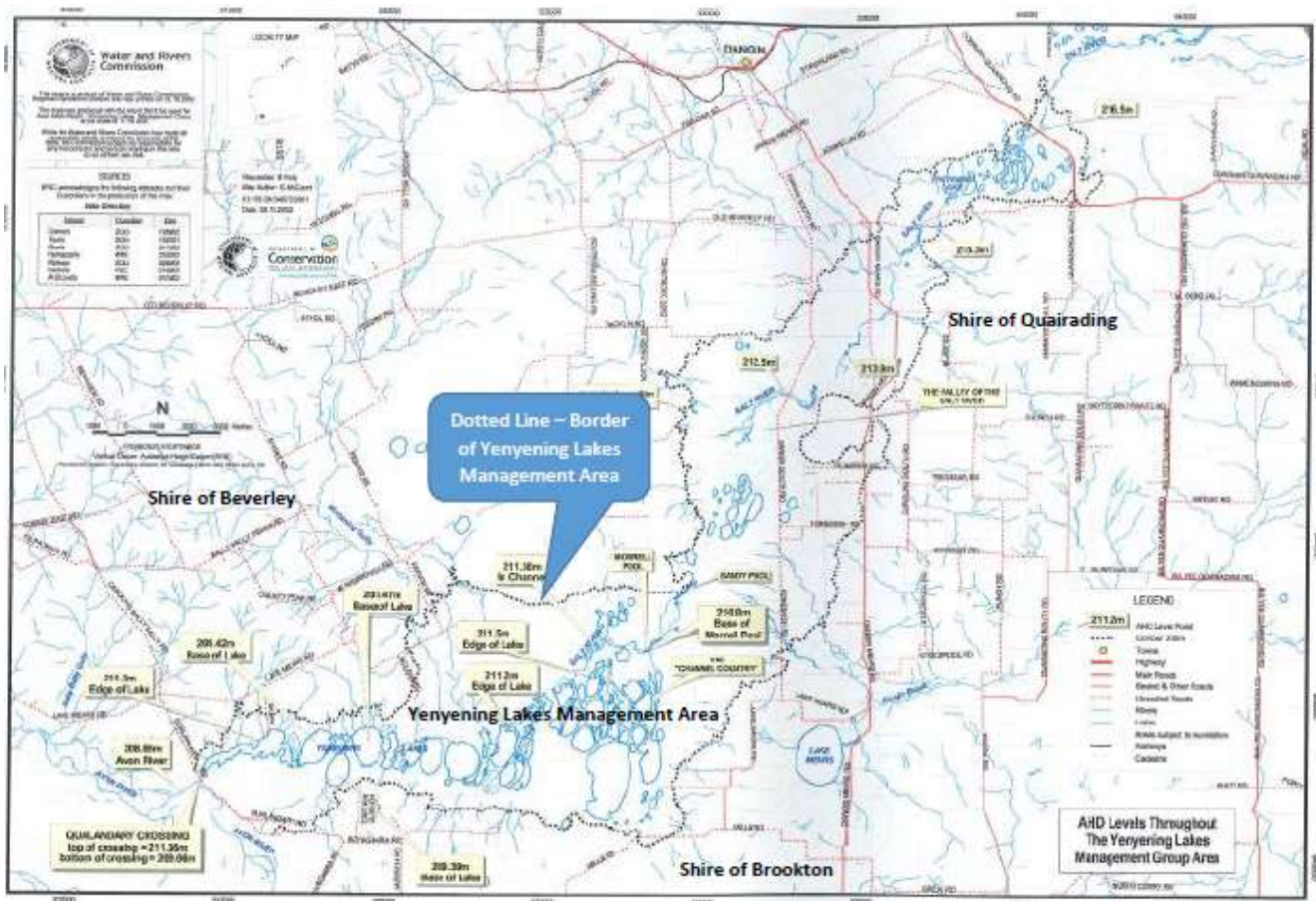


Figure 1 – Yenyening Lakes Management Area Map – Extract from Strategy

A copy of the complete Yenyening Lakes Management Strategy document can be provided to Councillors on request.

The Council has historically had representation on the Yenyening Lakes Management Group, however, this was omitted when nominating representatives on Committees and various other Groups following the October 2017 Ordinary Council Elections. The primary reason for the omission was the vague understanding of the purpose of the Group, and what the Shire of Brookton's contribution should or could be.

Accordingly, with such little understanding a representative was not nominated.

Subsequently, the Shire President was contacted by the Group secretariat and recently attended a meeting of the Management Group. Following this meeting it was felt the Shire should maintain a presence on this Group – see Comment Section below.

Statutory Environment:

There is no statutory obligation for the Council to be represented on this group.

Relevant Plans and Policy:

The ongoing management of the Yenyening Lakes and surrounds is guided by the Yenyening Lakes Management Strategy 2002 – 2012. This document was jointly prepared by the Department of Water and Department of Parks and Wildlife.

Financial Implications:

There a minor financial cost for payment of an elected member sitting fee and travel reimbursement to participate on this Group. These costs are covered in the current 2017/18 municipal budget.

Risk Assessment:

There is no apparent risk at this stage in relation to this proposal.

Community & Strategic Objectives:

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

Outcome 2.1: Preservation of the natural environment.

Strategy 2.1.1: Promote and support natural resource management and community based initiatives within the Shire

Strategy 2.1.3: Collaborate with the Department of Parks and Wildlife and other agencies on nature reserve management.

Comment

It is understood from a recent meeting of the Yenyening Lakes Management Committee attended by the Shire President that:

- Management of the area is in need of review given the Yenyening Lakes Management Strategy timeframe of 10 years has lapsed;
- The respective Government Agencies are unable to fund review of the Strategy due to fiscal constraint by the State Government;
- There is some question over the responsibility of the Yenyening Lakes Area and associated infrastructure, such as the hydraulic gates that hold back the water flowing to the Avon River;
- There is a proposal to increase retention of water and deepen the lake for purpose of enhancing

water skiing;

- There is also an intent by the Department of Transport to gazette a defined water ski area with the Shire of Beverley portion of the Yenyening Lakes area.

While most of the matters raised are not necessarily opposed, it is suggested a presence on the Group and have input into the future management of the Yenyening Lakes is considered important.

The Shire President may wish to elaborate on the last meeting of the Management Group.

OFFICER'S RECOMMENDATION

That Council in accordance with Section 5.8 of the Local Government Act, 1995 endorse Cr _____ as the Shire of Brookton's representative on the Yenyening Lakes Management Group, and inform the Yenyening Lakes Management Group secretariat of this decision.

OCM 04.18-15

COUNCIL RESOLUTION

MOVED CR FANCOTE SECONDED CR EVA

That Council in accordance with Section 5.8 of the Local Government Act, 1995 endorse Cr Mills and Cr Crute as the Shire of Brookton's representative on the Yenyening Lakes Management Group, and inform the Yenyening Lakes Management Group secretariat of this decision.

CARRIED BY SIMPLE MAJORITY VOTE 7-0

Note to minute:

Cr Fancote nominated Cr Mills and was seconded by Cr Hartl.

Cr Hartl nominated Cr Crute as a second representative on the Committee and was seconded by Cr Eyre.

14.04.18 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**15.04.18 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****OCM 04.18-16****COUNCIL RESOLUTION****MOVED CR HARTL SECONDED CR FANCOTE**

That Council accept an item if urgent new business under item 15.04.18.01 and 15.04.18.02.

CARRIED BY SIMPLE MAJORITY VOTE 7-0

15.04.18.01 LES MCMULLEN MEMORIAL RECREATION GRANTS FUND

File No:	ADM 0176
Date of Meeting:	19/04/2018
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Vicki Morris - DCEO
Authorising Officer:	Ian D'Arcy - CEO
Declaration of Interest:	None
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Item:

This matter was considered by Council in October 2017 and the matter was laid on the table pending further consideration of the funding program. It was scheduled to be considered by Council in December 2017.

The resolution from the October Council meeting was as follows:

Moved Cr Walker, Seconded Cr Fancote

That Council lay the item in the table to allow further consideration of the funding program, with this matter to be presented back to Council at the December 2017 Ordinary Meeting of Council.

The resolution was carried.

Since this time, Council have subsequently nominated and resolved the various Committees for Council leaving aside the Les McMullen Grants Fund Committee, given the process of Integrated Planning and Reporting would give further consideration to community granted funding. Therefore, no such Committee exists at present.

Accordingly, this report is recommending the Les McMullen Memorial Recreation Grant Fund be wound up, and that the residue funding remaining be allocated to the Shire of Brookton Sport and Recreation reserve where it can be utilized for future sport and recreation infrastructure.

However, prior to the winding up of the Trust that the Brookton Women's Hockey Club Inc be granted \$500.00 for the Trust for the purchase of portable aluminum hockey nets.

Description of Proposal:

This proposal seeks to bring to a conclusion the Les McMullen Memorial Grants Funding program by allocating the remaining funds to the Shire of Brookton Sport and Recreation reserve.

The Strategic Community Plan also highlighted the need for a more inclusive type of funding opportunity with Council having discussed the options of setting up a Community Chest Fund. This is, of course, still to be considered by Council and no further details are available at this stage. However, its intent is to be more inclusive of the types of grants and assistance available for community and sporting groups and individuals.

Background:

The report presented to Council in October 2017 covered the history of the Trust and the instigator, Mr Les McMullen.

What is important to note is that the Les McMullen Committee resolved in August 2017 to continue to pursue applications from community groups for the balance of the trust funds.

More specifically the Committee resolved:

“That the fund continue until a balance of less than \$2300 remains, after which the balance be transferred to the Shire of Brookton Sport and Recreation Reserve where it will be utilized for future sport and recreation infrastructure”

This motion was ‘Carried’.

However, since August 2017, no Clubs have actively pursued the money left in the Trust except for the current request by the Brookton Women’s Hockey Club.

The trust has continued to grow due to accrued interest and is currently estimated to be well over \$5000.00.

Consultation:

As reflected above and in the October 2017 Council report.

Statutory Environment:

Should Council support the officer recommendation it will need to formally revoke the Les McMullen Memorial Grants Recreation Committees motions pursuant to section 5.25(1)(e) of the *Local Government Act 1995* and regulation 10 of the Local Government (Administration) Regulations 1996 which require an absolute majority vote of Council.

In this regard Council must:

1. Move to accept a rescission or change of motion with the support of at least 1/3rd of the Council inclusive of the mover (regulation 10(1)(b); then
2. Move to rescind or change the motion by absolute majority of Council (Reg 10 (2)(b) and
3. Move a new motion.

Relevant Plans and Policy:

There are no specific policies applicable to the winding up of the Fund

Financial Implications:

Currently, the fund is in excess of \$5,000.00. However despite the advertising and word of mouth, the

Sporting Clubs do not actively pursue the funds available. It is evident by the number of applications from the past 2 years, that many sporting and recreation clubs have not pursued funding from the Les McMullen Recreation fund.

Risk Assessment:

A minor risk that Council could incur an unnecessary lost financially and productively.

Community & Strategic Objectives:

This generally aligns with the Shire of Brookton Strategic Community Plan 2013-2023 under outcome 5.3 – effective and efficient corporate and administrative services.

Comment

Following from the October 2017 report, it is recommended that Council:

1. Rescind the Committees motion in August 2017 to continue the grants funding program;
2. Resolve to redirect the residual fund from the Les McMullen Memorial Recreation Grants fund to the Shire of Brookton Sport and Recreation reserve;
3. Thank the Les McMullen Memorial Recreation Grants Committee members for their contributions over the years and in determining the many and deserving grant funding applications.
4. Grant the Brookton Women's Hockey Club Inc \$500.00 from the fund as the last application for this fund.

OFFICER'S RECOMMENDATION 1

That:

1. Council grant \$500.00 to the Brookton Women's Hockey Club toward to cost of purchasing aluminum portable hockey nets.
2. This is the last funding application to be made from the Les McMullen Memorial recreation Grants fund.

Simple majority required.

OFFICER'S RECOMMENDATION 2

That:

Council accept to revoke the motion passed by the Les McMullen Memorial recreation Grants Committee at its meeting on 11 August 2017 as outlined in the officer recommendation 3 below.

OFFICER'S RECOMMENDATION 3

That Council:

1. Revoke the following motions passed by the Les McMullen Memorial recreation Grants Committee at its meeting on 11 August 2017 namely:
 1. That the fund continue until a balance of less than \$200 remains, after which the balance be transferred to the Shire of Brookton Sport and Recreation Reserve where it will be utilised for future sport and recreation infrastructure.
 3. That the next grant application round be capped at \$500 per application.

Absolute Majority Required.

OFFICER'S RECOMMENDATION 4

That Council:

1. Wind up the Les McMullen Memorial Recreation Grants Funding program with the remaining funds being transferred to the Shire of Brookton Sport and Recreation reserve to be utilised for future sport and recreation infrastructure.
2. Write a letter of appreciate to all the former members of the Les McMullen Memorial Recreation Grants Committee for their contribution over the years in determining the allocation of grants funding; and
3. Formally recognise through this motion the generous contribution made by the late Les McMullen in funding improvement to sport and recreational facilities for the betterment of the Brookton Sporting community.

Simple majority required.

OCM 04.18-17

COUNCIL RESOLUTION

MOVED CR MILLS SECONDED CR EYRE

That:

1. Council grant \$500.00 to the Brookton Women's Hockey Club toward to cost of purchasing aluminum portable hockey nets.
2. This is the last funding application to be made from the Les McMullen Memorial recreation Grants fund.

CARRIED BY SIMLE MAJORITY VOTE 7-0

OCM 04.18-18

COUNCIL RESOLUTION

MOVED CR HARTL SECONDED CR EVA

That:

Council accept to revoke the motion passed by the Les McMullen Memorial recreation Grants Committee at its meeting on 11 August 2017 as outlined in the officer recommendation 3 below.

CARRIED BY SIMLE MAJORITY VOTE 7-0

OCM 04.18-19

COUNCIL RESOLUTION

MOVED CR FANCOTE SECONDED CR HARTL

That Council:

1. Revoke the following motions passed by the Les McMullen Memorial recreation Grants Committee at its meeting on 11 August 2017 namely:
2. 1. That the fund continue until a balance of less than \$200 remains, after which the balance be transferred to the Shire of Brookton Sport and Recreation Reserve where it will be utilised for future sport and recreation infrastructure.
3. That the next grant application round be capped at \$500 per application.

CARRIED BY ABSLOUTE MAJORITY VOTE 7-0

COUNCIL RESOLUTION

MOVED CR HARTL SECONDED CR MILLS

That Council:

- 1. Wind up the Les McMullen Memorial Recreation Grants Funding program with the remaining funds being transferred to the Shire of Brookton Sport and Recreation reserve to be utilised for future sport and recreation infrastructure.***
- 2. Write a letter of appreciate to all the former members of the Les McMullen Memorial Recreation Grants Committee for their contribution over the years in determining the allocation of grants funding; and***

CARRIED BY SIMLE MAJORITY VOTE 7-0

15.04.18.02 DRAFT HOST SITE AGREEMENT – UNITED CHRISTIAN BROADCASTERS AUSTRALIA

File No:	N/A
Date of Meeting:	19 April 2018
Location/Address:	Lot 510 Whittington Street Brookton (Brookton Oval)
Name of Applicant:	United Christian Broadcasters Australia Ltd trading as Vision Christen Media
Name of Owner:	Shire of Brookton
Author/s:	Ian D'Arcy – Chief Executive Officer
Authorising Officer:	As above
Declaration of Interest:	The author does not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:

This item relates to formalising a Host Site Agreement between the Shire and United Christian Broadcasters Australia trading as Vision Christen Media for existing radio transmission equipment installed at the Brookton Oval.

Description of Proposal:

As above.

Background:

The Council is in receipt of correspondence from United Christian Broadcasters Australia Ltd seeking for formalize the tenure arrangement for the existing Vision Christian Media – Brookton 88.0FM WA equipment sited at the Brookton Oval.

A draft model agreement prepared by United Christian Broadcasters Australia seeks permission to erect, construct and maintain transmission equipment for the purpose of transmitting broadcast signals, with all reasonable access being permitted. This agreement is based on:

- A 'no cost' rental agreement in favour of United Christian Broadcasters Australia;
- The Shire being indemnified in relation to the installation, use and maintenance of the United Christian Broadcasters Australia's equipment;
- The Shire covering the cost of electricity, which would be negligible;
- The Shire agreeing to access to the site for United Christian Broadcasters Australia subject to reasonable notice being given;
- A 5 year period, with possible extension ;
- The ability to terminate the lease with notice period of 3 months;
- The United Christian Broadcasters Australia being responsible their own Occupational Safety and Health programs;
- The United Christian Broadcasters Australia being responsible to restore the site as far as practical to its original condition.

A copy of the draft agreement is provided at **Attachment 15.04.18.02.**

Statutory Environment:

Council may 'loosely' entertain this agreement under the Management Order granted pursuant to Section 46(1) of the *Land Administration Act, 1997*.

Relevant Plans and Policy:

There are no plans or policies applicable to this matter.

Financial Implications:

There a minor financial cost applicable to this matter.

Risk Assessment:

There is no apparent risk in relation to this agreement. To the contrary, the absence of an agreement presents a risk that should an issue arise the Council could be liable

Community & Strategic Objectives:

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

Outcome 5.3: Effective and efficient corporate and administrative services.

Strategy 5.3.3: Implement continuous improvement initiatives in consultation with community on service delivery.

Comment

From an officer perspective, it is understood the transmission equipment has been in place for some years and therefore, on all accounts, this draft agreement is a step forward in formalising the current arrangement.

However, while there is no concern with the wording it is suggested an additional provision be added that requires evidence that demonstrates adequate insurance cover in relation to public liability is maintained. On all accounts this would amount to a minimum \$10m of cover.

OFFICER'S RECOMMENDATION

That Council inform United Christian Broadcasters Australia Ltd that it is endorses the Host Site Agreement for existing radio transmission equipment installed at the Brookton Oval as Attachment 15.04.18.02 to this report, subject to an additional provision 12. being inserted that reads:

"12. Vision agrees to lodge with the Host each year written evidence of Public Liability Insurance to a minimum cover of 10 million dollars."

(Simple majority vote required)

OCM 04.18-21**COUNCIL RESOLUTION**

MOVED CR EYRE SECONDED CR WALKER

That Council inform United Christian Broadcasters Australia Ltd that it is endorses the Host Site Agreement for existing radio transmission equipment installed at the Brookton Oval as Attachment 15.04.18.02 to this report, subject to an additional provision 12. being inserted that reads:

"12. Vision agrees to lodge with the Host each year written evidence of Public Liability Insurance to a minimum cover of 10 million dollars."

CARRIED BY SIMLE MAJORITY VOTE 7-0

HOST SITE AGREEMENT

BETWEEN	Shire of Brookton (referred to as "the Host")
AND	United Christian Broadcasters Australia Limited TA Vision Christian Media (referred to as "Vision")
HOST SITE	Brookton Oval, Off Brookton Hwy, BROOKTON WA 6306 (referred to as "the site")
PERIOD	Five years, commencing upon the date of signing, renewable for further periods unless cancelled earlier by either party according to the provision in this agreement

PREAMBLE

This agreement facilitates the functional aspects of what is effectively a community focussed partnership between the Host and Vision, the aim of which is to provide interested locals with access to Vision's not-for-profit Christian radio service.

IT IS AGREED

1. The Host warrants that it has full right and interest in the site in terms of a binding agreement, or by virtue of ownership, and that is entitled to enter into this agreement. It is recorded that the building(s) at the site have been erected for the purpose of facilitating a place of worship.
2. The Host agrees that Vision may erect, construct and maintain transmission equipment at the site for the purpose of receiving and/or transmitting broadcast signals. Such equipment may be located on or inside the building(s) on the site, and may include but not be limited to:
 - a. An antenna and fixtures and fittings;
 - b. A 90 cm satellite dish and fixtures and fittings;
 - c. A shelf suitable for housing the broadcast equipment inside the building;
 - d. A satellite decoder Box;
 - e. An FM Transmitter Box
 - f. Any other such equipment as may be reasonably required sufficient to ensure a broadcast area as permitted in terms of the broadcast license granted to Vision by the relevant authority.
3. The Host agrees to provide Vision with reasonable access to the site for the purposes of maintaining an efficient and continuous operation of the equipment, including but not limited to installation, maintenance, upgrading, repairs and monitoring.

Request for access to the site will be made by prior arrangement with the Host with reasonable advance notice. Generally, work shall be carried out during business hours, emergencies excepted.

4. Persons given authority for access to the site shall close all doors, gates and other means of restricting access to the site and shall refrain from interfering with the activities of the Host at the Site. Vision undertakes to pay for the duplication of any additional keys deemed necessary to facilitate its access to the site.

5. Vision agrees that the Host is not responsible for any loss of or damage to Vision's equipment located at the site or any associated liabilities.
6. The Host agrees to permit Vision to take a power feed from their existing power supply at the Site for the operation of Vision's equipment.
7. Vision agrees that all work at the site will be undertaken to appropriate workplace health and safety standards and all personnel involved in the installation and maintenance of the equipment will have the appropriate training and certificates for the work involved. Vision accepts liability for all work undertaken on its equipment at the site and liability for any incidents as a result of any incorrectly installed equipment. Further, Vision will indemnify the Host for any damage that may be caused to the Host's property because of the installed equipment, as well as damage to others property and bodily injury to the Host and all other persons.
8. The Host agrees to provide the site to Vision at no cost
9. The Host agrees to cover the cost of electricity the site to Vision
10. Either party may cancel this agreement during the initial term or further agreement periods upon three months' notice. At the termination of the Agreement, Vision shall remove all constructions, erections and installations it has made at the site and shall restore the Site as far as possible to its original state as at the commencement of the agreement.
11. The parties agree that a faxed or scanned copy signed by both parties shall be valid and binding.

We hereby accept the terms of this agreement and warrant our authority to do so;

On behalf of Shire of Brookton

X _____

Date of signing

X _____
Witness

Name of Witness

On behalf of United Christian Broadcasters Australia Limited
TA Vision Christian Media

X _____
Iain Smaill, Chief Operations Officer

Date of signing

X _____
Witness

Name of Witness

16.04.18	CONFIDENTIAL REPORTS
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Nil

17.04.18	NEXT MEETING & CLOSURE
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The next Ordinary meeting of the Council will be held on Thursday 17th May 2018 commencing at 5.00 pm.

There being no further business the meeting was closed at 5.40pm.