



SPECIAL MEETING OF COUNCIL

MINUTES

30 April 2020

These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on 21/5/2020

Presiding Member:  Date: 21 May 2020

Disclaimer

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

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

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

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

Shire of Brookton
Special Meeting of Council held 30 April 2020
Commenced at 6.00 pm

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1.04.20 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Attendance

The Presiding Member opened the meeting at 6.00pm and welcomed Councillors and Staff.

Welcome to Country

On behalf of Council I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and it's life.

2.04.20 RECORD OF ATTENDANCE/APPOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

| | |
|---------------------------------------|--|
| Cr KL Crute (Shire President) | <i>Council Chambers via video conferencing</i> |
| Cr NC Walker (Deputy Shire President) | <i>Council Chambers via video conferencing</i> |
| CR CE Hartl | <i>Council Chambers via video conferencing</i> |
| Cr RT Fancote | <i>via video conference</i> |
| Cr MG Macnab | <i>via video conference</i> |
| Cr TD Lilly | <i>via video conference</i> |
| Cr BK Watts | <i>via video conference</i> |

Staff (Non-Voting)

| | |
|--|--|
| Ian D'Arcy Chief Executive Officer | <i>Council Chambers via video conferencing</i> |
| Amy Eva Manager Corporate and Community | <i>Council Chambers via video conferencing</i> |
| Danni Chard Executive Governance Officer | <i>Council Chambers via video conferencing</i> |

Leave of absence

Nil.

Members of the Public

Nil.

3.04.20 PUBLIC QUESTION TIME

Nil.

4.04.20 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

5.04.20 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 |
|----------|------------------|------------------|--------------------|
| Nil. | | | |

6.04.20 CORPORATE SERVICES REPORT

6.04.20.01 STATUTORY BUDGET REVIEW 2019/2020

| | |
|---------------------------------|--|
| File No: | ADM 0175 |
| Date of Meeting: | 30/04/2020 |
| Location/Address: | Shire of Brookton |
| Name of Applicant: | N/A |
| Name of Owner: | N/A |
| Author/s: | Kelly D'Arcy – Senior Finance Officer |
| Authorising Officer: | Amy Eva – Manger Corporate and Community |
| Declaration of Interest: | Nil |
| Voting Requirements: | Absolute Majority |
| Previous Report: | N/A |

Summary of Item:

This item is to consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2019 to 31 March 2020.

A copy of the Review is provided as **Attachment 6.04.20.01A** of this report.

Description of Proposal:

As above.

Background:

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2020 for the period ending 31 March 2020 is presented for Council to consider. The Local Government (Financial Management) Regulations 1996, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

The budget review has been prepared to include information required by the *Local Government Act 1995*, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 10% and a \$10,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

With the sale of Kalkarni Age Care Facility and the Saddleback Medical Centre on the 17 January 2020, there is a need to adjust the adopted budget to reflect the reduced expenditure and income. Furthermore, with the COVID-19 pandemic the additional works that would be part of the considerations for the draft 2020-21 budget, has been identified to be progressed this financial year to assist in stimulating the economy.

Features of the budget review include variations adopted by Council at the ordinary meetings of October 2019, December 2019 and January 2020 as listed below:

| Comments/Reason for Variance | Variance \$ |
|--|------------------|
| Operating Revenue (Excludes Rates) | Adopted |
| Community Amenity | |
| Town Planning Fees & Charges Budget Addition - Large development applications not included in adopted budget | (\$10,000) |
| Recreation and Culture | |
| Other Culture Grants & Subsidies Budget Addition - Stronger Communities Grant – Shade-sails over WB Eva Playground | (\$4,730) |
| Operating Expenses | |
| Governance | |
| Admin General Operating Expenses Budget Addition – New Laptops throughout office. | \$5,000 |
| Community Amenity | |
| SEW General Operating Expenses Budget Addition – Further CCTV investigation of pipe works | \$20,000 |
| Recreation and Culture | |
| Other Culture – Railway station Budget Addition – Additional inspections and rectification works | \$2,500 |
| Halls – Memorial Hall Budget Addition – Additional inspections and rectification works | \$10,400 |
| Halls – WB Eva Pavilion Playground Budget Addition - Stronger Communities Grant – Shade-sails over WB Eva Playground | \$4,730 |
| Capital Revenue | |
| Transfer from Reserves (Restricted Assets) | |
| Cash Contingency - Transfer from Reserves | (\$50,000) |
| Municipal Buildings – Transfer from Reserves | (\$12,900) |
| Furniture and Equipment – Transfer from reserves | (\$15,000) |
| Sewerage Scheme – Transfer from Reserves | (\$20,000) |
| Capital Expenses | |
| Governance | |
| Server upgrade and new cabling throughout office | \$10,000 |
| Community Amenity | |
| Happy Valley - Additional line and fire service tank | \$50,000 |
| Recreation and Culture | |
| Halls – WB Eva Pavilion Budget Addition – Replacement of Chairs at pavilion | \$10,000 |
| Surplus/Deficiency | |
| Correction of Surplus after Audit of the Annual Financial Report 2018/2019 | (\$2,525) |
| Total Predicted Variances as per Annual Budget Review | (\$2,525) |

The following table is a summarised list of further budget variations requiring additional consideration and adoption that forms part of a stimulus package for the remained of this financial year. These budget variations are presented below and in **Attachment 6.04.20.01B**.

| GL Code | Description | Variation \$ |
|---------|--|---------------|
| E113510 | Budget Increase - Old Tennis Clubhouse – Gut building including removal of asbestos | 10,000.00 |
| E111511 | Budget Increase - Memorial Hall – Urgent Roof and gutter replacement | 20,000.00 |
| E042510 | Budget Increase - Chambers - external front entry (disable ramp, pergola, courtyard fencing, seating, lighting and signage | 12,000.00 |
| E132020 | Budget Increase - Area Promotion - Tourist information bay upgrade and A3 tear off tourist maps | 4,000.00 |
| E142510 | Budget Increase - Depot - Refurbishment of Transportable building as an office, upgrade lighting throughout workshop to LED, purchase and install 40ft sea container as extension to workshop for storage | 36,000.00 |
| E142480 | Budget Increase - Installation of eye wash facility, removal of several trees, service roller doors, repairs to roof including damaged frames, safety and security signage throughout depot and improvement of ITC connectivity | 47,434.00 |
| E142530 | Budget Increase - Automated fuel system - self bunded tank with monitoring system. | 55,000.00 |
| E116020 | Budget Increase - Pump Track Stage 1 earthworks for loop track performed in-house. | 5,000.00 |
| E112530 | Budget Increase - Swimming Pool - improvements including replacement media filter sand, back flushing and tank refurbishment | 16,000.00 |
| E106540 | Budget Increase - Happy Valley installation of new standpipe and automated water dispensing system | 9,000.00 |
| E042534 | Budget Increase - Purchase of dual cab ute Purchase price \$35,000 less trade \$15,000 net cost \$20,000 | 35,000.00 |
| E053530 | Budget Increase - Purchase of new vehicle per Bushfire Risk Management Planning Program \$35,000 no trade | 35,000.00 |
| E143530 | Budget Increase - Purchase of Grader, MIE vehicle, WCO vehicle & Leading Hand vehicle | 475,000.00 |
| OL01621 | Transfer from Reserves to cover increase in budget requirements | (445,000.00) |
| OL01661 | Transfer from Reserves to cover increase in budget requirements | (72,289.50) |
| E031020 | Budget Decrease - Reduced number of revaluations required this year, health check of rates system done inhouse | (9,000.00) |
| E083020 | KALK General Operating Expenses – Administration, Budget Decrease rates dealt with as part of settlement of Kalkarni | (\$38,000.00) |
| E084480 | Budget Decrease - Property sold 17/1/2020 no further maintenance required | (37,918.00) |
| E084520 | Budget Decrease - Property sold 17/1/2020 Curtains for Passageway not purchased | (10,000.00) |
| E084510 | Budget Decrease - Property sold 17/1/2020 upgrade of air conditioners included in settlement of property | (70,000.00) |
| E114020 | Budget Decrease - Unlikely to expend full budget | (12,140.00) |
| E136010 | Budget Increase - Increase usage due to prolonged drought and construction usage | 23,000.00 |
| E142020 | Budget Increase - Purchase of Restricted Padlocks with 20 keys and 15 | 5,000.00 |

| | | |
|---------|---|---------------|
| | master keys to stop unauthorised access through unrecorded key cutting and possession | |
| I136010 | Budget Increase - Increase usage due to prolonged drought and construction usage | (10,700.00) |
| I042040 | Budget Increase - Purchase of Restricted Padlocks with 20 keys and 15 master keys to stop unauthorised access through unrecorded key cutting and possession | (23,500.00) |
| I054010 | Budget Increase - Increase usage due to prolonged drought and construction usage | (6,722.00) |
| I115030 | Budget Increase - LGIS Rebate not expected to be received | (15,000.00) |
| I148030 | Budget Increase - Additional funds received due to overspend on previous year | (2,700.00) |
| I041020 | Budget Increase - Funds received from the Shire of York after the windup of SEAROC group | (17,408.50) |
| I055010 | Budget Increase - Income for Bushfire Risk Management Planning Officer. Shire hosting DFES position | (17,056.00) |
| | | |
| | | |
| | Effect on Surplus/Deficiency | \$0.00 |

The Shire commenced the financial year with a balanced budget showing a surplus/deficiency (closing fund) of \$0. The previously adopted budget variations have had a nil effect on the closing surplus/deficiency. The requested budget variations as provided in **Attachment 6.04.20.01B** will have a nil effect on the closing fund.

Consultation:

Consultation was undertaken with the Chief Executive Office, Responsible Officers and Manager Corporate and Community.

Statutory Environment:

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

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

***Absolute majority required.**

- (4) *Within 30 days after a Council has made a determination, a copy of the review and determination is to be provided to the Department.*

Relevant Plans and Policy:

Nil.

Financial Implications:

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

Risk Assessment:

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

| Consequence Likelihood | Insignificant | Minor | Moderate | Major | Extreme |
|---------------------------|---------------|--------|----------|--------|---------|
| Almost Certain | Medium | High | High | Severe | Severe |
| Likely | Low | Medium | High | High | Severe |
| Possible | Low | Medium | Medium | High | High |
| Unlikely | Low | Low | Medium | Medium | High |
| Rare | Low | Low | Low | Low | Medium |

| Risk Rating | Action |
|-------------|---|
| LOW | Monitor for continuous improvement. |
| MEDIUM | Comply with risk reduction measures to keep risk as low as reasonably practical. |
| HIGH | Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable. |
| SEVERE | Unacceptable. Risk reduction measures must be implemented before proceeding. |

Community & Strategic Objectives:

This proposal relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – May 2018, duly appended to the Next Generation BROOKTON Corporate Business Plan <2021.

Specifically, this funding payment aligns to:

Function 18 – Financial Management

Action 18.1 – Prepare annual budget/conduct statutory budget review

Comment

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

Any savings realised or over expenditure incurred as at 31 March 2020 have been included in forward projections.

In summary, it is forecast that a budget surplus of \$756,570 at this period of review may be realised as at 30 June 2020. This is due to under expenditure for the year to date and the sale of the Kalkarni Age Care facility and Saddleback Medical Centre.

OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, 1996:
 - a) Adopt the 2019/2020 Budget Review as presented in Attachment 6.04.20.01A.
 - b) Forward a copy of the 2019/2020 Budget Review to the Department of Local Government
2. Pursuant to Section 6.8 of the Local Government Act 1995, authorise the schedule of variations to the 2019/2020 Budget, as presented in Attachment 8.04.20.01B.

SCM 04.20-01

COUNCIL RESOLUTION

MOVED Cr Crute SECONDED Cr Lilly

That Council:

1. ***Pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, 1996:***
 - a) ***Adopt the 2019/2020 Budget Review as presented in Attachment 6.04.20.01A.***
 - b) ***Forward a copy of the 2019/2020 Budget Review to the Department of Local Government***
2. ***Pursuant to Section 6.8 of the Local Government Act 1995, authorise the schedule of variations to the 2019/2020 Budget, as presented in Attachment 8.04.20.01B.***
3. ***Request the CEO that in preparing the draft 2020-21 Budget for consideration it be premised on:***
 - a) ***There being no increase above the total income raised in the 2019-20 Budget from Gross Rental Value (GRV) and Unimproved Value (UV) rated properties.***
 - b) ***There being no increase to the 2019-20 Schedule of Fees and Charges as adopted.***
 - c) ***There being no increase to weekly rental charges levied on tenants in Shire owned residential properties, unless otherwise required by legislation.***

CARRIED BY ABSOLUTE MAJORITY VOTE 7-0

(Note to minute: The Council motion was moved with inclusion of point number 3 to set a level of direction for the draft 2020-21 budget in consideration of the current circumstances with the COVID-19 pandemic.)

Attachments:

6.04.20.01A - 2019/2020 Budget Review

6.04.20.01B – Schedule of Variations to 2019/2020 Budget

**SHIRE OF BROOKTON
BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31ST MARCH 2020**

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

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SHIRE OF BROOKTON
STATEMENT OF BUDGET REVIEW
(NATURE OR TYPE)
FOR THE PERIOD ENDED 31ST MARCH 2020

| | Note | Budget v Actual | | Predicted | | Year End (a)+(c)+(d) | |
|---|-------|---------------------------------|----------------------|----------------------------------|----------------------------------|-------------------------|---|
| | | Adopted Annual Budget (a) | YTD Actual (b) | Variance Permanen t (c) | Timing (Carryover) (d) | | |
| | | \$ | \$ | \$ | \$ | \$ | |
| OPERATING ACTIVITIES | | | | | | | |
| Net current assets at start of financial year surplus/(deficit) | | 1,135,542 | 1,133,017 | (2,525) | | 1,133,017 | ▼ |
| Revenue from operating activities (excluding rates) | | | | | | | |
| Operating grants, subsidies and contributions | 4.1.3 | 4,474,690 | 2,030,563 | (1,923,801) | | 2,550,889 | ▼ |
| Profit on asset disposals | 4.1.1 | 0 | 48,911 | 45,000 | | 45,000 | ▲ |
| Fees and charges | 4.1.2 | 1,648,336 | 1,136,804 | (432,003) | | 1,216,333 | ▼ |
| Service charges | | | | | | 0 | |
| Interest earnings | 4.1.7 | 220,264 | 78,502 | (42,000) | | 178,264 | ▼ |
| Other revenue | 4.1.8 | 86,323 | 109,118 | 51,000 | | 137,323 | ▲ |
| | | 6,429,613 | 3,403,898 | (2,301,804) | 0 | 4,127,809 | |
| Expenditure from operating activities | | | | | | | |
| Employee costs | 4.2.1 | (1,649,585) | (1,149,720) | | | (1,649,585) | |
| Materials and contracts | | (6,006,029) | (3,170,763) | 2,215,054 | | (3,790,975) | ▼ |
| Utility charges | 4.2.3 | (174,264) | (134,246) | | | (174,264) | |
| Depreciation on non-current assets | | (2,910,437) | (1,953,270) | | | (2,910,437) | |
| Insurance expenses | | (189,977) | (180,085) | | | (189,977) | |
| Loss on asset disposals | 4.2.6 | (1,100) | (7,121) | (6,100) | | (7,200) | ▲ |
| Other expenditure | 4.2.7 | (9,084) | (5,666) | | | (9,084) | |
| | | (11,035,005) | (6,639,341) | 2,208,954 | 0 | (8,826,051) | |
| Non-cash amounts excluded from operating activities | | 2,911,537 | 1,912,522 | | | 2,911,537 | |
| Amount attributable to operating activities | | (558,313) | (189,904) | (95,375) | 0 | (653,688) | |
| INVESTING ACTIVITIES | | | | | | | |
| Non-operating grants, subsidies and contributions | 4.3.1 | 520,880 | 525,600 | | | 520,880 | |
| Purchase land held for resale | | | | | | 0 | |
| Purchase land and buildings | | (201,000) | (66,795) | | | (201,000) | |
| Purchase property, plant and equipment | | (521,440) | (502,992) | | | (521,440) | |
| Purchase furniture and equipment | | (100,000) | (68,437) | | | (100,000) | |
| Purchase and construction of infrastructure-roads | | (1,043,471) | (842,525) | | | (1,043,471) | |
| Purchase and construction of infrastructure-other | | (62,000) | (109,202) | | | (62,000) | |
| Proceeds from disposal of assets | | 93,000 | 7,204,703 | 7,206,030 | 0 | 7,299,030 | ▲ |
| Amount attributable to investing activities | | (1,314,031) | 6,140,352 | 7,206,030 | 0 | 5,891,999 | |
| FINANCING ACTIVITIES | | | | | | | |
| Proceeds from new borrowings | | 0 | 0 | | | 0 | |
| Proceeds from advances | | 0 | 0 | | | 0 | |
| Proceeds from self supporting loans | | 21,296 | 8,240 | | | 21,296 | |
| assets) | 9 | 1,000,479 | 770,196 | 97,900 | 0 | 1,098,379 | ▲ |
| Repayment of debentures | 10 | (254,174) | (238,637) | | | (254,174) | |
| Advances to community groups | | | | | | 0 | |
| Transfers to cash backed reserves (restricted assets) | 9 | (1,205,975) | (8,026,979) | (7,206,030) | 0 | (8,412,005) | ▲ |
| Amount attributable to financing activities | | (438,374) | (7,487,180) | (7,108,130) | 0 | (7,546,504) | |
| Budget deficiency before general rates | | (2,310,718) | (1,536,732) | 2,525 | 0 | (2,308,193) | |
| Estimated amount to be raised from general rates | | 2,310,718 | 2,293,302 | 0 | 0 | 2,310,718 | |
| Closing funding surplus(deficit) | 2 | 0 | 756,570 | 2,525 | 0 | 2,525 | ▲ |

SHIRE OF BROOKTON
STATEMENT OF BUDGET REVIEW
(STATUTORY REPORTING PROGRAM)
FOR THE PERIOD ENDED 31ST MARCH 2020

| | Budget v Actual | | Predicted | | | |
|---|-----------------------------|---------------|-----------------------|-----------------------------------|-------------|----------|
| | Adopted Annual Budget | YTD Actual | Variance Permanent | Variance Timing (Carryover) | Year End | Material |
| Note | (a) | (b) | (c) | (d) | (a)+(c)+(d) | Variance |
| | \$ | \$ | \$ | \$ | \$ | |
| OPERATING ACTIVITIES | | | | | | |
| Net current assets at start of financial year surplus/(deficit) | 1,135,542 | 1,133,017 | (2,525) | 0 | 1,133,017 | ▼ |
| Revenue from operating activities (excluding rates) | | | | | | |
| Governance | 13,250 | 50,871 | 36,000 | 0 | 49,250 | ▲ |
| General purpose funding | 1,203,944 | 470,843 | | 0 | 1,203,944 | |
| Law , order, public safety | 29,743 | 34,389 | | 0 | 29,743 | |
| Health | 1,100 | 928 | | 0 | 1,100 | |
| Education and w elfare | 4,466,911 | 2,129,234 | (2,397,804) | 0 | 2,069,107 | ▼ |
| Housing | 87,209 | 74,738 | | 0 | 87,209 | |
| Community amenities | 414,478 | 398,214 | | 0 | 414,478 | |
| Recreation and culture | 39,682 | 47,538 | 15,000 | 0 | 54,682 | ▲ |
| Transport | 88,786 | 83,291 | | 0 | 88,786 | |
| Economic services | 47,950 | 40,785 | | 0 | 47,950 | |
| Other property and services | 36,560 | 77,786 | 45,000 | 0 | 81,560 | ▲ |
| | 6,429,613 | 3,408,617 | (2,301,804) | 0 | 4,127,809 | |
| Expenditure from operating activities | | | | | | |
| Governance | (577,418) | (400,458) | | 0 | (577,418) | |
| General purpose funding | (218,145) | (135,803) | | 0 | (218,145) | |
| Law , order, public safety | (225,507) | (130,766) | | 0 | (225,507) | |
| Health | (74,104) | (37,418) | | 0 | (74,104) | |
| Education and w elfare | (4,559,007) | (2,306,951) | 2,215,054 | 0 | (2,343,953) | ▼ |
| Housing | (207,569) | (125,252) | | 0 | (207,569) | |
| Community amenities | (513,463) | (334,782) | | 0 | (513,463) | |
| Recreation and culture | (998,080) | (680,232) | | 0 | (998,080) | |
| Transport | (3,450,541) | (2,199,525) | | 0 | (3,450,541) | |
| Economic services | (188,442) | (144,725) | | 0 | (188,442) | |
| Other property and services | (22,729) | (143,428) | (6,100) | 0 | (28,829) | ▲ |
| | (11,035,005) | (6,639,340) | 2,208,954 | 0 | (8,826,051) | |
| Non-cash amounts excluded from operating activities | 2,911,537 | 1,912,522 | | 0 | 2,911,537 | |
| Amount attributable to operating activities | (558,313) | (185,184) | (95,375) | 0 | (653,688) | |
| INVESTING ACTIVITIES | | | | | | |
| Non-operating grants, subsidies and contributions | 520,880 | 520,880 | | | 520,880 | |
| Purchase of investments | | | | | 0 | |
| Purchase land held for resale | | | | | 0 | |
| Purchase land and buildings | (201,000) | (66,795) | | | (201,000) | |
| Purchase plant and equipment | (521,440) | (502,992) | | | (521,440) | |
| Purchase furniture and equipment | (100,000) | (68,437) | | | (100,000) | |
| Purchase and construction of infrastructure - roads | (1,043,471) | (842,525) | | | (1,043,471) | |
| Purchase and construction of infrastructure - other | (62,000) | (109,202) | | | (62,000) | |
| Proceeds from disposal of assets | 93,000 | 7,204,703 | 7,206,030 | 0 | 7,299,030 | ▲ |
| Proceeds from sale of investments | 0 | 0 | | | 0 | |
| Proceeds from advances | 0 | 0 | | | 0 | |
| Amount attributable to investing activities | (1,314,031) | 6,135,632 | 7,206,030 | 0 | 5,891,999 | |
| FINANCING ACTIVITIES | | | | | | |
| Repayment of borrow ings | 10 (254,174) | (238,637) | | | (254,174) | |
| Proceeds from new borrow ings | 0 | 0 | | | 0 | |
| Advances to community groups | 0 | 0 | | | 0 | ▲ |
| Proceeds from self supporting loans | 21,296 | 8,240 | | | 21,296 | |
| Transfers to cash backed reserves (restricted assets) | 9 (1,205,975) | (8,026,979) | (7,206,030) | 0 | (8,412,005) | ▲ |
| Transfers from cash backed reserves (restricted assets) | 9 1,000,479 | 770,196 | 97,900 | 0 | 1,098,379 | ▲ |
| Amount attributable to financing activities | (438,374) | (7,487,180) | (7,108,130) | 0 | (7,546,504) | |
| Budget deficiency before general rates | (2,310,718) | (1,536,732) | 2,525 | 0 | (2,308,193) | |
| Estimated amount to be raised from general rates | 2,310,718 | 2,293,302 | 0 | 0 | 2,310,718 | |
| Closing Funding Surplus(Deficit) | 2 0 | 756,570 | 2,525 | 0 | 2,525 | ▲ |

SHIRE OF BROOKTON
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31ST MARCH 2020

1. BASIS OF PREPARATION

The budget review report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget review report are presented below and have been consistently applied unless stated otherwise.

The report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Brookton controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

2019-20 ACTUAL BALANCES

Balances shown in this budget review report as 2019-20 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

ROUNDING OFF FIGURES

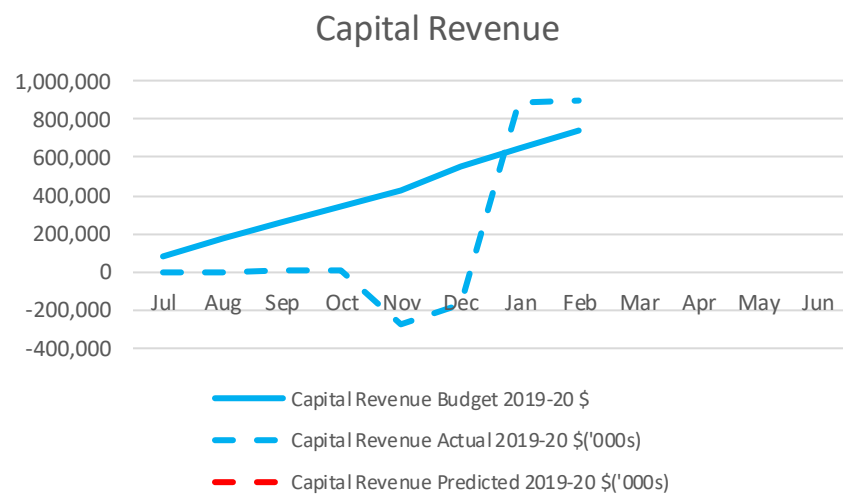
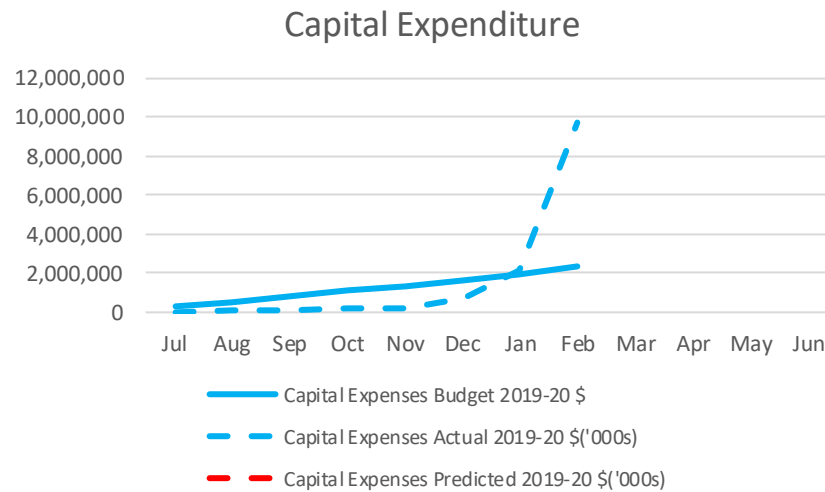
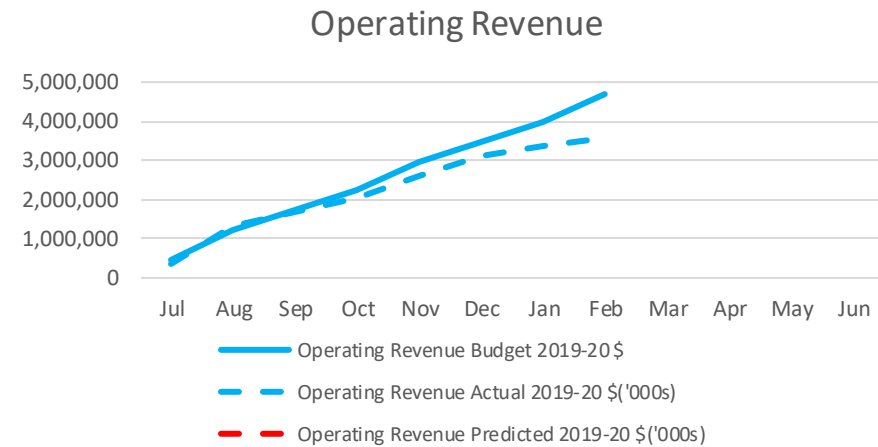
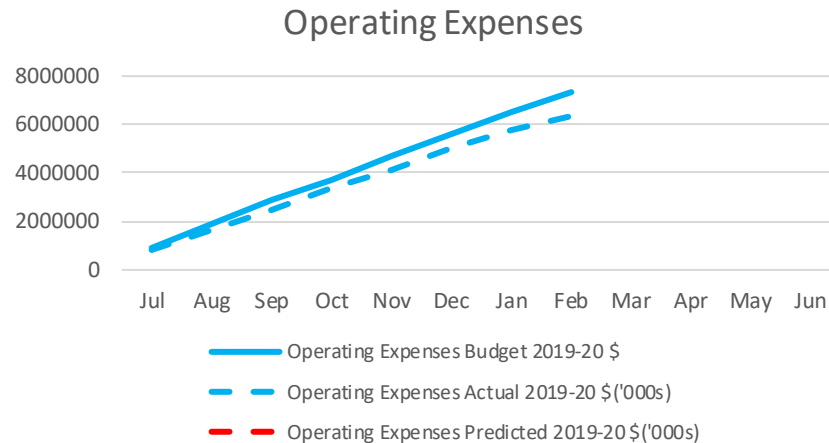
All figures shown in this budget review report are rounded to the nearest dollar.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

SHIRE OF BROOKTON
SUMMARY GRAPHS - BUDGET REVIEW
FOR THE PERIOD ENDED 31ST MARCH 2020

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF BROOKTON
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31ST MARCH 2020

3. NET CURRENT FUNDING POSTION

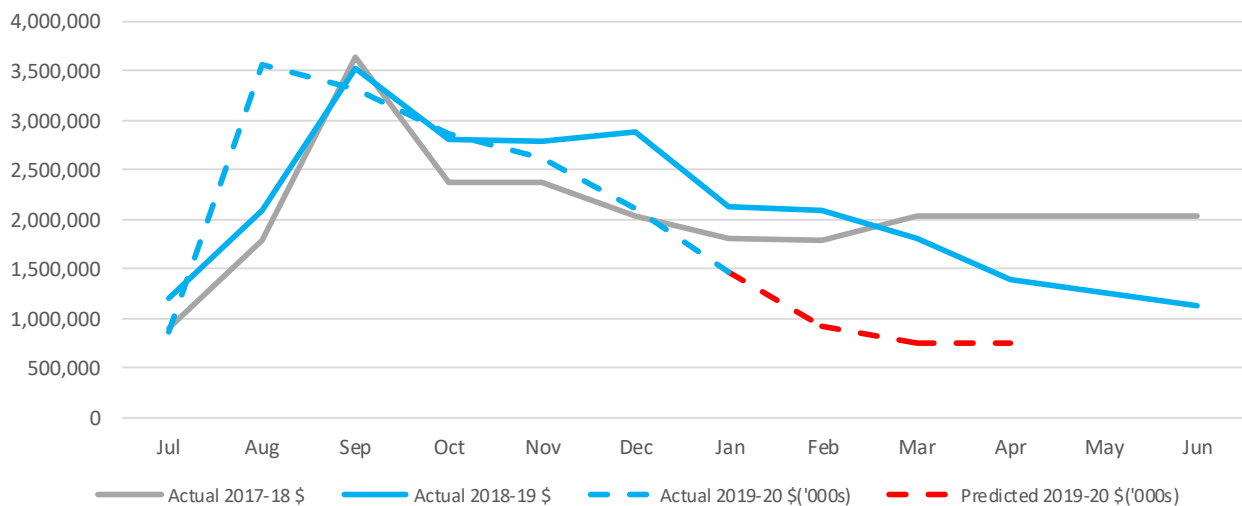
Positive=Surplus (Negative=Deficit)
2019-20

| Note | This Period | Last Period | Same Period Last Year |
|-------------------------------------|---------------------|---------------------|-----------------------|
| | \$ | \$ | \$ |
| Current assets | | | |
| Cash unrestricted | 534,025 | 666,713 | 1,909,191 |
| Cash restricted | 12,510,259 | 12,509,880 | 5,025,777 |
| Receivables - rates and rubbish | 298,112 | 357,542 | 108,342 |
| Receivables - other | 754,986 | 84,208 | 3,587,793 |
| Inventories | 27,930 | 25,811 | 25,673 |
| | <u>14,125,312</u> | <u>13,644,154</u> | <u>10,656,776</u> |
| Less: current liabilities | | | |
| Payables | (858,483) | (207,741) | (3,820,559) |
| Provisions | 0 | | |
| | <u>(858,483)</u> | <u>(207,741)</u> | <u>(3,820,559)</u> |
| Less: cash restricted | <u>(12,510,259)</u> | <u>(12,509,880)</u> | <u>(5,025,777)</u> |
| Net current funding position | <u>756,570</u> | <u>926,533</u> | <u>1,810,440</u> |

3A. NET CURRENT FUNDING POSTION -EXPLANATION OF AMOUNTS EXCLUDED FROM OPERATING ACTIVITIES

| | Annual Budget (a) | YTD Actual (b) |
|--|-------------------|------------------|
| | \$ | \$ |
| Depreciation on non-current assets | 2,910,437 | 1,953,270 |
| Loss on asset disposals | 1,100 | 7,121 |
| Profit on asset disposals | 0 | (48,911) |
| Non-cash amounts excluded from operating activities | <u>2,911,537</u> | <u>1,911,480</u> |

Liquidity Over the Year



**SHIRE OF BROOKTON
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31ST MARCH 2020**

3. COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 Net Current Assets of the budget.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Brookton's operational cycle. In the case of liabilities where the Shire of Brookton does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire of Brookton's intentions to release for sale.

LOANS AND RECEIVABLES

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Brookton prior to the end of the financial year that are unpaid and arise when the Shire of Brookton becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

Provision is made for the Shire of Brookton's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Brookton's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Brookton's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

PROVISIONS

Provisions are recognised when the Shire of Brookton has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

RATES, GRANTS, DONATIONS AND OTHER CONTRIBUTIONS

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Brookton obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

SHIRE OF BROOKTON
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31ST MARCH 2020

4. PREDICTED VARIANCES

| Comments/Reason for Variance | Variance \$ | |
|---|-------------|--------|
| | Permanent | Timing |
| 4.1 OPERATING REVENUE (EXCLUDING RATES) | | |
| 4.1.1 PROFIT ON ASSET DISPOSAL | | |
| Trade of PL6 Loader expected \$65,000 received \$102,500 thus increasing the profit | 45,000 | |
| 4.1.2 FEES AND CHARGES | | |
| Sold Kalkarni Age care Facility 17 January 2020 therefore need to adjust budget to reflect reduced income. Budget was set for entire year. | (432,003) | |
| 4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS | | |
| Sold Kalkarni Age care Facility 17 January 2020 therefore need to adjust budget to reflect reduced income. Budget was set for entire year. | (1,923,801) | |
| 4.1.7 INTEREST EARNINGS | | |
| Less interest earned due to the sale of Kalkarni Age Care Facility at 17 January 2020 | (42,000) | |
| 4.1.8 OTHER REVENUE | | |
| Various items including - donation from Brookton Telegraph, prize from secondary freight, insurance claims, LGIS member rebate and Trust terminations per Auditors instructions | 51,000 | |
| Predicted Variances Carried Forward | (2,301,804) | 0 |
| Predicted Variances Brought Forward | (2,301,804) | 0 |
| 4.2 OPERATING EXPENSES | | |
| 4.2.1 EMPLOYEE COSTS | | |
| No Material Variance | 0 | |
| 4.2.2 MATERIAL AND CONTRACTS | | |
| Sold Kalkarni Age care Facility 17 January 2020 therefore need to adjust budget to reflect reduced expenditure. Budget was set for entire year. | 2,215,054 | |
| 4.2.3 UTILITY CHARGES | | |
| No Material Variance | 0 | |
| 4.2.4 DEPRECIATION (NON CURRENT ASSETS) | | |
| No Material Variance | 0 | |
| 4.2.4 INTEREST EXPENSES | | |
| No Material Variance | | |
| 4.2.5 INSURANCE EXPENSES | | |
| No Material Variance | 0 | |
| 4.2.6 LOSS ON ASSET DISPOSAL | | |
| Trade for PM8 Mower expected \$10,000 received \$5,700 thus increasing the loss. Expected loss on single axle truck trade but received small profit. | (6,100) | |
| 4.2.7 OTHER EXPENDITURE | | |
| | 0 | |
| Predicted Variances Carried Forward | (92,850) | 0 |

| | | | |
|---|-------------------------------------|-----------|---|
| | Predicted Variances Brought Forward | (92,850) | 0 |
| 4.3 CAPITAL REVENUE | | | |
| 4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS | | | |
| No Material Variance | | | |
| 4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS | | | |
| Proceeds from Sale of Kalkarni Age Care and Saddleback Medical facilities | | 7,206,030 | |
| 4.3.3 PROCEEDS FROM NEW DEBENTURES | | | |
| No Material Variance | | | |
| 4.3.4 PROCEEDS FROM SALE OF INVESTMENT | | | |
| No Material Variance | | | |
| 4.3.5 PROCEEDS FROM ADVANCES | | | |
| No Material Variance | | | |
| 4.3.6 SELF-SUPPORTING LOAN PRINCIPAL | | | |
| No Material Variance | | | |
| 4.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS) | | | |
| Budget Amendments per Note 9 | | 97,900 | |
| | Predicted Variances Carried Forward | 7,211,080 | 0 |
| | Predicted Variances Brought Forward | 7,211,080 | 0 |
| 4.4 CAPITAL EXPENSES | | | |
| 4.4.1 LAND HELD FOR RESALE | | | |
| No Material Variance | | | |
| 4.4.2 LAND AND BUILDINGS | | | |
| No Material Variance | | | |
| 4.4.3 PLANT AND EQUIPMENT | | | |
| No Material Variance | | | |
| 4.4.4 FURNITURE AND EQUIPMENT | | | |
| No Material Variance | | | |
| 4.4.5 INFRASTRUCTURE ASSETS - ROADS | | | |
| No Material Variance | | | |
| 4.4.6 INFRASTRUCTURE ASSETS - OTHER | | | |
| No Material Variance | | | |
| 4.4.7 PURCHASES OF INVESTMENT | | | |
| No Material Variance | | | |
| 4.4.8 REPAYMENT OF DEBENTURES | | | |
| No Material Variance | | | |
| 4.4.9 ADVANCES TO COMMUNITY GROUPS | | | |
| No Material Variance | | | |
| | Predicted Variances Carried Forward | 7,211,080 | 0 |
| | Predicted Variances Brought Forward | 7,211,080 | 0 |

4.5 OTHER ITEMS

4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)

| | |
|---|-------------|
| Proceeds from Sale of Kalkarni Age Care and Saddleback Medical facilities | (7,206,030) |
|---|-------------|

4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)

No Material Variance

4.5.1 RATE REVENUE

No Material Variance

4.5.2 OPENING FUNDING SURPLUS(DEFICIT)

| | |
|--|---------|
| Correction of Surplus after Audit of AFR 2018/2019 | (2,525) |
|--|---------|

4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)

Please see 4.1.1 and 4.2.6 above for explanation of the change in net Profit (Loss)

Total Predicted Variances as per Annual Budget Review

| | |
|-------|---|
| 2,525 | 0 |
|-------|---|

**SHIRE OF BROOKTON
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31ST MARCH 2020**

5. BUDGET AMENDMENTS

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

[illegible]

Classifications Pick List

Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Budget Variations

| GL Codes | Job Codes | IE Code | | Original 19/20 Budget | Amended 19/20 Budget | Changes in Net Assets | |
|----------|-----------|---------|--|-----------------------|----------------------|-----------------------|---|
| E113510 | TENNCAP | 500 | Old Tennis Pavilion - Refurbishment | \$0.00 | \$10,000.00 | \$10,000.00 | Budget Increase - Old Tennis Clubhouse – Gut building including removal of asbestos |
| E111511 | MHALLCAP | 500 | Memorial Hall | \$0.00 | \$20,000.00 | \$20,000.00 | Budget Increase - Memorial Hall – Urgent Roof and gutter replacement |
| E042510 | ADMINCAP | 500 | Administration Office - Chambers Entry/Courtyard | \$0.00 | \$12,000.00 | \$12,000.00 | Budget Increase - Chambers - external front entry (disable ramp, pergola, courtyard fencing, seating, lighting and signage) |
| E132020 | MARKOP | 379 | Area Marketing and Promotion | \$4,000.00 | \$8,000.00 | \$4,000.00 | Budget Increase - Area Promotion - Tourist information bay upgrade and A3 tear off tourist maps |
| E142510 | | 500 | Purchase Land & Buildings - Depot Refurbishment | \$0.00 | \$36,000.00 | \$36,000.00 | Budget Increase - Depot - Refurbishment of Transportable building as an office, upgrade lighting throughout workshop to LED, purchase and install 40ft sea container as extension to workshop for storage |
| E142480 | DEPOOP | 379 | Shire Depot Maintenance | \$13,566.00 | \$61,000.00 | \$47,434.00 | Budget Increase - Installation of eye wash facility, removal of several trees, service roller doors, repairs to roof including damaged frames, safety and security signage throughout depot and improvement of ITC connectivity |
| E142530 | | 502 | Purchase Plant and Equipment | \$0.00 | \$55,000.00 | \$55,000.00 | Budget Increase - Automated fuel system - self bunded tank with monitoring system. |
| E116020 | PUMTRAC | 379 | Pump Track - Loop Track | \$0.00 | \$5,000.00 | \$5,000.00 | Budget Increase - Pump Track Stage 1 earthworks for loop track performed in-house. |
| E112530 | | 502 | Purchase Plant and Equipment | \$0.00 | \$16,000.00 | \$16,000.00 | Budget Increase - Swimming Pool - improvements including replacement media filter sand, back flushing and tank refurbishment |
| E106540 | HAPPY01 | 504 | Happy Valley Bore Field | \$82,000.00 | \$91,000.00 | \$9,000.00 | Budget Increase - Happy Valley installation of new standpipe and automated water dispensing system |
| E042534 | | 502 | Capital Plant & Equipment - PAV3 Mazda - BO7 | \$0.00 | \$35,000.00 | \$35,000.00 | Budget Increase - Purchase of dual cab ute Purchase price \$35,000 less trade \$15,000 net cost \$20,000 |
| E053530 | | 502 | Purchase Plant & Equipment - New | \$0.00 | \$35,000.00 | \$35,000.00 | Budget Increase - Purchase of new vehicle per Bushfire Risk Management Planning Program \$35,000 no trade |
| E143530 | | 502 | Capital Plant & Equipment - Volvo Grader PG7 | \$0.00 | \$410,000.00 | \$410,000.00 | Budget Increase - Purchase of New Grader to replace Volvo grader, purchase price \$410,000 less trade \$100,000 net cost \$310,000 |
| E143530 | | 502 | Capital Plant & Equipment - PU1 Triton Ute - 19B | \$0.00 | \$35,000.00 | \$35,000.00 | Budget Increase - Purchase of dual cab ute Purchase price \$35,000 less trade \$18,000 net cost \$17,000 |
| E143530 | | 502 | Capital Plant & Equipment - PU31 Triton Ute - 33 | \$0.00 | \$30,000.00 | \$30,000.00 | Budget Increase - Purchase of Single cab ute Purchase price \$30,000 less trade \$12,000 net cost \$18,000 |
| OL01621 | | 230 | Plant & Vehicle Reserve - Transfer From | | (\$445,000.00) | (\$445,000.00) | Transfer from Reserve to cover increase in budget requirements |
| OL01661 | | 230 | Municipal Building Reserve - Transfer from | | (\$72,289.50) | (\$72,289.50) | |
| E031020 | | 344 | Rate General Operations | \$10,000.00 | \$6,000.00 | (\$4,000.00) | Budget Decrease - Reduced number of revaluations required this year |
| E031020 | | 379 | Rate General Operations | \$5,000.00 | \$0.00 | (\$5,000.00) | Budget Decrease - No longer required, have corrected rates module inhouse |
| E083020 | | 379 | KALK General Operating Expenses - Administrative | \$38,000.00 | \$0.00 | (\$38,000.00) | Budget Decrease - Rates dealt with as part of the settlement of Kalkarni |
| E084480 | KAL1 | 340 | KALC Building Maintenance | \$55,000.00 | \$19,000.00 | (\$36,000.00) | Budget Decrease - Property sold 17/1/2020 no further maintenance required |
| E084480 | KAL1 | 342 | KALC Building Maintenance | \$1,200.00 | \$0.00 | (\$1,200.00) | |
| E084480 | KAL1 | 379 | KALC Building Maintenance | \$6,200.00 | \$5,500.00 | (\$700.00) | |
| E084480 | KAL1 | 382 | KALC Building Maintenance | \$90.00 | \$72.00 | (\$18.00) | |
| E084520 | | 501 | KALC Purchase Furniture & Equipment | \$10,000.00 | \$0.00 | (\$10,000.00) | Budget Decrease - Property sold 17/1/2020 Curtains for Passageway not purchased |
| E084510 | KALKCAP | 500 | KALC Purchase Land and Buildings | \$90,000.00 | \$20,000.00 | (\$70,000.00) | Budget Decrease - Property sold 17/1/2020 upgrade of air conditioners included in settlement of property |
| E114020 | | 379 | LIBR General Operating Expenses | \$14,640.00 | \$2,500.00 | (\$12,140.00) | Budget Decrease - Unlikely to expend full budget |
| E136010 | | 381 | ECON Water Supply - Standpipe | \$2,000.00 | \$25,000.00 | \$23,000.00 | Budget Increase - Increase usage due to prolonged drought and construction usage |
| E142020 | | 379 | PW-OH General Operating Expenses | \$1,500.00 | \$6,500.00 | \$5,000.00 | Budget Increase - Purchase of Restricted Padlocks with 20 keys and 15 master keys to stop unauthorised access through unrecorded key cutting and possession |
| I136010 | | 127 | ECON Fees & Charges | (\$1,300.00) | (\$12,000.00) | (\$10,700.00) | Budget Increase - Increase usage due to prolonged drought and construction usage |
| I042040 | | 191 | ADMIN Other Revenue | (\$2,500.00) | (\$26,000.00) | (\$23,500.00) | Budget Increase - LGIS Rebate not expected to be received |
| I054010 | | 150 | ESL Grant Emergency Services Grant | (\$24,793.00) | (\$31,515.00) | (\$6,722.00) | Budget Increase - Additional funds received due to overspend on previous year |
| I115030 | | 169 | OTH-CULT Reimbursement & Donations | \$0.00 | (\$15,000.00) | (\$15,000.00) | Budget Increase - Additional funds received from windup of Brookton Telegraph Committee |
| I148030 | | 161 | UNCLAS Reimbursements | \$0.00 | (\$2,700.00) | (\$2,700.00) | Budget Increase - Insurance claims paid |
| I041020 | | 160 | MEMB Reimbursements & Donations | (\$1,700.00) | (\$19,108.50) | (\$17,408.50) | Budget Increase - Funds received from the Shire of York after the windup of SEAROC group |
| I055010 | | 191 | Emergency Management Funding | \$0.00 | (\$17,056.00) | (\$17,056.00) | Budget Increase - Income for Bushfire Risk Management Planning Officer. Shire hosting DFES position |
| | | | | | | \$0.00 | |
| | | | | | | \$0.00 | |

| | |
|----------------|-----------------------------------|
| 7.04.20 | NEXT MEETING & CLOSURE |
|----------------|-----------------------------------|

The next Ordinary meeting of the Council will be held on Thursday 21st May 2020 commencing at 6.00 pm.

There being no further business the meeting was closed at 6.05pm.