



AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia
Thursday 15th November 2018
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 15th November 2018 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm

Discussion Period – 1.30 pm – 2.30 pm

Afternoon Tea – 3.00 pm – 3.30 pm

Council Meeting – 3.30 pm

JAMIE CRIDDLE
CHIEF EXECUTIVE OFFICER
13 November 2018



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The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

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

The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.

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1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.30pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr KM Day	President
Cr WJ Huxtable	Deputy President
Cr DL Geier	
Cr RS Corsini	
Cr JJ Jefferys	
Cr RA Della Bosca	

Staff:

Mr. JC Criddle	Chief Executive Officer
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Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Nil

3. PUBLIC QUESTION TIME

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 18th October 2018 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

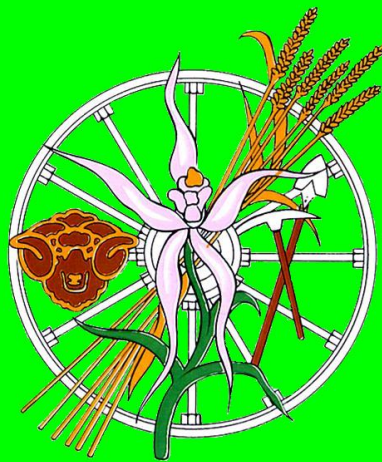
That the minutes of the Newtravel Meeting held Thursday 25th October 2018 be received.

That the minutes of the Newtravel AGM Meeting held Thursday 25th October 2018 be received.

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

Shire of Westonia



RECEVIAL OF MINUTES



Minutes – GENERAL MEETING

General Meeting held on Thursday 25th October 2018, following the Annual General Meeting

Opening 11.03am

Attendees:

Kim Storer (Chair)	Cr Tony Sachse (Mt Marshall)	Jamie Criddle (Westonia),
Linda Vernon (Tourism Officer)	David Burton (Koorda)	Tony Clarke (Koorda),
Nola Commerford-Smith (Mukinbudin)	Sarah Hammond (Wyalkatchem)	Lynley Arnott (Dowerin)
Alyce Ventris (Mukinbudin)	Stacey Geier (Westonia),	Cr. Bill Huxtable (Westonia)
Paul Sheedy (Trayning)	Cr Sandie Ventris (Mukinbudin),	Cr Rachael Kirby (Mt Marshall)
Cr Greg Yates (Trayning)	Kim Holland (Nungarin)	Rebecca McCall (Dowerin)
John Nuttall (Mt Marshall)	Cr Bev Palmer (Nungarin),	

Apologies:

Wally Knott (Trayning),	Dirk Sellenger (Mukinbudin),	Olivia Granich (Mt Marshall),
Loren Northover (Mt Marshall)	Craig Cooper (Wyalkatchem CRC)	

1. Previous Minutes

1.1 Confirmation (Previous Meeting Minutes click [Here](#))

Resolution:

That the Minutes of the NEWTRAVEL Meeting held in Wyalkatchem on 26th July 2018 be confirmed as a true and correct record of proceedings.

Moved: Nola Commerford-Smith

Seconded: Tony Clarke

CARRIED

1.2 Business arising from previous minutes

Nil

2. Correspondence

2.1 Correspondence In

- 2.1.1 Various Emails inward.
- 2.1.2 Craig Cooper, Wyalkatchem CRC Coordinator
- 2.2.3 Australia's Golden Outback Membership Renewal
- 2.2.4 Carol Redford, asking to apply jointly for REDS funding for Wheatbelt Way Stargazing

2.2 Correspondence Out

2.2.1 Various Emails outward.

Resolution:

That the NEWTRAVEL inward correspondence is accepted and the outward correspondence be endorsed.

Moved: Tony Clarke

Seconded: Sandie Ventris

CARRIED

2.3 Business arising from Correspondence

Discussion held on the latest email sent to the Tourism Officer from Carol Redford in regards to stargazing and becoming an AstroTourism town. Carol had offered to write and submit a BBRF application on behalf of interested Councils.

Craig Coopers email to be discussed later in the Agenda when discussing the Guidebooks.

Wyalkatchem CRC [wyalkatchem@crc.net.au]

Follow up.
This message has been replied to or forwarded.

Sent: Mon 10/1/2018 1:46 PM

To: 'Linda Vernon'

Hi Linda,

That box of Wheatbelt Way booklets that were dropped off at the Wyalkatchem CRC in September have all been taken by visitors.

We have had a lot of great feedback regarding these booklets.

We have advised many of the clients driving through about the downloadable app and I use mine on my mobile phone to show them how to download and use it but a large number would prefer the booklet as their phones use networks they are not available in much of the areas within the Wheatbelt Way.

I realise these books are now out of print but would like the organisation to reconsider the retirement of the booklets even if they were printed without the CD's.

Best regards,

Craig Cooper

Manager

Wyalkatchem Community Resource Centre

Lot 5700 Railway Terrace, Wyalkatchem 6485

PO Box 156, Wyalkatchem 6485

P: 9681 1500 F: 9681 1501

MOB: 0448 835 421

E: wyalkatchem@crc.net.au

W: www.wyalkatchemcrc.com



Wyalkatchem – Strange Name – Beaut Place

Open: Monday to Friday * 9am to 4.30pm

Licencing: Monday to Friday * 9am to 4pm



The Wyalkatchem Community Resource Centre is a PROUD member of Linkwest.
and a part of the West Australian Community Resource Network.

The West Australian Community Resource Network is a Royalties for Regions Initiative



3. Financial Report

3.1 NEWTRAVEL Financial Report October 2018

<u>Cheque Acc Opening Balance 1 July 2018</u>		<u>\$67,771.75</u>
<u>INCOME</u>		
	Dowerin Events Management – Refund for payment error	\$546.00
	<u>Total Income</u>	<u>\$546.00</u>
<u>EXPENSES</u>		
Press Advertising	Australia's Golden Outback – Discover the Wonderful Eastern Wheatbelt Perth now digital campaign.	\$1,980.00
	Executive Media – Caravanning Australia Winter 2018 Advert	\$950.00
Consumer Shows	Dowerin Events Management – Dowerin Field Day Stand	\$546.00
	Dowerin Events Management – Dowerin Field Day Stand	\$546.00
	Cubic Promotions – Jelly Bean Give-aways	\$704.00
Memberships	Australia's Golden Outback – Gold Membership	\$295.00
WDC Community Grant Expenditure		
Postage & Freight	Mukinbudin Newsagency – Guidebook Mail Outs	\$22.25
	Mukinbudin Newsagency – Guidebook Mail Outs	\$52.90
	Mukinbudin Trading Post – Guidebook Mail Outs	\$20.95
Internet Marketing	Extra Mile Writing Services – Westonia Blog	\$250.00
	Extra Mile Writing Services – Nungarin Markets Blog	\$250.00
Signage	Turbo Signs – 1 x Replacement Flag for Visitor Information Point	\$225.00
	Jason Signs – Minnivale Bakery Sign	\$194.43
	<u>Total Expenditure</u>	<u>\$6,036.53</u>
<u>Cheque Acc Closing Balance 30 September 2018</u>		<u>\$62,281.22</u>
<u>Outstanding Payments</u>	Tourism Council WA – 25% deposit for Social Media Workshops	\$1,155.00
	Tangelo Creative – website Book Now button.	\$539.00
	Australia's Golden Outback – Discover the Wonderful Wheatbelt August Sunday Times Advert	\$500.00
	Mukinbudin CRC – 50 color photocopies of wildflower handout for Dowerin Field Days.	\$50.00
	Mukinbudin Trading Post – Guidebook Mail Outs	\$32.75
<u>Ending Financial Position at 19 October 2019</u>		<u>\$60,004.47</u>

Signage Funds Remaining

	\$10,423.70
Minnivale Bakery Sign	\$194.43
Total Signage Funds Remaining	\$10,229.27

Resolution:

That the financial report as presented for October 2018 be endorsed.

Moved: Nola Commerford-Smith

Seconded: Stacey Geier

CARRIED

Discussion held on signage requests:

1. Enviro Loo's: suggestion of sign/s to be erected at the Enviro Loo's informing visitors where the RV Dump Point Locations are.

ACTION – Linda to mock up and email out two versions of the proposed sign. Version 1 has a list of all the Dump Point Locations. Version 2 has "Your nearest dump point is X, located Xkm from here" and seek feedback.

2. Echidna Signs: Loren Northover from the Shire of Mt Marshall has requested NEWTRAVEL consider funding the purchase of 2 x Echidna warning signs at \$60 each to be erected on a road at a known spot in the Mt Marshall Shire where they are commonly seen. Discussion held. Consensus of the meeting was that these were primarily a regulatory sign than a tourism sign and the responsibility of the Shire.

4.0 NEWROC Tourism Officer July – October 2018 Report

Main Activities	Description	Progress/Update
1. NewTravel Administration		
a. Organise, attend and minute NEWTRAVEL meetings. Attending to any correspondence or motions at these meetings.	Organise and attend NEWTRAVEL Meetings	Attended: - July NEWTRAVEL Mtg. - Finalised constitution change requirements.
b. Take recommendations from NEWTRAVEL as the key advisory Committee to NEWROC for action.	Prepare Agendas and Minutes; attend to correspondence and motions as directed.	- July Minutes prepared and circulated. - October Agenda prepared and circulated. - Correspondence undertaken.
	Undertake financial responsibility for NEWTRAVEL including invoicing, paying accounts, preparing and presenting financial reports.	- Monthly accounts paid. - Financial Reports Prepared for October Meeting.
2. Marketing		
a. Implement the Wheatbelt Way Marketing Plan	Develop, adopt and implement annual marketing plan.	Implement digital Marketing Strategy.
b. Support NEWTravel to undertake tourism marketing activities across NEWROC to the benefit of the member Councils.	Promote the Wheatbelt Way through press advertising and any other opportunities as they arise.	- Sunday Times – 26 August 2018 - RAC Horizons Magazine August-September 2018. 2019 AGO Planner Advertising organised. - Eastern Wheatbelt Visitors Guide
	Update and distribute Wheatbelt Way Brochures and Booklets. A5 Guidebook next reprint to be end 2016 early 2017.	Distributed as requested across Visitor Centres.
	Arrange for the preparation of promotional packages for individuals, groups, companies and arrange appropriate distribution	
3. Website and Social Media		
a. Develop and maintain a presence for the Wheatbelt Way on internet and social media.	Maintain the Wheatbelt Way website	- Updated events and info as required. - Created Birdwatching page.
	Answer all Wheatbelt Way enquiries via the website and respond to requests for merchandise as required.	Responded to a total of 70 website enquiries for this period.
	Create a Wheatbelt Way Facebook Page and maintain it regularly.	- Maintain Facebook and Instagram posting as required. - Monitored social media through Hootsuite.
4. Stakeholder Communications		
a. Work closely with NEWROC, the Director of Economic Services and Wheatbelt Way Local Governments to implement identified Wheatbelt Way marketing activities.	Monthly Reports to Director of Economic Services and LGs	Presentation to NEWROC Council 28 August 2018.
b. Maintain relationships with Central Wheatbelt Visitors Centre and Australia's Golden Outback	Quarterly Newsletter to Stakeholders	- September Newsletter sent to subscriber's database of over 700 people. - August E-news sent to NEWTRAVEL members.
	Attend Regional Working Group Meetings	

5. Maintenance and Monitoring		
a. <i>Assist in the maintenance of the Wheatbelt Way Infrastructure and monitoring of Tourism across NEWROC</i>	Coordinate and collate tourism data for the region.	Statistics collated and summarised for reporting period.
	Coordinate annual auditing of Wheatbelt Way sites with individual shires and reporting of recommendations back to shires.	- Received data from Col Heap Birdlife WA volunteer, met with him on his trips out in the Wheatbelt Way. Created website page for promoting Birdwatching in the region including Col's data. - Finalised and ordered Minnivale Bakery sign. - Provided information to Mukinbudin Shire staff on replacing signage at Bonnie Rock.
6. Supporting additional activities		
a. <i>Any other duties within the Contractors range of abilities as directed by the Director of Economic Services if time and resources allow.</i>	Assist with planning and conducting tourism initiatives as required (incl. local famils and trade shows).	- Wheatbelt Way stand, jointly with Central Wheatbelt Visitors Centre and Roe Tourism at Dowerin Field Days.
	Carry out research and manage projects as required	• Training: confirmed, advertised and made arrangements for the Social Media Workshops with Meg Coffey. • Destination WA: AGO have organised 8 episodes to be filmed in the region of which has recommended that one be of the Wheatbelt Way. To be filmed late October early November. Liaising.

RESOLUTION:

That the NEWROC Tourism Officer July – October 2018 report be received.

Moved: David Burton

Seconded: John Nuttall

CARRIED

4.1 Quarterly Statistics

The current reporting period is 1 July 2018 – 31 October 2018, can all participation accommodation please provide data to Linda by within the fortnight of end of this period (by the 14th November please).

A reminder that the reporting periods are:

1. July – October
2. November – February
3. March – June

If Shires could please submit their complete Excel spreadsheets within the fortnight of the end of each period it would be greatly appreciated.

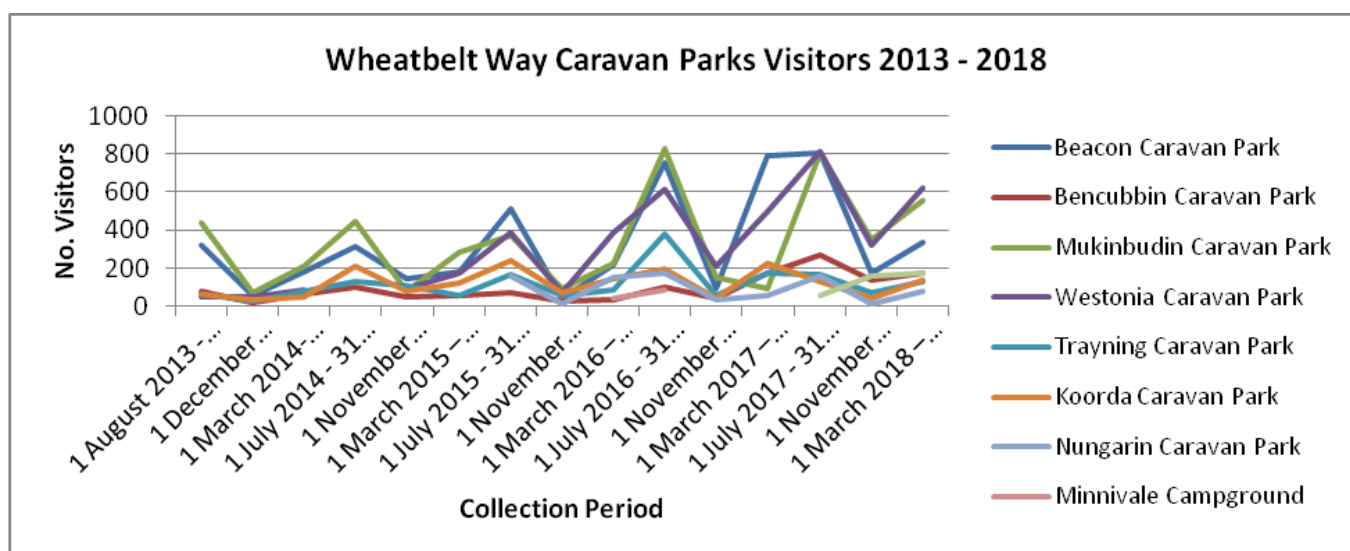
Period:	1 July 2018 – 31 October 2018	
Site	Total No. Visitors	Average Nights
Bencubbin Caravan Park		
Beacon Caravan Park		
Koorda Caravan Park		
Mukinbudin Caravan Park	Received not processed yet	
Nungarin Caravan Park		
Trayning Caravan Park		
Westonia Caravan Park	818	1.1
Wyalkatchem Barracks	148	9.9
TOTALS		

Wyalkatchem Visitor Centre Data:

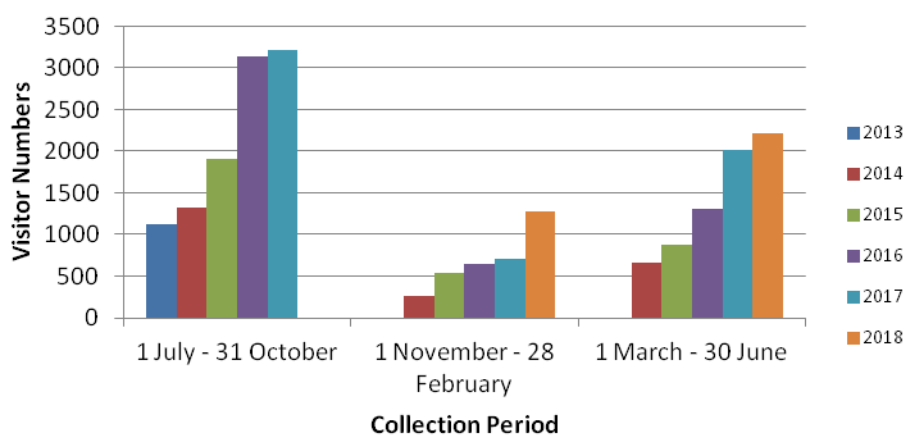
Visitors Centre – 1006 visitations

WBW – information 602 visitations

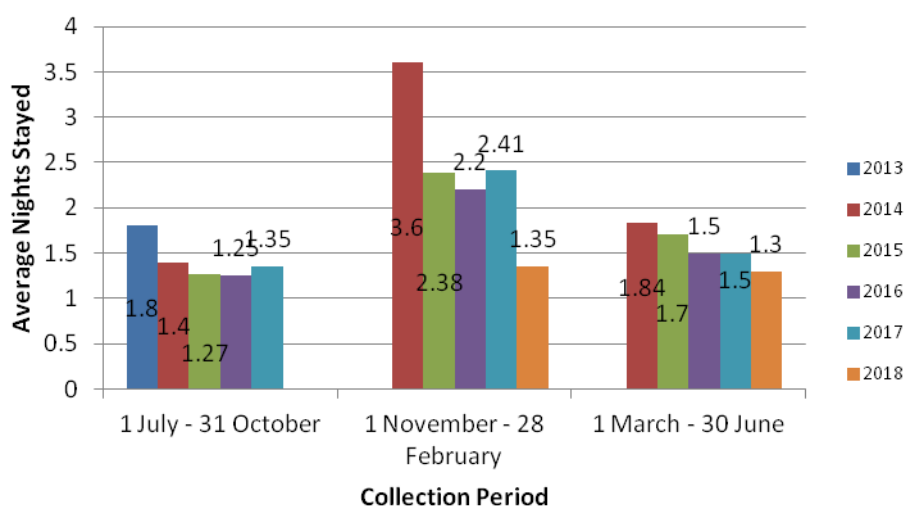
Museum – 590 Visitations (Mon-Fri figures only)



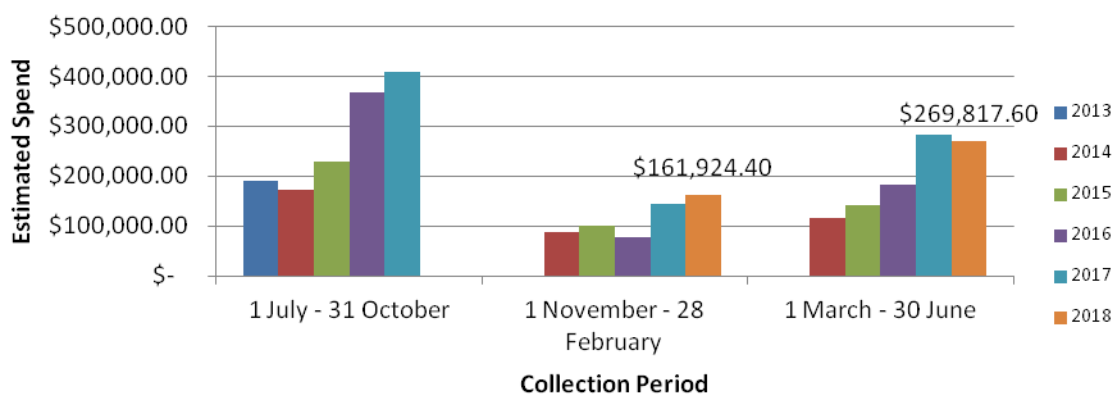
Visitors Numbers to the Wheatbelt Way Local Government Caravan Parks & Accommodation 2013-2018

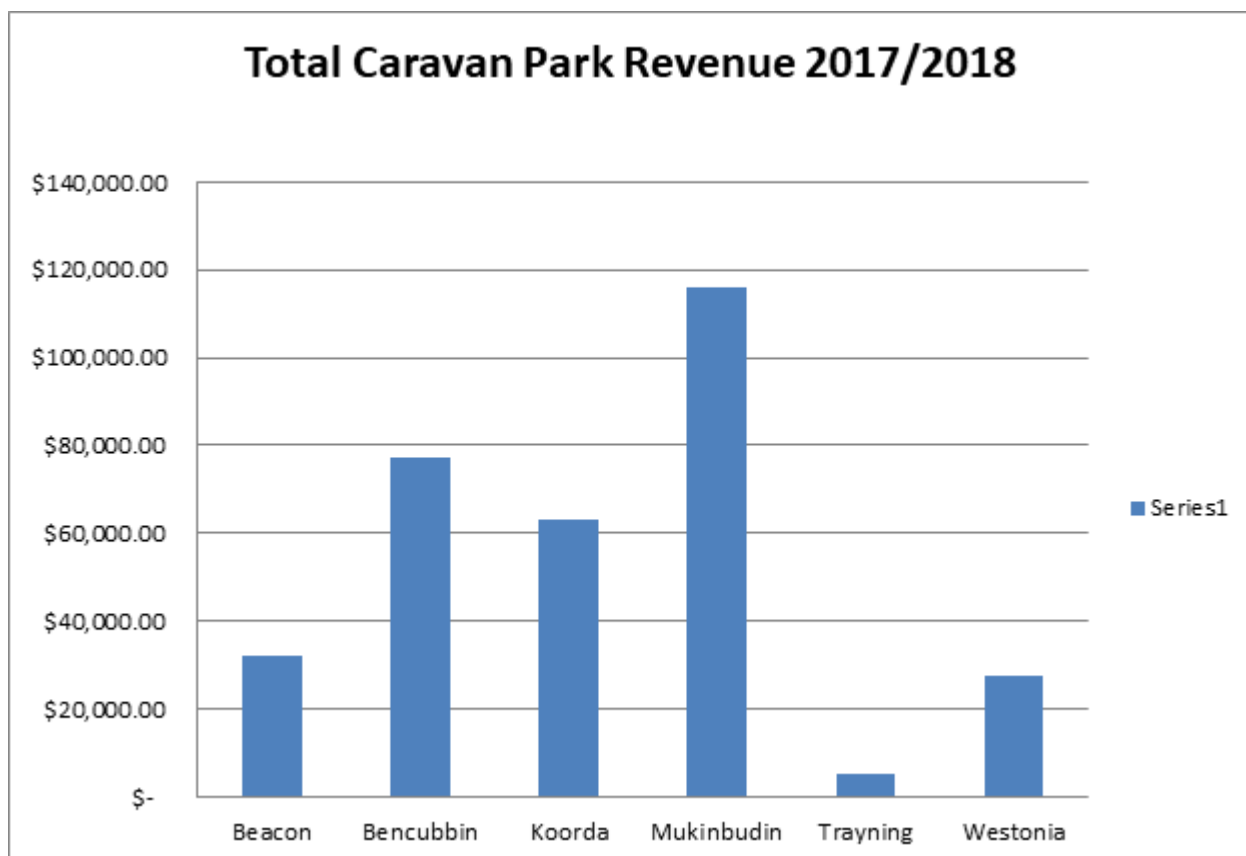


Estimated Length of Stay by Visitors in the Wheatbelt Way



Average Estimated Spend by Visitors in the Wheatbelt Way





Mukinbudin Shire Council CEO Dirk Sellenger took the time to collate the actual economic income received by NEWTRAVEL local government caravan parks for the period 1 July 2017 to 30 June 2018 which is shown in the above graph. Feedback from Dirk is also:

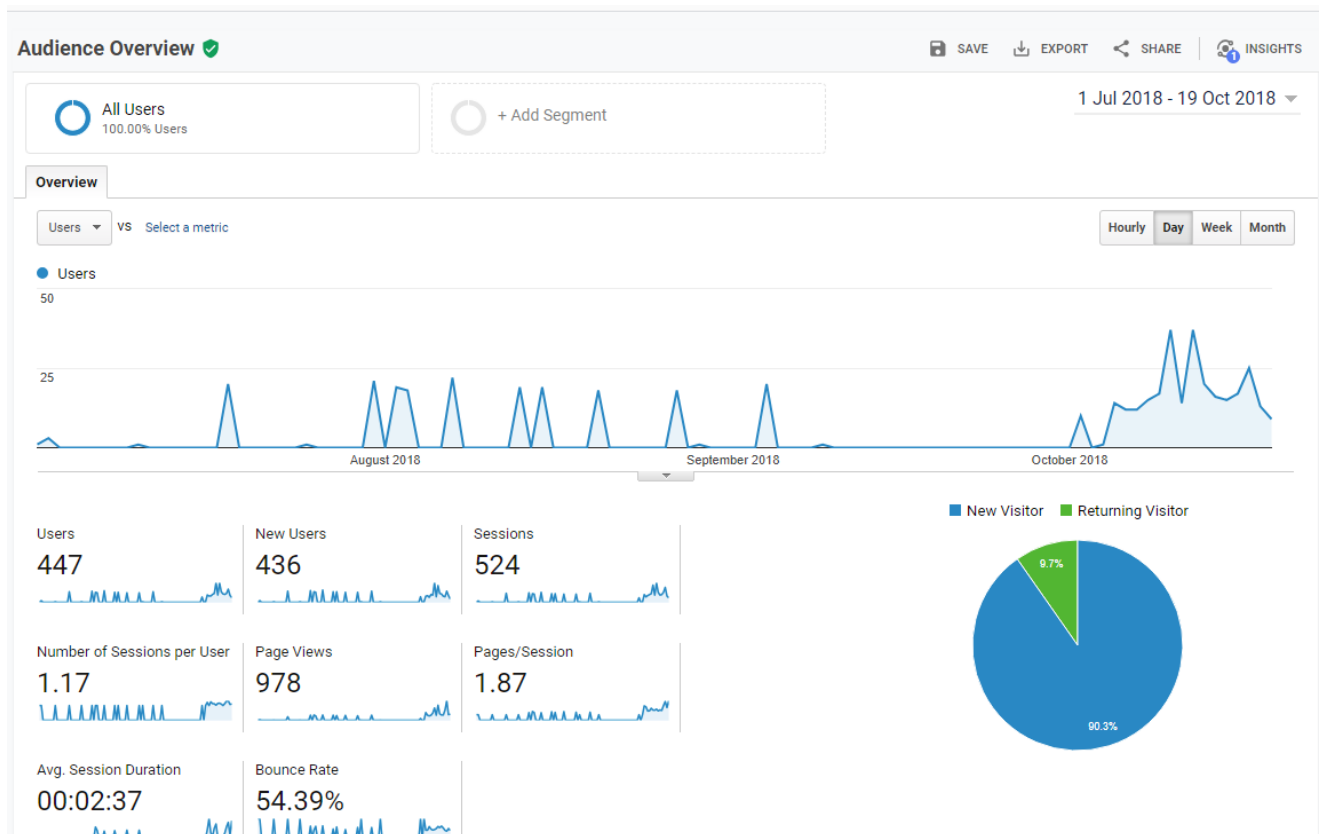
"Muka Caravan Park total revenue is up over 100pc in the current financial year compared to the 2017/2018 year, whilst some of this increase will be as a result of the Pub closing the revenue excluding the Barracks and Cabins is also up significantly between last year and this year. For the period 1st July 2017 until 30th September 2017 last years total revenue was \$8,309.00, by comparison to this years figures which total \$14,949.00, considering we haven't changed the fees and charges from year to year this is a true apples vs apples comparison and a strong indicator to me that the work you are doing to promote the Wheatbelt Way and this area generally is undoubtedly working and working very well, well done."

Summary of Enquiries July-October 2018

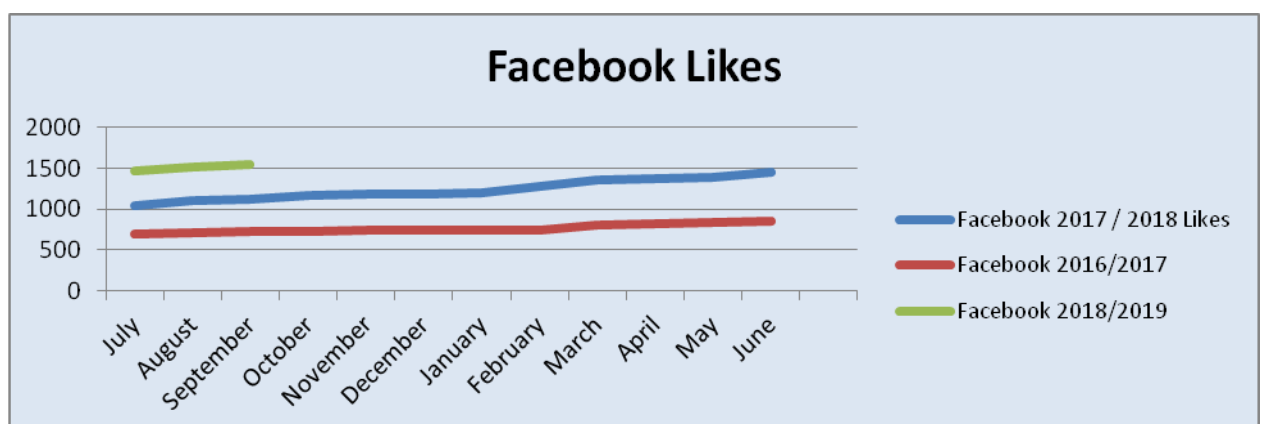
Through the website www.wheatbeltway.com.au we have received a total of 70 enquiries for this period. All intra-state and majority from Perth.

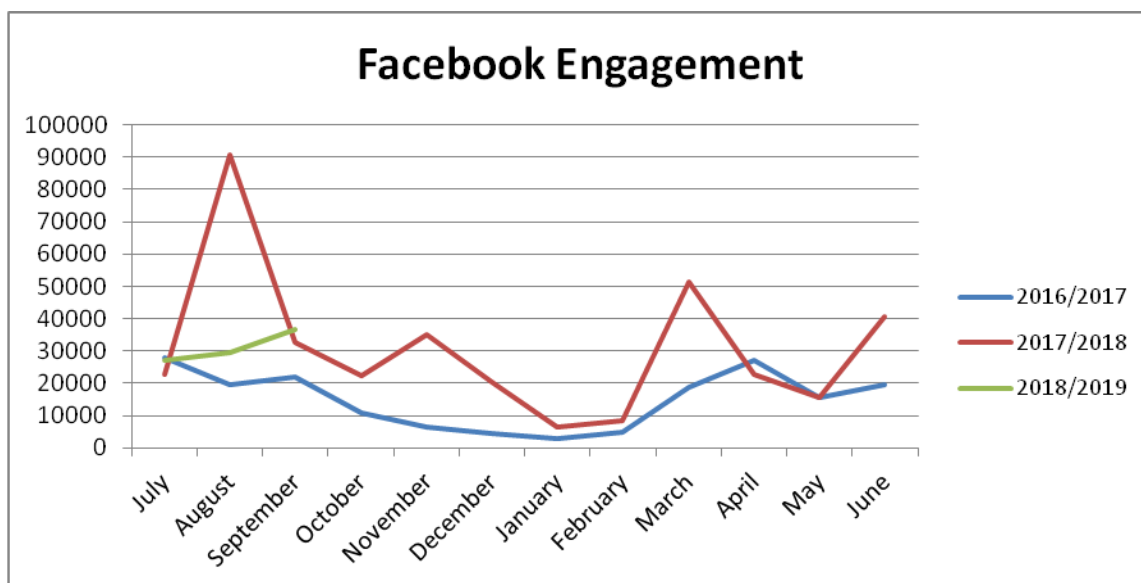
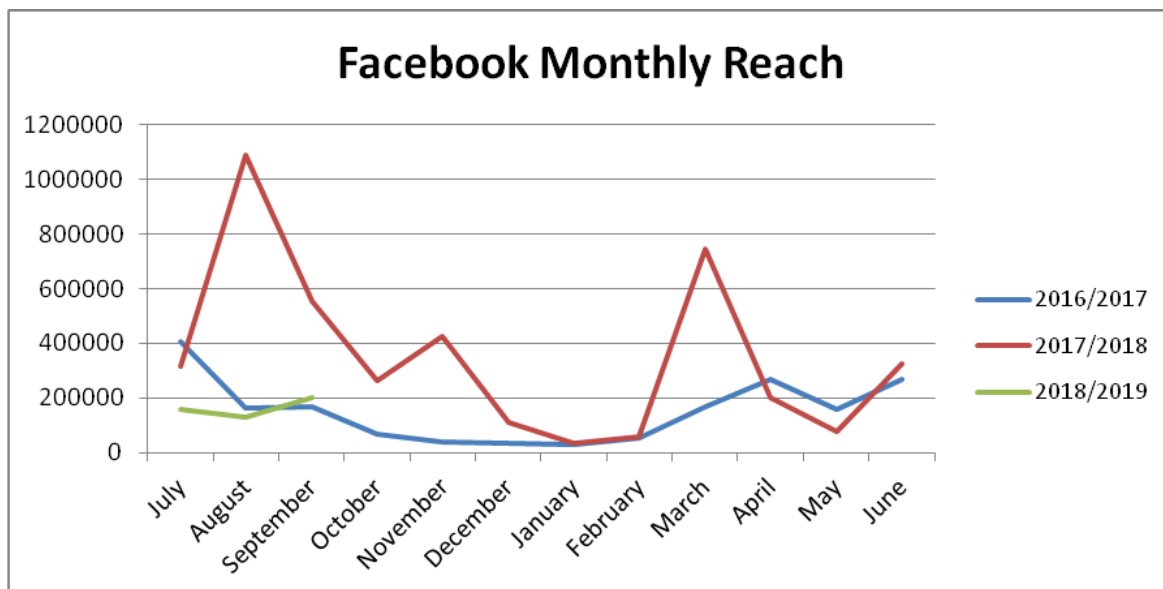
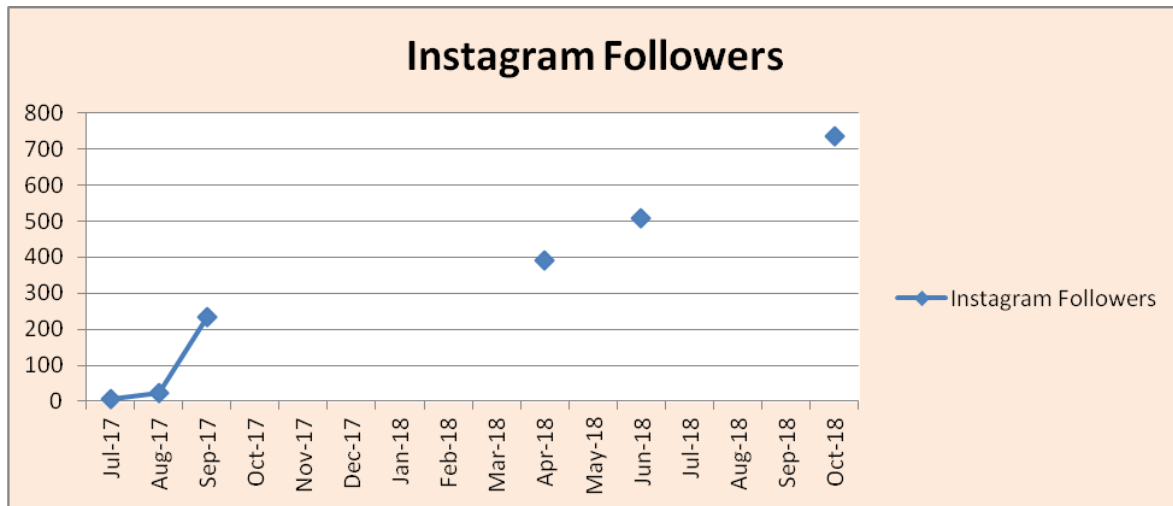
Google Analytics Report – www.wheatbeltway.com.au

After the re-build of the Wheatbelt Way website due to it being hacked at the end of June, re-configuring the Google analytics properly was overlooked and not pick up until the end of September so unfortunately we are missing this data for the majority of this period.



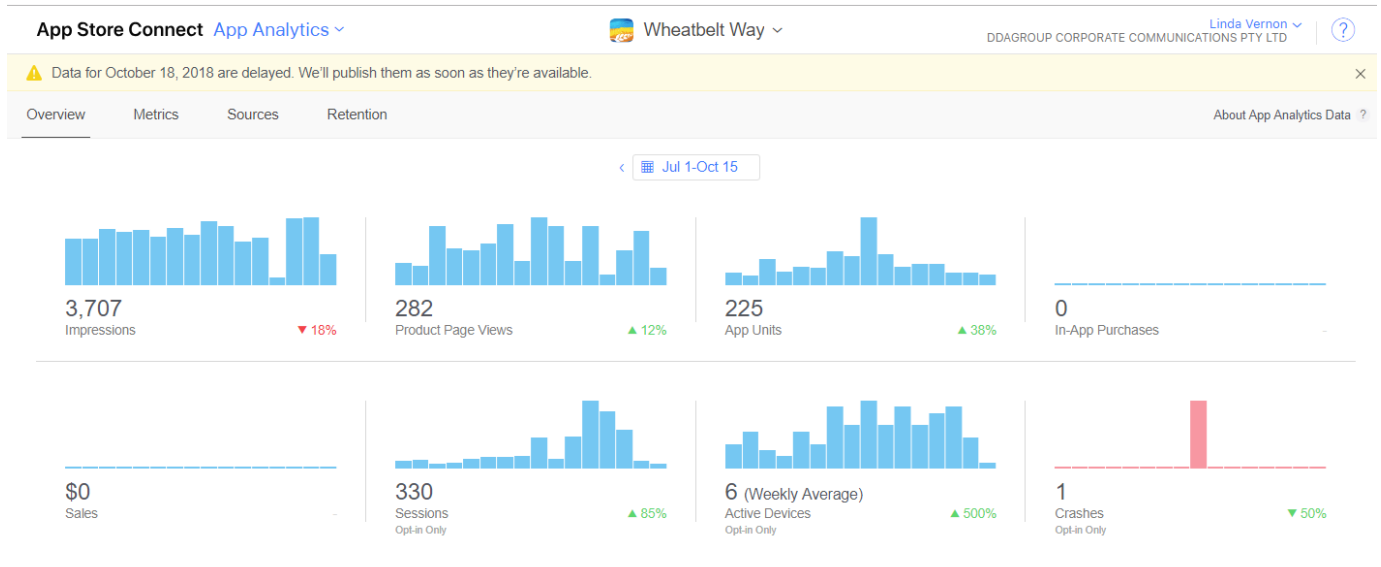
Social Media Reporting:



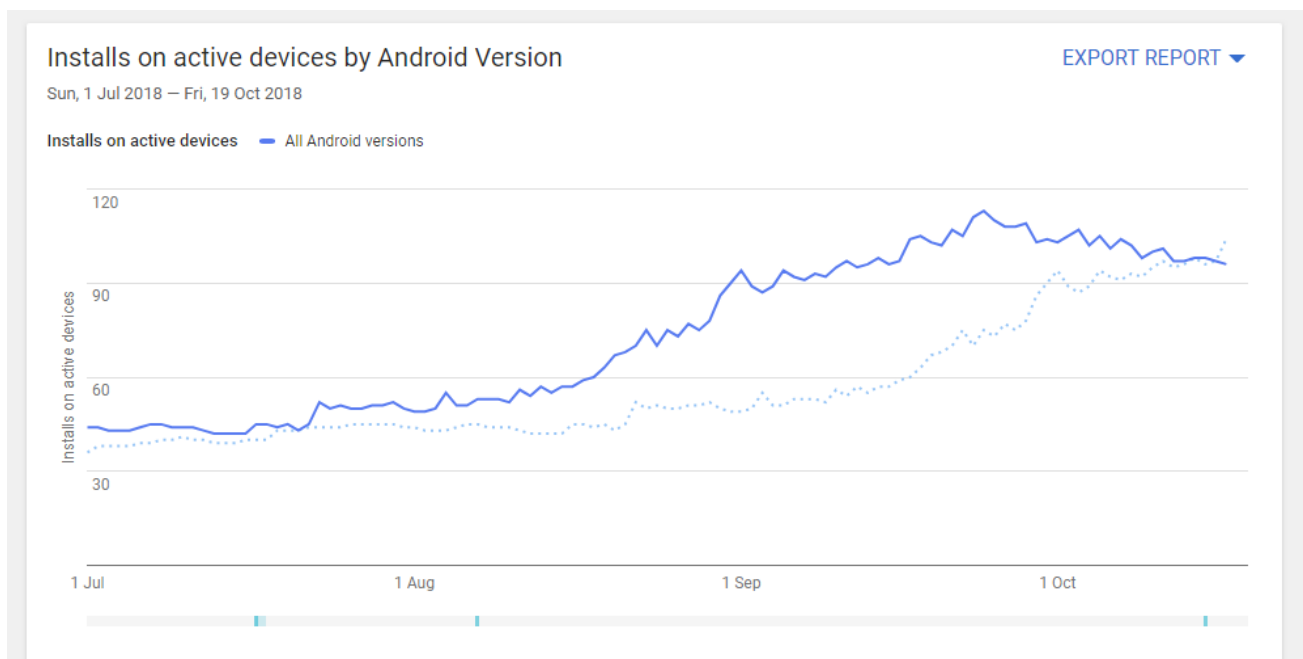


Wheatbelt Way App:

iOS Data



Android Data:



Discussion was held on the statistics and capturing Free Camping visitor numbers to the region. Suggested options to do this include:

- Traffic Counters at entry to sites (most reliable tool to collect data at present).
- Wheatbelt Way App – Press Button/Survey to record where stayed.
- Look at the Wiki Camps Plan Your Trip Function
- Social Media Survey
- “Pinging” Phones to capture data (needs phone signal).

- Motion Cameras
- Visitor Centres to collect data - when visitors call in ask them where they are going.

Action – Rebecca McCall to ask Wendy Newman WDC as to their contacts or the possibility of using a University student to analyse the current visitor data that NEWTRAVEL has collected over the last 5 years.

5.0 General Business

5.1 TOURISM OFFICER

BACKGROUND:

Since 2012 NEWROC has allocated, collected and managed the funds for the NEWROC Tourism Officer position. At present the NEWROC Tourism Officer position was appointed on 28th October 2013 on a 12 month contract with monthly payments. The Tourism Officer Position description can be found [here](#).

At the NEWROC Meeting on the 26th June 2018 the following was discussed and resolved.

RESOLUTION

The NEWROC Budget for 18/19 is adopted with the following amendments:

NEWROC Tourism Officer / NEWTRAVEL to include income contributions from 8 Shires (NEWROC plus the Shires of Westonia and Dowerin) to the value of \$2500 each

Wheatbelt Way to include income contributions from 8 Shires (NEWROC plus the Shires of Westonia and Dowerin) to the value of \$500 each

Moved Cr O'Connell

Seconded Cr Brown

Carried 6/0

Discussion:

-  *Next NEWTravel meeting is on 26 July and this is when the constitution will be discussed again and it is likely after this meeting that NEWTravel will take over the management of the NEWTravel Tourism Officer*
-  *Discussion regarding whether direction should be given to NEWTravel regarding the additional funds provided to them by the Shire of Dowerin (confirmed) and Shire of Westonia (unconfirmed). The NEWTravel Executive Officer is most likely at capacity – hence it will be at the discretion of the members*
-  *Discussion as to how we gauge the increase in investment to the group - 2 delegates at each NEWTravel meeting and they will gauge the activities*

In July the NEWROC Executive Officer verbally advised both the NEWTRAVEL Chair and the Tourism Officer of NEWROCs intent to hand over the NEWROC Tourism Officer funds annually for NEWTRAVEL to manage once the adoption of the NEWTRAVEL constitution was adopted.

COMMENT:

How will NEWTRAVEL take on managing the Tourism Officer position?

Discussion held. Consensus by members present that NEWTRAVEL happy to accept funds and directly manage the Tourism Officer position from NEWROC. Chairperson to work with the Tourism Officer and NEWROC to get policies, procedures and guidelines in place around this.

Resolution:

That Tony Clarke be added as a signatory (with internet access) to the NEWTRAVEL Bendigo Bank Statement Account 633000 1192287845, Linda Vernon and Kim Storer to remain and the account is any two to sign.

Moved: David Burton

Seconded: John Nuttall

CARRIED

Resolution:

NEWTRAVEL to develop a new contract with Linda Vernon for the Tourism Officer position.

Moved: Rebecca McCall

Seconded: David Burton

CARRIED

5.2 NEWTRAVEL STRATEGIC PLAN

BACKGROUND:

In 2012 the Wheatbelt Way Project developed a Marketing Plan and more recently a Digital Marketing Strategy. The Marketing Plan has been reviewed and updated in 2015. NEWTRAVEL as an organisation does not have a strategic plan.

COMMENT:

Perhaps with the adoption of a new constitution it is now timely to develop and adopt a NEWTRAVEL Strategic Plan?

Discussion held. Agreement that this is needed. Suggestions included:

- Invite businesses to be part of the process.
- Change time of the meetings for this activity (evenings) to make more accessible for businesses to attend.
- 2-3 small planning meetings across the region followed a NEWTRAVEL planning session.
- Could use CRCs video conferencing.
- Letter to business inviting them to attend and outlining why we need their help/input.
- Consider an online survey for businesses to capture their input in to the process.
- Contact Caroline Robinson for a quote to conduct workshops and prepare/write the Strategic Plan.

Resolution:

That Caroline Robinson is approached to hold 3 small community tourism planning workshops and 1 NEWTRAVEL strategic planning workshop and to prepare and write the NEWTRAVEL strategic plan.

Moved: John Nuttall

Seconded: Rebecca McCall

CARRIED

5.2 FUNDING OPPORTUNITIES

BACKGROUND:

The following funding is currently available for tourism projects:

1. Regional Economic Development (RED) Grants

WA State grants up to \$250,000 for most private tourism businesses, tourism associations and local government. Regional WA only. Up to \$6.9 million available for all WA industries. Not limited to tourism. Wide variety of projects including infrastructure, marketing, capacity building, skills, etc. Competitive applications. Delivered by the local Regional Development Commission. Visit information <http://www.drd.wa.gov.au/rfr/REDG/Pages/default.aspx>
Applications Close: 2 November 2018

2. Building Better Regions Fund (BBRF) – Infrastructure Projects Stream

Federal grants from \$20,000 up to \$10 million exclusively for tourism. Limited to non-profits, associations and local government (no for profit businesses). Some parts of Perth, and all regions, eligible. Up to \$45 million available for Australian tourism. Must be infrastructure projects. Competitive applications. Visit <https://www.business.gov.au/assistance/building-better-regions-fund/building-better-regions-fund-infrastructure-projects>
Applications Close: 15 November 2018

3. Building Better Regions Fund (BBRF) – Community Investments Stream

Federal grants from \$5,000 up to \$10 million. Not exclusive to tourism. Limited to non-profits, associations and local government (no for profit businesses). Some parts of Perth, and all regions, eligible. Projects can include events, workshops and strategic planning. Competitive applications. Visit <https://www.business.gov.au/assistance/building-better-regions-fund/building-better-regions-fund-community-investments>
Applications Close: 15 November 2018

4. Regional Events Scheme (RES)

WA State grants from \$5,000 up to \$40,000 for regional tourism events. Regional WA only. Up to \$1 million available: \$850,000 for the regular pool and \$150,000 for the Regional Aboriginal Events Scheme. Competitive applications. Delivered by Tourism WA. Visit <http://www.tourism.wa.gov.au/res>
Applications Close: 11 December 2018

COMMENT:

Do NEWTRAVEL wish to apply for a specific project? Otherwise NEWTRAVEL would be willing to offer support/letters of support for individual applications.

OFFICER RECOMMENDATION: Information be received.
--

Discussion was held and no projects were identified to be submitted at this point in time.

5.3 REVIEW WHEATBELT WAY BROCHURE - CHANGES

BACKGROUND:

Reprint of 10,000 DL Brochures are budgeted for in the 2018-2019 Marketing Plan.
Click [here](#) to view current Brochure.

COMMENT:

Feedback is sought from NEWTRAVEL members to:

- Text information changes, errors, corrections. I.e. Business open hours, contact information, map information.

Feedback period will be open until 30th November 2018. These will then be made and brochure will go to print.

OFFICER RECOMMENDATION:

Please bring initial feedback and suggestions to the meeting.

Feedback received from those present at the meeting listed below.

Suggestions of:

- Yellow dotted line to show “spur-drives” out to other sites not on the official Wheatbelt Way Drive Trail.
- Ensure RV Dump Points are marked.

Action – Linda to at least email every Council requesting input for changes/edits to be received for the Wheatbelt Way Brochure by Friday 30th November 2018.

5.4 REVIEW WHEATBELT WAY APP - CHANGES

BACKGROUND:

Annual app updates have been budgeted for in the 2018-2019 Financial Year.
See the Wheatbelt Way website to download the App if you have not done so already.

COMMENT:

Feedback is sought from NEWTRAVEL members to:

- Text information changes, errors, corrections. I.e. Business open hours, contact information.
- App features and functions.

Feedback period will be open until 30th November 2018. All information will then be provided to the developer. Any major App feature and function changes will be costed and then considered in relation to funds available before proceeding. Changes and new app version/update released Jan-Feb 2019.

OFFICER RECOMMENDATION:

Please bring initial feedback and suggestions to the meeting.

Feedback received from those present at the meeting listed below.

Suggestions of:

- Pop up message of "Download all Audio Tracks" when you first install the app.
- Gallery Button Changed to two buttons of Gallery and Audio.
- Double check the accessibility of the Audio Tracks.
- Text under the Visitor Centre information with where else in the towns to find information (i.e. pub, shop for when Visitor Centre is closed).
- Is there the ability to directly book accommodation directly from the App to the online booking portals. Book Now, Enquire Now button?

Action – Linda to at least email every Council requesting input for changes/edits to be received for the Wheatbelt Way App by Friday 30th November 2018.

5.4 WHEATBELT WAY GUIDEBOOKS AND CDs

BACKGROUND:

The Wheatbelt Way Guidebook is a 52 page A5 publication with 2 Audio CDs. It is currently available free of charge from Visitor Centres/Visitor Information Points. Stocks of this publication have now all been distributed. The Wheatbelt Way App was to be the new way to distribute this information to visitors. At the July 2018 NEWTRAVEL meeting the decision was made by members to not re-print this publication. There have been no further funds allocated for this activity.

Click [here](#) to view the current version of the Guidebook.

COMMENT:

Initial feedback from Visitor Information Points on not being able to have access copies of the Guidebook and CDs has not been well received. Craig Cooper from Wyalkatchem CRC has put his view forward in writing for NEWTRAVEL to consider.

Vanguard Press had been contacted to provide update quotes for a re-print for member's information:

2500 Guidebooks	\$4,175.00
5000 CDs	\$3,695.00
Edits- approx.	\$500.00
	<u>\$8,370.00</u>

Table: Comparison of Wheatbelt Way Information Requests v Downloads

<i>Year</i>	<i>Guidebook WBW Website</i>	<i>Guidebook Central Wheatbelt Visitor Centre</i>	<i>App Android</i>	<i>App iOS</i>	<i>Total</i>
2011	0	269			269
2012	43	194			237
2013	122	167			289
2014	115	161			276
2015	282	129			411
2016	473	226			699
2017	308	161			469
2018	116		96	225	437

Resolution:

That NEWTRAVEL reprint 2,500 copies of the Wheatbelt Way Guidebook only with no CDs and look into other options to distribute the audio tracks.

Moved: Sandie Ventris

Seconded: Bev Palmer

CARRIED

Discussion held. General agreement that the guidebooks were of value, primarily it is a cost of producing that is the issue. Look into USBs/Business Card USBs. Add message to Guidebooks of "Please recycle me" to encourage them to be passed along.

5.4 GUIDING TRAINNG WORKSHOP

BACKGROUND:

At the July 2018 Meeting NEWTRAVEL resolved to support up to 8 eight representatives to attend the Global Gypsies Guiding workshop being organised by the Central Wheatbelt Visitor Centre.

COMMENT:

Details for the workshop has been confirmed and initial registration from some NEWTRAVEL members. The workshop will cost \$138 incl. GST + catering on the day per participant. A total of 20 places are available. Stacey Geier from Westonia has expressed interest in sending another one participant. Mukinbudin CRC has expressed interest of sending two participants (CRC Coordinator & Clare Smith).

Global Gypsies Tour Guiding Training Workshop - Merredin Wed 13 February 2019

Venue: Tivoli Room Cummins Theatre Bates Street Merredin

Time: TBA

	Name	Region	Shire/CRC/Business
1	*Linda Vernon?	WBW	NewTravel
2	*Alyce Ventris	WBW	Mukinbudin CRC
3	*Kim Storer	WBW	Koorda CRC
4	*Lynley Arnot	WBW/PP	Shire of Dowerin
5	*	WBW	Wyalkatchem
6	*	WBW	Beacon/Bencubbin
7	Stacey Geier	WBW	Westonia
8	Bev Palmer	WBW	Nungarin
9	*Tony Clarke	WBW	Trayning*advised they will not be sending anyone.
10	Teresa O'Brien	Merredin	Principal Lecturer CR TAFE
11	Julie Flockart	WEROC	Shire of Merredin Councillor
12	Robyn McCarthy	WEROC	CWVC Manager
13	Kaytlyn Brownley	WEROC/Roe Tourism	Bruce Rock CRC
14	Audrey Bell	PP	Shire of Toodyay
15	Toni Smeed	Roe Tourism	Kondinin CRC
16	Justin Friend TBC	Cummins Theatre	Shire of Merredin
17	Dureen Bolton TBC	Cummins Theatre	Shire of Merredin
18			Westonia?
19			Nungarin?
20			

Discussion and direction provided. Councils to advise Linda as soon as possible who will be attending this workshop. If Councils wish to send more than one representative to liaise with Linda as to available places but the cost of this person will be at Councils cost.

Meeting adjourned for lunch at 13.35pm, resumed at 1.10pm

6. Reports

6.1 Member Shire Reports

Verbal reports to be presented by shire representatives, Full written reports are in the attachments. Key points to note:

Shire of [Westonia](#):

- Again general increase in visitor numbers through out wildflower season.
- Enviroo Loo's have been upgraded at Elachbutting
- Christmas sundowner markets on 9th November 4-8pm.

Shire of Dowerin:

- Good increase in visitor numbers observed due to good wildflowers.
- Minivale Campground is gaining in popularity.
- Wheatbelt Heritage Rail held two events per year, September event included Stargazing which which was successful.
- Dowerin Field Days numbers were slightly down (mainly due to cold weather on the Wednesday) they have a new Board and Council are looking to work with Dowerin Events Management to leverage funds.

Shire of Koorda:

- Koorda Show held. The 80 subsidised helicopter rides were very popular.
- Mustang Car Club visit was successful.
- WA Military Museum representative had visited the Koorda Motor Museum and Military Display and are aiming to better link all the Army Museums in WA.
- 2nd November the Koorda Pool opens.
- Investigating potential events including "Coffee and Cruise" and "Gopher 1000".
- David Burton used the Cardboard Camera App at the Koorda Show to share VR images through Facebook. Something to further consider the adoption of this technology.

Shire of Mt Marshall

Beacon :

- Caravan Park has been incredibly busy.
- Living on the Edge Concert had approx 600 attendees (final count to still be done). The concert was a good opportunity for business in the community and to have a flow on effect. Big community effort.

Bencubbin:

- Gabbin community held its centenary.

- President Tony Sachse congratulated the Nungarin community on the hosting of the Winter Sports Grandfinal and particularly mentioned the live streaming of the event through social media.
- Have had good caravan park numbers and online bookings have been well received.
- Discussions ongoing with CRISP wireless on the installation of free Wi-Fi at the Caravan Park. Costs higher than initially first thought. Will be installed at the Shire Offices first and then plan to the both Caravan Parks in future years.
- Opening of the new Bencubbin Recreation Complex building was successful with Melissa Price attending. A success was the cultural activities (smoking ceremony) with the school children that were a part of the event.

Shire of Mukinbudin:

- Free RV 24 hour camping site to be established in town (near Men's Shed) as an initial trial.
- The Mukinbudin Pub is currently closed.
- Bogan Bingo Event planned.
- Successfully hosted event "A Boy Named Cash"
- Council has a new website – to be live soon.
- CRC held a Night sky in the Wheatbelt event with over 50 people attending some of which came from Perth and surrounding towns.
- Held successful Spring Festival and Garden Tour.
- Having Twilight Christmas Markets.

Shire of [Nungarin](#)

- Again a very successful Nungarin Harvest Festival weekend and Mangowine Concert.
- See full report for all the information!

Shire of Trayning:

- Well attended Burn Out event in September, Caravan Park was busy for three days.
- The Riding Club (Horse) was looking to re-establish.
- Major upgrade to the Aquatic Centre will occur next winter including café and alfresco area.
- Hotel is being pro-active and interested in speaking with Council about the Caravan Park how they can leverage activities.
- Focus to improve appearance of the towns.

Shire of Wyalkatchem

- Increase in wildflowers = increase in visitors.
- Coffee with a Cop a good local initiative.
- Stargazing event being held on Sunday 28th October
- Pool Opens on 1 November
- Council has approved to have a Council Facebook Page

6.0 Other Business

Kim thanked NEWTRAVEL for the opportunity to have Meg Coffey in the region to conduct two social media workshops. They were very useful!

Kim also advised the meeting that Linda Vernon has discussed with her the future of continuing in the Tourism Officer role and would like to look towards a succession plan in the coming 12-24 months with NEWTRAVEL. Possibility for an assistant to come on board first.

7.0 Next Meeting

Will be the NEWTRAVEL General Meeting at 10am on Thursday 28th February 2019 in Nungarin.

Other Proposed 2019 Meeting Dates and Locations:

25 July 2019 in Westonia

31 October 2019 in Mukinbudin

8.0 Meeting Closed 1.40pm.

All meeting attachments can be found by clicking on the words that are blue and underlined throughout the document or by going to the following Dropbox link:

https://www.dropbox.com/sh/yz3oz8bz1qhcnu/AADym_fZ5_jDefjJVlakbnda?dl=0



Annual General Meeting Agenda

Meeting held on Thursday 25th October 2018, at the Trayning Sporting Club
10.00am

Morning Tea at 10.00am

Opening 10.36am

Kim Storer welcomed everyone to the meeting and conducted introduction of attendees present.

Attendees:

Kim Storer (Chair)	Cr Tony Sachse (Mt Marshall)	Jamie Criddle (Westonia),
Linda Vernon (Tourism Officer)	David Burton (Koorda)	Tony Clarke (Koorda),
Nola Commerford-Smith (Mukinbudin)	Sarah Hammond (Wyalkatchem)	Lynley Arnott (Dowerin)
Alyce Ventris (Mukinbudin)	Stacey Geier (Westonia),	Cr. Bill Huxtable (Westonia)
Paul Sheedy (Trayning)	Cr Sandie Ventris (Mukinbudin),	Cr Rachael Kirby (Mt Marshall)
Cr Greg Yates (Trayning)	Kim Holland (Nungarin)	Rebecca McCall (Dowerin)
John Nuttall (Mt Marshall)	Cr Bev Palmer (Nungarin),	

Apologies:

Wally Knott (Trayning),	Dirk Sellenger (Mukinbudin),	Olivia Granich (Mt Marshall),
Loren Northover (Mt Marshall)	Craig Cooper (Wyalkatchem CRC)	

1. Previous Minutes

1.1 Confirmation (Previous Meeting Minutes click [Here](#))

Resolution:

That the Minutes of the NEWTRAVEL Annual General Meeting held in Koorda on 26th October 2017 be confirmed as a true and correct record of proceedings.

Moved: David Burton

Seconded: Tony Clarke

CARRIED

1.2 Business arising from previous minutes

Nil

2. Chairperson's Report

Kim Storer verbally presented her Chairpersons report to the meeting as tabled below:

This report gives me the opportunity to reflect on the wonderful work that Linda, the Shires, Visitor Centres, CRC's and committee members have done over the past twelve months.

It has been an absolutely stunning year for wildflowers and once again they have been the draw card for people wanting to come to the Wheatbelt, but they are not our only gems and through the promotion of the Wheatbelt Way self-drive trail, we have been able to get people to stay and explore our special part of the planet.

The future of the Wheatbelt Way is so promising for all of the communities involved as each of us have something unique as well as the opportunity to work together to promote each other and provide a complete overall attraction for visitors to our region.

That collaborative approach has seen the success of the group and through funding opportunities that Linda has sought we have expanded into the digital age with the launch of the Wheatbelt Way App.

Linda has once again been the glue that holds it all together and with her vast experience in Marketing and Branding we continue to grow stronger through the expansion of our target visitation market and recognition.

Through the collaboration of all who are involved I am confident that the Wheatbelt Way will continue to grow as a very popular tourist destination.

In closing I would like to express my sincere thanks to Linda, who has proven her worth beyond any doubt, the Shires, Visitor Centres, CRC's and committee members for your support and look forward to exploring opportunities together in 2019.

Yours Sincerely
Kim Storer
CHAIR

3. Financial Report

North Eastern Wheatbelt Travel Association General Cheque Account

Financial Report 1 October 2016 to 30 September 2017

Bendigo Bank Cheque Account Opening Balance 1 October 2017 **\$72,871.40**

Income

NEWTRAVEL Council Marketing Contributions	\$8,000.00
NEWTRAVEL Regional Marketing Contributions	\$4,500.00
NEWROC Tourism Training Workshop Contribution	\$3,000.00
Other Income	\$628.04
Total Income	\$16,128.04

Expenses

Tourism Association Memberships	\$482.00
Press Advertising	\$6,591.39
Consumer Shows	\$2,368.00
Brochure and Guidebook Reprints	\$0.00
Website and Internet Marketing	\$3,992.89
Postage	\$834.50
NEWTRAVEL Support	\$106.41
App & Digital Marketing Strategy – WDC Grant	\$11,248.60
Signage	\$1,094.43
Total Expenses	\$26,718.22

Bendigo Bank Cheque Account Closing Balance 30 September 2018 **\$62,281.22**

Ending Financial Position at 30 September 2017 **\$62,281.22**

Resolution:

That the Annual Financial Report as presented from 1 October 2017 – 30 September 2018 be accepted.

Moved: Bev Palmer

Seconded: Stacey Geier

CARRIED

4. Election of Office Bearers

Kim Storer declared all positions vacant and asked David Burton to be the Returning Officer and conduct the Election of Office Bearers.

- **Chairperson**
Bev Palmer nominated Kim Storer. Accepted. Elected unopposed.
- **Deputy Chairperson**
Kim Storer nominated Tony Clarke. Accepted. Elected unopposed.
- **Administrator/Treasurer**
NEWTRAVEL appointed Linda Vernon in her role as Tourism Officer as the Administrator/Treasurer.

5. General Business

- **Adopting New Constitution**

The *Associations Incorporation Act 2015* commenced 1 July 2016. Associations have three years from 1 July 2016 to ensure their rules comply with the new law. NEWTRAVEL has completed a review and developed an entire new constitution over the last 12 months for the organisation which has been presented at the 26th February and 26th July 2018 NEWTRAVEL General Meetings for input and consideration by members.

The current NEWTRAVEL Constitution (click [here](#)) was viewed briefly on the screen to the meeting to show the members. The proposed new NEWTRAVEL Constitution (click [here](#)) has been worked on by NEWTRAVEL over the last 12 months.

Discussion was held to clarify membership and voting rights in both the new constitution and who could vote on the Special Resolution. Confirmed that only 1 vote was allowed per NEWTRAVEL Local Government member on the Special Resolution.

Special Resolution:

That North Eastern Wheatbelt Travel Association (NEWTRAVEL) endorses and adopts the presented new Constitution. That NEWTRAVEL lodge the 'Notice of Committee's Resolution to Change Rules' (Form 5A), to Department of Commerce, within 28 days of the resolution, with fee payable of \$39.40.

Moved: John Nuttall Seconded: David Burton CARRIED 8/0

6. Other Business

Engagement of Business:

Discussion was held on how to engage with Business and get them to be NEWTRAVEL members. Key points included:

David Burton – would like to see NEWTRAVEL encourage business input going forward and also encourage communication and cooperation through NEWTRAVEL so that everybody knows what is happening and when and then other towns and businesses can leverage of this. Though this we should be able to achieve visitors staying 1 more night in the Wheatbelt Way.

Tony Clarke – reiterated that it was imperative that business be involved in NEWTRAVEL and are sitting around this table.

Tony Sachse – supported the discussion and would like to see an increase in business involvement in tourism activity in the region.

Bill Huxtable – explained cost concerns to business around customer service and requirement to meet tourism needs (now and into the future).

Bev Palmer – noted how important it is to engage with private accommodation providers.

Kim Storer thanked David Burton as this was his last NEWTRAVL meeting for his consistent contribution to NEWTRAVEL over his time as CEO for the Shire of Koorda and wished him well in his next placement as CEO of the Shire of Carnarvan.

Next Annual General Meeting: October 2019

AGM Closed: 11.02am

General Meeting to Followed.

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **15th November 2018**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **15th November 2018**

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **15th November 2018**

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Jamie Criddle, CEO		
Author:	Kay Geier, Senior Finance Officer		
File Reference:	F1.3.3 Monthly Financial Statements		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.1 List of Accounts		
Signature:	Officer	CEO	
			

Purpose of the Report

☐

Executive Decision

☒

Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of October 2018. The credit card statements currently show: -

CEO **October 2018 \$** associated with the purchase of, Licences, LGIS Golf Tournament, Activ8 Internet, Transfer of Land, Email Exchange Server, Food and Beverage Denmark. Royal Life Saving, Bluetooth & Fuel Purchases

Works Supervisor **October 2018 \$ 0.00** Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

Policy Implications

Council does not have a policy in relation to payment of accounts.

Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.



Financial Implications

Expenditure in accordance with the 2018/2019 Annual Budget.



Voting Requirements



Simple Majority



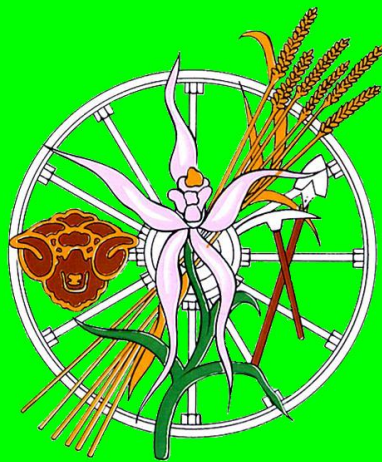
Absolute Majority

OFFICER RECOMMENDATIONS

That October 2018 accounts submitted to today's meeting on Municipal vouchers 3691 to 3702 and D/Debits EFT3245 to EFT3318 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$371,634.49 be passed for payment

Attachment 9.1.1

Shire of Westonia



Accounts for Payment

for period ending
31st October 2018

List of Accounts Due & Submitted to Council October 2018/19

Chq/EFT	Date	Name	Description	Amount	Bank
B/S	01/10/2018	WESTNET - INTERNET PROVIDER FEE	INTERNET PROVIDER FEE	-66.00	1
B/S	01/10/2018	FEE - BANK FEES	BANK FEES	-457.59	1
EFT3245	04/10/2018	Water Filter Services	10x Sediment Filters	-126.50	1
EFT3246	09/10/2018	Avon Waste	82 domestic bins x 4 wks, service 1 cardboard bin, service 2 mingle bins	-1210.82	1
EFT3247	09/10/2018	Landgate	Rural UV Schedule:R2018/1	-66.50	1
EFT3248	09/10/2018	Copier Support	Meter read IR-ADV 5560i 31/8/18 to 27/9/18	-291.96	1
EFT3249	09/10/2018	Toll Ipec	various freight	-73.63	1
EFT3250	09/10/2018	Wheatbelt Country Supplies	Kleenup granular boomspray, Tolt spray,12x flasks of quick phos phostoxin	-1330.70	1
EFT3251	09/10/2018	Ron Bateman & Co	globes, hose clamp, clamps, retractable hose, hose red multi purpose, amber revolving light, brass nut & tail, filters spark plugs, carby throttle, lanolin spray, soudal	-591.63	1
EFT3252	09/10/2018	Two Dogs Home Hardware	hose connector, O rings, flexi tube, steel rake, PVC priming fluid, irrigation controller, cement, connector,adaptor, batteries	-321.58	1
EFT3253	09/10/2018	Tyreright Merredin	Supply & fit metal truck valve	-44.00	1
EFT3254	09/10/2018	Hutton and Northey Sales	Dust plug, dust cap, air dryer spin on	-379.18	1
EFT3255	09/10/2018	Liberty Oil rural Pty Ltd	4000 litres Diesel, 500 litres ULP	-6462.05	1
EFT3256	09/10/2018	Westrac Pty Ltd	Fuel cap	-129.68	1
EFT3257	09/10/2018	JR & A Hersey Pty Ltd	Various consumable items, various expendable tools	-795.74	1
EFT3258	09/10/2018	Wheatbelt East Regional Organisation of Councils	Annual contribution 2018/2019, Consultancy & project reserve 2018/2019	-13200.00	1
EFT3259	09/10/2018	Adrian Burton & Co	1x decoder, 1x smart card + registration	-339.50	1
EFT3260	09/10/2018	Conplant pty Ltd	isolator switch multi pac roller	-107.21	1
EFT3261	09/10/2018	Cliff Haines Tyres & More	2x 50amp deep cycle batteries	-400.00	1
EFT3262	09/10/2018	Great Southern Fuel Supplies	Gear oil, Oil pump, Grease	-1739.10	1
EFT3263	09/10/2018	Chatfields (McCreery Business Trust)	Various seedling mixes for heavy land & light land, seedling mix for Steve Daddow, Christine Bowron	-13406.56	1
EFT3264	09/10/2018	About Bunting (Kaproc Pty Ltd t/a About Bunting)	100 metres Plastic bunting	-209.00	1
EFT3265	09/10/2018	Ancor Electrical	reapirs to HWS retirement Unit - Hodge	-316.50	1
EFT3266	09/10/2018	Yilgarn Plumbing & Gas	Travel to Elachbutting pump out septic & disposal	-1301.60	1
EFT3267	09/10/2018	Av Truck Services Pty Ltd	Diagnose electrical fault & repair	-2229.15	1
EFT3268	09/10/2018	Larrapinda Pastoral Co	1.1km fencing, 1st instalment	-2090.00	1

3691	09/10/2018	Shire of Westonia	Licence Dynapac Roller - 12 months	-77.95	1
3692	09/10/2018	Synergy	Power Usage Warrachuppin rd, Warralakin Rd	-195.60	1
BPAY	10/10/2018	ATO	GST Liability Sept 2018	-16784.00	1
B/S	11/10/2018	Bankwest Corporate Mastercard	Various Credit Card purchases August, September 2018	-5084.09	1
EFT3269	11/10/2018	Signs Etc	Various protective clothing Belinda McMurdo	-282.87	1
EFT3270	11/10/2018	RAMM Software Pty Ltd	rental of pocket RAMM fro 1 July2018 to 30 June2019, Annual support & maintenance	-7423.63	1
EFT3271	11/10/2018	Yilgarn Plumbing & Gas	Vacuum tanker	-130.16	1
3693	11/10/2018	Water Corporation	Various standpipe water usage	-8076.81	1
3694	11/10/2018	TELSTRA CORPORATION LIMITED	Various Power usage	-866.63	1
3695	11/10/2018	Synergy	Street light account	-612.10	1
EFT3272	12/10/2018	Training One Australia Pty Ltd	Outside Crew National Certificate Training	-6650.00	1
B/S	14/10/2018	PAYROLL	Payroll Liability 14/10/2018	-27924.82	1
B/S	14/10/2018	SOCIAL CLUB	Payroll Liability 14/10/2018	-50.00	1
DD2199.1	14/10/2018	WASUPER	Payroll deductions	-5004.26	1
DD2199.2	14/10/2018	Colonial First State FirstChoice Wholsale Personal Super	Superannuation contributions	-143.39	1
DD2199.3	14/10/2018	MLC Masterkey	Superannuation contributions	-203.70	1
DD2199.4	14/10/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-211.35	1
DD2199.5	14/10/2018	Sunsuper	Superannuation contributions	-94.68	1
DD2199.6	14/10/2018	Amp Flexible Lifetime Super	Superannuation contributions	-167.60	1
B/S	15/10/2018	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-3395.15	1
EFT3273	17/10/2018	Landgate	Rural UV General vals first 500 shared	-24.85	1
EFT3274	17/10/2018	AVN Northam Pty Ltd trading as Merredin Toyota	Supply & deliver New Toyota Prado, less trade in	-1990.00	1
EFT3275	17/10/2018	Toll Ipec	Various freight	-53.86	1
EFT3276	17/10/2018	Ron Bateman & Co	reticulation couplings	-41.02	1
EFT3277	17/10/2018	Two Dogs Home Hardware	Various Pool Repair requirements for season 2018/19, Rapid set cement, Fluro Tubes, Pressure repair couplings PVC pressure couplings	-481.11	1
EFT3278	17/10/2018	Carrabin Roadhouse (Rythdale P/L)	Meals & beverages Council Meeting Sept	-263.50	1
EFT3279	17/10/2018	Tyreright Merredin	Tradequip 25 tonne air/hydraulic jack	-779.00	1
EFT3280	17/10/2018	Centek Constructions	Various Repairs Maintenance.	-27354.80	1
EFT3281	17/10/2018	Covs Parts	Assorted Filters	-174.37	1
EFT3282	17/10/2018	Jason Signmakers	Various hazchem stickers, Petrol, Diesel, First Aid.	-266.75	1
EFT3283	17/10/2018	Keep Australia Beautiful	100 large car litter bags	-100.00	1
EFT3284	17/10/2018	Department of Fire & Emergency	Part 6A ESL section 36L & 36M	-984.00	1

EFT3285	17/10/2018	Dylan Copeland	Provision of Natural Resource Management @ 33hrs	-2640.10	1
EFT3286	17/10/2018	Westonia Co - operative	Various purchases for September 2018	-1114.51	1
EFT3287	17/10/2018	Karis Medical Group	Pre employment medical - Boyd Price	-198.00	1
EFT3288	17/10/2018	Reece Australia Pty Ltd	Various reticulation fittings	-1097.61	1
EFT3289	17/10/2018	LIWA Aquatics	country Pool Managers Conference	-90.00	1
EFT3290	17/10/2018	Butler Settineri (Audit) Pty Ltd	Interim Audit Fee YE 30/6/2018	-7295.62	1
EFT3291	17/10/2018	Fleet Partners	Packaged Novated Lease CEO - 208841	-2146.41	1
EFT3292	17/10/2018	Australia Post	Parcel post	-21.68	1
EFT3293	17/10/2018	Invarion RapidPlan Pty Ltd	Traffic Planning software - Licence renewal	-412.50	1
EFT3294	17/10/2018	Advanced Modular Retaining	Limestone finish panels	-465.00	1
EFT3295	17/10/2018	Ever Green Synthetic Grass	40 litres Wet & forget Algae killer	-800.00	1
3696	17/10/2018	Shire of Westonia	Licence Road Grader Caterpillar	-244.00	1
3697	17/10/2018	Mcintosh & Sons Merredin	Steering Ram, seal for rear lift	-366.17	1
3698	17/10/2018	Wirtgen Group	Sprinklers Hamm Roller	-113.16	1
3699	17/10/2018	Shire of Denmark	LGIS Municipal golf Tournament	-1400.00	1
EFT3296	18/10/2018	Winc Australia Pty Ltd	Various stationery products	-239.26	1
EFT3297	18/10/2018	Liberty Oil rural Pty Ltd	8000 litres Sulphur Diesel @ \$1.5100 8/10/2018	-12080.00	1
EFT3298	18/10/2018	LGISWA	Workers compensation contribution 2nd instalment	-17207.65	1
EFT3299	18/10/2018	Roadswest Engineering Group WA Pty Ltd	Progress Claim #5 period; 27 July 2018 to 4 Oct 2018. Provisions for project management, engineering survey road design, drafting and services relocation manager services for the proposed Warrachuppin road realignment	-4832.30	1
EFT3300	18/10/2018	Wattleup Tractors	Blade kit	-250.90	1
EFT3301	19/10/2018	Wheatbelt East Regional Organisation of Councils	Wheatbelt Communities Annual Contribution	-4400.00	1
EFT3319	23/10/2018	Ross's Auctioneers & Valuers	Caretaker Site Office Caravan Park	-38930.00	1
B/S	25/10/2018	2VNET - MONTHLY MAINTENANCE FEE	MONTHLY MAINTENANCE FEE	-578.95	1
B/S	28/10/2018	PAYROLL	Payroll Liability 28/10/2018	-27838.18	1
B/S	28/10/2018	SOCIAL CLUB	Payroll Liability 28/10/2018	-60.00	1
DD2210.1	28/10/2018	WASUPER	Payroll deductions	-4917.76	1

DD2210.2	28/10/2018	Colonial First State FirstChoice Wholsale Personal Super	Superannuation contributions	-106.21	1
DD2210.3	28/10/2018	MLC Masterkey	Superannuation contributions	-237.25	1
DD2210.4	28/10/2018	Australian Catholic Superannuation Retirement Fund	Superannuation contributions	-211.35	1
DD2210.5	28/10/2018	Sunsuper	Superannuation contributions	-70.33	1
DD2210.6	28/10/2018	Amp Flexible Lifetime Super	Superannuation contributions	-159.62	1
EFT3303	29/10/2018	Winc Australia Pty Ltd	various stationary products	-136.92	1
EFT3304	29/10/2018	Toll Ipec	Various Freight	-56.83	1
EFT3305	29/10/2018	Ron Bateman & Co	various parts	-633.02	1
EFT3306	29/10/2018	BOC Limited	Dissolved acetylene D size	-112.98	1
EFT3307	29/10/2018	Westonia Tavern	Mechanical work water tanker - accommodation	-47.00	1
EFT3308	29/10/2018	Signs Etc	Fire blankets	-34.10	1
EFT3309	29/10/2018	LGISWA	2nd instalment LGISWA Property Insurance	-21840.41	1
EFT3310	29/10/2018	Great Southern Fuel Supplies	Fuel card purchases	-148.78	1
EFT3311	29/10/2018	Navsdron Pty Ltd ATF Navsdron Trust	Review of Annuals & Budget	-1650.00	1
EFT3312	29/10/2018	Mech Tech Diesel Services Pty Ltd	Service & repairs to various machinery	-23116.47	1
EFT3313	29/10/2018	Resonline Pty Ltd	Annual contract Resonline from 25/5/18 to 24/5/19	-1198.00	1
3700	29/10/2018	Water Corporation	Various water usage	-6684.13	1
3701	29/10/2018	TELSTRA CORPORATION LIMITED	Telephone Usage shire mobiles	-481.60	1
3702	29/10/2018	BG & SJ Jefferys	2000 cubic meters gravel from Sth Carrabin Pit	-2200.00	1
EFT3314	30/10/2018	AVN Northam Pty Ltd trading as Merredin Toyota	Floor mats, window tint, towing kit, predelivery	-1421.69	1
EFT3315	30/10/2018	Copier Support	Meter readings Office & CRC	-1032.86	1
EFT3316	30/10/2018	LGIS Risk Management	Business continuity Project 2018, project number 22546	-2750.00	1
EFT3317	30/10/2018	Australia's Golden Outback	Shire editorial 2019 from 1 july to 30 june 19	-1970.00	1
EFT3318	30/10/2018	Enviro Loo Australia/Pacific Pty Ltd	Supply & install new C2020 Enviro Loo	-5668.30	1
B/S	31/10/2018	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-6348.65	1

- \$ 371,634.49

The above list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from 3691 to 3702, and D/Debits from EFT3245 to EFT3318 (inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$371,634.49 submitted to each member of the Council on Thursday 15 November 2018, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



CHIEF EXECUTIVE OFFICER

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – OCTOBER 2018

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jasmine Geier, Executive Support Officer		
File Reference:	F1.3.3 Monthly Financial Statements		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity		
Signature:	Officer	CEO	
			

Purpose of the Report

☐

Executive Decision

☒

Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Comment

The Monthly Statement of Financial Activity for the period ending 31st October 2018 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

Statutory Environment

General Financial Management of Council
Council 2015/2016 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

Strategic Implications

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

Financial Implications

There is no direct financial implication in relation to this matter.

Voting Requirements

☒

Simple Majority

☐

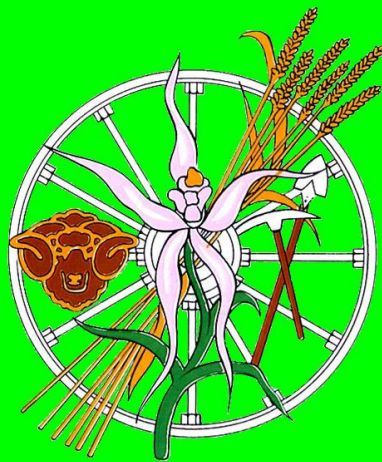
Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending 31st October 2018 and note any material variances greater than \$10,000 or 15%.

Attachment 9.1.2

Shire of Westonia



Monthly Statement of Financial Activity

for period ending
31st October 2018

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018

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

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Shire of Westonia
Information Summary
For the Period Ended 31 October 2018

Key Information

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 October 2018 of \$1,532,988.

Items of Significance

The material variance adopted by the Shire of Westonia for the 2018/19 year is \$10,000 or 15% whichever is the

Capital Expenditure

Infrastructure - Roads ▲ \$ 319,894 Construction jobs commencing,

Capital Revenue

Grants, Subsidies and Contributions (\$4,622) Road Grants require recouping
 Proceeds from Disposal of Assets ▲ \$240,909 journals required

	% Collected /	Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects					
Buildings	-50%	-\$	85,373	\$ 23,400	\$ 42,866
Furniture & Office Equip.	-30%	-\$	17,000	\$ 5,664	\$ 5,153
Plant , Equip. & Vehicles	-1%	-\$	245,000	\$ 81,664	\$ 1,809
Transport	-2%	-\$	1,054,650	\$ 343,200	\$ 23,306
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	24%	\$	772,616	\$ 515,077	\$ 182,369
Non-operating Grants, Subsidies and Contributions	23%	\$	573,388	\$ 475,243	\$ 133,000
	23%	\$	1,346,004	\$ 990,320	\$ 315,369
Rates Levied	106%	\$	941,290	\$ 941,290	\$ 993,847

% Compares current ytd actuals to annual budget

Financial Position	This Time Last			
	Year	Current		
	31 Oct 2017	31 Oct 2018		
Adjusted Net Current Assets	145%	\$ 1,187,891	\$ 1,723,033	
Cash and Equivalent - Unrestricted	136%	\$ 1,016,150	\$ 1,381,382	
Cash and Equivalent - Restricted	99%	\$ 622,281	\$ 618,720	
Receivables - Rates	93%	\$ 236,660	\$ 220,105	
Receivables - Other	210%	\$ 31,501	\$ 66,115	
Payables	30%	\$ 26,480	\$ 7,923	

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

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of

Preparation

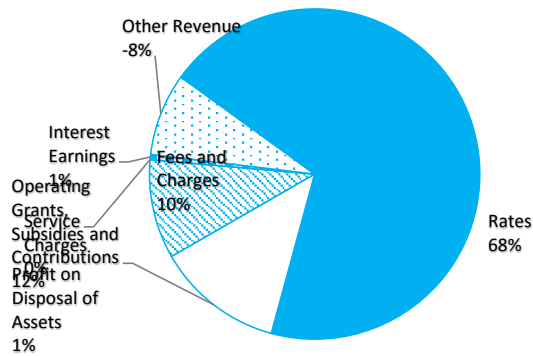
Prepared by: Jasmine Geier

Reviewed by: Jamie Criddle

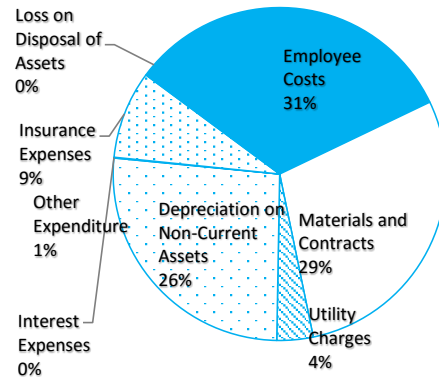
Date prepared:

**Shire of Westonia
Information Summary
For the Period Ended 31 October 2018**

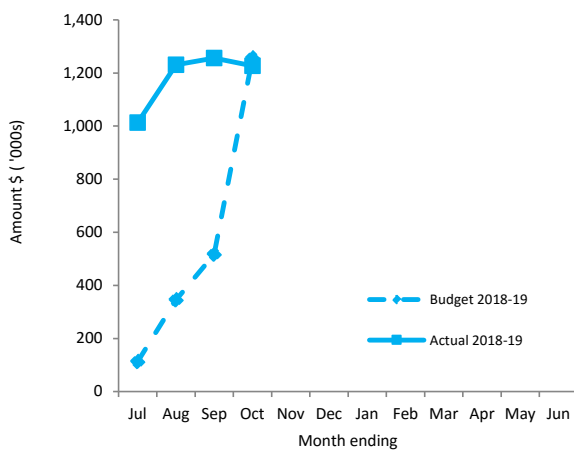
Operating Revenue



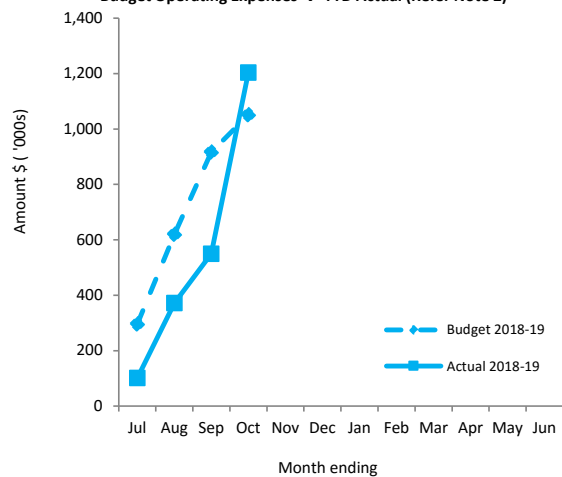
Operating Expenditure



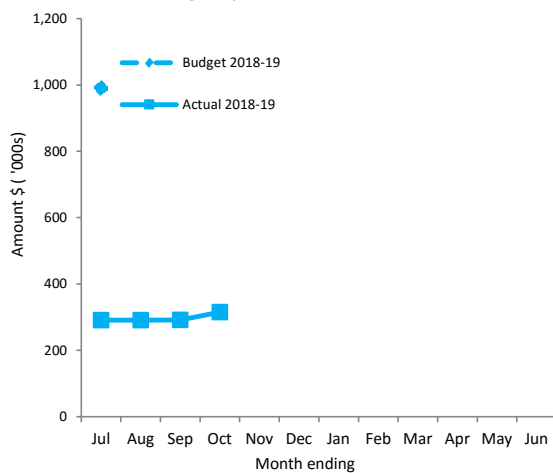
Budget Operating Revenues -v- Actual (Refer Note 2)



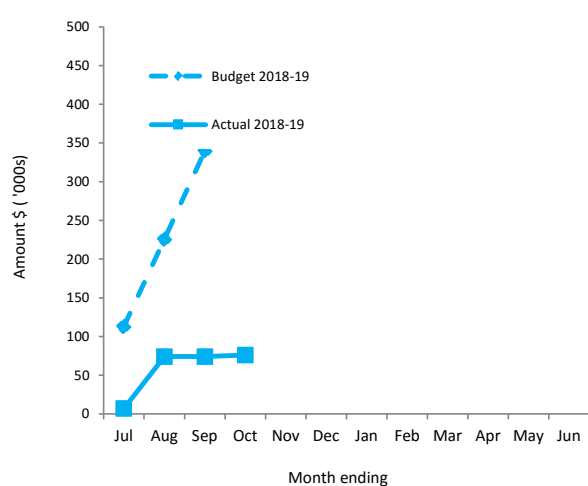
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



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



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



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

SHIRE OF WESTONIA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 October 2018

	Note	Amended Annual Budget \$	Amended YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)- (a)/(a) %	Var.
Opening Funding Surplus(Deficit)	3	880,062	880,062	880,062	0	0%	
Revenue from operating activities							
Governance		1,150	548	562	14	3%	
General Purpose Funding - Rates	9	941,292	941,290	993,847	52,557	6%	
General Purpose Funding - Other		607,664	174,759	173,313	(1,446)	(1%)	
Law, Order and Public Safety		43,400	3,391	3,409	18	1%	
Health		2,000	600	600	0	0%	
Education and Welfare		2,000	2,000	3,655	1,655	83%	
Housing		172,200	47,077	47,079	2	0%	
Community Amenities		10,300	9,175	8,250	(925)	(10%)	
Recreation and Culture		61,800	12,724	12,421	(303)	(2%)	
Transport		68,000	7,000	10,905	3,905	56%	
Economic Services		102,167	19,905	21,393	1,488	7%	
Other Property and Services		67,648	38,242	(47,686)	(85,928)	(225%)	▼
		2,079,621	1,256,711	1,227,748			
Expenditure from operating activities							
Governance		(309,558)	(146,317)	(141,191)	5,126	4%	
General Purpose Funding		(42,000)	(10,257)	(11,009)	(752)	(7%)	
Law, Order and Public Safety		(62,610)	(26,131)	(25,132)	999	4%	
Health		(33,890)	(10,743)	(8,519)	2,224	21%	▲
Education and Welfare		(43,321)	(12,991)	(13,738)	(747)	(6%)	
Housing		(172,608)	(55,024)	(44,996)	10,028	18%	▲
Community Amenities		(128,266)	(37,913)	(33,343)	4,570	12%	▲
Recreation and Culture		(743,148)	(241,338)	(251,055)	(9,717)	(4%)	
Transport		(1,849,792)	(429,877)	(424,636)	5,241	1%	
Economic Services		(332,217)	(145,405)	(154,926)	(9,521)	(7%)	▼
Other Property and Services		118,590	64,165	(95,543)	(159,708)	249%	
		(3,598,820)	(1,051,831)	(1,204,088)			
Operating activities excluded from budget							
Add back Depreciation		1,912,840	314,674	316,163	1,489	0%	
Adjust (Profit)/Loss on Asset Disposal	8	5,729	0	20,481	20,481		▲
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		399,370	519,554	360,304			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	575,244	137,622	133,000	(4,622)	(3%)	
Proceeds from Disposal of Assets	8	133,800	0	240,909	240,909		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(85,373)	(23,400)	(42,866)	(19,466)	(83%)	▼
Infrastructure Assets - Roads	13	(1,054,650)	(343,200)	(23,306)	319,894	93%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(245,000)	(81,664)	(1,809)	79,855	98%	▲
Furniture and Equipment	13	(17,000)	(5,664)	(5,153)	511	9%	▲
Amount attributable to investing activities		(692,979)	(316,306)	300,775			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	(250,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(70,373)	(70,373)	(4,516)	65,857	94%	▲
Transfer to Reserves	7	(264,800)	(264,800)	(3,637)	261,163	99%	▲
Amount attributable to financing activities		(585,173)	(335,173)	(8,153)			
Closing Funding Surplus(Deficit)	3	1,280	748,137	1,532,988			

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

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WESTONIA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 October 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	880,062	880,062	880,062	0	0%	
Revenue from operating activities							
Rates	9	941,290	941,290	993,847	52,557	6%	▲
Operating Grants, Subsidies and Contributions	11	805,116	191,529	182,428	(9,101)	(5%)	
Fees and Charges		260,850	102,021	142,315	40,294	39%	▲
Service Charges		0	0	0	0		
Interest Earnings		21,600	6,325	7,246	921	15%	
Other Revenue		42,117	15,546	(118,570)	(134,116)	(863%)	▼
Profit on Disposal of Assets	8	8,648	0	20,481			
		2,079,621	1,256,711	1,227,747			
Expenditure from operating activities							
Employee Costs		(922,994)	(337,501)	(379,315)	(41,814)	(12%)	▼
Materials and Contracts		(438,023)	(242,199)	(347,645)	(105,446)	(44%)	▼
Utility Charges		(156,460)	(69,953)	(42,352)	27,601	39%	▲
Depreciation on Non-Current Assets		(1,912,840)	(314,674)	(316,163)	(1,489)	(0%)	
Interest Expenses		(8,711)	(2,900)	(903)	1,997	69%	▲
Insurance Expenses		(107,000)	(64,475)	(102,802)	(38,327)	(59%)	▼
Other Expenditure		(49,873)	(20,129)	(14,908)	5,221	26%	▲
Loss on Disposal of Assets	8	(2,919)	0	0			
		(3,598,820)	(1,051,831)	(1,204,088)			
Operating activities excluded from budget							
Add back Depreciation		1,912,840	314,674	316,163	1,489	0%	
Adjust (Profit)/Loss on Asset Disposal	8	5,729	0	20,481	20,481		▲
Adjust Provisions and Accruals			0	0	0		
Amount attributable to operating activities		399,370	519,554	360,303			
Investing activities							
Non-operating Grants, Subsidies and Contributions	11	575,244	137,622	133,000	(4,622)	(3%)	
Proceeds from Disposal of Assets	8	133,800		240,909	240,909		▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(85,373)	(23,400)	(42,866)	(19,466)	(83%)	▼
Infrastructure Assets - Roads	13	(1,054,650)	(343,200)	(23,306)	319,894	93%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(245,000)	(81,664)	(1,809)	79,855	98%	▲
Furniture and Equipment	13	(17,000)	(5,664)	(5,153)	511	9%	▲
Amount attributable to investing activities		(692,979)	(316,306)	300,775			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	(250,000)	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(70,373)	(70,373)	(4,516)	65,857	94%	▲
Transfer to Reserves	7	(264,800)	(264,800)	(3,637)	261,163	99%	▲
Amount attributable to financing activities		(585,173)	(335,173)	(8,153)			
Closing Funding Surplus (Deficit)	3	1,280	748,137	1,532,988	784,851	105%	▲

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

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

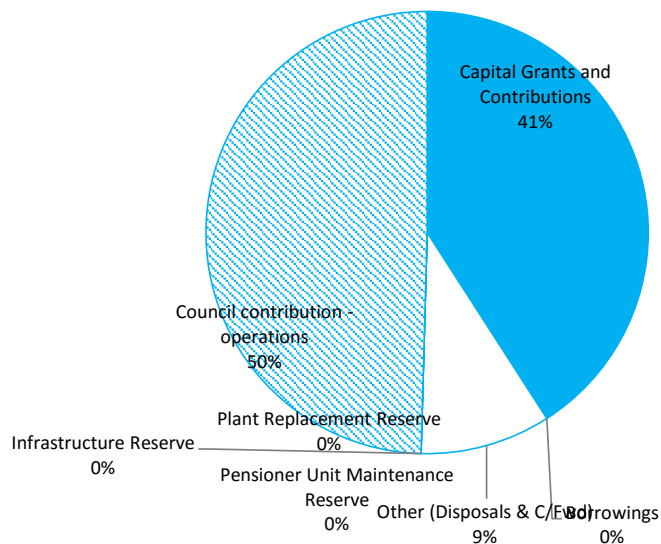
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WESTONIA
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 October 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	42,866	0	(23,400)	85,373	(42,866)	(19,466)
Infrastructure Assets - Roads	13	23,306	0	(343,200)	1,054,650	(23,306)	319,894
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	0	1,809	(81,664)	245,000	(1,809)	79,855
Furniture and Equipment	13	5,153	0	(5,664)	17,000	(5,153)	511
Capital Expenditure Totals		71,325	1,809	(453,928)	1,402,023	(73,134)	380,794
Capital acquisitions funded by:							
Capital Grants and Contributions				475,243	573,366	133,000	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				0	133,800	240,909	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve				0	0	0	
Pensioner Unit Maintenance Reserve				0	0	0	
Plant Replacement Reserve				0	0	0	
Council contribution - operations				(929,171)	694,857	(447,043)	
Capital Funding Total				(453,928)	1,402,023	(73,134)	

Budgeted Capital Acquisitions Funding



SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments 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 statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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.

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.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. 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. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government 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.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and 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 reported as short term borrowings in current liabilities in the statement of financial position.

(g) 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.

(h) 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.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	0 to 20 years
Furniture and Equipment	0 to 10 years
Plant and Equipment	0 to 10 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
construction/road base	50 years
Gravel Roads	
formation	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(o) 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 Council's operational cycle. In the case of liabilities where Council 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 resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND WELFARE

Objective:

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING

Objective:

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Objective:

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

Objective:

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

Objective:

To help promote the shire and its economic wellbeing.

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

OTHER PROPERTY AND SERVICES

Objective:

To monitor and control Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2018/19 year is \$10,000 or 15% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	14	3%		Timing	N/A
General Purpose Funding - Rates	52,557	6%		Timing	N/A
General Purpose Funding - Other	(1,446)	(1%)		Timing	N/A
Law, Order and Public Safety	18	1%		Timing	N/A
Health	0	0%			N/A
Education and Welfare	1,655	83%		Timing	School Overflow - Mahoney had visitors
Housing	2	0%			N/A
Community Amenities	(925)	(10%)		Timing	N/A
Recreation and Culture	(303)	(2%)		Timing	N/A
Transport	3,905	56%		Timing	Profit on Sale of Asset Pardo & Tow along Roller
Economic Services	1,488	7%		Timing	Increase in Museum Entry Sales No Budget
Other Property and Services	(85,928)	(225%)	▼	Timing	Depreciation Sale proceeds on Sale of Asset
Operating Expense					
Governance	5,126	4%		Timing	N/A
General Purpose Funding	(752)	(7%)		Timing	N/A
Law, Order and Public Safety	999	4%		Timing	N/A
Health	2,224	21%	▲	Timing	No Mosquito Control
Education and Welfare	(747)	(6%)		Timing	N/A
Housing	10,028	18%	▲	Timing	MOU not Claimed for Progress Assoc
Community Amenities	4,570	12%	▲	Timing	N/A
Recreation and Culture	(9,717)	(4%)		Timing	N/A
Transport	5,241	1%		Timing	N/A
Economic Services	(9,521)	(7%)	▼	Timing	N/A
Other Property and Services	(159,708)	249%		Timing	Increase in Cost Insurance on Works & Priite Works Costs
Capital Revenues					
Grants, Subsidies and Contributions	(4,622)	(3%)		Timing	Road Grants require recouping
Proceeds from Disposal of Assets	240,909		▲	Permanent	journals required
Capital Expenses					
Land and Buildings	(19,466)	(83%)	▼	Timing	Projects Not started, CEACA Exp not required yet
Infrastructure - Roads	319,894	93%	▲	Timing	Construction jobs commencing, Will catch up
Infrastructure - Public Facilities	0				N/a
Infrastructure - Footpaths	0				N/a
Infrastructure - Drainage	0				N/a
Heritage Assets	0				N/a
Plant and Equipment	79,855	98%	▲	Timing	Purchase of Pardo & Landcruiser
Furniture and Equipment	511	9%	▲	Timing	N/A
Financing					
Loan Principal	65,857	94%	▲	Timing	Loan payment effected in subsequent month

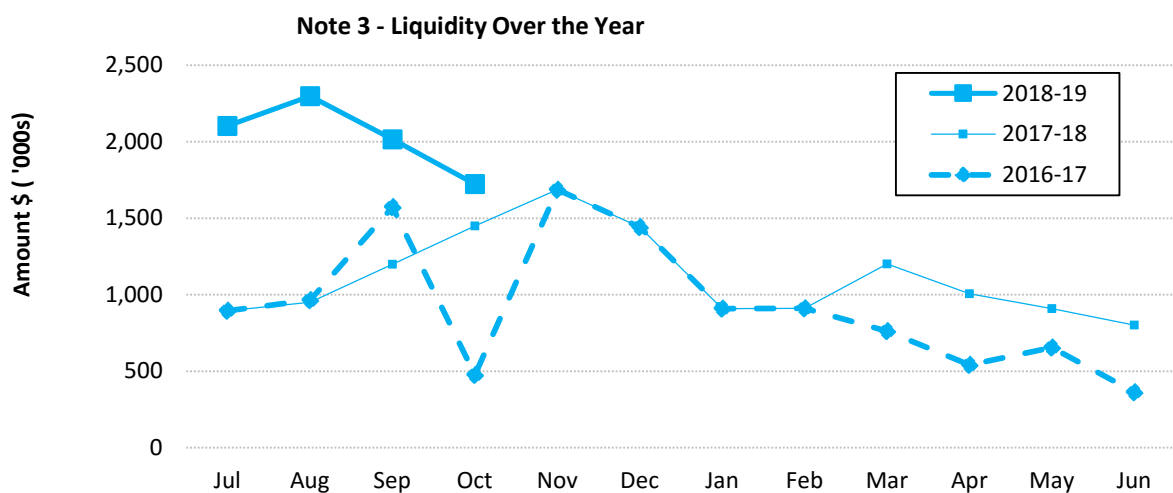
General Comments

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	31 Oct 2017	31 Oct 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	879,387	1,016,150	1,381,382
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	617,534	622,281	618,720
Receivables - Rates	6	13,241	236,660	220,105
Receivables - Other	6	95,217	31,501	66,115
Interest / ATO Receivable/Trust		(1,172)	(2,965)	0
Inventories		7,964	7,964	139,424
		1,612,171	1,911,591	2,425,746
Less: Current Liabilities				
Payables		(26,480)	(10,873)	(7,923)
Provisions		(90,546)	(90,546)	(76,070)
		(117,026)	(101,419)	(83,993)
Less: Cash Reserves	7	(615,083)	(622,281)	(618,720)
Net Current Funding Position		880,062	1,187,891	1,723,033



Comments - Net Current Funding Position

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,381,382			1,381,382	BankWest	0.10%	At Call
Trust Bank Account			74,619	74,619	BankWest	0.10%	At Call
Cash On Hand				0	N/A	Nil	On Hand
(b) Term Deposits							
Municipal Gold		618,720		618,720	BankWest	3.00%	23-Dec-18
Total	1,381,382	618,720	74,619	2,074,720			

Corporate MasterCard

Transaction Summary	Total Amount	Institution	Interest Rate	Reporting Period End Date
	\$			
Card # **** *270				
Criddle, Jameon C		Bankwest	17.99%	31-Oct-18
Licences	432.85			
LGIS Golf Tournament	1,129.43			
Activ8inet Housing & Office	469.50			
Transfer of Land Legal Expenses	1,222.40			
Email Exchange Platform	122.43			
Food & Beverage Demark	793.49			
Royal Life Saving	316.90			
Bluetooth Handsfree, Fuse Pack	95.78			
Vehicle Purchases/Fuel	501.31			
Card # **** *693				
Price, Arthur W		Bankwest	17.99%	31-Oct-18
	5,084.09			

Note 5: Budget Amendments
Amendments to original budget since budget adoption. Surplus/(Deficit)

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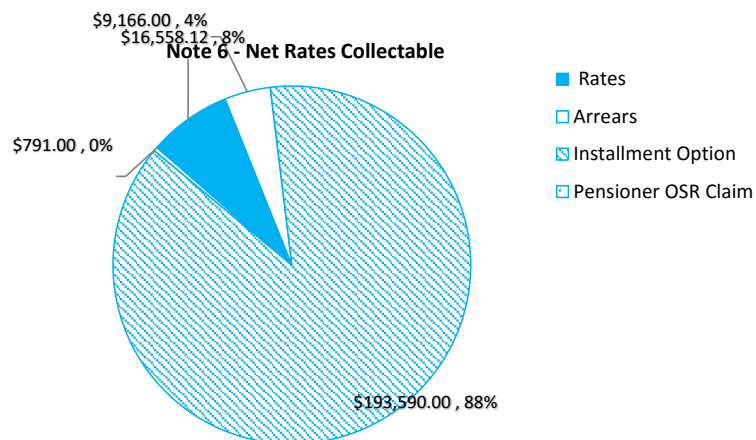
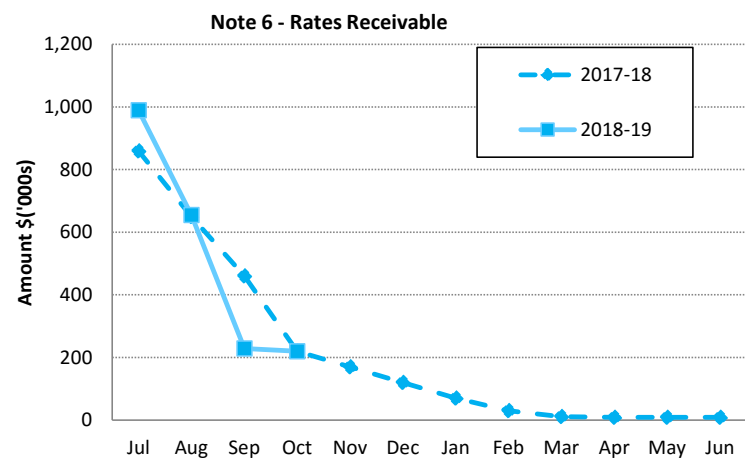
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 6: Receivables

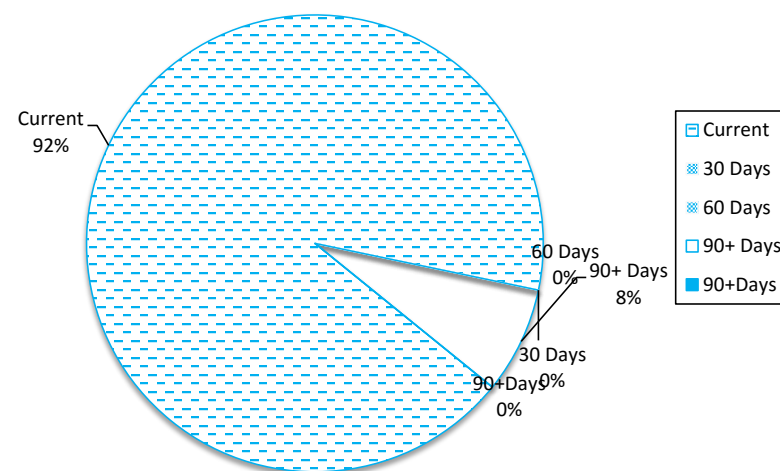
Receivables - Rates Receivable	31 Oct 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	9,166	12,031
Levied this year	998,882	892,294
<u>Less</u> Collections to date	(787,943)	(895,159)
Equals Current Outstanding	220,105	9,166
Net Rates Collectable	220,105	9,166
% Collected	78.17%	98.99%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	61,124			4,991	0
Balance per Trial Balance					
Sundry Debtors					66,115
Receivables - Other					
Total Receivables General Outstanding					66,115

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)

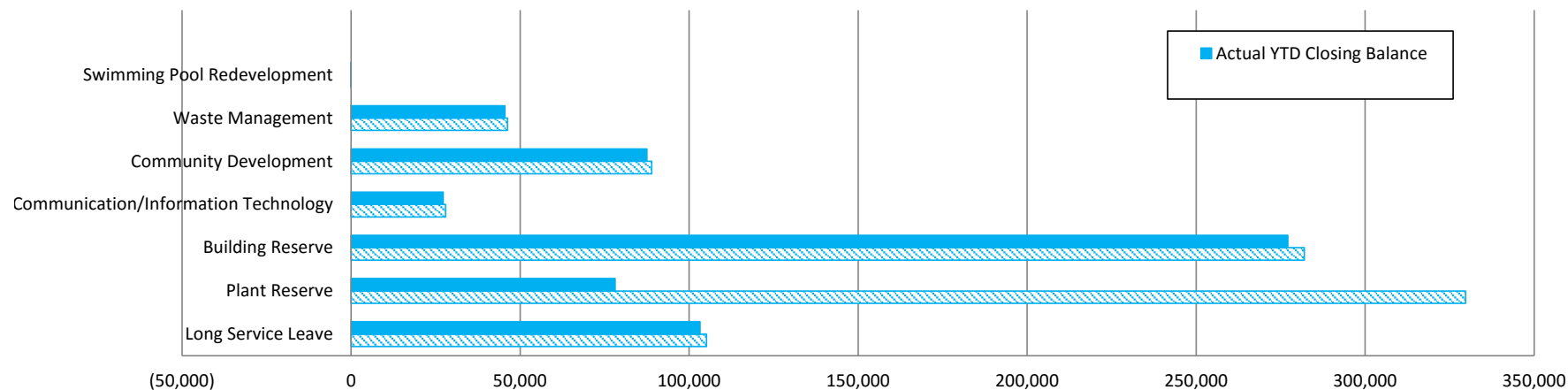


SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave	102,642	2,500	607	0	0	0	0	105,142	103,249
Plant Reserve	77,664	2,000	459	250,000	0	0	0	329,664	78,123
Building Reserve	275,460	6,500	1,629	0	0	0	0	281,960	277,089
Communication/Information Technology	27,109	800	160	0	0	0	0	27,909	27,269
Community Development	86,970	2,000	514	0	0	0	0	88,970	87,484
Waste Management	45,244	1,000	268	0	0	0	0	46,244	45,512
Swimming Pool Redevelopment	(6)	0	0	0	0	0	0	(6)	(6)
	615,083	14,800	3,637	250,000	0	0	0	879,883	618,720

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Transport								
A488	Work Supervisors Vehicle	50,550	49,091		(1,459)	50,459	55,000	4,541	
	Work Supervisors Vehicle	50,550	49,091		(1,459)				
	Other Property & Services								
A489	Toyota Landcruiser GXL	67,040	71,364	4,324		72,824	78,800	5,976	
	Toyota Landcruiser GXL	67,040	71,364	4,324					
		235,180	240,909	8,647	(2,918)	123,283	133,800	10,517	0

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			Total Revenue
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	6.864100	49	626,819	43,025	0	0	43,026	43,027	0	0	43,028
GRV - Mining	19.519400	2	1,305,800	254,884	0	0	254,884	254,884	0	0	254,884
UV	1.467700	131	42,435,000	622,818	0	0	622,818	622,818	0	0	622,818
UV- Mining	1.467700	6	147,324	2,162	0	0	2,162	2,162	0	0	2,162
Sub-Totals		188	44,514,943	922,891	0	0	922,892	922,893	0	0	922,894
Minimum Payment	Minimum										
	\$										
GRV	355.00	16	23,202	5,680	0	0	5,680	5,680	0	0	5,680
UV	355.00	18	211,700	6,390	0	0	6,390	6,390	0	0	6,390
UV - Mining	200.00	9	40,562	1,800	0	0	1,800	1,800	0	0	1,800
Sub-Totals		43	275,464	13,870	0	0	13,870	13,870	0	0	13,870
		231	44,790,407	936,761	0	0	936,762	936,763	0	0	936,764
Concession							0				0
Amount from General Rates							936,762				936,764
Ex-Gratia Rates							4,530				4,530
Specified Area Rates											
Totals							941,292				941,294

Comments - Rating Information

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
Loan 5 - Lifestyle Village	126,338		\$ 0	\$ 61,201	\$ 126,338	\$	\$ 0	\$ 7,044
Loan 6 - School Bus *	29,277		4,516	9,172	29,277		903	1,667
	29,277	0	4,516	70,373	155,615	0	903	8,711

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$	\$
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	355,644	0	237,096	355,644		355,644	99,451	(99,451)	0
Grants Commission - Roads	WALGGC	Operating	0	228,472	0	152,315	228,472		228,472	65,552	(65,552)	0
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	25,000	0	16,667	25,000		25,000	0	0	0
Evolution MOU Emergency Services	Evolution Mining	Operating	0	13,500	0	9,000	13,500		13,500	3,409	(3,409)	0
Recreation and Culture												
Contributions/Rembursements	Contributions/Rembursements	Operating	0	2,000	0	1,333	2,000		2,000	1,845	(1,845)	0
Transport												
MRWA Direct	Main Roads WA	Operating	0	68,000	0	45,333	68,000		68,000	0	0	0
MRWA Specific	Main Roads WA	Non-operating	0	0	300,000	200,000	300,000		300,000	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	275,243	275,243	275,243		275,243	133,000	(133,000)	0
Economic Services												
Evolution MOU 33%	Evolution Mining	Operating	0	20,000	0	13,333	20,000		20,000	3,997	(3,997)	0
Evolution MOU WAP 67%	Evolution Mining	Operating	0	40,000	0	26,667	40,000		40,000	8,115	(8,115)	0
Govt. Grant Funding	NRM	Operating	0	20,000	0	13,333	20,000		20,000	0	0	0
TOTALS			0	772,616	575,243	990,320	1,347,859	0	1,347,859	315,369	(315,369)	0
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	772,616	0	515,077	772,616	0	772,616	182,369	(182,369)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	573,388	475,243	573,366	0	573,366	133,000	(133,000)	0
TOTALS			0	772,616	573,388	990,320	1,345,982	0	1,345,982	315,369	(315,369)	0

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	\$	\$	\$	\$
Police Licensing	-4,323	40,628	-41,604	(5,300)
BCITF Training Levy - Now CTF Levy	1,319	90	0	1,409
BRB Building Levy - Now BSL Levy	633	129	-57	705
Nomination Deposits	0	0	0	0
Bonds	1,820	160	0	1,980
George Rd Water Extensions	20,545	0	0	20,545
St John's Westonia	2,047	0	0	2,047
Westonia Sports Council	122	0	0	122
Westonia Progress Association	3,135	0	0	3,135
Accommodation Units	2,900	0	0	2,900
WEIRA - Booderockin Water Scheme	646	0	0	646
Warralakin Hall	1,700	0	0	1,700
Social Club	2,772	490	0	3,262
Walgoolan History Group	12,065	0	0	12,065
Community Project	1,000	0	0	1,000
Rural Youth	4,636	0	0	4,636
Westonia P & C	909	0	0	909
LGMA - Receipts	5,382	0	0	5,382
Donations J Townrow	3	70	0	73
Rates Incentive Prize	1,300	0	0	1,300
Rent Pre Payment	835	0	0	835
Westonia Historical Society	7,792	0	0	7,792
Cemetery Committee	10,509	0	0	10,509
	77,747	41,566	(41,661)	77,652

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Level of completion indicator, please see table at the end of this note for further detail.								
Buildings								
Housing								
 Solar	09232	0	0	0	(9,000)	3,000	(3,000)	
 Principal Loan #5	16114	0	0	0	(61,201)	20,400	(20,400)	
	Housing Total	0	0	0	(70,201)	23,400	(23,400)	
Economic Services								
 Old Club Hotel Museum	13216	7,475	0	7,475	(6,000)	0	7,475	
 Principal Loan #6	13609	0	0	0	(9,172)	0	0	
	Economic Total	7,475	0	7,475	(15,172)	0	7,475	
 Buildings Total		42,866	0	42,866	(85,373)	23,400	19,466	
Furniture & Office Equip.								
Governance								
 School Building	08203	0	0	0	(7,000)	2,332	(2,332)	
 Reserves Infrastructure	11603	5,153	0	5,153	(10,000)	3,332	1,821	
	Governance Total	5,153	0	5,153	(17,000)	5,664	(511)	
 Furniture & Office Equip. Total		5,153	0	5,153	(17,000)	5,664	(511)	
Plant , Equip. & Vehicles								
Governance								
 CEO Vehicle Replacement	14520	0	0	0	(137,000)	45,664	(45,664)	
	Governance Total	0	0	0	(137,000)	45,664	(45,664)	

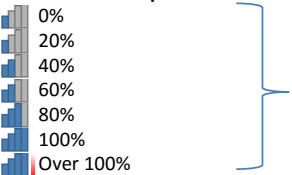
SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Plant , Equip. & Vehicles Cont.								
Transport								
 Works Supervisor Vehicle Replacement	14213	0	1,809	1,809	(108,000)	36,000	(34,191)	
Transport Total		0	1,809	1,809	(108,000)	36,000	(34,191)	
 Plant , Equip. & Vehicles Total		0	1,809	1,809	(245,000)	81,664	(79,855)	
Roads (Council Funded)								
Transport								
 4 Mile Gate Rd Floodway - CAPITAL	C0019	0	0	0	(51,000)	17,000	(17,000)	
 Goldfields Road Floodway - CAPITAL	C0008	0	0	0	(67,000)	22,332	(22,332)	
 Warrachuppin Road - CAPITAL	C0005	0	0	0	(59,000)	19,664	(19,664)	
 Della Bosca Road - CAPITAL	C0080	0	0	0	(38,000)	12,664	(12,664)	
 Warrachuppin Road Polycom - CAPITAL	C0005E	0	0	0	(27,000)	9,000	(9,000)	
 Warrachuppin Road Polycom - CAPITAL	DRAIN	0	0	0	(25,000)	0	0	
 Boodarockin North Road - CAPITAL	C0032	0	0	0	(57,000)	19,000	(19,000)	
Transport Total		0	0	0	(324,000)	99,660	(99,660)	
 Roads (Council Funded) Total		0	0	0	(324,000)	99,660	(99,660)	
Roads (MRWA)								
Transport								
 Korrd-Southern Cross Rd (M40) Reconstruction	RRG91C	0	0	0	(276,150)	92,048	(92,048)	
 Korrd-Southern Cross Rd (M40) Reseals	RRG91R	0	0	0	(175,000)	58,332	(58,332)	
Transport Total		0	0	0	(451,150)	150,380	(150,380)	
 Roads (MRWA) Total		0	0	0	(451,150)	150,380	(150,380)	

SHIRE OF WESTONIA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Town (R2R)								
Transport								
 Boodarockin Rd - R2R	R2R07	0	0	0	(78,000)	26,000	(26,000)	
 Daddow Road -R2R	R2R12	0	0	0	(55,000)	18,332	(18,332)	
 Morrison Rd - R2R	R2R50	0	0	0	(47,000)	15,664	(15,664)	
 Echo Valley Road - R2R	R2R15	0	0	0	(81,000)	27,000	(27,000)	
 Rabbit Proof Fence Rd - R2R	R2R25	23,306	0	23,306	(18,500)	6,164	17,142	
Transport Total		23,306	0	23,306	(279,500)	93,160	(69,854)	
 Town (R2R) Total		23,306	0	23,306	(279,500)	93,160	(69,854)	
Capital Expenditure Total		71,325	1,809	73,134	(1,402,023)	453,928	(380,794)	
 Level of Completion Indicators Percentage YTD Actual to Annual Budget Expenditure over budget highlighted in red.								

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
Operating Expense- General Purpose Funding								
03	General Purpose Funding	03100	ABC Costs- Rate Revenue	\$25,000.00	\$8,332.00	\$8,935.56	603.56	7.2%
03	General Purpose Funding	03101	Rate Notice Stationery expense	\$500.00	\$250.00	\$245.35	(4.65)	(1.9)%
03	General Purpose Funding	03102	Rates Recovery - Legal Expenses	\$3,000.00	\$0.00	\$0.00	0.00	
03	General Purpose Funding	03103	Valuation Expenses and Title Searches Expense	\$5,000.00	\$150.00	\$130.35	(19.65)	(13.1)%
03	General Purpose Funding	03107	Rates Written-off	\$500.00	\$25.00	\$1.70	(23.30)	(93.2)%
03	General Purpose Funding	03210	Bank Fees Expense	\$8,000.00	\$1,500.00	\$1,698.18	198.18	13.2%
				\$42,000.00	\$10,257.00	\$11,011.14	754.14	7.4%

Operating Revenue- General Purpose Funding

03	General Purpose Funding	03104	General Rates Levied	-\$936,760.00	-\$936,760.00	-\$993,848.92	(57,088.92)	6.1%
03	General Purpose Funding	03105	Ex-Gratia Rates Received	-\$4,530.00	-\$4,530.00	\$0.00	4,530.00	(100.0)%
03	General Purpose Funding	03106	Penalty Interest Raised on Rates	-\$3,500.00	-\$300.00	-\$160.74	139.26	(46.4)%
03	General Purpose Funding	03109	Instalment Interest Received	-\$2,000.00	-\$2,000.00	-\$2,808.87	(808.87)	40.4%
03	General Purpose Funding	03110	Rates Administration Fee Received	-\$1,200.00	-\$1,200.00	-\$984.00	216.00	(18.0)%
03	General Purpose Funding	03112	Other Revenue	-\$500.00	-\$125.00	-\$80.00	45.00	(36.0)%
03	General Purpose Funding	03201	Grants Commission Grant Received - General	-\$355,644.00	-\$99,911.00	-\$99,451.00	460.00	(0.5)%
03	General Purpose Funding	03202	Grants Commission Grant Received- Roads	-\$228,472.00	-\$67,118.00	-\$65,551.75	1,566.25	(2.3)%
03	General Purpose Funding	03204	Interest Received	-\$16,100.00	-\$4,025.00	-\$4,276.42	(251.42)	6.2%
03	General Purpose Funding	03205	Other General Purpose funding received	-\$250.00	-\$80.00	\$0.00	80.00	(100.0)%
				-\$1,548,956.00	-\$1,116,049.00	-\$1,167,161.70	(51,112.70)	4.6%

Operating Expense- Governance

04	Governance	04100	Members Travelling Expenses paid	\$1,500.00	\$0.00	\$0.00	0.00	
04	Governance	04101	Members Conference Expenses	\$9,000.00	\$9,000.00	\$12,060.81	3,060.81	34.0%
04	Governance	04102	Council Election Expenses	\$500.00	\$164.00	\$0.00	(164.00)	(100.0)%
04	Governance	04103	President's Allowance paid	\$5,553.00	\$0.00	\$0.00	0.00	
04	Governance	04104	Members Refreshments & Receptions Expense	\$16,000.00	\$4,000.00	\$3,390.74	(609.26)	(15.2)%
04	Governance	04105	Members - Insurance	\$6,500.00	\$6,500.00	\$6,781.00	281.00	4.3%
04	Governance	04106	Members - Subscriptions	\$64,845.00	\$61,845.00	\$61,210.42	(634.58)	(1.0)%
04	Governance	04107	Members - Donation & Gifts	\$3,000.00	\$750.00	\$538.18	(211.82)	(28.2)%
04	Governance	04108	Members Telephone Subsidy Paid	\$4,000.00	\$1,332.00	\$0.00	(1,332.00)	(100.0)%
04	Governance	04109	Members Sitting Fees Paid	\$21,320.00	\$7,104.00	\$0.00	(7,104.00)	(100.0)%
04	Governance	04110	Consultant Fees Expense	\$30,000.00	\$5,000.00	\$4,000.00	(1,000.00)	(20.0)%
04	Governance	04111	Training Expenses of Members	\$1,000.00	\$332.00	\$0.00	(332.00)	(100.0)%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
04	Governance	04112	Maintenance - Council Chambers	\$2,800.00	\$700.00	\$1,899.76	1,199.76	171.4%
04	Governance	04113	ABC Costs- Relating to Members	\$125,000.00	\$41,664.00	\$44,677.79	3,013.79	7.2%
04	Governance	04114	Audit Fees expense	\$15,000.00	\$6,750.00	\$6,632.38	(117.62)	(1.7)%
04	Governance	04118	Advertising	\$2,000.00	\$664.00	\$0.00	(664.00)	(100.0)%
04	Governance	04120	Public Relations/ Promotions	\$1,500.00	\$500.00	\$0.00	(500.00)	(100.0)%
04	Governance	04199	Depreciation - Members of Council	\$40.00	\$12.00	\$0.00	(12.00)	(100.0)%
				\$309,558.00	\$146,317.00	\$141,191.08	(5,125.92)	(3.5)%

Operating Revenue- Governance

04	Governance	04121	Contributions, Reimbursements	-\$1,000.00	-\$500.00	-\$561.77	(61.77)	12.4%
04	Governance	04122	Photocopying	-\$100.00	-\$32.00	\$0.00	32.00	(100.0)%
04	Governance	04124	Sale of Electoral Rolls	-\$50.00	-\$16.00	\$0.00	16.00	(100.0)%
				-\$1,150.00	-\$548.00	-\$561.77	(13.77)	2.5%

Operating Expense- Law, Order & Public Safety

05	Law, Order & Public Safety	05100	ABC Costs- Fire Prevention	\$13,000.00	\$4,332.00	\$4,729.84	397.84	9.2%
05	Law, Order & Public Safety	05101	Bush Fire Control Maintenance Plant & Equipment	\$8,700.00	\$4,350.00	\$5,563.58	1,213.58	27.9%
05	Law, Order & Public Safety	05102	Bush Fire Control Maintenance Land & Building	\$1,500.00	\$500.00	\$0.00	(500.00)	(100.0)%
05	Law, Order & Public Safety	05103	Bush Fire Control	\$0.00	\$0.00	\$287.44	287.44	
05	Law, Order & Public Safety	05104	Bush Fire Control Insurance	\$9,000.00	\$9,000.00	\$8,338.37	(661.63)	(7.4)%
05	Law, Order & Public Safety	05112	Bush Fire Clothing and Accessories	\$2,000.00	\$250.00	\$140.00	(110.00)	(44.0)%
05	Law, Order & Public Safety	05113	Utilities & Taxes	\$410.00	\$410.00	\$644.23	234.23	57.1%
05	Law, Order & Public Safety	05114	Other Goods & Services	\$3,500.00	\$1,164.00	\$0.00	(1,164.00)	(100.0)%
05	Law, Order & Public Safety	05199	Depreciation - Fire Prevention	\$17,000.00	\$4,250.00	\$5,428.83	1,178.83	27.7%
05	Law, Order & Public Safety	05201	Animal Control - Ranger Expense	\$7,500.00	\$1,875.00	\$0.00	(1,875.00)	(100.0)%
				\$62,610.00	\$26,131.00	\$25,132.29	(998.71)	(3.8)%

Operating Revenue- Law, Order & Public Safety

05	Law, Order & Public Safety	05107	FESA Operating Grant	-\$25,000.00	\$0.00	\$0.00	0.00	
05	Law, Order & Public Safety	05108	Evolution MOU Emergency Services	-\$13,500.00	-\$3,375.00	-\$3,409.09	(34.09)	1.0%
05	Law, Order & Public Safety	05111	FESA ESL Admin Fee	-\$4,000.00	\$0.00	\$0.00	0.00	
05	Law, Order & Public Safety	05202	Fines and Penalties - Animal Control	-\$100.00	\$0.00	\$0.00	0.00	
05	Law, Order & Public Safety	05203	Dog Registration Fees	-\$750.00	\$0.00	\$0.00	0.00	
05	Law, Order & Public Safety	05301	Income Relating to Other Law	-\$50.00	-\$16.00	\$0.00	16.00	(100.0)%
				-\$43,400.00	-\$3,391.00	-\$3,409.09	(18.09)	0.5%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
Operating Expense- Health								
07	Health	07400	ABC Costs- Preventative Services - Administration & Insp	\$13,000.00	\$4,332.00	\$4,467.81	135.81	3.1%
07	Health	07404	Analytical Expenses	\$350.00	\$350.00	\$357.00	7.00	2.0%
07	Health	07406	Contract - EHO Expense	\$8,000.00	\$2,000.00	\$1,920.00	(80.00)	(4.0)%
07	Health	07500	Mosquito Control Preventative Services - Pest Control	\$6,320.00	\$2,100.00	\$0.00	(2,100.00)	(100.0)%
07	Health	07600	Ambulance Services - Other	\$1,300.00	\$325.00	\$30.23	(294.77)	(90.7)%
07	Health	07601	Medical Rooms & Dr Expense - Other	\$3,320.00	\$1,104.00	\$1,232.09	128.09	11.6%
07	Health	07799	Depreciation - Health	\$1,600.00	\$532.00	\$512.21	(19.79)	(3.7)%
				\$33,890.00	\$10,743.00	\$8,519.34	(2,223.66)	(20.7)%
Operating Revenue- Health								
07	Health	07407	Remibursement - RFDS	-\$2,000.00	-\$600.00	-\$600.00	0.00	0.0%
				-\$2,000.00	-\$600.00	-\$600.00	0.00	0.0%
Operating Expense- Education & Welfare								
08	Education & Welfare	08101	Westonia Primary School	\$17,321.00	\$4,331.00	\$1,745.64	(2,585.36)	(59.7)%
08	Education & Welfare	08199	Depreciation - Pre School	\$10,000.00	\$3,332.00	\$3,119.48	(212.52)	(6.4)%
08	Education & Welfare	08401	Seniors Activities	\$2,500.00	\$832.00	\$0.00	(832.00)	(100.0)%
08	Education & Welfare	08402	Wheatbelt Agcare	\$500.00	\$164.00	\$500.00	336.00	204.9%
08	Education & Welfare	08600	ABC Costs- Other Welfare	\$13,000.00	\$4,332.00	\$4,467.81	135.81	3.1%
08	Education & Welfare	08603	Primary School Workshop Expences	\$0.00	\$0.00	\$3,905.50	3,905.50	
				\$43,321.00	\$12,991.00	\$13,738.43	747.43	5.8%
Operating Revenue- Education & Welfare								
08	Education & Welfare	08103	Income Relating to Pre-Schools	\$0.00	\$0.00	-\$1,809.07	(1,809.07)	
08	Education & Welfare	08105	Rembursements	-\$2,000.00	-\$2,000.00	-\$1,845.46	154.54	(7.7)%
				-\$2,000.00	-\$2,000.00	-\$3,654.53	(1,654.53)	82.7%
Operating Expense- Housing								
09	Housing	09100	Staff Housing - ABC Costs	\$12,618.00	\$4,204.00	\$4,467.81	263.81	6.3%
09	Housing	09101	Maintenance 20 Diorite St -CEO	\$12,150.00	\$4,040.00	\$4,201.99	161.99	4.0%
09	Housing	09102	Maintenance 11 Quartz St -Gardner	\$6,800.00	\$2,252.00	\$2,352.98	100.98	4.5%
09	Housing	09103	Maintenance 42 Jasper St - Rental Warren	\$6,000.00	\$1,996.00	\$1,066.78	(929.22)	(46.6)%
09	Housing	09104	Maintenance 37 Diorite St - Plant Operator	\$2,500.00	\$824.00	\$782.54	(41.46)	(5.0)%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
09	Housing	09105	Maintenance 7 Quartz St - Plant Operator	\$9,500.00	\$2,496.00	\$1,636.88	(859.12)	(34.4)%
09	Housing	09107	Staff House Costs Allocated to Works	-\$25,000.00	-\$6,250.00	-\$5,376.17	873.83	(14.0)%
09	Housing	09108	Depreciation - Staff Housing	\$27,000.00	\$6,750.00	\$8,517.17	1,767.17	26.2%
09	Housing	09201	Maintenance 4 Quartz St	\$12,200.00	\$4,060.00	\$1,878.41	(2,181.59)	(53.7)%
09	Housing	09202	Maintenance 55 Wolfram St - Evolution	\$4,500.00	\$1,496.00	\$726.82	(769.18)	(51.4)%
09	Housing	09203	Maintenance - Lifestyle	\$13,000.00	\$4,300.00	\$3,816.66	(483.34)	(11.2)%
09	Housing	09206	Maintenance Quartz Street Age Units	\$8,950.00	\$2,944.00	\$3,153.01	209.01	7.1%
09	Housing	09208	Maintenance - 17 Pyrite Street JV Units	\$7,950.00	\$2,616.00	\$2,569.20	(46.80)	(1.8)%
09	Housing	09211	Maintenance 301 Pyrite Street - W/Supervisor	\$9,300.00	\$3,092.00	\$1,874.31	(1,217.69)	(39.4)%
09	Housing	09212	Rental Lifestyle Village - Westonia Progress	\$18,096.00	\$4,524.00	\$0.00	(4,524.00)	(100.0)%
09	Housing	09236	Depreciation Other Housing	\$40,000.00	\$13,332.00	\$13,327.46	(4.54)	(0.0)%
09	Housing	16106	Loan Interest Loan # 5	\$7,044.00	\$2,348.00	\$0.00	(2,348.00)	(100.0)%
				\$172,608.00	\$55,024.00	\$44,995.85	(10,028.15)	(18.2)%

Operating Revenue- Housing

09	Housing	09122	Income 11 Quartz St - Gardner	-\$3,000.00	-\$1,000.00	\$0.00	1,000.00	(100.0)%
09	Housing	09123	Income 42 Jasper St - Rental Warren	-\$9,360.00	-\$3,120.00	-\$3,465.00	(345.00)	11.1%
09	Housing	09124	Income 37 Diorite St - Plant Operator	-\$2,080.00	-\$692.00	-\$720.00	(28.00)	4.0%
09	Housing	09125	Income 7 Quartz St - Plant Operator	-\$1,040.00	-\$344.00	-\$480.00	(136.00)	39.5%
09	Housing	09220	Income 4 Quartz St	-\$2,080.00	-\$692.00	-\$400.00	292.00	(42.2)%
09	Housing	09221	Income 55 Wolfram St - Evolution	-\$20,000.00	-\$5,000.00	-\$4,964.79	35.21	(0.7)%
09	Housing	09222	Income - Lifestyle	-\$86,500.00	-\$21,625.00	-\$23,108.93	(1,483.93)	6.9%
09	Housing	09227	Income 17Pyrite St - JV Units	-\$13,260.00	-\$4,416.00	-\$4,250.00	166.00	(3.8)%
09	Housing	09231	Income - Evolution Lease Camp/Carport	-\$17,200.00	-\$4,300.00	-\$3,910.00	390.00	(9.1)%
09	Housing	09238	Income -Age Units Quartz Street	-\$17,680.00	-\$5,888.00	-\$5,780.00	108.00	(1.8)%
				-\$172,200.00	-\$47,077.00	-\$47,078.72	(1.72)	0.0%

Operating Expense- Community Amenities

10	Community Amenities	10100	Expenses Relating to Sanitation - Household Refuse	\$20,000.00	\$6,664.00	\$6,701.66	37.66	0.6%
10	Community Amenities	10103	Domestic Refuse Collection	\$12,000.00	\$3,000.00	\$2,088.48	(911.52)	(30.4)%
10	Community Amenities	10105	Refuse Collection Public Bins	\$11,848.00	\$3,944.00	\$3,988.26	44.26	1.1%
10	Community Amenities	10106	Refuse Maintenance	\$21,508.00	\$3,353.00	\$3,947.03	594.03	17.7%
10	Community Amenities	10107	Waste Oil Recycling	\$500.00	\$164.00	\$0.00	(164.00)	(100.0)%
10	Community Amenities	10108	Drum-Muster	\$1,000.00	\$332.00	\$0.00	(332.00)	(100.0)%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
10	Community Amenities	10704	Maintenance - Public Conveniences	\$4,000.00	\$1,328.00	\$1,108.35	(219.65)	(16.5)%
10	Community Amenities	10706	Maintenance - Grave Digging	\$8,210.00	\$2,732.00	\$0.00	(2,732.00)	(100.0)%
10	Community Amenities	10799	Depreciation - Community Services	\$49,200.00	\$16,396.00	\$15,509.45	(886.55)	(5.4)%
				\$128,266.00	\$37,913.00	\$33,343.23	(4,569.77)	(12.1)%

Operating Revenue- Community Amenities

10	Community Amenities	10120	Income Relating to Sanitation - Household Refuse	-\$8,800.00	-\$8,800.00	-\$8,250.00	550.00	(6.3)%
10	Community Amenities	10122	Drum-Muster	-\$1,000.00	-\$250.00	\$0.00	250.00	(100.0)%
10	Community Amenities	10708	Cemetery Fees	-\$500.00	-\$125.00	\$0.00	125.00	(100.0)%
				-\$10,300.00	-\$9,175.00	-\$8,250.00	925.00	(10.1)%

Operating Expense- Recreation & Culture

11	Recreation & Culture	11100	ABC Costs- Public Halls & Civic Centres	\$95,000.00	\$31,664.00	\$33,508.36	1,844.36	5.8%
11	Recreation & Culture	11104	Maintenance - Public Halls	\$15,250.00	\$5,068.00	\$5,330.03	262.03	5.2%
11	Recreation & Culture	11105	Maintenance - Complex/ Gym	\$18,500.00	\$18,500.00	\$23,501.56	5,001.56	27.0%
11	Recreation & Culture	11106	Maintenance - Wanderers Stadium	\$14,200.00	\$4,720.00	\$3,425.87	(1,294.13)	(27.4)%
11	Recreation & Culture	11107	MOU Westonia Progress Payment	\$40,000.00	\$13,332.00	\$0.00	(13,332.00)	(100.0)%
11	Recreation & Culture	11199	Depreciation - Public Halls	\$78,000.00	\$26,000.00	\$24,044.68	(1,955.32)	(7.5)%
11	Recreation & Culture	11207	Maintenance Westonia Swimming Pool	\$27,000.00	\$6,750.00	\$13,039.69	6,289.69	93.2%
11	Recreation & Culture	11208	Chlorine Expenses	\$3,000.00	\$1,000.00	\$0.00	(1,000.00)	(100.0)%
11	Recreation & Culture	11209	Management Contract Charges	\$60,000.00	\$20,000.00	\$21,898.70	1,898.70	9.5%
11	Recreation & Culture	11210	Water Charges	\$7,000.00	\$2,332.00	\$843.65	(1,488.35)	(63.8)%
11	Recreation & Culture	11299	Depreciaton - Swimming Pool	\$72,000.00	\$24,000.00	\$24,411.33	411.33	1.7%
11	Recreation & Culture	11307	Maintenance - Playground, Tennis & Bowls	\$196,750.00	\$49,188.00	\$71,891.94	22,703.94	46.2%
11	Recreation & Culture	11308	Maintenance - Recreation Oval	\$38,848.00	\$12,936.00	\$6,397.31	(6,538.69)	(50.5)%
11	Recreation & Culture	11399	Depreciation - Other Rec & Sport	\$50,500.00	\$16,828.00	\$15,742.30	(1,085.70)	(6.5)%
11	Recreation & Culture	11401	Maintenance - Television and Rebroadcasting	\$1,000.00	\$332.00	\$0.00	(332.00)	(100.0)%
11	Recreation & Culture	11499	Depreciation - TV & Radio	\$9,000.00	\$3,000.00	\$2,766.13	(233.87)	(7.8)%
11	Recreation & Culture	11500	Expenses Relating to Libraries	\$0.00	\$0.00	\$33.60	33.60	
11	Recreation & Culture	11504	Library Salaries	\$12,000.00	\$3,996.00	\$3,995.33	(0.67)	(0.0)%
11	Recreation & Culture	11505	Library Expenses	\$3,500.00	\$1,164.00	\$224.46	(939.54)	(80.7)%
11	Recreation & Culture	11605	Nature Reserve Management	\$1,000.00	\$332.00	\$0.00	(332.00)	(100.0)%
11	Recreation & Culture	11606	Maintenance Walgoolan Gazebo	\$600.00	\$196.00	\$0.00	(196.00)	(100.0)%
				\$743,148.00	\$241,338.00	\$251,054.94	9,716.94	4.0%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
Operating Revenue- Recreation & Culture								
11	Recreation & Culture	11110	Income Relating to Public Halls & Civic Centres	-\$200.00	-\$64.00	\$0.00	64.00	(100.0)%
11	Recreation & Culture	11111	Income Evolution MOU 33%	-\$20,000.00	-\$4,000.00	-\$3,996.85	3.15	(0.1)%
11	Recreation & Culture	11112	Income Charges Stadium	-\$200.00	-\$64.00	\$0.00	64.00	(100.0)%
11	Recreation & Culture	11114	Income Evolution MOU WPA 67%	-\$40,000.00	-\$8,000.00	-\$8,114.82	(114.82)	1.4%
11	Recreation & Culture	11302	Marquee Hire Charges	-\$1,000.00	-\$332.00	\$0.00	332.00	(100.0)%
11	Recreation & Culture	11501	Income Relating to Libraries	-\$100.00	-\$32.00	\$0.00	32.00	(100.0)%
11	Recreation & Culture	11502	Fines & Penalties Charged	-\$100.00	-\$32.00	\$0.00	32.00	(100.0)%
11	Recreation & Culture	11602	Income Charges History Books	-\$200.00	-\$200.00	-\$309.08	(109.08)	54.5%
				-\$61,800.00	-\$12,724.00	-\$12,420.75	303.25	(2.4)%
Operating Expense- Transport								
12	Transport	12202	Power - Street Lighting	\$6,000.00	\$2,000.00	\$1,652.22	(347.78)	(17.4)%
12	Transport	12203	Maintenance - GRM	\$365,052.00	\$251,331.00	\$255,926.80	4,595.80	1.8%
12	Transport	12204	Maintenance - Depot	\$9,500.00	\$9,500.00	\$14,488.95	4,988.95	52.5%
12	Transport	12205	Maintenance - Footpaths	\$500.00	\$164.00	\$422.73	258.73	157.8%
12	Transport	12206	Traffic Signs Maintenance	\$12,000.00	\$3,992.00	\$816.09	(3,175.91)	(79.6)%
12	Transport	12219	RRG Expenses	\$7,000.00	\$2,332.00	\$0.00	(2,332.00)	(100.0)%
12	Transport	12299	Depreciation - Street, Roads, Bridges	\$1,431,000.00	\$157,750.00	\$150,931.80	(6,818.20)	(4.3)%
12	Transport	12359	Loss on Sale of Asset	\$2,919.00	\$0.00	\$0.00	0.00	
12	Transport	12604	Airport Maintenance	\$15,821.00	\$2,808.00	\$397.10	(2,410.90)	(85.9)%
				\$1,849,792.00	\$429,877.00	\$424,635.69	(5,241.31)	(1.2)%
Operating Revenue- Transport								
12	Transport	12212	Grant - MRWA Direct	-\$68,000.00	-\$7,000.00	\$0.00	7,000.00	(100.0)%
12	Transport	12398	Profit on Sale of Asset	\$0.00	\$0.00	-\$10,905.07	(10,905.07)	
				-\$68,000.00	-\$7,000.00	-\$10,905.07	(3,905.07)	55.8%
Operating Expense- Economic Services								
13	Economic Services	13100	ABC Costs- Rural Services	\$68,000.00	\$22,664.00	\$25,118.24	2,454.24	10.8%
13	Economic Services	13119	Project TBA - Fox Shoot	\$20,000.00	\$15,000.00	\$14,360.51	(639.49)	(4.3)%
13	Economic Services	13123	NRM Contract	\$18,000.00	\$6,000.00	\$5,054.75	(945.25)	(15.8)%
13	Economic Services	13125	Noxious Weed Control	\$2,000.00	\$664.00	\$0.00	(664.00)	(100.0)%
13	Economic Services	13200	Admin Allocations Tourism & Area Promotion	\$32,000.00	\$10,664.00	\$11,169.45	505.45	4.7%
13	Economic Services	13210	Area Promotion	\$6,000.00	\$2,000.00	\$1,881.82	(118.18)	(5.9)%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
13	Economic Services	13211	SUBS- CW Visitor Centre	\$4,500.00	\$1,500.00	\$2,272.73	772.73	51.5%
13	Economic Services	13212	SUBS- Newtravel	\$2,000.00	\$664.00	\$0.00	(664.00)	(100.0)%
13	Economic Services	13213	Maintenance Caravan Park	\$36,000.00	\$24,750.00	\$27,833.54	3,083.54	12.5%
13	Economic Services	13214	Information Bay- Carrabin	\$6,450.00	\$1,613.00	\$213.55	(1,399.45)	(86.8)%
13	Economic Services	13215	Old Club Hotel Museum -Maintenance	\$10,100.00	\$3,360.00	\$4,441.99	1,081.99	32.2%
13	Economic Services	13299	Depreciation - Tourism & Area Promotion	\$14,000.00	\$4,664.00	\$4,337.28	(326.72)	(7.0)%
13	Economic Services	13301	Contract EH Services	\$8,000.00	\$2,664.00	\$1,920.00	(744.00)	(27.9)%
13	Economic Services	13502	Nursery Operating Costs	\$1,800.00	\$600.00	\$397.09	(202.91)	(33.8)%
13	Economic Services	13600	Expenses Relating to Other Economic Services	\$3,000.00	\$2,000.00	\$2,640.31	640.31	32.0%
13	Economic Services	13610	Maintenance - Westonia CRC	\$19,200.00	\$4,800.00	\$8,739.06	3,939.06	82.1%
13	Economic Services	13611	Water Supply Standpipes	\$23,000.00	\$20,750.00	\$17,874.65	(2,875.35)	(13.9)%
13	Economic Services	13614	St Lukes Church	\$1,000.00	\$332.00	\$0.00	(332.00)	(100.0)%
13	Economic Services	13616	Westonia CRC Contributions	\$2,500.00	\$2,500.00	\$3,460.00	960.00	38.4%
13	Economic Services	13699	Depreciation - Other Economic Services	\$53,000.00	\$17,664.00	\$22,307.70	4,643.70	26.3%
13	Economic Services	16107	Loan Interest Loan # 6	\$1,667.00	\$552.00	\$903.18	351.18	63.6%
				\$332,217.00	\$145,405.00	\$154,925.85	9,520.85	6.5%

Operating Revenue- Economic Services

13	Economic Services	13105	Govt. Grant Funding	-\$20,000.00	\$0.00	\$0.00	0.00	
13	Economic Services	13202	Caravan Site Charges	-\$22,000.00	-\$12,000.00	-\$11,108.86	891.14	(7.4)%
13	Economic Services	13203	Tent Site Charges	-\$300.00	-\$100.00	-\$9.10	90.90	(90.9)%
13	Economic Services	13204	Souvenir Sales	-\$200.00	-\$64.00	-\$60.91	3.09	(4.8)%
13	Economic Services	13221	Income - Old Club Hotel Museum Entry	\$0.00	\$0.00	-\$1,761.80	(1,761.80)	
13	Economic Services	13302	Income Relating to Building Control	\$0.00	\$0.00	-\$90.91	(90.91)	
13	Economic Services	13303	Building Permit Charges	-\$500.00	-\$250.00	-\$225.91	24.09	(9.6)%
13	Economic Services	13304	Demolition Charges	-\$100.00	\$0.00	\$0.00	0.00	
13	Economic Services	13305	Commission BRB	-\$200.00	\$0.00	\$0.00	0.00	
13	Economic Services	13505	Tree Planter Hire	-\$500.00	\$0.00	\$0.00	0.00	
13	Economic Services	13602	Community Bus Hire Charges	-\$1,000.00	-\$250.00	-\$163.64	86.36	(34.5)%
13	Economic Services	13603	Evolution Lease - Industrial Shed	-\$19,500.00	-\$4,875.00	-\$4,875.45	(0.45)	0.0%
13	Economic Services	13604	Police Licensing Commissions	-\$4,000.00	-\$1,332.00	-\$1,867.99	(535.99)	40.2%
13	Economic Services	13607	SSL Interest Reimbursement	-\$1,667.00	-\$834.00	-\$903.18	(69.18)	8.3%
13	Economic Services	13618	Reimbursements General	-\$200.00	-\$200.00	-\$325.33	(125.33)	62.7%
13	Economic Services	13622	Furniture & Equipment - Standpipes	-\$32,000.00	\$0.00	\$0.00	0.00	
				-\$102,167.00	-\$19,905.00	-\$21,393.08	(1,488.08)	7.5%

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Prog	Programme Description	COA	Description	Original Budget	YTD Budget	YTD Actual	YTD Variation \$	YTD Budget %
Operating Expense- Other Property & Services								
14	Other Property & Services	14101	Curtin Uni House - Maintenance	\$2,100.00	\$692.00	\$0.00	(692.00)	(100.0)%
14	Other Property & Services	14102	Private Works	\$15,000.00	\$15,000.00	\$65,702.30	50,702.30	338.0%
14	Other Property & Services	14200	Administration Allocations to PWOH	\$250,000.00	\$83,328.00	\$86,239.85	2,911.85	3.5%
14	Other Property & Services	14202	Sick Leave Expense	\$13,000.00	\$4,332.00	\$4,973.38	641.38	14.8%
14	Other Property & Services	14203	Annual & Long Service Leave Expense	\$80,000.00	\$10,000.00	\$12,030.12	2,030.12	20.3%
14	Other Property & Services	14204	Protective Clothing - Outside Staff	\$3,500.00	\$1,164.00	\$257.15	(906.85)	(77.9)%
14	Other Property & Services	14205	Conference Expenses- Engineering	\$2,000.00	\$664.00	-\$81.36	(745.36)	(112.3)%
14	Other Property & Services	14206	Medical Examination Costs	\$1,000.00	\$332.00	\$505.09	173.09	52.1%
14	Other Property & Services	14209	Workers Compensation Payments	\$0.00	\$0.00	\$18,694.01	18,694.01	
14	Other Property & Services	14214	Eng. & Technical Support	\$2,500.00	\$832.00	\$0.00	(832.00)	(100.0)%
14	Other Property & Services	14215	Staff Training	\$8,000.00	\$8,000.00	\$11,347.22	3,347.22	41.8%
14	Other Property & Services	14216	Insurance on Works	\$15,000.00	\$15,000.00	\$36,029.57	21,029.57	140.2%
14	Other Property & Services	14217	Supervision Costs	\$15,000.00	\$5,750.00	\$5,353.35	(396.65)	(6.9)%
14	Other Property & Services	14218	Service Pay	\$4,800.00	\$1,600.00	\$1,680.26	80.26	5.0%
14	Other Property & Services	14219	Superannuation Cost	\$67,000.00	\$22,332.00	\$19,316.91	(3,015.09)	(13.5)%
14	Other Property & Services	14220	Allowances & Other Costs	\$25,000.00	\$8,332.00	\$7,641.15	(690.85)	(8.3)%
14	Other Property & Services	14221	Fringe Benefits Tax - Works	\$10,000.00	\$2,500.00	\$1,423.66	(1,076.34)	(43.1)%
14	Other Property & Services	14302	Insurance - Plant	\$24,000.00	\$14,000.00	\$13,928.82	(71.18)	(0.5)%
14	Other Property & Services	14303	Fuel & Oils	\$0.00	\$0.00	\$50,780.99	50,780.99	
14	Other Property & Services	14304	Tyres and Tubes	\$20,000.00	\$6,668.00	\$1,880.45	(4,787.55)	(71.8)%
14	Other Property & Services	14305	Parts & Repairs	\$70,000.00	\$55,000.00	\$53,856.15	(1,143.85)	(2.1)%
14	Other Property & Services	14306	Internal Repair Wages	\$65,000.00	\$14,250.00	\$16,544.66	2,294.66	16.1%
14	Other Property & Services	14307	Licences - Plant	\$7,500.00	\$5,500.00	\$5,130.87	(369.13)	(6.7)%
14	Other Property & Services	14308	Depreciation - Plant	\$25,000.00	\$8,332.00	\$13,946.39	5,614.39	67.4%
14	Other Property & Services	14310	Blades & Tynes	\$14,310.00	\$4,772.00	\$0.00	(4,772.00)	(100.0)%
14	Other Property & Services	14311	Consumable Items	\$6,000.00	\$2,000.00	\$2,943.19	943.19	47.2%
14	Other Property & Services	14312	Expendable Tools	\$3,000.00	\$1,000.00	\$2,509.68	1,509.68	151.0%
14	Other Property & Services	14402	Purchase of Stock Materials	\$0.00	\$0.00	-\$13,143.31	(13,143.31)	
14	Other Property & Services	14500	Expenses relating to Administration	\$486,000.00	\$121,500.00	\$167,996.22	46,496.22	38.3%
14	Other Property & Services	14501	Administration Office Maintenance	\$51,200.00	\$17,064.00	\$18,557.70	1,493.70	8.8%
14	Other Property & Services	14502	Workers Compensation Premiums- Administration	\$18,000.00	\$6,000.00	\$0.00	(6,000.00)	(100.0)%
14	Other Property & Services	14503	Office Equipment Maintenance - Admin	\$6,000.00	\$2,000.00	\$3,656.28	1,656.28	82.8%
14	Other Property & Services	14504	Telecommunications - Admin	\$0.00	\$0.00	\$290.00	290.00	

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14	Other Property & Services	14505	Travel & Accommodation - Admin	\$2,000.00	\$664.00	\$1,026.75	362.75	54.6%
14	Other Property & Services	14506	Legal Expenses Administration	\$2,000.00	\$664.00	\$1,111.27	447.27	67.4%
14	Other Property & Services	14507	Training Expenses - Admin	\$5,000.00	\$1,664.00	\$0.00	(1,664.00)	(100.0)%
14	Other Property & Services	14508	Printing & Stationery - Admin	\$10,000.00	\$3,332.00	\$1,182.37	(2,149.63)	(64.5)%
14	Other Property & Services	14509	Fringe Benefits Tax - Admin	\$12,000.00	\$4,000.00	\$2,847.34	(1,152.66)	(28.8)%
14	Other Property & Services	14510	Conference Expenses - Admin	\$3,000.00	\$1,000.00	\$1,755.46	755.46	75.5%
14	Other Property & Services	14511	Staff Uniform - Admin	\$3,000.00	\$1,000.00	\$209.13	(790.87)	(79.1)%
14	Other Property & Services	14517	Postage & Freight	\$1,500.00	\$500.00	\$283.27	(216.73)	(43.3)%
14	Other Property & Services	14521	Accounting Assistance	\$38,200.00	\$12,732.00	\$15,611.80	2,879.80	22.6%
14	Other Property & Services	14522	Advertising	\$2,000.00	\$664.00	\$308.00	(356.00)	(53.6)%
14	Other Property & Services	14599	Depreciation - Admin	\$35,500.00	\$11,832.00	\$11,261.17	(570.83)	(4.8)%
14	Other Property & Services	14207	Public Works Overheads Allocated to Works	-\$496,800.00	-\$165,604.00	-\$174,492.47	(8,888.47)	5.4%
14	Other Property & Services	14309	Plant Operation Costs Allocated to Works	-\$370,500.00	-\$149,425.00	-\$149,425.02	(0.02)	0.0%
14	Other Property & Services	14515	Administration Costs Allocated to Programs	-\$675,400.00	-\$225,132.00	-\$223,388.99	1,743.01	(0.8)%
14	Other Property & Services	14602	Gross Salaries & Wages	\$1,010,000.00	\$336,664.00	\$335,120.36	(1,543.64)	(0.5)%
14	Other Property & Services	14603	Less Sal & Wages Alloc to Works	-\$1,010,000.00	-\$336,664.00	-\$335,120.36	1,543.64	(0.5)%
14	Other Property & Services	14702	Novated Lease Pre-tax	\$0.00	\$0.00	-\$1,125.88	(1,125.88)	
14	Other Property & Services	14703	Novated Lease Post-tax	\$0.00	\$0.00	-\$1,612.29	(1,612.29)	
				-\$118,590.00	-\$64,165.00	\$95,542.66	159,707.66	(248.9)%

Operating Revenue- Other Property & Services

14	Other Property & Services	14100	Private Works Income	-\$25,000.00	-\$25,000.00	-\$58,603.17	(33,603.17)	134.4%
14	Other Property & Services	14222	Sale of Scrap	\$0.00	\$0.00	-\$300.00	(300.00)	
14	Other Property & Services	14201	Income Relating to Public Works Overheads	-\$7,000.00	-\$2,332.00	-\$4,665.00	(2,333.00)	100.0%
14	Other Property & Services	14404	Diesel Fuel Rebate	-\$25,000.00	-\$10,250.00	-\$10,058.00	192.00	(1.9)%
14	Other Property & Services	14405	Sale of Stock	-\$500.00	-\$164.00	\$0.00	164.00	(100.0)%
14	Other Property & Services	14406	Sale of Fuel and Scrap	-\$500.00	-\$164.00	-\$185.49	(21.49)	13.1%
14	Other Property & Services	14525	Admin - Reimbursement	-\$1,000.00	-\$332.00	-\$2,726.75	(2,394.75)	721.3%
14	Other Property & Services	14799	Proceeds on Sale of Assets	\$0.00	\$0.00	\$130,199.99	130,199.99	
14	Other Property & Services	14598	Profit on Sale of Asset - Admin	-\$8,648.00	\$0.00	-\$5,975.62	(5,975.62)	
				-\$67,648.00	-\$38,242.00	\$47,685.96	85,927.96	(224.7)%

No-Operating Grants

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12	Transport	12213	Grant - MRWA Specific	-\$300,000.00	\$0.00	\$0.00	0.00	
12	Transport	12216	Grant - Roads to Recovery	-\$275,244.00	-\$137,622.00	-\$133,000.00	4,622.00	(3.4)%
				-\$575,244.00	-\$137,622.00	-\$133,000.00	4,622.00	(3.4)%

9.1.3 GST RECONCILIATION REPORT –OCTOBER 2018

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jasmine Geier, Executive Support Officer		
File Reference:	F1.4.4 Audit Report		
Disclosure of Interest:	Nil		
Attachments:	Attachment 9.1.3 GST Report		
Signature:	Officer	CEO	
			

Purpose of the Report

☐ Executive Decision ☒ Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 31st October 2018 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in regard to Goods and Services Tax.

Strategic Implications

Nil

Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

Voting Requirements

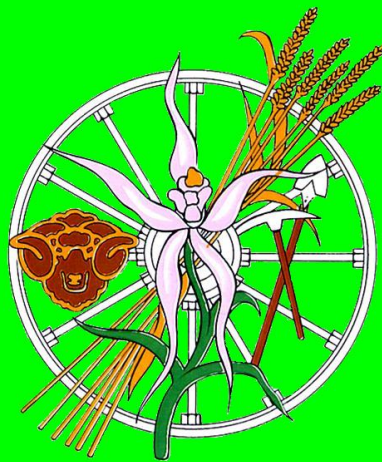
☒ Simple Majority ☐ Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totaling \$(8,610.00) for the period ending 31st October 2018 be adopted.

Attachment 9.1.3

Shire of Westonia



GST Reconciliation Report

for period ending
31st October 2018

SHIRE OF WESTONIA

BAS EXTRACT - 31 OCTOBER 2018



ABN:	87 507 505 958
Business Activity Statement:	Oct-18
Period/Year end:	2018/2019

Name	Jasmine Geier
Position	Manager of Coporate Service
Date	12/11/2018

	A	B	C	D	E	F	G
	GST						
Month	On Sales (collected) *1405000	On Purchases (paid) *1304000	Nett GST Payable / (Receivable)	Fuel Tax Credit *1144040.170	PAYG *1406010	FBT Instalment *1142210 & 1145090	Nett Payment /(Refund)
Jul-18	6,189.00	3,115.00	3,074.00	0.00	15,718.00	0.00	18,792.00
Aug-18	2,235.00	21,088.00	(18,853.00)	(5,674.00)	15,760.00	0.00	(8,767.00)
Sep-18	2,377.00	10,934.00	(8,557.00)	(1,260.00)	22,330.00	4,271.00	16,784.00
Oct-18	6,239.00	28,037.00	(21,798.00)	(3,124.00)	16,312.00	0.00	(8,610.00)
Nov-18			0.00			0.00	0.00
Dec-18			0.00				0.00
Jan-19			0.00			0.00	0.00
Feb-19			0.00			0.00	0.00
Mar-19			0.00				0.00
Apr-19			0.00			0.00	0.00
May-19			0.00			0.00	0.00
Jun-19			0.00				0.00
Total	17,040.00	63,174.00	(46,134.00)	(10,058.00)	70,120.00	4,271.00	18,199.00

A - B = C (Net GST)

C + D + E + F = G (Nett (Refund/Payment))

9.1.4 RELATED PARTY DISCLOSURE POLICY

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jamie Criddle, CEO		
File Reference:			
Disclosure of Interest:	Jamie Criddle		
Attachments:	Nil		
Signature:	Officer	CEO	

Purpose of the Report



Executive Decision



Legislative Requirement

Background

The scope of Australian Accounting Standards Board Accounting Standard AASB 124 (*Related Party Disclosures*) was varied in July 2015 to encompass not for profit entities including local government. AASB now imposes a number of obligations upon elected members and senior Shire staff in relation to disclosures of their financial dealings with related parties. These obligations came into effect for the 2016/17 financial year and the obligation is to be disclosed as a note within future Annual Financial Reports.

The primary objective of AASB 124 is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and potential profit or loss may have been affected by the existence of related parties and their transactions.

This item proposes that Council endorse Policy 1.9 – Related Party Disclosures. Implicit in this endorsement is acknowledgement of the:

- positions to be identified as Key Management Personnel (KMP); and
- transactions that are considered to be Ordinary Citizen Transactions (OCT) with no ensuring disclosure obligations.

Comment

Definitions that relate to the commentary provided on this item are as follows:

Related party – a person or entity that is related to the local government. Related parties include:

- entities related to Council;
- key management personnel;
- close family members of Key Management Personnel; and
- non-council entities that are controlled or jointly controlled by Key Management Personnel or their close family members.

Related party transaction – a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

Key Management Personnel – people who have the authority and responsibility for planning, directing and controlling the activities of the reporting entity and for local governments includes all councillors and senior staff (Chief Executive Officer and Executive Managers).

Ordinary Citizen Transaction – an exchange that is made on terms and conditions no different to those applying to the general public which is unlikely to influence the decisions made by the users of the Shire's financial statements (for example, a dog registration fee).

The objective of AASB 124 is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and any profit or loss may have been affected by the existence of related parties and transactions with those parties.

This means that users of the Shire of Westonia Annual Financial Report will become aware of any relationships that may affect the financial position and profit or loss of the Shire. The Annual Financial Report provides information at a summary level of the financial remuneration of related parties, key management personnel and the financial value of transactions with related parties such as services or goods purchased from businesses operated by related parties.

Individual financial details of related parties are not disclosed during the reporting process and the transactions are presented as aggregated information in the financial reports.

The information collated and aggregated for the Annual Financial Reports is obtained from a number of sources, however the most significant of these is the Related Party Declaration form.

The form must be completed by Key Management Personnel at least annually, and is appended to Policy 1.9. ***The policy proposes that KMP be required to complete this form twice each financial year in December and June.***

Disclosure requirements apply to the existence of relationships regardless of whether or not any transaction has occurred. Each financial year, the Shire of Westonia must make an informed judgement as to what is considered to be a related party, and what transactions should be considered when determining if disclosure is required.

AASB 124 advises that if a local government has had related party transactions during a financial year, it shall disclose the nature of the related party relationship as well as information about those transactions, including commitments that are necessary for users to understand the potential effect of the relationship on the financial statements.

To progress the implementation of AASB 124 from 2016/17, Council is required to consider and endorse the following:

1. Positions to be included as Key Management Personnel (KMP) in the assessment of related parties; and
2. Transactions that are considered to be Ordinary Citizen Transactions (OCT) that will not be included as related party transactions.

Key Management Personnel (KMP)

AASB 124 specifically includes Elected Members as part of the definition of Key Management Personnel (KMP). It is expected that in local government, KMP will include Elected Members, the Chief Executive Officer and the next level of management, which in the case of the Shire of Westonia is Executive Managers.

Ordinary Citizen Transactions (OCT)

In order to identify which transactions are related party transactions and subject to disclosure it is necessary to consider and exclude Ordinary Citizen Transactions (OCT) from disclosure requirements.

OCTs are those transactions provided on terms and conditions no different to those applying to the general public and are unlikely to influence the decisions that users of the Shire's financial statements make. These Ordinary Citizen Transactions include the following:

- paying rates, fines or penalties;
- paying application fees for licenses, approvals or permits;
- using Shire owned and operated facilities such as halls, recreation centres, recreation centres, aquatic centres, libraries, parks, ovals, public open space and landfill sites (whether a fee is charged or not); and
- attending Shire functions that are open to the public.

The exclusion of the above from related party transactions effectively limits the related party transactions that are to be declared and disclosed to the following:

- purchases or sale of goods (finished or unfinished);
- purchase or sales of property or other assets;
- rendering or receiving services;
- leases;
- transfers of research and development;
- transfers under license agreements;
- transfers under finance arrangements (including loans and equity contributions in cash or kind);
- provisions of guarantees or collateral;
- commitments to do something if a particular event occurs or does not occur in the future, including execution of contracts (recognised or unrecognised); and settlement of liabilities on behalf of Council or by Council on behalf of the related party.

Statutory Environment

Local Government Act 1995

Section 2.7 Role of council

- (1) The council –
- (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to –
- (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies

Policy Implications

A new policy will be included in the Administration section of the Policy Manual.

Strategic Implications

Shire of Westonia Strategic Community Plan 2013-23

Civic Leadership Objective:

"A financially strong and knowledgeable Shire, leading an empowered community."

Financial Implications

Nil



Voting Requirements

☐

Simple Majority

☒

Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorses:

1. Policy 1.9 – Related Party Disclosures; and

2. The following Ordinary Citizen Transactions (OCT) as exempt from Related Party Disclosure reporting:

- paying rates, fines or penalties;
- paying application fees for licenses, approvals or permits;
- using Shire owned and operated facilities such as halls, recreation centres, recreation centres, aquatic centres, libraries, parks, ovals, public open space and landfill sites (whether a fee is charged or not); and
- attending Shire functions that are open to the public.



Related Parties Disclosure

Policy Name: Related Parties Disclosure	To be read in conjunction with Policy Numbers:
Date Adopted:	Review Date: October 2019

OBJECTIVE

The objective of AASB 124 is to ensure that an entity's financial statements contain disclosure necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire of Westonia must make an informal judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this policy is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

POLICY

1. Identification of Related Parties

AASB 124 provides that the Shire of Westonia will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Westonia has identified the following persons as meeting the definition of Related Party:

- An elected Council member
- Key management personnel being a person employed under section 5.36 of the Local Government Act 1995 in the capacity of Chief Executive Officer or Executive Manager.

- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs)

The Shire of Westonia will therefore be required to assess all transactions made with these persons or entities.

2. Identification of related party transactions.

A related party transaction is a transfer of resources, services or obligations between the Shire of Westonia (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criterion:

- Paying rates
- Fines
- Use of Shire of Westonia owned facilities such as Recreation Centre, Aquatic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family member of KMP.
- Application fees paid to the Shire of Westonia for licences, approvals or permits.
- Lease agreements for housing rental.
- Lease agreements for commercial properties.
- Monetary and non-monetary transactions between the Shire of Westonia and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Westonia (trading agreement)

Some of the transactions listed above, occur on the terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Westonia can determine that an OCT was provided at arm's length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclose in the annual financial report will be required.

3. Disclosure Requirements

For the purposes of determining relevant transactions in point 2 above, elected Council members and key personnel as identified above, will be required to complete a Related Part Disclosures – Declaration Form (Appendix 3) for submission to financial services.

Ordinary Citizen Transactions (OCT's)

Management will put forward a draft resolution to Council annual, declaring that in its opinion, based on the fact and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that

users of the Council's financial statements make. As such no disclosure in the quarterly Related Party Disclosures – Declaration form will be required.

- Paying rates
- Fines
- Paying Department of Transport registration or licencing payments
- Use of Shire of Westonia owned facilities such as Recreation Centre, Aquatic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending Council functions that are open to the public.

Where these services were not provided at arm's length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the Related Party Disclosures – Declaration form about the nature of any discount or special terms received.

All other transactions

For all other transactions listed in point 2 above, elected Council members and KMP will be required to make a declaration in the Related Party Disclosures – Declaration form.

Frequency of Disclosures

Elected Council members and KMP will be required to complete Related Party Disclosure – Declaration form annually.

Disclosures must be made by all Councillors immediately prior to any ordinary or extraordinary election.

Disclosures must be made immediately prior to the termination of employment of/by a KMP.

Confidentiality

All information contained in a disclosure return will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

4. Materiality

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

LEGISLATION

AASB 124 – Related Party Disclosure

Local Government Act 1995

Local Government (Financial Management Regulations) 1996



SHIRE OF WESTONIA

AASB 124 – “RELATED PARTY DISCLOSURES”

RELATED PARTY DISCLOSURES - DECLARATION

As per requirements of AASB 124 Related Party Disclosures, and Business Operating Procedure – Related Party Disclosures. For additional information to assist you in making a declaration, please refer to the Appendices to this form.

The following declaration must be completed by all Council members, the CEO and Directors of the Shire of Westonia who were elected or employed at any time during the financial year.

Disclosure Period :	
Person making disclosure:	
Position held by person: e.g. Councillor, Director	

1. CLOSE MEMBERS OF THE FAMILY

Name of Family Member	Relationship to you
<i>If there has been no change since your last declaration, please complete “No Change”</i>	

2. ENTITIES THAT I, OR A CLOSE FAMILY MEMBER CONTROLS OR JOINTLY CONTROLS

[illegible]

3. ORDINARY CITIZEN TRANSACTIONS – NOT PROVIDED AT ARMS LENGTH

Did you or any member of your close family use facilities provided at Recreation Centre, attend any event at the Civic Centre, or use any other council provided facility AND you received a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person using the facility	Service/Facility used	Nature of transaction	Nature of discount or special conditions received.

Note: Recreation Centre membership provided as part of employment has been provided under the same terms as those memberships provided to the public.

4. LEASING AGREEMENTS - DOMESTIC RESIDENTIAL

Did you, a close family member or related entity, enter into a lease agreement with the Shire of Westonia (either as lessee or lessor) for the provision of a domestic rental property (Includes properties owned by the Shire of Westonia and privately owned properties sub-leased through the Shire of Westonia from a real estate agent)? Did you receive or provide a discount or special terms that would not otherwise be offered to any other member of the public?

Name of Person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

5. LEASING AGREEMENTS - COMMERCIAL

Did you, a close family member or related entity, enter into a commercial leasing agreement with the Shire of Westonia for the provision of a commercial property? Did you receive a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

6. TRADING ARRANGEMENTS

Were you or a close family member (as defined above) the owner of any business (or in a position to substantially control the business) that provided goods or services to the Shire of Westonia? Were those goods or services provided on the same terms and conditions as those available to any other customer? If not, please provide details of the specific terms provided to the Shire of Westonia.

Business name	Goods or services provided	Approximate value for the reporting period	Terms & conditions

7. OTHER AGREEMENTS (Construction, Consultancy, Service Contracts)

Did you, a close family member or related entity, enter into any other agreements/arrangements with the Shire of Westonia (whether or not a price was charged)?

This may include (but is not limited to): construction contracts, consultancy services, service contracts (such as cleaning, maintenance, security).

For e.g. a company that a close family member controls, was awarded a contract with the Shire of Westonia for building a new office facility.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & conditions

8. PURCHASE OF PROPERTY

Did you, a close family member or related entity, purchase any property or other assets from the Shire of Westonia? (This may include vehicles or other plant items, land or buildings).

Was the purchase made at arms length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property purchased	Value of the purchase	Terms & conditions

9. SALE OF PROPERTY

Did you, a close family member or related entity, sell any property or other assets to the Shire of Westonia? (This may include vehicles or other plant items, land or buildings).

Was the sale made at arms length, and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided.

Name of person or entity name	Property Sold	Value of the Sale	Terms & conditions

10. FEES & CHARGES FOR APPLICATIONS

Did you, a close family member or related entity, make an application to Council for a trading, building, planning or development application, licence or approval, or any other type of permit or licence?

Name of person or entity name	Application type	Application and/or receipt number

11. SELF SUPPORTING LOANS

Did you, a close family member or related entity, enter into a loan agreement with the Shire of Westonia? For e.g. a club for which you have control (See Appendix 2 for example)

Name of person or entity name	Loan details	Value of the loan	Terms & conditions

12. OTHER AGREEMENTS

Please list any other agreement or arrangement you believe is a related party transaction and should be declared.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & conditions



SHIRE OF WESTONIA

AASB 124 – “RELATED PARTY DISCLOSURES”

RELATED PARTY DISCLOSURES - DECLARATION

I declare that all information and details provided in this form are true and correct to the best of my knowledge and belief and that no known relevant information has been omitted.

I have made this declaration after reading the information supplied by Council which details the meaning of the definitions to which this declaration relates.

SELECT OPTION 1: ☐ Handwritten Signature

Signed: _____ Date: ____/____/____

Once signed please provide to the Shire of Westonia DCEO or CEO

9.2 COMMUNITY AND REGULATORY SERVICE

9.2.1 CARAVAN PARK OFFICE

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jamie Criddle, CEO		
File Reference:			
Disclosure of Interest:	Jamie Criddle		
Attachments:	Nil		
Signature:	Officer	CEO	

Purpose of the Report



Executive Decision



Legislative Requirement

Background

At the October Ordinary Meeting of Council, discussions were held in relation to the grant application that was submitted via the Federal Member for Durack (Melissa Price) Stronger Communities Grant Programme. Council were happy to submit the grant and complete the project upon receiving the grant and Municipal Funds.

Comment

The project involved relocating a transportable training room to the Caravan Park and converting to an office and accommodation facility for the caretaker.

Just after the Council meeting, the exact building came up for sale on the Ross's Auction website and after advising the President, the CEO put in a bid for the transportable with a maximum of \$16750, plus buyers premium and GST.

Council was successful at a bid of \$16,250 plus premiums totaling \$19,662.50 inc GST which was a great result for Council.

While the purchase is related as an out of budget expense, previous consent was given to pursue the project with grant funds. Management are extremely confident of receiving the funds to continue the project and as discussed previously, utilise funds made from the Carrabin (Great Eastern Highway) private works project to complete the project

Unfortunately, opportunities like this do not happen at "budget time" which makes it difficult to budget for. The purchase would not have happened without the Stronger Communities Grant Programme and the profit received from the Carrabin (Great Eastern Highway) private works project.

Statutory Environment

Local Government Act, 1995

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure ...

... (b) is authorized in advance by resolution*; or

*Absolute majority required.

(1a) In subsection (1) -

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget ...



Policy Implications

Nil



Strategic Implications

Shire of Westonia Strategic Community Plan 2013-23



Financial Implications

Council’s 2018/19 Municipal Budget does not contain provision for the unbudgeted item and requires approval from Council to access funds from the Municipal Account via profit on Private Works project .



Voting Requirements

☐

Simple Majority

☒

Absolute Majority

OFFICER RECOMMENDATIONS

That Council approve for the unbudgeted expenditure to purchase a transportable building for the Caravan Park totaling up to \$19,662.50 inc GST with \$13,750 to come from the successful Stronger Communities Grant Programme with the remainder to come from the Municipal Account via profits made on the Great Eastern Highway private works project up to \$20,000.

9.2.2 CAMP WESTONIA – REGIONAL ECONOMICAL DEVELOPMENT SCHEME (RED)

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:		
Disclosure of Interest:	Jamie Criddle	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

For information in relation to the Regional Economic Development Scheme (RED) funding application submitted on behalf of Council for the upgrades and development of “Camp Westonia” on the old Westonia Primary School site.

Background

As Council will be aware, the Chief Executive Officer had been working behind the scenes with management of Evolution Mining to investigate a variety of Shared Value Projects within the Westonia Shire. The sale of the Edna May Operations from Evolution to Ramelius has somewhat dampened the project with Ramelius advising that they have no appetite to assist in funding.

The following project were originally listed to pursue funding:

- **Camp Westonia**
- **Westonia Solar Farm**

Comment

Project 1 – Camp Westonia

Project Summary

Camp Westonia (Westonia, WA)

This is a proposed partnership with the Shire of Westonia to help establish “Camp Westonia”: relocating 40 rooms (comprising 10 x 4 room unsuited units), 1x large kitchen/dinning and common room and 1 x recreation/facilities room to the Old School site to set up as a camp accommodation style complex. This will be utilised for a variety of initiatives, including: schools; bus tours; grey nomads; sport clubs; kids at risk; holiday camp. Activities may include: mine tour; physical activities; educational programs; visit to a working farm.

This project will help “future proof” Westonia following eventual closure of EMO by achieving increased visitation, leading to increased economic activity in Westonia.

Project Objectives

A community such as Westonia’s has seen the effects of “boom and bust” mining and agriculture over the past 100 years and community leaders have been looking at ways to future proof the town/shire/community so that the booms are maximised and the busts are eliminated or minimised.

As stated in the Wheatbelt Development Commission - Wheatbelt Blueprint, Westonia needs investment in key infrastructure to enable growth opportunities. Small scale investment in accommodation will create additional private and community investment, leading to a vibrant economy, growth, employment and education opportunities.

- The project hopes to deliver a variety of benefits, including:

- Setting up the facility to cater for “Camp Kulin” style Camp.[see Appendix B]
- Utilising the facility as a Community/School Camp, alternating with the above.
- Use it to attract bus tours and open up the tourism potential that is growing at the moment with mine tours, Farm experience tours, Local Aboriginal tours, Rock and natural wonder tours, targeting the “Grey Nomads”, etc
- Use the facility as overflow accommodation for the mine on shut downs
- Overflow accommodation for groups not able to get accommodation in Merredin with large companies totally hiring out the major hotel/motels in the district on a permanent basis
- Short term accommodation for sporting events, community events
- Utilise as an Evacuation Centre for the Town or mine if required
- Short term accommodation for sporting events, community events
- Utilise as an Evacuation Centre for the Town or mine if required

Stage 1 It is anticipated that the accommodation side of the project will be completed within the first stage, with additions to continue in future years to value add to the facility (listed in stage 2).

Stage 2 As mentioned above, the extent of Evolutions financial resources will be limited to stage 1, with stage 2 comprising of seeking funding from outside sources to value add to the facility such as “high/low rope course built onsite to add to facility” “flying fox” “climbing walls” to challenge not only the children but the children at heart!!

Current Status

The Shire of Westonia and the Westonia Community have recently been gifted the Old Primary School site following the closure of the School in 2014. The vesting for “Community Purposes including Aged Accommodation” allows for the site to be used in a variety of ways with a portion of the site allocated for aged accommodation via the CEACA project and the rest of the site available for the “Camp Westonia” concept.

The Council have been liaising with a company (OTOC) who are bidding on discontinued mining work camps in the Pilbara and relocating them at a minimal cost to a third party. The works involve the removal of surplus accommodation villages of various sizes, all with have kitchens, administration offices, ensuited bedrooms (generally 4 to a “donga”), ice rooms, laundries, ablution blocks, etc.

OTOC and the Shire of Westonia as partners are currently listed as the preferred bidder for the current camp that is up for tender. The fact that we are the only Shire/Community group that is listed in the tender has elevated us to preferred bidder status on one of the Roy Hill railway campsites. Quotes have been obtained on the major components of the build/relocation, specifically in relation to disconnection/reconnection, transportation and utility connection such as sewer, water and power. Assessments are currently taking place on site in relation to power/water upgrades and other onsite assessments.

Drivers - Economic

This project has huge potential on many levels, but particularly as a “Future Proofing” project for when Edna May Operations eventually cease.

Increased visitors to Westonia will: increase the spend at local businesses; increase tourism; increase servicing and training; utilise under-utilised services, attractions and recreation facilities, and; has the potential to create new opportunities and employment.

According to the “Fast Facts for the period ending June 2016” published by Tourism Western Australia (Attached), Tourist in Western Australia spend \$9.632 billion pa, which is 10.8% of the tourist spend in Australia, which equates to \$134 per day. Conservative estimates for a bus of 35 people staying 2 nights every fortnight equates to 1820 nights @ \$134 per night, equalling \$243,880 income per year. This initially allows for increased employment in town and flow on benefits for other businesses in the town. This in turn will also stimulate further niche businesses and opportunities on the back of the increased tourist patronage.

The Wheatbelt Development Commission - Wheatbelt Blueprint highlights the potential for the Wheatbelt to seize these opportunities. Minimising the accommodation gaps in Westonia and increasing visitors to Westonia Shire will facilitate both population and economic growth.

The various uses envisaged for the camp will in time allow the facility to become self-sustaining and will create lasting employment in the town and district. Going forward, Council estimates up to 10 employees will be required to clean, cook and manage the project and associated programs.

Drivers - Education

- Setting up the facility to cater for “Camp Kulin” style Camp.

The “Camp Kulin” program, if delivered in Westonia will help cater for “at risk” groups, both children and adults enabling attendees to learn life skills, leadership skills, self confidence and a range of communication skills. Other areas around the state have approached the “Camp Kulin” group to initiate these camps, but due to distance have not been able to. Westonia is only 150km from Kulin and already have great contacts to progress this project.

- Utilising the facility as a Community/School Camp, alternating with the above.

The Westonia community has a great opportunity to deliver a unique visitor experience to community/School users as our geographical location (proximity to Perth – 300km and proximity to Goldfields/Kalgoorlie – 300km) enables us to deliver an all round experience that includes:

Gold mine tours, Farming tours, Rock tours, as well as the museum and other sites in and around Westonia. We can lay down the myth that states that milk comes from Coles or Wollies. City kids can be shown how to shear a sheep one day and how to fill a triple seven (777) the next and then explore some of the most unique rocks in Western Australia (Elachbutting – like Wave Rock, Baladjie Rock and Sandford Rock) Brochure attached.

- Short term accommodation for sporting events, community events

Westonia currently misses out on hosting regional sporting events due to lack of accommodation, this will assist with both Westonia & the wider Wheatbelt in attracting large scale events. Westonia currently host the Western Australian Hang Gliding Championship each year, but have had to pull out of nominating for the Australian & Australasian Championships as we can't meet the accommodation requirements.

Drivers - Environmental

There is substantial infrastructure in the Pilbara related to the past construction boom and it must be removed. Construction camps such as the subject ones are good examples of the tyranny of distance with the cost of removal from the various locations outweighing the value of the items. The items have a low-to-no value as demand has all but dissolved. At the time of bidding it appears possible the lowest cost to the owner may be to demolish the entire villages as the economics of relocation or salvage are outweighed by the economics of landfill.

The costs of the actual asset would be nil with the ultimate owner needing to revalue an asset cost once it was relocated / re-established.

One of the risks in relation to the initial set up of the School camp was the inability to utilise the existing mining camp Waste Water Treatment Plant to process the waste from the school site. Since then, the Shire have found a commercial waste water treatment unit capable of processing over 8000l/day and treat the waste, and allow it to be sprinkled on the existing Eremophila Resinosa translocation site number 2 located South West of Quartz and Boodarockin Roads in the Westonia Townsite (over the road from the School). This would be a win-win for both the Mine, School Site and the environment as the site is currently watered with scheme water at a cost to the mine and the Shire.

Drivers - Health

- Setting up the facility to cater for “Camp Kulin” style Camp.[see Appendix B]
- Utilising the facility as a Community/School Camp, alternating with the above.
- Use it to attract bus tours and open up the tourism potential that is growing at the moment with mine tours, Farm experience tours, Local Aboriginal tours, Rock and natural wonder tours, targeting the “Grey Nomads”, etc
- Use the facility as overflow accommodation for the mine on shut downs
- Overflow accommodation for groups not able to get accommodation in Merredin with large companies totally hiring out the major hotel/motels in the district on a permanent basis

- Short term accommodation for sporting events, community events
- Utilise as an Evacuation Centre for the Town or mine if required

The health benefits for both the locals and the attendees of the Camp School are wide ranging. Initially the attendees to the Camp Kulin would obviously benefit in terms of mental wellbeing and well as physically from the variety of tours available such as Mine, Walk trail, Rock tours and Farm tours.

The health benefits to the community are also wide ranging. One idea would be to include our seniors on to some of the tours as they can assist with a historical background for tourist which in turn helps keep them active, alert and a part of the community. A similar idea with the children of the town to participate in activities with both senior's groups and school groups after hours. We could also partner up as "Buddy Schools" and continue pen pal type arrangements which also assist with children's education, self-esteem and confidence in meeting new people.

Estimated costings:

<i>Project items</i>	<i>RED Grant Funds requested \$ (ex gst)</i>	<i>Own organisation \$ (ex gst)</i>	<i>Other source/s \$ (ex gst)</i>	<i>Name of other funding source/s</i>	<i>Other funding status: Approved or Requested</i>	<i>Date decision expected on requested funds</i>	<i>Total \$ (ex gst)</i>	<i>quote attached</i>
Decommission & transport work camp	200,000	25,000	50,000	Westonia Progress Association			275,000	☐
Recommission work camp - power	25,000	25,000					50,000	☐
Recommission work camp - water		15,000	25,000	Westonia Progress Association			40,000	☐
Recommission work camp - sewer	25,000	35,000					60,000	☒
Recommission work camp – inkind (below)		55,000					55,000	
Audit Costs		1,000					1,000	☐
TOTAL	250,000	156,000	75,000				481,000	

<i>Project item/s</i>	<i>Name of in-kind source</i>
Recommission work camp – sewer (\$20,000) trenching	Shire of Westonia
Recommission work camp – water (\$10,000) trenching	Shire of Westonia
Recommission work camp – power (\$10,000) trenching	Shire of Westonia
Recommission work camp – landscaping (\$15,000)	Shire of Westonia



Statutory Environment

N/A



Policy Implications

There are no policies relating to this matter.



Strategic Implications

Shire of Westonia Strategic Community Plan 2013-23



Financial Implications

The total project involves a total contribution of \$156,000, including a cash contribution of \$101,000 and \$55,000 in-kind



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council approves the submission of the Regional Economic Development Scheme (RED) funding application submitted on behalf of Council for the upgrades and development of “Camp Westonia” on the old Westonia Primary School site and endorses an in-principle allocation of \$101,000 cash and \$55,000 of in-kind support to the project.

9.3 WORKS AND SERVICE

9.3.1 TENDER 1-18/19 – BITUMENOUS PRODUCTS

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	F1.9.1	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

☐

Executive Decision

☒

Legislative Requirement

Background

Council has made allowance in its 2018/19 Budget for the provision of bituminous products as part of its adopted road's program, which includes approximately 45,500m² of combined primer seal 14mm and 1st coat seal 7mm, with 10mm reseal.

A notice inviting tenders was advertised on 27 October 2018 with tenders closing on 9 November 2018.

Comment

At the close of tenders only two submission was received from the following:

1. Bitutek Pty Ltd
2. COLAS WA Pty Ltd

In accordance with the Local Government (Functions & General) Regulations, Regulation 14(2a) the following criteria, will determine whether the tender should be accepted:

- Demonstrated experience by tenderer to meet the requirements as set out in specifications.
- A maintenance service best suited to the Principal's requirements that demonstrates a commitment to customer service and a professional corporate image.
- Demonstrated ability and produces to ensure public and employee safety by way of Occupation Safety and Health, and adherence to the Traffic Management for Roadworks Code of Practice.

Tenderer	Selection Criteria and Weighting			Total weighted Score
	Experience (50%)	Maintenance Service (25%)	Safety Commitment (25%)	
Bitutek Pty Ltd	50	20	20	90
Colas WA Pty Ltd	50	20	20	90

Assessment of Tenders against compliance criteria:

The tenderer for the supply of bituminous products including aggregate was deemed to comply with the compliance criteria.

Basis of Recommendation:

The tenderer has demonstrated significant experience in carrying out similar works and a demonstrated commitment to service, quality assurance and safety.

Price Schedule

Description	M ²	BITUTEK PTY LTD	COLAS WA PTY LTD
Supply and Spray hot bitumen (including binding) 95/5 @ 1.8L/M2 Primer Seal 14mm	17,500 m ²	\$ 74,200 inc GST	\$ 73,675 inc GST
Supply and Spray hot bitumen (including binding) C170 bitumen @ 1.1L/M2 1 st Coat Seal 7mm	17,500 m ²	\$ 54,775 inc GST	\$ 56,525 inc GST
Supply and Spray hot bitumen (including binding) 95/5 @ 1.8L/M2 Reseal 10mm	17,500 m ²	\$ 112,560 inc GST	\$ 119,840 inc GST

Statutory Environment

Local Government Act 1995, section 3.57 – Tenders for providing goods or services.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Nil

Financial Implications

An allocation of funds has been allowed for in the 2018/19 financial budget as part of the annual roads program.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

1. Accept the tender from Bitutek Pty Ltd for the Supply of Bitumenous Products for the total tendered price of \$ 241,535 including GST.

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on 17th December 2018 commencing at 3.30pm

13 MEETING CLOSURE

There being no further business the President, Cr Day declared the meeting closed at pm