



MINUTES

OF MEETING

HELD ON

15 SEPTEMBER 2015

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1. OPENING, OBITUARIES, VISITOR

1.1 OPENING

President Metcalf opened the meeting at 2:58pm.

1.2 OBITUARIES

Mr Jean 'John' Claude Marion

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

D.E. Metcalf	President	Town Ward
G.B. Ralph	Deputy President	Rural South Ward
T.W. Quartermaine		Town Ward
D.P. Hudson		Town Ward
W.E. Coote		Rural North Ward
T.A. Jones		Rural North Ward
L.G. Hagboom		Rural South Ward
D.J. Alcock	Chief Executive Officer	
S.L. King	Finance Manager	
S.F. Geerdink	Works Manager	

2.2 LEAVE OF ABSENCE

2.3 APOLOGIES

S.V. Brookes	Town Ward
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2.4 GUESTS

Mr Brenton Walsh

Mr Adam Metcalf

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATION OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

COUNCIL DECISION – ITEM 7.1

(2530) Moved: T.A. Jones Seconded: D.P. Hudson Carried: 7/0

THAT THE MINUTES OF THE ORDINARY MEETING OF THE DOWERIN SHIRE COUNCIL HELD ON 18 AUGUST 2015 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

9.1 PRESIDENT ANNOUNCEMENTS

GECZ – attended meeting. Presentation by Pamela Iansen from Dept. Agriculture.

Melissa Price – discussed communication issues and was referred to previous correspondence regarding funding.

Monday 14 September - Field Days debrief meeting.

Centenary Park tree re-planting for approximately 20 plants.

Discussion with Supertown Board Member from Northam regarding updates.

Wyalkatchem Shire President – discussion about inter-Council relations

Wyalkatchem Chief Executive Officer – discussion regarding collaborative works in future.

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER STRATEGIC REPORT

10.1.1 CORPORATE PLAN UPDATE

Date:	9 September 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Dacre Alcock

Summary

A Status Report providing update on activities relating to Councils' Corporate Plan.

Background

Council adopted its Corporate Plan 2013-2017 at its November 2013 Council meeting. Within the Plan, Council included an enabling Strategy which in addition to setting out a range of implementation actions includes a reporting requirement in support of the Plan.

During forum sessions held during the March and April 2015 Council meetings the corporate plan and was adopted at the May 2015 Council Meeting

Comment

A Status Report has been prepared and included after this report which details the strategies, actions, estimated costs, funding sources, timeframes, officers responsible and key performance indicators. The final column details the progress to date on each strategy with those highlighted completed since the last status report.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Policy development to be determined.

Statutory Implications

Nil

Strategic Implications

Implementation and monitoring of Councils Corporate Plan, which includes elements of Council's Community Strategic Plan.

Voting Requirements

Simple majority

COUNCIL DECISION – ITEM 10.1.1

(2531) Moved: D.P. Hudson Seconded: T.A. Jones Carried: 7/0

THAT COUNCIL RECEIVES THE AUGUST 2015 CORPORATE PLAN STATUS REPORT.

**CORPORATE PLAN
2013 – 2017
STATUS REPORT**

MINUTES OF ORDINARY MEETING OF COUNCIL – 15 SEPTEMBER 2015

THEME ONE: COMMUNITY					
ACTIONS	TIMEFRAME	ESTIMATED COST	OFFICER RESPONSIBLE	KEY PERFORMANCE INDICATION	CURRENT STATUS
C 1 Maintain a liveable and safe environment for all					
C.1.1 Support and retain police services					
Continue to support a strong relationship with local officers based on a good rapport and regular communication	LEMC Meeting Quarterly	-	CEO, STAFF	<ul style="list-style-type: none"> Minutes of LEMC Meeting 	LEMC meeting was held in May 2015. Desktop exercise with Field Days and Marshalls 30 July
Maintain suitable housing for Police and emergency services	Review Annually	\$5000	CEO, Property Manager	<ul style="list-style-type: none"> Property inspection and report – housing to a suitable standard 	
C.1.2 Promote and encourage participation in voluntary based emergency services					
Partner with local emergency services	LEMC Meeting Quarterly & On request		CEO		Desktop exercise with Field Days and Marshalls 30 July
C.1.3 Continue to support the Animal Ranger Service					
Residents have access to the services of a ranger	Reviewed annually	\$3000	Works Manager	<ul style="list-style-type: none"> Advertise ranger services locally to residents 	Contracting Ranger services with numerous dog and cat issues – ongoing
Snake handling services	Staff training every **		Works Manager	<ul style="list-style-type: none"> 3 staff fully trained in snake handling 	Only one qualified snake handler
C.1.4 Continue to produce a high quality extensive road network					
Council to conduct an annual road inspection	Annually – ongoing	-	Works Manager/CEO	<ul style="list-style-type: none"> Complete road audit inspection 	
Produce and implement annual roads program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed road program document 	<i>Presented to Council in June 2015.</i>
Produce and implement plant replacement program	Ongoing Annually	-	Works Manager	<ul style="list-style-type: none"> Completed plant replacement program p document 	<i>Presented to Council in April 2015.</i>
Conduct audit of current footpaths	2014		WM	<ul style="list-style-type: none"> Complete Footpath audit highlighting problem areas 	<i>June 2014 - Audit completed 6th June 2014 – Included 500m of footpath needs repair/replacing in 14/15 Budget</i>
C.2 Pride & Participation in our community					
C.2.1 Plan and facilitate social and community capacity programs and activities including celebratory days					
Community Events Program	Reviewed annually	\$8860 + external grant funding	CSO CDO FM	<ul style="list-style-type: none"> Coordination of events within budget 	Draft Version of 2015 events calendar and has been created and will be included in the Draft Budget 2015/16

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Identify opportunities for grant funding	Checked weekly		CSO	<ul style="list-style-type: none"> • Increase in successful funding • Increase in grants advertised in local media 	Continue to inform community and clubs of grants as we become aware of them
C.2.2 Continue to provide support for local clubs and organisations					
Provide information and support for Funding & Governance of clubs	Ongoing		CDO CSO	<ul style="list-style-type: none"> • 	Facilitate the Kidsport program on behalf of DSR for 2015/16 Financial Year – funding has been received.
C.2.3 Continue to provide quality facilities to hold events					
Initiate a maintenance program schedule for Council Buildings	February 2014		Works Manager Finance Manager	<ul style="list-style-type: none"> • Develop a detailed program of maintenance for all shire owned facilities 	Stage 1 commenced as part of Asset Management
Review usage of shire owned facilities (sporting facilities, town hall etc...)	April 2014		CEO WM	<ul style="list-style-type: none"> • Annual review of bookings/usage of facilities 	
C.3 Improved Community Health and Well-being					
C.3.1 Expand the provision of medical services in Dowerin					
Continue to advertise and promote the Medical services available to Dowerin residents	Monthly or when required		CDO	<ul style="list-style-type: none"> • Adverts in local media, on website, Facebook etc... • Increase in utilisation of service 	Goomalling Medical Practice mail out sent out in June 2015 Cr Hudson, Cr Metcalf and CEO attended the Goomalling Medical Practice meeting 29/6/15 Next meeting Tuesday 27 th October
Gain feedback from residents as to what further medical services may be required	Reviewed annually		CEO CDO	<ul style="list-style-type: none"> • Conduct a survey/initiate comments box to gain feedback from community • Report findings to GP Network 	
C.3.2 Continue to support the Home and Community Care Service					
Promote and Review services/facilities provided by Dowerin HACC	Annually		HACC CEO	<ul style="list-style-type: none"> • Increase utilisation of HACC services • Annual report 	CDO has included HACC information and newsletters on the new Dowerin Community Website 3 HACC Brochures have been developed Quality Improvement Plan has been finalised – March 2015.
C.3.3 Maintain High Quality Sporting Facilities					
Adhere to the sports surfaces maintenance program budget	Reviewed Annually	\$55,700		<ul style="list-style-type: none"> • 	
C.3.4 Investigate Options available for alternative sporting and recreational pursuits					

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Development of alternative plan for the Dowerin Gym	April 2014		CDO	<ul style="list-style-type: none"> Develop a new plan for the Dowerin Gym prior to budgeting process 2014 Forward plan/budget to FM 	February 2014 – Gym project completed. Open day held on Thursday 19 th February@ 5pm. Lottery West Grant Acquittal completed in May 2015 – funding received.
Review the Dowerin Bike Plan	2013/14		CDO FM	<ul style="list-style-type: none"> Complete review and update Bike Plan 	Grant application submitted in October 2014 to revise the bike plan
C.4 Maintain and increase training and education opportunities					
C.4.1 Continue to support and promote Dowerin District High School					
Liaise with senior staff at the school	Annually		CDO CSO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the school Develop plan of events/activities that the Shire can assist with 	
C.4.2 Support & Promote the Community Resource Centre					
Meet with the Dowerin CRC	Quarterly		FM CDO	<ul style="list-style-type: none"> Gain understanding of the challenges/needs of the CRC Develop plan of events/activities that the Shire can assist with 	
C.4.3 Support and encourage local apprenticeships & traineeships					
Support and actively promote those local businesses providing traineeships/apprenticeships	Quarterly		CDO	<ul style="list-style-type: none"> At least 4 stories per year in local media Increased interest in other businesses in apprentice/traineeships 	
Work in conjunction with DEM to provide 2 Leeuwin youth scholarships annually	January	\$3600	CDO Cr Jones Cr Quartermaine	<ul style="list-style-type: none"> 2 youth scholarships presented each year 	Damien Allsopp has been selected to go on the Leeuwin in 2015.
C.5 Increase and maintain a range of affordable housing for singles, families and seniors					
C.5.1 Develop a Housing & Accommodation Strategy					
Research need for accommodation for rental/purchase/size/type including short term accommodation	April 2014		CDO	<ul style="list-style-type: none"> Distribution of surveys Analysis of survey 	Feedback from Community Strategic Plan has indicated a need for accommodation park Research has been conducted utilising regional documents such as the Central Wheatbelt Tourism Strategy and feedback & statistics from the Wheatbelt

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					Way NSRF Grant was submitted in July 2015
Map vacant shire owned lots within the town site for possible development including potential sites for Short Term Accommodation Park	April 2014		CDO	<ul style="list-style-type: none"> Completed map of vacant lots 	April 2014 – Completed – see discussion forum Destination Dowerin
Create detailed Housing and Accommodation Strategy and recommendations to council	April 2014		CDO	<ul style="list-style-type: none"> Completed report Adoption of report by council Implementation of strategy 	Master Plan has been developed and approved by the Short Term Accommodation Steering Committee Short Term Accommodation Steering Committee has been established and first meeting has taken place. This committee will drive this project through to fruition
C.5.2 Develop a property maintenance calendar/program					
Collaborate all property maintenance information into a Property Maintenance Program	To be reviewed following property inspections annually		FM Maintenance Officer Property Officer	<ul style="list-style-type: none"> Completed program Implementation of program 	<i>June 2014 – Property Income/Expense spreadsheet developed</i> <i>June 2014 – Property Maintenance spreadsheet developed</i> FM - Stage 1 Commenced as part of Asset Management
C.6 Maintain the provision of High Quality Infrastructure					
C.6.1 Maintain Dowerin's Recreation Services and the Dowerin Community Club					
Maintain Dowerin's Recreation Facilities	Annually	\$16,000	FM	<ul style="list-style-type: none"> Annual increase of % in funds 	<i>June 2015 –Budget Meeting 21/07/14</i> Ongoing
C.6.2 Continue to support the development of the Dowerin Community Child Care facility					
Assist with the maintenance and management of the facility	2013/2014	\$15,000	FM	<ul style="list-style-type: none"> Completion of works Smooth running of the facility 	<i>June 2014 – Works complete</i> <i>November 2014 –MOU presented to Council and adopted</i> <i>First MOU Meeting was held 3 February 2015.October 2014 – laying of lawn completed</i>
C.6.4 Develop seniors facilities and be recognised as an aged friendly community					
Review Disability Inclusion Plan	Annually		EHO	<ul style="list-style-type: none"> Annual review 	May 2014 - Complete
Investigate further aged care housing options and facilities.	2014		CDO CEO	<ul style="list-style-type: none"> Development of a housing & short term accommodation strategy 	In conjunction with AROC an Age Friendly Community Grant of \$41,000 was successful. Quotes being obtained for works.
C.7 Retain and improve on our attractive town and streetscape					
C.7.1 Manage and revive community spaces and business district areas					

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Research and develop a standard 'Streetscape Policy;	2014		CEO CDO	<ul style="list-style-type: none"> Development, adoption and implementation of policy 	<i>June 2014 – Council forum to be conducted in near future (month to be advised)</i>
Beautification of public spaces	2014		WM P&G	<ul style="list-style-type: none"> Deeper understanding of water wise principals Increase in implantation of water wise principals in community areas 	<i>Replant the planter boxes outside the post office with native plants Staff have been trained in water wise best practice</i>
C.7.3 Encourage community pride & participation in improving aesthetics within the town site and continue community involvement in the Tidy Towns Program					
Program of clean ups and busy bees	February 2014		CSO	<ul style="list-style-type: none"> Develop new name and focus of former Tidy Towns Committee Successful appointment of new committee 	<i>Clean up Australia Day held 7th March 2015. Include 3 clean up/planting busy bees in annual events calendar (including Clean Up Australia Day</i>
Implement a 'Great Front Yard' Competition	2014		CSO	<ul style="list-style-type: none"> Develop guidelines and prizes with the aim of residents improving the aesthetics/tidiness of their front yards 	<i>Very basic guidelines have been laid out. Will promote in either autumn or spring.</i>
THEME TWO: LOCAL ECONOMY & BUSINESS					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
EB.1 A diverse and growing economic base that will provide local employment					
EB.1.1 Increase availability of light industrial land					
Review & adopt Avon Region Industry Plan	2013/2014		CEO	<ul style="list-style-type: none"> Respond to draft plan – re: changes Adoption of plan WDC 	
Seek and support the development of suitable light industrial blocks	Review Annually		CEO Council	<ul style="list-style-type: none"> Increase number of industrial lots available 	
EB.1.2 Investigate alternative economic development opportunities					
Review the 'Broader Horizon's in Dowerin' report	2014		CDO CEO COUNCIL	<ul style="list-style-type: none"> Review & update of report 	<i>July 2014 – Surveys updated and distributed amongst Dowerin's youth population.</i>
EB. 1.3 Advertise and negotiate for tradespeople, professionals and small businesses to meet the gaps in required services					
Review 'gaps in services' and advertise opportunities in regional	Review annually		CDO	<ul style="list-style-type: none"> Increased awareness of services needed in Dowerin 	<i>Supported and promoted a vet service to town</i>

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media and on the Dowerin website				<ul style="list-style-type: none"> Website update Despatch articles 	
Liaise with neighbouring shires regarding 'gaps in services' in attempt to share services	2014		CEO CDO	<ul style="list-style-type: none"> Meeting with CEO of Wyalkatchem, Koorda & Goomalling regarding shared services 	
EB.2 A Growing Tourism Industry					
EB.2.1 Market Dowerin and region as a tourist destination					
Continue to advertise in tourism publications	Reviewed annually	\$800	CSO	<ul style="list-style-type: none"> Updated publications Variety of publications Accommodation providers to complete Visitor Statistics Form 	<i>June 2014 – Draft Budget Meeting 2/07/14</i>
Investigate additional free advertising avenues and expand and increase Social Media Marketing	Reviewed annually		CSO	<ul style="list-style-type: none"> Increased exposure to a wide variety of people/regions Accommodation statistics 	Continue to update coming events via Wheatbelt Way website, Central Wheatbelt Visitors Centre, Trails WA Website and Scoop Publishing
EB.2.2 Continue to work with key stakeholders to provide quality events					
Support DEM twith the Dowerin GWN Machinery Field Days	August each year		FM CDO	<ul style="list-style-type: none"> A successful 50th Anniversary event - 	October 2014 – a DEM working group meeting was had to finalise the new entrance.
Establish an annual 4wd event in Dowerin	May – August 2014		CSO	<ul style="list-style-type: none"> Enhancement of the 4wd track Successful event 	<i>Ongoing</i>
EB.2.3 Develop further accommodation options within Dowerin					
Develop concept plans of the proposed facility.	2014/2015	To budget	CDO FM	<ul style="list-style-type: none"> Plan of a short term accommodation facility 	Master Plan has been completed Include in 2016/17 Budget.
EB.2.5 Continue developing the Wheatbelt Heritage Rail Project					
Continue to support the Project	2013/2014		CEO WM FM CDO	<ul style="list-style-type: none"> Provide support via telephone, email and in person 	
Completion of accreditation process	2013		C. Le Marshall	<ul style="list-style-type: none"> Wheatbelt Heritage Rail to be accredited for main line operation 	Accreditation paper work completed and has been submitted – awaiting decision.

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Assist with the relocation of rolling stock	2013/2014		WM	<ul style="list-style-type: none"> Assist and ensure rolling stock arrives in Dowerin safely 	Commenced in 2011 and is ongoing with 3 wagons at Minnivale and a further 4 items delivered in September 2013
Assist with the coordination and delivery of rail construction material.	2013		WM	<ul style="list-style-type: none"> The successful delivery of rail construction material on site 	<i>Mid 2015 – Track to be completed at Minnivale</i>
THEME THREE: CARING FOR OUR ENVIRONMENT					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
ENV: 1 Continue to be a leader in waste management and sustainable living in the Wheatbelt					
ENV 1.1 Foster community involvement to volunteer at the Dowerin Recycling Centre					
A quarterly 'Recycling Blitz' morning workshop to blitz work in the recycling shed with sausage sizzle and refreshments to follow					First Recycling Blitz morning to be held on 3 rd May (tentatively)
ENV 1.2 Promote waste minimization and sustainable waste disposal					
Increase the recyclable waste going through the Dowerin Recycling Centre	Monthly		CSO	<ul style="list-style-type: none"> The introduction of a regular 'recycling centre' update in local paper/website including funds raised and distributed 	
ENV 1.3 Encourage efficient use of natural resources					
Water wise gardens	Review half yearly		CEO WM	<ul style="list-style-type: none"> Parks & Gardens adopt more water wise principles in parks and gardens 	<i>FEB 2015 – Adopted Draft MOU Waterwise Council July 2015 – National Tree Garden</i>
Develop an Energy Saving Action Plan including solar energy usage on community buildings	February 2014		CEO	<ul style="list-style-type: none"> Develop an energy saving action plan Ensure all lights are turned off at Shire office/depot after use Council adopt energy saving action plan 	

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				<ul style="list-style-type: none"> Implement energy saving action plan 	
ENV 1.4 Continue to support Drum Muster program conducted by the local Apex Group					
Promote and support drum muster program	Monthly		FM	<ul style="list-style-type: none"> Send monthly text messages to distribution list 	
ENV 1.5 Continue oil recycling program					
Promote and educate oil recycling program to local residents	July 2014	Ongoing	WM	<ul style="list-style-type: none"> Relocation of facility and rehabilitation of current location 	Relocate oil facility from Stewart Street to the Amery Refuse site <i>September 2014 – waste oil facility has been relocated to the Amery refuse site.</i>
ENV: 2. Protect and conserve our natural environment					
ENV 2.1 Manage NRM programs and initiatives					
Include funding in the annual budget for managing Councils nature reserves	Annually	\$23,000	WM CEO	<ul style="list-style-type: none"> Ensure that Council's nature reserves are maintained. 	
ENV 2.2 Work to manage native and feral flora and fauna					
Promote and conduct Annual Fox Shoot and Baiting Program	Spring & Autumn annually		WM CSO	<ul style="list-style-type: none"> Promotion at least 2 weeks before event Emails to farmers and articles in local media Successful plan and running of the event 	
Manage White Corella numbers	Summer & Spring		WM	<ul style="list-style-type: none"> Advertise locally Successful planning and implementation of control program 	<i>Continued use of gas gun around town Shoot carried out in April 2015</i>
THEME FOUR: LOCAL GOVERNMENT LEADERSHIP					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
LG. 1 Maintain and further develop an efficient and informative organisation					
LG. 1. 1 Develop and implement a workforce plan to meet current and future workforce needs					
Workforce plan	August 2013 to be reviewed annually		FM	<ul style="list-style-type: none"> Adoption of workforce plan Annual review of workforce plan 	Aug 2014 - Complete Currently being reviewed by staff Council to discuss in October 2015
LG. 1. 2 Provide timely and efficient service to customers, residents, rate payers and visitors					
Develop customer service plan & policy	December 2013		FM	<ul style="list-style-type: none"> Development of plan & policy 	FM - Stage 1 Research and preparation commenced

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LG. 1. 3 Strengthen the role of staff and councillors by providing regular training opportunities					
Provide training opportunities and PD opportunities	Review Monthly		CEO	<ul style="list-style-type: none"> Create councillor training section in CEO info report Create staff training section in FM info report 	<i>December 2013 – FM including Staff Training Update to Council in Information Report</i>
LG. 1. 4 Ensure information is communicated to the public regularly and effectively					
Provide weekly Council Comments in the Dowerin Despatch	Weekly		CDO	<ul style="list-style-type: none"> Weekly Council Comments segment in local paper 	<i>Ongoing</i>
Provide regular updates to facebook users on Shire Facebook page	3 times per week		CDO CSO	<ul style="list-style-type: none"> Regular status updates of events, activities or reminders on facebook 	<i>Ongoing</i>
Provide Resident/Rate payer newsletters	August and December annually		CDO	<ul style="list-style-type: none"> 2 newsletters per year 	<i>December 2013 – Christmas Newsletter</i>
Website updated	Reviewed weekly		CDO	<ul style="list-style-type: none"> Ensure website is always up to date with latest news, events etc... 	<i>Ongoing</i>
LG. 1. 5 Provide opportunities for the community to have input into Council's decision making					
Create specialty forums in conjunction with council meetings	Quarterly		CEO	<ul style="list-style-type: none"> At least 4 forums annually to coincide with Council meetings (sports, business owners, emergency services) 	<i>Ongoing</i>
Promote and encourage public feedback in regard to new projects, council works etc... via survey's and the public comments register	Monthly		CEO FM WM CDO		
LG. 2 Strong leadership and governance					
LG. 2.1 Review Strategic Community Plan					
Conduct minor review of the Strategic Community Plan in consultation with community and council	Biannually (2015)		CDO	Update of Strategic Community Plan June 2015	<i>Plan was reviewed during forum sessions at the March and April 2015 Council Meetings – and was adopted at the May 2015 Council Meeting</i>
Review visions, aspirations and priorities of the Strategic Community Plan	Every 4 years (June 2017)		CDO	Overhaul of the Strategic Community Plan June 2017	
LG. 2.2 Represent the Shire of Dowerin in regional, state and national forums					
Participate in regional groups/organisations	Reviewed annually	Annual Subs	CEO STAFF	Involvement in WDC, GECZ, WALGA. LGMA WA	<i>CEO and President attended August 2015 GECZ</i>

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LG. 2.3 Collaborate with other surrounding shires to strengthen the region					
Continue to participate in AROC meetings	Bi-monthly	\$5000	CEO Cr Metcalf	<ul style="list-style-type: none"> Attendance at AROC meetings 	<i>June 2015 – CEO & President attended June AROC meeting</i>
Continue to attend regional road group	Quarterly		CEO WM Cr Hagboom	<ul style="list-style-type: none"> Attendance at Regional Road Group Meetings 	<i>Cr Hudson Attended February and March 2015 KSRRG Meeting</i>

10.2 OPERATIONS

10.2.1 DOWERIN RECREATION STRATEGY 2015-2025

Date: 9 September 2015

Applicant: N/A

Location:

File Ref:

Disclosure of Interest: Nil

Author: Louise Hagboom

Summary

Report recommends Council seeks public submissions for the Dowerin Recreation Strategy 2015-2025.

Background

The Dowerin Recreation Strategy is a forward planning document that outlines council's strategic direction to sport and recreation facilities and services in Dowerin over the next 10 years. In 2008 the Dowerin Recreation Strategy was the catalyst for the Dowerin Community Club development.

Comment

The results of the Dowerin Recreation Strategy 2015-2025 have been based on feedback from a community survey and a sporting club survey. All priorities have been ranked as either a low, medium or immediate priority.

This document has been drawn up in house at and is now ready for public comment to ensure that the strategies and recommendations in place are appropriate and ranked accordingly.

Please find attached the Recreation Strategy Document and results of the community and sporting club surveys.

If Council is supportive of the strategy document it is recommended that Council advertise the strategy for public comment. The strategy will then be represented to Council with community feedback for adoption by Council.

Consultation

CEO

Community Feedback via survey

Club Surveys

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority.

OFFICER RECOMMENDATION – ITEM 10.2.1

Moved:

Seconded:

Carried:

THAT COUNCIL SEEKS PUBLIC SUBMISSIONS ON THE DOWERIN RECREATION STRATEGY 2015-2025.

COUNCIL HAS DEFERRED ITEM 10.2.1 TO THE OCTOBER ORDINARY MEETING OF COUNCIL.

10.3 FINANCE REPORT

10.3.1 FINANCE STATEMENTS – AUGUST 2015

Date:	8 September 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Monthly Statements

Summary

I present the financial statements for the period 1 July 2015 to 31 August 2015.

Background

Section 6.4 of the Local Government Act 1995 requires a Local Government to prepare financial reports.

The Local Government (Financial Management) Regulations Reg 34 & 35 sets out the form and content of the financial reports which have been prepared for the periods as above and are presented to Council for approval (Attachment 4). The statements have been prepared in AAS27 format in accordance with FMR Reg 35 and comprise of:

- Statement of Financial Activity

	31-Aug-15	31-Aug-14	30-Jun-15
Municipal Fund	\$1,275,152	\$1,222,400	\$906,642
Plant Reserve	\$150,291	\$250,893	\$150,291
LSL Reserve	\$155,425	\$130,806	\$155,425
Land & Buildings Reserve	\$19,966	\$19,285	\$19,966
Recreation Facility Reserve	\$173,751	\$167,826	\$173,751
Community Bus Reserve	\$39,213	\$33,714	\$39,213
Community Housing Res	\$44,473	\$35,356	\$44,473
Sewerage Reserve	\$851,521	\$768,244	\$851,521
Economic Develop Reserve	\$312,977	\$302,275	\$312,977
Tennis Court Replacement	\$12,215	\$6,000	\$12,215
Bowling Green Replacement	\$40,360	\$10,000	\$40,360
All Hours Gym Reserve	\$5,000	0	\$5,000
Consolidated Funds	\$3,080,344	\$2,946,799	\$2,711,834

Sundry Debtors at 31st August 2015

Current	\$158,846	(Westrac Trade -\$145,200)
30 days	\$24	
60 days	\$24	
90 days	\$0	
Total	\$158,894	

Reserve Funds

The total balance of funds held in the various Reserve Funds at 31 August 2015 is as detailed in the financial statements.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Council is required to adopt monthly finance reports to comply with Reg 34(1) of the Local Government (Financial Management) Regulations 1996.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.1

(2532) Moved: T.W. Quartermaine Seconded: D.P. Hudson Carried: 7/0

THAT THE FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATION 35, AS PER ATTACHMENT 1 BE RECEIVED.



SHIRE OF DOWERIN
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

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SHIRE OF DOWERIN

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

NOTE	2015/16 Revised Budget \$	August 2015 Y-T-D Budget \$	August 2015 Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %
Operating					
Revenues/Sources					
Governance	39,050	6,506	1,908	(4,598)	(70.67%)
General Purpose Funding	758,721	116,088	166,063	49,975	43.05% ▲
Law, Order, Public Safety	26,000	4,330	135	(4,195)	(96.88%)
Health	255,022	42,496	77,174	34,678	81.60% ▲
Education and Welfare	92,748	15,458	18,736	3,278	21.21%
Housing	136,077	22,676	20,842	(1,834)	(8.09%)
Community Amenities	217,584	200,464	210,914	10,450	5.21%
Recreation and Culture	38,552	12,240	9,038	(3,202)	(26.16%)
Transport	1,233,174	293,020	568,834	275,814	94.13% ▲
Economic Services	7,200	748	1,803	1,055	141.04%
Other Property and Services	10,000	1,666	466	(1,200)	(72.03%)
	<u>2,814,128</u>	<u>715,692</u>	<u>1,075,913</u>	<u>360,221</u>	<u>50.33%</u>
(Expenses)/(Applications)					
Governance	(336,666)	(70,676)	(119,344)	(48,668)	(68.86%) ▲
General Purpose Funding	(91,972)	(15,328)	(7,924)	7,404	48.30% ▼
Law, Order, Public Safety	(84,515)	(14,084)	(8,586)	5,498	39.04% ▼
Health	(313,334)	(52,202)	(57,726)	(5,524)	(10.58%) ▲
Education and Welfare	(114,785)	(19,124)	(22,431)	(3,307)	(17.29%)
Housing	(168,559)	(28,070)	(38,557)	(10,487)	(37.36%) ▲
Community Amenities	(270,867)	(45,120)	(42,783)	2,337	5.18%
Recreation & Culture	(640,573)	(106,724)	(60,747)	45,977	43.08% ▼
Transport	(1,186,627)	(197,748)	(189,213)	8,535	4.32%
Economic Services	(175,755)	(29,284)	(37,347)	(8,063)	(27.53%) ▲
Other Property and Services	(4,246)	(682)	(106,752)	(106,070)	(15552.79%) ▲
	<u>(3,387,899)</u>	<u>(579,042)</u>	<u>(691,410)</u>	<u>(112,368)</u>	<u>19.41%</u>
Net Operating Result Excluding Rates	(573,771)	136,650	384,503	247,853	181.38%
Adjustments for Non-Cash (Revenue) and Expenditure					
(Profit)/Loss on Asset Disposals	(69,044)	(11,510)	0	11,510	100.00% ▼
Movement in Accrued Interest	0	0	0	0	0.00%
Movement in Accrued Salaries and Wages	0	0	0	0	0.00%
Movement in Deferred Pensioner Rates/ESL	0	0	0	0	0.00%
Movement in Employee Benefit Provisions	14,663	2,444	0	(2,444)	100.00%
Rounding	0	0	0	0	0.00%
Depreciation on Assets	0	0	0	0	0.00%
Capital Revenue and (Expenditure)					
Purchase Land Held for Resale	0	0	0	0	0.00%
Purchase of Land and Buildings	(400,000)	(66,666)	(2,333)	64,333	96.50% ▼
Purchase of Vehicles & Plant	(467,209)	(77,866)	(151,309)	(73,443)	(94.32%) ▲
Purchase of Furniture & Equipment	(4,865)	(810)	(1)	809	99.88%
Purchase of Tools & Equipment	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Sewerage	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Roads	(1,380,757)	(228,272)	(17,166)	211,106	92.48% ▼
Purchase of Infrastructure Assets - Footpaths	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Drainage	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Signs	0	0	(42)	(42)	0.00%
Purchase of Infrastructure Assets - Parks & Ovals	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Street Lighting	0	0	0	0	0.00%
Proceeds from Disposal of Assets	10,000	47,316	0	(47,316)	(100.00%) ▼
Repayment of Debentures	(59,543)	(13,636)	0	13,636	100.00% ▼
Proceeds from New Debentures	0	0	0	0	0.00%
Advances to Community Groups	0	0	0	0	0.00%
Self-Supporting Loan Principal Income	22,272	3,712	0	(3,712)	(100.00%)
Provision AROC	0	0	0	0	0.00%
Payment Long Service Leave	0	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	(486,608)	(81,102)	0	81,102	100.00% ▼
Transfers from Restricted Asset (Reserves)	0	0	0	0	0.00%
Net Current Assets July 1 B/Fwd	848,643	848,643	772,991	(75,652)	8.91%
Net Current Assets Year to Date	(1,402,057)	1,703,065	2,235,453	532,388	(31.26%)
Amount Raised from Rates	(1,144,162)	(1,144,162)	(1,144,163)	(1)	0.00%

SHIRE OF DOWERIN
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

3. ACQUISITION OF ASSETS	2015/16 Adopted Budget \$	2015/16 Revised Budget \$	August 2015 Actual \$
The following assets have been acquired during the period under review:			
By Program			
Governance			
<i>Other Governance</i>			
Furn - Photocopier	4,865	4,865	1.00
Law, Order & Public Safety			
<i>Fire Prevention</i>			
Vehicle - Fire Trucks	0	0	0.00
Housing			
<i>Other Housing</i>			
Land - Purchase Land	0	0	0.00
New House	0	0	0.00
Health			
<i>Other Health</i>			
Furn - Hacc Equipment	0	0	0.00
Community Amenities			
<i>Other Community Amenities</i>			
Land - Recycling Shed	0	0	0.00
Recreation and Culture			
<i>Other Recreation & Sport</i>			
Tools - Mowers/Tools	0	0	0.00
Community Club	0	0	0.00
Land - New Sports Complex	0	0	0.00
<i>Other Culture</i>			
Furn - Museum Software	0	0	0.00
Land - Museum Shed	0	0	0.00
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads - Roads To Recovery	723,842	723,842	14,939.52
Roads - Signs	0	0	42.00
Roads - Unclassified	258,832	258,832	2,226.22
Roads - State 20/20	398,083	398,083	0.00
<i>Road Plant Purchases</i>			
Plant - Loader	319,300	319,300	0.00
Other Plant	110,909	110,909	110,909.09
Plant - Works Manager Vehicle	37,000	37,000	40,400.00
Tools - Compressor	0	0	0.00
Economic Services			
<i>Other Economic Services</i>			
Wheatbelt Heritage Rail Project	400,000	400,000	2,332.86
Other Property & Services			
<i>Unclassified</i>			
Tools - Capital	0	0	0.00
Tools - Chainsaws/Tools	0	0	0.00
	<u>2,252,831</u>	<u>2,252,831</u>	<u>170,850.69</u>
By Class			
Land Held for Resale - Current	0	0	0.00
Land Held for Resale - Non Current	0	0	0.00
Land & Buildings	400,000	400,000	2,332.86
Vehicles & Plant	467,209	467,209	151,309.09
Furniture & Equipment	4,865	4,865	1.00
Tools & Equipment	0	0	0.00
Infrastructure - Sewerage	0	0	0.00
Infrastructure - Roads	1,380,757	1,380,757	17,165.74
Infrastructure - Footpaths	0	0	0.00
Infrastructure - Drainage	0	0	0.00
Infrastructure - Signs	0	0	42.00
Infrastructure - Parks & Ovals	0	0	0.00
Infrastructure - Street Lighting	0	0	0.00
	<u>2,252,831</u>	<u>2,252,831</u>	<u>170,850.69</u>

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$
120M Grader	60,222		133,900		73,678	
Mercedes Water Truck	159	-	5,000	-	4,841	-
Ford Territory D02	18,475	-	14,000	-	(4,475)	-
Residence at 58 Stacy Street	155,000		150,000		(5,000)	
	233,856	-	302,900	-	69,044	-

<u>By Class of Asset</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$	2015/16 Budget \$	August 2015 Actual \$
Plant and Equipment	78,856		152,900		74,044	
Land and Buildings	155,000	-	150,000	-	(5,000)	-
		-		-	-	-
	233,856	0	302,900	0	69,044	0

Summary

Profit on Asset Disposals	2015/16 Adopted Budget \$	78,519	August 2015 Actual \$	0.00
Loss on Asset Disposals		(9,475)		0.00
		69,044		0.00

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$
Recreation & Culture									
Loan 97 - Recreation Complex	472,175	0	0	59,543	0	412,632	472,175	19,065	0
Loan 98 - Dowerin Events M'ment	106,130	0	0	22,272	0	83,858	106,130	3,336	0
	472,175	0	0	59,543	0	412,632	472,175	19,065	0

Note:

1. Loan repayment of Loan 97 is to be financed by savings in bowls/tennis surfaces mtce
2. Actual interest repayments include accrued interest adjustments where applicable.
3. Proposed new loan for Recreation Complex may be self funded from Reserve Funds.

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Institution	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
Nil.									

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2015/16 Adopted Budget \$	August 2015 Actual \$
6. RESERVES		
Cash Backed Reserves		
(a) Long Service Leave Reserve		
Opening Balance	155,425	155,425
Amount Set Aside / Transfer to Reserve	14,663	0
Amount Used / Transfer from Reserve	0	0
	170,088	155,425
(b) Plant Replacement & Reconditioning Reserve		
Opening Balance	150,291	150,291
Amount Set Aside / Transfer to Reserve	4,509	0
Amount Used / Transfer from Reserve	(62,000)	0
	92,800	150,291
(c) Land & Building Reserve		
Opening Balance	19,966	19,966
Amount Set Aside / Transfer to Reserve	39,226	0
Amount Used / Transfer from Reserve	0	0
	59,192	19,966
(e) Recreation Facilities Reserve		
Opening Balance	173,751	173,751
Amount Set Aside / Transfer to Reserve	35,213	0
Amount Used / Transfer from Reserve	0	0
	208,964	173,751
(f) Community Housing Project Reserve		
Opening Balance	44,473	44,473
Amount Set Aside / Transfer to Reserve	10,317	0
Amount Used / Transfer from Reserve	0	0
	54,790	44,473
(g) Community Bus Reserve		
Opening Balance	39,213	39,213
Amount Set Aside / Transfer to Reserve	5,176	0
Amount Used / Transfer from Reserve	0	0
	44,389	39,213
(h) Sewerage Asset Preservation Reserve		
Opening Balance	851,521	851,521
Amount Set Aside / Transfer to Reserve	95,188	0
Amount Used / Transfer from Reserve	0	0
	946,709	851,521
(i) Economic Development Reserve		
Opening Balance	312,977	312,977
Amount Set Aside / Transfer to Reserve	259,389	0
Amount Used / Transfer from Reserve	0	0
	572,366	312,977
(j) Tennis Court Replacement Reserve		
Opening Balance	12,215	12,215
Amount Set Aside / Transfer to Reserve	6,366	0
Amount Used / Transfer from Reserve	0	0
	18,581	12,215

(k) Bowling Green Replacement Reserve		
Opening Balance	40,360	40,360
Amount Set Aside / Transfer to Reserve	11,211	0
Amount Used / Transfer from Reserve		0
	<u>51,571</u>	<u>40,360</u>
(l) All Hours Gym Reserve		
Opening Balance	5,000	5,000
Amount Set Aside / Transfer to Reserve	5,350	0
Amount Used / Transfer from Reserve		0
	<u>10,350</u>	<u>5,000</u>
Total Cash Backed Reserves	<u><u>2,219,450</u></u>	<u><u>1,805,192</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Long Service Leave Reserve	14,663	0
Plant Replacement & Reconditioning Reserve	4,509	0
Land & Building Reserve	39,226	0
Recreation Facilities Reserve	35,213	0
Community Housing Project Reserve	10,317	0
Community Bus Reserve	5,176	0
Sewerage Asset Preservation Reserve	95,188	0
Economic Development Reserve	259,389	0
Tennis Court Replacement Reserve	6,366	0
Bowling Club Replacement Reserve	11,211	0
All Hours Gym Reserve	5,350	0
	<u><u>486,608</u></u>	<u><u>0</u></u>

Transfers from Reserves

Long Service Leave Reserve	0	0
Plant Replacement & Reconditioning Reserve	(62,000)	0
Land & Building Reserve	0	0
Recreation Facilities Reserve	0	0
Community Housing Project Reserve	0	0
Community Bus Reserve	0	0
Sewerage Asset Preservation Reserve	0	0
Economic Development Reserve	0	0
Tennis Court Replacement Reserve	0	0
Bowling Green Replacement Reserve	0	0
All Hours Gym Reserve	0	0
	<u><u>(62,000)</u></u>	<u><u>0</u></u>
Total Transfer to/(from) Reserves	<u><u>424,608</u></u>	<u><u>0</u></u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Long Service Leave Reserve

- to be used to fund annual and long service leave requirements.

Plant Replacement & Reconditioning Reserve

- to be used to fund the purchase of future plant acquisitions and major repairs.

Land & Building Reserve

- for future purchase and development of Council land & building assets.

Office Equipment Reserve

- for future upgrade of central computer system and office equipment.

Recreation Facilities Reserve

- to be used for the proposed construction of multi purpose sports centre.

Community Housing Project Reserve

- to be used for contribution to joint venture aged units project and singles accommodation.

Community Bus Reserve

- to be used for part funding of the replacement of the community bus.

Sewerage Asset Preservation Reserve

- to be used to preserve sewerage assets

Economic Development Reserve

- to provide for future funding for development opportunities in the community.

Community Health Reserve

- temporarily closed.

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	2014/15 B/Fwd Per 2014/15 Budget \$	2014/15 B/Fwd Per Financial Report \$	August 2015 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,343,603	854,714	1,287,163
Cash - Restricted Unspent Grants	82,057	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	1,872,648	0	0
Receivables (Budget Purposes Only)	0	0	0
Council Rates Outstanding	17,598	25,196	737,722
Sewerage Rates Outstanding	13,320	12,687	78,593
Rubbish Rates Outstanding	9,156	7,513	49,469
Sundry Debtors	9,524	35,577	158,894
Accrued Income	0	0	0
Loans Club/Institutions - Current	0	22,272	22,272
Emergency Services levy	1,486	1,471	(5,919)
GST Receivable	0	46,205	107,860
Provision For Doubtful Debts	0	0	0
Inventories	12,672	20,805	29,710
	<u>3,362,064</u>	<u>1,026,440</u>	<u>2,465,764</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(491,446)	(77,982)	(81,181)
Excess Rates	(34,591)	(76,737)	(56,597)
Accrued Expenditure	0	0	0
Department Transport	0	0	0
GST Payable	(33,251)	(4,405)	(37,572)
PAYG Payable	0	0	0
Payroll Creditors	(2,430)	0	3,002
FBT Payable	0	0	0
Withholding Tax	0	0	0
Other Payables	(4,443)	(1,814)	(3,261)
Leave Provisions - Current	<u>(175,250)</u>	<u>(216,320)</u>	<u>(216,320)</u>
	<u>(741,411)</u>	<u>(377,258)</u>	<u>(391,929)</u>
NET CURRENT ASSET POSITION	2,620,653	649,182	2,073,835
Less: Cash - Reserves - Restricted	(1,872,648)	0	0
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Liabilities Supported by Reserves	100,638	155,425	155,425
Adjustment for Interfund Transfers Imbalance Within Muni	0	(31,616)	(31,616)
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>848,643</u>	<u>772,991</u>	<u>2,235,453</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/16 Budgeted Rate Revenue \$	2015/16 Budgeted Total Revenue \$	2014/15 Actual \$
Differential General Rate/General Rate						
GRV - Residential	9.8714	132	1,123,616	110,832	110,832	110,487
GRV - Commercial/Industrial	9.8714	18	316,540	31,247	31,247	33,747
GRV - Town Rural	9.8714	10	87,048	8,593	8,593	8,262
GRV - Other Towns	9.8714	1	2,130	210	210	202
UV - Rural Farmland	0.8897	245	101,196,000	900,341	900,341	860,277
Sub-Totals		406	102,725,334	1,051,223	1,051,223	1,012,975
Minimum Payment						
	Minimum \$					
GRV - Residential	660	50	236,988	33,000	33,000	29,610
GRV - Commercial/Industrial	660	15	55,169	9,900	9,900	9,450
GRV - Town Rural	660	17	42,102	11,220	11,220	10,710
GRV - Other Towns	120	18	5,529	2,160	2,160	2,160
UV - Rural Farmland	660	48	2,441,900	31,680	31,680	30,240
UV - Commercial/Industrial	660	4	400	2,640	2,640	2,520
UV - Town Rural	660	3	73,000	1,980	1,980	1,890
UV - Mining Tenement	120	3	5,690	360	360	600
Sub-Totals		158	2,860,778	92,940	92,940	87,180
Discounts (Note 12)					0	0
Total Amount Raised from General Rate					1,144,163	1,100,155
Specified Area Rates (Note 9)					0	0
Total Rates					1,144,163	1,100,155

All land except exempt land in the Shire of Dowerin is rated according to its Gross Rental Value (GRV) in townsites or Unimprove in the remainder of the Shire.

The general rates detailed above for the 2013/14 financial year have been determined by Council on the basis of raising the reve to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be receivec other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the Government services/facilities.

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

9. TRUST FUNDS

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

Detail	Balance 01-Jul-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Rental Bonds	4,900	0	(480)	4,420
Key Deposits	610	0	0	610
Tidy Towns	2,818	0	0	2,818
Dowerin Child care	0	0	0	0
HACC vehicle	2,025	0	0	2,025
Recreation Steering Comm Fund	0	0	0	0
Yellow Ribbon	0	0	0	0
HACC Fundraising	2,509	0	0	2,509
Centenary Park Committee	0	0	0	0
Building Deposits	10,000	0	0	10,000
AROC Funds	61,548	0	0	61,548
	<u>84,410</u>	<u>0</u>	<u>(480)</u>	<u>83,930</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

10. OPERATING STATEMENT

	August 2015 Actual \$	2015/16 Adopted Budget \$	2014/15 Actual \$
OPERATING REVENUES			
Governance	1,908	39,050	44,564
General Purpose Funding	1,310,226	1,902,892	3,254,927
Law, Order, Public Safety	135	26,000	29,364
Health	77,174	255,022	263,446
Education and Welfare	18,736	94,548	93,081
Housing	20,842	136,077	125,738
Community Amenities	210,914	217,584	259,096
Recreation and Culture	9,038	49,052	137,648
Transport	568,834	1,233,174	675,266
Economic Services	1,803	10,536	114,065
Other Property and Services	466	10,000	29,893
TOTAL OPERATING REVENUE	2,220,076	3,973,935	5,027,088
OPERATING EXPENSES			
Governance	119,344	336,666	409,296
General Purpose Funding	7,924	91,972	96,437
Law, Order, Public Safety	8,586	84,515	84,666
Health	57,726	313,334	338,732
Education and Welfare	22,431	128,270	118,633
Housing	38,557	168,559	170,030
Community Amenities	42,783	311,867	316,138
Recreation & Culture	60,747	630,187	744,342
Transport	189,213	1,186,627	1,503,505
Economic Services	37,347	179,091	335,915
Other Property and Services	106,752	4,246	8,223
TOTAL OPERATING EXPENSE	691,410	3,435,334	4,125,918
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,528,666</u>	<u>538,601</u>	<u>901,171</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

11. BALANCE SHEET

	August 2015 Actual \$	2014/15 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	1,287,163	854,714
Trade and Other Receivables	1,148,892	150,921
Inventories	29,710	20,805
TOTAL CURRENT ASSETS	<u>2,465,765</u>	<u>1,026,440</u>
NON-CURRENT ASSETS		
Other Receivables	107,776	107,776
Inventories	0	0
Property, Plant and Equipment	9,283,105	9,129,462
Infrastructure	24,225,553	24,208,346
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>33,616,434</u>	<u>33,445,584</u>
TOTAL ASSETS	<u>36,082,199</u>	<u>34,472,024</u>
CURRENT LIABILITIES		
Trade and Other Payables	204,395	189,724
Long Term Borrowings	81,822	81,822
Provisions	216,320	216,320
TOTAL CURRENT LIABILITIES	<u>502,537</u>	<u>487,866</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	496,483	496,483
Provisions	23,224	23,224
TOTAL NON-CURRENT LIABILITIES	<u>519,707</u>	<u>519,707</u>
TOTAL LIABILITIES	<u>1,022,244</u>	<u>1,007,573</u>
NET ASSETS	<u>35,059,955</u>	<u>33,464,451</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	28,972,548	27,420,344
Reserves - Cash Backed	1,805,192	1,805,192
Reserves - Asset Revaluation	4,238,915	4,238,915
TOTAL EQUITY	<u>35,016,655</u>	<u>33,464,451</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

12. FINANCIAL RATIOS

	2015 YTD	2015	2014	2013
Current Ratio	7.104	1.67	1.44	1.25

The above ratio is calculated as follows:

Current Ratio	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
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10.3.2 ACCOUNTS FOR PAYMENT – SEPTEMBER 2015

Date: 8 September 2015
Applicant: N/A
Location: N/A
File Ref:
Disclosure of Interest: Nil
Author: Dacre Alcock
Attachments: List of Accounts September 2015

Background

The attached schedules of cheques drawn and electronic payments that have been raised during the month since the last meeting by delegated authority are presented to Council for approval for payment and ratification at this meeting.

Comment

The list as presented has been reviewed by Chief Executive Officer and has been forwarded to Council to approve payment.

Statutory Implications

Reg 12 & 13 of the Local Government (Financial Management) Regulations 1996 requires that a separate list be prepared each month for adoption by Council showing:

- Creditors to be paid
- payments made from Municipal Fund, Trust Fund and Reserve Fund by Chief Executive Officer under delegated authority from Council

Policy Implications

Nil.

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.2

(2533) Moved: T.A. Jones Seconded: T.W. Quartermaine Carried: 7/0

THAT THE ACCOUNTS PAID BY CHIEF EXECUTIVE OFFICER BY DELEGATED AUTHORITY SINCE THE AUGUST 2015 MEETING OF THE COUNCIL, AS ATTACHED, BE APPROVED IN ACCORDANCE WITH FMR REG 12(3) & 13(3).

3:43pm EHO Linton Thomas entered Chambers.

10.4 ENVIRONMENTAL HEALTH OFFICERS REPORT

10.4.1 BUILDING PERMIT

Date:	9th September 2015
Applicant:	Administration
Location:	
File Ref	Council Services
Disclosure of Interest	Nil
Author:	Linton Thomas

Summary

Building Act 2011

Section 69. Temporary buildings

(1) A permit is not required for a building or an incidental structure that is to remain erected for no longer than one month.

(2) However, the permit requirement provisions apply to a building or incidental structure of a kind mentioned in subsection (1) —

(a) that members of the public normally use; or

(b) to which members of the public are permitted access.

Background

Council needs to be aware of the aforementioned legislation as there will be times where this will come into effect.

Comment

Number (2) has an effect on the Dowerin Field Days and future festivals and events where there may be stages, marquees etc built, that the public will have access to.

As suggested in the Dept of Health's Guidelines for Concerts, Events and Organised Gatherings of 2009 that such structures under 55sqm could be exempted by Council from having to have a temporary Building Permit and Occupancy Permit.

Note: This is not clarified by the Building Act or Regulations, which would theoretically mean all temporary structures such as a small open tents, covered displays and the like; would require a permit.

It is recommended that Council approves this exemption except where there is overhead paraphernalia such as lighting or sound equipment which needs to be well supported by the said structure.

In providing a Temporary Building Permit, it is usual that a structural sufficiency Certificate is required and this would also apply to a structure having equipment suspended above a group of patrons.

Consultation

Dept of Health.

City of Subiaco

Town of Claremont – re; Royal Show

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Building Act 2011

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.4.1

(2534) Moved: D.P. Hudson Seconded: T.A. Jones Carried: 7/0

THAT COUNCIL GRANTS AN EXEMPTION FOR A TEMPORARY BUILDING PERMIT FOR BUILDINGS, STAGES, MARQUEES AND THE LIKE, UNDER 55 SQM, PROVIDING THERE IS NO EQUIPMENT OR STAGE TYPE LIGHTING SUSPENDED ABOVE PERSONS WITHIN THE STRUCTURE.

4:05pm EHO Linton Thomas left Chambers.

4:05pm Council adjourned.

4:20pm Council resumed.

11. NEW BUSINESS OF AN URGENT NATURE

12. ELECTED MEMBERS MOTIONS

13. CONFIDENTIAL ITEMS

14. CLOSURE OF MEETING

There being no further business Cr Dale Metcalf (President) declared the meeting closed at 5.25pm.

These minutes were confirmed true and accurate at the Ordinary Council Meeting held on Tuesday 20 October 2015.

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D.E. Metcalf

PRESIDENT

.....

Date