



AGENDA

ORDINARY COUNCIL MEETING

21 AUGUST 2018

3.00PM

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1. OPENING, OBITUARIES, VISITORS

1.1 OPENING

1.2 OBITUARIES

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

Cr D.P. Hudson	President
Cr A.J. Metcalf	Deputy President
Cr R.I. Trepp	
Cr B.A. Ward	
Cr B.N. Walsh	
Cr L.G. Hagboom	
Cr J.C. Chatfield	
Cr L.H. Holberton	
G.K. Martin	Acting Chief Executive Officer
G.C. Brigg	Assets & Works Manager
L.A. Valentine	Acting Manger Corporate & Community Services
E.L. Richards	Council Liaison/Minutes

2.2 LEAVE OF ABSENCE

2.3 APOLOGIES

S.G. Fitchat	Finance Manager
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3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATIONS OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 7.1

THAT THE MINUTES OF THE ORDINARY MEETING OF THE DOWERIN SHIRE COUNCIL HELD ON 24 JULY 2018 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

9.1 PRESIDENT ANNOUNCEMENTS

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 OPERATIONS

10.1.1 WASTE RECYCLING – CONTRIBUTION DOWERIN DISTRICT HIGH SCHOOL P&C

Date:	13 August 2018
Applicant:	Dowerin District High School P&C
Location:	
File Ref:	
Disclosure of Interest:	Nil
Author:	Gary Martin, Acting CEO
Attachments:	1. Letter requesting payment

Summary

This item recommends that Council approve a donation of \$1300 to the Dowerin District High School P&C as a contribution towards their efforts in recycling in Dowerin

Background

For some years the School has been actively involved in the recycling of waste in Dowerin and this has included rostering one family a month to carry out a verge side pick-up of paper bundles around the town and deliver to the recycling shed.

In turn, the Shire then donated approximately \$1300 per year of the recycling profits back to the P&C.

For some unknown reason no payment was made for 2016 or 2017 and the P&C has requested consideration of the contribution for those two years as they have continued the collection in good faith. Further, until the future of the recycling scheme is resolved, the P&C has agreed to continue the monthly pick-up to ensure waste is not left lying around.

Comment

The Works Manager has briefed the Council on the downturn in waste recycling in WA and that the program is now costing the Shire compared to the previous cash return for delivery in Perth.

It is necessary for the Shire to review its waste management program and how it will dispose of this waste in future. This will include the future of the current waste paper pick up by the P&C.

Regardless of the future of the scheme, it is suggested that the Shire has a moral obligation to contribute \$1300 to the P&C. This matter has been discussed at a Council workshop and in the tight budgetary situation which exists, a full retrospective payment cannot be recommended, particularly as no previous claim was made.

Financial Implications

This donation needs to be recorded as a Waste cost.

Risk Implications

The management of the current street pickup needs to be resolved to ensure that any cessation of the current arrangements is well advertised in advance.

Consultation

Dowerin District High School P&C

Policy Implications

Nil

Statutory Implications

Nil

Voting Requirements

Simple majority required.

OFFICER RECOMMENDATION – 10.1.1

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO LOCAL GOVERNMENT ACT 1995 SECTION 3.18 RESOLVES TO DONATE THE SUM OF \$1300 TO DOWERIN DISTRICT HIGH SCHOOL P&C IN RECOGNITION OF ITS VOLUNTARY WASTE COLLECTION WORK.

10.1.2 WHEATBELT AGCARE – CONTRIBUTION 2018/2019

Date: 13 August 2018
Applicant: Wheatbelt Agcare – Community Support Services
Location: Dowerin and Surrounding Districts
File Ref:
Disclosure of Interest: Nil
Author: Gary Martin, Acting CEO
Attachments: 2. Letter from Wheatbelt Agcare

Summary

This item seeks Council approval to contribute towards the community support services provided by the Wheatbelt Agcare organization.

Background

The Wheatbelt Agcare service provides a valuable community counselling resource to Dowerin and surrounding Shires. The organization is funded by the Department of Child Protection and Family Support with additional contributions from the Shires in the coverage area.

This Shire has previously not contributed; however the service was discussed at a recent Council workshop and this included consideration of the statistics of the services provided within the Shire.

Comment

The organization has provided information supporting the services provided within the Shire and this includes 87 individual sessions involving both children and adults between the 1st January and 28th June 2018.

The services provided are of a personal nature and provided to people or children in need of that service at that time. The benefit is therefore hard to define however any support in a district such as Dowerin is invaluable when improving the health and well being of residents, particularly in children in need.

Financial Implications

It is considered that the contribution of \$550 requested is modest compared to the services provided (\$6 x 87 people in half a year).

There has been no budget allowance made for this retrospective payment and it will need to be approved by an absolute majority.

Risk Implications

Nil

Consultation

Council Workshop

Policy Implications

Nil

Statutory Implications

Nil

Voting Requirements

Absolute majority required.

OFFICER RECOMMENDATION – 10.1.2

THAT COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO LOCAL GOVERNMENT ACT 1995 SECTION 3.18 RESOLVES TO CONTRIBUTE THE SUM OF \$550 TO THE WHEATBELT AGCARE ORGANISATION.

10.1.3 CHRISTMAS TREE LIGHTS

Date: 13 August 2018
Applicant: Mrs M Phillips
Location: Dowerin
File Ref:
Disclosure of Interest: Nil
Author: Gary Martin, Acting CEO
Attachments: Nil

Summary

This item seeks Council approval to contribute towards the upgrade of the Christmas Tree lighting for this coming festive season.

Background

At the Annual Electors meeting held 7 February 2017 the issue of the poor state of the Christmas Tree was raised and specifically lights not working. Mrs M Phillips suggested that perhaps community members would be willing to contribute to buying or donating lights.

The Shire response was that this would be noted and followed up for 2018.

Recently Mrs Phillips came into the Office and spoke with the CEO about this matter and offering to donate \$100 towards these lights.

Comment

Although Christmas is still some months away, it is timely to revisit this issue and consider whether the Shire will either pay for the provision of suitable lights or contribute towards a community fund to be used for that purpose.

If an aged pensioner is prepared to donate \$100, it is likely that businesses in town would also support such a cause. There has been no research into what is required or cost estimates, but this item seeks guidance on the Council's support or otherwise.

The Shire paying for the lights is a straightforward solution and overcomes the need for "someone" to coordinate and collect any community donations.

Financial Implications

The cost of new/additional/or repaired lights is not known but it is doubtful if this would be in excess of \$500.

Risk Implications

There is little risk associated with this matter apart from any danger associated with using older lights, as well as the potential for community dissatisfaction if the Christmas Tree lighting is substandard again.

Consultation

Nil

Policy Implications

Nil

Statutory Implications

Nil

Voting Requirements

Simple majority required.

OFFICER RECOMMENDATION – 10.1.3

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO LOCAL GOVERNMENT ACT 1995 SECTION 3.18 RESOLVES TO AUTHORISE THE SUM OF \$500 FOR CHRISTMAS TREE LIGHTING.

10.1.4 BUSH FIRE BREAK NOTICE 2018/2019

Date: 13 August 2018
Applicant: Shire of Dowerin
Location: Dowerin
File Ref:
Disclosure of Interest: Nil
Author: Gary Martin, Acting CEO
Attachments: 3. Draft Firebreak Order 2018/2019

Summary

This item seeks Council adoption of the Bush Fire Notice for 2018/2019 to be circulated with the rate notices and add two Bush Fire Control Officers.

Background

The Shire is required to give notice of its Firebreak Order for the 2018/2019 period and associated fire control information.

Comment

The draft Firebreak Order is based upon the 2017/2018 order and notice with slight amendments to dates.

The substance and requirements of the Order and notice has not changed.

It is noted that the previous CEO Andrea Selvey was included as a BFCO, presumably for the administration and issuing of burning permits. This item recommends the addition of Rebecca McCall & Glen Brigg as BFCO.

Financial Implications

No implications from this decision.

Risk Implications

The Firebreak Order is a statutory requirement and essential for the minimization of the fire risk in the district.

Consultation

The draft notice was circulated to the Chief Bush Fire Control Officer for comment.

Policy Implications

Nil

Statutory Implications

Bush Fires Act 1954 (as amended)

Voting Requirements

Simple majority required.

OFFICER RECOMMENDATION – 10.1.4

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE BUSH FIRES ACT 1954 (AS AMENDED);

- 1. ADOPT THE FIREBREAK ORDER 2018/2019;***
- 2. APPOINT REBECCA MCCALL (SHIRE OF DOWERIN, CHIEF EXECUTIVE OFFICER) AND GLEN BRIGG (ASSET AND WORKS MANAGER) AS BUSH FIRE CONTROL OFFICERS.***

10.1.5 LOCAL LAW ADOPTION & REPEAL – PARKING & PROPERTY LOCAL LAWS

Date:	14 August 2018
Applicant:	Shire of Dowerin
Location:	
File Ref:	Organisation/Governance/Local Laws
Disclosure of Interest:	Nil
Author:	Lisa Valentine, Acting Manager Corporate & Community Services
Attachments:	4. Shire of Dowerin Local Government Property Local Law 5. Shire of Dowerin Parking and Parking Facilities Local Law

Summary

Council advertised the Shire of Dowerin Parking and Parking Facilities Local Law 2018 in the West Australian on Wednesday, 27 June 2018 and the Shire of Dowerin Local Government Property Local Law on Saturday, 30 June 2018, both closing on Monday, 13 August 2018. No comments were received.

This report seeks Council adoption of both the Shire of Dowerin Parking and Parking Facilities Local Law and the Shire of Dowerin Local Government Property Local Law 2018.

Background

In accordance with Section 3.16 of the Local Government Act 1995, the Shire conducted an eight-year review of the Shire of Dowerin's local laws to determine if any amendment or repeal was required.

As a result of the review, the Council at its meeting held on 25 July 2017, resolved to initiate repeal of various local laws and redraft them into new local laws. The administrative review resulted in nine actions to update the Shire's Local Laws.

This item acknowledges no comments were received and that Council should adopt the Local Laws following the process detailed in this report.

Comment

No amendments have been required to the Shire of Dowerin Parking and Parking Facilities Local Law 2018 or the Shire of Dowerin Local Government Property Local Law approved for advertising by the Council at its meetings held on 24 April 2018 (Parking Local Law) and 26 June 2018 (Property Local Law), therefore the Council should proceed to adopt the Local Laws.

Council should also note that section 1.5 of the Local Government Property Local Law, states that the following Local Laws are repealed as part of this adoption process:

Swimming Pool Local Law (Gazetted 19/02/1969)

Local Government Property Local Law (Gazetted 08/01/2002)

Local Law Adoption Process

The Local Government Act 1995 requires that after the last day for submissions, the Council is to consider any submissions made and may make the local law as proposed or make a local law that is not significantly different from what was proposed. No submissions were received before the close

of the submission period and no amendments are required to the local law as a result of the Department of Local Government and Regional Development's comments.

The following actions are required to progress the proposed Shire of Dowerin Parking and Parking Facilities Local Law and the Shire of Dowerin Local Government Property Local Law to local law stage, in accordance with section 3.12, 3.14 and 3.15 of the Local Government Act 1995. The relevant sections are as follows: -

“3.12(4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* that is not significantly different from what was proposed.

* *Absolute Majority Required*

(5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.

(6) After the local law has been published in the *Gazette* the local government is to give statewide public notice –

- (a) stating the title of the local law;
- (b) summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
- (c) advising that copies of the local law may be inspected or obtained from the local government office.

(7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

Commencement of Local Laws

3.14 (1) Unless it is made under section 3.17, a local law comes into operation on the 14th day after the day on which it was published in the *Gazette* or on such later day as may be specified in the local law.

(2) A local law made under section 3.17 comes into operation on the day on which it is published in the *Gazette* or on such later day as may be specified in the local law.

Local Laws to be Publicised

3.15 A local government is to take reasonable steps to ensure that the inhabitants of the district are informed of the purpose and effect of all of its local laws.”

Financial Implications

The financial implications for the local law adoption process relate to advertising the local laws, once adopted, in the *Government Gazette* and *The West Australian* newspaper.

The costs associated with advertising in the *Government Gazette* are quite substantial. \$104.75 per page for new local laws and \$272.55 per page for amended local laws. The Acting Chief Executive Officer has contacted WALGA, who will investigate internally the costs associated with advertising in the *Government Gazette*, especially for small Local Governments.

Risk Implications

Local Laws provide a statutory tool for managing risks associated with non-compliance of Council's preferred position on various issues that arise in a Community. Without adequate Local Laws Council faces a risk of not having any mechanism for managing and/or enforcing required standards.

Consultation

Advice from James McGovern, WALGA, for confirmation of adoption process and repeal of previous local laws.

Policy Implications

Nil

Statutory Implications

The process for making new Local Laws is legislated under section 3.12 of the *Local Government Act 1995*. Under this statutory process, the Presiding Member is required to give notice to the meeting of the purpose and effect of the proposed Local Law.

This report is presented for Council's consideration in accordance with *s3.12(4)*, which requires Council to consider any public submissions received and then, by absolute majority decision, Council may make the Local Law, where it is not significantly different from what was proposed at the commencement of the process.

No submissions were received for the two (2) advertised Local Laws.

Strategic Implications

Community Strategic Plan – 4.4.1 Our Infrastructure – Outcome 1 – Infrastructure is fit for purpose, responsibly managed and maintained.

Community Strategic Plan – 4.4.5 Our Leaders – Outcome 3 – Commitment to continuous improvement in service delivery and good governance practices ensures the Shire is adaptive to evolving community needs.

Voting Requirements

Absolute majority required.

OFFICER RECOMMENDATION – 10.1.5

THAT COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO S3.12 OF THE LOCAL GOVERNMENT ACT 1995 RESOLVES TO:

- 1. NOTE THAT NO SUBMISSIONS WERE RECEIVED FOR THE PROPOSED SHIRE OF DOWERIN PARKING AND PARKING FACILITIES LOCAL LAW 2018;**
- 2. NOTE THAT NO SUBMISSIONS WERE RECEIVED FOR THE PROPOSED SHIRE OF DOWERIN PROPERTY LOCAL GOVERNMENT PROPERTY LOCAL LAW;**
- 3. ADOPT THE SHIRE OF DOWERIN PARKING AND PARKING FACILITIES LOCAL LAW 2018;**
- 4. ADOPT THE SHIRE OF DOWERIN LOCAL GOVERNMENT PROPERTY LOCAL LAW;**
- 5. APPROVE THE PROGRESSION OF THE REMAINING ACTIONS TO FINALISE PARTS 3 AND 4 ABOVE, IN ACCORDANCE WITH S3.12 AND S3.15 OF THE LOCAL GOVERNMENT ACT 1995.**

10.1.6 ADOPTION OF THE 2018-2019 BUDGET

Date:	15 August 2018
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	
Disclosure of Interest:	Authors of this agenda item and recommendations have a financial interest as salaries and other payments to the authors are incorporated in the budget.
Author:	Susan Fitchat, Finance Manager.
Senior Officer:	Gary Martin, Acting Chief Executive Officer.
Attachments:	6. 2018-19 Draft Statutory Budget 7. 2018-19 Detailed Budget by Programme

Summary

This item seeks Council's consideration of the 2018-2019 Municipal Fund Budget, including the striking of the rates, for the Shire of Dowerin and puts forward the officer's recommendation to Council to adopt the budget as presented.

The budget report has been prepared in consultation with the Finance Manager and the Local Government Consultant

Background

The draft 2018-19 budget, as attached, has been based on progressing priorities in Council's strategic documents such as the Strategic Community Plan and Plant Replacement Plan.

Council has given consideration to the detail within the draft budget as presented at a series of workshops, including a one-day workshop on the 2018-19 Roads Program.

Comment

The proposed budget has been prepared to include an aggregate increase of 2%. Rates of individual properties will experience different rates increases as a result of revaluations.

General rates increased by 5%.

Refuse collection charges increased by 2%.

Sewerage rates in the \$ increased by 3%.

Sewer charges increased by 2%

Septic Tanks - Nil

Fees and charges were increased by a minimum of 2 % in most program areas as per the Schedule of Fees and Charges adopted by Council as a draft at the Ordinary Meeting of Council on the 26 June 2018 for the purpose of giving public notice.

Employee numbers have remained constant at 38. Employment costs have been increased by 2% to allow for incremental increases and potential increased to Award rates of pay.

Major purchases of plant as per the Plant Replacement Plan will include purchase of a grader, skid steer, mower and 5 new vehicles.

The 2018-19 budget includes a capital works program of \$3,179,876 comprised of the following:

1. A road program totaling \$1,350,333, the cost of which is partially offset by Federal and State road funding;
2. Finalizing the Short Term Accommodation Project, which includes a retention payment of \$83,000.
3. Shire office building and installing solar panels at an estimated cost of \$20,821;
4. Footpath maintenance for an amount of \$30,000;
5. Building of a new GROH house of \$280,000.
6. Renewal of swimming pool infrastructure at a cost of \$232,895, the cost of which is partially funded from the balance of the swimming pool reserve of approx. \$32,895; the remainder will be funded by a new loan of \$200,000.

Other Investment activities:

Proceeds from disposal of assets

• Sale of Housing Stock of	\$150,000.
• Grader	\$120,000.
• Skid Steer	\$5,000.
• Works vehicles	\$8,000.
Total	\$283,000

New loans or debentures are proposed as follows:

- Loan100 for the GROH house approved in 2017-18 for \$280,000
- Proposed Loan 101 for the renewal of the swimming pool of \$200,000

The budget will include transfers from reserves of \$299,520 and \$270,941 transfers to reserves (plus interest of approx. \$43,151) resulting in a projected net increase of approx \$28,579 in the reserve balance at the end of the 2018-19 financial year; noting the following changes to the reserve accounts:

1. The Swimming Pool Reserve will be closed and the balance of \$32,895 utilised in capital works/renewal of the swimming pool in 2018-19

(See Note 9 of the attached Budget document for details of all reserve movements and balances.)

Financial Implications

Detailed implications of this item are contained within the attached draft budget document.

Risk Implications

The budget is one of the most strategic and important decision made by Council. Council workshops have discussed the risk that could arise from rates increases that are unpalatable or unaffordable while at the same time ensuring sufficient funding for operational requirements, new and renewal capital works and adequate reserves for future use.

Consultation

Several budget workshops have been held with Council between June and August, including a detailed road program workshop.

Policy Implications

Nil

Statutory Implications

Section 6.2 of the *Local Government Act 1995* stipulates that each Local Government is to prepare an annual budget between the period from 1 June in a financial year to 31 August in the next financial year. This section of the Act also prescribes the form and manner for the budget.

Strategic Implications

The budget has been based on progressing projects and services identified in the Strategic Community Plan and Corporate Business Plan.

Voting Requirements

Absolute Majority is required is required for sections of the recommendation.

COMMITTEE AND OFFICER RECOMMENDATION – 10.1.6

PART A – MUNICIPAL FUND BUDGET FOR 2018-19

THAT COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO THE PROVISIONS OF SECTION 6.2 OF THE LOCAL GOVERNMENT ACT 1995 AND PART 3 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, RESOLVES TO ADOPT THE MUNICIPAL FUND BUDGET AS CONTAINED IN ATTACHMENT 1 OF THIS AGENDA FOR THE SHIRE OF DOWERIN FOR THE 2018-2019 FINANCIAL YEAR WHICH INCLUDES THE FOLLOWING:

- 1. STATEMENT OF COMPREHENSIVE INCOME BY NATURE AND TYPE ON PAGE 2 SHOWING A NET RESULT FOR THE 2018-19 FINANCIAL YEAR OF (\$773,389);***
- 2. STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM ON PAGE 3 SHOWING A NET RESULT FOR THAT YEAR OF (\$773,389);***
- 3. STATEMENT OF CASH FLOWS ON PAGE 5 SHOWING A NET RESULT OF \$2,285,402;***
- 4. RATE SETTING STATEMENT ON PAGE 6 SHOWING AN AMOUNT REQUIRED TO BE RAISED FROM THE RATES OF \$1,309,983;***
- 5. NOTES TO AND FORMING PART OF THE BUDGET ON PAGES 7 TO 31;***
- 6. TRANSFERS TO/FROM RESERVE ACCOUNTS AS DETAILED IN PAGE 28.***

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

- 1. THAT COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTIONS 6.32, 6.33, 6.34 AND 6.35 OF THE LOCAL GOVERNMENT ACT 1995 FOR THE PURPOSE OF YIELDING THE DEFICIENCY DISCLOSED BY THE MUNICIPAL FUND BUDGET ADOPTED AT PART A ABOVE, IMPOSE THE FOLLOWING GENERAL RATES AND MINIMUM PAYMENTS ON GROSS RENTAL AND UNIMPROVED VALUES.***

1.1 GENERAL RATES

1.	RESIDENTIAL (GRV)	9.6915 CENTS IN THE DOLLAR
2.	COMMERCIAL / INDUSTRIAL (GRV)	9.6915 CENTS IN THE DOLLAR
3.	TOWN RURAL (GRV)	9.6915 CENTS IN THE DOLLAR
4.	OTHER TOWNS (GRV)	9.6915 CENTS IN THE DOLLAR
5.	RURAL FARMLAND (UV)	0.8306 CENTS IN THE DOLLAR

1.2 MINIMUM PAYMENTS

1.	RESIDENTIAL (GRV)	\$741
2.	COMMERCIAL / INDUSTRIAL (GRV)	\$741
3.	TOWN RURAL (GRV)	\$741
4.	OTHER TOWNS (GRV)	\$216
5.	RURAL FARMLAND (UV)	\$741
6.	COMMERCIAL / INDUSTRIAL (UV)	\$741
7.	TOWN RURAL (UV)	\$741
8.	MINING (UV)	\$216

2. IT IS A LEGISLATIVE REQUIREMENT THAT THE RATE BILLING NOTICE PERIOD BE:

- DUE DATE MUST BE A MINIMUM OF 35 DAYS FROM THE DATE OF SERVICE/ISSUE.
- 1ST INSTALMENT DUE DATE MUST BE A MINIMUM OF 35 DAYS FROM THE DATE OF SERVICE.
- SUBSEQUENT INSTALMENTS MUST BE AT LEAST TWO (2) MONTHS APART.

COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 6.45 OF THE LOCAL GOVERNMENT ACT 1995 AND REGULATION 64(2) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, NOMINATES THE FOLLOWING INDICATIVE DUE DATES FOR THE PAYMENT IN FULL BY INSTALMENTS SUBJECT TO THE ACTUAL DATE OF SERVICE/ISSUE:

OPTION 1

FULL PAYMENT DUE DATE 19 OCTOBER 2018

OPTION 2

1ST INSTALMENT DUE DATE 19 OCTOBER 2018
2ND HALF INSTALMENT DUE DATE 28 FEBRUARY 2019

OPTION 3

1ST INSTALMENT DUE DATE 19 OCTOBER 2018
2ND INSTALMENT DUE DATE 31 DECEMBER 2018
3RD INSTALMENT DUE DATE 31 MARCH 2019

3. COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 6.45 OF THE LOCAL GOVERNMENT ACT 1995 AND REGULATION 67 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, ADOPTS AN INSTALMENT ADMINISTRATION CHARGE WHERE THE OWNER HAS ELECTED TO PAY RATES (AND SERVICE CHARGES)

THROUGH AN INSTALMENT OPTION OF \$4 FOR EACH INSTALMENT AFTER THE INITIAL INSTALMENT IS PAID.

- 4. COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 6.45 OF THE LOCAL GOVERNMENT ACT 1995 AND REGULATION 68 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, ADOPTS AN INTEREST RATE OF 5.5% WHERE THE OWNER HAS ELECTED TO PAY RATES AND SERVICE CHARGES THROUGH AN INSTALMENT OPTION.**
- 5. COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 6.45 OF THE LOCAL GOVERNMENT ACT 1995 AND REGULATION 70 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, ADOPTS AN INTEREST RATE OF 11% FOR RATES (AND SERVICE CHARGES) AND COSTS OF PROCEEDINGS TO RECOVER SUCH CHARGES THAT REMAIN UNPAID AFTER BECOMING DUE AND PAYABLE.**

PART C – GENERAL FEES AND CHARGES FOR 2018-19

COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 6.16 OF THE LOCAL GOVERNMENT ACT 1995, ADOPTS THE FEES AND CHARGES INCLUSIVE OF THE DRAFT 2019-2019 BUDGET INCLUDED AS ATTACHMENT 2 OF THIS AGENDA.

PART D – OTHER STATUTORY FEES FOR 2018-19

- 1. COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO SECTION 53 OF THE CEMETERIES ACT 1986 ADOPTS THE FEES AND CHARGES FOR THE SHIRE OF DOWERIN CEMETERY INCLUDED IN THE DRAFT 2018-19 BUDGET INCLUDED AS ATTACHMENT 2 OF THIS AGENDA.**
- 2. COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO SECTION 67 OF THE WASTE AVOIDANCE AND RESOURCES RECOVERY ACT 2007, ADOPTS THE FOLLOWING CHARGES FOR THE REMOVAL AND DEPOSIT OF DOMESTIC AND COMMERCIAL WASTE:**

- **RESIDENTIAL PREMISES (INCLUDING RECYCLING)**

- **240LTR BIN PER WEEKLY COLLECTION** **\$331PA**
- **240LTR BIN PER WEEKLY COLLECTION – EXTRA REFUSE SERVICE** **\$165PA**

PART E – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2017/2018

- 1. COUNCIL, BY ABSOLUTE MAJORITY, PURSUANT TO SECTION 5.99 OF THE LOCAL GOVERNMENT ACT 1995 AND REGULATION 34 OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996, ADOPTS THE FOLLOWING FEES AND ALLOWANCES FOR PAYMENT OF ELECTED MEMBERS:**

COUNCIL MEETINGS – COUNCILLORS	\$ 200	PER MEETING
COUNCIL MEETINGS – PRESIDENT	\$ 270	PER MEETING
COUNCIL COMMITTEE MEETINGS	\$ 75	PER MEETING
ALLOWANCE – PRESIDENT	\$3180	PER ANNUM
ALLOWANCE – DEPUTY PRESIDENT	\$ 800	PER ANNUM

PART F – MATERIAL VARIANCE REPORTING FOR 2017/2018

- 1. COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATION 34(5) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, AND AASB 1031 MATERIALITY, RESOLVES THAT THE LEVEL TO BE USED IN STATEMENTS OF FINANCIAL ACTIVITY IN 2018-2019 FOR REPORTING MATERIAL VARIANCES SHALL BE 5% OR \$5,000, WHICHEVER IS GREATER.**

10.1.7 FINAL ADOPTION OF AMENDMENT NO. 2 TO SHIRE OF DOWERIN LOCAL PLANNING SCHEME NO. 2 – REZONING PART LOT 28 (59) GOLDFIELDS ROAD, DOWERIN FROM “PARKS AND RECREATION” TO “MIXED USE” ZONE

Date: 8 August 2018
 Applicant: Shire of Dowerin
 Location: 59 Goldfields Road, Dowerin
 File Ref:
 Disclosure of Interest: Nil
 Author: G. Martin, Acting Chief Executive Officer
 Attachments: 8. Scheme Amendment Document
 9. EPA Advice
 10. Schedule of Submissions

Summary

The purpose of this Item is for Council to consider adopting Shire of Dowerin Scheme Amendment No. 2, with or without modification, for the purpose of seeking Final Approval of the Hon Minister for Planning.

Background

Council initiated Amendment No. 2 to the Shire’s Local Planning Scheme No. 2 (the Scheme) at the Ordinary Council Meeting held on 27 March 2018. The Scheme Amendment proposes to insert a new zone (‘Mixed Use’) into the Scheme as follows:

1. Insert into Table 1: Zoning Table of the Scheme, the new 'Mixed Use' zone and associated permissibility as follows:

USE CLASSES	MIXED USE
RESIDENTIAL USES	
Aged or Dependent Persons Dwelling	D
Caretaker’s Dwelling	D
Grouped Dwelling	D
Home Business	D
Home Occupation	D
Home Office	D

USE CLASSES	MIXED USE
Home Store	D
Residential Building	D
Single House	D
TOURIST AND ENTERTAINMENT USES	
Amusement Parlour	A
Bed and Breakfast	D
Hotel	A
Motel	A
Tourist Development	D
OTHER USES	
Funeral Parlour	A
Service Utility	D
Telecommunications Infrastructure	D
Veterinary Centre	A
COMMERCE USES	
Betting Agency	D
Bulky Goods Showroom	D
Cinema/Theatre	D
Consulting Rooms	P
Convenience Store	D
Dry Cleaning Premises	D

USE CLASSES	MIXED USE
Fast Food Outlet	D
Lunch Bar	P
Market	A
Medical Centre	A
Office	P
Reception Centre	D
Recreation – Private	D
Restaurant/Café	A
Service Station	D
Shop	D
Trade Display	D
INDUSTRY USES	
Warehouse/Storage	A
CIVIC AND COMMUNITY USES	
Child Care Premises	P
Civic Use	D
Club Premises	D
Community Purpose	D
Educational Establishment	D
Exhibition Centre	A
Family Day Care	D

All other land uses are to be designated as 'X' (prohibited)

2. Insert under Clause 3.2 – Objectives of the Zones – the following text between ‘Townsite zone’ and ‘Special Use zone’:

Mixed Use Zone

The objectives are;

- To provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to a high standard and provide for the safe and efficient movement of pedestrians and vehicles.
- To provide a compatible interface and transition between commercial, light industrial and residential areas.

3. Insert new Clause 4.11 – Development in the Mixed Use zone as follows:

Unless otherwise specified on the Scheme map, residential development in the 'Mixed Use' zone shall be in accordance with the R10/35 Code and shall satisfy the mixed use requirements of the Residential Design Codes.

4. Amend the Scheme Map by reclassifying Part Lot 28 (59) Goldfields Road, Dowerin from “Parks and Recreation” reserve to “Mixed Use” zone.

A copy of the Scheme Amendment Document (prepared in accordance with Part 4 of Council’s resolution of 27th March 2018) is attached. Refer Attachment 8 – Scheme Amendment Document.

Environmental Assessment

After Council’s resolution, assessment of the Amendment by the Environmental Protection Authority (EPA) was undertaken. The EPA advised in a letter received 12th June 2018 that it has determined that no further assessment is required by the EPA. Refer Attachment 9 – EPA Advice.

Comment

Public advertising and Agency referral of the proposed Scheme Amendment did not raise any issues.

Council is now required to consider the submissions received and make a recommendation to the Hon. Minister for Planning regarding approval of the Amendment. Should Council adopt the amendment for final approval, it will need to authorise the President and Chief Executive Officer to execute two (2) copies of the documents and forward them to the Western Australian Planning Commission within 42 days of the resolution.

It is considered the Scheme Amendment –

- will generally provide for much-needed mixed use type development in Dowerin townsite;
- has the potential to increase private investment;
- lead to higher property values;
- promote tourism; and
- support the development of a good business climate in Dowerin.

Financial Implications

Council has budgeted for Planning activities in the 2018/19 budget. The consultant fees and gazettal costs (when approved by the Hon. Minister for Planning) can be met within that budget allocation.

Risk Implications

There are no known risk implications for the Shire in relation to the recommendations of this report.

Consultation

The Amendment was advertised in accordance with Regulation 47(2) (a) up to and including (e) of the *Planning and Development (Local Planning Schemes) Regulations 2015* in the following manner:

- Publication of a notice in the *Dowerin Despatch* of 14th June 2018;
- Placement of a notice in the Council Administration Centre's foyer from Thursday 14th June 2018 until Thursday 26th July 2018;
- Publication of a notice on the Shire's website from Thursday 14th June 2018 until Thursday 26th July 2018;
- Notifying a total of 19 neighbouring property owners in writing on 14th June 2018 and providing a link to an electronic copy of the Amendment Document on the Shire's website; and
- Notifying the following agencies in writing on 14th June 2018 and providing a link to an electronic copy of the Amendment Document on the Shire's website:
 - Department of Health;
 - Department of Local Government, Sport and Cultural Industries;
 - Main Roads WA;
 - Department of Planning, Lands & Heritage;
 - Water Corporation; and
 - Western Power.

A public submission period of 42 days ended on Thursday 26th July 2018. Council received submissions citing 'no objection' from two (2) government agencies during the statutory advertising period, one from Department of Health and the other from Main Roads WA. Refer Attachment 10 – Schedule of Submissions.

Council's administration did not receive any submissions from neighbouring landowners during the statutory advertising period.

Policy Implications

Nil

Statutory Implications

Planning and Development Act (as amended) 2005;

Shire of Dowerin Local Planning Scheme No.2; and

Planning and Development (local planning schemes) Regulations 2015.

Strategic Implications

Community Strategic Plan

Theme	4.4.2 – Our Infrastructure
Objective	Our infrastructure will drive economic and population growth, be a key enabler of the digital economy and support reliable, efficient service delivery.
Outcome 1 (I1)	Infrastructure is fit for purpose, responsibly managed and maintained. Empty spaces/places review to determine and promote opportunities for the re-use and revitalization of unused community assets.

Voting Requirements

Simple Majority required.

OFFICER RECOMMENDATION – 10.1.7

THAT COUNCIL IN RESPECT OF SHIRE OF DOWERIN SCHEME AMENDMENT NO. 2 –

- 1. ADOPT FOR FINAL APPROVAL AMENDMENT NO. 2 TO SHIRE OF DOWERIN LOCAL PLANNING SCHEME NO. 2 AS EXPRESSED IN THE AMENDMENT DOCUMENT; AND***
- 2. THE PRESIDENT AND CHIEF EXECUTIVE OFFICER BE AUTHORISED TO EXECUTE TWO (2) COPIES OF THE AMENDMENT DOCUMENT FOR AMENDMENT NO. 2 TO SHIRE OF DOWERIN LOCAL PLANNING SCHEME NO. 2, INCLUDING THE FIXING OF THE COUNCIL’S SEAL IN THE EVENT THAT THE MINISTER FOR PLANNING APPROVES THE AMENDMENT WITHOUT MODIFICATION.***

10.2 FINANCE REPORT**10.2.1 DEFERMENT OF FINANCIAL ACTIVITY STATEMENTS – JULY 2018**

Date:

Applicant: Shire of Dowerin

Location: Dowerin

File Ref: ADM

Disclosure of Interest: 15 August 2018

Author: Susan Fitchat, Finance Manager

Senior Officer: Gary Martin, Acting Chief Executive Officer

Attachments: Nil

Summary

The financial statements for the period ending 31 July 2018 are deferred to be presented to Council at the September 2018 meeting, for the following reasons:

- Council has yet to adopt the budget for 2018-19.
- The Finance team has been busy with financial year end 2017-2018 processes and preparing the annual financial report

The financial year end processes this year included the valuation of land and buildings by AssetVal Pty Ltd. The results will have impact on the financial year end statements, namely the Revaluation Surplus Equity account and the Other Comprehensive Income – Changes on revaluation of non-current assets. This is non cash movement and will not affect cash flow or increase cash income. The reconciliation of the land and buildings has been forwarded onto the Local Government Consultant. The following are under review:

- The Home and Community Care building is owned by Silver Chain Group Ltd.
- Ablutions building by the Caravan park is not owned by the shire.
- Train Station - the Shire has the license agreement with Westnet Rail Pty Ltd. The shire is not the owner. Currently the license will expire on 1 December 2018. The agreement began in 2008 and includes the maintenance and insurance by the user (The Shire); however ownership remains with Westnet,
- The Dowerin Golf course is Crown land managed by the Shire and falls under Vested Land; therefore should be on our Asset Register as per the following advice from AssetVal report dated 30.06.18 page 6.

VESTED LAND

Land that is vested or held under a management order has been excluded from this valuation in accordance with Section 16, Local Government (Financial Management) Regulations 1996 (As amended 2012) unless it is operated by the local government as a golf course, showground, racecourse or any other sporting or recreational facility of State or regional significance. Any structures placed by the local government on Crown/vested land are to be included."

The valuation includes the take on of the following assets into the land and buildings register:

Lot 100 Anderson Street (Diagram 9372)*	30/06/2018	100/DP46654	\$35,000
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ORDINARY MEETING OF COUNCIL AGENDA – 21 AUGUST 2018

Registered on 24.11.1933-Dowerin Road Board			
Lot 9100 Goldfields (deposited plan 70522)* Registered on 02.04.2012-Shire of Dowerin	30/06/2018	9100/DP70522	\$100,000
Lot 28 - 59 Goldfields Rd, Dowerin (DP 46654)* Registered on 10.04.2015-Shire of Dowerin	30/06/2018	28/DP46654	\$100,000
Dowerin Golf Course, Dowerin	30/06/2018	Crown Land	\$300,000
Total (non cash)			\$535,000

- *Title confirmed with Landgate

Please note the above is all land and not buildings.

Cash bank statements at the end of July 2018 for the Shire of Dowerin:

National Australia Bank	Balance
Municipal Account	\$33,248
Maximiser Account	\$1,530,853
Trust Account	\$ 12,108
Total	\$1,576,209

Investment Term Deposit at the end of July 2018

TD2361911	Bendigo	17.08.18	\$890,251
TD2361913	Bendigo	17.08.18	\$162,611
STA Retention Bond TD2687155	Bendigo	23.08.18	\$42,271
TD2671483	Bendigo	07.01.19	\$935,417
Total			\$2,030,551

The Shire is in a financially liquid position and able to pay its bills and liabilities when they fall due.

COMMITTEE AND OFFICER RECOMMENDATION – 10.2.1

THAT THE FINANCE COMMITTEE PURSUANT TO REGULATION 34(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 RECOMMEND DEFERRING THE STATUTORY REPORT FOR THE PERIOD ENDING 31 JULY 2018 TO BE PRESENTED AT THE SEPTEMBER MEETING.

10.2.2 ACCOUNTS FOR PAYMENT – 01 JULY TO 31 JULY 2018

Date:	15 August 2018
Applicant:	Shire of Dowerin
Location:	Dowerin
File Ref:	
Disclosure of Interest:	Nil
Author:	Kathleen Brigg – Finance Officer
Senior Officer:	Susan Fitchat – Finance Manager
Attachments:	11. List of accounts for July 2018 12. Credit Card Statement

Background

The attached schedules of cheques drawn and electronic payments that have been raised under delegated authority during the month since the last Council meeting are presented to the Council to be received.

Cheque numbers: 10536 to 10547
EFT: 6012 to 6092

Comment

The list as presented has been reviewed by the Finance Manager and Acting Chief Executive Officer.

Consultation

At the Finance Committee meeting on 15 August, the Finance Committee checked the sequencing of the payments and enquired about the following.

1. Cheque 10545. Synergy Accounts. \$7,218.30 Response: the synergy accounts are for payment of electricity to the Recreation Centre, Football Oval, Hockey Ovals, government offices, depot, Community Resource Centre, Home and Community Care.
2. Cheque 10541. Synergy Accounts. \$2,246.00. Response: these Synergy bills are for 118 streetlights electricity consumption for from May to June 2018.
3. EFT6079. Wesfarmers Kleenheat Gas \$718.08
Response: Gas tank, 779 litres supplied for the Recreation Centre and the ShortTerm accommodation.
4. EFT6088. Specialised Tree Services. \$5,661.05. 42 Street trees trimmed under powerlines, vegetation management. Pruning of palm trees at shire office

It was noted that the credit card statement had been signed and approved.

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

Payments have been made under delegation.

Financial Implications

Funds expended are in accordance with Council's proposed budget for the 2018-2019 financial year.

Risk Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority will be required at the Ordinary Meeting of Council.

COMMITTEE AND OFFICER RECOMMENDATION – 10.2.2

THAT COUNCIL, BY SIMPLE MAJORITY, RECEIVES THE REPORT FROM THE ACTING CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO CREDITOR PAYMENTS FROM THE MUNICIPAL FUND FOR THE PERIOD 1 JULY 2018 TO 31 JULY 2018 AS PER THE ATTACHED SCHEDULE CHEQUE PAYMENTS 10536 TO 10547, AND EFT 6012 TO EFT 6092.

10.2.3 TERM INVESTMENTS

Date: 13^h August 2018
 Applicant: Shire of Dowerin
 Location: Dowerin
 File Ref: ADM
 Disclosure of Interest: Nil
 Author: Susan Fitchat, Finance Manager
 Senior Officer: Gary Martin, Acting Chief Executive Officer
 Attachments: 13. Quote from Bendigo Bank
 14. Quote from NAB

Background

The shire has the following investments due to mature in August

TD2361911	Bendigo	17.08.18	\$890 251
TD2361913	Bendigo	17.08.18	\$162,611
STA Retention Bond TD2687155	Bendigo	23.08.18	\$42,271*

*not to be reinvested

And an additional cash carry over's into reserves for:

- Sewerage Reserve for \$103,769
- Bowling Green reserve of \$10,000
- Tennis Court reserve of \$6,000
- And following council budget workshop an additional transfer of funds for the:
 Plant Sewerage reserve of \$183,660
 Economic Development Reserve of \$42,000

\$1,172,631 plus \$225,660, which equates to \$1,398,291.

This will require consideration for investment into term deposits.

While investments decisions have been delegated to the Chief Executive Officer, it is recommended to continue to put forward investment decisions via the Finance Committee for best practice, transparency and continuity.

Comment

In accordance with Council policy, officers have invited the two local banks, NAB and Bendigo, to provide the Shire with their term deposit rates. See attached and below:

NAB Bank	Rate	Bendigo Bank	Rate
90 days	2.6	90 days	2.6
30.06.19	2.7	30.06.19	2.75

While legislation and Council policy allows for investments of up to three years, it would be recommended to invest for a shorter period.

As per the budget, a transfer shall be required from the plant reserve of \$266,625 for plant capital expenditure (Refer to Budget 2018-19). To make provision for this It is recommended that an amount of \$266,625 be invested for 3 months with Bendigo Bank

The STA Retention released for payment in August will not be re-invested as the funds will be expensed for the Short Term Accommodation completion. It is recommended that the balance of funds be invested until 23 June 2019 where the interest shall be released as cash into the reserves. This is the preferred method for financial year end reporting of interest received for our cash backed reserves.

Statutory Implications

All investments are to comply with the following:

- Local Government Act 1995 (as amended) Section 6.14;
- The Trustees Act 1962 (as amended) Part III Investments;
- Local Government (Financial Management) Regulations 1996 (as amended) – Regulation 19, Regulation 28, and Regulation 49
- Australian Accounting Standards

Under Sect. 5.70 of the Local Government Act, employees must disclose interests relating to advice or reports:

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.

Penalty: \$10 000 or imprisonment for 2 years.

Under Sect. 5.71 if an employee has delegated power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and

Penalty: \$10 000 or imprisonment for 2 years.

Policy Implications

Council adopted the Shire of Dowerin Investment Policy at the Ordinary Meeting of Council on 27 June 2017. This matter has been considered in the context of that Council policy.

Financial Implications

An investment of \$1 million provides a return of approximately \$27,000 per annum which is a significant revenue source for the Shire.

Risk Implications

Term deposits with banks are considered low risk. However, there are risks inherent in any investment. Changes to the rates can have a positive or negative impact on returns. Another risk to consider is that the Shire is one of the larger customers and a decision by the Shire to invest in either bank will impact on the other.

Strategic Implications

Nil

Voting Requirements

A Simple Majority will be required at the Council meeting.

OFFICER AND COMMITTEE RECOMMEDATION – 10.2.3

THAT THE FINANCE COMMITTEE RECOMMEND THAT COUNCIL INVEST THE FUNDS OF \$266,625 INCLUDING INTEREST WITH BENDIGO AND ADELAIDE BANK FOR A TERM OF 3 MONTHS AND THE FINANCE MANAGE TO NEGOTIATE BETTER RATES FOR A TERM DEPOSIT UP TO 23 JUNE 2019.

10.3 MINUTES TO BE RECEIVED

10.3.1 MINUTES FROM COMMITTEE MEETINGS TO BE RECEIVED

Date:	17 August 2018
Applicant:	The Shire of Dowerin
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Andrea Selvey, CEO
Attachments:	15. LEMC Minutes (Unconfirmed), 31 st July 2018; 16. Finance Committee Minutes (Unconfirmed), 15 th August 2018

Summary

The report formally presents the minutes of Advisory Groups and Committees of Council from the previous month.

Background

The Shire has established the following Committees of Council:

- Audit Committee;
- Finance Committee;
- Local Emergency Management Committee;
- Bush Fire Advisory Committee;
- Road Verge Management Advisory Committee.

The above Committees do not have any delegated authority; therefore any recommendations requiring a Council decision that result from a Committee meeting must be brought before Council. This will be done via agenda items to Council.

(NB: The list above excludes those Committees that are external to the Shire, i.e. established and managed by an external group, on which the Shire has nominated representatives. Council representatives from the external committees will report back to Council verbally at the next available Council meeting. Should a decision of Council be required, an agenda item will be prepared for Council.)

Comment

The attached minutes are the unconfirmed minutes of the meetings of Committees of Council held in the previous month.

Consultation

N/A

Financial Implications

The Officer's recommendation for Council to receive the minutes of Committee meetings carries no financial commitment for Council. Should any recommendation require a financial commitment or

have any implication outside the CEO's delegated authority, the matter will be referred to Council as a specific agenda item.

Risk Implications

Nil

Policy Implications

Nil

Statutory Implications

Administration regulation 11 sets out the content that the minutes of council or committee meetings must contain, including:

- the names of members present at the meeting;
- details of each motion moved, the mover and the outcome of the motion;
- details of each decision made at the meeting; and
- written reasons for each decision made at a meeting that is significantly different from the committee's or council employee's recommendation.

Section 5.22(2) and (3) of the Act requires that the minutes of a council or committee meeting are to go to the next meeting of the council or committee for confirmation and signing by the person presiding to certify the confirmation.

Strategic Implications

The Strategic Community Plan

Objective 4.2 - Strong leadership and governance

Voting Requirements

Simple majority

OFFICER RECOMMENDATION – ITEM 10.3.1

THAT COUNCIL BY SIMPLE MAJORITY PURSUANT TO SECTION 3.18 OF THE LOCAL GOVERNMENT ACT 1995 RESOLVES TO:

- 1. RECEIVE THE MINUTES OF THE:***
 - a. LEMC MEETING (UNCONFIRMED), 31ST JULY 2018; AND***
 - b. FINANCE COMMITTEE MEETING (UNCONFIRMED), 15TH AUGUST 2018.***

11. NEW BUSINESS OF AN URGENT NATURE

12. ELECTED MEMBERS MOTIONS

13. CONFIDENTIAL ITEMS

14. CLOSURE OF MEETING

ORDINARY COUNCIL MEETING
ATTACHMENTS

Tuesday
21 August 2018
3.00pm





Dowerin District High School

REGIONAL TEACHER DEVELOPMENT SCHOOL
MATHEMATICS and SCIENCE

35 Memorial Ave, Dowerin, W.A. 6461

Telephone: 08 96311030

Fax: 08 96311180

ABN: 72 133 688 385

www.dowerindhs.wa.edu.au

2 July 2018

Shire of Dowerin
13 Cottrell Street
Dowerin, WA 6461

Dear Susan,

Thank you for taking the time to investigate the ongoing arrangement between the Dowerin District High School P&C and the Shire of Dowerin in regards to recycling.

We believe this initiative has been ongoing for numerous years, as it pre-dates most current staff at both the school and the Shire.

The P&C 's involvement was set up with the help of Steven Geerdink, who was heavily involved in the recycling shed. In the past the P&C has coordinated one family to be rostered on each month to do the verge side pick-up of paper bundles around the town of Dowerin and deliver these to the recycling shed. In turn, the Shire then donated approximately \$1,300.00 per year of the recycling profits back to the P&C.

We are extremely keen to continue to be involved with the verge side collection in Dowerin and would like to ask council to consider formalising the arrangement between the Shire and the P&C as it appears this has not been done in the past. We also write to request payment for our contributions since 2016 as the past couple of years have been done in good faith.

If you have any queries or further ideas about how the P&C can continue to be involved in the recycling program, please do not hesitate to contact me.

Kind Regards

Jacinta Todd
President – Dowerin DHS P&C

0409 060483.



RECEIVED

07 JUN 2018

Wheatbelt Agcare

Community Support Services Inc.

ADMINISTRATION OFFICE

PO Box 101 Nungarin WA 6490
Phone: (08) 9046 5091
Fax: (08) 9046 5063
Email: wheatbeltfamily@wn.com.au

FAMILY COUNSELLORS

Melanie Meier
Mobile: 0488 465 081

Di Morgan
Mobile: 0488 964 255

C.E.O.
Shire of Dowerin
PO Box 111
Dowerin WA 6461

Dear CEO

Re: 2018/2019 Contribution

Wheatbelt Agcare thanks your Shire for their past support and financial contribution to this valuable service provided to residents of the Central Wheatbelt and North Eastern Wheatbelt.

Annual funding for Wheatbelt Agcare's free, mobile Family Counselling Service is provided by the Department for Child Protection & Family Support with additional contributions from Shires in the coverage area.

Melanie Meier continues her duties as full-time Counsellor for the Shires of Kellerberrin, Merredin, Mount Marshall, Mukinbudin, Nungarin, Trayning, Westonia and Yilgarn and Di Morgan continues to work part-time covering the Shires of Dowerin, Koorda and Wyalkatchem.

We seek your financial support for the 2018/2019 financial year and have enclosed a tax invoice for \$550-00 (GST inclusive) in anticipation of your support.

Your Shire is invited to nominate a representative to the Management Committee of Wheatbelt Agcare which meets bi-monthly in Nungarin or alternatively Wheatbelt Agcare will provide the Annual and/or Bi-monthly Counsellor Report and Statistics pertaining to your Shire if requested.

Yours sincerely

Kerry Dayman
Finance Administration Officer
Wheatbelt Agcare

31st May 2018

SERVING THE SHIRES OF:

Dowerin
Kellerberrin
Koorda
Merredin
Mount Marshall
Mukinbudin
Nungarin
Trayning
Westonia
Wyalkatchem
Yilgarn

Country People Helping Each Other





Wheatbelt Agcare

Community Support Services Inc.

ADMINISTRATION OFFICE

PO Box 101 Nungarin WA 6490
Phone: (08) 9046 5091
Fax: (08) 9046 5063
Email: wheatbeltfamily@wn.com.au

FAMILY COUNSELLORS

Melanie Meier
Mobile: 0488 465 081

Di Morgan
Mobile: 0488964255

TAX INVOICE

SUPPLIER NAME: Wheatbelt Agcare Community Support Services Inc.

SUPPLIER ADDRESS: PO Box 101 NUNGARIN WA 6490

ABN: 25 719 349 446

DATE: 1 July 2018

TO: Accounts Department
Shire of Dowerin

Contribution to Rural Family Counselling Service for 2018/2019 Financial Year

Amount	\$500.00
GST	50.00
Total including GST	\$550.00

SERVING THE SHIRES OF:

Dowerin
Kellerberrin
Koorda
Merredin
Mount Marshall
Mukinbudin
Nungarin
Trayning
Westonia
Wyalkatchem
Yilgarn

Country People Helping Each Other



Harvesting Operations

Harvest and Vehicle Movement Bans

A harvest or vehicle movement ban may be applied during the Restricted or Prohibited Burning Period. The Shire of Dowerin will determine the need for a ban and advertise the ban on ABC Radio 531AM and via our SMS Notification Service. For further information please contact the Shire of Dowerin during normal office hours on 96311202.

A harvest ban is defined as a ban on all harvesting operations on all properties within the Shire of Dowerin. A vehicle movement ban is defined as a ban on all vehicle movements on properties within the Shire of Dowerin except for the essential watering of stock, using a diesel powered vehicle only.

No harvesting operations are permitted on Christmas Day, Boxing Day and New Years Day.

Conditions for harvesting operators:

1. An Approved Fire Fighting Appliance is required to be present in any paddock being harvested while Crop Harvesting, Straw Raking, Straw Mulching and Bailing operations are being carried out during restricted and prohibited periods. The fire fighting unit must be in a state of readiness and have a minimum of 400 litres of water on board.
2. A ban on harvesting and the movement of vehicles (except for the watering or movement of stock) is likely to be imposed when the predicted weather conditions are classified by the Bureau of Meteorology as VERY HIGH or ABOVE, or when local conditions warrant bans to be applied. All such bans are at discretion of the Chief Bush Fire Control Officer.
3. It is MANDATORY for all operators of harvesters to be registered on the **Shire of Dowerin Harvest and Vehicle Movement Ban SMS Notification service**. If a ban has been imposed, all persons registered will be sent a text message advising of details.

To register for this service please contact the Shire office on 96311202 or dowshire@dowerin.wa.gov.au

Infringement Penalties

Inspections

An authorised officer will carry out inspections of firebreaks after the specified completion dates.

Any owner or occupier of land who fails to comply with the requirements of this Notice is guilty of an offence under Section 33(3) of the *Bushfire Act 1954*.

Penalties

Persons who fail to comply with the requirements of this notice will be issued with an infringement notice and may be prosecuted.

The penalty for failing to comply with this notice is a fine of up to \$5,000 and the person in default is also liable, whether prosecuted or not, to pay the costs of performing the work directed in this notice.

Avoid the Consequences

- Do not light any fire during the prohibited burning period. This includes open cooking or camp fires.
- Do not light a fire during the restricted period without a valid permit. This includes open cooking or camp fires.
- Do not light a fire on any Sunday or Public Holiday as all permits are invalid.
- Do not light a fire on 'very high' or 'extreme' fire danger forecast days
- Do not burn the road verge without the permission of the Shire and a permit.
- Check the weather forecast before undertaking any burning or other activity that may cause a fire.

For more information please contact the

Shire of Dowerin on

(08) 9631 1202 or visit

www.dowerin.wa.gov.au



Firebreak Order 2018/2019

**Prohibited Burning Period
5th November to 14th February
STRICTLY NO BURNING!**

**Restricted Burning Period
20th October to 4th November
and 15th February to 14th April
PERMITS ARE REQUIRED!**



**For All Emergencies
Dial 000**

First and Final Notice

Bush Fires Act, 1954 (as amended)

Notice is given to all owners and/or occupiers of land within the Shire of Dowerin under the requirements in relation to Section 33 of the Bush Fires Act 1954, that fire-breaks must be installed by 31st October 2018 and maintained clear of inflammable material up to and including 30th April 2019.

No burning is permitted over the EASTER HOLIDAY PERIOD

(Good Friday and the 3 days immediately following Good Friday).

No lighting of chaff piles permitted on Wednesday or Thursday before Good Friday

No open fires are permitted between 5th November—14th February

(including for the purpose of cooking and camping).



Firebreaks must be installed by the 31st October 2018.

ON THE SPOT FINE OF \$250 WILL BE ISSUED FOR NON COMPLIANCE.

Contacts

Chief Bush Fire Control Officer
Phil Pickering — 0429 311 250
Bush Fire Control Officer
Rebecca McCall - 9631 1202

Prescribed Burning

Restricted and Prohibited Burning Periods

Restricted Burning period:

20th October to the 4th November ; and 15th February to 14th April— **Permits are required.**



During the restricted burning period a permit to set fire to the bush is required before any burning operation can be carried out. These dates may be varied by the Shire of Dowerin, depending on the seasonal conditions.

Prohibited Burning period:

5th November to 14th February—**Strictly No Burning**

No burning is allowed for any reason during this period. This includes open cooking or camp fires. These times may be varied by the Shire of Dowerin depending on seasonal conditions.

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug

 Permit required  No burning

Burning Permits

A permit must be obtained from the SHIRE OF DOWERIN and must remain in possession of the permit holder during the burn.

Permits will only be issued for controlled burns that reduce a fire hazard on a property where no alternative method exists to abate the hazard. At least 24 hours notice prior to the burn the permit holder must give notice of intentions to burn to the owner or occupier of adjoining land or a phone call.

Any special conditions imposed by the Chief Bush Fire Control Officer must be strictly adhered to. Permits will NOT be issued for burning on any Sunday or Public Holiday.

Apply for a burning permit, providing your Assessment or Location number/s at the Shire of Dowerin office during business hours on Ph 9631 1202 or Fax 9631 1193 or email dowshire@dowerin.wa.gov.au

Fire Break Standards

Properties 20 hectares (50ac) or larger

1. Clear a ground firebreak at a width of no less than 3m, as close as practical, inside the external boundaries of the property, in which all inflammable material must be removed and remain cleared.
2. Firebreaks must be maintained to provide a vertical clearance of a minimum 4m so as to allow adequate access for fire appliances subject to the satisfaction of the Council's appointed officers.
3. Construct a 5m firebreak immediately surrounding all fuel and chemical storage areas.
4. Clear inflammable material within 20m of all dwellings to construct a 20m circle of safety. This can be maintained through domestic grass, mulch or slashed native grasses.
5. Areas cleared and piled for burning require a 20m ground firebreak.

Non Urban Land—Rural residential, rural development

Industrial estates and subdivisions between half an acre (2023m²) to 50 acres

1. Clear 3m wide ground firebreak (clear of all inflammable material) with a vertical clearance of 4m high, clear of any obstructions immediately inside or as close as practical inside all external boundaries of the land.
2. Clear all inflammable material within 20m of all buildings to construct a 20m circle of safety.

Urban Land—All town sites

Properties less than half an acre (2023m²)

1. Clear land of ALL INFLAMMABLE material ie. Debris, dry grass, dry bush etc, subject to the satisfaction of Council's authorised officers.

Properties larger than half an acre (2023m²)

1. Clear and maintain a 3m wide firebreak immediately inside external boundaries of the land.

MUST BE COMPLIANT BY 31st OCTOBER 2018

LOCAL GOVERNMENT ACT 1995

SHIRE OF DOWERIN

LOCAL GOVERNMENT PROPERTY LOCAL LAW 2018

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Dowerin resolved on *[insert date]* to make the following local law.

LOCAL GOVERNMENT PROPERTY LOCAL LAW

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PART 1 - PRELIMINARY

Citation

1.1 This local law may be cited as the Shire of Dowerin Local Government Property Local Law.

Definitions

1.2 In this local law unless the context otherwise requires -

"Act" means the *Local Government Act 1995*;

"aircraft" has the meaning given to it in the *Civil Aviation Act 1988 (Cth)*

"applicant" means a person who applies for a permit under clause 3.2;

"authorized person" means a person authorized by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

"building" means any building which is local government property and includes a –

- (a) hall or room;
- (b) corridor, stairway or annexe of any hall or room; and

"CEO" means the chief executive officer of the local government;

"commencement day" means the day on which this local law comes into operation;

"Council" means the council of the local government;

"date of publication" means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

"determination" means a determination made under clause 2.1;

"district" means the district of the local government;

"function" means an event or activity characterised by all or any of the following –

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;
- (c) organisation by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

"liquor" has the same meaning as is given to it in section 3 of the *Liquor Control Act 1988*;

"local government" means the *[insert name of local government]*;

"local government property" means anything except a thoroughfare –

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act;

"Manager" means the person for the time being employed by the local government to control and manage a pool area or other facility which is local government property and includes the person's assistant or deputy;

"permit" means a permit issued under this local law;

"permit holder" means a person who holds a valid permit;

"person" does not include the local government;

"pool area" means any swimming and wading pools and spas and all buildings, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of or used in connection with such swimming and wading pools and spas which are local government property;

"Regulations" means the *Local Government (Functions and General) Regulations 1996*;

"sign" includes a notice, flag, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols;

"trading" means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of –

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them; and

"vehicle" includes –

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven,

but excludes –

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
- (d) a pram, a stroller or a similar device; and
- (e) a boat.

Interpretation

1.3 In this local law unless the context otherwise requires a reference to local government property includes a reference to any part of that local government property.

Application

1.4 (1) This local law applies throughout the district.

(2) Notwithstanding anything to the contrary in this local law, the local government may -

- (a) hire local government property to any person; or
- (b) enter into an agreement with any person regarding the use of any local government property.

Repeal

1.5 (1) The following local laws are repealed –

Swimming Pool Local Law (Gazetted 19/02/1969)

Local Government Property Local Law (Gazetted 08/01/2002)

(2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.

(3) The Council may resolve that notwithstanding subclause (2), specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

PART 2 - DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY

Division 1 - Determinations

Determinations as to use of local government property

2.1(1) The local government may make a determination in accordance with clause 2.2 –

- (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

(2) The determinations in Schedule 2 –

- (a) are to be taken to have been made in accordance with clause 2.2;
- (b) may be amended or revoked in accordance with clause 2.6; and
- (c) have effect on the commencement day.

Procedure for making a determination

2.2 (1) The local government is to give local public notice of its intention to make a determination.

(2) The local public notice referred to in subclause (1) is to state that –

- (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;

- (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
 - (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to –
- (a) give local public notice that the proposed determination has effect as a determination on and from the date of publication;
 - (b) amend the proposed determination, in which case subclause (5) will apply; or
 - (c) not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to –
- (a) consider those submissions; and
 - (b) decide –
 - (i) whether or not to amend the proposed determination; or
 - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice –
- (a) of the effect of the amendments; and
 - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

Discretion to erect sign

2.3 The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

Determination to be complied with

2.4 A person shall comply with a determination.

Register of determinations

2.5 (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.

(2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

Amendment or revocation of a determination

2.6 (1) The Council may amend or revoke a determination.

(2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.

(3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

Division 2 - Activities which may be pursued or prohibited under a determination

Activities which may be pursued on specified local government property

2.7 (1) A determination may provide that specified local government property is set aside as an area on which a person may –

- (a) bring, ride or drive an animal;
- (b) take, ride or drive a vehicle, or a particular class of vehicle;
- (c) fly or use a motorised model aircraft;
- (d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
- (e) deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
- (f) play or practice –
 - (i) golf or archery;
 - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
 - (iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;

- (g) ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device; and
- (h) wear no clothing.

(2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular –

- (a) the days and times during which the activity may be pursued;
- (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
- (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
- (d) may limit the activity to a class of vehicles, equipment or things, or may extend it to all vehicles, equipment or things;
- (e) may specify that the activity can be pursued by a class of persons or all persons; and
- (f) may distinguish between different classes of the activity.

Activities which may be prohibited on specified local government property

2.8 (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property -

- (a) smoking on premises;
- (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
- (c) taking, riding or driving a vehicle or a particular class of vehicle on the property;
- (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
- (e) the playing or practice of -
 - (i) golf, archery, pistol shooting or rifle shooting; or
 - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
- (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property; and
- (h) the traversing of or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose.

(2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular –

- (a) the days and times during which the activity is prohibited;
- (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
- (c) that an activity is prohibited in respect of a class of vehicles, equipment or things, or all vehicles, equipment or things;
- (d) that an activity is prohibited in respect of a class of persons or all persons; and
- (e) may distinguish between different classes of the activity.

(3) In this clause –

"premises" means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.

Division 3 - Transitional

Signs taken to be determinations

2.9 (1) Where a sign erected on local government property has been erected under a local law of the local government repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.

(2) Clause 2.5 does not apply to a sign referred to in subclause (1).

PART 3 - PERMITS

Division 1 - Preliminary

Application of Part

3.1 This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government to do so.

Division 2 - Applying for a permit

Application for permit

3.2 (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).

(2) An application for a permit under this local law shall -

(a) be in the form determined by the local government;

(b) be signed by the applicant;

(c) provide the information required by the form; and

(d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.

(4) The local government may require an applicant to give local public notice of the application for a permit.

(5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

Decision on application for permit

3.3 (1) The local government may –

(a) approve an application for a permit unconditionally or subject to any conditions; or

(b) refuse to approve an application for a permit.

(2) If the local government approves an application for a permit, it is to issue to the applicant, a permit in the form determined by the local government.

(3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.

Division 3 - Conditions

Conditions which may be imposed on a permit

3.4 (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of a fee;
- (b) compliance with a standard or a policy of the local government adopted by the local government;
- (c) the duration and commencement of the permit;
- (d) the commencement of the permit being contingent on the happening of an event;
- (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (f) the approval of another application for a permit which may be required by the local government under any written law;
- (g) the area of the district to which the permit applies;
- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
- (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.

(2) Without limiting clause 3.3(1)(a) and subclause (1), the following paragraphs indicate the type and content of the conditions on which a permit to hire local government property may be issued –

- (a) when fees and charges are to be paid;
- (b) payment of a bond against possible damage or cleaning expenses or both;
- (c) restrictions on the erection of material or external decorations;
- (d) rules about the use of furniture, plant and effects;
- (e) limitations on the number of persons who may attend any function in or on local government property;
- (f) the duration of the hire;

- (g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;
- (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Control Act 1988*;
- (i) whether or not the hire is for the exclusive use of the local government property;
- (j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer; and
- (k) the provision of an indemnity from the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

Imposing conditions under a policy

3.5 (1) In this clause –

"policy" means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).

(2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.

(3) The local government shall give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).

(4) An application for a permit shall be deemed not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.

(5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy shall be deemed to be information within section 5.94(u)(i) of the Act.

Compliance with and variation of conditions

3.6 (1) Where an application for a permit has been approved subject to conditions, the permit holder shall comply with each of those conditions.

(2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

Division 4 - General

Agreement for building

3.7 Where a person applies for a permit to erect a building on local government property the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.

Duration of permit

3.8 A permit is valid for one year from the date on which it is issued, unless it is –

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.12.

Renewal of permit

3.9 (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.

(2) The provisions of this Part shall apply to an application for the renewal of a permit as though it were an application for a permit.

Transfer of permit

3.10 (1) An application for the transfer of a valid permit is to -

- (a) be made in writing;
- (b) be signed by the permit holder and the proposed transferee of the permit;
- (c) provide such information as the local government may require to enable the application to be determined; and
- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.

(3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by an endorsement on the permit signed by the CEO.

(4) Where the local government approves the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

Production of permit

3.11 A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

Cancellation of permit

3.12 (1) Subject to clause 9.1, a permit may be cancelled by the local government if the permit holder has not complied with a –

(a) condition of the permit; or

(b) determination or a provision of any written law which may relate to the activity regulated by the permit.

(2) On the cancellation of a permit the permit holder -

(a) shall return the permit as soon as practicable to the CEO; and

(b) is to be taken to have forfeited any fees paid in respect of the permit.

Division 5 - When a permit is required

Activities needing a permit

3.13 (1) A person shall not without a permit –

- (a) subject to subclause 3, hire local government property;
- (b) advertise anything by any means on local government property;
- (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on local government property;
- (d) teach, coach or train, for profit, any person in a pool area or an indoor recreation facility which is local government property;
- (e) plant any plant or sow any seeds on local government property;
- (f) carry on any trading on local government property unless the trading is conducted -
 - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or
 - (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
- (g) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose -
 - (i) drive or ride or take any vehicle on to local government property; or
 - (ii) park or stop any vehicle on local government property;
- (h) conduct a function on local government property ;
- (i) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
- (j) light a fire on local government property except in a facility provided for that purpose;
- (k) parachute, hang glide, abseil or base jump from or on to local government property;
- (l) erect a building or a refuelling site on local government property;
- (m) make any excavation on or erect or remove any fence on local government property;
- (n) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- (o) depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property; or

(p) conduct or take part in any gambling game or contest or bet, or offer to bet, publicly.

(2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

(3) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

Permit required to camp outside a facility

3.14 (1) In this clause –

"facility" has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.

(2) This clause does not apply to a facility operated by the local government.

(3) A person shall not without a permit -

(a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or

(b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.

(4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

Permit required for possession and consumption of liquor

3.15 (1) A person, on local government property, shall not consume any liquor or have in her or his possession or under her or his control any liquor, unless –

(a) that is permitted under the *Liquor Control Act 1988*; and

(b) a permit has been obtained for that purpose.

(2) Subclause (1) does not apply where the liquor is in a sealed container.

Division 6 - Responsibilities of permit holder

Responsibilities of permit holder

- 3.16 A holder of a permit shall in respect of local government property to which the permit relates -
- (a) ensure that an authorized person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
 - (b) leave the local government property in a clean and tidy condition after its use;
 - (c) report any damage or defacement of the local government property to the local government; and
 - (d) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

PART 4 - BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY

Division 1 - Behaviour on and interference with local government property

Behaviour which interferes with others

- 4.1 A person shall not in or on any local government property behave in a manner which -
- (a) is likely to interfere with the enjoyment of a person who might use the property; or
 - (b) interferes with the enjoyment of a person using the property.

Behaviour detrimental to property

4.2 (1) A person shall not behave in or on local government property in a way which is or might be detrimental to the property.

(2) In subclause (1) –

'detrimental to the property' includes –

- (a) removing any thing from the local government property such as a rock, a plant or a seat provided for the use of any person; and
- (b) destroying, defacing or damaging any thing on the local government property, such as a plant, a seat provided for the use of any person or a building.

Taking or injuring any fauna

4.3 (1) A person shall not, take, injure or kill or attempt to take, injure or kill any fauna which is on or above any local government property, unless that person is authorized under a written law to do so.

(2) In this clause –

"animal" means any living thing that is not a human being or plant; and

"fauna" means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal –

- (a) any class of animal or individual member;
- (b) the eggs or larvae; or
- (c) the carcass, skin, plumage or fur.

Intoxicated persons not to enter local government property

4.4 A person shall not enter or remain on local government property while under the influence of liquor or a prohibited drug.

No prohibited drugs

4.5 A person shall not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

Division 2 - Signs

Signs

4.6 (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.

(2) A person shall comply with a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) is –

- (a) not to be inconsistent with any provision of this local law or any determination; and
- (b) to be for the purpose of giving notice of the effect of a provision of this local law.

PART 5 – MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY

Division 1 - Swimming pool areas

When entry must be refused

5.1 A Manager or an authorized person shall refuse admission to, may direct to leave or shall remove or cause to be removed from a pool area any person who –

- (a) is -
 - (i) under the age of 10 years and who is unaccompanied by a responsible person over the age of 16 years;
 - (ii) suffering from any gastrointestinal disease, skin infection or other disease that is communicable in an aquatic environment; or
 - (iii) in an unclean condition; or
 - (iv) wearing unclean clothes; or
 - (v) under the apparent influence of alcohol, drugs or alcohol and drugs.
- (b) is to be refused admission under and in accordance with a decision of the local government for breaching any clause of this local law.

Consumption of food or drink may be prohibited

5.2 A person shall not consume any food or drink in an area where consumption is prohibited by a sign.

Division 3 - Fenced or closed property

No entry to fenced or closed local government property

5.3 A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorized to do so by the local government.

Division 4 - Toilet blocks and change rooms

Only specified gender to use entry of toilet block or change room

5.4 Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by –

- (a) females, then a person of the male gender shall not use that entry of the toilet block or change room; or
- (b) males, then a person of the female gender shall not use that entry of the toilet block or change room.

(2) Paragraphs (a) and (b) of subclause (1) do not apply to a child, when accompanied by a parent, guardian or caregiver, where the child is –

- (a) under the age of 8 years; or
- (b) otherwise permitted by an authorised person to use the relevant entry.

Division 5 - Aerodrome (airport)

Access of animals restricted

5.5 (1) A person shall not bring an animal on to an aerodrome unless –

- (a) the person is a person referred to in section 8 of the *Dog Act 1976* acting in accordance with that provision;
 - (b) the animal is being air freighted from the aerodrome;
 - (c) the animal has been air freighted to the aerodrome; or
 - (d) the person is authorized to do so by the local government.
- (2) A person in charge of an animal shall keep the animal under control and shall not allow it to wander at large on the aerodrome.
- (3) If an animal is at any time on an aerodrome in contravention of subclause (2), in addition to the person specified in that subclause, the owner of the animal at that time commits an offence against subclause (2).

Division 6 - Golf course

Interpretation

5.6 In this Division –

"controller" means the person appointed by the local government to direct, control and manage a golf course;

"golf course" means that portion of a golf course reserve which is laid out as a golf course and includes all tees, fairways, greens, practice tees, practice fairways, practice greens and any driving range; and

"golf course reserve" means the local government property described in Schedule 3 and includes all buildings, structures, fittings, fixtures and equipment on that land.

Observance of special conditions of play

5.7 While on a golf course, every player shall observe and comply with a –

- (a) direction of a controller in respect of any special conditions of play; and
- (b) requirement of any notice erected to direct or control play.

PART 6 - FEES FOR ENTRY ON TO LOCAL GOVERNMENT PROPERTY

No unauthorized entry to function

6.1 (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorized, except –

- (a) through the proper entrance for that purpose; and
- (b) on payment of the fee chargeable for admission at the time.

(2) The local government may exempt a person from compliance with subclause (1)(b).

PART 7 - OBJECTIONS AND APPEALS

Application of Division 1, Part 9 of the Act

7.1 When the local government makes a decision as to whether it will -

- (a) grant a person a permit or consent under this local law; or
- (b) renew, vary, or cancel a permit or consent that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulations 32A and 33 of the Regulations apply to that decision.

PART 8 - MISCELLANEOUS

Authorized person to be obeyed

8.1 A person on local government property shall obey any lawful direction of an authorized person and shall not in any way obstruct or hinder an authorized person in the execution of her or his duties.

Persons may be directed to leave local government property

8.2 An authorized person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

Disposal of lost property

8.3 An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the local government in any manner it thinks fit.

Liability for damage to local government property

8.4 (1) Where a person unlawfully damages local government property, the local government may by notice in writing to that person require that person within the time required in the notice to, at the option of the local government, pay the costs of –

- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
 - (b) replacing that property.
- (2) On a failure to comply with a notice issued under subclause (1), the local government may recover the costs referred to in the notice as a debt due to it.

PART 9 - ENFORCEMENT

Division 1 - Notices given under this local law

Offence to fail to comply with notice

9.1 Whenever the local government gives a notice under this local law requiring a person to do any thing, if a person fails to comply with the notice, that person commits an offence.

Local government may undertake requirements of notice

9.2 Where a person fails to comply with a notice referred to in clause 11.1, the local government may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

Division 2 - Offences and penalties

Subdivision 1 - General

Offences and general penalty

9.3 (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

(2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

Subdivision 2 - Infringement notices and modified penalties

Prescribed offences

9.4 (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

(3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorized person should be satisfied that –

(a) commission of the prescribed offence is a relatively minor matter; and

(b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

Form of notices

- 9.5 (1) For the purposes of this local law -
- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
 - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
 - (a) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

Division 3 – Evidence in legal proceedings

Evidence of a determination

- 9.6 (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

SCHEDULE 1
PRESCRIBED OFFENCES

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.4	Failure to comply with determination	125
3.6	Failure to comply with conditions of permit	125
3.13(1)	Failure to obtain a permit	125
3.14(3)	Failure to obtain permit to camp outside a facility	125
3.15(1)	Failure to obtain permit for liquor	125
3.16	Failure of permit holder to comply with responsibilities	125
4.2(1)	Behaviour detrimental to property	125
4.4	Under influence of liquor or prohibited drug	125
4.6(2)	Failure to comply with sign on local government property	125
5.2	Consuming food or drink in prohibited area	125
5.6	Unauthorized entry to fenced or closed local government property	125
5.7	Gender not specified using entry of toilet block or change room	125
5.8	Failure to comply with direction of controller or notice on golf course	125
6.1(1)	Unauthorized entry to function on local government property	125
11.1	Failure to comply with notice	250

SCHEDULE 2
DETERMINATIONS

The following determinations are to be taken to have been made by the local government under clause 2.1.

PART 1 – PRELIMINARY

Definitions

1.1 In these determinations unless the context otherwise requires –

"local law" means the *Local Government Property Local Law* made by the local government;

Interpretation

1.2 Unless the context otherwise requires, where a term is used but not defined in a determination and that term is defined in the local law then the term shall have the meaning given to it in the local law.

SCHEDULE 3
GOLF COURSE RESERVE

Dated _____ 20____

The Common Seal of the)
[*insert name of local*)
government] was affixed by)
authority of a resolution)
of the Council in the)
presence of -)

Chief Executive Officer

~~Mayor~~/President

LOCAL GOVERNMENT ACT 1995
SHIRE OF DOWERIN
PARKING AND PARKING FACILITIES LOCAL LAW 2018

LOCAL GOVERNMENT ACT 1995

SHIRE OF DOWERIN

PARKING AND PARKING FACILITIES LOCAL LAW 2018

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LOCAL GOVERNMENT ACT 1995

SHIRE OF DOWERIN

PARKING AND PARKING FACILITIES LOCAL LAW 2018

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Dowerin resolved on XXXXXXXX/2018 to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Dowerin Parking and Parking Facilities Local Law 2018*.

1.2 Commencement

This local law comes into operation 14 days after the date of publication in the *Government Gazette*.

1.3 Interpretation

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorized person means a person appointed by the local government under section 9.10 of the Act, to perform any of the functions of an authorized person under this local law;

authorised vehicle means a vehicle authorised by the local government, CEO, authorized person or by any written law to park on a thoroughfare or parking facility;

bicycle has the meaning given to it by the Code;

bicycle path has the meaning given to it by the Code;

bus has the meaning given to it by the Code;

bus embayment has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan means a vehicle that is fitted or designed to allow human habitation, and which is drawn by another vehicle, or which is capable of self-propulsion;

carriageway means a portion of thoroughfare that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders, and areas, including embayment's, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a thoroughfare has two or more of those portions divided by a median strip, the expression means each of those portions, separately;

centre in relation to a carriageway, means a line or a series of lines, marks or other indications –

- (a) for a two-way carriageway – placed so as to delineate vehicular traffic travelling in different directions; or
- (b) in the absence of any such lines, marks or other indications – the middle of the main, travelled portion of the carriageway;

children's crossing has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

Code means the *Road Traffic Code 2000*;

commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers, and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose;

disability parking permit means a current document issued by the National Disability Service (ACN 008 445 485), consisting of—

- (a) an Australian Disability Parking Permit; and
- (b) an ACROD Parking Program Card;

district means the district of the local government;

driver means any person driving or in control of a vehicle;

edge line for a carriageway means a line marked along the carriageway at or near the far left or the far right of the carriageway;

emergency vehicle has the meaning given to it by the Code;

footpath has the meaning given to it by the Code;

GVM (which stands for gross vehicle mass) has the meaning given to it by the Code;

Loading Zone means a parking stall which is set aside for use by commercial vehicles if there is a sign referable to that stall marked "Loading Zone";

local government means the [*insert name of local government*];

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

motorcycle has the meaning given to it by the Code;

motor vehicle means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

no parking area has the meaning given to it by the Code;

no parking sign means a sign with the words “no parking” in red letters on a white background, or the letter “P” within a red annulus and a red diagonal line across it on a white background;

no stopping area has the meaning given to it by the Code;

no stopping sign means a sign with the words “no stopping” or “no standing” in red letters on a white background or the letter “S” within a red annulus and a red diagonal line across it on a white background;

occupier has the meaning given to it by the Act;

owner

- (a) where used in relation to a vehicle licensed under the Road Traffic Act, means the person in whose name the vehicle has been registered under that Road Traffic Act;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

park, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of –

- (a) avoiding conflict with other traffic; or
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods (maximum of 2 minutes);

parking area has the meaning given to it by the Code;

parking facilities includes land, buildings, shelters, parking stalls and other facilities open to the public generally for the parking of vehicles and signs, notices and facilities used in connection with the parking of vehicles;

parking region means the area described in Schedule 1;

parking stall means a section or part of a thoroughfare or of a parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked;

parking station means any land, or structure provided for the purpose of accommodating vehicles;

pedestrian crossing has the meaning given to it by the Code;

public place means any place to which the public has access whether or not that place is on private property;

reserve means any land:

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

Road Traffic Act means the *Road Traffic Act 1974*;

Schedule means a Schedule to this local law;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols, and which is placed on or near a thoroughfare or within a parking station or reserve for the purpose of prohibiting, regulating, guiding, directing or restricting the parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

symbol includes any symbol specified by Australian Standard 1742.11-1999 and any symbol specified from time to time by Standards Australia for use in the regulation of parking and any reference to the wording of any sign in this local law shall be also deemed to include a reference to the corresponding symbol;

taxi means a taxi within the meaning of the *Taxi Act 1994* or a taxi-car in section 47Z of the *Transport Co-ordination Act 1966*;

taxi zone has the meaning given to it by the Code;

thoroughfare has the meaning given to it by the Act;

traffic island has the meaning given to it by the Code;

trailer means any vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include the rear portion of an articulated vehicle, or a side car;

vehicle has the meaning given to it by the Code; and

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line but does not include a footpath.

1.4 Application of Particular Definitions

- (1) For the purposes of the application of the definitions 'no parking area' and 'parking area' an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.
- (2) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the Road Traffic Act or in the Code, then the term shall have the meaning given to it in that Act or the Code.

1.5 Application and pre-existing signs

- (1) Subject to subclause (2), this local law applies to the parking region.
- (2) This local law does not apply to a parking facility or a parking station that is not occupied by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (3) The agreement referred to in subclause (2) may be made on such terms and conditions as the parties may agree.
- (4) Where a parking facility or a parking station is identified in Schedule 4, then the facility or station shall be deemed to be a parking station to which this local law applies and it shall not be necessary to prove that it is the subject of an agreement referred to in subclause (2).
- (5) A sign that –
 - (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this local law; and
 - (b) relates to the parking of vehicles within the parking region, shall be deemed for the purposes of this local law to have been erected by the local government under the authority of this local law.
- (6) An inscription or symbol on a sign referred to in subclause (5) operates and has effect according to its tenor, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it related to the parking of vehicles.

- (7) The provisions of Parts 2, 3, and 4 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.6 Classes of vehicles

For the purpose of this local law, vehicles are divided into classes as follows –

- (a) buses;
- (b) caravans;
- (c) commercial vehicles;
- (d) motorcycles and bicycles;
- (e) tractors
- (f) taxis; and
- (g) all other vehicles.

1.7 Part of thoroughfare to which sign applies

Where under this local law the parking of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which –

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign beyond that sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.8 Powers of the local government

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

PART 2 - PARKING STALLS AND PARKING STATIONS

2.1 Determination of parking stalls and parking stations

- (1) The local government may by resolution constitute, determine and vary –
 - (a) parking stalls;
 - (b) parking stations;
 - (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
 - (d) permitted classes of vehicles which may park in parking stalls and parking stations;

- (e) permitted classes of persons who may park in specified parking stalls or parking stations; and
 - (f) the manner of parking in parking stalls and parking stations.
- (2) Where the local government makes a determination under subsection (1) it shall erect signs to give effect to the determination.

2.2 Vehicles to be within parking stall on thoroughfare

- (1) Subject to subclause (2), (3) and (4), a person shall not park a vehicle in a parking stall in a thoroughfare otherwise than –
- (a) parallel to and as close to the kerb as is practicable;
 - (b) wholly within the stall; and
 - (c) headed in the direction of the movement of traffic on the side of the thoroughfare in which the stall is situated.
- (2) Subject to subclause (3) where a parking stall in a thoroughfare is set out otherwise than parallel to the kerb, then a person must park a vehicle in that stall wholly within it.
- (3) If a vehicle is too long or too wide to fit completely within a single parking stall then the person parking the vehicle shall do so within the minimum number of parking stalls needed to park that vehicle.
- (4) A person shall not park a vehicle partly within and partly outside a parking area.

2.3 Parking prohibitions and restrictions

- (1) A person shall not –
- (d) park a vehicle so as to obstruct an entrance to, or an exit from a parking station, or an access way within a parking station;
 - (e) except with the permission of the local government or an authorised person park a vehicle on any part of a parking station contrary to a sign referable to that part;
 - (f) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle; or
 - (g) park or attempt to park a vehicle in a parking stall in which another vehicle is parked but this paragraph does not prevent the parking of a motorcycle and a bicycle together in a stall marked “M/C”, if the bicycle is parked in accordance with subclause (2).
- (2) No person shall park any bicycle –
- (a) in a parking stall other than in a stall marked “M/C”; and

- (b) in such stall other than against the kerb.
- (3) Notwithstanding the provisions of subclause (1)(b) a driver may park a vehicle in a permissive parking stall or station (except in a parking area for persons with a disability) for twice the length of time allowed, provided that –
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a person with a disability to which that disability parking permit relates is either the driver of or a passenger in the vehicle.

PART 3 - PARKING GENERALLY

3.1 Restrictions on parking in particular areas

- (1) Subject to subclause (2), a person shall not park a vehicle in a thoroughfare or part of a thoroughfare, or part of a parking station –
 - (a) if by a sign it is set apart for the parking of vehicles of a different class;
 - (b) if by a sign it is set apart for the parking of vehicles by persons of a different class; or
 - (c) during any period when the parking of vehicles is prohibited by a sign.
- (2) (a) This subclause applies to a driver if –
 - (i) the driver's vehicle displays a disability parking permit; and
 - (ii) a person with a disability to which the disability parking permit relates is either the driver of the vehicle or a passenger in the vehicle.
- (b) The driver may park a vehicle in a thoroughfare or a part of a thoroughfare or part of a parking station, except in a thoroughfare or a part of a thoroughfare or part of a parking station to which a disabled parking sign relates for twice the period indicated on the sign.
- (3) A person shall not park a vehicle:
 - (a) in a no parking area;
 - (b) in a parking area, except in accordance with both the signs associated with the parking area and with this local law;
 - (c) in a stall marked “M/C” unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.
- (4) A person shall not park a motorcycle without a sidecar or a trailer, or a bicycle in a parking stall unless the stall is marked “M/C”.

- (5) A person shall not, without the prior permission of the local government, the CEO, or an authorised person, park a vehicle in an area designated by a sign stating, “Authorised Vehicles Only”.

3.2 Parking vehicle on a carriageway

- (1) A person parking a vehicle on a carriageway other than in a parking stall shall park it –
- (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) so that the front and the rear of the vehicle respectively is not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and
 - (e) so that it does not obstruct any vehicle on the carriageway,

unless otherwise indicated on a parking regulation sign or markings on the roadway.

- (2) In this clause, 'continuous dividing line' means –
- (a) a single continuous dividing line only;
 - (b) a single continuous dividing line to the left or right of a broken dividing line; or
 - (c) 2 parallel continuous dividing lines.

3.3 When parallel and right-angled parking apply

Where a traffic sign associated with a parking area is not inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is:

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and

- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

3.4 When angle parking applies

- (1) This clause does not apply to:
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load, of over 3 tonnes; or
 - (b) a person parking either a motor cycle without a trailer or a bicycle.
- (2) Where a sign associated with a parking area is inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

3.5 General prohibitions on parking

- (1)
 - (a) This clause does not apply to a vehicle parked in a parking stall nor to a bicycle in a bicycle rack.
 - (b) Subclauses (2)(c), (e) and (g) do not apply to a vehicle which parks in a bus embayment.
- (2) Subject to any law relating to intersections with traffic control signals a person shall not park a vehicle so that any portion of the vehicle is –
 - (a) between any other stationary vehicles and the centre of the carriageway;
 - (b) on or adjacent to a median strip;
 - (c) obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway;
 - (d) alongside or opposite any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) on or within 10 metres of any portion of a carriageway bounded by a traffic island;
 - (f) on any footpath or pedestrian crossing;
 - (g) between the boundaries of a carriageway and any double longitudinal line consisting of two continuous lines or between a double longitudinal line consisting of a continuous line and a broken or dotted line and the boundary of a carriageway nearer to the continuous line, unless there is a distance of at least 3 metres clear between the vehicle and the double longitudinal line;

- (h) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
- (i) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug;
- (j) within 3 metres of a public letter pillar box, unless the vehicle is being used for the purposes of collecting postal articles from the pillar box; or
- (k) within 10 metres of the nearer property line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is parked,

unless a sign or markings on the carriageway indicate otherwise.

- (3) A person shall not park a vehicle so that any portion of the vehicle is within 10 metres of the departure side of –
 - (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children’s crossing or pedestrian crossing.
- (4) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of the approach side of –
 - (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers;
 - (b) a children’s crossing or pedestrian crossing.
- (5) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

3.6 Authorised person may order vehicle on thoroughfare to be moved

The driver of a vehicle shall not park that vehicle on any part of a thoroughfare in contravention of this local law after an authorised person has directed the driver to move it.

3.7 Authorised person may mark tyres

- (1) An authorised person may mark the tyres of a vehicle parked in a parking facility with chalk or any other non-indelible substance for a purpose connected with or arising out of his or her duties or powers.
- (2) A person shall not remove a mark made by an authorised person so that the purpose of the affixing of such a mark is defeated or likely to be defeated.

3.8 No movement of vehicles to avoid time limitation

- (1) Where the parking of vehicles in a parking facility is permitted for a limited time, a person shall not move a vehicle within the parking facility so that the total time of parking exceeds the maximum time allowed for parking in the parking facility.
- (2) Where the parking of vehicles in a thoroughfare is permitted for a limited time, a person shall not move a vehicle along that thoroughfare so that the total time of parking exceeds the maximum time permitted, unless the vehicle has first been removed from the thoroughfare for at least 2 hours.

3.9 No parking of vehicles exposed for sale and in other circumstances

A person shall not park a vehicle on any portion of a thoroughfare –

- (a) for the purpose of exposing it for sale;
- (b) if that vehicle is not licensed under the Road Traffic Act;
- (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

3.10 Parking on private land

- (1) In this clause a reference to “land” does not include land –
 - (a) which belongs to the local government;
 - (b) of which the local government is the management body under the *Land Administration Act 1997*;
 - (c) which is an “otherwise unvested facility” within section 3.53 of the Act;
 - (d) which is the subject of an agreement referred to in clause 1.5(2); or
 - (e) which is identified in Schedule 4.
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles of a specified class or classes on the land for a limited period, a person shall not park a vehicle on the land otherwise than in accordance with the consent.

3.11 Parking on reserves

No person other than an employee of the local government in the course of his or her duties or a person authorised by the local government shall drive or park a vehicle upon

or over any portion of a reserve other than upon an area specifically set aside for that purpose.

3.12 Suspension of parking limitations for urgent, essential or official duties

- (1) Where by a sign the parking of vehicles is permitted for a limited time on a portion of a thoroughfare or parking facility, the local government, the CEO or an authorised person may, subject to the Code, permit a person to park a vehicle in that portion of the thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties.
- (2) Where permission is granted under subclause (1), the local government, the CEO or an authorised person may prohibit the use by any other vehicle of that portion of the thoroughfare or parking facility to which the permission relates, for the duration of that permission.

PART 4 – PARKING AND STOPPING GENERALLY

4.1 No stopping and no parking signs, and yellow edge lines

- (1) No stopping

A driver shall not stop on a length of carriageway, or in an area, to which a “no stopping” sign applies.

- (2) No parking

A driver shall not stop on a length of carriageway or in an area to which a “no parking” sign applies, unless the driver is –

- (a) dropping off, or picking up, passengers or goods;
- (b) does not leave the vehicle unattended; and
- (c) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.

unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

- (3) No stopping on a carriageway with yellow edge lines

A driver shall not stop at the side of a carriageway marked with a continuous yellow edge line.

PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES

5.1 Stopping in a loading zone

A person shall not stop a vehicle in a loading zone unless it is:

- (a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or

(b) a motor vehicle taking up or setting down passengers,

but, in any event, shall not remain in that loading zone:

(c) for longer than a time indicated on the “loading zone” sign; or

(d) longer than 30 minutes (if no time is indicated on the sign).

5.2 Stopping in a taxi zone or a bus zone

(1) A driver shall not stop in a taxi zone, unless the driver is driving a taxi.

(2) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the “bus zone” sign applying to the bus zone.

5.3 Stopping in a mail zone

A person shall not stop a vehicle in a mail zone.

5.4 Other limitations in zones

A person shall not stop a vehicle in a zone to which a traffic sign applies if stopping the vehicle would be contrary to any limitation in respect to classes of persons or vehicles, or specific activities allowed, as indicated by additional words on a traffic sign that applies to the zone.

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

6.1 Stopping in a shared zone

A driver shall not stop in a shared zone unless –

(a) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law;

(b) the driver stops in a parking bay and the driver is permitted to stop in the parking bay under this local law;

(c) the driver is dropping off, or picking up, passengers or goods; or

(d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

6.2 Double parking

(1) A driver shall not stop a vehicle so that any portion of the vehicle is between any other stopped vehicle and the centre of the carriageway.

(2) This clause does not apply to –

(a) a driver stopped in traffic; or

- (b) a driver angle parking on the side of the carriageway or in a median strip parking area, in accordance with this local law.

6.3 Stopping near an obstruction

A driver shall not stop on a carriageway near an obstruction on the carriageway in a position that further obstructs traffic on the carriageway.

6.4 Stopping on a bridge

- (1) A driver shall not stop a vehicle on a bridge, causeway, ramp or similar structure unless –
 - (a) the carriageway is at least as wide on the structure as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.

6.5 Stopping on crests, curves, etc.

- (1) Subject to subclause (2), a driver shall not stop a vehicle on, or partly on, a carriageway, in any position where it is not visible to the driver of an overtaking vehicle, from a distance of 50 metres within a built-up area, and from a distance of 150 metres outside a built-up area.
- (2) A driver may stop on a crest or curve on a carriageway that is not in a built-up area if the driver stops at a place on the carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.

6.6 Stopping near a fire hydrant etc

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless –
 - (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the taxi unattended.
- (2) In this clause a driver leaves the vehicle “unattended” if the driver leaves the vehicle so the driver is over 3 metres from the closest point of the vehicle.

6.7 Stopping at or near a bus stop

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side of a bus stop, or within 10 metres of the departure side of a bus stop, unless –
 - (a) the vehicle is a public bus stopped to take up or set down passengers;
or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.
- (2) In this clause –
 - (a) distances are measured in the direction in which the driver is driving;
and
 - (b) a trailer attached to a public bus is deemed to be a part of the public bus.

6.8 Stopping on a path, median strip, or traffic island

The driver of a vehicle (other than a bicycle or an animal) shall not stop so that any portion of the vehicle is on a path, traffic island or median strip, unless the driver stops in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.

6.9 Stopping on verge

- (1) A person shall not –
 - (a) stop a vehicle (other than a bicycle);
 - (b) stop a commercial vehicle or bus, or a trailer or caravan unattached to a motor vehicle; or
 - (c) stop a vehicle during any period when the stopping of vehicles on that verge is prohibited by a sign adjacent and referable to that verge,so that any portion of it is on a verge.
- (2) Subclause (1)(b) does not apply to a commercial vehicle when it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from or delivered to the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

6.10 Obstructing access to and from a path, driveway, etc.

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is in front of a path, in a position that obstructs access by vehicles or pedestrians to or from that path, unless –

- (a) the driver is dropping off, or picking up, passengers; or
 - (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.
- (2) A driver shall not stop a vehicle on or across a driveway or other way of access for vehicles travelling to or from adjacent land, unless –
- (a) the driver is dropping off, or picking up, passengers; or
 - (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

6.11 Stopping near a letter box

A driver shall not stop a vehicle so that any portion of the vehicle is within 3 metres of a public letter box, unless the driver –

- (a) is dropping off, or picking up, passengers or mail; or
- (b) stops at a place on a length of carriageway, or in an area, to which a parking control sign applies, and the driver is permitted to stop at that place under this local law.

6.12 Stopping on a carriageway – heavy and long vehicles

- (1) A person shall not park a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5 metres or more in length or exceeds a GVM of 4.5 tonnes –
- (a) on a carriageway in a built-up area, for any period exceeding 1 hour, unless engaged in the picking up or setting down of goods; or
 - (b) on a carriageway outside a built-up area, except on the shoulder of the carriageway, or in a truck bay or other area set aside for the parking of goods vehicles.
- (2) Nothing in this clause mitigates the limitations or condition imposed by any other clause or by any local law or traffic sign relating to the parking or stopping of vehicles.

6.13 Stopping on a carriageway with a bicycle parking sign

The driver of a vehicle (other than a bicycle) shall not stop on a length of carriageway to which a “bicycle parking” sign applies, unless the driver is dropping off, or picking up, passengers.

6.14 Stopping on a carriageway with motor cycle parking sign

The driver of a vehicle shall not stop on a length of carriageway, or in an area, to which a 'motor cycle parking' sign applies, or an area marked “M/C” unless –

- (a) the vehicle is a motor cycle; or
- (b) the driver is dropping off, or picking up, passengers.

6.15 Stopping on a parking area for people with disabilities

A driver shall not stop in a parking area for people with disabilities unless-

- (a) the vehicle displays an ACROD sticker; and
- (b) either the driver or a passenger in that vehicle is a person with disabilities.

PART 7 - MISCELLANEOUS

7.1 Removal of notices on vehicle

A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, shall not remove from the vehicle any notice put on the vehicle by an authorised person.

7.2 Unauthorised signs and defacing of signs

A person shall not without the authority of the local government –

- (a) mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government under this local law;
- (b) remove, deface or misuse a sign or property, set up or exhibited by the local government under this local law or attempt to do any such act; or
- (c) affix a board, sign, placard, notice or other thing to or paint or write upon any part of a sign set up or exhibited by the local government under this local law.

7.3 Signs must be complied with

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence under this local law.

7.4 General provisions about signs

- (1) A sign marked, erected, set up, established or displayed on or near a thoroughfare is, in the absence of evidence to the contrary presumed to be a sign marked, erected, set up, established or displayed under the authority of this local law.

- (2) The first three letters of any day of the week when used on a sign indicate that day of the week.

7.5 Special purpose and emergency vehicles

Notwithstanding anything to the contrary in this local law, the driver of –

- (a) a special purpose vehicle may, only in the course of his or her duties and when it is expedient and safe to do so, stop, or park the vehicle in any place, at any time; and
- (b) an emergency vehicle may, in the course of his or her duties and when it is expedient and safe to do so or where he or she honestly and reasonably believes that it is expedient and safe to do so, stop, or park the vehicle at any place, at any time.

7.6 Vehicles not to obstruct a public place

- (1) A person shall not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place without the permission of the local government or unless authorised under any written law.
- (2) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

PART 8 - PENALTIES

8.1 Offences and penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (3) Any person who commits an offence under this local law shall be liable, upon conviction, to a penalty not exceeding \$1,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of a day during which the offence has continued.
- (4) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

8.2 Form of notices

For the purposes of this local law:

- (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 3;
- (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 3;

- (c) the form of the infringement notice referred to in section 9.17 of the Act which incorporates the notice referred to in section 9.13 of the Act, is that of Form 3 in Schedule 3; and
- (d) the form of the notice referred to in section 9.20 of the Act is that of Form 4 in Schedule 3.

Schedule 1 - Parking region

The parking region is the whole of the district, but excludes the following portions of the district:

1. the approach and departure prohibition areas of all existing and future traffic control signal installations as determined by the Commissioner of Main Roads;
2. prohibition areas applicable to all existing and future bridges and subways as determined by the Commissioner of Main Roads; and
3. any road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.

Schedule 2 – Prescribed offences

ITEM NO.	CLAUSE NO.	NATURE OF OFFENCE	MODIFIED PENALTY \$
1	2.2	Failure to park wholly within parking stall	60
2	2.2(4)	Failure to park wholly within parking area	60
3	2.3(1)(a)	Causing obstruction in parking station	70
4	2.3(1)(b)	Parking contrary to sign in parking station	70
5	2.3(1)(c)	Parking contrary to directions of authorised person	70
6	2.3(1)(d)	Parking or attempting to park a vehicle in a parking stall occupied by another vehicle	60
7	3.1(1)(a)	Parking wrong class of vehicle	60
8	3.1(1)(b)	Parking by persons of a different class	65
9	3.1(1)(c)	Parking during prohibited period	65
10	3.1(3)(a)	Parking in no parking area	70
11	3.1(3)(b)	Parking contrary to signs or limitations	60
12	3.1(3)(c)	Parking vehicle in motor cycle only area	60
13	3.1(4)	Parking motor cycle in stall not marked “M/C”	60
14	3.1(5)	Parking without permission in an area designated for “Authorised Vehicles Only”	70
15	3.2(1)(a)	Failure to park on the left of two-way carriageway	60
16	3.2(1)(b)	Failure to park on boundary of one-way carriageway	60
17	3.2(1)(a) or 3.2(1)(b)	Parking against the flow of traffic	65
18	3.2(1)(c)	Parking when distance from farther boundary less than 3 metres	65

19	3.2(1)(d)	Parking closer than 1 metre from another vehicle	60
20	3.2(1)(e)	Causing obstruction	70
21	3.3(b)	Failure to park at approximate right angle	60
22	3.4(2)	Failure to park at an appropriate angle	60
23	3.5(2)(a) and 6.2	Double parking	65
24	3.5(2)(b)	Parking on or adjacent to a median strip	60
25	3.5(2)(c)	Denying access to private drive or right of way	70
26	3.5(2)(d)	Parking beside excavation or obstruction so as to obstruct traffic	70
27	3.5(2)(e)	Parking within 10 metres of traffic island	65
28	3.5(2)(f)	Parking on footpath/pedestrian crossing	70
29	3.5(2)(g)	Parking contrary to continuous line markings	65
30	3.5(2)(h)	Parking on intersection	65
31	3.5(2)(i)	Parking within 1 metre of fire hydrant or fire plug	70
32	3.5(2)(j)	Parking within 3 metres of public letter box	65
33	3.5(2)(k)	Parking within 10 metres of intersection	65
34	3.5(3)(a) or (b)	Parking vehicle within 10 metres of departure side of bus stop, children's crossing or pedestrian crossing	70
35	3.5(4)(a) or (b)	Parking vehicle within 20 metres of approach side of bus stop, children's crossing or pedestrian crossing	70
36	3.5(5)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	70
37	3.6	Parking contrary to direction of authorised person	70
38	3.7(2)	Removing mark of authorised person	65
39	3.8	Moving vehicle to avoid time limitation	70

40	3.9(a)	Parking in thoroughfare for purpose of sale	60
41	3.9(b)	Parking unlicensed vehicle in thoroughfare	60
42	3.9(c)	Parking a trailer/caravan on a thoroughfare	60
43	3.9(d)	Parking in thoroughfare for purpose of repairs	60
44	3.10(1) or (2)	Parking on land that is not a parking facility without consent	70
45	3.10(3)	Parking on land not in accordance with consent	60
46	3.11	Driving or parking on reserve	60
47	4.1(1)	Stopping contrary to a “no stopping” sign	70
48	4.1(2)	Parking contrary to a “no parking” sign	70
49	4.1(3)	Stopping within continuous yellow lines	60
50	5.1	Stopping unlawfully in a loading zone	60
51	5.2	Stopping unlawfully in a taxi zone or bus zone	60
52	5.3	Stopping unlawfully in a mail zone	60
53	5.4	Stopping in a zone contrary to a sign	60
54	6.1	Stopping in a shared zone	60
55	6.3	Stopping near an obstruction	65
56	6.4	Stopping on a bridge	65
57	6.5	Stopping on crests/curves etc	65
58	6.6	Stopping near fire hydrant	65
59	6.7	Stopping near bus stop	65
60	6.8	Stopping on path, median strip or traffic island	60
61	6.9	Stopping on verge	60

62	6.10	Obstructing path, a driveway etc	60
63	6.11	Stopping near letter box	60
64	6.12	Stopping heavy or long vehicles on carriageway	65
65	6.13	Stopping in bicycle parking area	60
66	6.14	Stopping in motorcycle parking area	60
67	6.15	Stopping on a parking area for people with disabilities	120
68	7.6	Leaving vehicle so as to obstruct a public place	70
69		All other offences not specified	50

Schedule 3 – Forms

LOCAL GOVERNMENT ACT 1995

FORM 1

PARKING AND PARKING FACILITIES LOCAL LAW 2018

NOTICE TO OWNER OF VEHICLE INVOLVED IN OFFENCE

Date / /

To: (1)

of: (2)

It is alleged that on / / at (3)

at (4) your vehicle:

make: ;

model: ;

registration: ,

was involved in the commission of the following offence -

.....

.....

contrary to clause of the **Parking and Parking Facilities Local Law 2018**.

You are required under section 9.13 of the *Local Government Act 1995* to identify the person who was the driver or person in charge of the vehicle at the time when the offence is alleged to have been committed.

If you do not prove otherwise, you will be deemed to have committed the offence unless:

- (a) within 28 days after being served with this notice;
 - (i) you inform the Chief Executive Officer or another authorised officer of the local government as to the identity and address of the person who was the driver or person in charge of the vehicle at the time the offence is alleged to have been committed; and
 - (ii) you satisfy the Chief Executive Officer that the vehicle had been stolen, or was being unlawfully used, at the time the offence is alleged to have been committed; or
- (b) you were given an infringement notice for the alleged offence and the modified penalty specified in it is paid within 28 days after the notice was given or such further time as is allowed.

(5)

(6)

Insert:

- (1) Name of owner or 'the owner'
- (2) Address of owner (not required if owner not named)
- (3) Time of alleged offence
- (4) Location of alleged offence
- (5) Signature of authorised person
- (6) Name and title of authorised person giving notice

LOCAL GOVERNMENT ACT 1995

FORM 2

PARKING AND PARKING FACILITIES LOCAL LAW 2018

INFRINGEMENT NOTICE

Serial No

Date / /

To: (1)
of: (2)

It is alleged that on / / at (3)
at (4)
in respect of vehicle:

make: ;

model: ;

registration:,

you committed the following offence:

.....
.....
.....

contrary to clause of the **Parking and Parking Facilities Local Law 2018**.

The modified penalty for the offence is \$

If you do not wish to have a complaint of the alleged offence heard and determined by a court, the amount of the modified penalty may be paid to an authorised person at The shire of Dowerin within a period of 28 days after the giving of this notice.

If you take no action this infringement notice may be registered with the Fines Enforcement Registry after which your driver's licence or any vehicle licence held by you may be suspended. If the matter is registered with the Registry additional costs will also be payable.

If the above address is not your current address, or if you change your address, it is important that you advise us immediately. Failure to do so may result in your driver's licence or any vehicle licence you hold being suspended without your knowledge.

(6)

(7)

Insert:

- (1) Name of alleged offender or 'the owner'
- (2) Address of alleged offender
- (3) Time of alleged offence
- (4) Location of alleged offence
- (5) Place where modified penalty may be paid
- (6) Signature of authorised person
- (7) Name and title of authorised person giving notice

LOCAL GOVERNMENT ACT 1995

FORM 3

PARKING AND PARKING FACILITIES LOCAL LAW 2018

INFRINGEMENT NOTICE

Serial No

Date / /

To: (1)

of: (2)

It is alleged that on / / at (3)
at (4)
in respect of vehicle:

make:

model:

registration:

you committed the following offence:

.....
.....
.....

contrary to clause of the **Parking and Parking Facilities Local Law 2018**.

The modified penalty for the offence is \$

If you do not wish to have a complaint of the alleged offence heard and determined by a court, the amount of the modified penalty may be paid to an authorised person at the shire of Dowerin within a period of 28 days after the giving of this notice.

Unless within 28 days after being served with this notice:

- (a) you pay the modified penalty; or
- (b) you:
 - (i) inform the Chief Executive Officer or another authorised officer of the local government as to the identity and address of the person who was the driver or person in charge of the above vehicle at the time the offence is alleged to have been committed; or
 - (ii) satisfy the Chief Executive Officer that the above vehicle had been stolen or was being unlawfully used at the time the offence is alleged to have been committed,

you will, in the absence of proof to the contrary, be deemed to have committed the above offence and court proceedings may be instituted against you.

If you take no action this infringement notice may be registered with the Fines Enforcement Registry after which your driver's licence or any vehicle licence held by you may be suspended. If the matter is registered with the Registry additional costs will also be payable.

If the above address is not your current address, or if you change your address, it is important that you advise us immediately. Failure to do so may result in your driver's licence or any vehicle licence you hold being suspended without your knowledge.

(6)

(7)

Insert:

- (1) Name of owner or 'the owner'
- (2) Address of owner (not required if owner not named)
- (3) Time of alleged offence
- (4) Location of alleged offence
- (5) Place where modified penalty may be paid
- (6) Signature of authorised person
- (8) Name and title of authorised person giving notice

LOCAL GOVERNMENT ACT 1995

FORM 4

PARKING AND PARKING FACILITIES LOCAL LAW 2018

WITHDRAWAL OF INFRINGEMENT NOTICE

Serial No

Date / /

To: (1)

of: (2)

Infringement Notice No. dated / /

in respect of vehicle:

make: ;

model: ;

registration: ,

for the alleged offence of

.....

.....

.....

has been withdrawn.

The modified penalty of \$

- has been paid and a refund is enclosed.
- has not been paid and should not be paid.
- delete as appropriate.

(3)

(4)

Insert:

(1) Name of alleged offender to whom infringement notice was given or 'the owner'.

(2) Address of alleged offender.

(3) Signature of authorised person

(4) Name and title of authorised person giving notice

Schedule 4 – Deemed Parking Stations

Dated..... 20____

The Common Seal of the }
Shire of Dowerin }
was affixed by authority of a }
resolution of the Council in the }
presence of: }

President

Chief Executive Officer

SHIRE OF DOWERIN
BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

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SHIRE OF DOWERIN
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
Revenue				
Rates	8	1,336,057	1,250,387	1,247,570
Operating grants, subsidies and contributions		1,535,380	1,989,394	1,151,749
Fees and charges	14	470,855	399,252	422,200
Fees and charges - Sewerage	10	160,100	155,716	137,807
Interest earnings	2(a)	63,111	45,512	57,740
Other revenue	2(a)	192,550	188,276	203,526
		<u>3,758,053</u>	<u>4,028,537</u>	<u>3,220,592</u>
Expenses				
Employee costs		(1,712,602)	(1,655,295)	(1,553,120)
Materials and contracts		(1,661,763)	(1,222,063)	(843,690)
Utility charges		(193,792)	(178,156)	(177,710)
Depreciation on non-current assets	2(a)	(1,331,346)	(1,240,452)	(1,138,280)
Interest expenses	2(a)	(44,684)	(39,026)	(39,455)
Insurance expenses		(159,868)	(141,841)	(162,650)
Other expenditure		(99,622)	(95,028)	(94,340)
		<u>(5,203,677)</u>	<u>(4,571,861)</u>	<u>(4,009,245)</u>
		(1,445,624)	(543,324)	(788,653)
Non-operating grants, subsidies and contributions		717,862	1,727,461	1,839,985
Profit on asset disposals	6	21,276	3,643	40,800
Loss on asset disposals	6	(66,903)	(955)	(7,200)
NET RESULT		(773,389)	1,186,825	1,084,932
Other comprehensive income				
Changes on revaluation of non-current assets		<u>0</u>	<u>0</u>	<u>0</u>
Total other comprehensive income		<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME		<u>(773,389)</u>	<u>1,186,825</u>	<u>1,084,932</u>

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

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

SHIRE OF DOWERIN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
Revenue (Refer Notes 1,2,8,10 to 14)				
Governance		5,730	18,956	4,730
General purpose funding		2,068,319	2,702,012	2,034,417
Law, order, public safety		14,234	17,059	25,310
Health		237,241	288,408	267,152
Education and welfare		135,160	117,934	132,510
Housing		181,870	150,603	142,590
Community amenities		262,387	259,768	235,837
Recreation and culture		48,421	44,851	81,840
Transport		654,294	303,037	147,630
Economic services		137,652	116,153	137,866
Other property and services		12,745	9,756	10,710
		<u>3,758,053</u>	<u>4,028,537</u>	<u>3,220,592</u>
Expenses Excluding Finance Costs (Refer Notes 1, 2 & 15)				
Governance		(503,348)	(510,147)	(479,770)
General purpose funding		(146,063)	(151,736)	(142,710)
Law, order, public safety		(54,449)	(60,821)	(68,680)
Health		(334,824)	(332,044)	(312,810)
Education and welfare		(174,454)	(146,730)	(166,000)
Housing		(233,614)	(242,202)	(196,250)
Community amenities		(302,336)	(283,083)	(295,770)
Recreation and culture		(816,313)	(802,649)	(748,960)
Transport		(2,257,582)	(1,576,855)	(1,226,750)
Economic services		(323,265)	(377,029)	(329,140)
Other property and services		(12,745)	(49,538)	(2,950)
		<u>(5,158,993)</u>	<u>(4,532,834)</u>	<u>(3,969,790)</u>
Finance Costs (Refer Notes 2 & 7)				
Housing		(4,998)	0	0
Recreation and culture		(15,619)	(13,597)	(13,687)
Economic services		(24,067)	(25,429)	(25,768)
		<u>(44,684)</u>	<u>(39,026)</u>	<u>(39,455)</u>
Non-operating Grants, Subsidies and Contributions				
Law, order, public safety		0	265,333	241,000
Community amenities		0	0	170,000
Recreation and culture		0	10,727	12,000
Transport		717,862	851,400	816,985
Economic services		0	600,000	600,000
		<u>717,862</u>	<u>1,727,460</u>	<u>1,839,985</u>
Profit/(Loss) On				
Disposal Of Assets (Refer Note 6)				
Governance		0	0	2,700
Health		0	1,909	(7,100)
Housing		(58,233)	0	0
Transport		12,659	779	38,000
Other property and services		(53)	0	0
		<u>(45,627)</u>	<u>2,688</u>	<u>33,600</u>
NET RESULT		<u>(773,389)</u>	<u>1,186,825</u>	<u>1,084,932</u>
Total other comprehensive income		<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME		<u>(773,389)</u>	<u>1,186,825</u>	<u>1,084,932</u>

SHIRE OF DOWERIN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2019

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the remeasurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

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

SHIRE OF DOWERIN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		1,386,057	1,224,845	1,247,570
Operating grants, subsidies and contributions		1,601,317	1,989,392	1,388,406
Fees and charges		459,918	694,883	420,203
Service charges		160,100	155,716	137,807
Interest earnings		63,111	45,512	57,740
Goods and services tax		200,000	377,398	200,000
Other revenue		192,550	188,276	51,268
		<u>4,063,053</u>	<u>4,676,022</u>	<u>3,502,994</u>
Payments				
Employee costs		(1,762,602)	(1,667,054)	(1,553,120)
Materials and contracts		(1,812,132)	(1,547,911)	(1,037,393)
Utility charges		(193,792)	(178,156)	(171,872)
Interest expenses		(123,938)	(40,540)	(39,455)
Insurance expenses		(159,868)	(141,841)	(162,155)
Goods and services tax		(200,000)	(304,041)	(200,000)
Other expenditure		(99,622)	(95,028)	(94,340)
		<u>(4,351,954)</u>	<u>(3,974,571)</u>	<u>(3,258,335)</u>
Net cash provided by (used in) operating activities	3(b)	<u>(288,901)</u>	<u>701,451</u>	<u>244,659</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	5	(1,358,716)	(1,190,686)	(1,738,737)
Payments for construction of infrastructure	5	(1,380,333)	(656,451)	(1,484,927)
Non-operating grants, subsidies and contributions used for the development of assets		717,862	1,727,461	1,839,985
Proceeds from sale of plant & equipment	6	283,000	18,727	155,500
Net cash provided by (used in) investing activities		<u>(1,738,187)</u>	<u>(100,949)</u>	<u>(1,228,179)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of debentures	7	(126,735)	(117,509)	(117,510)
Advances to community groups		0	0	0
Proceeds from self supporting loans		24,534	23,756	23,756
Proceeds from new debentures	7	480,000	0	0
Net cash provided by (used in) financing activities		<u>377,799</u>	<u>(93,754)</u>	<u>(93,754)</u>
Net increase (decrease) in cash held		(1,649,289)	506,748	(1,077,308)
Cash at beginning of year		<u>3,934,691</u>	<u>3,427,943</u>	<u>3,381,474</u>
Cash and cash equivalents at the end of the year	3(a)	<u><u>2,285,402</u></u>	<u><u>3,934,691</u></u>	<u><u>2,304,166</u></u>

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

SHIRE OF DOWERIN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
Net current assets at start of financial year - surplus/(deficit)	4	1,492,612	1,339,634	1,134,516
Revenue from operating activities (excluding rates and non-operating grants, subsidies and contributions)	1,2			
Governance		5,730	18,956	7,530
General purpose funding		758,336	1,476,696	807,647
Law, order, public safety		14,234	17,059	25,310
Health		237,241	290,317	267,152
Education and welfare		135,160	117,934	132,510
Housing		181,870	150,603	142,590
Community amenities		262,387	259,768	235,837
Recreation and culture		48,421	44,851	81,840
Transport		672,953	304,771	185,630
Economic services		137,652	116,153	137,866
Other property and services		15,362	9,756	10,710
		<u>2,469,346</u>	<u>2,806,864</u>	<u>2,034,622</u>
Expenditure from operating activities	1,2			
Governance		(503,348)	(510,147)	(479,870)
General purpose funding		(146,063)	(151,736)	(142,710)
Law, order, public safety		(54,449)	(60,821)	(68,680)
Health		(334,824)	(332,044)	(319,910)
Education and welfare		(174,454)	(146,730)	(166,000)
Housing		(296,845)	(242,202)	(196,250)
Community amenities		(302,336)	(283,083)	(295,770)
Recreation and culture		(831,932)	(816,246)	(762,647)
Transport		(2,263,582)	(1,577,810)	(1,226,750)
Economic services		(347,332)	(402,458)	(354,908)
Other property and services		(15,415)	(49,538)	(2,950)
		<u>(5,270,580)</u>	<u>(4,572,815)</u>	<u>(4,016,445)</u>
Operating activities excluded from budget				
(Profit)/Loss on asset disposals	6	45,627	(2,688)	(33,600)
Loss on revaluation of non current assets		0	0	0
Depreciation on assets	2(a)	1,331,346	1,240,452	1,138,280
Movement in employee benefit provisions (non-current)		1,109	20,515	0
Amount attributable to operating activities		<u>69,460</u>	<u>831,962</u>	<u>257,373</u>
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		717,862	1,727,461	1,839,985
Purchase land held for resale		0	0	
Purchase property, plant and equipment	5	(1,358,716)	(1,190,682)	(1,738,737)
Purchase and construction of infrastructure	5	(1,380,333)	(656,451)	(1,484,927)
Proceeds from disposal of assets	6	283,000	18,727	155,500
Amount attributable to investing activities		<u>(1,738,187)</u>	<u>(100,945)</u>	<u>(1,228,179)</u>
FINANCING ACTIVITIES				
Repayment of debentures	7	(126,735)	(117,509)	(117,510)
Proceeds from new debentures	7	480,000	0	0
Proceeds from self supporting loans		24,534	23,756	23,756
Transfers to cash backed reserves (restricted assets)	9	(314,092)	(413,014)	(352,053)
Transfers from cash backed reserves (restricted assets)	9	299,520	43,047	195,844
Amount attributable to financing activities		<u>363,227</u>	<u>(463,721)</u>	<u>(249,963)</u>
Budgeted deficiency before general rates		<u>(1,305,500)</u>	<u>267,296</u>	<u>(1,220,769)</u>
Estimated amount to be raised from general rates		<u>1,309,983</u>	<u>1,225,316</u>	<u>1,226,770</u>
Net current assets at end of financial year - surplus/(deficit)	4	<u>4,483</u>	<u>1,492,612</u>	<u>6,001</u>

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

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

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

Except for cash flow and rate setting information, the budget 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.

The Local Government Reporting Entity

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

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 financial statements. A separate statement of those monies appears at Note 16 to this budget document.

(b) 2017/18 Actual Balances

Balances shown in this budget as 2017/18 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

(c) Rounding Off Figures

All figures shown in this budget, other than a rate in the dollar, 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 Shire 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 (GST)

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) Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire contributes are defined contribution plans.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Cash and Cash Equivalents

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

Bank overdrafts are shown as short term borrowings in current liabilities in Note 4 - Net Current Assets.

(h) 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.

(i) 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.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial Recognition and Measurement between Mandatory Revaluation Dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land Under Roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Buildings	20 to 50 years
Furniture and Equipment	4 to 20 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage infrastructure	40 years
Drainage	20 to 75 years
Parks & Ovals	17 years
Street Lighting	20 years
Other Infrastructure	20 to 50 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

Capitalisation Threshold

Expenditure on items of equipment under \$5,000 is not capitalised.

(k) Fair Value of Assets and Liabilities

When performing a revaluation, the Shire uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the Shire would receive to sell the asset or would have to pay to

transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fair Value of Assets and Liabilities (Continued)

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair Value Hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fair Value of Assets and Liabilities (Continued)

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The mandatory measurement framework imposed by the *Local Government (Financial Management) Regulations* requires, as a minimum, all assets to be revalued at least every 3 years. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards have been made in the budget as necessary.

(l) Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the Shire becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and Subsequent Measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(I) Financial Instruments (Continued)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.

(v) Financial liabilities

Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Financial Instruments (Continued)

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Shire no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(m) Impairment of Assets

In accordance with Australian Accounting Standards the Shire assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Impairment of Assets (Continued)

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting this budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2017.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(n) Trade and Other Payables

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

(o) Employee Benefits

Short-Term Employee Benefits

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

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

Other Long-Term Employee Benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) 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 until such time as the asset is substantially ready for its intended use or sale.

(q) Provisions

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

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

(r) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(s) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 19.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(t) Current and Non-Current Classification

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

(u) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current budget year.

(v) Budget Comparative Figures

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

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
2. REVENUES AND EXPENSES			
(a) Net Result			
The net result includes:			
(i) Charging as an expense:			
Auditors remuneration			
Audit services	25,500	10,500	16,700
Other services	0	900	0
Depreciation By Program			
Governance	1,375	1,955	10,800
Law, order, public safety	24,369	27,004	36,950
Health	6,900	6,034	5,280
Education and welfare	15,030	15,050	15,120
Housing	125,547	125,452	92,860
Community amenities	66,769	64,423	32,210
Recreation and culture	331,030	331,538	221,400
Transport	464,830	476,751	472,550
Economic services	64,960	67,098	70,450
Other property and services	230,536	125,147	180,660
	1,331,346	1,240,452	1,138,280
Depreciation By Asset Class			
Buildings	433,044	435,899	360,380
Furniture & Equipment	10,815	14,154	19,190
Vehicles & Plant	225,561	118,594	210,460
Tools & Equipment	1,542	1,486	4,100
Infrastructure - Roads	414,990	426,860	411,320
Infrastructure - Footpaths	20,940	20,964	11,160
Infrastructure - Drainage	22,090	22,116	15,570
Infrastructure - Sewerage	57,824	55,669	13,020
Infrastructure - Signs	0	0	15,630
Infrastructure - Parks & Ovals	78,290	78,395	71,300
Infrastructure - Street Lighting	0	0	6,150
Infrastructure - Other	66,250	66,316	0
	1,331,346	1,240,452	1,138,280
Interest Expenses (Finance Costs)			
- Debentures (<i>refer note 7(a)</i>)	44,684	39,026	39,455
	44,684	39,026	39,455
(ii) Crediting as revenues:			
Interest Earnings			
Investments			
- Reserve funds	43,151	24,540	39,380
- Other funds	7,283	6,410	7,140
Loan Interest Received - Clubs/Institutions	1,008	1,478	0
Other interest revenue (<i>refer note 12</i>)	11,669	13,084	11,220
	63,111	45,512	57,740
(iii) Other Revenue			
Reimbursements and recoveries	17,387	29,553	9,866
Other	15,738	15,430	19,000
	33,125	44,983	28,866

**SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019**

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

COMMUNITY VISION

A thriving rural community which will be a lifestyle choice for generations, a preferred location for business development and a recognised leader in environmental management.

The Shire's Strategic Community plan provides the following Key Themes.

Community - A Strong, Healthy and Safe Community

Economic - A Strong and Diverse Local Economy

Environment - To have a Sustainable Natural and Built Environment that meets our community's needs, now and in the future

Local Government Leadership - A Vibrant and Progressive Community lead by an Innovative Council.
This budget provides projects and programs to progress Community aspirations.

GOVERNANCE

Activities:

GENERAL PURPOSE FUNDING

Activities:

Rates including income and expenses relating to the imposition of rates.
General purpose government grants and interest earnings.

LAW, ORDER, PUBLIC SAFETY

Activities:

Supervision and enactment of various Local Laws, fire prevention, animal control and community crime prevention.

HEALTH

Activities:

Environmental health services including food quality, pest control, inspection of buildings, and food premises. Home and community care services and meals on wheels services.

EDUCATION AND WELFARE

Activities:

Care for the aged, community nursing.
Maintenance costs Community Resource Centre.

HOUSING

Activities:

Maintenance of staff and other rental housing including Community Housing Project units operated by joint venture with Homeswest.

**SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019**

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective (Continued)

COMMUNITY AMENITIES

Activities:

Rubbish collection & recycling services, operation of disposal sites, administration and operation of the Dowerin townsite sewerage scheme, administration of the town planning scheme, operation of Dowerin and Minnivale public cemeteries, maintenance to public toilets, Dowerin community bus.

RECREATION AND CULTURE

Activities:

Maintenance of various halls and sports pavilions, parks and gardens, sports playing surface areas and reserves (including football oval, hockey oval, grassed tennis courts, bowling greens and golf course). Contribution to the operation of the public library

TRANSPORT

Activities:

Construction and maintenance of streets, roads, footpaths, drainage, signs. Maintenance of street trees. Lighting of streets. Maintenance of works depot. Purchase of road plant.

ECONOMIC SERVICES

Activities:

Regulation of tourism, area promotion, building control, saleyards, noxious weeds, vermin. Assistance with administration and infrastructure of Dowerin Field Days.

OTHER PROPERTY & SERVICES

Activities:

Private Works. Plant repairs and operation. Engineering and Administration overheads. Material stocks.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

3. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
Cash - unrestricted	113,467	1,777,328	360,561
Cash - restricted	<u>2,171,935</u>	<u>2,157,363</u>	<u>1,943,605</u>
	<u><u>2,285,402</u></u>	<u><u>3,934,691</u></u>	<u><u>2,304,166</u></u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Leave Reserve	55,326	54,217	54,695
Plant Reserve	105,056	369,807	166,082
Sewerage Asset Preservation Reserve	1,292,368	1,161,589	1,137,786
Land & Building Reserve	304,611	148,579	191,887
Swimming Pool Reserve	0	32,895	(0)
Recreation Facilities Reserve	188,805	185,023	186,602
Community Housing Project Reserve	47,805	46,847	47,260
Community Bus Reserve	0	0	0
Economic Development Reserve	55,291	54,183	54,292
All hours Gym Reserve	0	0	(0)
Bowling Green Replacement Reserve	83,971	72,293	72,842
Tennis Court Replacement Reserve	<u>38,702</u>	<u>31,930</u>	<u>32,159</u>
	<u><u>2,171,935</u></u>	<u><u>2,157,363</u></u>	<u><u>1,943,605</u></u>

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net result	(773,389)	1,186,825	1,084,932
Depreciation	1,331,346	1,240,452	1,138,280
(Profit)/loss on sale of asset	45,627	(2,688)	(33,600)
Loss on revaluation of non current assets	0	0	0
(Increase)/decrease in receivables	104,631	336,865	187,735
(Increase)/decrease in inventories	0	(21,134)	0
Increase/(decrease) in payables	(229,254)	(299,650)	(292,703)
Increase/(decrease) in employee provisions	(50,000)	(11,759)	0
Grants/contributions for the development of assets	<u>(717,862)</u>	<u>(1,727,460)</u>	<u>(1,839,985)</u>
Net Cash from Operating Activities	<u><u>(288,901)</u></u>	<u><u>701,451</u></u>	<u><u>244,659</u></u>

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

3. NOTES TO THE STATEMENT OF CASH FLOWS (Continued)

	2018/19 Budget \$	2017/18 Actual \$	2017/18 Budget \$
(c) Undrawn Borrowing Facilities			
Credit Standby Arrangements			
Bank overdraft limit	60,000	60,000	60,000
Bank overdraft at balance date	0	0	0
Credit card limit	15,000	15,000	15,000
Credit card balance at balance date	(2,500)	(5,967)	(2,500)
Total Amount of Credit Unused	<u>72,500</u>	<u>69,033</u>	<u>72,500</u>
Loan Facilities			
Loan facilities in use at balance date	<u>1,418,234</u>	<u>1,064,969</u>	<u>1,168,383</u>
Unused loan facilities at balance date	<u>0</u>	<u>0</u>	<u>0</u>

	Note	2018/19 Budget \$	2017/18 Actual \$
4. NET CURRENT ASSETS			

Composition of estimated net current assets

CURRENT ASSETS

Cash - unrestricted	3(a)	113,467	1,777,328
Cash - restricted reserves	3(a)	2,171,935	2,157,363
Receivables		104,823	209,454
Inventories		27,769	27,769
		<u>2,417,994</u>	<u>4,171,914</u>

LESS: CURRENT LIABILITIES

Trade and other payables		(193,344)	(422,598)
Long term borrowings		0	(121,879)
Provisions		(103,558)	(153,558)
		<u>(296,902)</u>	<u>(698,035)</u>

Unadjusted net current assets

Differences between the net current assets at the end of each financial year in the rate setting statement and net current assets detailed above arise from amounts which have been excluded when calculating the budget deficiency in accordance with FM Reg 32 as movements for these items have been funded within the budget estimates. These differences are disclosed as adjustments below.

Adjustments

Less: Cash - restricted reserves	3(a)	(2,171,935)	(2,157,363)
Less: Current loans - clubs / institutions		0	0
Add: Current portion of debentures		0	121,879
Add: Current liabilities not expected to be cleared at end of year		0	0
Add: Cash Backed Leave Reserve		55,326	54,217
Adjusted net current assets - surplus/(deficit)		<u>4,483</u>	<u>1,492,612</u>

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

5. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the year.

Asset Class	Reporting Program											2018/19 Budget Total \$	2017/18 Actual Total \$
	Governance \$	General purpose funding \$	Law, order, public safety \$	Health \$	Education and welfare \$	Housing \$	Community amenities \$	Recreation and culture \$	Transport \$	Economic services \$	Other Property and Services \$		
<u>Property, Plant and Equipment</u>													
Land Assets	0	0	0	0	0	0	0	0	0	0	0	0	11,049
Buildings	20,821	0	0	0	0	280,000	0	232,895	0	83,000	0	616,716	1,080,374
Furniture & Equipment	0	0	0	0	0	0	0	0	0	0	0	0	31,400
Vehicles & Plant	52,000	0	0	0	0	0	0	0	690,000	0	0	742,000	67,859
PPE TOTAL	72,821	0	0	0	0	280,000	0	232,895	690,000	83,000	0	1,358,716	1,190,682
<u>Infrastructure</u>													
Infrastructure - Roads	0	0	0	0	0	0	0	0	1,350,333	0	0	1,350,333	651,175
Infrastructure - Footpaths	0	0	0	0	0	0	0	0	30,000	0	0	30,000	0
Infrastructure - Signs	0	0	0	0	0	0	0	0	0	0	0	0	5,275
Infrastructure TOTAL	0	0	0	0	0	0	0	0	1,380,333	0	0	1,380,333	656,451
Total Acquisitions	72,821	0	0	0	0	280,000	0	232,895	2,070,333	83,000	0	2,739,049	1,847,133

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

6. DISPOSALS OF ASSETS

It is anticipated that the Shire will dispose of the following assets during 2018/2019.

<u>By Program</u>	2018/19 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
Housing				
Sale of Housing Stock	208,233	150,000	0	(58,233)
Transport				
D007 Grader	101,341	120,000	18,659	0
Skid Steer	11,000	5,000	0	(6,000)
Other Property & Services				
D018 Toyota Hilux	278	2,000	1,722	0
D013 Toyota Hilux	2,409	2,000	0	(409)
D07 Ford courier	1,105	2,000	895	0
D008 Ford ranger	4,261	2,000	0	(2,261)
	328,627	283,000	21,276	(66,903)

<u>By Class</u>	2018/19 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
Buildings	208,233	150,000	0	(58,233)
Plant and Equipment	120,394	133,000	21,276	(8,670)
	328,627	283,000	21,276	(66,903)

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

7. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2018/19 Budget \$	2017/18 Actual \$	2018/19 Budget \$	2017/18 Actual \$	2018/19 Budget \$	2017/18 Actual \$
Recreation and Culture								
Loan 97 - Community Club	286,063		67,233	64,565	218,830	286,063	11,019	13,597
Economic Services								
Loan 99 - Accommodation	741,805		30,112	29,189	711,693	741,805	23,058	23,746
Loan 100 - GROH		280,000	4,856	0	275,144	0	4,998	0
Loan 101 - Pool		200,000	0	0	200,000	0	4,600	0
	1,027,868	480,000	102,201	93,754	1,405,667	1,027,868	43,676	37,343
Self Supporting Loans								
Loan 98 - Dowerin Events	37,101		24,534	23,756	12,567	37,101	1,008	1,684
	37,101	0	24,534	23,756	12,567	37,101	1,008	1,684
	1,064,969	480,000	126,735	117,509	1,418,234	1,064,969	44,684	39,026

All debenture repayments will be financed by general purpose revenue.

(b) New Debentures - 2018/19

Particulars/Purpose	Amount Borrowed Budget	Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used Budget	Balance Unspent \$
GROH	280,000	WATC	Debenture	20	114,145	3.57%	280,000	0
Swimming Pool Refurbishment	200,000	WATC	Debenture	20	91,723	3.57%	200,000	0
	480,000				205,868		480,000	0

The Shire does not propose to raise any debt through the issue of debenture this financial year.

(c) Unspent Debentures

The Shire has no unspent debenture funds as at 30th June 2018, nor is it expected to have unspent debentures funds as at 30th June 2019.

(d) Overdraft

Council has an overdraft facility of \$60,000 with the National Australia Bank to assist with short term liquidity requirements. It is not anticipated that this facility will be required to be utilised in 2018/19.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

RATING INFORMATION - 2018/19 FINANCIAL YEAR

RATE TYPE	Rate in \$ cents	Number of Properties	Rateable Value \$	2018/19 Budgeted Rate Revenue \$	2018/19 Budgeted Interim Rates \$	2018/19 Budgeted Back Rates \$	2018/19 Budgeted Total Revenue \$	2017/18 Actual \$
Differential general rate or general rate					0	0		
GRV - Residential	9.6915	182	1,325,547	128,465	0	0	128,465	123,060
GRV - Commercial/Industrial	9.6915	33	256,474	24,856	0	0	24,856	23,673
GRV - Town Rural	9.6915	27	127,602	12,367	0	0	12,367	12,325
GRV - Other Towns	9.6915	0	0	0	0	0	0	0
UV - Rural Farmland	0.8306	292	122,317,000	1,015,965	0	0	1,015,965	950,178
Sub-Totals		534	124,026,623	1,181,653	0	0	1,181,653	1,109,236
Minimum payment	Minimum \$							
GRV - Residential	741	48	260,468	35,582	0	0	35,582	33,888
GRV - Commercial/Industrial	741	18	66,871	13,343	0	0	13,343	12,708
GRV - Town Rural	741	16	41,551	11,861	0	0	11,861	11,296
GRV - Other Towns	216	19	7,659	4,110	0	0	4,110	3,914
UV - Rural Farmland	741	64	3,587,300	57,596	0	0	57,596	48,714
UV - Commercial/Industrial	741	4	400	2,965	0	0	2,965	2,824
UV - Town Rural	741	3	64,000	2,224	0	0	2,224	2,118
UV - Mining Tenement	216	3	5,867	649	0	0	649	618
Sub-Totals		175	4,034,116	128,330	0	0	128,330	116,080
Discounts (Note 13)							0	0
Total amount raised from general rates							1,309,983	1,225,316
Ex- Gratia Rates							26,074	25,071
Total Rates							1,336,057	1,250,387

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

8(a). RATING INFORMATION - 2018/19 FINANCIAL YEAR (CONTINUED)

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

The general rates detailed above for the 2018/19 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also 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 cost of the Local Government services/facilities.

8(b). SPECIFIED AREA RATE - 2018/19 FINANCIAL YEAR

The Shire of Dowerin does not impose a specified area rate as prescribed under the Local Government Act WA.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

1. CASH BACKED RESERVES

	2018/19 Budget					2017/18 Actual					2017/18 Budget				
	Opening Balance \$	Transfer to \$	Interest	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Interest	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Interest	Transfer (from) \$	Closing Balance \$
Leave Reserve	54,217	0	1,109	0	55,326	53,493	0	724	0	54,217	53,493	0	1,202	0	54,695
Plant Reserve	369,807	0	1,874	(266,625)	105,056	142,872	225,000	1,935	0	369,807	142,872	140,000	3,210	(120,000)	166,082
Sewerage Asset Preservation Reserve	1,161,589	104,941	25,838	0	1,292,368	1,043,357	103,769	14,463	0	1,161,589	1,043,357	71,000	23,429	0	1,137,786
Land & Building Reserve	148,579	150,000	6,032	0	304,611	146,594	0	1,985	0	148,579	146,594	42,000	3,293	0	191,887
Swimming Pool Reserve	32,895	0	0	(32,895)	0	32,456	0	439	0	32,895	32,456	0	0	(32,456)	(0)
Recreation Facilities Reserve	185,023	0	3,782	0	188,805	180,866	1,707	2,450	0	185,023	180,866	1,673	4,063	0	186,602
Community Housing Project Reserve	46,847	0	958	0	47,805	46,221	0	626	0	46,847	46,221	0	1,039	0	47,260
Community Bus Reserve	0	0	0	0	0	40,787	0	553	(41,340)	0	40,787	0	917	(41,704)	0
Economic Development Reserve	54,183	0	1,108	0	55,291	12,021	42,000	162	0	54,183	12,021	42,000	271	0	54,292
All hours Gym Reserve	0	0	0	0	0	1,684	0	23	(1,707)	0	1,684	0	0	(1,684)	(0)
Bowling Green Replacement Reserve	72,293	10,000	1,678	0	83,971	61,461	10,000	832	0	72,293	61,461	10,000	1,381	0	72,842
Tennis Court Replacement Reserve	31,930	6,000	772	0	38,702	25,584	6,000	346	0	31,930	25,584	6,000	575	0	32,159
	2,157,363	270,941	43,151	(299,520)	2,171,935	1,787,396	388,476	24,538	(43,047)	2,157,363	1,787,396	312,673	39,380	(195,844)	1,943,605

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

Purpose of the reserve as per Council Policy

- Leave Reserve - to be used to fund long service leave requirements, where the leave cannot be absorbed by the current budget. This should aid to maintain cash to the value of 80% of the liability
- Plant Reserve - to be used to fund the replacement of plant, and includes a 10% contingency.
- Sewerage Asset Preservation Reserve - to be used for the renewal and development of town sewerage infrastructure.
- Land & Building Reserve - to be used for the development, purchase and/or renewal of land and building assets.
- Swimming Pool Reserve - to be used for the maintenance and or renewal of the swimming pool. This reserve will be closed at the end of 2018-19
- Recreation Facilities Reserve - to be used for the renewal and/or upgrades and development of recreation facilities, including the swimming pool.
- Community Housing Project Reserve - to be used for Council's contribution to housing projects.
- Community Bus Reserve - to be transferred to Plant Reserve in FY17/18. This reserve will then become inactive as per Council policy.
- Economic Development Reserve - to provide Council with seed funding to leverage grant funding and other economic development opportunities and initiatives.
- All hours Gym Reserve - to be transferred to the Recreation Facilities Reserve in FY17/18. This reserve to become inactive as per Council policy.
- Bowling Green Replacement Reserve - to be used for the replacement of Bowling Greens.
- Tennis Court Replacement Reserve - to be used for the replacement of the Tennis Court playing surface.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

10. SEWERAGE CHARGES - 2018-19 FINANCIAL YEAR

	Rate in \$	Number of Properties \$	Rateable Value \$	2018/19 Budgeted Revenue \$	Budget to be applied to costs \$	2017/18 Actual Revenue \$
General Charge						
Residential Sewerage	7.2924	163	1,564,383	114,438	114,438	111,204
Commercial/Industrial Sewerage	7.2924	12	227,263	18,044	18,044	17,528
Vacant Land Sewerage	7.2924	6	10,920	2,582	2,582	2,524
Minimum						
Residential	357.20	13	47,736	5,624	5,624	5,480
Commercial/Industrial	735.42	10	11,960	7,491	7,491	7,336
Vacant Land	357.20	0	0	0	0	0
Government	735.42	2	0	1,471	1,471	1,400
Total Charges		206	1,862,262	149,650	149,650	145,471
Sewerage Fixtures						
	Rate					
1st Fixture	239.70	14	n/a	3,356	3,356	3,290
Other Fixtures	109.14	65	n/a	7,094	7,094	6,955
Total Fixtures Charges		79	0	10,450	10,450	10,245
		285	1,862,262	160,100	160,100	155,716

11. SERVICE CHARGES - 2018/19 FINANCIAL YEAR

The Shire of Dowerin does not impose a service charge as prescribed under the Local Government Act WA.

12. INTEREST CHARGES AND INSTALMENTS - RATES AND SERVICE CHARGES - 2018/19 FINANCIAL YEAR

Payment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Payment in Full - Option 1				
	19/10/2018	0	0	0
Payment by Instalment - Option 2				
1st Instalment	19/10/2018	\$4.00	5.50%	11%
2nd Instalment	28/02/2019	\$4.00	5.50%	11%
Payment by Instalment - Option 3				
1st Instalment	19/10/2018	\$4.00	5.50%	11%
2nd Instalment	31/12/2018	\$4.00	5.50%	11%
3rd Instalment	31/03/2019	\$4.00	5.50%	11%
		2018/19 Budget Revenue \$	2017/18 Actual \$	2017/18 Budget Revenue \$
Interest on Unpaid Rates & Instalment		11,669	13,084	11,220
Charges on Instalment Plan		957	964	920
Interest on Unpaid Debtors		0	0	0
		12,626	14,048	12,140

**13. PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS
- 2018/19 FINANCIAL YEAR**

No discounts are offered for early payment of rates.

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

14. FEES & CHARGES REVENUE	2018/19 Budget \$	2017/18 Actual \$
Governance	30	2
General purpose funding	2,018	2,464
Law, order, public safety	5,405	5,244
Health	16,230	10,744
Education and welfare	1,836	1,440
Housing	180,830	150,415
Community amenities	100,974	102,764
Recreation and culture	28,421	30,820
Transport	632	415
Economic services	129,838	92,531
Other property and services	4,641	2,413
	<u>470,855</u>	<u>399,252</u>

15. ELECTED MEMBERS REMUNERATION	2018/19 Budget \$	2017/18 Actual \$
The following fees, expenses and allowances were paid to council members and/or the Mayor/President.		
Meeting fees	25,000	24,905
Mayor/President's allowance	3,180	1,560
Deputy Mayor/President's allowance	800	390
Telecommunications expenses/allowance	2,000	0
	<u>30,980</u>	<u>26,855</u>

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019

16. TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-18 \$	Estimated Amounts Received \$	Estimated Amounts Paid (\$)	Estimated Balance 30-Jun-19 \$
Housing Bonds	3,228	200	(3,428)	0
Key Deposits	90	50	(50)	90
Tidy Towns	3,219	0	0	3,219
Hacc Funds	691	0	(691)	0
Building Deposits	0	1,000	(1,000)	0
Hacc Fundraising	2,522	0	0	2,522
Other Deposits	2,358	500	(500)	2,358
	<u>12,108</u>	<u>1,750</u>	<u>(5,669)</u>	<u>8,189</u>

17. MAJOR LAND TRANSACTIONS

It is not anticipated that any major land transactions undertakings will occur in 2018/2019

18. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated any trading undertakings or major trading undertakings will occur in 2018/2019.

19. INTERESTS IN JOINT ARRANGEMENTS

The Shire has no Interests in Joint Arrangements.

Programme	Description	Type Description	COA Description	2018-2019	2017-2018	2017-2018	
GENERAL PURPOSE FUNDING				2018-2019	2017-2018	2017-2018	
RATES, OTHER GENERAL PRUPOSE FUDING				ROUNDED			
				BUDGET	LY BUDGET	LY ACTUAL	
Rates	Operating Expenditure	0022	RATES - OFFICE EXPENSES	\$ 300	\$ 600	\$ 300	
Rates	Operating Expenditure	0042	RATES - ADMIN OHEADS	\$ 120,700	\$ 118,300	\$ 123,700	
Rates	Operating Expenditure	0072	RATES - LEGAL FEES	\$ 5,000	\$ 6,000	\$ 5,300	
Rates	Operating Expenditure	0112	RATES - REFUNDS	\$ 3,900	\$ 11,000	\$ 3,900	
Rates	Operating Expenditure	0602	RATES - VALUATIONS	\$ 7,100	\$ 11,500	\$ 7,000	
Rates	Operating Expenditure	0632	RATES - LANDGATE SEARCHES	\$ 100	\$ 100	\$ -	
Operating Expenditure Total				\$ 137,100	\$ 147,500	\$ 140,100	
					\$ -	\$ -	
Rates	Operating Income	0071	RATES - GENERAL	-\$ 1,310,000	-\$ 1,226,800	-\$ 1,225,300	
Rates	Operating Income	0161	RATES - CONTRIBUTION - CBH	-\$ 26,100	-\$ 25,100	-\$ 25,100	
Rates	Operating Income	0171	RATES - INTEREST	-\$ 11,700	-\$ 11,200	-\$ 13,100	
Rates	Operating Income	0303	RATES - LEGAL FEE RECOUP	-\$ 4,200	-\$ 4,100	-\$ 5,600	
Rates	Operating Income	0393	RATES - INSTALMENT FEES	-\$ 1,000	-\$ 900	-\$ 1,000	
Rates	Operating Income	0403	RATES - ENQUIRY FEES	-\$ 1,100	-\$ 1,000	-\$ 1,500	
Operating Income Total				-\$ 1,354,000	-\$ 1,269,100	-\$ 1,271,600	
Rates Total				-\$ 1,216,900	-\$ 1,121,500	-\$ 1,131,500	
					\$ -	\$ -	
General Purpos	Operating Income	0181	GRANTS - GENERAL PURPOSE	-\$ 429,000	-\$ 399,000	-\$ 981,000	Half 18-19 allocation received in 17-18
General Purpos	Operating Income	0311	GRANTS - FEDERAL ROADS	-\$ 234,900	-\$ 244,300	-\$ 418,500	Half 18-19 allocation received in 17-18
Operating Income Total				-\$ 663,900	-\$ 643,300	-\$ 1,399,500	
General Purpose Grants Total				-\$ 663,900	-\$ 643,300	-\$ 1,399,500	
Other General I	Operating Expenditure	0502	FINANCE - BANK CHARGES	\$ 9,000	\$ 10,000	\$ 11,600	
Operating Expenditure Total				\$ 9,000	\$ 10,000	\$ 11,600	
Other General I	Operating Income	0191	INTEREST - Municipal	-\$ 7,300	-\$ 7,100	-\$ 6,400	
Other General I	Operating Income	0201	INTEREST - RESERVES	-\$ 43,200	-\$ 39,400	-\$ 24,500	
Operating Income Total				-\$ 50,400	-\$ 46,500	-\$ 30,900	
Other General Purpose Funding Total				-\$ 41,400	-\$ 36,500	-\$ 19,300	
				-\$ 1,922,300	-\$ 1,801,400	-\$ 2,550,300	
				-\$ 1,922,300	-\$ 1,801,400	-\$ 2,550,300	

Type Description	COA	Description	BUDGET	L/Yr Budget	L/Yr Actual	
GOVERNANCE						
MEMBERS OF COUNCIL, OTHER GOVERNANCE			2018-2019	2017-2018	2017-2018	
Operating Expenditure	0202	MEMBERS - IT EQUIP	\$ 7,000	\$ 6,000	\$ 5,500	Councillor Portal
Operating Expenditure	0212	MEMBERS - CONFERENCE & TRAINING	\$ 2,000	\$ 6,000	\$ 1,700	Provision for Councillor Training/ Attend LG conference. Potential for new Councillors to join Council.
Operating Expenditure	0222	MEMBERS - ELECTIONS	\$ 2,000	\$ 1,900	\$ 1,900	In-house - cost of advertising, printing. May be less than budgeted but allows for some flexibility
Operating Expenditure	0242	MEMBERS - MEETING FEES	\$ 25,000	\$ 23,000	\$ 24,900	Paid twice per year - Additional; to be made.
Operating Expenditure	0252	MEMBERS - COMMUNICATIONS	\$ 2,000	\$ 1,000	\$ -	No more ipads
Operating Expenditure	0262	MEMBERS - RECEPTIONS	\$ 8,000	\$ 8,000	\$ 7,700	Council Refreshments, Christmas Dinner
Operating Expenditure	0282	MEMBERS - COUNCIL CHAMBER	\$ 1,800	\$ 1,800	\$ 1,100	Predominantly Utility Costs
Operating Expenditure	0292	MEMBERS - INSURANCE	\$ 6,000	\$ 12,500	\$ 6,300	LGIS - check allocation
Operating Expenditure	0302	MEMBERS - SUBSCRIPTIONS	\$ 22,000	\$ 22,000	\$ 17,400	WALGA \$16K, LGMA \$1K, AROC \$5K
Operating Expenditure	0322	MEMBERS - OTHER EXPENSES	\$ 2,000	\$ 2,000	\$ 1,500	Incidentals
Operating Expenditure	0332	MEMBERS - PRESIDENT ALLOWANCE	\$ 3,200	\$ 3,100	\$ 1,600	Paid twice per year
Operating Expenditure	0342	MEMBERS - DEPUTY PRESIDENT ALLOWANCE	\$ 800	\$ 800	\$ 400	Paid twice per year
Operating Expenditure Total			\$ 81,700	\$ 88,000	\$ 70,000	
Operating Income	0213	MEMBERS - REIMBURSEMENTS	-\$ 700	-\$ 700	\$ -	Catering (other shires)
Operating Income Total			-\$ 700	-\$ 700	\$ -	
			\$ 81,000	\$ 87,300	\$ 70,000	
Operating Expenditure	0382	GOVERN - ADMIN OHEADS	\$ 236,800	\$ 232,200	\$ 232,000	
Operating Expenditure	0402	GOVERN - WORKCOVER ETC	\$ 4,400	\$ 4,400	\$ 3,700	Workers Compensation Insurance
Operating Expenditure	0412	GOVERN - STAFF TRAINING	\$ 30,000	\$ 22,000	\$ 24,600	Synergy, Walga, Trelis (reimbursed), Uni, Tafe, Governance
Operating Expenditure	0422	GOVERN - LONG SERVICE LEAVE	\$ 2,000	\$ 1,800	\$ 1,900	
Operating Expenditure	0432	GOVERN - OFFICE MAINT	\$ 19,000	\$ 19,000	\$ 22,100	
Operating Expenditure	0462	GOVERN - PRINT/STATIONERY	\$ 5,000	\$ 9,000	\$ 4,900	
Operating Expenditure	0472	GOVERN - COMMUNICATIONS	\$ 5,000	\$ 6,300	\$ 3,500	
Operating Expenditure	0482	GOVERN - ADVERTISING	\$ 3,000	\$ 3,500	\$ 2,300	
Operating Expenditure	0492	GOVERN - Minor Office Equipment	\$ 7,000	\$ 7,000	\$ 10,300	
Operating Expenditure	0512	GOVERN - REGS & COMPLIANCE	\$ 30,000	\$ 30,000	\$ 20,400	Asset management planning Walga sub 18K, Strategic Planning
Operating Expenditure	0522	GOVERN - POSTAGE/FREIGHT	\$ -	\$ 1,800	\$ 3,100	Moved to Admin overheads
Operating Expenditure	0532	GOVERN - OTHER EXPENSES	\$ 28,000	\$ 20,000	\$ 25,500	Support to Community Groups/Golf Club ablutions; playgroup; discretionary funding
Operating Expenditure	0542	Community Support	\$ -	\$ 2,000	\$ -	Donations
Operating Expenditure	0552	GOVERN - HR & RECRUITMENT EXPENSES	\$ 5,000	\$ 25,000	\$ 45,000	Relocation of CEO and other recruitment costs
Operating Expenditure	0562	GOVERN - VEHICLE COSTS	\$ 3,500	\$ 3,500	\$ 3,100	Admin staff Vehicle costs
Operating Expenditure	0572	GOVERN - FBT (Fringe Benefits Tax)	\$ 14,000	\$ 10,200	\$ 14,900	Employees cost
Operating Expenditure	0592	GOVERN - AUDIT FEES	\$ 25,500	\$ 25,000	\$ 19,900	Audit fees for 18-19
Operating Expenditure	0612	GOVERN - IT SUPPORT	\$ -	\$ 10,000	\$ -	Moved to Admin overheads
Operating Expenditure	0622	GOVERN - DEPRECIATION	\$ 1,400	\$ 1,000	\$ 2,000	
Operating Expenditure	0674	GOVERN - LOSS ON SALE OF ASSETS	\$ -	\$ 1,000	\$ -	
Operating Expenditure	0702	GOVERN - INSUR OTHER	\$ 2,000	\$ 1,800	\$ 900	LGIS Insurance - Travel, Liability, Personal Accident & Salary Continuance
Operating Expenditure Total			\$ 421,600	\$ 436,400	\$ 440,200	
Operating Income	0373	GOVERN - FEES & CHARGES	\$ -	\$ -	\$ -	
Operating Income	0383	GOVERN - REIMBURSE (GST)	-\$ 5,000	-\$ 4,000	-\$ 14,500	LGIS member dividend, other reimbursements
Operating Income	0443	GOVERN - STAFF RECOUPS	\$ -	\$ -	-\$ 4,500	Insurance payout in prior year
Operating Income	0673	GOVERN - PROFIT ON SALE OF ASSETS	\$ -	-\$ 1,700	\$ -	
Operating Income Total			-\$ 5,000	-\$ 5,800	-\$ 19,000	
			\$ 416,600	\$ 430,700	\$ 421,200	
			\$ 497,600	\$ 518,000	\$ 491,200	
			\$ 497,600	\$ 518,000	\$ 491,200	

Sub-Programme							
Description	Type Description	COA Description		L/Yr Budget	L/Yr Actual		
LAW, ORDER AND PUBLIC SAFETY				ROUNDED			
FIRE PREVENTION, ANIMAL CONTROL, O'				2018-2019	2017-2018	2017-2018	
Fire Prevention	Operating Expenditu 0712	FIRE CONTROL	\$ 1,000	\$ 1,500	\$ 793	Inspections, letters, fire breaks,	
Fire Prevention	Operating Expenditu 0732	FIRE - INSURANCE	\$ 8,600	\$ 7,810	\$ 8,428	Costs for volunteer brigades - PPE, equipment, sundires, grant funding reduced	
Fire Prevention	Operating Expenditu 0752	FIRE - GRANT EXPENSES	\$ 15,000	\$ 18,650	\$ 18,884	Depreciation - non cash	
Fire Prevention	Operating Expenditu 0782	FIRE - DEPRECIATION	\$ 23,300	\$ 23,490	\$ 25,922		
Fire Prevention	Operating Expenditu 0982	OTHER LAW - DEPREC	\$ 1,100	\$ 1,090	\$ 1,082		
Operating Expenditure Total			\$ 48,900	\$ 52,540	\$ 55,109		
Fire Prevention	Operating Income 0723	FIRE - DONATIONS	\$ -	\$ -	-\$ 360		
Fire Prevention	Operating Income 0733	FIRE - GOVERNMENT GR	-\$ 8,800	-\$ 283,360	-\$ 277,148	No capital expenditure this year	
Fire Prevention	Operating Income 0743	FIRE - INFRINGEMENTS	-\$ 1,000	-\$ 750	-\$ 1,018		
Operating Income Total			-\$ 9,900	-\$ 284,110	-\$ 278,526		
Fire Prevention Total			\$ 39,100	-\$ 231,570	-\$ 223,418		
Animal Control	Operating Expenditu 0852	ANIMAL -CONTROL EXP	\$ 5,000	\$ 3,500	\$ 5,712	Visits from Shire Ranger - responding to complaints (reactive) plus patrols and visits (proactive). Offset by income from Registrations.	
Operating Expenditure Total			\$ 5,000	\$ 3,500	\$ 5,712		
Animal Control	Operating Income 0843	DOG - POUND FEES	-\$ 600	\$ 700	-\$ 594		
Animal Control	Operating Income 0853	DOG - REGISTRATION	-\$ 3,000	-\$ 2,740	-\$ 2,987		
Animal Control	Operating Income 0863	CAT - REGISTRATION	-\$ 300	-\$ 210	-\$ 285		
Operating Income Total			-\$ 3,900	-\$ 2,250	-\$ 3,866		
Animal Control Total			\$ 1,100	\$ 1,250	\$ 1,846		
Other Law,Order,Pul	Operating Expenditu 0983	Parking Control costs	\$ 500	\$ -	\$ -	Parking fines for the new parking control	
Operating Expenditure Total			\$ 500	\$ -	\$ -		
Other Law,Order,Pul	Operating Income 0914	Parking fines	-\$ 500	\$ -	\$ -	Shire Compliance/Infringements/shire ranger costs	
Operating Income Total			-\$ 500	\$ -	\$ -		
Other Law,Order,Public Safety Total			\$ -	\$ -	\$ -		
			\$ 40,200	-\$ 230,320	-\$ 221,571		
			\$ 40,200	-\$ 230,320	-\$ 221,571		

Sub Programme					L/Yr Budget	L/Yr Actual	
Description	Type Description	COA	Description				
HEALTH				ROUNDED			
HEALTHY SERVICES-IMMUNISATION MEAT INSPECTION, INSPECTION/ADMIN, PEST				2018-2019	2017-2018	2017-2018	
Health Insp And Adm Operating Expenditure		1222	DOCTOR SERVICE	\$25,000	\$25,000	\$50,000	Consistent in the future
Health Insp And Adm Operating Expenditure		1532	HEALTH - GROUP SCHEME	\$24,500	\$24,000	\$24,173	As per Contract with EHO
Health Insp And Adm Operating Expenditure		1542	HEALTH - OTHER EXPENSES	\$1,900	\$1,220	\$1,221	Phone Accounts
Operating Expenditure Total				\$51,300	\$50,220	\$75,394	
Health Insp And Adm Operating Income		1523	HEALTH - FOOD PERMIT SERVICE FEES	-\$500	\$0	\$0	
Operating Income Total				-\$500	\$0	\$0	
Health Insp And Administration Total				\$50,800	\$50,220	\$75,394	
Other Health	Operating Expenditure	1552	COMMUNITY NURSING	\$600	\$1,000	\$593	
Other Health	Operating Expenditure	1572	HACC - TRAINING & CONFERENCES	\$1,000	\$1,000	\$0	
Other Health	Operating Expenditure	1582	HACC - VEHICLE EXPENSES	\$3,500	\$3,500	\$5,850	
Other Health	Operating Expenditure	1602	HACC - SALARIES (EXCLUDING LEAVE ENTITLEMENTS)	\$145,000	\$149,430	\$130,720	reviewed
Other Health	Operating Expenditure	1612	HACC STAFF COST - SUPERANNUATION HACC STAFF COST - WORKERS COMP	\$13,800	\$15,300	\$13,475	
Other Health	Operating Expenditure	1622	INSURANCE	\$5,400	\$6,000	\$5,087	
Other Health	Operating Expenditure	1632	HACC - TELECOMMUNICATIONS	\$2,900	\$2,650	\$3,105	
Other Health	Operating Expenditure	1642	HACC - OFFICE EXPENSES	\$7,500	\$7,500	\$8,487	
Other Health	Operating Expenditure	1645	Hacc Growth Funding 2017-18	\$22,500	\$0	\$0	
Other Health	Operating Expenditure	1652	HACC - GARDEN EQUIPMENT (HOME MTCE)	\$1,000	\$1,500	\$811	
Other Health	Operating Expenditure	1662	HACC - MEALS SERVICE	\$2,600	\$2,100	\$2,596	
Other Health	Operating Expenditure	1672	HACC - DEPRECIATION	\$6,900	\$6,900	\$6,034	
Other Health	Operating Expenditure	1692	HACC - CLIENT CONSUMABLES	\$500	\$500	\$389	
Other Health	Operating Expenditure	1722	HACC - ADMINISTRATION ALLOCATION	\$42,700	\$42,703	\$46,821	
Other Health	Operating Expenditure	1732	HACC - BUILDING MAINTENANCE	\$12,100	\$6,040	\$15,323	Reviewed to cash carry over
Other Health	Operating Expenditure	1742	HACC - DAY CARE	\$0	\$100	\$0	
Other Health	Operating Expenditure	1752	HACC - RENT SUBSIDY	\$8,600	\$10,000	\$8,684	
Other Health	Operating Expenditure	1792	HACC - UTILITIES	\$2,100	\$3,540	\$2,060	
Other Health	Operating Expenditure	1802	HACC - VOLUNTEERS	\$300	\$1,000	\$293	
Other Health	Operating Expenditure	1812	HACC - TRAVEL FUEL (STAFF)	\$4,600	\$4,580	\$4,852	
Operating Expenditure Total				\$283,500	\$265,343	\$255,182	
Other Health	Operating Income	1543	HACC - DONATIONS (OTHER NON SERVICE SPECIFIC)	-\$100	-\$110	-\$68	
Other Health	Operating Income	1553	HACC - DAY CARE (CLIENT CONTRIBUTIONS)	-\$1,100	-\$600	-\$1,080	
Other Health	Operating Income	1563	HACC - MEAL SALES (CLIENT CONTRIBUTIONS)	-\$2,600	-\$2,550	-\$2,607	
Other Health	Operating Income	1583	HACC - RECURRENT GRANT - GOVT (GST)	-\$220,900	-\$251,822	-\$277,596	Received Growth Funding - 2017-18 of \$:
Other Health	Operating Income	1603	HACC - PROFIT ON DISPOSAL OF ASSETS	\$0	-\$1,909	-\$1,909	
Other Health	Operating Income	1623	HACC - DOMESTIC FEE (CLIENT CONTRIBUTION)	-\$4,000	-\$4,000	-\$3,102	
Other Health	Operating Income	1643	HACC - PERSONAL CARE (CLIENT CONTRIBUTION)	-\$600	-\$600	-\$88	
Other Health	Operating Income	2003	HACC - VEHICLE FEES (CLIENT CONTRIBUTION)	-\$3,500	-\$3,500	-\$1,074	
Other Health	Operating Income	2103	HACC - GARDEN FEES (CLIENT CONTRIBUTION)	-\$3,500	-\$3,470	-\$2,424	
Other Health	Operating Income	2123	HACC - GENTLE GYM FEES (CLIENT CONTRIBUTION)	-\$500	-\$500	-\$370	
Operating Income Total				-\$236,700	-\$269,061	-\$290,317	
Other Health Total				\$46,700	-\$3,718	-\$35,135	

Sub-Programme					L/Yr Budget	L/Yr Actual	
Description	Type Description	COA	Description				
EDUCATION AND WELFARE							
				ROUNDED			
				2018-2019	2017-2018	2017-2018	
Education General	Operating Expenditure	3302	CHILDCARE - MAINTENANCE COMMUNITY RESOURCE CENTRE -	\$ 12,100	\$ 11,000	\$ 15,257	(Childcare capping of utility costs, rates, insurance, pest control and general maintenance)
Education General	Operating Expenditure	7032	UTILITIES COMMUNITY RESOURCE CENTRE -	\$ 6,500	\$ 7,170	\$ 6,305	
Education General	Operating Expenditure	7082	DEPREC COMMUNITY RESOURCE CENTRE -	\$ 15,000	\$ 15,030	\$ 15,050	Reimbursed by Centre- See Account 7083
Education General	Operating Expenditure	7092	MAINTENANCE	\$ 6,500	\$ 5,000	\$ 3,040	Reimbursed by Centre- See Account 7083
Education General	Operating Expenditure	8012	YOUTH - INITIATIVES	\$ 1,000	\$ 1,000	\$ 955	Utility costs for CRC
Education General	Operating Expenditure	8032	DOWERIN COMMUNITY CHILD CARE - WAGES	\$ 121,800	\$ 119,370	\$ 96,382	
Education General	Operating Expenditure	8042	DOWERIN COMMUNITY CHILD CARE - SUPERANNUATION	\$ 11,600	\$ 11,340	\$ 9,741	
	Operating Expenditure Total			\$ 174,500	\$ 169,910	\$ 146,730	Student leadership partnership with school
Education General	Operating Income	1033	COMMUNITY RESOURCE CENTRE - RENT	-\$ 1,800	-\$ 1,800	-\$ 1,440	
Education General	Operating Income	7083	DOWERIN COMMUNITY CHILDCARE WAGES REIMBURSEMENT	-\$ 133,300	-\$ 130,710	-\$ 116,494	Reimbursement of Wages and Superannuation
	Operating Income Total			-\$ 135,200	-\$ 132,510	-\$ 117,934	
Education General Total				\$ 39,300	\$ 37,400	\$ 28,796	
				\$ 39,300	\$ 37,400	\$ 28,796	
				\$ 39,300	\$ 37,400	\$ 28,796	

Sub Programme					L/Yr Budget	L/Yr Actual	
Description	Type Description	COA	Description				
HOUSING				ROUNDED			
STAFF HOUSING, OTHER HOUSING				2018-2019	2017-2018	2017-2018	
Housing Staff	Operating Expenditure	2402	STAFF HSE - OPERATING	\$32,300	\$43,000	\$31,409	\$10K Utility, \$5.5K Insurance, \$4.5K Rates, plus Termite inspection, and servicing
Housing Staff	Operating Expenditure	2422	STAFF HSE - DEPREC	\$65,000	\$65,930	\$66,017	
Operating Expenditure Total				\$97,300	\$108,930	\$97,426	
Housing Staff	Operating Income	2413	STAFF HSE - REIMBURSE		\$0	-\$0	
Housing Staff	Operating Income	2433	STAFF HSE - RENTS	-\$44,000	-\$30,000	-\$43,100	
Operating Income Total				-\$44,000	-\$30,000	-\$43,100	
Housing Staff Total				\$53,300	\$78,930	\$54,326	
Housing Other	Operating Expenditure	2461	LOAN 100 INTEREST REPAYMENT	\$5,000	\$0	\$0	New Groh house
Housing Other	Operating Expenditure	2462	OTHER HSE - REPAIRS	\$3,300	\$0	\$1,728	
Housing Other	Operating Expenditure	2552	OTHER HSE - OPERATING	\$36,500	\$35,750	\$47,466	
Housing Other	Operating Expenditure	2562	OTHER HSE - CHP PROJECT	\$18,300	\$17,980	\$18,933	
Housing Other	Operating Expenditure	2572	OTHER HSE - DEPREC	\$60,500	\$59,360	\$59,435	
			OTHER HOUSE - INDEPENDENT				
Housing Other	Operating Expenditure	2582	LIVING UNITS	\$17,600	\$16,660	\$17,214	
			OTHER HOUSE - LOSS ON SALE				
Housing Other	Operating Expenditure	2585	OFASSET	\$58,200	\$0	\$0	
Operating Expenditure Total				\$199,500	\$129,750	\$144,776	\$296,845.00
Housing Other	Operating Income	2513	OTHER HSE - REIMBURSE	-\$1,000	-\$1,020	-\$189	
Housing Other	Operating Income	2523	OTHER HSE - STACY ST RENTS	-\$16,500	-\$16,180	-\$15,809	
Housing Other	Operating Income	2533	OTHER HSE - RENTS	-\$32,300	-\$31,620	-\$25,493	
Housing Other	Operating Income	2543	OTHER HSE - GEHA RENTS	-\$56,500	-\$32,780	-\$35,561	Groh housing \$700 per week on complet
Housing Other	Operating Income	2563	OTHER HSE - CHP RENTS	-\$14,600	-\$14,280	-\$13,611	
			OTHER HSE - INDEPENDENT				
Housing Other	Operating Income	2573	LIVING RENT	-\$17,000	-\$16,710	-\$16,840	
			OTHER HSE - PROFIT ON DISPOSAL				
Housing Other	Operating Income	2583	OF ASSETS	\$0	-\$55,238	\$0	-\$181,870.00
Operating Income Total				-\$137,900	-\$167,828	-\$107,503	
Housing Other Total				\$61,700	-\$38,078	\$37,273	
				\$115,000	\$40,852	\$91,599	
				\$115,000	\$40,852	\$91,599	

Sub-Programme Description	Type	Type Description	COA	Description		L/Yr Budget	L/Yr Actual
COMMUNITY AMENITIES							
SANITATION, SEWERAGE, URBAN STORMWATER DRAINAGE, PROTECTION OF ENVIRONMENT, TOWN PLANNING					ROUNDED		
					2018-2019	2017-2018	2017-2018
Sanitation-Household Refuse 2		Operating Expenditure	2602	REFUSE - STREET BINS	\$26,200	\$18,340	\$25,712
Sanitation-Household Refuse 2		Operating Expenditure	2612	REFUSE - SITE MAINTENANCE	\$5,700	\$7,530	\$5,482
Sanitation-Household Refuse 2		Operating Expenditure	2622	REFUSE - TIDY TOWNS	\$100	\$0	\$115
Sanitation-Household Refuse 2		Operating Expenditure	2632	REFUSE - DRUMMUSTER	\$500	\$2,000	\$905
Sanitation-Household Refuse 2		Operating Expenditure	2642	REFUSE - WASTE CONTRACT	\$31,000	\$28,100	\$29,146
Sanitation-Household Refuse 2		Operating Expenditure	2652	REFUSE - DEPRECIATION	\$1,600	\$1,560	\$1,549
Sanitation-Household Refuse 2		Operating Expenditure	2682	REFUSE - TIP MANAGEMENT	\$25,500	\$45,000	\$27,513
Sanitation-Household Refuse 2		Operating Expenditure	2692	REFUSE - RECYCLING	\$50,000	\$53,000	\$46,841
		Operating Expenditure Total			\$140,700	\$155,530	\$137,263
							Avon waste
Sanitation-Household Refuse 3		Operating Income	2633	CHARGES - RUBBISH/RECYCLING	-\$81,700	-\$80,110	-\$80,110
Sanitation-Household Refuse 3		Operating Income	2643	CHARGES - EXTRA RUBBISH	-\$4,700	-\$4,590	-\$4,536
Sanitation-Household Refuse 3		Operating Income	2653	CHARGES - DRUM MUSTER	-\$500	-\$2,040	\$0
Sanitation-Household Refuse 3		Operating Income	2683	RECYCLING INCOME	-\$3,000	-\$2,040	-\$7,516
		Operating Income Total			-\$89,900	-\$88,780	-\$92,162
		Sanitation-Household Refuse Total			\$50,800	\$66,750	\$45,101
Sewerage	2	Operating Expenditure	2802	SEWERAGE - SCHEME MAINT	\$57,800	\$42,090	\$52,743
Sewerage	2	Operating Expenditure	2852	SEWERAGE - DEPRECIATION	\$57,800	\$55,600	\$55,669
		Operating Expenditure Total			\$115,600	\$97,690	\$108,412
Sewerage	3	Operating Income	2843	SEWERAGE - RATES	-\$149,700	-\$145,471	-\$145,471
Sewerage	3	Operating Income	2853	SEWERAGE - FIXTURES	-\$10,500	-\$10,338	-\$10,245
Sewerage	3	Operating Income	2873	SEWERAGE - SEPTIC FEES	-\$700	-\$210	-\$650
		Operating Income Total			-\$160,800	-\$156,019	-\$156,366
		Sewerage Total			-\$45,200	-\$58,329	-\$47,955
Protection Of Environment	2	Operating Expenditure	3092	LANDCARE - DEPRECIATION	\$1,400	\$1,350	\$1,341
Protection Of Environment	2	Operating Expenditure	3252	LANDCARE - TOWN CATCHME	\$0	\$8,000	\$0
Protection Of Environment	2	Operating Expenditure	3742	LANDCARE - RESERVES REHAB	\$800	\$3,260	\$780
Protection Of Environment	2	Operating Expenditure	3752	LANDCARE - AMERY ACRES	\$500	\$460	\$397
Protection Of Environment	2	Operating Expenditure	3754	CACTUS CONTROL PROJECT	\$100	\$0	\$1,410
Protection Of Environment	2	Operating Expenditure	3782	LANDCARE PROGRAMS	\$0	\$7,000	\$0
		Operating Expenditure Total			\$2,700	\$20,070	\$3,927
							Completed project
Protection Of Environment	3	Operating Income	2983	NRMO - REIMBURSEMENTS	-\$1,300	-\$1,287	-\$1,287
		Operating Income Total			-\$1,300	-\$1,287	-\$1,287
		Protection Of Environment Total			\$1,400	\$18,783	\$2,640
Town Planning	2	Operating Expenditure	3102	PLANNING - OTHER COSTS	\$5,000	\$6,000	\$5,086
		Operating Expenditure Total			\$5,000	\$6,000	\$5,086
		Town Planning Total			\$5,000	\$6,000	\$5,086
Other Community Amenities 2		Operating Expenditure	3212	CEMETERY - MAINTENANCE	\$9,800	\$9,780	\$3,447
Other Community Amenities 2		Operating Expenditure	3222	CEMETERY - NICHE PLAQUES	\$1,500	\$1,500	\$0
Other Community Amenities 2		Operating Expenditure	3232	TOILETS - MAINT	\$17,500	\$28,000	\$16,606
Other Community Amenities 2		Operating Expenditure	3242	AMENITIES - DEPRECIATION	\$6,000	\$5,860	\$5,864
Other Community Amenities 2		Operating Expenditure	3262	BUS - EXPENSES	\$3,600	\$3,500	\$2,478
		Operating Expenditure Total			\$38,400	\$48,640	\$28,395
Other Community Amenities 3		Operating Income	3223	BUS - HIRE FEES	-\$8,000	-\$5,610	-\$7,591
Other Community Amenities 3		Operating Income	3233	CEMETERY - CHARGES	-\$2,400	-\$3,570	-\$2,361
		Operating Income Total			-\$10,400	-\$9,180	-\$9,952
		Other Community Amenities Total			\$28,000	\$39,460	\$18,443
					\$39,900	\$72,663	\$23,315
					\$39,900	\$72,663	\$23,315

Sub-Programme Description	Type Description	COA	Description		L/Yr Budget	L/Yr Actual	
RECREATION AND CULTURE				ROUNDED			
				2018-2019	2017-2018	2017-2018	
Public Halls.Civic Centres	Operating Expenditure	3132	MINNIVALE - CAMPING AREA TOILETS	\$2,500	\$7,300	\$2,400	Includes rubbish run gardening and septic cleanout
Public Halls.Civic Centres	Operating Expenditure	3312	TOWN HALL - MAINTENANCE	\$19,800	\$25,600	\$19,800	Unsealed asbestos needs painting
Public Halls.Civic Centres	Operating Expenditure	3332	HALLS - DEPRECIATION	\$23,400	\$23,400	\$23,400	
Public Halls.Civic Centres	Operating Expenditure	3342	OLD BOWLING CLUB	\$3,400	\$3,700	\$3,300	
Operating Expenditure Total				\$49,000	\$59,900	\$48,900	
Public Halls.Civic Centres	Operating Income	3273	DONATIONS - CAMP SITES	-\$800	-\$800	-\$1,000	
Public Halls.Civic Centres	Operating Income	3313	HALLS - REIMBURSEMENT	\$0	-\$300	\$0	
Public Halls.Civic Centres	Operating Income	3333	TOWN HALL - HIRE CHARGES	-\$3,500	-\$2,500	-\$3,500	
Operating Income Total				-\$4,300	-\$3,600	-\$4,500	
Public Halls.Civic Centres Total				\$44,700	\$56,300	\$44,400	
Swimming Pool	Operating Expenditure	3412	SWIM POOL - MANAGEMENT	\$55,000	\$66,000	\$57,200	Confirmed
Swimming Pool	Operating Expenditure	3422	SWIM POOL - Loan Interest	\$4,600	\$0	\$0	New Loan interest for swimming pool
Swimming Pool	Operating Expenditure	3432	SWIM POOL - MAINTENANCE	\$18,200	\$40,000	\$17,500	
Swimming Pool	Operating Expenditure	3442	SWIM POOL - UTILITIES/INSUR	\$40,200	\$44,000	\$39,300	some pool leakage has affected the expense
Swimming Pool	Operating Expenditure	3452	SWIM POOL - ADMIN OHEADS	\$66,100	\$64,800	\$69,600	
Swimming Pool	Operating Expenditure	3472	SWIM POOL - CHEMICALS	\$4,100	\$4,000	\$4,000	
Swimming Pool	Operating Expenditure	3492	SWIM POOL - SUNDRIES	\$5,100	\$3,500	\$5,100	
Swimming Pool	Operating Expenditure	3512	SWIM POOL - DEPRECIATION	\$60,600	\$60,700	\$60,700	
Operating Expenditure Total				\$253,900	\$283,000	\$253,400	
Swimming Pool	Operating Income	3433	SWIM POOL - ADMISSIONS	-\$8,700	-\$8,500	-\$8,700	
Operating Income Total				-\$8,700	-\$8,500	-\$8,700	
Swimming Pool Total				\$245,200	\$274,500	\$244,700	
Other Recreation And Spor	Operating Expenditure	3602	SPORTS OVALS & AMENITIES	\$79,100	\$70,000	\$79,800	Water utilites charge
Other Recreation And Spor	Operating Expenditure	3612	LOAN 97 INTEREST REPAYMENT	\$11,000	\$13,700	\$13,600	Interest as per loan schedule
Other Recreation And Spor	Operating Expenditure	3622	PARKS,GARDENS & RESERVES	\$79,100	\$75,000	\$81,100	
Other Recreation And Spor	Operating Expenditure	3632	RECREATION CENTRE	\$33,300	\$49,000	\$34,500	
Other Recreation And Spor	Operating Expenditure	3642	RECREATIION - YOUTH WEEK EXPENSE	\$9,000	\$2,000	\$400	Increase to support Youth space initiative and events
Other Recreation And Spor	Operating Expenditure	3652	RECREATION - DEPRECIATION	\$247,100	\$247,100	\$247,400	
Other Recreation And Spor	Operating Expenditure	3672	COMMUNITY CLUB CHANGE ROOMS	\$23,100	\$25,000	\$21,700	To cover materials,utilities and industrial cleaning
Other Recreation And Spor	Operating Expenditure	3702	COMMUNITY CLUB FUNCTION CENTRE	\$18,800	\$20,800	\$17,600	
Operating Expenditure Total				\$500,400	\$502,600	\$496,100	
Other Recreation And Spor	Operating Income	3623	RECREATION - REIMBURSE	-\$6,000	-\$6,100	-\$6,000	
Other Recreation And Spor	Operating Income	3633	RECREATION - HIRE CHARGES	-\$5,000	-\$7,800	-\$8,000	
Other Recreation And Spor	Operating Income	3663	RECREATION - CONTRIBUTIONS	-\$8,000	-\$8,000	-\$8,000	
Other Recreation And Spor	Operating Income	3683	RECREATION - DONATIONS	\$0	\$0	\$0	
Other Recreation And Spor	Operating Income	3713	RECREATION - YOUTH WEEK GRANT	-\$6,000	-\$1,000	\$0	Grant - Youth space
Other Recreation And Spor	Operating Income	3743	RECREATION - ALL HOURS GYM MEME	-\$10,400	-\$10,200	-\$9,500	
Operating Income Total				-\$35,400	-\$33,100	-\$31,600	
Other Recreation And Sport Total				\$465,000	\$469,500	\$464,500	
Libraries	Operating Expenditure	3832	LIBRARY - OPERATING COSTS	\$4,900	\$11,000	\$4,900	
Libraries	Operating Expenditure	3842	LIBRARY - LOST BOOKS	\$100	\$100	\$200	Stocktake losses
Operating Expenditure Total				\$5,000	\$11,100	\$5,100	
Libraries Total				\$5,000	\$11,100	\$5,100	
Other Culture	Operating Expenditure	3922	MAIN STREET BANNERS etc	\$0	\$0	\$600	
Other Culture	Operating Expenditure	3982	MUSEUM - SUPPORT	\$5,000	\$4,800	\$1,200	
Other Culture	Operating Expenditure	3992	COMMUNITY BREAKFASTS	\$2,500	\$2,000	\$2,000	Anzac day and Australia Day
Other Culture	Operating Expenditure	3994	Culture - Other Expenses	\$2,000	\$0	\$0	
Other Culture	Operating Expenditure	3995	Community Support/Liaison	\$4,000	\$0	\$0	
Other Culture	Operating Expenditure	6862	TOURISM - COMMUNITY EVENTS	\$10,000	\$10,000	\$8,800	For all community events including Christmas party
Operating Expenditure Total				\$23,500	\$16,800	\$12,700	
Other Culture	Operating Income	3903	GRANT - VOLUNTEERS	\$0	-\$2,000	\$0	
Other Culture	Operating Income	3933	BOOK AND TICKET- SALES	\$0	\$0	\$0	
Other Culture	Operating Income	3953	MUSEUM - GRANT	\$0	-\$10,700	-\$10,700	
Operating Income Total				\$0	-\$12,800	-\$10,700	
Other Culture Total				\$23,500	\$4,000	\$2,000	
				\$783,500	\$815,400	\$760,700	
				\$783,500	\$815,400	\$760,700	

Sub-Programme Description	Type Description	COA Description		L/Yr Budget	L/Yr Actual	
TRANSPORT						
<i>Streets, roads, bridge, depots, parking facilities, traffic control, aerodromes, water transport facilities</i>						
			2018-2019	2017-2018	2017-2018	
			ROUNDED			
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	4612 ROADS - RURAL MAINTENANC	\$850,000	\$409,600	\$449,300	\$300000 bitumen failures and
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	4682 ROADS - FLOOD DAMAGE	\$599,700	\$900,000	\$301,300	\$550,000 general road mainteance
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	5012 ROADS - TOWN MAINTENANC	\$107,400	\$120,400	\$109,200	Wandrro rds - carry over
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	6012 ROADS - DEPRECIATION	\$464,800	\$464,800	\$476,800	
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	6022 ROADS - WORKS DEPOT	\$25,000	\$25,000	\$50,300	
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	6052 ROADS - STREET LIGHTING	\$34,000	\$27,000	\$31,400	Synergy
Mtce Sts,Rds,Bridges,Depots	Operating Expenditure	6072 ROADS - STREET TREES	\$18,300	\$15,800	\$6,600	Tree pruning
	Operating Expenditure Total		\$2,099,200	\$1,962,600	\$1,424,900	
Mtce Sts,Rds,Bridges,Depots	Operating Income	6023 GRANT - MRD DIRECT	-\$72,800	-\$72,800	-\$72,200	Estimate from LTFP Capital funding
Mtce Sts,Rds,Bridges,Depots	Operating Income	6033 GRANT - REGIONAL ROADS	-\$423,900	-\$432,000	-\$345,600	Capital funding and carry over funding
Mtce Sts,Rds,Bridges,Depots	Operating Income	6043 GRANT - WANDRRA	-\$562,300	-\$750,000	-\$212,200	carry over project
Mtce Sts,Rds,Bridges,Depots	Operating Income	6063 GRANT - ROADS TO RECOVER	-\$294,000	-\$496,700	-\$505,800	Capital funding and carry over funding
Mtce Sts,Rds,Bridges,Depots	Operating Income	6093 SUBSIDY - STREET LIGHTS	-\$2,800	-\$2,600	-\$2,800	Operational contribution
	Operating Income Total		-\$1,355,800	-\$1,754,000	-\$1,138,600	
Mtce Sts,Rds,Bridges,Depots Total			\$743,400	\$208,600	\$286,300	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Road Plant Purchases	Operating Expenditure	6344 PLANT - LOSS ON SALE ASSETS	\$6,000	\$0	\$1,000	
	Operating Expenditure Total		\$6,000	\$0	\$1,000	
Road Plant Purchases	Operating Income	6293 PLANT - PROFIT ON SALE ASSETS	-\$18,700	\$0	-\$1,700	
	Operating Income Total		-\$18,700	\$0	-\$1,700	
Road Plant Purchases Total			-\$12,700	\$0	-\$800	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Vehicle Licencing	Operating Expenditure	6432 VEH LIC - ADM OHEADS	\$151,500	\$148,500	\$146,900	
Vehicle Licencing	Operating Expenditure	6462 VEH LIC - COMMUNICATIONS	\$2,000	\$6,000	\$1,200	
Vehicle Licencing	Operating Expenditure	6482 VEH LIC - OTHER COSTS/INSURANCE	\$1,900	\$1,800	\$1,300	
	Operating Expenditure Total		\$155,400	\$156,400	\$149,500	
				\$0	\$0	
Vehicle Licencing	Operating Income	6423 VEH LIC - COMMISSION	-\$15,700	-\$19,000	-\$15,400	
Vehicle Licencing	Operating Income	6493 VEH LIC - PLATE FEES	-\$600	-\$600	-\$400	
	Operating Income Total		-\$16,400	-\$19,600	-\$15,800	
				\$0	\$0	
Vehicle Licencing Total			\$139,000	\$136,800	\$133,700	
				\$0	\$0	
Aerodromes	Operating Expenditure	6502 AIRFIELD MAINTENANCE	\$3,000	\$4,000	\$2,400	
	Operating Expenditure Total		\$3,000	\$4,000	\$2,400	
Aerodromes Total			\$3,000	\$4,000	\$2,400	
			\$872,800	\$349,400	\$421,600	
			\$872,800	\$349,400	\$421,600	

Sub-Programme Description	Type Description	COA Description		LYBudget	L/yr Actual
ECONOMIC SERVICES					
Rural Services, Tourism, building control, saleyards and markets, plant nursery, economic development, public utility services, other economic services					
			2018-2019	2017-2018	2017-2018
			ROUNDED		
Tourism And Area Promotion	Operating Expenditure	6802 AREA PROMOTION	\$20,800	\$21,000	\$20,800
					Continue promote and develop Marketing strategies
Tourism And Area Promotion	Operating Expenditure	6803 Main Street Projects	\$10,000	\$10,000	\$1,700
Tourism And Area Promotion	Operating Expenditure	6812 CARAVAN/CAMPING AREA	\$2,900	\$3,000	\$2,800
					Main street projects including Streetscape Committee(Mainly for Glen and Malcom)
Tourism And Area Promotion	Operating Expenditure	6816 Short term Accomodation Expenses	\$77,900	\$50,000	\$69,800
					Gardener \$8K, Consumables \$5K, Utilities \$20K, Insurance \$3K - Other contingency
Tourism And Area Promotion	Operating Expenditure	6817 Short Term Accomodation Depreciation	\$31,100	\$30,500	\$33,200
Tourism And Area Promotion	Operating Expenditure	6822 TOURISM - DEPRECIATION	\$1,000	\$1,000	\$900
Tourism And Area Promotion	Operating Expenditure	6832 INFORMATION BAY	\$5,000	\$8,700	\$7,900
Tourism And Area Promotion	Operating Expenditure	6842 FIELD DAYS - WORKS	\$54,300	\$44,400	\$54,300
Tourism And Area Promotion	Operating Expenditure	6882 STEAM RAIL PROJECT	\$5,700	\$15,000	\$22,300
Tourism And Area Promotion	Operating Expenditure	6912 LOAN 98 INTEREST REPAYMENT	\$1,000	\$1,800	\$1,700
Tourism And Area Promotion	Operating Expenditure	6920 LOAN 99 INTEREST REPAYMENT	\$23,100	\$24,000	\$23,700
	Operating Expenditure Total		\$232,600	\$209,300	\$239,100
		LOANS 98 - Loan Interest Repayment - SSL			
Tourism And Area Promotion	Operating Income	3793 from DEM	-\$1,000	-\$1,800	-\$1,500
Tourism And Area Promotion	Operating Income	6813 TOURISM - DISTRICT MAPS	\$0	\$0	\$0
Tourism And Area Promotion	Operating Income	6826 Short Term Accomdation INCOME	-\$125,000	-\$125,000	-\$87,500
					marketing should increase income
Tourism And Area Promotion	Operating Income	6833 TOURISM - SOUVENIRS	\$0	-\$200	-\$300
Tourism And Area Promotion	Operating Income	6843 FIELD DAYS - RECOUP	-\$3,200	-\$4,900	-\$3,200
		COMMUNITY EVENTS - GRANTS,			
Tourism And Area Promotion	Operating Income	6863 REIMBURSEMENTS ETC	-\$2,800	-\$2,200	-\$2,800
Tourism And Area Promotion	Operating Income	7143 GRANT NSRF - STA PROJECT	\$0	-\$600,000	-\$600,000
Tourism And Area Promotion	Operating Income	7153 DEM CONTRIBUTION- STA PROJECT	\$0	\$0	-\$4,100
	Operating Income Total		-\$132,100	-\$734,000	-\$699,300
Tourism And Area Promotion Total			\$100,500	-\$524,800	-\$460,200
Building Control	Operating Expenditure	6922 BUILDING CONTROL EXPENSES	\$25,200	\$24,400	\$24,500
	Operating Expenditure Total		\$25,200	\$24,400	\$24,500
Building Control	Operating Income	6923 BUILDING - PLANNING FEES	-\$1,900	-\$1,800	-\$1,900
Building Control	Operating Income	6933 BUILDING PERMITS	-\$3,300	-\$1,500	-\$3,400
	Operating Income Total		-\$5,300	-\$3,300	-\$5,300
Building Control Total			\$20,000	\$21,100	\$19,200
Other Economic Services	Operating Expenditure	7112 CSO - SALARY	\$40,000	\$65,000	\$74,500
Other Economic Services	Operating Expenditure	7122 CSO - SUPER	\$3,800	\$7,000	\$6,400
Other Economic Services	Operating Expenditure	7132 CSO - OFFICE EXPENSES	\$0	\$400	\$0
Other Economic Services	Operating Expenditure	7152 Economic Services - DEPRECIATION	\$32,900	\$32,900	\$32,900
Other Economic Services	Operating Expenditure	7182 CSO - ADMIN OHEADS	\$12,000	\$23,200	\$23,200
Other Economic Services	Operating Expenditure	7212 CSO - WORKCOVER	\$800	\$2,900	\$1,800
	Operating Expenditure Total		\$89,500	\$131,300	\$138,900
Other Economic Services	Operating Income	7053 POP UP SHOP - 28 Stewart Street	-\$300	-\$500	-\$300
Other Economic Services	Operating Income	7113 GRANT - HERITAGE RAIL	\$0	-\$12,500	-\$11,400
	Operating Income Total		-\$300	-\$13,000	-\$11,600
Other Economic Services Total			\$89,200	\$118,300	\$127,200
			\$209,700	-\$385,400	-\$313,700
			\$209,700	-\$385,400	-\$313,700

2019 Programme				BUDGET	L/Yr Budget	L/Yr Actual	
Description	Type Description	COA	Description	2018-2019	2017-2018	2017-2018	
OTHER PROPERTY AND SERVICES				2018-2019	2017-2018	2017-2018	
				ROUNDED			
Private Works	Operating Expenditure	7302	PRIVATE WORKS - COSTS	\$2,600	\$2,400	\$0	
	Operating Expenditure Total			\$2,600	\$2,400	\$0	
Private Works	Operating Income	7333	PRIVATE WORKS - CHARGES	-\$2,600	-\$2,600	-\$400	
	Operating Income Total			-\$2,600	-\$2,600	-\$400	
Private Works Total				\$0	-\$100	-\$400	
Public Works Overheads	Operating Expenditure	0442	WORKS - OCC HEALTH SAFETY	\$15,100	\$11,100	\$14,900	
Public Works Overheads	Operating Expenditure	7602	WORKS - SALARIES	\$115,000	\$73,000	\$106,400	Works Manager
Public Works Overheads	Operating Expenditure	7612	WORKS - SUPER	\$61,000	\$59,800	\$71,700	All works super
Public Works Overheads	Operating Expenditure	7614	WORKS - ALLOWANCES	\$47,500	\$46,500	\$37,600	Housing and other industrial allowances
			WORKS - Office and Subscription				Includes survey Equipment (RAMM
Public Works Overheads	Operating Expenditure	7622	Expenses	\$12,800	\$12,500	\$10,800	software)
Public Works Overheads	Operating Expenditure	7632	WORKS - WORKCOVER	\$18,000	\$21,000	\$17,900	
Public Works Overheads	Operating Expenditure	7642	WORKS - HOLIDAY PAY	\$81,200	\$79,600	\$87,300	
Public Works Overheads	Operating Expenditure	7652	WORKS - INSURANCE	\$1,000	\$1,000	\$900	
Public Works Overheads	Operating Expenditure	7662	WORKS - VEHICLES	\$10,200	\$10,000	\$8,400	
Public Works Overheads	Operating Expenditure	7672	WORKS - CLOTHING	\$4,600	\$4,500	\$4,000	
Public Works Overheads	Operating Expenditure	7682	WORKS - TRAINING	\$16,000	\$11,200	\$3,600	
Public Works Overheads	Operating Expenditure	7692	WORKS - SICK PAY	\$22,900	\$22,400	\$24,400	
Public Works Overheads	Operating Expenditure	7702	WORKS - SURVEY EQUIPMENT	\$0	\$2,000	\$0	Ramm survey now included in
Public Works Overheads	Operating Expenditure	7732	WORKS - Admin Allocated	\$133,800	\$131,200	\$131,500	subscriptons
Public Works Overheads	Operating Expenditure	7734	WORKS LONG SERVICE LEAVE	\$18,300	\$18,000	\$21,000	
Public Works Overheads	Operating Expenditure	7742	LESS OVERHEADS ALLOCATED	-\$563,800	-\$509,800	-\$413,600	
Public Works Overheads	Operating Expenditure	7762	WORKS - BONUS Scheme	\$6,000	\$4,500	\$0	
Public Works Overheads	Operating Expenditure	7777	WORKS - UNALLOC WAGES	\$0	\$0	\$400	
Public Works Overheads	Operating Expenditure	7782	Works - Depreciation	\$600	\$600	\$500	
	Operating Expenditure Total			\$0	-\$1,000	\$127,700	
					\$0	\$0	
Public Works Overheads	Operating Income	7613	WORKS - REIMBURSEMENTS (EX GST)	\$0	\$0	\$0	
	Operating Income Total			\$0	\$0	\$0	
Public Works Overheads Total				\$0	-\$1,000	\$127,700	
					\$0	\$0	
					\$0	\$0	
Plant Operation Costs	Operating Expenditure	7802	PLANT - FUEL	\$165,000	\$110,000	\$103,100	Increased fuel with plant usage grader a
Plant Operation Costs	Operating Expenditure	7812	PLANT - TYRES & BATTERIES	\$20,400	\$20,000	\$9,900	
Plant Operation Costs	Operating Expenditure	7822	PLANT - PARTS & REPAIRS	\$125,000	\$73,000	\$91,300	Increased provision for plant
Plant Operation Costs	Operating Expenditure	7832	PLANT - REPAIR WAGES	\$41,000	\$11,700	\$5,400	
Plant Operation Costs	Operating Expenditure	7842	PLANT - INSUR & REGN	\$20,600	\$23,000	\$22,600	
Plant Operation Costs	Operating Expenditure	7852	PLANT - SUNDRY ITEMS	\$4,800	\$4,700	\$7,800	
Plant Operation Costs	Operating Expenditure	7862	PLANT - LUBRICANTS	\$15,000	\$1,200	\$1,400	
Plant Operation Costs	Operating Expenditure	7882	PLANT - ALLOC TO WORKS	-\$404,800	-\$242,200	-\$266,500	
Plant Operation Costs	Operating Expenditure	8234	DISPOSABLE TOOLS PURCHASE	\$20,000	\$3,000	\$900	
	Operating Expenditure Total			\$7,000	\$4,400	-\$24,100	
Plant Operation Costs	Operating Income	7833	PLANT - DIESEL REBATE	-\$7,000	-\$8,200	-\$6,600	
	Operating Income Total			-\$7,000	-\$8,200	-\$6,600	
Plant Operation Costs Total				\$0	-\$3,700	-\$30,600	
Salaries And Wages	Operating Expenditure	8000	SALARIES & WAGES - GROSS	\$1,742,800	\$1,427,600	\$1,702,400	
Salaries And Wages	Operating Expenditure	8010	SALARIES & WAGES - ALLOC	-\$1,742,800	-\$1,427,600	-\$1,702,400	
Salaries And Wages	Operating Expenditure	8122	WORKCOVER - WAGES EXPENSE	\$1,100	\$1,100	\$3,500	
	Operating Expenditure Total			\$1,100	\$1,100	\$3,500	
Salaries And Wages	Operating Income	8033	REVENUE	-\$1,100	\$0	-\$700	
	Operating Income Total			-\$1,100	\$0	-\$700	
Salaries And Wages Total				\$0	\$1,100	\$2,700	
Unclassified	Operating Expenditure	8104	OTHER - LOSS ON SALE ASSETS	\$2,700	\$0	\$0	
	Operating Expenditure Total			\$2,700	\$0	\$0	
Unclassified	Operating Income	8123	OTHER - PROFIT ON SALE ASSETS	-\$2,600	\$0	\$0	
	Operating Income Total			-\$2,600	\$0	\$0	
Unclassified Total				\$100	\$0	\$0	
Administration - Overheads	Operating Expenditure	7722	ADMIN - SALARIES	\$533,700	\$523,300	\$543,100	Man
Administration - Overheads	Operating Expenditure	7752	ADMIN - SUPERANNUATION	\$51,000	\$50,000	\$51,200	
Administration - Overheads	Operating Expenditure	7772	ADMIN - WORKCOVER	\$8,400	\$8,500	\$8,500	
Administration - Overheads	Operating Expenditure	8822	ADMIN - DEPRECIATION	\$33,700	\$33,000	\$35,700	
Administration - Overheads	Operating Expenditure	8842	ADMIN - HOUSE ALLOW	\$18,000	\$15,800	\$13,000	Staff housing allowance
Administration - Overheads	Operating Expenditure	9912	ADMIN - INSURANCE	\$3,000	\$3,000	\$3,000	
			ADMIN - BUILDING OPERATIONAL				
Administration - Overheads	Operating Expenditure	9922	EXPENSES	\$15,000	\$7,100	\$14,800	
Administration - Overheads	Operating Expenditure	9932	ADMIN - STATIONERY	\$1,500	\$1,000	\$1,500	
Administration - Overheads	Operating Expenditure	9942	ADMIN - COMMUNICATIONS	\$12,200	\$12,000	\$11,400	
Administration - Overheads	Operating Expenditure	9952	ADMIN - POSTAGE & FREIGHT	\$800	\$800	\$600	
Administration - Overheads	Operating Expenditure	9962	ADMIN - ADVERTISING	\$700	\$0	\$600	
Administration - Overheads	Operating Expenditure	9972	ADMIN - Information Technology	\$76,900	\$37,000	\$41,800	IT Vision \$41K, Market Creations \$36K,
Administration - Overheads	Operating Expenditure	9982	ADMIN - VEHICLE COSTS	\$2,600	\$2,500	\$1,400	
			ADMIN - Professional Services and				
Administration - Overheads	Operating Expenditure	9985	Contracts	\$34,000	\$37,000	\$36,900	
Administration - Overheads	Operating Expenditure	9991	ADMIN - REVALUATIONS	\$5,000	\$20,000	\$16,200	reduced as less valuatons
Administration - Overheads	Operating Expenditure	9992	ADMIN - OTHER COSTS	\$5,000	\$10,000	\$3,500	
Administration - Overheads	Operating Expenditure	9993	ADMIN COSTS RECOVERED	-\$801,500	-\$760,900	-\$773,300	
	Operating Expenditure Total			\$0	\$0	\$14,000	
Administration - Overheads Total				\$0	\$0	\$14,000	
					\$0	\$0	
Aroc	Operating Expenditure	0232	AROC equipment expenses	\$2,000	\$2,000	\$1,500	
	Operating Expenditure Total			\$2,000	\$2,000	\$1,500	
Aroc	Operating Income	0253	AROC EQUIP HIRE Income	-\$2,000	-\$2,000	-\$2,100	
	Operating Income Total			-\$2,000	-\$2,000	-\$2,100	
Aroc Total				\$0	\$0	-\$600	
Plant Depreciation	Operating Expenditure	6092	PLANT - DEPRECIATION	\$199,300	\$114,600	\$88,900	
			DEPRECIATION ALLOCATED TO				
Plant Depreciation	Operating Expenditure	6890	WORKS	-\$199,300	-\$119,000	-\$161,900	
	Operating Expenditure Total			\$0	-\$4,400	-\$73,100	
Plant Depreciation Total				\$0	-\$4,400	-\$73,100	
				\$100	-\$8,200	\$39,800	
				\$100	-\$8,200	\$39,800	

Programme Description	Sub-Programme Description	COA	Description	Inc/Exp Analysis		L/Yr Budget	L/Yr Actual	
NON OPERATING GRANT					ROUNDED			
					2018-2019	2017-2018	2017-2018	
General Purpose Funding	General Purpose Grants	0181	GRANTS - GENERAL PURPOS	Grants - Operating	-\$429,000	-\$399,000	-\$981,000	Financial Assistance \$734182 paid in advance
General Purpose Funding	General Purpose Grants	0311	GRANTS - FEDERAL ROADS	Grants - Operating	-\$234,900	-\$244,300	-\$418,500	
				Grants - Operating Total	-\$663,900	-\$643,300	-\$1,399,500	
				General Purpose Grants Total	-\$663,900	-\$643,300	-\$1,399,500	
General Purpose Funding Total					-\$663,900	-\$643,300	-\$1,399,500	
Law, Order, Public Safety	Fire Prevention	0733	FIRE - GOVERNMENT GRANT	Grants - Operating	-\$8,800	-\$18,400	-\$11,800	Operational funds for fire brigade
				Grants - Operating Total	-\$8,800	-\$18,400	-\$11,800	
				Fire Prevention Total	-\$8,800	-\$18,400	-\$11,800	
Law, Order, Public Safety Total					-\$8,800	-\$18,400	-\$11,800	
Health	Other Health	1583	HACC - RECURRENT GRANT	Grants - Operating	-\$220,900	-\$251,800	-\$277,600	Shire of Dowerin Home Care (Hacc)
				Grants - Operating Total	-\$220,900	-\$251,800	-\$277,600	
				Other Health Total	-\$220,900	-\$251,800	-\$277,600	
Health Total					-\$220,900	-\$251,800	-\$277,600	
Recreation And Culture	Other Recreation And Sport	3713	RECREATION - YOUTH WEEK	Grants - Operating	-\$6,000	-\$1,000	\$0	
				Grants - Operating Total	-\$6,000	-\$1,000	\$0	
				Other Recreation And Sport Total	-\$6,000	-\$1,000	\$0	
Recreation And Culture Total					-\$6,000	-\$1,000	\$0	
Transport	Mtce Sts,Rds,Bridges,Depots	6023	GRANT - MRD DIRECT	Grants - Operating	-\$72,800	-\$72,800	-\$72,200	Department of Main Roads (Regional Roads Group)
Transport	Mtce Sts,Rds,Bridges,Depots	6043	GRANT - WANDRRA	Grants - Operating	-\$562,300	-\$750,000	-\$212,200	Department of Main Roads (Flood repair funding from floods in Jan/ Feb 2017)
				Grants - Operating Total	-\$635,100	-\$822,800	-\$284,400	
				Mtce Sts,Rds,Bridges,Depots Total	-\$635,100	-\$822,800	-\$284,400	
Transport Total					-\$635,100	-\$822,800	-\$284,400	
Economic Services	Tourism And Area Promotion	6863	COMMUNITY EVENTS - GRAI	Grants - Operating	-\$600	\$0	-\$600	
Economic Services	Tourism And Area Promotion	7153	DEM CONTRIBUTION- STA PI	Grants - Operating	\$0	\$0	-\$4,100	
				Grants - Operating Total	-\$600	\$0	-\$4,700	
				Tourism And Area Promotion Total	-\$600	\$0	-\$4,700	
Economic Services	Other Economic Services	7113	GRANT - HERITAGE RAIL	Grants - Operating	\$0	-\$12,500	-\$11,400	No funding for this year for Discovery Centre
				Grants - Operating Total	\$0	-\$12,500	-\$11,400	
				Other Economic Services Total	\$0	-\$12,500	-\$11,400	
Economic Services Total					-\$600	-\$12,500	-\$16,100	
Grand Total					-\$1,535,400	-\$1,749,800	-\$1,989,400	

Programme Description	Sub-Programme Description	COA	Description	Inc/Exp Analysis	BUDGET	ACTUAL		
NON OPERATING GRANTS					ROUNDED			
				2018-2019	2017-2018	2017-2018		
Law, Order, Public Safety	Fire Prevention	0733	FIRE - GOVERNMENT GR.	Grants - Non Operating	\$0	-\$265,000	-\$265,300	Fire Shed prior year
				Grants - Non Operating Total	\$0	-\$265,000	-\$265,300	
				Fire Prevention Total	\$0	-\$265,000	-\$265,300	
Law, Order, Public Safety Total					\$0	-\$265,000	-\$265,300	
Recreation And Culture	Other Culture	3953	MUSEUM - GRANT	Grants - Non Operating	\$0	-\$10,700	-\$10,700	Museum recoupment for transfer of property
				Grants - Non Operating Total	\$0	-\$10,700	-\$10,700	
				Other Culture Total	\$0	-\$10,700	-\$10,700	
Recreation And Culture Total					\$0	-\$10,700	-\$10,700	
Transport	Mtce Sts,Rds,Bridges,Depots	6033	GRANT - REGIONAL ROA	Grants - Non Operating	-\$423,900	-\$432,000	-\$345,600	Department of Main Roads (Regional Roads Group)
Transport	Mtce Sts,Rds,Bridges,Depots	6063	GRANT - ROADS TO RECC	Grants - Non Operating	-\$294,000	-\$496,700	-\$505,800	Department of Infrastructure, Regional Development and Cities (Roads 2 recovery)
				Grants - Non Operating Total	-\$717,900	-\$928,700	-\$851,400	
				Mtce Sts,Rds,Bridges,Depots Total	-\$717,900	-\$928,700	-\$851,400	
Transport Total					-\$717,900	-\$928,700	-\$851,400	
Economic Services	Tourism And Area Promotion	7143	GRANT NSRF - STA PROJ	Grants - Non Operating	\$0	-\$600,000	-\$600,000	
				Grants - Non Operating Total	\$0	-\$600,000	-\$600,000	
				Tourism And Area Promotion Total	\$0	-\$600,000	-\$600,000	
Economic Services Total					\$0	-\$600,000	-\$600,000	
Grand Total					-\$717,900	-\$1,804,400	-\$1,727,500	



Shire of Dowerin Local Planning Scheme No.2
Scheme Amendment No.2

**Rezoning Part Lot 28 (No. 59) Goldfields Road, Dowerin from
"Parks and Recreation" to "Mixed Use" Zone**

Shire of Dowerin
13 Cottrell Street
PO Box 111
Dowerin WA 6461
Ph: 9631 1202
Fax: 9631 1193
Email: dowshire@dowerin.wa.gov.au

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME
SHIRE OF DOWERIN
LOCAL PLANNING SCHEME No.2

RESOLVED THAT Council in pursuance of Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Rezoning portion of Lot 28 (59) Goldfields Road, Dowerin from "Parks and Recreation" to "Mixed Use" zone;
2. Insert into Table 1: Zoning Table of the Scheme, the new 'Mixed Use' zone and associated permissibility as follows:

USE CLASSES	MIXED USE
RESIDENTIAL USES	
Aged or Dependent Persons Dwelling	D
Caretaker's Dwelling	D
Grouped Dwelling	D
Home Business	D
Home Occupation	D
Home Office	D
Home Store	D
Residential Building	D
Single House	D
TOURIST AND ENTERTAINMENT USES	

USE CLASSES	MIXED USE
Amusement Parlour	A
Bed and Breakfast	D
Hotel	A
Motel	A
Tourist Development	D
OTHER USES	
Funeral Parlour	A
Service Utility	D
Telecommunications Infrastructure	D
Veterinary Centre	A
COMMERCE USES	
Betting Agency	D
Bulky Goods Showroom	D
Cinema/Theatre	D
Consulting Rooms	P
Convenience Store	D
Dry Cleaning Premises	D
Fast Food Outlet	D
Lunch Bar	P

USE CLASSES	MIXED USE
Market	A
Medical Centre	A
Office	P
Reception Centre	D
Recreation – Private	D
Restaurant/Café	A
Service Station	D
Shop	D
Trade Display	D
INDUSTRY USES	
Warehouse/Storage	A
CIVIC AND COMMUNITY USES	
Child Care Premises	P
Civic Use	D
Club Premises	D
Community Purpose	D
Educational Establishment	D
Exhibition Centre	A
Family Day Care	D

All other land uses are to be designated as 'X' (prohibited)

3. Insert under clause 3.2 – Objectives of the Zones – the following text between 'Townsite zone' and 'Special Use zone':

Mixed Use Zone

The objectives are;

- To provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to a high standard and provide for the safe and efficient movement of pedestrians and vehicles.
- To provide a compatible interface and transition between commercial, light industrial and residential areas.

4. Insert new clause 4.11 – Development in the Mixed Use zone as follows:

Unless otherwise specified on the Scheme map, residential development in the 'Mixed Use' zone shall be in accordance with the R10/35 Code and shall satisfy the mixed use requirements of the Residential Design Codes.

5. Amend the Scheme Map accordingly.

Dated this..... day of 20

.....
CHIEF EXECUTIVE OFFICER

File No:.....
Part of Agenda:.....

MINISTER FOR PLANNING, LANDS & HERITAGE

PROPOSAL TO AMEND A SCHEME

1. *LOCAL AUTHORITY:* Shire of Dowerin

 2. *DESCRIPTION OF LOCAL PLANNING SCHEME:* Local Planning Scheme No.2

 3. *TYPE OF SCHEME:* District Zoning Scheme

 4. *SERIAL No. OF AMENDMENT:* Amendment No.2

 5. *PROPOSAL:* Introduce the 'Mixed Use' zone and relevant provisions in Local Planning Scheme No.2 and reclassifying Part Lot 28 (No. 59) Goldfields Road, Dowerin from "Parks and Recreation" to "Mixed Use".
-

SCHEME AMENDMENT REPORT

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1.0 EXECUTIVE SUMMARY

The purpose of this Amendment to the Shire of Dowerin Local Planning Scheme No.2 (LPS2) is to –

- introduce the 'Mixed Use' zone as a new zone in LPS2;
- provide, as appropriate, zone objectives, land use permissibility (Table 1 of the Scheme) and site and development standards for the 'Mixed Use' zone;
- rezone part of Lot 28 (59) Goldfields Road, Dowerin from "Parks and Recreation" to "Mixed Use" Zone; and
- amend the Scheme Map accordingly.

For the purposes of the *Planning and Development (Local Planning Schemes) Regulations 2015*, this proposed Scheme Amendment is a 'Standard' Scheme Amendment.

2.0 INTRODUCTION

The 'Mixed Use' Zone is intended to allow for the development of a broad mix of varied but compatible land uses such as housing, offices, showrooms, eating establishments and appropriate land uses activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.

The Scheme Amendment request follows the recommendations of the Shire of Dowerin Residential Property Portfolio adopted by Council at the February 2018 Ordinary Council Meeting. The Residential Property Portfolio aims to provide asset management plans for Council-owned properties, and to inform and guide future decisions of Council regarding its properties.

3.0 LOCATION & SITE DETAILS

The subject land comprises a portion of Lot 28 (No.59) Goldfields Road, Dowerin. Lot 28 is described on Certificate of Title Volume 2625, Folio 462. (Refer **Annexure 1** – Certificate of Title).

The registered proprietor of the site is outlined below:

Lot Details:	Registered Proprietor:	Volume	Folio
<i>Lot 28 on Deposited Plan 46654</i>	<i>Shire of Dowerin of Post Office Box 111, Dowerin</i>	2625	462



Figure 1: Location Plan (Source: Landgate)

The subject site is currently zoned "Residential R10/35" and "Parks and Recreation" by Shire of Dowerin Local Planning Scheme No.2. It is proposed to rezone that portion of the land currently classified "Parks and Recreation" (highlighted green on **Figure 1**) to "Mixed Use" zone.

The subject site currently comprises the former Dowerin Bowling Club building and slopes down from south to north. The Club has recently relocated to the new Dowerin Community Club whereby members have access to a state of the art 10 rink synthetic bowling green complete with lights. The Dowerin Community Club is located at 1 Memorial Ave in Dowerin. The land characteristics include limited remnant vegetation on the Stacey Street boundary. Refer **Figure 1**.

The subject site has the following locational attributes:

- The site has access to most urban infrastructure services;
- The site is within walking distance from Dowerin's commercial centre and Dowerin District High School; and

- There are no environmental and/or fire management issues on the site which cannot be addressed and which might otherwise prevent further development.

4.0 SCHEME AMENDMENT PROPOSAL

4.1 Amendment Specifics

The purpose of the proposed Amendment is to:

1. Insert into Table 1: Zoning Table of the Scheme, the new 'Mixed Use' zone and associated permissibility as follows:

USE CLASSES	MIXED USE
RESIDENTIAL USES	
Aged or Dependent Persons Dwelling	D
Caretaker's Dwelling	D
Grouped Dwelling	D
Home Business	D
Home Occupation	D
Home Office	D
Home Store	D
Residential Building	D
Single House	D
TOURIST AND ENTERTAINMENT USES	
Amusement Parlour	A
Bed and Breakfast	D
Hotel	A

USE CLASSES	MIXED USE
Motel	A
Tourist Development	D
OTHER USES	
Funeral Parlour	A
Service Utility	D
Telecommunications Infrastructure	D
Veterinary Centre	A
COMMERCE USES	
Betting Agency	D
Bulky Goods Showroom	D
Cinema/Theatre	D
Consulting Rooms	P
Convenience Store	D
Dry Cleaning Premises	D
Fast Food Outlet	D
Lunch Bar	P
Market	A
Medical Centre	A
Office	P
Reception Centre	D
Recreation – Private	D

USE CLASSES	MIXED USE
Restaurant/Café	A
Service Station	D
Shop	D
Trade Display	D
INDUSTRY USES	
Warehouse/Storage	A
CIVIC AND COMMUNITY USES	
Child Care Premises	P
Civic Use	D
Club Premises	D
Community Purpose	D
Educational Establishment	D
Exhibition Centre	A
Family Day Care	D

All other land uses are to be designated as 'X' (prohibited)

2. Insert under Clause 3.2 – Objectives of the Zones – the following text between 'Townsite zone' and 'Special Use zone':

Mixed Use Zone

The objectives are;

- To provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to a high standard and provide for the safe and efficient movement of pedestrians and vehicles.
 - To provide a compatible interface and transition between commercial, light industrial and residential areas.
3. Insert new Clause 4.11 – Development in the Mixed Use zone as follows:
- Unless otherwise specified on the Scheme map, residential development in the 'Mixed Use' zone shall be in accordance with the R10/35 Code and shall satisfy the mixed use requirements of the Residential Design Codes.
4. Amend the Scheme Map by reclassifying Part Lot 28 (59) Goldfields Road, Dowerin from “Parks and Recreation” reserve to “Mixed Use” zone.

4.2 Rationale in Support of Amendment No.2

The proposed rezoning of the subject land is supported by the Shire of Dowerin’s Local Planning Strategy. Further rationale in support of the Scheme Amendment is outlined in response to the various Planning requirements associated with the site, detailed in Section 5.0 of this Report.

5.0 STRATEGIC & STATUTORY FRAMEWORK

5.1 Local Planning Context

5.1.1 Local Planning Scheme No. 2

The subject land is classified “Parks and Recreation” in the Shire of Dowerin Local Planning Scheme No.2 (LPS2).

As outlined under 4.1 (Amendment Specifics) of this document, the Scheme Amendment seeks to introduce the ‘Mixed Use’ zone in LPS2. The objectives of the Mixed Use zone will be inserted under clause 3.2 of LPS2. Table 1 – Zoning Table of the Scheme will be augmented to include the Mixed Use zone and list of uses that may be considered in this zone.

Refer LPS2 Zoning Map Extract at **Figure 3**.

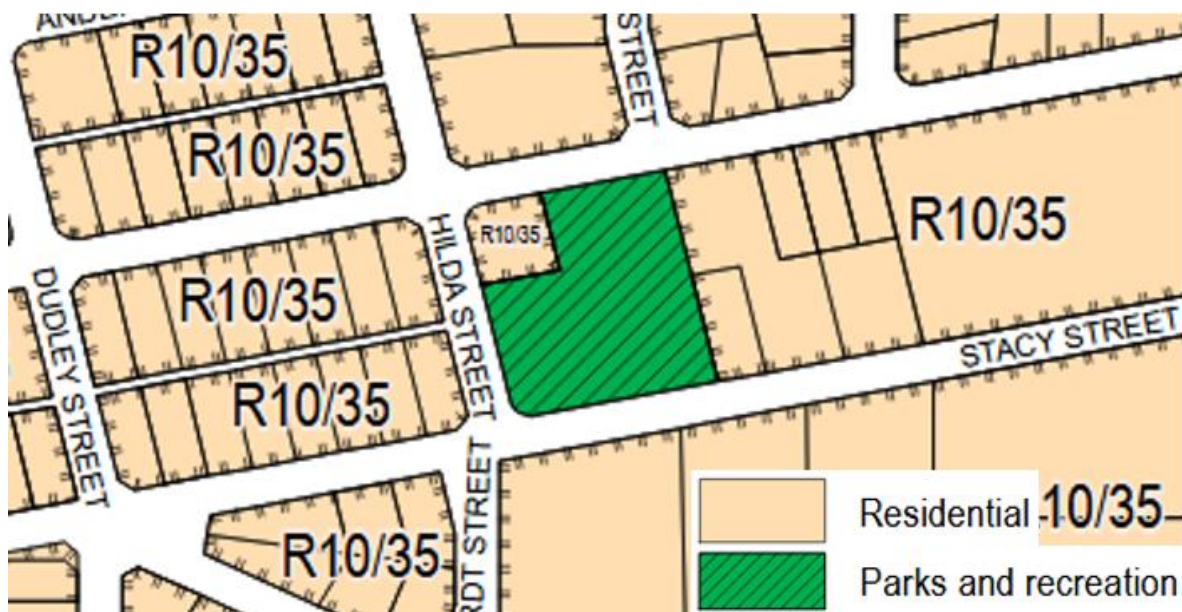


Figure 3: Excerpt – LPS2 Zoning Map (Current Zoning)

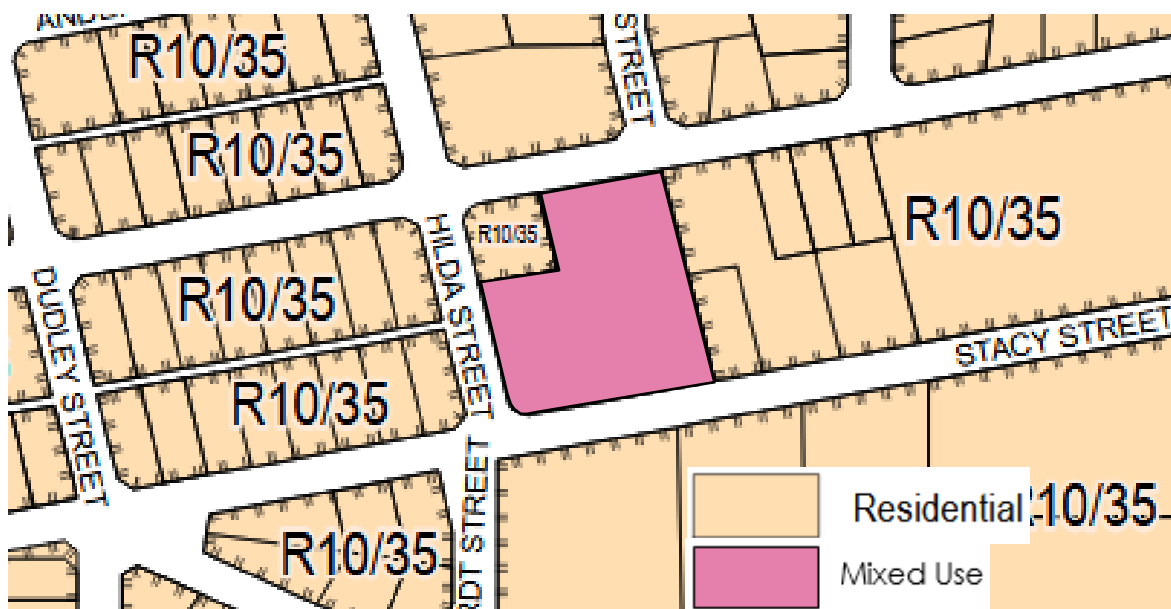


Figure 4: Proposed Zoning ('Mixed Use')

5.1.2 Shire of Dowerin Local Planning Strategy

The Shire of Dowerin Local Planning Strategy (LPS) endorsed by the Western Australian Planning Commission on 11 June 2013, shows the subject site is to be retained for Parks and Recreation (annotated green on the Strategy Map).

While the Mixed Use zone is considered to be an intermediate stage between Residential and Commercial, and while the LPS is silent on the establishment of an intermediate zone such as the Mixed Use zone, the LPS is generally supportive of the addition of future commercial areas.

This Scheme Amendment is also consistent with the set Strategies for Dowerin given that: -

- the Amendment encourages the take up of existing land in the Dowerin townsite;
- the Amendment will consolidate development within Dowerin;
- the Amendment will provide for development which capitalises on existing infrastructure in the immediate area; and
- This Amendment will generally provide for much-needed mixed use type development in Dowerin townsite, has the potential to increase private investment, lead to higher property values, promote tourism, and support the development of a good business climate in Dowerin.

5.2 State Planning Context

State Planning Policy 3 Urban Growth and Settlement (SPP3)

SPP3 sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia.

The objectives of this policy are —

- *To promote a sustainable and well planned pattern of settlement across the State, with sufficient and suitable land to provide for a wide variety of housing, employment, recreation facilities and open space.*
- *To build on existing communities with established local and regional economies, concentrate investment in the improvement of services and infrastructure and enhance the quality of life in those communities.*
- *To manage the growth and development of urban areas in response to the social and economic needs of the community and in recognition of relevant climatic, environmental, heritage and community values and constraints.*
- *To promote the development of a sustainable and liveable neighbourhood form which reduces energy, water and travel demand whilst ensuring safe and convenient access to employment and services by all modes, provides choice and affordability of housing and creates an identifiable sense of place for each community.*
- *To coordinate new development with the efficient, economic and timely provision of infrastructure and services.*

The key requirements for sustainable communities in SPP3 relevant to this Amendment proposal are —

- *sufficient and suitable serviced land in the right locations for housing, employment, commercial, recreational and other purposes, coordinated with the efficient and economic provision of transport, essential infrastructure and human services; and*
- *making the most efficient use of land in existing urban areas through the use of vacant and under-utilised land and buildings, and higher densities where these can be achieved without detriment to neighbourhood character and heritage values; the cost-effective use of urban land and buildings, schools and community services, infrastructure systems and established neighbourhoods; and promoting and encouraging urban development that is consistent with the efficient use of energy;*

5.3 Other Planning Considerations

5.3.1 Services

The site will be provided with reticulated power, telecommunications and scheme water.

5.3.2 Roads

The site is highly accessible and enjoys street frontage to 3 existing roads, namely Goldfields Road to the north, Stacey Street to the south and Hilda Street to the west.

6.0 CONCLUSION

It is considered the Scheme Amendment is consistent with the objectives of the Shire's Local Planning Strategy, and is in accordance with the Commission's State Planning Policies.

ANNEXURE 1
Certificate of Title

WESTERN



AUSTRALIA

REGISTER NUMBER 28/DP46654	
DUPLICATE EDITION 3	DATE DUPLICATE ISSUED 15/4/2015

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **2625** FOLIO **462**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 28 ON DEPOSITED PLAN 46654

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF DOWERIN OF POST OFFICE BOX 111, DOWERIN

(T M964079) REGISTERED 10/4/2015

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

- M964078 THIS EDITION WAS ISSUED PURSUANT TO SECTION 75 OF THE TLA. REGISTERED 10/4/2015.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP46654
PREVIOUS TITLE: 2625-460
PROPERTY STREET ADDRESS: 59 GOLDFIELDS RD, DOWERIN.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF DOWERIN

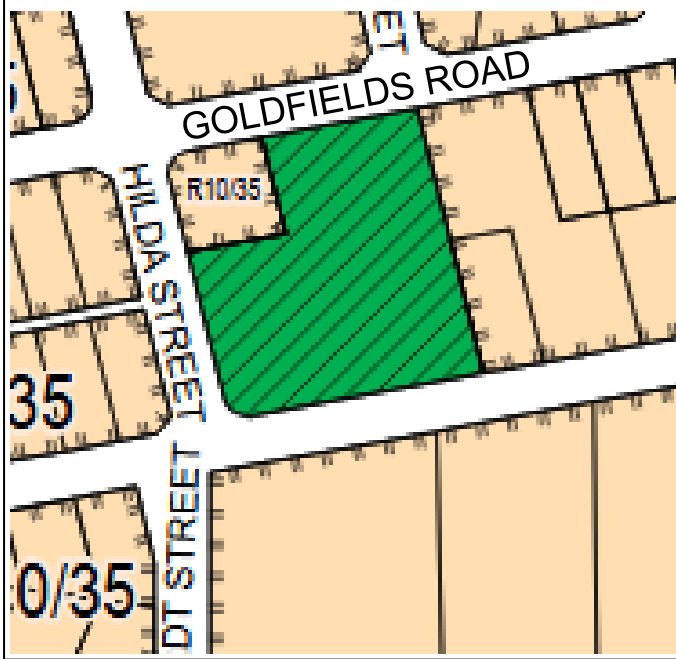
SCHEME AMENDMENT MAPS



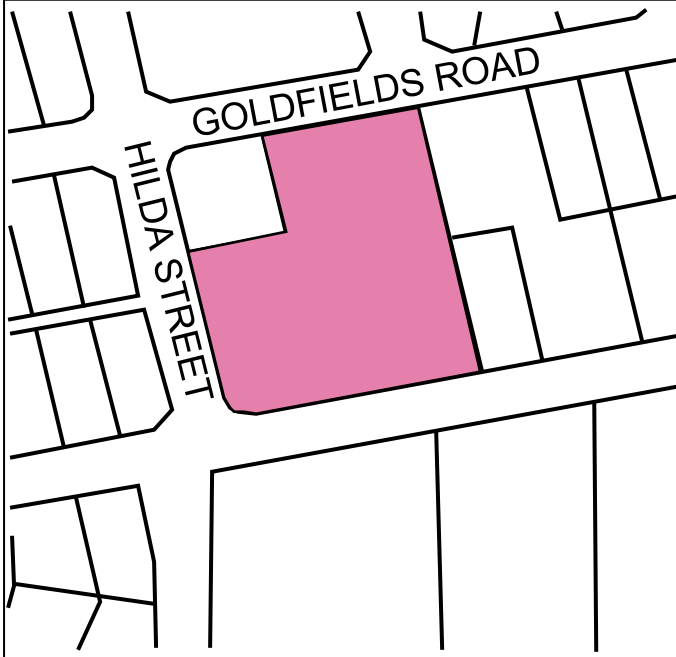


Planning and Development Act 2005
SHIRE OF DOWERIN
LOCAL PLANNING SCHEME NO.2
SCHEME AMENDMENT NO.2

EXISTING ZONING




PROPOSED ZONING




LEGEND

LOCAL SCHEME RESERVES


 Parks and recreation

LOCAL SCHEME ZONES

 Residential

 Mixed Use

OTHER CATEGORIES

 R20 R Codes

SCHEME AMENDMENT DOCUMENT



PLANNING AND DEVELOPMENT ACT 2005
SHIRE OF DOWERIN
LOCAL PLANNING SCHEME No.2
AMENDMENT No.2

The Council of the Shire of Dowerin under and by virtue of the powers conferred upon it in that behalf by the *Planning and Development Act 2005*, hereby amends the above Local Planning Scheme by:

1. Rezoning portion of Lot 28 (59) Goldfields Road, Dowerin from "Parks and Recreation" to "Mixed Use" zone;
2. Insert into Table 1: Zoning Table of the Scheme, the new 'Mixed Use' zone and associated permissibility as follows:

USE CLASSES	MIXED USE
RESIDENTIAL USES	
Aged or Dependent Persons Dwelling	D
Caretaker's Dwelling	D
Grouped Dwelling	D
Home Business	D
Home Occupation	D
Home Office	D
Home Store	D
Residential Building	D
Single House	D

USE CLASSES	MIXED USE
TOURIST AND ENTERTAINMENT USES	
Amusement Parlour	A
Bed and Breakfast	D
Hotel	A
Motel	A
Tourist Development	D
OTHER USES	
Funeral Parlour	A
Service Utility	D
Telecommunications Infrastructure	D
Veterinary Centre	A
COMMERCE USES	
Betting Agency	D
Bulky Goods Showroom	D
Cinema/Theatre	D
Consulting Rooms	P
Convenience Store	D
Dry Cleaning Premises	D
Fast Food Outlet	D

USE CLASSES	MIXED USE
Lunch Bar	P
Market	A
Medical Centre	A
Office	P
Reception Centre	D
Recreation – Private	D
Restaurant/Café	A
Service Station	D
Shop	D
Trade Display	D
INDUSTRY USES	
Warehouse/Storage	A
CIVIC AND COMMUNITY USES	
Child Care Premises	P
Civic Use	D
Club Premises	D
Community Purpose	D
Educational Establishment	D
Exhibition Centre	A

USE CLASSES	MIXED USE
Family Day Care	D

All other land uses are to be designated as 'X' (prohibited)

3. Insert under clause 3.2 – Objectives of the Zones – the following text between 'Townsite Zone' and 'Special Use Zone':

Mixed Use Zone

The objectives are;

- To provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to a high standard and provide for the safe and efficient movement of pedestrians and vehicles.
- To provide a compatible interface and transition between commercial, light industrial and residential areas.

4. Insert new clause 4.11 – Development in the Mixed Use zone as follows:

Unless otherwise specified on the Scheme map, residential development in the 'Mixed Use' zone shall be in accordance with the R10/35 Code and shall satisfy the mixed use requirements of the Residential Design Codes.

5. Amend the Scheme Map accordingly.
-

ADOPTION

Adopted by resolution of the Council of the Shire of Dowerin at the Meeting of the Council held on the day of 20.....

.....

SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

FINAL APPROVAL

ADOPTED for Final Approval by resolution of the Shire of Dowerin at the Meeting of the Council held on the day of20..... and the Common Seal of the Shire of Dowerin was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

Recommended/Submitted for Final Approval

.....
**DELEGATED UNDER S.16 OF
THE PD ACT 2005**

Date

Final Approval granted

.....
MINISTER FOR PLANNING

Date



Environmental Protection Authority



Chief Executive Officer
Shire of Dowerin
PO Box 111
DOWERIN WA 6461

Our Ref: CMS17378
Enquiries: Billie-J Hughes, 6364 7600
Email: Billie-J.Hughes@dwer.wa.gov.au

Dear Sir/Madam

DECISION UNDER SECTION 48A(1)(a) *Environmental Protection Act 1986*

SCHEME:	Shire of Dowerin - Local Planning Scheme 2 - Amendment 2
LOCATION:	Lot 28 Goldfields Road, Dowerin
RESPONSIBLE AUTHORITY:	Shire of Dowerin
DECISION:	Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of EP Act. No Advice Given. (Not Appealable)

Thank you for referring the above scheme to the Environmental Protection Authority (EPA).

After consideration of the information provided by you, the EPA considers that the proposed scheme should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) and that it is not necessary to provide any advice or recommendations.

Please note the following:

- For the purposes of Part IV of the EP Act, the scheme is defined as an assessed scheme. In relation to the implementation of the scheme, please note the requirements of Part IV Division 4 of the EP Act.

- There is no appeal right in respect of the EPA's decision to not assess the scheme.

Yours sincerely

A handwritten signature in black ink, appearing to be 'PS', with a long horizontal line extending to the right.

Patrick Seares
Delegate of the Environmental Protection Authority
Executive Director EPA Strategic and Guidance

5 June 2018

Rezoning of Part Lot 28 (#59) Goldfields Road, Dowerin from 'Parks & Recreation' to 'Mixed Use' zone

No.	Address	Name	Nature of Submission	Officer Comment & Recommendation
1.	PO Box 8172 Perth WA 6849 <u>Date received:</u> 3 July 2018	Department of Health (DoH)	<p>No objection.</p> <p>Advises as follows:</p> <p><u>1. Water Supply and Wastewater Disposal</u> The proposed-amendment is to ensure development is in accordance with the draft Country Sewerage Policy. Where reticulated sewerage is not available the Amendment should provide guidance for on-site effluent disposal. To assess if on-site wastewater disposal systems are to be effective, a 'site-and-soil evaluation' (SSE) in accordance with Australian Standard 1547 (AS/NZS 1547) is required and should be referenced.</p> <p>The DOH has no objection to the rezoning proposal subject to undertaking a detailed 'site-and-soil evaluation' (SSE) to:</p> <ul style="list-style-type: none"> • determine minimum lot sizes • identify appropriate treatment technologies and on-site wastewater disposal management systems • establish performance standards/criteria • determine management and monitoring options 	<p>Noted.</p> <p><u>Recommendation:</u> Modification of Scheme Amendment not required.</p> <p>Noted. A site and soil evaluation over the subject site is not required at the rezoning stage. The DOH's advice, however, will be given due consideration at the development stage.</p> <p><u>Recommendation:</u> Modification of Scheme Amendment not required.</p>

Rezoning of Part Lot 28 (#59) Goldfields Road, Dowerin from 'Parks & Recreation' to 'Mixed Use' zone

No.	Address	Name	Nature of Submission	Officer Comment & Recommendation
			<p>Approval for any on-site waste water treatment process with such proposals being in accordance with DOH publications.</p> <p>The proposed development is required to connect to scheme water and be in accordance with the draft Country Sewerage policy.</p> <p><u>2. Public Health Impacts</u> DOH has a document on 'Evidence supporting the creation of environments that encourage healthy active living' which may assist you with planning elements related to this structure plan.</p> <p>The Shire of Dowerin should also use this opportunity to minimise potential negative impacts of the mixed use developments such as noise, odour, light and other lifestyle activities.</p> <p>To minimise adverse impacts on the residential component, the Shire of Dowerin could consider incorporation of additional sound proofing / insulation, double glazing on windows, or design aspects related to location of air conditioning units and other appropriate building / construction measures.</p>	<p>Noted. <u>Recommendation:</u> Modification of Scheme Amendment not required.</p> <p>Noted. <u>Recommendation:</u> Modification of Scheme Amendment not required.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted. It is considered the /Mixed Use' zone will bring together and integrate different land uses and activities, making them readily accessible in one location. It is also considered that the Scheme provisions and objectives of the 'Mixed Use'</p>

Rezoning of Part Lot 28 (#59) Goldfields Road, Dowerin from 'Parks & Recreation' to 'Mixed Use' zone

No.	Address	Name	Nature of Submission	Officer Comment & Recommendation
				zone can appropriately manage more sensitive uses with regard to potential disturbance generating aspects of other uses. Recommendation: Modification of Scheme Amendment not required.
2.	PO Box 333 Northam WA 6401 <u>Date received:</u> 25 July 2018	Main Roads WA (MRWA)	<p>Advises as follows: Lot 28 has road frontage onto Goldfields Road (Goomalling Merredin Road (M016)) with no current vehicular access. The Lot 28 also has road frontage onto Hilda and Stacey Streets on the western and southern boundaries.</p> <p>Main Roads is prepared to support the Local Planning Scheme amendment to rezone to mixed use with the following condition.</p> <p>No access from M016 Goomalling Merredin Road (Goldfields Road) will be approved. Any future development / subdivision of the land will be required to obtain access from Hilda Street or Stacey Street.</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted. Recommendation: Modification of Scheme Amendment not required.</p>



DOWERIN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Attendance

31 July 2018 at 11.00am

Shire of Dowerin, Council Chambers

Darrel Hudson	Shire President (Chair)
Gary Martin	Shire of Dowerin
Glen Brigg	Shire of Dowerin
Ross Bartley	Dowerin Police Service
Jarrad Savage	Dowerin Police Service
Daniel Hendriksen	DFES Northam – Area Manager
Barb Garner	Dowerin District High School
Suzanne Blay	Dowerin Events Management
Phil Pickering	Dowerin Bush Fire Brigade
Carla Proud	Dowerin St John Ambulance
Lisa Begley	Home and Community Care
Duncan Jones	St John Ambulance
Jo Spadaccini	Department of Communities – Emergency Services Unit



- BFB Modifications scheduled for Dowerin and Minnivale Units. Backups will be provided.
- St. Johns Will be attending Field day similar to previous years. Also having a display and a standby Unit. Second Ambulance now stationed at Dowerin Official opening?
- Dowerin Events Start erecting Marquees on 13 August. Liquor Licence approved. Traffic Management in place. Tuesday is the busiest day (Police will try to be present). Security teams onsite from Monday. Shire undertaking internal roadworks Relocate Ablution block to Camp ground.
- Shire New CEO Rebecca McCall commences the week of the Field Day
- 5.2 Emergency Contacts List update.

6. General business:

- 6.1 Joint exercise. This had been a worthwhile event. It was suggested that this exercise be reviewed, and the next exercise be planned as a local exercise only based on a fire scenario.
- 6.2 Communications. Discussion on agency and inter agency communications and lack of compatibility. Dependence on the mobile phone network but failure when power goes out. Suggested communication form part of the next exercise.



6.3 BFB – St. Johns. Suggested shared power backup for both new buildings (need to operate electronic doors etc). Possible ESL funding next year.

7. Next meeting:

It was resolved that the next meeting be held at 11.00am on Tuesday 9 October 2018 in the new Dowerin St. Johns Sub Centre building.

8. Close. Declared closed at 11.30 am



Shire of Dowerin

Finance Committee Meeting Minutes

15 August 2018 – 3pm

Committee Members

Cr D.P. Hudson

Cr R.I Trepp

Cr. B.N. Walsh

Staff

Mr G Martin, Acting Chief Executive Officer

Ms S Fitchat, Finance Manager

Mr G Brigg, Asset and Works Manager

Ms R McCall, New Chief Executive Officer

Apology

NII

SHIRE OF DOWERIN
MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 15 AUGUST 2018 at 3 pm
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10.	CLOSURE OF MEETING.....	20

1. DECLARATION OF OPENING

The Chair, Cr R Trepp opened the meeting at 2.55 pm.

2. ATTENDANCE

Members

Cr R.I Trepp, Chair

Cr D.P. Hudson

Cr. B.N. Walsh

Staff

Mr G Martin, Acting Chief Executive Officer

Ms S Fitchat, Finance Manager.

Mr G Brigg, Asset and Works Manager

Ms R McCall, New Chief Executive Officer

3. DISCLOSURE OF INTEREST

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member before the meeting commences. After the meeting, the form is to be forwarded to the Administration Office for inclusion in the Corporate Financial Disclosures Register.

4. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 4.1

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 16 JULY 2018 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

COMMITTEE RECOMMENDATION – ITEM 4.1

MOVED: CR B WALSH

SECONDED: CR D HUDSON

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 16 JULY 2018 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

CARRIED 3/0

5. PRESENTATIONS

Nil

5.1 STANDING ITEM – BUSINESS ARISING FROM PREVIOUS MEETING/S

Date: 15 August 2018
File Ref:
Disclosure of Interest: Nil
Author: Susan Fitchat, Finance Manager
Attachments:

Summary

This report provides an update on business arising from previous Finance Committee meetings.

Background

At the Finance Committee Meeting on the 16 July 2018, the Finance Committee followed up on:

Payments:

Perth Laundry Equipment at the Short Term Accommodation:

The current equipment shall be collected by the supplier after the Field Days Event. The washing machines and dryers shall be replaced with one dryer and one washing coin operated machines for quoted price of \$30 per week, \$1560 for the year. The maintenance of the machines shall be done by the supplier.

Outstanding rental payments.

The balance outstanding for the tenant as advised is \$2985. The rental arrears up to end of January 2018 have been paid.

A letter will need to be issued to follow up on the rest of the arrears.

Cash carry over update

- Cash carry over of \$242,365 Regional Roads grant 2017-18 for capital road expenditure.
- Cash carry over of \$315,854 Roads to Recovery 2017-18 for capital road expenditure.
- Cash carry over of \$11,598 for Home and Community Care 2016-17 for building renewal.
- Cash carry over of \$22,500 received on 14th June 2018 for Home and Community Care for Growth Funding 2017-2018.

This funding was provided for transition costs as they move to the Commonwealth Home Support Programme (CHSP from 1 July 2018.)

- Cash carry over of internal funds for \$20,821 towards Solar for the shire offices
- Cash carry over of internal funds for \$100,000 towards swimming pool construction.
- Cash carry over of internal funds \$14,000 towards footpaths.
- Cash carry over for \$103,769 to Sewerage Reserve.
- Cash carry over for Bowling Green reserve of \$10,000.
- Cash carry over for Tennis Court reserve of \$6,000.
- Cash carry over for Plant reserve of \$183,660.

- Cash carry over for Economic Development Reserve of \$42,000.

Action: Carry over external funds received as restricted cash and make provision for related expenditure from the 2017-18 budget to the 2018-19 Budget.

Budget 2018-19. Vehicle for the Shires new Chief Executive Officer.

Action: Vehicle provision of \$52,000 has been made in the Budget 2018-19 for a new vehicle under Capital Acquisitions. The vehicle is in process of being purchased.

Consultation

Chief Executive Officer

Financial Implications

Nil

Risk

The item ensures that recommendations arising from Finance Committee meetings are considered and actioned and updates provided to the Committee.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan - Theme 4 – Local Government Leadership

OFFICER RECOMMENDATION – ITEM 5.1

THAT THE FINANCE COMMITTEE NOTES THE PROGRESS ON ACTIONS AND RECOMMENDATIONS ARISING FROM PREVIOUS MEETING/S.

COMMITTEE RECOMMENDATION – ITEM 5.1

MOVED: CR RI TREPP

SECONDED: CR D HUDSON

THAT THE FINANCE COMMITTEE NOTES THE PROGRESS ON ACTIONS AND RECOMMENDATIONS ARISING FROM PREVIOUS MEETING/S.

CARRIED 3/0

6. FINANCE REPORT

6.1 DEFERMENT OF FINANCIAL ACTIVITY STATEMENTS – JULY 2018

Date:

Applicant: Shire of Dowerin

Location: Dowerin

File Ref: ADM

Disclosure of Interest: 15 August 2018

Author: Susan Fitchat, Finance Manager

Senior Officer: Gary Martin, Acting Chief Executive Officer

Attachments: 1. Nil

Summary

The financial statements for the period ending 31 July 2018 are deferred to be presented to Council at the September 2018 meeting, for the following reasons:

- Council has yet to adopt the budget for 2018-19.
- The Finance team has been busy with financial year end 2017-2018 processes and preparing the annual financial report

The financial year end processes this year included the valuation of land and buildings by AssetVal Pty Ltd. The results will have impact on the financial year end statements, namely the Revaluation Surplus Equity account and the Other Comprehensive Income – Changes on revaluation of non-current assets. This is non cash movement and will not affect cash flow or increase cash income. The reconciliation of the land and buildings has been forwarded onto the Local Government Consultant. The following are under review:

- The Home and Community Care building is owned by Silver Chain Group Ltd.
- Ablutions building by the Caravan park is not owned by the shire.
- Train Station - the Shire has the license agreement with Westnet Rail Pty Ltd. The shire is not the owner. Currently the license will expire on 1 December 2018. The agreement began in 2008 and includes the maintenance and insurance by the user (The Shire); however ownership remains with Westnet,
- The Dowerin Golf course is Crown land managed by the Shire and falls under Vested Land; therefore should be on our Asset Register as per the following advice from AssetVal report dated 30.06.18 page 6.

“VESTED LAND

Land that is vested or held under a management order has been excluded from this valuation in accordance with Section 16, Local Government (Financial Management) Regulations 1996 (As amended 2012) unless it is operated by the local government as a golf course, showground, racecourse or any other sporting or recreational facility of State or regional significance. Any structures placed by the local government on Crown/vested land are to be included.”

The valuation includes the take on of the following assets into the land and buildings register:

Lot 100 Anderson Street (Diagram 9372)* Registered on 24.11.1933-Dowerin Road Board	30/06/2018	100/DP46654	\$35,000
Lot 9100 Goldfields (deposited plan 70522)* Registered on 02.04.2012-Shire of Dowerin	30/06/2018	9100/DP70522	\$100,000
Lot 28 - 59 Goldfields Rd, Dowerin (DP 46654)* Registered on 10.04.2015-Shire of Dowerin	30/06/2018	28/DP46654	\$100,000
Dowerin Golf Course, Dowerin	30/06/2018	Crown Land	\$300,000
Total (non cash)			\$535,000

- *Title confirmed with Landgate

Please note the above is all land and not buildings.

Cash bank statements at the end of July 2018 for the Shire of Dowerin:

National Australia Bank	Balance
Municipal Account	\$33,248
Maximiser Account	\$1,530,853
Trust Account	\$ 12,108
Total	\$1,576,209

Investment Term Deposit at the end of July 2018

TD2361911	Bendigo	17.08.18	\$890251
TD2361913	Bendigo	17.08.18	\$162,611
STA Retention Bond TD2687155	Bendigo	23.08.18	\$42,271
TD2671483	Bendigo	07.01.19	\$935,417
Total			\$2,030,551

The Shire is in a financially liquid position and able to pay its bills and liabilities when they fall due.

OFFICER RECOMMENDATION – ITEM 6.1

THAT THE FINANCE COMMITTEE PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS DEFER THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORT FOR THE PERIOD ENDING 31 JULY 2018 TO THE SEPTEMBER MEETING

COMMITTEE RECOMMENDATION – ITEM 6.1

MOVED: CR D HUDSON

SECONDED: CR B WALSH.

THAT THE FINANCE COMMITTEE PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS RECOMMEND TO DEFER THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORT FOR THE PERIOD ENDING 31 JULY 2018 TO THE SEPTEMBER MEETING.

CARRIED 3/0

6.2 ACCOUNTS FOR PAYMENT – 01 JULY TO 31 JULY 2018

Date:	15 August 2018
Applicant:	Shire of Dowerin
Location:	Dowerin
File Ref:	
Disclosure of Interest:	Nil
Author:	Kathleen Brigg – Finance Officer
Senior Officer:	Susan Fitchat – Finance Manager
Attachments:	1. List of accounts for July 2018 2. Credit Card Statement

Background

The attached schedules of cheques drawn and electronic payments that have been raised under delegated authority during the month since the last Council meeting are presented are presented to the Finance Committee before being presented to Council to be received.

Cheque numbers: 10536 to 10547

EFT: 6012 to 6092

Comment

The list as presented has been reviewed by the Finance Manager and Acting Chief Executive Officer.

Consultation

At the Finance Committee meeting on 15 August, the Finance Committee checked the sequencing of the payments and enquired about the following.

1. Cheque 10545. Synergy Accounts. \$7,218.30 Response: the synergy accounts are for payment of electricity to the Recreation Centre, Football Oval, Hockey Ovals, government offices, depot, Community Resource Centre, Home and Community Care.
2. Cheque 10541. Synergy Accounts. \$2,246.00. Response: these Synergy bills are for 118 streetlights electricity consumption for from May to June 2018.
3. EFT6079 . Wesfarmers Kleenheat Gas \$718.08
Response: Gas tank, 779 litres supplied for the Recreation Centre and the Short Term accommodation.
4. EFT6088. Specialised Tree Services. \$5,661.05. 42 Street trees trimmed under powerlines, vegetation management. Pruning of palm trees at shire office

It was noted that the credit card statement had been signed and approved.

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

Payments have been made under delegation.

Financial Implications

Funds expended are in accordance with Council's proposed budget for the 2018-2019 financial year.

Risk Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority will be required at the Ordinary Meeting of Council.

OFFICER RECOMMENDATION – ITEM 6.2

THAT THE FINANCE COMMITTEE RECOMMEND THAT COUNCIL RECEIVE THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO CREDITOR PAYMENTS FROM THE MUNICIPAL FUND FOR THE PERIOD 1 JULY 2018 TO 31 JULY 2018 AS PER THE ATTACHED SCHEDULE CHEQUE PAYMENTS 10536 TO 10547, AND EFT 6012 TO EFT 6092.

COMMITTEE RECOMMENDATION – ITEM 6.2

MOVED: CR D HUDSON

SECONDED: CR B WALSH

THAT THE FINANCE COMMITTEE RECOMMEND THAT COUNCIL RECEIVE THE REPORT FROM THE ACTING CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO CREDITOR PAYMENTS FROM THE MUNICIPAL FUND FOR THE PERIOD 1 JULY 2018 TO 31 JULY 2018

CARRIED 3/0

6.3 TERM INVESTMENTS

Date: 13^h August 2018
 Applicant: Shire of Dowerin
 Location: Dowerin
 File Ref: ADM
 Disclosure of Interest: Nil
 Author: Susan Fitchat, Finance Manager
 Senior Officer:
 Attachments: 2. Quote from Bendigo Bank
 3. Quote from NAB

Background

The shire has the following investments due to mature in August

TD2361911	Bendigo	17.08.18	\$890 251
TD2361913	Bendigo	17.08.18	\$162,611
STA Retention Bond TD2687155	Bendigo	23.08.18	\$42,271*

*not to be reinvested

And an additional cash carry over's into reserves for:

- Sewerage Reserve for \$103,769
- Bowling Green reserve of \$10,000
- Tennis Court reserve of \$6,000
- And following council budget workshop an additional transfer of funds for the :
 Plant Sewerage reserve of \$183,660
 Economic Development Reserve of \$42,000

\$1,172,631 plus \$225,660, which equates to \$1,398,291.

This will require consideration for investment into term deposits.

While investments decisions have been delegated to the Chief Executive Officer, it is recommended to continue to put forward investment decisions via the Finance Committee for best practice, transparency and continuity.

Comment

In accordance with Council policy, officers have invited the two local banks, NAB and Bendigo, to provide the Shire with their term deposit rates. See attached and below:

FINANCE COMMITTEE MEETING MINUTES – 15 AUGUST 2018

Nab Bank	Rate	Bendigo Bank	Rate
90 days	2.6	90 days	2.6
30.06.19	2.7	30.06.19	2.75

While legislation and Council policy allows for investments of up to three years, it would be recommended to invest for a shorter period.

As per the budget, a transfer shall be required from the plant reserve of \$266,625 for plant capital expenditure (Refer to Budget 2018-19). To make provision for this It is recommended that an amount of \$266,625 be invested for 3 months with Bendigo.

The STA Retention released for payment in August will not be re-invested as the funds will be expensed for the Short Term Accommodation completion. It is recommended that the balance of funds be invested until 23 June 2019 where the interest shall be released as cash into the reserves. This is the preferred method for financial year end reporting of interest received for our cash backed reserves.

Statutory Implications

All investments are to comply with the following:

- Local Government Act 1995 (as amended) Section 6.14;
- The Trustees Act 1962 (as amended) Part III Investments;
- Local Government (Financial Management) Regulations 1996 (as amended) – Regulation 19, Regulation 28, and Regulation 49
- Australian Accounting Standards

Under Sect. 5.70 of the Local Government Act, employees must disclose interests relating to advice or reports:

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.

Penalty: \$10 000 or imprisonment for 2 years.

Under Sect. 5.71 if an employee has delegated power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and

Penalty: \$10 000 or imprisonment for 2 years.

Policy Implications

Council adopted the Shire of Dowerin Investment Policy at the Ordinary Meeting of Council on 27 June 2017. This matter has been considered in the context of that Council policy.

Financial Implications

An investment of \$1 million provides a return of approximately \$27,000 per annum which is a significant revenue source for the Shire.

Risk Implications

Term deposits with banks are considered low risk. However, there are risks inherent in any investment. Changes to the rates can have a positive or negative impact on returns. Another risk to consider is that the Shire is one of the larger customers and a decision by the Shire to invest in either bank will impact on the other.

Strategic Implications

Nil

Voting Requirements

A Simple Majority will be required at the Council meeting.

OFFICER RECOMMEDATION – ITEM 6.3

THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL THAT FUNDS ARE DISCUSSED AND INVESTED:

90 days term deposit with Bendigo for \$266,625 at 2.6 % and the Finance Manager to negotiate better rates for a term deposit up to 23 June 2019.

COMMITTEE RECOMMENDATION – ITEM 6.2

MOVED: CR D HUDSON

SECONDED: CR B WALSH

THAT THE FINANCE COMMITTEE RECOMMEND THAT COUNCIL BY SIMPLE MAJORITY APPROVE THE RECOMMENDATION.

CARRIED 3/0

6.4.1 ADOPTION OF THE 2018-19 BUDGET

Date:	15 August 2018
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	
Disclosure of Interest:	Authors of this agenda item and recommendations have a financial interest as salaries and other payments to the authors are incorporated in the budget.
Author:	Susan Fitchat, Finance Manager.
Senior Officer:	Gary Martin, Acting Chief Executive Officer.
Attachments:	1. 2018-19 Draft Statutory Budget 2. 2018-19 Detailed Budget by Programme;

Summary

To provide the Finance Committee with the Draft Budget Statutory report which the officer aim to present at the Ordinary Meeting of Council on 21 August 2018.

Please note that the figures are budget estimates at the time of reporting.

The carryover Net Current Funding Position for June 2018 is subject to change with the finalization of year end processes and the final audit.

Background

The draft 2018-19 budget, as attached, has been based on progressing priorities in Council's strategic documents such as the Strategic Community Plan and Plant Replacement Plan.

Council has given consideration to the detail within the draft budget as presented at a series of workshops, including a one-day workshop on the 2018-2019 Roads Program.

Comment

The proposed budget has been prepared to include an aggregate increase of 2%. Rates of individual properties will experience different rates increases as a result of revaluations.

General rates increased by 5%.

Refuse collection charges increased by 2%.

Sewerage rates in the \$ increased by 3%.

Sewer charges increased by 2%

Septic Tanks - Nil

Fees and charges were increased by an minimum of 2 % in most program areas as per the Schedule of Fees and Charges adopted by Council as a draft at the Ordinary Meeting of Council on the 26 June 2018 for the purpose of giving public notice.

Employee numbers have remained constant at 38. Employment costs have been increased by 2% to allow for incremental increases and potential increased to Award rates of pay.

Major purchases of plant as per the Plant Replacement Plan will include purchase of a grader, skid steer, mower and 5 new vehicles.

The 2018-19 budget includes a capital works program of \$3,179,876 comprised of the following:

1. A road program totaling \$1,350,333, the cost of which is partially offset by Federal and State road funding;
2. Finalizing the Short Term Accommodation Project, which includes a retention payment of \$83,000.
3. Shire office building and installing solar panels at an estimated cost of \$20,821;
4. Footpath maintenance for an amount of \$30,000;
5. Building of a new GROH house of \$280,000.
6. Renewal of swimming pool infrastructure at a cost of \$232,895, the cost of which is partially funded from the balance of the swimming pool reserve of approx. \$32,895; the remainder will be funded by a new loan of \$200,000.

Other Investment activities:

Proceeds from disposal of assets

• Sale of Housing Stock of	\$150,000.
• Grader	\$120,000.
• Skid Steer	\$ 5,000.
• Works vehicles	\$ 8,000.
Total	\$283,000

New loans or debentures are proposed as follows:

- Loan 101 for the renewal of the swimming pool of \$200,000

The budget will include transfers from reserves of \$299,520 and \$270,941 transfers to reserves (plus interest of approx. \$43,151) resulting in a projected net increase of approx \$28,579 in the reserve balance at the end of the 2018-19 financial year; noting the following changes to the reserve accounts:

1. The Swimming Pool Reserve will be closed and the balance of \$32,895 utilised in capital works/renewal of the swimming pool in 2018-19

(See Note 9 of the attached Budget document for details of all reserve movements and balances.)

Financial Implications

Detailed implications of this item are contained within the attached draft budget document.

Risk Implications

The budget is one of the most strategic and important decision made by Council. Council workshops have discussed the risk that could arise from rates increases that are unpalatable or unaffordable while at the same time ensuring sufficient funding for operational requirements, new and renewal capital works and adequate reserves for future use.

Consultation

Several budget workshops have been held with Council between June and August, including a detailed road program workshop.

Policy Implications

Nil

Statutory Implications

Section 6.2 of the *Local Government Act 1995* stipulates that each Local Government is to prepare an annual budget between the period from 1 June in a financial year to 31 August in the next financial year. This section of the Act also prescribes the form and manner for the budget.

Strategic Implications

The budget has been based on progressing projects and services identified in the Strategic Community Plan and Corporate Business Plan.

Voting Requirements

Absolute Majority is required is required for sections of the recommendation.

OFFICER RECOMMENDATION – ITEM 6.4.1

THAT THE FINANCE COMMITTEE REVIEW THE DRAFT BUDGET 2018-2019 DOCUMENTATION AS PRESENTED AND RECOMMEND ADOPTION TO COUNCIL.

COMMITTEE RECOMMENDATION – ITEM 6.4.1

MOVED: CR D HUDSON

SECONDED: CR B WALSH

THAT THE FINANCE COMMITTEE RECOMMEND THAT THE DRAFT BUDGET 2018-2019 BE PRESENTED AND ADOPTED BY COUNCIL.

CARRIED 3/0

6.4.2 GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

Date: 13 August 2018
 Applicant: Shire of Dowerin
 Location: N/A
 File Ref:
 Disclosure of Interest:
 Author: Susan Fitchat, Finance Manager.
 Senior Officer: Gary Martin, Acting Chief Executive Officer.
 Attachments:

Summary

To provide the Finance Committee with the summary of minimum rates, instalment payment arrangements which is included in the draft Budget 2018-2019 Statutory report which the officer aim to present at the Ordinary Meeting of Council on 21 August 2018.

1. *Local Government Act 1995* For The purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

1.1 General Rates

1.	Residential (GRV)	9.6915 cents in the dollar
2.	Commercial / Industrial (GRV)	9.6915 cents in the dollar
3.	Town Rural (GRV)	9.6915cents in the dollar
4.	Other Towns (GRV)	9.6915cents in the dollar
5.	Rural Farmland (UV)	0.8306cents in the dollar

1.2 Minimum Payments

6.	Residential (GRV)	\$741
7.	Commercial / Industrial (GRV)	\$741
8.	Town Rural (GRV)	\$741
9.	Other Towns (GRV)	\$216
10.	Rural Farmland (UV)	\$741

11.	Commercial / Industrial (UV)	\$741
12.	Town Rural (UV)	\$741
13.	Mining (UV)	\$216

2. Consideration of the following proposed payments in full by instalments.

It is a legislative requirement that the Rate Billing notice period be:

1. Due date must be a minimum of 35 days from the date of service/issue.
2. 1st instalment due date must be a minimum of 35 days from the date of service.
3. Subsequent instalments must be at least 2 months apart.

Suggested dates as follows;

Full payment and first instalment due date 19 October 2018

Option 2

2nd half instalment due date 28 February 2019

Option 3

1st instalment due date 19 October 2018

2nd instalment due date 31 December 2018

3rd instalment due date 31 March 2019

OFFICER RECOMMENDATION – ITEM 6.4.2

THAT THE FINANCE COMMITTEE REVIEW THE DRAFT BUDGET 2018-2019 DOCUMENTATION AS PRESENTED.

COMMITTEE RECOMMENDATION – ITEM 6.4.2

MOVED: CR D HUDSON

SECONDED: CR B WALSH

THAT THE FINANCE COMMITTEE RECOMMEND THAT THE GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS FOR 2018-2019 BE PRESENTED TO COUNCIL FOR APPROVAL.

CARRIED 3/0

MOVED: CR D HUDSON

SECONDED: CR B WALSH

6.5 SYNERGY MASTER FILE ACCURACY AND VALIDITY

Date: 15 August 2018
Applicant: Shire of Dowerin
Location: N/A
File Ref:
Disclosure of Interest:
Author: Susan Fitchat, Finance Manager.
Senior Officer: Gary Martin, Acting Chief Executive Officer.
Attachments:

Summary:

To provide the Finance Committee with an example of the monthly Synergy master file audit trail report to be part of the end of month internal control process to mitigate risk.

Background:

With reference to the audit committee meeting on 28 June 2018; where the following was noted

Recommendation by AMD

We recommend access be limited to only employees who are required to make the Masterfile changes.

We also recommend an independent review of all changes made to master files be conducted periodically. The review should involve:

- A download of all changes (new / old / modify) made to each master-file;
- A representative sample then be tested and traced to originating / supporting documentation to assure validity and timeliness; and
- A review for suspicious master-file changes (e.g. changes to bank details, unusual variations to pay-rates and amendments to existing supplier bank account details) should be performed.

Management Comment.

A procedure shall be implemented for the amendment on Synergy master files that relate to payroll and creditors. A formal form shall be prepared and signed off by Finance Offices and Senior personnel for the amendments and termination of payroll and creditor master files in Synergy. A Synergy amendment register shall be maintained for creditors and payroll details. Synergy general ledger updates and amendments to fixed assets and debtors shall be reviewed and signed off by a finance officers.

Recommendation:

In place of a system alert email, it is recommended that a Synergy master file audit trail be assessed on a monthly basis and part of the end of month process. Any irregular or unauthorised amendments shall be investigated. The Audit trail shall be signed off by the Finance Manager and the CEO

A procedure shall be forwarded to the next Audit Committee meeting.

Staff shall implement the audit trail this financial year.

OFFICER RECOMMENDATION – ITEM 6.4.1

THAT THE FINANCE COMMITTEE ENDORSE THIS INTERNAL CONTROL PROCESS FOR MONITORING OF THE AMENDMENTS, CREATION AND DELETION OF MASTERFILES.

COMMITTEE RECOMMENDATION – ITEM 6.4.1

MOVED: CR D HUDSON

SECONDED: CR B WALSH

THAT THE FINANCE COMMITTEE ENDROSE THE INTERNAL CONTROL PROCEDURE WHICH WILL BE PRESENTED TO THE AUDIT COMMITTE

CARRIED 3/0

QUESTIONS FROM MEMBERS

NIL

8. URGENT BUSINESS

Cr R Trepp advised that he will prepare a table for the past 5 years rate increases.

9. DATE OF NEXT MEETING

Date: 17th September 2018

10. CLOSURE OF MEETING

The presiding member closed the meeting at 4.15pm.