



**MINUTES
OF MEETING
HELD ON
21 JULY 2015**

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1. OPENING, OBITUARIES, VISITOR

1.1 OPENING

President Metcalf opened the meeting at 3.00pm.

1.2 OBITUARIES

Mrs Norma Miller

Mr Lionel John Metcalf

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

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

2.2 LEAVE OF ABSENCE

T.A. Jones	Rural North Ward
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2.3 APOLOGIES

2.4 GUESTS

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATION OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

(2512) Moved: SV Brookes Seconded: TW Quartermaine Carried: 6/0

THAT CR HAGBOOM BE GRANTED LEAVE OF ABSENCE FOR THE AUGUST 2015 ORDINARY MEETING OF COUNCIL.

7. CONFIRMATION OF MINUTES

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER STRATEGIC REPORT

10.1.1 CORPORATE PLAN UPDATE

Date:	6 July 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Dacre Alcock

Summary

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

Background

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

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

Comment

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

Consultation

Nil

Financial Implications

Nil

Policy Implications

Policy development to be determined.

Statutory Implications

Nil

Strategic Implications

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

Voting Requirements

Simple majority

COUNCIL DECISION – ITEM 10.1.1

(2514) Moved: DP Hudson Seconded: SV Brookes Carried: 7/0

THAT COUNCIL RECEIVES THE JULY 2015 CORPORATE PLAN STATUS REPORT.

**CORPORATE PLAN
2015 – 2019
STATUS REPORT**

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

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

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

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					Way NSRF Grant to be submitted in July 2015
Map vacant shire owned lots within the town site for possible development including potential sites for Short Term Accommodation Park	April 2014		CDO	<ul style="list-style-type: none"> Completed map of vacant lots 	April 2014 – Completed – see discussion forum Destination Dowerin
Create detailed Housing and Accommodation Strategy and recommendations to council	April 2014		CDO	<ul style="list-style-type: none"> Completed report Adoption of report by council Implementation of strategy 	Master Plan has been developed and approved by the Short Term Accommodation Steering Committee Short Term Accommodation Steering Committee has been established and first meeting has taken place. This committee will drive this project through to fruition
C.5.2 Develop a property maintenance calendar/program					
Collaborate all property maintenance information into a Property Maintenance Program	To be reviewed following property inspections annually		FM Maintenance Officer Property Officer	<ul style="list-style-type: none"> Completed program Implementation of program 	<i>June 2014 – Property Income/Expense spreadsheet developed</i> <i>June 2014 – Property Maintenance spreadsheet developed</i> FM - Stage 1 Commenced as part of Asset Management
C.6 Maintain the provision of High Quality Infrastructure					
C.6.1 Maintain Dowerin's Recreation Services and the Dowerin Community Club					
Maintain Dowerin's Recreation Facilities	Annually	\$16,000	FM	<ul style="list-style-type: none"> Annual increase of % in funds 	<i>June 2014 – Draft Budget Meeting 2/07/14</i> Ongoing
C.6.2 Continue to support the development of the Dowerin Community Child Care facility					
Assist with the maintenance and management of the facility	2013/2014	\$15,000	FM	<ul style="list-style-type: none"> Completion of works Smooth running of the facility 	<i>June 2014 – Works complete</i> <i>November 2014 –MOU presented to Council and adopted</i> <i>First MOU Meeting was held 3 February 2015.October 2014 – laying of lawn completed</i>
C.6.4 Develop seniors facilities and be recognised as an aged friendly community					
Review Disability Inclusion Plan	Annually		EHO	<ul style="list-style-type: none"> Annual review 	May 2014 - Complete
Investigate further aged care housing options and facilities.	2014		CDO CEO	<ul style="list-style-type: none"> Development of a housing & short term accommodation strategy 	In conjunction with AROC an Age Friendly Community Grant of \$41,000 was successful.
C.7 Retain and improve on our attractive town and streetscape					
C.7.1 Manage and revive community spaces and business district areas					

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

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

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

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				<ul style="list-style-type: none"> Implement energy saving action plan 	
ENV 1.4 Continue to support Drum Muster program conducted by the local Apex Group					
Promote and support drum muster program	Monthly		FM	<ul style="list-style-type: none"> Send monthly text messages to distribution list 	
ENV 1.5 Continue oil recycling program					
Promote and educate oil recycling program to local residents	July 2014	Ongoing	WM	<ul style="list-style-type: none"> Relocation of facility and rehabilitation of current location 	Relocate oil facility from Stewart Street to the Amery Refuse site <i>September 2014 – waste oil facility has been relocated to the Amery refuse site.</i>
ENV: 2. Protect and conserve our natural environment					
ENV 2.1 Manage NRM programs and initiatives					
Include funding in the annual budget for managing Councils nature reserves	Annually	\$23,000	WM CEO	<ul style="list-style-type: none"> Ensure that Council's nature reserves are maintained. 	
ENV 2.2 Work to manage native and feral flora and fauna					
Promote and conduct Annual Fox Shoot and Baiting Program	Spring & Autumn annually		WM CSO	<ul style="list-style-type: none"> Promotion at least 2 weeks before event Emails to farmers and articles in local media Successful plan and running of the event 	
Manage White Corella numbers	Summer & Spring		WM	<ul style="list-style-type: none"> Advertise locally Successful planning and implementation of control program 	<i>Continued use of gas gun around town Shoot carried out in April 2015</i>
THEME FOUR: LOCAL GOVERNMENT LEADERSHIP					
<i>ACTIONS</i>	<i>TIMEFRAME</i>	<i>ESTIMATED COST</i>	<i>OFFICER RESPONSIBLE</i>	<i>KEY PERFORMANCE INDICATION</i>	
LG. 1 Maintain and further develop an efficient and informative organisation					
LG. 1. 1 Develop and implement a workforce plan to meet current and future workforce needs					
Workforce plan	August 2013 to be reviewed annually		FM	<ul style="list-style-type: none"> Adoption of workforce plan Annual review of workforce plan 	Aug 2014 - Complete Review Aug 2015
LG. 1. 2 Provide timely and efficient service to customers, residents, rate payers and visitors					
Develop customer service plan & policy	December 2013		FM	<ul style="list-style-type: none"> Development of plan & policy 	FM - Stage 1 Research and preparation commenced
LG. 1. 3 Strengthen the role of staff and councillors by providing regular training opportunities					

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

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

10.2 OPERATIONS

10.2.1 COMMERCIAL HOTEL, DOWERIN – LIQUOR LICENCE EXTENSION

Date:	13 July 2015
Applicant:	Steve and Sheree Parkin, Commercial Hotel Dowerin
Location:	Lot 602, 601 and 4 Stewart Street, Dowerin
File Ref:	A353
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Application Letter and Map

Summary

Council is to consider a request from the proprietors of the Commercial Hotel Dowerin to extend the liquor licenced area at the front of the Hotel.

Background

Steve and Sheree Parkin of the Commercial Hotel Dowerin have written to Council requesting that they be given permission to apply for an extension of the liquor licenced area to include the verandah area at the front of the Hotel. Their letter and map outlining the extension of the application has been included as an attachment.

Comment

The area that the Commercial Hotel Dowerin wish to extend the liquor licence into is Council land (road reserve) and Council has the right to give approval to how this land is used. The Department of Racing Gaming and Liquor will ultimately be responsible for issuing any extensions to the Commercial Hotel's liquor licence area. However approval in this instance will firstly need to be given by the landholder.

If Council is to approve this application a number of conditions should be placed on the approval.

1. That all tables and chairs need to be packed away each day at the close of business;
2. That the removable flower beds on the western side be in line with the veranda edge;
3. No obstructions are in place to obstruct the north/south traffic along the footpath between the butcher shop and the IGA; and
4. That the extended liquor licence area outside the Commercial Hotel be kept neat and tidy.

Consultation

Steve Parkin

Linton Thomas, EHO/BS

Financial Implications

Nil.

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Liquor Licensing Act

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.2.1

(2515) Moved: DP Hudson Seconded: LG Hagboom Carried: 7/0

THAT COUNCIL GIVES APPROVAL TO THE COMMERCIAL HOTEL DOWERIN TO APPLY FOR A LIQUOR LICENCE EXTENSION TO INCLUDE THE VERANDA AREA ON THE WESTERN SIDE OF THE PREMISE SUBJECT TO THE FOLLOWING.

- 1. THAT ALL TABLES AND CHAIRS NEED TO BE PACKED AWAY EACH DAY AT THE CLOSE OF BUSINESS;**
- 2. THAT THE REMOVABLE FLOWER BEDS ON THE WESTERN SIDE BE IN LINE WITH THE VERANDA EDGE;**
- 3. NO PERMANENT OBSTRUCTIONS TO BE IN PLACE TO OBSTRUCT THE NORTH/SOUTH TRAFFIC ALONG THE FOOTPATH BETWEEN THE BUTCHER SHOP AND THE IGA; AND**
- 4. THAT THE EXTENDED LIQUOR LICENCE AREA OUTSIDE THE COMMERCIAL HOTEL BE KEPT NEAT AND TIDY.**

16/6/15

Commercial Hotel Dowerin
PO Box 157
Dowerin WA 6461

Shire of Dowerin
PO
Dowerin WA 6461

To Shire of Dowerin,

In regards to extending the licenced area at the front of the hotel. Enclosed is a diagram (highlighted in pink) of which is the area that we wish to be approved by the Shire of Dowerin to be extended. This area will mainly operate in the hours after the shops have closed for business on weekends and public holidays. We wish to put removable flower beds or advertising balustrades between poles. Tables and chairs will be placed outside at various times for people to enjoy and relax. Another reason for warranting this area to be licenced is the patrons risk of the chance of a fine for street drinking and staff management (hard to keep track of patrons entering and going outside hotel premises) This is not intended to be an alfresco area for consumption of food. Only for an area to be outside and enjoy a drink.

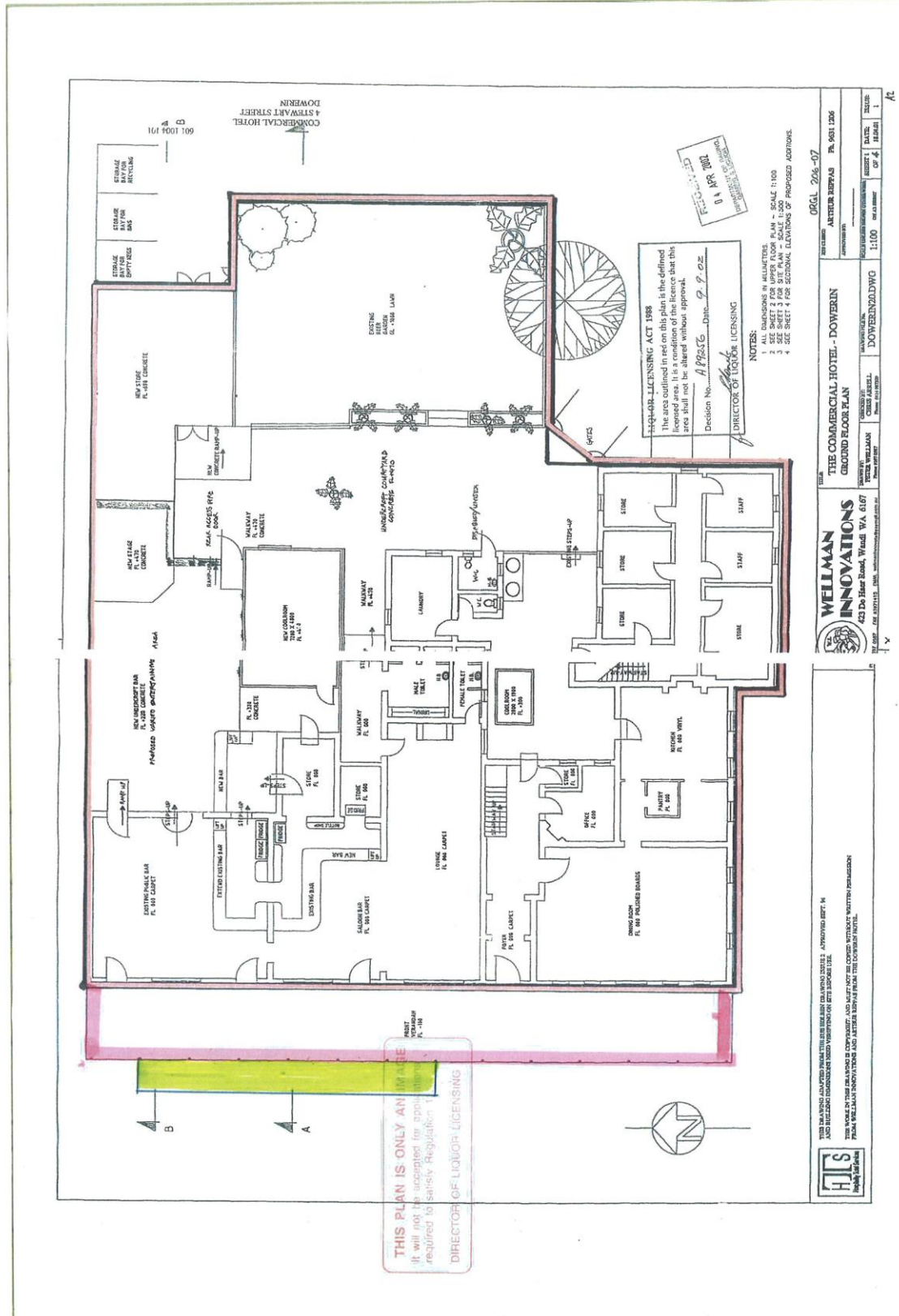
The outlined area in pink will be kept clean and tidy and we think that this will be a benefit for our business. Pending your approval, this will then be forwarded to Racing, Gaming and Liquor.

If any discussion is needed please contact us at the hotel.

Kind regards,



Steve and Sheree Parkin
Commercial Hotel Dowerin



10.2.2 DEDICATION OF LOT 350 AS A ROAD RESERVE

Date:	13 July 2015
Applicant:	Main Roads WA
Location:	Lot 350
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Map of Lot 350

Summary

Council is to consider a request from Main Roads WA to dedicate Lot 350 Goomalling Merredin Road as a road reserve.

Background

As part of the road widening of the Goomalling Merredin Road for the intersection upgrade with Rifle Range Road, lot 350 was developed as a road reserve. However the process of dedicating this lot as a road reserve did not occur.

Comment

For lot 350 Goomalling Merredin Road to be dedicated as a road reserve, Council needs to resolve by a Council resolution the dedication of lot 350 as road reserve and advise the Department of Lands of this dedication.

Main Roads are responsible for any costs or claims relating to the dedication of lot 350.

Consultation

Nil.

Financial Implications

Nil as lot 350 was already considered non rateable.

Policy Implications

Nil.

Statutory Implications

Local Administration Act 1997

Strategic Implications

Nil

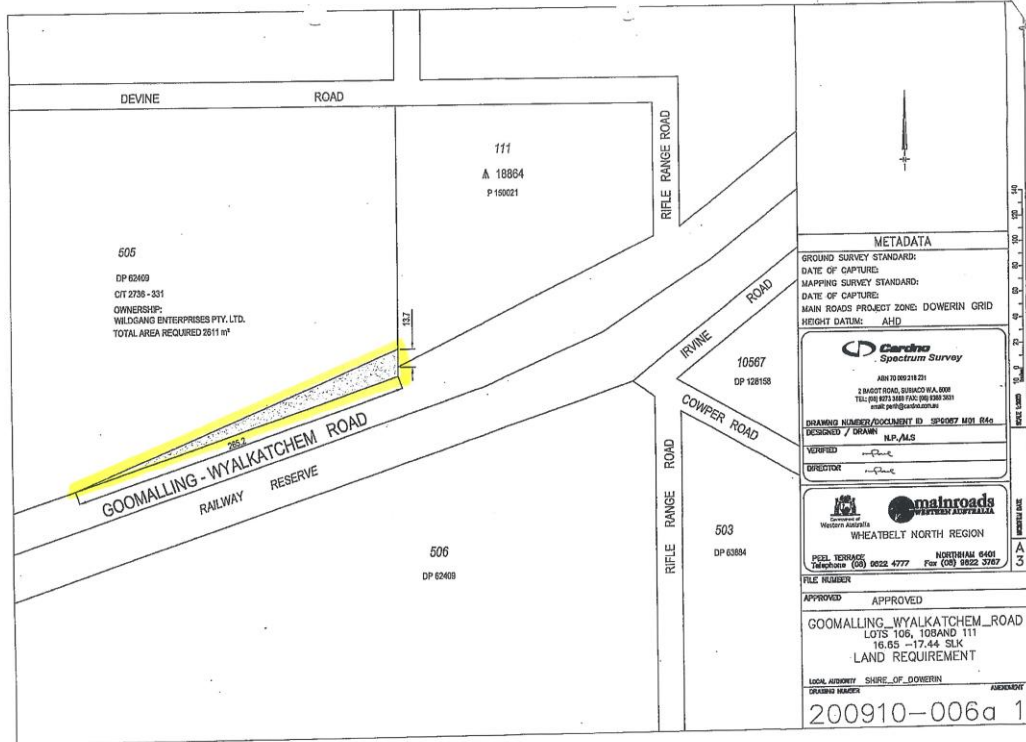
Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.2.2

(2516) Moved: TW Quartermaine Seconded: SV Brookes Carried: 7/0

THAT COUNCIL DEDICATE LOT 350 OF DEPOSITED PLAN 66198 AS A ROAD PURSUANT TO SECTION 56 OF THE LAND ADMINISTRATION ACT 1997.



10.3 FINANCE REPORT

10.3.1 FINANCE STATEMENTS – JUNE 2015

Date:	13 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Monthly Statements

Summary

I present the financial statements for the period 1 July 2014 to 30 June 2015.

Background

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

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

- Statement of Financial Activity

	30-Jun-15	30-Jun-14
Municipal Fund	\$906,642	\$384,609
Plant Reserve	\$150,291	\$250,893
LSL Reserve	\$155,425	\$130,806
Land & Buildings Reserve	\$19,966	\$19,285
Recreation Facility Reserve	\$173,751	\$167,826
Community Bus Reserve	\$39,213	\$33,714
Community Housing Res	\$44,473	\$35,356
Sewerage Reserve	\$851,521	\$768,243
Economic Develop Reserve	\$312,977	\$302,275
Tennis Court Replacement	\$12,215	\$6,000
Bowling Replacement Green	\$40,360	\$10,000

All Hours Gym Reserve	\$5,000	
Consolidated Funds	\$2,711,834	\$2,109,007

Sundry Debtors at 30th June 2015

Current	\$19,890	Drum Muster – \$4,251, Max Employment \$ 12,488
30 days	\$11,000	Northam Shire \$5,500, Goomalling Shire \$5,500
60 days	\$4,529	Max Employment - \$4,529
90 days	\$720	
Total	\$36,139	

Reserve Funds

The total balance of funds held in the various Reserve Funds at 30 June 2015 is as detailed in the financial statements.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.1

(2517) Moved: TW Quartermaine Seconded: DP Hudson Carried: 7/0

THAT THE FINANCIAL STATEMENTS FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015 AS REQUIRED BY LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATION 35, AS PER ATTACHMENT 1 BE RECEIVED.



SHIRE OF DOWERIN
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

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Statement of Financial Activity

Notes to and Forming Part of the Statement

- 3 Acquisition of Assets
- 4 Disposal of Assets
- 5 Information on Borrowings
- 6 Reserves
- 7 Net Current Assets
- 8 Rating Information
- 9 Trust Funds
- 10 Operating Statement
- 11 Balance Sheet
- 12 Financial Ratios

SHIRE OF DOWERIN

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

NOTE	2014/15 Revised Budget \$	June 2015 Y-T-D Budget \$	June 2015 Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %	
Operating						
Revenues/Sources						
Governance	38,700	38,700	44,496	5,796	14.98%	▲
General Purpose Funding	1,453,266	1,377,912	2,156,632	778,720	56.51%	▲
Law, Order, Public Safety	31,180	31,180	29,364	(1,816)	(5.82%)	
Health	293,872	293,872	263,622	(30,250)	(10.29%)	▼
Education and Welfare	81,653	81,653	93,081	11,428	14.00%	▲
Housing	131,917	131,917	125,559	(6,358)	(4.82%)	
Community Amenities	218,723	217,323	259,096	41,773	19.22%	▲
Recreation and Culture	68,907	68,807	137,648	68,841	100.05%	▲
Transport	697,414	697,414	675,266	(22,148)	(3.18%)	
Economic Services	9,339	6,639	114,065	107,426	1618.11%	▲
Other Property and Services	9,000	9,000	29,893	20,893	232.14%	▲
	<u>3,033,971</u>	<u>2,954,417</u>	<u>3,928,722</u>	<u>974,305</u>	<u>32.98%</u>	
(Expenses)/(Applications)						
Governance	(328,757)	(328,757)	(395,746)	(66,989)	(20.38%)	▲
General Purpose Funding	(96,960)	(96,960)	(92,293)	4,667	4.81%	
Law, Order, Public Safety	(99,050)	(99,050)	(79,076)	19,974	20.17%	▼
Health	(346,773)	(346,773)	(330,175)	16,598	4.79%	
Education and Welfare	(103,881)	(103,881)	(114,683)	(10,803)	(10.40%)	▲
Housing	(177,523)	(177,523)	(163,258)	14,265	8.04%	
Community Amenities	(301,177)	(301,177)	(311,634)	(10,457)	(3.47%)	
Recreation & Culture	(618,694)	(618,694)	(722,893)	(104,199)	(16.84%)	▲
Transport	(1,422,616)	(1,421,416)	(1,396,019)	25,397	1.79%	
Economic Services	(187,138)	(187,138)	(330,752)	(143,614)	(76.74%)	▲
Other Property and Services	(2,997)	2,003	(12,184)	(14,187)	708.29%	▼
	<u>(3,685,566)</u>	<u>(3,679,364)</u>	<u>(3,948,713)</u>	<u>(269,349)</u>	<u>7.32%</u>	
Net Operating Result Excluding Rates	(651,595)	(724,947)	(19,991)	704,956	(97.24%)	
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	23,428	23,428	(4,493)	(27,921)	119.18%	▼
Movement in Accrued Interest	0	0	0	0	0.00%	
Movement in Accrued Salaries and Wages	0	0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL	0	0	(330)	(330)	0.00%	
Movement in Employee Benefit Provisions	0	0	24,618	24,618	0.00%	
Rounding	0	0	0	0	0.00%	
Depreciation on Assets	1,484,312	1,360,619	1,040,617	(320,002)	23.52%	▼
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	0	0	0	0	0.00%	
Purchase of Land and Buildings	(515,000)	(515,000)	(151,658)	363,342	70.55%	▼
Purchase of Vehicles & Plant	(380,760)	(380,760)	(410,560)	(29,800)	(7.83%)	
Purchase of Furniture & Equipment	(64,865)	(92,865)	(75,538)	17,327	18.66%	▼
Purchase of Tools & Equipment	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Sewerage	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	(959,831)	(955,831)	(901,310)	54,521	5.70%	
Purchase of Infrastructure Assets - Footpaths	(48,100)	(48,100)	0	48,100	100.00%	▼
Purchase of Infrastructure Assets - Drainage	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Signs	(6,950)	(6,950)	(14,047)	(7,097)	(102.12%)	▲
Purchase of Infrastructure Assets - Parks & Ovals	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Street Lighting	0	0	0	0	0.00%	
Proceeds from Disposal of Assets	257,300	0	127,300	127,300	0.00%	
Repayment of Debentures	(67,964)	(67,964)	(68,050)	(86)	(0.13%)	
Proceeds from New Debentures	117,000	117,000	117,000	0	0.00%	
Advances to Community Groups	(117,000)	0	(117,000)	(117,000)	0.00%	
Self-Supporting Loan Principal Income	10,784	0	10,870	10,870	0.00%	
Provision AROC	0	0	0	0	0.00%	
Payment Long Service Leave	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	(374,969)	(374,970)	(185,252)	189,718	50.60%	▼
Transfers from Restricted Asset (Reserves)	64,460	0	109,460	109,460	0.00%	
Net Current Assets July 1 B/Fwd	283,229	283,229	232,435	(50,794)	17.93%	
Net Current Assets Year to Date	<u>151,693</u>	<u>(284,897)</u>	<u>845,738</u>	<u>1,130,635</u>	<u>396.86%</u>	
Amount Raised from Rates	(1,098,214)	(1,098,214)	(1,166,264)	(68,050)	6.20%	

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

3. ACQUISITION OF ASSETS	2014/15 Adopted Budget \$	2014/15 Revised Budget \$	June 2015 Actual \$
The following assets have been acquired during the period under review:			
By Program			
Governance			
<i>Other Governance</i>			
Furn - Photocopier	4,865	4,865	0
Law, Order & Public Safety			
<i>Fire Prevention</i>			
Vehicle - Fire Trucks	0	0	0
Housing			
<i>Other Housing</i>			
Land - Purchase Land	0	0	0
New House	0	0	0
Health			
<i>Other Health</i>			
Furn - Hacc Equipment	0	0	0
Community Amenities			
<i>Other Community Amenities</i>			
Land - Recycling Shed	0	0	0
Recreation and Culture			
<i>Other Recreation & Sport</i>			
Tools - Mowers/Tools	0	0	0
Community Club	0	0	11,601
Gymnasium	60,000	60,000	75,538
<i>Other Culture</i>			
Furn - Museum Software	0	0	0
Land - Museum Shed	0	0	0
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads - Roads To Recovery	267,460	267,460	252,678
Roads - Signs	6,950	6,950	14,047
Roads - Unclassified	252,418	252,418	176,228
Roads - State 20/20	439,953	439,953	472,403
Footpath/Cycleways	48,100	48,100	0
<i>Road Plant Purchases</i>			
Plant - Loader	361,760	361,760	361,760
Other Plant	19,000	19,000	48,800
Plant - Works Manager Vehicle	0	0	0
Tools - Compressor	0	0	0
Economic Services			
<i>Other Economic Services</i>			
Wheatbelt Heritage Rail Project	515,000	515,000	140,057
Other Property & Services			
<i>Unclassified</i>			
Tools - Capital	0	0	0
Tools - Chainsaws/Tools	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,553,113</u>
By Class			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land & Buildings	515,000	515,000	151,658
Vehicles & Plant	380,760	380,760	410,560
Furniture & Equipment	64,865	64,865	75,538
Tools & Equipment	0	0	0
Infrastructure - Sewerage	0	0	0
Infrastructure - Roads	959,831	959,831	901,310
Infrastructure - Footpaths	48,100	48,100	0
Infrastructure - Drainage	0	0	0
Infrastructure - Signs	6,950	6,950	14,047
Infrastructure - Parks & Ovals	0	0	0
Infrastructure - Street Lighting	0	0	0
	<u>1,975,506</u>	<u>1,975,506</u>	<u>1,553,113</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

By Class of Asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$	2014/15 Budget \$	June 2015 Actual \$
Transport						
Asset 08002 Mitsubishi Truck	75,364	65,062	63,650	63,650	(11,714)	(1,412)
Asset 08003 Mitsubishi Truck	75,364	57,745	63,650	63,650	(11,714)	5,905
Housing	130,000		130,000		-	
	280,728	122,807	257,300	127,300	(23,428)	4,493

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2014/15 Adopted Budget \$	June 2015 Actual \$
0	5,905.00
(23,428)	(1,412.00)
<u>(23,428)</u>	<u>4,493.00</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$
Recreation & Culture									
Loan 97 - Recreation Complex	529,355	0	0	57,181	57,181	472,174	472,174	21,428	21,428
Loan 98 - Dowerin Events M'ment		117,000	117,000	10,783	10,869	106,217	106,131	2,139	1,934
	529,355	117,000	117,000	67,964	68,050	578,391	578,305	23,567	23,362

Note:

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

(b) New Debentures - 2014/15

Particulars/Purpose	Amount Borrowed		Institution	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
Loan 98 - Dowerin Events M'ment	117,000	117,000	WATC	5	-	3.25	117,000	0	-

SHIRE OF DOWERIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

	2014/15 Adopted Budget \$	June 2015 Actual \$
6. RESERVES		
Cash Backed Reserves		
(a) Long Service Leave Reserve		
Opening Balance	130,806	130,806
Amount Set Aside / Transfer to Reserve	14,578	24,618
Amount Used / Transfer from Reserve	0	0
	145,384	155,424
(b) Plant Replacement & Reconditioning Reserve		
Opening Balance	250,893	250,893
Amount Set Aside / Transfer to Reserve	8,781	8,858
Amount Used / Transfer from Reserve	(64,460)	(109,460)
	195,214	150,291
(c) Land & Building Reserve		
Opening Balance	19,285	19,285
Amount Set Aside / Transfer to Reserve	675	681
Amount Used / Transfer from Reserve	0	0
	19,960	19,966
(e) Recreation Facilities Reserve		
Opening Balance	167,826	167,826
Amount Set Aside / Transfer to Reserve	33,874	5,926
Amount Used / Transfer from Reserve	0	0
	201,700	173,752
(f) Community Housing Project Reserve		
Opening Balance	35,356	35,356
Amount Set Aside / Transfer to Reserve	9,456	9,117
Amount Used / Transfer from Reserve	0	0
	44,812	44,473
(g) Community Bus Reserve		
Opening Balance	33,714	33,714
Amount Set Aside / Transfer to Reserve	5,180	5,499
Amount Used / Transfer from Reserve	0	0
	38,894	39,213
(h) Sewerage Asset Preservation Reserve		
Opening Balance	768,243	768,243
Amount Set Aside / Transfer to Reserve	94,034	83,278
Amount Used / Transfer from Reserve	0	0
	862,277	851,521
(i) Economic Development Reserve		
Opening Balance	302,275	302,275
Amount Set Aside / Transfer to Reserve	191,831	10,702
Amount Used / Transfer from Reserve	0	0
	494,106	312,977
(j) Tennis Court Replacement Reserve		

Opening Balance	6,000	6,000
Amount Set Aside / Transfer to Reserve	6,210	6,215
Amount Used / Transfer from Reserve	0	0
	<u>12,210</u>	<u>12,215</u>
(k) Bowling Green Replacement Reserve		
Opening Balance	10,000	10,000
Amount Set Aside / Transfer to Reserve	10,350	30,358
Amount Used / Transfer from Reserve	0	0
	<u>20,350</u>	<u>40,358</u>
(l) All Hours Gym reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>5,000</u>
Total Cash Backed Reserves	<u>2,034,907</u>	<u>1,805,190</u>

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

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Long Service Leave Reserve	14,578	24,618
Plant Replacement & Reconditioning Reserve	8,781	8,858
Land & Building Reserve	675	681
Recreation Facilities Reserve	33,874	5,926
Community Housing Project Reserve	9,456	9,117
Community Bus Reserve	5,180	5,499
Sewerage Asset Preservation Reserve	94,034	83,278
Economic Development Reserve	191,831	10,702
Tennis Court Replacement Reserve	6,210	6,215
Bowling Club Replacement Reserve	10,350	30,358
	<u>374,969</u>	<u>185,252</u>

Transfers from Reserves

Long Service Leave Reserve	0	0
Plant Replacement & Reconditioning Reserve	(64,460)	(109,460)
Land & Building Reserve	0	0
Recreation Facilities Reserve	0	0
Community Housing Project Reserve	0	0
Community Bus Reserve	0	0
Sewerage Asset Preservation Reserve	0	0
Economic Development Reserve	0	0
Tennis Court Replacement Reserve	0	0
Bowling Green Replacement Reserve	0	0
	<u>(64,460)</u>	<u>(109,460)</u>
Total Transfer to/(from) Reserves	<u>310,509</u>	<u>75,792</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	June 2015 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	330,553	330,553	907,190
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	0	1,724,400	1,805,190
Receivables (Budget Purposes Only)	0	0	0
Council Rates Outstanding	25,703	25,703	(3,029)
Sewerage Rates Outstanding	15,438	15,438	26,547
Rubbish Rates Outstanding	11,084	11,084	12,417
Sundry Debtors	75,230	75,230	36,139
Accrued Income	0	0	0
Loans Club/Institutions - Current	0	0	(10,870)
Emergency Services levy	2,755	2,755	11,471
GST Receivable	18,834	18,834	19,077
Provision For Doubtful Debts	0	0	0
Inventories	22,458	22,458	8,391
	502,055	2,226,455	2,812,523
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(54,466)	(105,245)	(30,541)
Excess Rates	(78,504)	(78,504)	(76,737)
Accrued Expenditure	0	0	0
Department Transport	0	0	0
GST Payable	(9,413)	(9,428)	(4,415)
PAYG Payable	0	0	0
Payroll Creditors	(3,480)	(3,480)	(4,996)
FBT Payable	0	0	0
Withholding Tax	0	0	0
Other Payables	(5,253)	(5,253)	(1,814)
Leave Provisions - Current	(198,516)	(198,516)	(198,516)
	(349,632)	(400,426)	(317,019)
NET CURRENT ASSET POSITION	152,423	1,826,029	2,495,504
Less: Cash - Reserves - Restricted	0	(1,724,400)	(1,805,190)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Liabilities Supported by Reserves	130,806	130,806	155,424
Adjustment for Interfund Transfers Imbalance Within Muni	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>283,229</u>	<u>232,435</u>	<u>845,738</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Total Revenue \$	2014/15 Budget \$
General Rate						
GRV - Residential	9.491700	135	1,143,584	108,546	108,546	108,546
GRV - Commercial/Industrial	9.491700	19	355,540	33,747	33,747	33,747
GRV - Town Rural	9.491700	10	87,048	8,262	8,262	8,262
GRV - Other Towns	9.491700	1	2,130	202	202	202
UV - Rural Farmland	0.851300	250	101,054,500	860,277	860,277	860,277
Sub-Totals		415	102,642,802	1,011,034	1,011,034	1,011,034
Minimum Rates	Minimum \$					
GRV - Residential	630	47	217,020	29,610	29,610.00	29,610
GRV - Commercial/Industrial	630	15	55,169	9,450	9,450	9,450
GRV - Town Rural	630	17	42,102	10,710	10,710	10,710
GRV - Other Towns	120	18	5,529	2,160	2,160	2,160
UV - Rural Farmland	630	48	2,400,900	30,240	30,240	30,240
UV - Commercial/Industrial	630	4	400	2,520	2,520	2,520
UV - Town Rural	630	3	73,000	1,890	1,890	1,890
UV - Mining Tenement	120	5	10,885	600	600	600
Sub-Totals		157	2,805,005	87,180	87,180	87,180
Specified Area Rates					0	0
					1,098,214	1,098,214
Discounts					0	0
Rates Adjustments					0	0
Movement in Excess Rates					0	0
Totals					1,098,214	1,098,214

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

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

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

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

9. TRUST FUNDS

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

Detail	Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Rental Bonds	4,900	20,360	(20,000)	5,260
Key Deposits	610	0	0	610
Tidy Towns	2,818	0	0	2,818
Dowerin Child care	-295	295	0	0
HACC vehicle	2,025	0	0	2,025
Recreation Steering Comm Fund	27,503	(8,549)	(18,954)	0
Yellow Ribbon	247	0	(247)	0
HACC Fundraising	2,265	244	0	2,509
Centenary Park Committee	2,111	0	(2,111)	0
Building Deposits	5,000	0	0	5,000
AROC Funds	64,198	1,175	(3,825)	61,548
	<u>111,782</u>	<u>13,525</u>	<u>(45,537)</u>	<u>79,770</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

10. OPERATING STATEMENT

	June 2015 Actual	2014/15 Adopted Budget	2013/14 Actual
	\$	\$	\$
OPERATING REVENUES			
Governance	44,496	38,700	58,971
General Purpose Funding	3,254,846	2,551,480	1,845,545
Law, Order, Public Safety	29,364	31,180	38,661
Health	263,622	293,872	310,500
Education and Welfare	93,081	81,653	28,317
Housing	125,559	131,917	116,201
Community Amenities	259,096	218,723	207,095
Recreation and Culture	137,648	68,907	226,162
Transport	675,266	698,614	664,741
Economic Services	114,065	9,339	34,085
Other Property and Services	29,893	14,000	7,832
TOTAL OPERATING REVENUE	5,026,936	4,138,385	3,538,108
OPERATING EXPENSES			
Governance	395,746	328,757	367,425
General Purpose Funding	92,293	96,960	84,364
Law, Order, Public Safety	79,076	99,050	108,568
Health	330,175	346,773	396,275
Education and Welfare	114,683	103,881	78,300
Housing	163,258	177,523	202,589
Community Amenities	311,634	301,177	335,874
Recreation & Culture	722,893	618,694	694,416
Transport	1,396,019	1,422,616	1,574,564
Economic Services	330,752	187,138	224,176
Other Property and Services	12,184	2,997	94,357
TOTAL OPERATING EXPENSE	3,948,713	3,685,564	4,160,909
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,078,223</u>	<u>452,821</u>	<u>(622,800)</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

11. BALANCE SHEET

	June 2015 Actual \$	2013/14 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,712,380	2,054,953
Trade and Other Receivables	91,752	149,044
Inventories	8,391	22,458
TOTAL CURRENT ASSETS	<u>2,812,523</u>	<u>2,226,455</u>
NON-CURRENT ASSETS		
Other Receivables	140,918	23,588
Inventories	0	0
Property, Plant and Equipment	9,178,734	9,227,982
Infrastructure	24,250,145	23,860,532
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>33,569,797</u>	<u>33,112,102</u>
TOTAL ASSETS	<u>36,382,320</u>	<u>35,338,557</u>
CURRENT LIABILITIES		
Trade and Other Payables	147,289	230,696
Long Term Borrowings	(10,870)	57,181
Provisions	198,516	198,516
TOTAL CURRENT LIABILITIES	<u>334,935</u>	<u>486,393</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	589,175	472,175
Provisions	11,517	11,517
TOTAL NON-CURRENT LIABILITIES	<u>600,692</u>	<u>483,692</u>
TOTAL LIABILITIES	<u>935,627</u>	<u>970,085</u>
NET ASSETS	<u>35,446,693</u>	<u>34,368,472</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	29,396,404	28,405,157
Reserves - Cash Backed	1,805,190	1,724,400
Reserves - Asset Revaluation	4,238,915	4,238,915
TOTAL EQUITY	<u>35,440,509</u>	<u>34,368,472</u>

SHIRE OF DOWERIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

12. FINANCIAL RATIOS

	2015 YTD	2014	2013	2012
Current Ratio	5.612	1.67	1.44	1.25

The above ratio is calculated as follows:

Current Ratio	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
---------------	--

10.3.2 ACCOUNTS FOR PAYMENT – JULY 2015

Date: 13 July 2015
Applicant: N/A
Location: N/A
File Ref:
Disclosure of Interest: Nil
Author: Dacre Alcock
Attachments: List of Accounts July 2015

Background

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

Comment

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

Statutory Implications

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

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

Policy Implications

Nil.

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.3.2

(2518) Moved: LG Hagboom Seconded: SV Brookes Carried: 7/0

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

10.3.3 BUDGET 2015/2016

Date:	10 July 2015
Applicant:	N/A
Location:	Shire of Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Dacre Alcock

Summary

Council to consider adopting the Shire of Dowerin 2015/16 Budget.

Background

The purpose of this report is to present the 2015-16 Budget in statutory format to Council for adoption incorporating the draft budget meeting changes. The 2015-16 Budget has been provided as a separate attachment.

Comment

The 2015-16 Budget has been prepared based on direction from the draft budget review and various requests from Council during the year.

The budget incorporates all of the essential services and again provides for a strengthening of Council financial cash reserves.

The budget provides for an increase in general rate revenue of 4% as agreed to by Council at the draft budget meeting held 1st July 2015.

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

As required by Part 3 of LGFM Regs and Sec 6.2 of the Local Government Act 1995.

Strategic Implications

Nil

Voting Requirements

Motion by absolute majority required to adopt the 2015-16 Budget.

COUNCIL DECISION – ITEM 10.3.3

(2519) Moved: WE Coote Seconded: GB Ralph Carried: 7/0

THAT COUNCIL ADOPTS THE 2015-16 BUDGET INCORPORATING THE FOLLOWING IMPOSITIONS:

1.	GENERAL RATE IN DOLLAR – UV	0.8897 cents
2.	GENERAL RATE IN DOLLAR – GRV	9.8714 cents
3.	MINIMUM RATES:	
	RURAL FARMLAND	\$660.00
	RESIDENTIAL	\$660.00
	COMMERCIAL	\$660.00
	TOWN RURAL	\$660.00
	OTHER TOWNS	\$125.00
	MINING TENEMENT	\$125.00
4.	SEWERAGE RATES:	
	GENERAL RATE IN DOLLAR – GRV	6.421 cents/\$
	MINIMUM RATES:	
	RESIDENTIAL	\$330.00
	COMMERCIAL	\$680.00
	VACANT LAND	\$330.00
	GOVERNMENT	\$680.00
	FIXTURES FEE:	
	1ST FIXTURE	\$220.00
	OTHER FIXTURES	\$100.00
5.	RUBBISH CHARGES	
	FIRST WEEKLY SERVICE	\$150.00
	RECYCLING FEE	\$150.00
	EXTRA WEEKLY SERVICE (GST)	\$150.00
	MINNIVALE SERVICE	\$150.00
6.	RATE INSTALMENT FEE	\$4.00
7.	INTEREST ON INSTALMENT RATES	5.5%
8.	INTEREST ON OVERDUE RATES	11.0%
9.	COUNCILLOR FEES	
	COUNCILLOR MEETING FEE	\$185
	PRESIDENTS MEETING FEE	\$250
	PRESIDENTS ALLOWANCE	\$3,000
	DEPUTY PRESIDENTS ALLOWANCE	\$750

10.3.4 SALE OF LOT 7 STACY STREET, DOWERIN

Date:	13 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Dacre Alcock
Attachments:	Letter from M and A Boase and location map.

Summary

Council is to consider an offer from Max and Annette Boase to purchase the residence at Lot 7 Stacy Street, Dowerin and the adjoining land to the east of the residence. (A map has been included as an attachment).

Background

The property at Lot 7 Stacy Street was originally by the Dowerin Bowling and Amenities Club with the ownership recently transferred to the Shire of Dowerin as part of the contribution to the Dowerin Community Club and new bowling greens.

This property was included for sale in the 2014/15 Budget and has been included in the 2015/16 Draft Budget.

Comment

Mr. Boase has previously indicated his interest in purchasing the property provided the vacant land to the east of the residence through to Lot 25 Stacy Street was included in the sale. This will approximately make the new block 3200m². This would create a very large residential block, but such a lot would not be out of place in that part of town as the properties to the south and east are significantly larger.

A surveyor would need to be contracted to process the change in boundaries.

If Council is in favor of selling Lot 7 Stacy Street, Dowerin to Mr Boase, section 3.58 of the Local Government Act needs to be followed.

Council needs to give local public notice of the proposed sale of Lot 7 Stacy Street to Max and Annette Boase for the sum of \$150,000 and invites submissions on the proposal. Council would then consider any submissions received at the next ordinary meeting council and make a decision on the disposition of Lot 7 Stacy Street, Dowerin.

Consultation

Max Boase.

Financial Implication

The 2015/16 Draft Budget provides for the proceeds of Lot 7 Stacy Street, Dowerin be placed in the Economic Development Reserve.

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Section 3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
 - (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

54 Stacy Street
Dowerin W.A. 6461

27th June 1915

Mr D.Alcock CEO
Dowerin Shire Council
Dowerin W.A. 6461

Dear Sir,

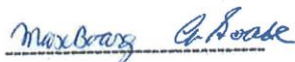
With reference to the property in 54 Stacy Street, Dowerin which we are currently renting.

We wish to make an offer of \$150,000 (one hundred and fifty thousand dollars) to purchase this property consisting of the house and land as well as the block adjoining to the east.

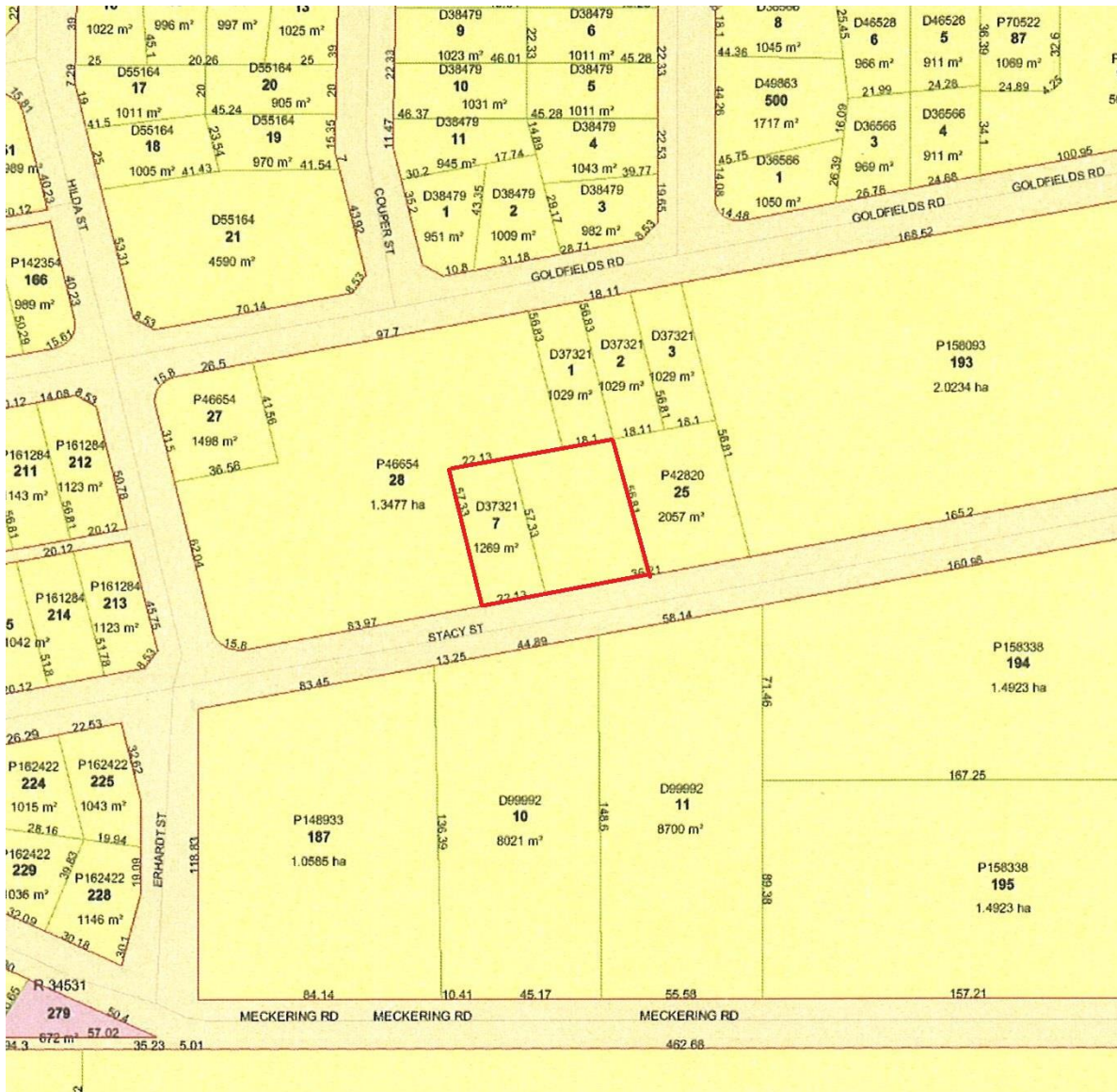
We look forward to hearing from you.

Yours faithfully,

Max and Annette Boase.



Max Boase



10.4 WORKS AND SERVICES REPORT

10.4.1 CHANGE OVER OF CAT 120M GRADER

Date:	8 July 2015
Applicant:	N/A
Location:	N/A
File Ref:	ADM 0272
Disclosure of Interest:	Nil
Author:	Steve Geerdink

Summary

This report recommends that Council accept a WALGA e-quote from Westrac for a new 120M CAT grader.

Background

In June 2015 Council obtained e-quotes through WALGA for the replacement of Councils 120M CAT grader as part of Councils 2015-16 plant replacement.

Comment

Councils plant replacement program for 2015-16 included the changeover of the CAT 120M maintenance grader.

The current machine was purchased in 2008 and up until the last 18 months has been a very reliable machine, however in the last 18 months it has suffered many electrical problems (technology) which has led to substantial repair costs.

The changeover of this machine has been included in the 2015-16 Draft Budget.

MACHINE	PURCHASE GST EX	TRADE GST EX	CHANGEOVER GST EX
CAT 120M	\$314,410.00	\$132,000.00	\$182,410.00
CAT 12M	\$342,840.00	\$132,000.00	\$210,840.00
VOLVO G930	\$290,000.00	\$115,000.00	\$175,000.00
KOMATSU GD555-5	\$315,000.00	\$110,000.00	\$205,000.00
JOHN DEERE 670G	\$320,000.00	\$100,000.00	\$220,000.00
JOHN DEERE 670GP	\$345,00.00	\$100,000.00	\$245,000.00

Currently all Councils CAT machinery use the same oil and fuel filters which assists in purchasing and leading to easier 250hr servicing for operators and for ordering of these parts.

Financial Implications

The cost to changeover Councils 120M CAT grader has been included in 2015-16 Draft Budget.

Public Consultation

CEO

Policy Implications

Councils plant replacement program

Statutory Implications

Local Government Act 1995

WALGA preferred supplier's list and e-quote system

Strategic Implications

Nil.

Voting Requirements

Simple Majority

COUNCIL DECISION – ITEM 10.4.1

(2521)

Moved: DP Hudson

Seconded: SV Brookes

Carried: 7/0

THAT COUNCIL ACCEPT E-QUOTE FROM WESTRAC FOR CHANGEOVER OF COUNCILS CURRENT 120M GRADER FOR NEW 120M GRADER AT A COST OF \$182,410.00 GST EX.

Council Meeting adjourned at 4:10 pm.

Council Meeting resumed at 4:30 pm.

Linton Thomas, EHO/BO entered the meeting at 4.30pm.

Linton Thomas, EHO/BO left the meeting at 4.37pm.

11. NEW BUSINESS OF AN URGENT NATURE

12. ELECTED MEMBERS MOTIONS

Dacre Alcock, CEO declared a financial interest in item 3.1.1 and left the meeting at 5.15pm.

Sonia King, Finance Manager and Steven Geerdink, Works Manager left the meeting at 5.15pm.

13. CONFIDENTIAL ITEMS

13.1.1 CEO PERFORMANCE REVIEW

COUNCIL DECISION – ITEM 13.1.1

CONFIDENTIAL

14. CLOSURE OF MEETING

There being no further business Cr Dale Metcalf (President) declared the meeting closed at 6.33pm.

These minutes were confirmed true and accurate at the Ordinary Council Meeting held on Tuesday 18 August 2015.

.....

D.E. Metcalf

PRESIDENT

.....

Date