



AGENDA

OF MEETING

HELD ON

26 SEPTEMBER 2017

3.00PM

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY

TABLE OF CONTENTS

TUESDAY 26 SEPTEMBER 2017

1. OPENING, OBITUARIES, VISITORS	5
1.1 OPENING	5
1.2 OBITUARIES	5
2. RECORD OF ATTENDANCE/APOLOGIES	5
2.1 RECORD OF ATTENDANCE	5
2.2 LEAVE OF ABSENCE	5
2.3 APOLOGIES	5
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
4. DECLARATION OF ELECTED MEMBERS	5
5. PUBLIC QUESTION TIME	5
6. APPLICATIONS FOR LEAVE OF ABSENCE	5
7. CONFIRMATION OF MINUTES	5
8. PETITIONS/DEPUTATIONS/PRESENTATIONS	6
9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION	6
9.1 PRESIDENT ANNOUNCEMENTS	6
10. REPORTS OF COMMITTEE AND OFFICERS	7
10.1 OPERATIONS	7
10.1.1 DEVELOPMENT APPLICATION L & G GRANITE (MANMANNING QUARRY)	7
10.1.2 LIME/CEMENT STABILISING E QUOTE	10
10.1.3 BITUMEN E QUOTE	12
10.1.4 WHEATBELT HERITAGE RAIL (WHR) STATIC DISPLAY AT MINNIVALE	14
10.1.5 PLANNING APPROVAL – TELSTRA MOBILE PHONE BASE STATION MANMANNING	16
10.2 FINANCE REPORT	18
10.2.1 FINANCE REPORT – JULY 2017	18
10.2.2 FINANCE REPORT – AUGUST 2017	21
10.2.3 ACCOUNTS FOR PAYMENT – 4 AUGUST TO 3 SEPTEMBER 2017	24
10.3 MINUTES TO BE RECEIVED	26
10.3.1 MINUTES FROM COMMITTEE MEETINGS TO BE RECEIVED	26
11. NEW BUSINESS OF AN URGENT NATURE	28

12. ELECTED MEMBERS MOTIONS	28
13. CONFIDENTIAL ITEMS.....	28
14. CLOSURE OF MEETING	28

1. OPENING, OBITUARIES, VISITORS

1.1 OPENING

1.2 OBITUARIES

2. RECORD OF ATTENDANCE/APOLOGIES

2.1 RECORD OF ATTENDANCE

D.E. Metcalf	President	Town Ward
R.I. Trepp		Rural South Ward
L.G. Hagboom		Rural South Ward
D.P. Hudson		Town Ward
A.J. Metcalf		Town Ward
B.N. Walsh		Town Ward
T.A. Jones		Rural North Ward
A.J. Selvey	Chief Executive Officer	
S.F. Geerdink	Assets & Works Manager	
E.L. Richards	Council Liaison/Minutes	

2.2 LEAVE OF ABSENCE

2.3 APOLOGIES

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DECLARATION OF ELECTED MEMBERS

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 7.1

THAT THE MINUTES OF THE ORDINARY MEETING OF THE DOWERIN SHIRE COUNCIL HELD ON 15 AUGUST 2017 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

Presentation to Lyn Phillips & Bowman Brush for their sponsorship of the Short Stay Accommodation.

9. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

9.1 PRESIDENT ANNOUNCEMENTS

10. REPORTS OF COMMITTEE AND OFFICERS

10.1 OPERATIONS

10.1.1 DEVELOPMENT APPLICATION L & G GRANITE (MANMANNING QUARRY)

Date:	11 August 2017
Applicant:	L & G Granite Pty Ltd
Location:	Lot 28732 Whitsed Road, Dowerin (Manmanning Quarry)
File Ref:	
Disclosure of Interest:	Nil
Author:	A. Selvey, Chief Executive Officer;
Attachments:	Nil

Summary

This item presents a Development Application from L & G Granite for Pty Ltd to Council with the officer's recommendation that the application be approved subject to certain conditions.

Background

L & G Granite were provided with an Extractive Industry Licence in 2012 to extract 'rock material' at Lot 28732, Dowerin (Manmanning Quarry). The Licence was for five years and is due to expire on 30 September 2017. The Licence included a five year option to renew. The Licence was issued without referral to Council under the Shire of Dowerin Town Planning Scheme No. 1 and was not formally referred to Council as far as records show. The Licence was not subject to any conditions. Mr Green, on behalf of L & G Granite Pty Ltd (trading as the Dowerin Quarry) formally advised on 25 July 2017 that L & G Granite is seeking to exercise the option to renew for the balance of 5 years and that the Licence be extended for a further 5 years (i.e. a total of ten years).

Comment

Mr Green has advised that the Dowerin Quarry is now in full production and will continue to use and support local business.

The Development Application is sought for the extraction of up to 100,000 tonnes (per annum) of construction aggregate; noting that the average expected tonnages is anticipated to be 60,000 tonnes.

In the absence of an Extractive Industries Policy the officer's position is that this matter should be considered by Council.

Financial Implications

The statutory application fee for extractive industries (refer *Planning and Development Regulations 2009*) is \$739.

Risk Implications

Extractive industries are highly regulated by the Department of Mines and Petroleum and therefore operational risks are assessed and addressed via the Department's approvals processes. The only risks the Shire of Dowerin will need to consider are for road safety and conditions in the vicinity of

the operation. These risks are addressed via the conditions of approval being that signage will be installed and the road entrance will be maintained.

Consultation

Representatives from the Dowerin Quarry presented on their operations at the Councillor Workshop in December 2016 and have been invited to present on this current application at the Councillor Workshop on 15 August 2017.

The Manager of Planning at the Shire of Northam has provided advice and guidance on this matter.

Policy Implications

Nil; it is however the officer's intention to develop a draft extractive industries policy for Council consideration to ensure future decision have a policy base.

Statutory Implications

Council needs to formally consider this application under the provisions of the Shire of Dowerin Planning Scheme No. 2 (the Scheme).

Lot 28732 Whitsed Road is zoned "Rural" under the Scheme. The use class "Industry – Extractive" is depicted with the symbol 'D' in the Zoning Table (Table 1) of the Scheme. A 'D' use means that the use is not permitted unless the Shire has exercised its discretion by granting planning approval.

Strategic Implications

Community Strategic Plan

Objective 2.1 - A diverse and growing economic base that will provide local employment

Voting Requirements

Simple Majority required.

OFFICER RECOMMENDATION – ITEM 10.1.1

THAT COUNCIL, BY SIMPLE MAJORITY, APPROVES THE EXTRACTIVE INDUSTRY AT LOT 28732 WHITSED ROAD SUBJECT TO THE FOLLOWING CONDITIONS:

WHAT THIS APPROVAL ALLOWS

- 1. THIS APPROVAL ALLOWS L & G GRANITE (TRADING AS DOWERIN QUARRY) TO EXCAVATE AND TRANSPORT UP TO 100,000 TONNES OF CONSTRUCTION AGGREGATE (BLUE METAL). SHOULD THIS AMOUNT BE EXCEEDED, L & G GRANITE IS TO ADVISE THE SHIRE AS SOON AS POSSIBLE.***

TIME-LIMITED APPROVAL

- 2. THIS APPROVAL WILL EXPIRE AND THE USE PERMITTED BY THIS APPROVAL MUST CEASE ON OR BEFORE 30TH SEPTEMBER 2022 UNLESS, AFTER A WRITTEN REQUEST IS MADE PRIOR TO THAT DATE, THE APPROVAL IS EXTENDED BY THE SHIRE OF DOWERIN.***

ENVIRONMENTAL PROTECTION REQUIREMENTS AND ENVIRONMENTAL CONDITIONS

- 3. THE EXTRACTIVE INDUSTRY TO OPERATE IN ACCORDANCE WITH THE ENVIRONMENTAL PROTECTION AUTHORITY'S ENVIRONMENTAL CODE OF PRACTICE FOR EXTRACTIVE***

INDUSTRIES AT ALL TIMES.

HEAVY VEHICLE MOVEMENTS

- 4. THE APPLICANT SHALL LIAISE WITH THE SHIRE OF DOWERIN AND, IF REQUIRED, INSTALL AND MAINTAIN APPROVED ROAD SIGNS ALONG THE TRANSPORT ROUTE, WARNING OTHER ROAD USERS OF TRUCKS ENTERING AND USING THE PUBLIC ROAD SYSTEM.**

ROAD MAINTENANCE

- 5. WHITSED ROAD FROM THE ENTRANCE TO THE PROPERTY TO THE WHITSED ROAD/ DOWERIN KOORDA ROAD INTERSECTION IS TO BE MAINTAINED TO THE SATISFACTION OF THE SHIRE OF DOWERIN.**

CONTROL OF DUST

- 6. THE APPLICANT MUST TAKE EFFECTIVE MEASURES TO STABILISE DUST.**

SAFETY AT THE PREMISES

- 12.THE OPERATOR OF THE EXTRACTIVE INDUSTRY SHALL TAKE ALL NECESSARY STEPS TO ENSURE THE SAFETY OF PERSONS EMPLOYED AT OR VISITING THE EXCAVATION SITE AT ALL TIMES.**

10.1.2 LIME/CEMENT STABILISING E QUOTE

Date:	13 September 2017
Applicant:	N/A
Location:	N/A
File Ref:	ADM 0379
Disclosure of Interest:	Nil
Author:	Steve Geerdink
Attachment:	1. Confidential report on Stabilising e-quotes

Summary

This report recommends Council accept e-quote received from Stabilisation Technology (Western Stabilisers) through WALGA preferred suppliers for Council's 2017-18 Stabilising program.

Background

WALGA's e quoting system was used previously for the 2016-17 Stabilising program with good results.

This system has used to acquire pricing for 2017-18 Stabilising program. The system simplifies the tender process while still meeting compliance requirements and transparency.

Comment

The requests for quote were advertised on WALGA's e-quote system from 17th August closing on 6th September. All WALGA Preferred Suppliers are available in eQuotes. The tool provides Local Government staff direct access to all Preferred Suppliers, including being able to view company profiles, insurances, pricing and contact details. Relevant contract information such as Price Schedules, Contract Summaries and Conditions of Contract are also available within eQuotes.

eQuotes facilitates absolute transparency in all purchasing decisions, as each stage of the process is recorded, easily auditable and can be converted to hard copy reports if required.

At the close of acceptance at 2 pm on Tuesday 6th September, 3 quotes were received from 3 suppliers. See attached for commercial in-confidence report that details quotes.

Financial Implications

Internal Budget:

Municipal funds have been allocated for the Stabilising of roads in the 2017-18 Annual Operating Budget for the delivery of the 2017-18 Road Program.

Consultation

Chief Executive Officer

WALGA Preferred Suppliers List

Policy Implications

Council Purchasing Policy requires Council to invite tenders/e-quotes before the Shire enters into a contract if the consideration under the contract is or expected to exceed \$150,000. Staff have complied with Council Purchasing Policy.

Statutory Implications

Local Government Act 1995 Section 3.57; and Local Government (Functions and General) Regulations 1996 Division 2 Part 4. In accordance with Part 4 of the Local Government (Functions and General) Regulations 1996 ('the Regulations'), tenders shall be invited before the Shire enters into a contract for another person to supply goods or services if the consideration under the contract is or is expected to exceed \$150,000.

Strategic Implications

Aligns with Shire of Dowerin Community Strategic Plan – KPI 1.1.4 “Effectively and efficiently maintain and improve Dowerin’s road network”. The eQuotes process followed for this contract ensures the Shire is getting best value for money and is therefore applying the principle of efficiency.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.1.2

THAT COUNCIL, BY SIMPLE MAJORITY PURSUANT TO REG 11 OF THE LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996, AWARD THE 12 MONTH CONTRACT FOR THE SUPPLY OF STABILISING SERVICE FOR THE SHIRE OF DOWERIN 2017-18 STABILISING PROGRAM TO STABILISATION TECHNOLOGY (WESTERN STABILISERS) AND RECORD THE TENDER PRICE OF \$_____ IN THE MINUTES.

10.1.3 BITUMEN E QUOTE

Date:	12 September 2017
Applicant:	N/A
Location:	N/A
File Ref:	ADM 0379
Disclosure of Interest:	Nil
Author:	Steve Geerdink
Attachment:	2. Confidential report on Bitumen e-quotes

Summary

This report recommends Council accept eQuote received from Downer through WALGA preferred suppliers for Council's 2017-18 bitumen program.

Background

WALGA's e quoting system was used previously for the 2016-17 sealing program with good results.

This system has used to acquire pricing for 2017-18 sealing program. The system simplifies the tender process while still meeting compliance requirements and transparency.

Comment

The requests for quote were advertised on WALGA's e-quote system from 17th August closing on 6th September. All WALGA Preferred Suppliers are available in eQuotes. The tool provides Local Government staff direct access to all Preferred Suppliers, including being able to view company profiles, insurances, pricing and contact details. Relevant contract information such as Price Schedules, Contract Summaries and Conditions of Contract are also available within eQuotes.

eQuotes facilitates absolute transparency in all purchasing decisions, as each stage of the process is recorded, easily auditable and can be converted to hard copy reports if required.

At the close of acceptance on Wednesday 6th September, 4 quotes were received from 4 suppliers. See attached for commercial in-confidence report that details quotes.

Financial Implications

Municipal funds have been allocated for the sealing and re-sealing of roads in the 2017-18 Annual Operating Budget for the delivery of the 2017-18 Road Program. The quotes are within budget allocation; therefore there is no financial implication.

Consultation

Chief Executive Officer

WALGA Preferred Suppliers List

Policy Implications

Council Purchasing Policy requires Council to invite tenders/e-quotes before the Shire enters into a contract if the consideration under the contract is or expected to exceed \$150,000. Staff have complied with Council Purchasing Policy.

Statutory Implications

Under the Local Government (Functions and General) Regulations 1996 - Reg 11 tenders do not have to be publicly invited according to the requirements of this Division if the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

Using eQuotes also ensures Local Government compliance requirements are met. Compliance is achieved by accessing Preferred Suppliers, being able to capture all decisions and the ability to provide detailed reports about vendors, buyers and goods or services categories.

Strategic Implications

Aligns with Shire of Dowerin Community Strategic Plan – KPI 1.1.4 “Effectively and efficiently maintain and improve Dowerin’s road network”. The eQuotes process followed for this contract ensures the Shire is getting best value for money and is therefore applying the principle of efficiency.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.1.3

THAT COUNCIL UNDER REG 11 OF THE LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996 AWARD THE 12 MONTH CONTRACT FOR THE SUPPLY OF BITUMEN SERVICE FOR THE SHIRE OF DOWERIN 2017-18 BITUMEN PROGRAM TO DOWNER) AND RECORD THE TENDER PRICE OF \$_____ IN THE MINUTES.

10.1.4 WHEATBELT HERITAGE RAIL (WHR) STATIC DISPLAY AT MINNIVALE

Date:	19 September 2017
Applicant:	Shire of Dowerin
Location:	Minnivale (WHR)
File Ref:	
Disclosure of Interest:	Nil
Author:	G. Southey, Community and Economic Development Coordinator
Senior Officer:	A. Selvey, Chief Executive Officer
Attachments:	Nil

Summary

This item brings an application for funding to progress the Wheatbelt Heritage Rail Project Static Display before Council and the Officer's Recommendation is to endorse the funding application.

Background

At the August 2017 Ordinary Meeting of Council it was resolved by Council to progress a static display of the Wheatbelt Heritage Rail at the Minnivale site within current budget allocation for Area Promotion.

Items required to progress the static display include fencing, interpretive panels, external signage, printed promotional materials, web page and social media content. Additionally, the project would require recruiting, inducting and managing volunteers.

Comment

While funds are available in the current budget allocation under Area Promotion, an opportunity to access external grant funding to progress this project became available under the Regional Development Australia Stronger Communities Fund. The application timeline did not allow this item to be considered by Council prior to the closing date; therefore the CEO submitted an application and this item is presented for Council to determine if they support the CEO's actions or wish to withdraw the application.

Financial Implications

The funding sought from the application is \$12,500 and the Shire is required to co-contribute \$5,000 in cash and \$7,500 in kind. The funding will be used as follows:

- External Signage - \$6,000 approx;
- Interpretive signage - \$6,000 approx;
- Fencing to prevent people roaming onto the Main line - \$2,500 approx;
- Printed promotional materials - \$2,500;
- Website / social media content - \$2,000
- Volunteer recruitment, inductions and management - \$1,000

- Project Management - \$5,000

Risk Implications

This project will be heavily reliant on volunteers who may not always be available/willing. This will be mitigated by ensuring the demand is not onerous on any one volunteer. We anticipate that Rail Heritage WA will assist in providing volunteers.

Consultation

Rail Heritage WA and Regional Development Australia.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan

Objective 2.3 / Strategy 2.3.5 Continue developing the Wheatbelt Heritage Rail Project.

While this project is listed as a strategic priority, the officer's recommendation also takes into consideration the need to manage the Council's finances effectively and efficiently.

Voting Requirements

Simple Majority required

OFFICER RECOMMENDATION – ITEM 10.1.4

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO SECTION 3.18 OF THE LOCAL GOVERNMENT ACT (1995) RESOLVES TO ENDORSE THE APPLICATION FOR STRONGER COMMUNITIES FUNDING OF \$12,500 TO PROGRESS THE WHEATBELT HERITAGE RAIL PROJECT STATIC DISPLAY AT MINNIVALE WHICH INCLUDES A SHIRE OF DOWERIN CO-CONTRIBUTION OF \$5000.00 CASH AND IN KIND CONTRIBUTION OF \$7,500.00 (TOTAL - \$12,500.00) WITHIN THE 2017/18 BUDGET ALLOCATION FOR AREA PROMOTION.

10.1.5 PLANNING APPROVAL – TELSTRA MOBILE PHONE BASE STATION MANMANNING

Date: 29th August 2017
Applicant: Telstra
Location: Council Administration
File Ref: 4 Council Services
Disclosure of Interest: Nil
Author: Linton Thomas EHO/Building Surveyor
Senior Officer: A. Selvey, Chief Executive Officer

Summary

It is a requirement that the installation of Mobile Phone Base Station mast needs to have Development Approval from Council. This will form part of the building permit process.

The location of the mast is proposed to be at Telstra's current site at Lot 14, 15 Phyllis Street, on Plan 154241, Manmanning in the Shire of Dowerin. The Officer's Recommendation is that approval is granted because the application is consistent with the Shire of Dowerin Town Planning Scheme No.2.

Background

Under the Federal Government's Mobile Black Spot Programme, Telstra is contracted to deploy and manage the rollout of part of the programme, which has been established to deliver terrestrial mobile, voice and high-speed wireless data broadband to improve highway and town-to-town coverage in regional and remote communities across Australia.

Comment

The proposal presented is permissible under the provisions of the Shire of Dowerin Local Planning Scheme No.2 and is consistent with the objectives and provisions of the applicable statutory planning instruments and is consistent with the principles of orderly and proper planning.

The proposal is justified for the following reasons:

1. The proposed development is consistent with the Scheme provisions and objectives of the Shire of Dowerin Local Planning Scheme No.2
2. The proposal is consistent with the Western Australian Planning Commission's State Planning policy No. 5.2 – Telecommunications Infrastructure.
3. The proposal is adequately separated from sensitive sites and residential development.
4. The infrastructure associated with the telecommunications facility will be contained within the existing site already utilised for communications purposes and will not involve the removal of any significant vegetation.
5. Works associated with the development are minor, and are not anticipated to detrimentally affect the amenity of the area.

Risk Implications

Nil

Consultation

Nil

Financial Implications

Nil

Policy Implications

Nil

Statutory Implications

Western Australian Planning Commission

Shire of Dowerin Town Planning Scheme No.2

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.1.5

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE SHIRE OF DOWERIN TOWN PLANNING SCHEME NO. 2, GRANTS PLANNING APPROVAL FOR THE INSTALLATION OF A 60M LATTICE TOWER COMMUNICATIONS MAST AND 5 ANTENNAS AT LOT 14 ON DEPOSITED PLAN 154241, 15 PHYLLIS STREET, MANMANNING.

10.2 FINANCE REPORT

10.2.1 FINANCE REPORT – JULY 2017

Date:	19 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Megan Shirt, External Financial Consultant
Senior Officer:	Andrea Selvey – Chief Executive Officer
Attachments:	3. Monthly Financial Activity Statements – July 2017

Summary

The financial statements for the period ending 31 July 2017 are presented for Council review.

Background

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

The Local Government (Financial Management) Regulations 34 & 35 set 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.

Comment

At the Finance Committee meeting on 11 August 2017, the Committee recommended to Council that the financial statements for the period ending 31 July 2017 be deferred until the September round of meetings for the following reasons:

- Council had yet to adopt a budget for 2017/18 therefore figures for Budget could only be reported as draft;
- The priority for the finance team has been to process end of financial year requirements; and
- The Finance Committee meeting has been brought forward and is very early in the month.

In order to fulfil statutory reporting requirements, and to provide the Council with a synopsis of the Shire's overall financial performance on a year to date basis, the following financial reports are attached:

- Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year to date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position; which reconciles with that reflected in the associated Net Current Position note (Note 3).

- Capital Acquisitions

This report provides year to date budget performance in respect of the following capital expenditure activities and their funding sources. Individual project information can be found at Note 12.

- Note 1 – Significant Accounting Policies

This note provides details of the accounting policies relating to the Shire's accounts.

- Note 2 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 5% or \$5,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

- Note 3 - Net Current Funding Position - Statutory Requirement

This note provides details of the composition of the net current asset position on a year to date basis, and reconciles with the closing funding position as per the Statement of Financial Activity.

- Note 4 – Cash and Investments

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or Investment accounts as at reporting date.

- Note 5 – Budget Amendments

This note provides council with a list of all budget amendments to date.

- Note 6 – Receivables

This note provides Council with the sundry debtors outstanding as at reporting date.

- Note 7 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year to date basis.

- Note 8 – Rating Information

This note provides details of rates levied during the year.

- Note 9 – Information on Borrowings

This note shows the Shire's current debt position and lists all borrowings.

- Note 10 – Grants and Contributions received

This note is being redeveloped and will be available as soon as possible.

- Note 11 – Trust Funds

This note shows the balance of funds held by the Shire in its Trust Fund on behalf of another person/entity.

- Note 12 – Capital Acquisitions

This note details the capital expenditure program for the year.

Consultation

The Monthly Financial Activity Statements for July 2017 were presented and discussed at the Finance Committee meeting on 18 September 2017. The Committee resolved to recommend that the Monthly Financial Activity Statements July 2017 be received by Council.

Financial Implications

Any financial implications are detailed within the context of this report.

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. The FMR r. 34(4) allows for the Statements to be presented to Council at an Ordinary Meeting of Council within 2 months after the end of the month to which the statements relate, therefore by presenting the financial statements in September, we meet our statutory obligations.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COMMITTEE AND OFFICER RECOMMENDATION – ITEM 10.2.1

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATION 34 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 JULY 2017.

10.2.2 FINANCE REPORT – AUGUST 2017

Date:	19 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Megan Shirt, External Financial Consultant
Senior Officer:	Andrea Selvey – Chief Executive Officer
Attachments:	4. Monthly Financial Activity Statements – August 2017

Summary

The financial statements for the period ending 31 August 2017 are presented for the Finance Committee review.

Background

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

The Local Government (Financial Management) Regulations 34 & 35 set 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.

Comment

In order to fulfil statutory reporting requirements, and to provide the Council with a synopsis of the Shire's overall financial performance on a year to date basis, the following financial reports are attached:

- Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year to date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position; which reconciles with that reflected in the associated Net Current Position note (Note 3).

- Capital Acquisitions

This report provides year to date budget performance in respect of the following capital expenditure activities and their funding sources. Individual project information can be found at Note 12.

- Note 1 – Significant Accounting Policies

This note provides details of the accounting policies relating to the Shire's accounts.

- Note 2 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 5% or \$5,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

- Note 3 - Net Current Funding Position - Statutory Requirement

This note provides details of the composition of the net current asset position on a year to date basis, and reconciles with the closing funding position as per the Statement of Financial Activity.

- Note 4 – Cash and Investments

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or Investment accounts as at reporting date.

- Note 5 – Budget Amendments

This note provides council with a list of all budget amendments to date.

- Note 6 – Receivables

This note provides Council with the sundry debtors outstanding as at reporting date.

- Note 7 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year to date basis.

- Note 8 – Rating Information

This note provides details of rates levied during the year.

- Note 9 – Information on Borrowings

This note shows the Shire's current debt position and lists all borrowings.

- Note 10 – Grants and Contributions received

This note is being redeveloped and will be provided as soon as possible.

- Note 11 – Trust Funds

This note shows the balance of funds held by the Shire in its Trust Fund on behalf of another person/entity.

- Note 12 – Capital Acquisitions

This note details the capital expenditure program for the year.

Consultation

The Monthly Financial Activity Statements for August 2017 were presented and discussed at the Finance Committee meeting on 18 September 2017. The Finance Committee raised the following queries regarding the Financial Activity Statements:

1. Query: Statement of Financial Activity by Program (p. 3) – other Property and Services shows a significant variance of \$84,988 in August.
Response: This variance relates to overhead allocation and recovery. These are currently being reviewed and will be corrected. As they are overhead allocations there is no net impact on the budget.
2. Query: Note 2 Explanation of Material Variance does not reflect the variance in the Property and Services expenditure.
Response: The explanation has been corrected.

3. Question: What is included in the Payables and Provisions?

Response: Payables includes the \$125,000 for the ATO Liability and Provisions is the Annual Leave and Long Service Leave provision.

4. Comment: Dates are shown incorrectly in various headings.

Response: These have been updated.

The Committee resolved to recommend that the Monthly Financial Activity Statements August 2017 be received by Council.

Financial Implications

Any financial implications are detailed within the context of this report.

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Nil

Voting Requirements

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

COMMITTEE AND OFFICER RECOMMENDATION – ITEM 10.2.2

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATION 34 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 AUGUST 2017.

10.2.3 ACCOUNTS FOR PAYMENT – 4 AUGUST TO 3 SEPTEMBER 2017

Date:	19 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	E. Hardy – Finance Officer
Senior Officer:	A. Selvey, Chief Executive Officer
Attachments:	5. List of Accounts 6. Credit Card Summaries

Background

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

Comment

The list as presented has been reviewed by Chief Executive Officer and Manager Assets and Works.

Consultation

The Finance Committee checked the sequences of all payments, including transition from the previous month, and did not find any issues.

The Finance Committee raised the following queries:

1. Query: EFT5117 – Payment to Navsdron.
Response: Relates to preparation of the 2017/18 Statutory Budget and assistance with BAS statements.
2. Query: EFT5130 Payment to Benara nurseries – is this all for plants at STA?
Response: Yes.
3. Actions: Noting significant costs for Telstra and Water Corp we review our Telstra Account and Options for progressing with the Storm Water Project.

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 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 adopted budget for the 2017/18 financial year.

Risk Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 10.2.3

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATIONS 12 7 13 OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, RECEIVES 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 04 AUGUST 2017 TO 03 SEPTEMBER 2017.

10.3 MINUTES TO BE RECEIVED

10.3.1 MINUTES FROM COMMITTEE MEETINGS TO BE RECEIVED

Date:	22 September 2017
Applicant:	The Shire of Dowerin
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	Andrea Selvey, CEO
Attachments:	7. Minutes Finance Committee Meeting (Confirmed) 11 th August 2017 8. Minutes Finance Committee Meeting (Unconfirmed) 18 th September 2017

Summary

The report formally presents the minutes of 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;
- Wheatbelt Heritage Rail 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. FINANCE COMMITTEE MEETING (CONFIRMED), 11TH AUGUST 2017; AND***
- b. FINANCE COMMITTEE MEETING (UNCONFIRMED), 18TH SEPTEMBER 2017.***

- 11. NEW BUSINESS OF AN URGENT NATURE**
- 12. ELECTED MEMBERS MOTIONS**
- 13. CONFIDENTIAL ITEMS**
- 14. CLOSURE OF MEETING**

ORDINARY COUNCIL MEETING ATTACHMENTS

Tuesday
26 September 2017
3.00pm



ATTACHMENTS

- | | |
|--------|--|
| 10.1.2 | 1. Confidential Report on Stabilising e-quotes |
| 10.1.3 | 2. Confidential Report on Bitumen e-quotes |
| 10.2.1 | 3. Monthly Financial Activity Statement – July 2017 |
| 10.2.2 | 4. Monthly Financial Activity Statement – August 2017 |
| 10.2.3 | 5. List of Accounts |
| | 6. Credit Card Summaries |
| 10.3.1 | 7. Minutes Finance Committee Meeting (Confirmed) 11 August 2017 |
| | 8. Minutes Finance Committee Meeting (Unconfirmed) 18 September 2017 |

SHIRE OF DOWERIN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 July 2017

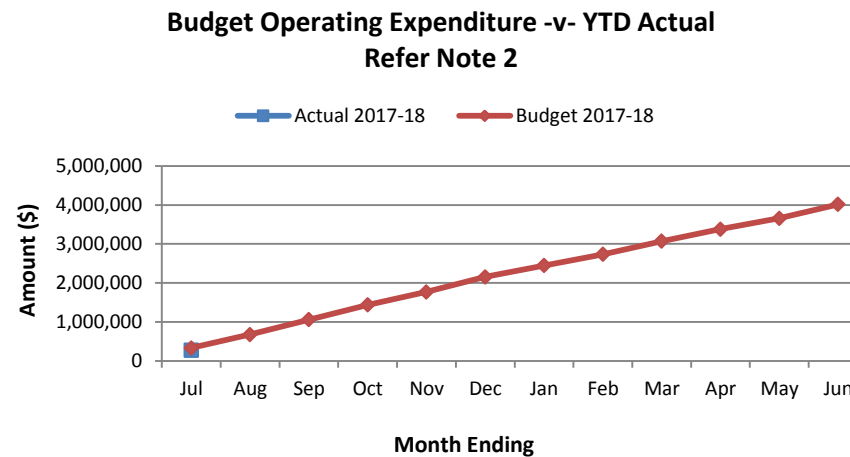
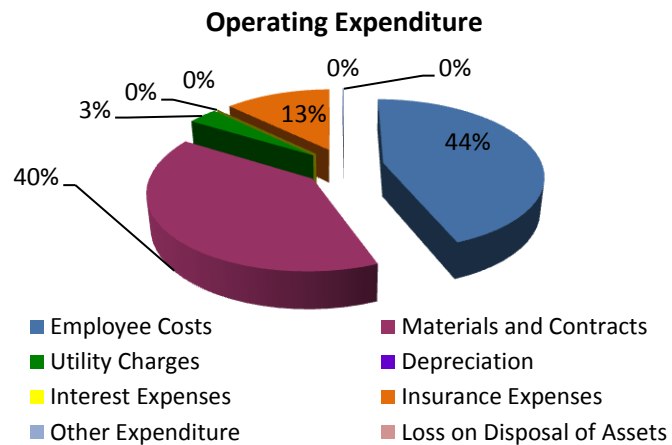
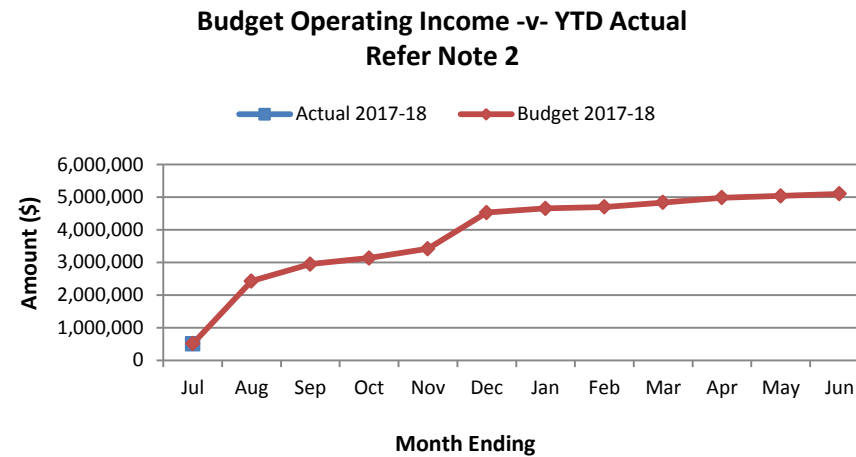
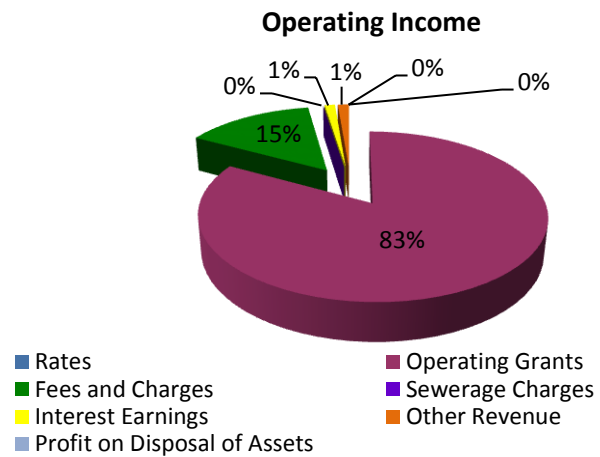
LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	2
Statement of Financial Activity by Program	3
Statement of Financial Activity By Nature or Type	4
Statement of Capital Acquisitions and Capital Funding	5
Note 1 Significant Accounting Policies	6 - 9
Note 2 Explanation of Material Variances	10
Note 3 Net Current Funding Position	11
Note 4 Cash and Investments	12
Note 5 Budget Amendments	13
Note 6 Receivables	14
Note 7 Cash Backed Reserves	15
Note 8 Capital Disposals	16
Note 8 Rating Information	17
Note 9 Information on Borrowings	18
Note 10 Grants and Contributions - to be provided in future months	19
Note 11 Trust	20
Note 12 Details of Capital Acquisitions	21

SHIRE OF DOWERIN
Information Summary
For the Period Ended 31 July 2017



SHIRE OF DOWERIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 July 2017

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	(b)-(a)	(b)-	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	1,134,516	1,134,516	1,134,516	1,163,460	28,944	3%	
Revenue from operating activities								
Governance		7,530	7,530	393	25	(368)	(94%)	
General Purpose Funding - Rates	8	1,247,570	1,247,570	0	0	0		
General Purpose Funding - Other		786,847	786,847	2,031	1,278	(753)	(37%)	
Law, Order and Public Safety		25,310	25,310	245	60	(185)	(76%)	
Health		267,152	267,152	76,277	76,477	200	0%	
Education and Welfare		132,510	132,510	11,043	7,863	(3,180)	(29%)	
Housing		142,590	142,590	11,881	10,845	(1,036)	(9%)	
Community Amenities		235,837	235,837	1,689	1,242	(447)	(26%)	
Recreation and Culture		81,840	81,840	2,566	1,619	(947)	(37%)	
Transport		185,630	185,630	1,846	1,358	(488)	(26%)	
Economic Services		137,866	137,866	921	378	(543)	(59%)	
Other Property and Services		10,711	10,711	893	(2,549)	(3,442)	(385%)	
		3,261,393	3,261,393	109,785	98,596			
Expenditure from operating activities								
Governance		(479,870)	(479,870)	(42,138)	(40,311)	1,827	4%	
General Purpose Funding		(142,710)	(142,710)	(10,932)	(8,271)	2,661	24%	
Law, Order and Public Safety		(68,680)	(68,680)	(5,719)	(10,446)	(4,727)	(83%)	
Health		(319,910)	(319,910)	(21,505)	(16,775)	4,730	22%	
Education and Welfare		(166,000)	(166,000)	(13,549)	(10,604)	2,945	22%	
Housing		(196,250)	(196,250)	(16,340)	(9,337)	7,003	43%	😊
Community Amenities		(295,770)	(295,770)	(24,128)	(20,531)	3,597	15%	
Recreation and Culture		(762,647)	(762,647)	(56,516)	(35,411)	21,105	37%	😊
Transport		(1,226,750)	(1,226,750)	(133,718)	(109,597)	24,121	18%	😊
Economic Services		(354,908)	(354,908)	(15,751)	(11,883)	3,868	25%	
Other Property and Services		(2,950)	(2,950)	7,404	3,513	(3,891)	53%	
		(4,016,445)	(4,016,445)	(332,892)	(269,653)			
Operating activities excluded from budget								
Add back Depreciation		1,138,280	1,138,280	91,422	0	(91,422)	(100%)	😊
Adjust (Profit)/Loss on Asset Disposal	8	(33,600)	(33,600)	0	0	0		
Movement in Leave Reserve		0	0	0	0	0		
Amount attributable to operating activities		349,628	349,628	(131,685)	(171,057)			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	10	1,839,985	1,839,985	400,000	400,000	0	0%	
Proceeds from Disposal of Assets	8	155,500	155,500	0	0	0		
Land Held for Resale		0	0	0	0	0		
Land and Buildings	12	(1,308,700)	(1,308,700)	(84,061)	(84,061)	0	0%	
Infrastructure Assets - Roads	12	(1,213,927)	(1,213,927)	0	(411)	(411)		
Infrastructure Assets - Footpaths	13	(14,000)	(14,000)	0	0	0		
Infrastructure Assets - Other	13	(257,000)	(257,000)	0	0	0		
Plant and Equipment	12	(411,737)	(411,737)	0	0	0		
Furniture and Equipment	12	(18,300)	(18,300)	0	0	0		
Amount attributable to investing activities		(1,228,179)	(1,228,179)	315,939	315,528			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Self-Supporting Loan Principal		23,756	23,756	0	0	0		
Transfer from Reserves	7	195,844	195,844	0	0	0		
Repayment of Debentures	9	(117,510)	(117,510)	0	0	0		
Transfer to Reserves	7	(352,053)	(352,053)	0	0	0		
Amount attributable to financing activities		(249,963)	(249,963)	0	0			
Closing Funding Surplus(Deficit)	3	6,002	6,002	1,318,770	1,307,931			



More Revenue OR Less Expenditure
Less Revenue OR More Expenditure

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF DOWERIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 July 2017

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	1,134,516	1,134,516	1,134,516	1,163,460	28,944	3%	
Revenue from operating activities								
Rates	8	1,247,570	1,247,570	0	0	0		
Operating Grants, Subsidies and Contributions	10	1,326,409	1,326,409	88,219	81,791	(6,429)	(7%)	⚠
Fees and Charges		422,200	422,200	17,779	14,360	(3,419)	(19%)	
Sewerage Charges		137,807	137,807	0	0	0		
Interest Earnings		57,740	57,740	1,530	1,178	(352)	(23%)	
Other Revenue		28,867	28,867	2,257	1,268	(989)	(44%)	
Profit on Disposal of Assets		40,800	40,800	0	0			
		3,261,393	3,261,393	109,785	98,596			
Expenditure from operating activities								
Employee Costs		(1,553,120)	(1,553,120)	(130,700)	(118,709)	11,991	9%	😊
Materials and Contracts		(843,690)	(843,690)	(80,253)	(106,789)	(26,536)	(33%)	⚠
Utility Charges		(177,710)	(177,710)	(9,637)	(9,565)	72	1%	
Depreciation on Non-Current Assets		(1,138,280)	(1,138,280)	(91,422)	0	91,422	100%	😊
Interest Expenses		(39,455)	(39,455)	0	0	0		
Insurance Expenses		(162,650)	(162,650)	(16,639)	(34,111)	(17,472)	(105%)	⚠
Other Expenditure		(94,340)	(94,340)	(4,241)	(479)	3,762	89%	
Loss on Disposal of Assets		(7,200)	(7,200)	0	0	0		
		(4,016,445)	(4,016,445)	(332,892)	(269,653)			
Operating activities excluded from budget								
Add back Depreciation		1,138,280	1,138,280	91,422	0	(91,422)	(100%)	😊
Movement in Leave Reserve		0	0	0	0	0		
Amount attributable to operating activities		349,628	349,628	(131,685)	(171,057)			
Investing activities								
Grants, Subsidies and Contributions	10	1,839,985	1,839,985	400,000	400,000	0	0%	
Proceeds from Disposal of Assets	8	155,500	155,500	0	0	0		
Land Held for Resale		0	0	0	0	0		
Land and Buildings	12	(1,308,700)	(1,308,700)	(84,061)	(84,061)	0	0%	
Infrastructure Assets - Roads	12	(1,213,927)	(1,213,927)	0	(411)	(411)		
Infrastructure Assets - Footpaths	13	(14,000)	(14,000)	0	0	0		
Infrastructure Assets - Other	13	(257,000)	(257,000)	0	0	0		
Plant and Equipment	13	(411,737)	(411,737)	0	0	0		
Furniture and Equipment	13	(18,300)	(18,300)	0	0	0		
Amount attributable to investing activities		(1,228,179)	(1,228,179)	315,939	315,528			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Self-Supporting Loan Principal		23,756	23,756	0	0	0		
Transfer from Reserves	7	195,844	195,844	0	0	0		
Repayment of Debentures	9	(117,510)	(117,510)	0	0	0		
Transfer to Reserves	7	(352,053)	(352,053)	0	0	0		
Amount attributable to financing activities		(249,963)	(249,963)	0	0			
Closing Funding Surplus (Deficit)	3	6,002	6,002	1,318,770	1,307,931	(10,838)	(1%)	

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

😊 More Revenue OR Less Expenditure
⚠ Less Revenue OR More Expenditure

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

SHIRE OF DOWERIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 July 2017

Capital Acquisitions

	Note	Amended Annual Budget	% Source of Funding	YTD Actual Total
		\$		\$
Land and Buildings	12	1,308,700		84,061
Infrastructure Assets - Roads	12	1,213,927		411
Infrastructure Assets - Footpaths	13	14,000		0
Infrastructure Assets - Other	13	257,000		0
Plant and Equipment	13	411,737		0
Furniture and Equipment	13	18,300		0
Capital Expenditure Totals		3,223,664		84,472
Capital acquisitions funded by:				
Capital Grants and Contributions	10	1,839,985	57%	400,000
Borrowings	9	0	0%	0
Other (Disposals & C/Fwd)		1,134,516	35%	0
Council contribution - Cash Backed Reserves	7	152,456	5%	0
Council contribution - operations		96,707	3%	(315,528)
Capital Funding Total		3,223,664		84,472

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

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

(i) Fixed Assets

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

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

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 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
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

Borrowing Costs

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

(n) Provisions

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 1: Significant Accounting Policies

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

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

GOVERNANCE

GENERAL PURPOSE FUNDING

LAW, ORDER, PUBLIC SAFETY

HEALTH

EDUCATION AND WELFARE

HOUSING

COMMUNITY AMENITIES

RECREATION AND CULTURE

TRANSPORT

ECONOMIC SERVICES

OTHER PROPERTY AND SERVICES

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially. The material variance adopted by Council for the 2016/17 year is \$5,000 or 5% whichever is the greater.

🟢 **More Revenue OR Less Expenditure**

🔴 **Less Revenue OR More Expenditure**

Reporting Program	Var. \$	Var. %	Var .	Timing/ Permanent	Explanation of Variance
Operating Income	\$	%			
Governance	(368)	(94%)			Within Variance Threshold
General Purpose Funding - Rates	0				Within Variance Threshold
General Purpose Funding - Other	(753)	(37%)			Within Variance Threshold
Law, Order and Public Safety	(185)	(76%)			Within Variance Threshold
Health	200	0%			Within Variance Threshold
Education and Welfare	(3,180)	(29%)			Within Variance Threshold
Housing	(1,036)	(9%)			Within Variance Threshold
Community Amenities	(447)	(26%)			Within Variance Threshold
Recreation and Culture	(947)	(37%)			Within Variance Threshold
Transport	(488)	(26%)			Within Variance Threshold
Economic Services	(543)	(59%)			Within Variance Threshold
Other Property and Services	(3,442)	(385%)			Within Variance Threshold
Operating Expense	\$	%			
Governance	1,827	4%			Within Variance Threshold
General Purpose Funding	2,661	24%			Within Variance Threshold
Law, Order and Public Safety	(4,727)	(83%)			Within Variance Threshold
Health	4,730	22%			Within Variance Threshold
Education and Welfare	2,945	22%			Within Variance Threshold
Housing	7,003	43%	🟢	Timing	Depreciation budgeted at \$7K for July has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Community Amenities	3,597	15%			Within Variance Threshold
Recreation and Culture	21,105	37%	🟢	Timing	Depreciation budgeted at \$18K for July has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Transport	24,121	18%	🟢	Timing	Depreciation budgeted at \$39K for July has not yet been processed, pending finalisation of revaluations as at 30 June 17. Rural road maintenance is \$10K higher than YTD budget, due to higher levels of maintenance works being carried out in winter months. This is expected to even out over the year as teams move to capital projects.
Economic Services	3,868	25%			Within Variance Threshold
Other Property and Services	(3,891)	53%			Within Variance Threshold
Operating activities excluded from budget					
Depreciation	91,422	(100%)	🟢	Timing	Depreciation budgeted at \$91K for July has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Movement in Leave Reserve	0				Within Variance Threshold
Capital Revenues					Within Variance Threshold
Grants, Subsidies and Contributions	0	0			Within Variance Threshold
Capital Expenses					
Land and Buildings	0	0%			Within Variance Threshold
Infrastructure - Roads	(411)				Within Variance Threshold
Infrastructure - Footpaths	0	0%			Within Variance Threshold
Infrastructure - Drainage	0	0%			Within Variance Threshold
Plant and Equipment	0	0%			Within Variance Threshold
Furniture and Equipment	0	0%			Within Variance Threshold
Financing					
Proceeds from New Debentures	0				Within Variance Threshold
Self-Supporting Loan Principal	0				Within Variance Threshold
Transfer from Reserves	0				Within Variance Threshold
Opening Funding Surplus(Deficit)	28,944	3%			The Opening funding Surplus is higher than YTD Budget. This may change with the finalisation of the Annual Financial report.

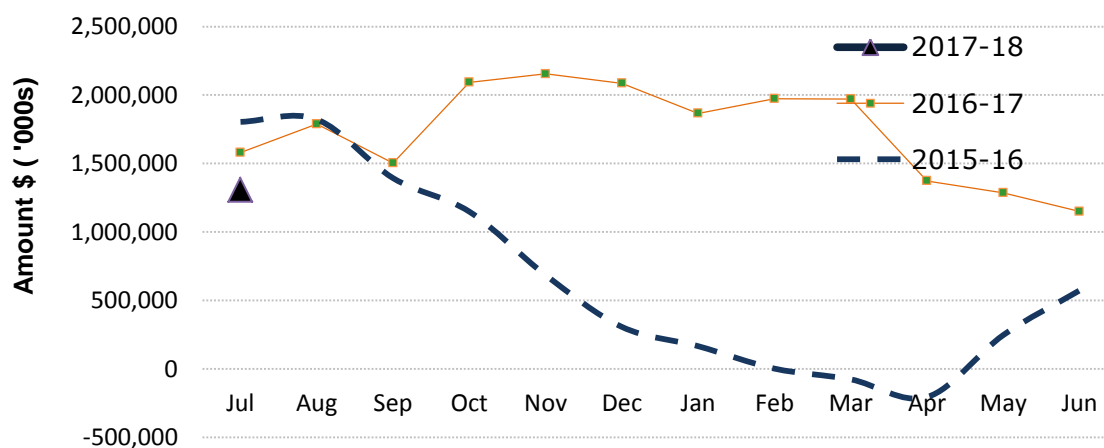
SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Actual Closing	Current
	Note	30 June 2017	31 Jul 2017
		\$	\$
Current Assets			
Cash Unrestricted	4	1,641,454	1,572,176
Cash Restricted	4	1,787,396	1,787,396
Receivables - Rates		59,649	58,947
Receivables - Other		178,478	84,619
Interest / ATO Receivable/Trust		102,372	(4,171)
Inventories		35,256	43,680
		3,804,605	3,542,647
Less: Current Liabilities			
Payables		(721,944)	(315,515)
Current Borrowings		(117,509)	(117,509)
Provisions		(185,111)	(185,111)
		(1,024,565)	(618,136)
Net Current Assets		2,780,040	2,924,512
Less: Cash Reserves	7	(1,787,396)	(1,787,396)
Plus: Current Borrowings included in Budget		117,324	117,324
Plus : Liabilities funded by Cash Backed Reserves		53,493	53,493
Net Current Funding Position		1,163,460	1,307,931

Note 3 - Liquidity Over the Year



Current Ratio equals 1:2.84

This means that for every \$1.00 of liability Council has \$2.84 of Current asstes available to cover current debt

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	195,951			195,951	NAB	Variable	At Call
Cash Maximiser	1,290,132			1,290,132	NAB	2.05%	At Call
Trust Bank Account			12,307	12,307	NAB	Variable	At Call
(b) Term Deposits							
Term Deposit 1	91,931	888,352		980,284	NAB	Variable	At Call
Reserve Bank Account - Bendigo		899,044		899,044	Bendigo	2.70%	13-Dec-17
Municipal Term Deposit	70,306			70,306	NAB	Variable	At Call
	1,648,320	1,787,396	12,307	3,448,024			

Comments/Notes - Investments

The above balances are the funds held in bank accounts and on hand as at reporting date.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 5: Budget Amendments

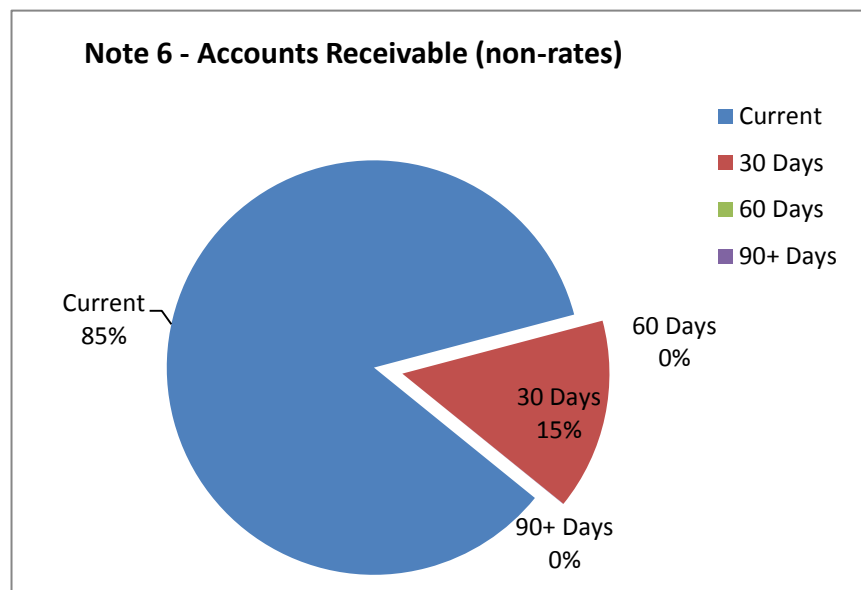
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolutio n	Classification	Original Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Closing Surplus(Deficit)			\$	\$	\$
	There have been no budget amendments to date							6,002
Amended Budget Cash Position as per Council Resolution						0	0	0

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 6: Receivables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	39,708	6,974	0	8	46,689
Balance per Trial Balance					
Sundry Debtors					46,689
Total Receivables General Outstanding					46,689



Comments/Notes - Receivables General

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	53,493	1,202	0	0	0	0	0	54,695	53,493
Plant Reserve	142,872	3,210	0	140,000	0	(120,000)	0	166,082	142,872
Sewerage Asset Preservation Reserve	1,043,357	23,429	0	71,000	0	0	0	1,137,786	1,043,357
Land & Building Reserve	146,594	3,293	0	42,000	0	0	0	191,887	146,594
Swimming Pool Reserve	32,456	0	0	0	0	(32,456)	0	(0)	32,456
Recreation Facilities Reserve	180,866	4,063	0	1,673	0	0	0	186,602	180,866
Community Housing Project Reserve	46,221	1,039	0	0	0	0	0	47,260	46,221
Comunity Bus Reserve	40,787	917	0	0	0	(41,704)	0	0	40,787
Economic Development Reserve	12,021	271	0	42,000	0	0	0	54,292	12,021
All Hours Gym Reserve	1,684	0	0	0	0	(1,684)	0	(0)	1,684
Bowling Green Replacement Reserve	61,461	1,381	0	10,000	0	0	0	72,842	61,461
Tennis Court Replacement Reserve	25,584	575	0	6,000	0	0	0	32,159	25,584
	1,787,396	39,380	0	312,673	0	(195,844)	0	1,943,605	1,787,396

Reserve funds are fully cash-backed in a term Deposit and Bank Account - Refer Note 4.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 8: Disposal of Assets

			YTD Actual				Amended Budget			
Asset Number	Asset Description	Program	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
D0	Ford Falcon	Governance					5,200	8,000	2,800	
D002	Ford Territory	Governance					5,600	5,500		(100)
	HACC Vehicle	Health					9,100	2,000		(7,100)
D007	Grader - ACT 12M	Transport					102,000	140,000	38,000	
			0	0	0	0	121,900	155,500	40,800	(7,200)

Comments

There have been no disposals to date

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 8: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Residential	9.2300	182	1,333,264	123,060	0	0	0	123,060	0	0	123,060
GRV - Commercial/Indust	9.2300	33	256,474	23,673	0	0	0	23,673	0	0	23,673
GRV - Town Rural	9.2300	27	133,530	12,325	0	0	0	12,325	0	0	12,325
GRV - Other Towns	9.2300	0	0	0	0	0	0	0	0	0	0
UV - Rural Farmland	0.7910	295	120,307,500	951,632	0	0	0	951,632	0	0	951,632
Sub-Totals		537	122,030,768	1,110,690	0	0	0	1,110,690	0	0	1,110,690
Minimum Payment	Minimum										
	\$						0				
GRV -Residential	706.00	48	260,468	33,888	0	0	0	33,888	0	0	33,888
GRV - Commercial/Industrial	706.00	18	66,871	12,708	0	0	0	12,708	0	0	12,708
GRV - Town Rural	706.00	16	41,551	11,296	0	0	0	11,296	0	0	11,296
GRV - Other Towns	206.00	19	7,659	3,914	0	0	0	3,914	0	0	3,914
UV - Rural Farmland	706.00	69	3,535,300	48,714	0	0	0	48,714	0	0	48,714
UV - Commercial/Industrial	706.00	4	400	2,824	0	0	0	2,824	0	0	2,824
UV - Town Rural	706.00	3	63,000	2,118	0	0	0	2,118	0	0	2,118
UV - Mining Tenement	206.00	3	5,867	618	0	0	0	618	0	0	618
Sub-Totals		180	3,981,116	116,080	0	0	0	116,080	0	0	116,080
		717	126,011,884	1,226,770	0	0	0	1,226,770	0	0	1,226,770
Concession							0				0
Amount from General Rates							0	1,226,770			1,226,770
Ex-Gratia Rates							0	20,800			20,800
Specified Area Rates							0	0			0
Totals							0	1,247,570			1,247,570

Comments - Rating Information

Rates were levied on 24th August 2017 and as such no income is reported for the July financial statements

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 9 : Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2016	Actual		Principal Repayments		Principal Outstanding		Interest Repayments	
		New Loans		Amended		Amended		Amended	
				Actual	Budget	Actual	Budget	Actual	Budget
				\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 97 - Community Club	350,628			0	64,565	350,628	286,063	0	13,687
Economic Services									
Loan 99 - Short Term Accommodation Project	770,993			0	29,189	770,993	741,804	0	23,982
Self Supporting Loans									
Loan 98 - Dowerin Events	60,856			0	23,756	60,856	37,100	0	1,786
	1,182,477	0		0	117,510	1,182,477	1,064,967	0	39,455

(b) New Debentures

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 debentures.

(d) Overdraft

Council has an overdraft facility of \$60,000 with NAB.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 10: Grants and Contributions

This note is under development and will be provided to Council in future months

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 11: Trust Fund

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

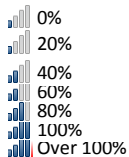
Description	Opening Balance 01 Jul 2016	Amount Received	Amount Paid	Closing Balance 31 Jul 2017
	\$	\$	\$	\$
Housing Bonds	3,428	0	0	3,428
Key Deposits	90	0	0	90
Tidy Towns	3,219	0	0	3,219
HACC Vehicle	691	0	0	691
Building Deposits	0	0	0	0
AROC Funds	0	0	0	0
HACC Fundraising	2,521	0	0	2,522
Recreation Steering Committee	0	0	0	0
Centenary Park	2,111	0	0	2,111
Nomination Deposits	0	0	0	0
Yellow Ribbon	247	0	0	247
	12,307	0	0	12,307

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2017

Note 12: Capital Acquisitions

Assets	Account	Program	YTD Actual			Amended Budget		
			New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
			\$	\$	\$	\$	\$	\$
<i>Level of completion indicator (based on expenditure), please see table at the end of this note for further detail.</i>								
LAND								
Land - Museum	3715	Governance			0	13,000	0	0
Land Total			0	0	0	13,000	0	0
Buildings								
Shire Office	0364	Governance		0	0	72,500	0	0
HACC - Capex - Building Renewal	1605	Health		0	0	21,770	0	0
BUILDINGS - FIRE SHED PAD	0884	Law, Order And Public Safet	724		724	264,000	0	724
SWIM POOL CAPITAL EXPENDITURE	3444	Recreation & Culture		0	0	100,000	0	0
WHEATBELT HERITAGE RAIL PROJECT	7144	Economic Services		32	32	0	0	32
SHORT TERM ACCOMMODATION	7145	Economic Services	83,306		83,306	837,430	803,120	(719,814)
Buildings Total			84,029	32	84,061	1,295,700	803,120	(719,059)
Furniture & Office Equip.								
FURN - PHOTOCOPIER	374	Governance		0	0	12,900	0	0
FURN - OFFICE EQUIPMENT	414	Governance		0	0	1,000	0	0
HACC - Capex - Furniture and Equipment	1624	Health		0	0	4,400	0	0
Furniture & Equipment Total			0	0	0	18,300	0	0
Plant , Equip. & Vehicles								
Admin Vehicles	394	Governance		0	0	29,660	0	0
HACC - VEHICLE PURCHASE	1604	Health		0	0	32,077	0	0
PLANT - GRADER	6254	Transport		0	0	350,000	0	0
Plant & Equipment Total			0	0	0	411,737	0	0
Infrastructure - Roads								
ROADS - ROADS TO RECOVERY	4184	Transport		301	301	520,776	0	301
ROADS - UNCLASSIFIED	4604	Transport		0	0	212,688	0	0
ROADS - STATE 20/20	4884	Transport		110	110	480,463	0	110
ROADS - SIGNS	4194	Transport		0	0	0	0	0
Roads Total			0	411	411	1,213,927	0	411
Infrastructure - Footpaths								
FOOTPATH/CYCLEWAYS	6094	Transport		0	0	14,000	0	0
Infrastructure - Footpaths TOTAL			0	0	0	14,000	0	0
Infrastructure - Other								
Infrastructure Other - Environment	2910	Transport	0		0	250,000	0	0
Infrastructure - other	4195	Transport			0	7,000	0	0
Infrastructure -Other Total			0	0	0	257,000	0	0
Capital Expenditure Total			84,029	443	84,472	3,223,664	803,120	(718,648)

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

SHIRE OF DOWERIN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 August 2017

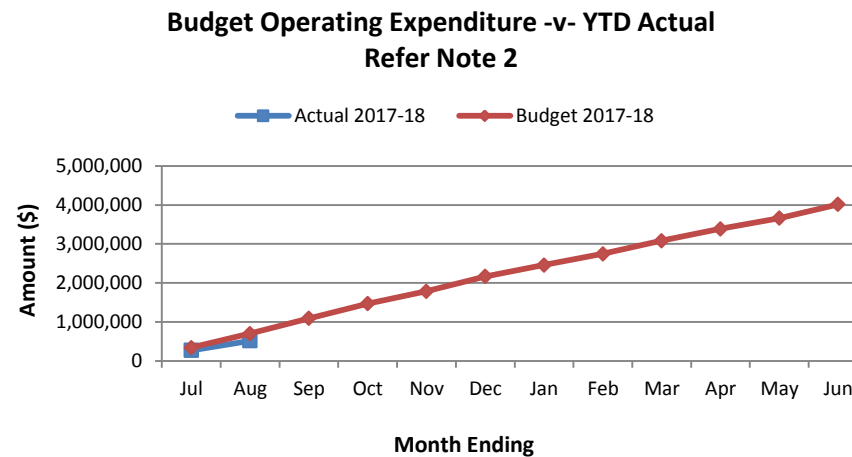
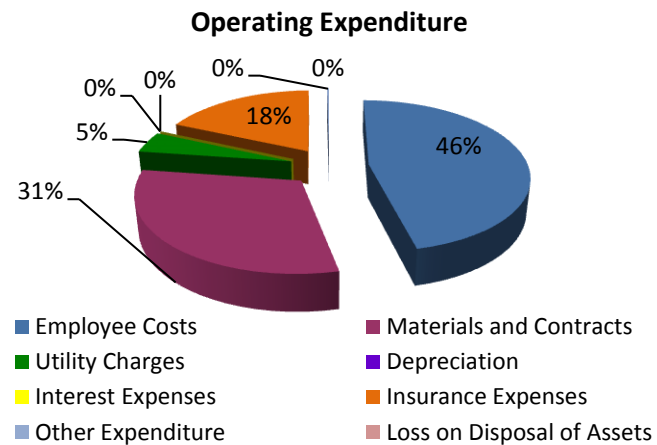
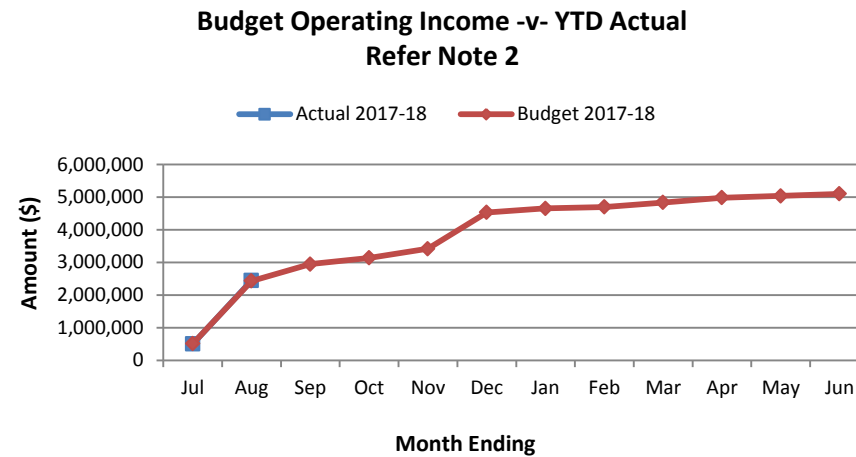
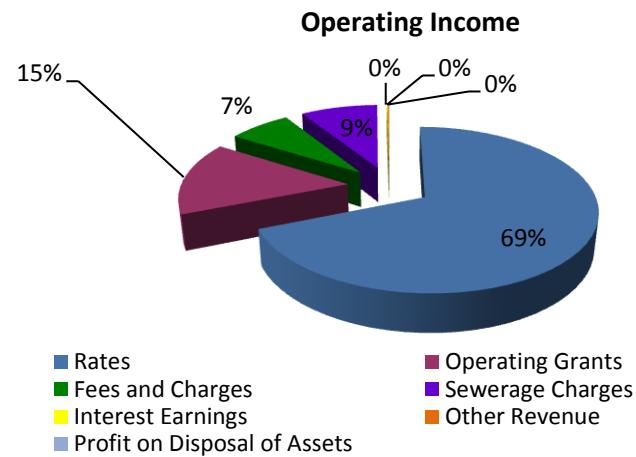
LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	2
Statement of Financial Activity by Program	3
Statement of Financial Activity By Nature or Type	4
Statement of Capital Acquisitions and Capital Funding	5
Note 1 Significant Accounting Policies	6 - 9
Note 2 Explanation of Material Variances	10
Note 3 Net Current Funding Position	11
Note 4 Cash and Investments	12
Note 5 Budget Amendments	13
Note 6 Receivables	14
Note 7 Cash Backed Reserves	15
Note 8 Capital Disposals	16
Note 8 Rating Information	17
Note 9 Information on Borrowings	18
Note 10 Grants and Contributions - to be provided in future months	19
Note 11 Trust	20
Note 12 Details of Capital Acquisitions	21

SHIRE OF DOWERIN
Information Summary
For the Period Ended 31 August 2017



SHIRE OF DOWERIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 August 2017

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	(b)-(a)	(b)-	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	1,134,516	1,134,516	1,134,516	1,163,460	28,944	3%	
Revenue from operating activities								
Governance		7,530	7,530	3,586	7,466	3,880	108%	
General Purpose Funding - Rates	8	1,247,570	1,247,570	1,226,770	1,226,770	0	0%	
General Purpose Funding - Other		786,847	786,847	166,062	162,854	(3,208)	(2%)	
Law, Order and Public Safety		25,310	25,310	490	181	(309)	(63%)	
Health		267,152	267,152	77,554	76,477	(1,077)	(1%)	
Education and Welfare		132,510	132,510	18,086	16,467	(1,619)	(9%)	
Housing		142,590	142,590	23,762	20,008	(3,754)	(16%)	
Community Amenities		235,837	235,837	222,531	249,011	26,480	12%	😊
Recreation and Culture		81,840	81,840	5,132	3,263	(1,869)	(36%)	
Transport		185,630	185,630	3,692	2,676	(1,016)	(28%)	
Economic Services		137,866	137,866	11,842	12,170	328	3%	
Other Property and Services		10,711	10,711	1,785	1,598	(187)	(10%)	
		3,261,393	3,261,393	1,761,292	1,778,940			
Expenditure from operating activities								
Governance		(479,870)	(479,870)	(92,592)	(95,559)	(2,967)	(3%)	
General Purpose Funding		(142,710)	(142,710)	(21,864)	(18,710)	3,154	14%	
Law, Order and Public Safety		(68,680)	(68,680)	(11,438)	(15,386)	(3,948)	(35%)	
Health		(319,910)	(319,910)	(46,010)	(36,875)	9,135	20%	😊
Education and Welfare		(166,000)	(166,000)	(27,098)	(20,448)	6,650	25%	😊
Housing		(196,250)	(196,250)	(32,680)	(14,431)	18,249	56%	😊
Community Amenities		(295,770)	(295,770)	(48,256)	(29,822)	18,434	38%	😊
Recreation and Culture		(762,647)	(762,647)	(117,932)	(64,854)	53,078	45%	😊
Transport		(1,226,750)	(1,226,750)	(230,472)	(158,409)	72,063	31%	😊
Economic Services		(354,908)	(354,908)	(69,072)	(39,917)	29,155	42%	😊
Other Property and Services		(2,950)	(2,950)	(4,512)	(23,562)	(19,050)	(422%)	😞
		(4,016,445)	(4,016,445)	(701,926)	(517,973)			
Operating activities excluded from budget								
Add back Depreciation		1,138,280	1,138,280	183,844	0	(183,844)	(100%)	😊
Adjust (Profit)/Loss on Asset Disposal	8	(33,600)	(33,600)	(2,700)	0	2,700	(100%)	
Movement in Leave Reserve		0	0	0	0	0		
Amount attributable to operating activities		349,628	349,628	1,240,510	1,260,967			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	10	1,839,985	1,839,985	670,000	669,903	(97)	(0%)	
Proceeds from Disposal of Assets	8	155,500	155,500	0	0	0		
Land Held for Resale		0	0	0	0	0		
Land and Buildings	12	(1,308,700)	(1,308,700)	(140,064)	(140,064)	0	0%	
Infrastructure Assets - Roads	12	(1,213,927)	(1,213,927)	0	(1,328)	(1,328)		
Infrastructure Assets - Footpaths	13	(14,000)	(14,000)	0	0	0		
Infrastructure Assets - Other	13	(257,000)	(257,000)	0	0	0		
Plant and Equipment	12	(411,737)	(411,737)	0	0	0		
Furniture and Equipment	12	(18,300)	(18,300)	0	0	0		
Amount attributable to investing activities		(1,228,179)	(1,228,179)	529,936	528,510			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Self-Supporting Loan Principal		23,756	23,756	0	0	0		
Transfer from Reserves	7	195,844	195,844	0	0	0		
Repayment of Debentures	9	(117,510)	(117,510)	0	0	0		
Transfer to Reserves	7	(352,053)	(352,053)	0	0	0		
Amount attributable to financing activities		(249,963)	(249,963)	0	0			
Closing Funding Surplus(Deficit)	3	6,002	6,002	2,904,962	2,952,938			



More Revenue OR Less Expenditure
Less Revenue OR More Expenditure

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF DOWERIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 August 2017

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	1,134,516	1,134,516	1,134,516	1,163,460	28,944	3%	
Revenue from operating activities								
Rates	8	1,247,570	1,247,570	1,226,770	1,226,770	0	0%	
Operating Grants, Subsidies and Contributions	10	1,326,409	1,326,409	259,438	265,491	6,053	2%	
Fees and Charges		422,200	422,200	126,904	126,156	(748)	(1%)	
Sewerage Charges		137,807	137,807	137,807	156,137	18,330	13%	😊
Interest Earnings		57,740	57,740	3,060	1,890	(1,170)	(38%)	
Other Revenue		28,867	28,867	4,513	2,496	(2,017)	(45%)	
Profit on Disposal of Assets		40,800	40,800	2,800	0			
		3,261,393	3,261,393	1,761,292	1,778,940			
Expenditure from operating activities								
Employee Costs		(1,553,120)	(1,553,120)	(289,735)	(240,575)	49,160	17%	😊
Materials and Contracts		(843,690)	(843,690)	(137,827)	(159,290)	(21,463)	(16%)	😞
Utility Charges		(177,710)	(177,710)	(29,274)	(23,221)	6,053	21%	😊
Depreciation on Non-Current Assets		(1,138,280)	(1,138,280)	(183,844)	0	183,844	100%	😊
Interest Expenses		(39,455)	(39,455)	0	0	0		
Insurance Expenses		(162,650)	(162,650)	(52,664)	(93,689)	(41,025)	(78%)	😞
Other Expenditure		(94,340)	(94,340)	(8,482)	(1,198)	7,284	86%	😊
Loss on Disposal of Assets		(7,200)	(7,200)	(100)	0	100	100%	
		(4,016,445)	(4,016,445)	(701,926)	(517,973)			
Operating activities excluded from budget								
Add back Depreciation		1,138,280	1,138,280	183,844	0	(183,844)	(100%)	😊
Movement in Leave Reserve		0	0	0	0	0		
Amount attributable to operating activities		349,628	349,628	1,240,510	1,260,967			
Investing activities								
Grants, Subsidies and Contributions	10	1,839,985	1,839,985	670,000	669,903	(97)	(0%)	
Proceeds from Disposal of Assets	8	155,500	155,500	0	0	0		
Land Held for Resale		0	0	0	0	0		
Land and Buildings	12	(1,308,700)	(1,308,700)	(140,064)	(140,064)	0	0%	
Infrastructure Assets - Roads	12	(1,213,927)	(1,213,927)	0	(1,328)	(1,328)		
Infrastructure Assets - Footpaths	13	(14,000)	(14,000)	0	0	0		
Infrastructure Assets - Other	13	(257,000)	(257,000)	0	0	0		
Plant and Equipment	13	(411,737)	(411,737)	0	0	0		
Furniture and Equipment	13	(18,300)	(18,300)	0	0	0		
Amount attributable to investing activities		(1,228,179)	(1,228,179)	529,936	528,510			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Self-Supporting Loan Principal		23,756	23,756	0	0	0		
Transfer from Reserves	7	195,844	195,844	0	0	0		
Repayment of Debentures	9	(117,510)	(117,510)	0	0	0		
Transfer to Reserves	7	(352,053)	(352,053)	0	0	0		
Amount attributable to financing activities		(249,963)	(249,963)	0	0			
Closing Funding Surplus (Deficit)	3	6,002	6,002	2,904,962	2,952,938	47,976	2%	

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



More Revenue OR Less Expenditure



Less Revenue OR More Expenditure

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

SHIRE OF DOWERIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 August 2017

Capital Acquisitions

	Note	Amended Annual Budget	% Source of Funding	YTD Actual Total
		\$		\$
Land and Buildings	12	1,308,700		140,064
Infrastructure Assets - Roads	12	1,213,927		1,328
Infrastructure Assets - Footpaths	13	14,000		0
Infrastructure Assets - Other	13	257,000		0
Plant and Equipment	13	411,737		0
Furniture and Equipment	13	18,300		0
Capital Expenditure Totals		3,223,664		141,393
Capital acquisitions funded by:				
Capital Grants and Contributions	10	1,839,985	57%	669,903
Borrowings	9	0	0%	0
Other (Disposals & C/Fwd)		1,134,516	35%	0
Council contribution - Cash Backed Reserves	7	152,456	5%	0
Council contribution - operations		96,707	3%	(528,510)
Capital Funding Total		3,223,664		141,393

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

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

(i) Fixed Assets

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

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

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 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
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

Borrowing Costs

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

(n) Provisions

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 1: Significant Accounting Policies

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

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

GOVERNANCE

GENERAL PURPOSE FUNDING

LAW, ORDER, PUBLIC SAFETY

HEALTH

EDUCATION AND WELFARE

HOUSING

COMMUNITY AMENITIES

RECREATION AND CULTURE

TRANSPORT

ECONOMIC SERVICES

OTHER PROPERTY AND SERVICES

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially. The material variance adopted by Council for the 2016/17 year is \$5,000 or 5% whichever is the greater.

😊 **More Revenue OR Less Expenditure**

☹ **Less Revenue OR More Expenditure**

Reporting Program	Var. \$	Var. %	Var .	Timing/ Permanent	Explanation of Variance
Operating Income	\$	%			
Governance	3,880	108%			Within Variance Threshold
General Purpose Funding - Rates	0	0%			Within Variance Threshold
General Purpose Funding - Other	(3,208)	(2%)			Within Variance Threshold
Law, Order and Public Safety	(309)	(63%)			Within Variance Threshold
Health	(1,077)	(1%)			Within Variance Threshold
Education and Welfare	(1,619)	(9%)			Within Variance Threshold
Housing	(3,754)	(16%)			Within Variance Threshold
Community Amenities	26,480	12%	😊	Permanent	The sale of scrap metal following a clean up of the site has gained revenue of approx. \$6K which is \$4K more than budgeted. Commercial Sewerage levies are \$18K higher than budget. The actual levy data indicates that some properties were not included in the original budget modelling .
Recreation and Culture	(1,869)	(36%)			Within Variance Threshold
Transport	(1,016)	(28%)			Within Variance Threshold
Economic Services	328	3%			Within Variance Threshold
Other Property and Services	(187)	(10%)			Within Variance Threshold
Operating Expense	\$	%			
Governance	(2,967)	(3%)			Within Variance Threshold
General Purpose Funding	3,154	14%			Within Variance Threshold
Law, Order and Public Safety	(3,948)	(35%)			Within Variance Threshold
Health	9,135	20%	😊	Timing	HACC salaries and admin allocations are both \$4K lower than YTD Budget. These may even out over the year.
Education and Welfare	6,650	25%	😊	Timing	Wages are \$4K lower than YTD budget and YTD depreciation of \$3K has not yet been processed.
Housing	18,249	56%	😊	Timing	YTD Depreciation budgeted at \$16K has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Community Amenities	18,434	38%	😊	Timing	Waste Charges are \$10K lower than YTD budget. This may even out over the year. YTD depreciation of \$5K has not been expensed.
Recreation and Culture	53,078	45%	😊	Timing	YTD Depreciation budgeted at \$36K has not yet been processed, pending finalisation of revaluations as at 30 June 17. General parks maintenance budgets are \$10K lower, this may even out over the warmer months.
Transport	72,063	31%	😊	Timing	Depreciation budgeted at \$79K YTD has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Economic Services	29,155	42%	😊	Timing	Field day costs are \$20K lower than YTD budget, some costs may not yet have been processed to this area. YTD depreciation of \$6K has not yet been expensed.
Other Property and Services	(19,050)	(422%)	☹	Timing	YTD Depreciation of \$30K has not been processed and Overhead allocations are generally under recovering overhead costs. This can happen because some costs (like insurances) are paid at the beginning of the year, and recoveries are budgeted to collected evenly over 12 months. The overheads will be monitored over the next few months and reviewed if necessary.
Operating activities excluded from budget					
Depreciation	183,844	(100%)	😊	Timing	YTD Depreciation budgeted at \$183K has not yet been processed, pending finalisation of revaluations as at 30 June 17.
Movement in Leave Reserve	0				Within Variance Threshold
Capital Revenues					
Grants, Subsidies and Contributions	(97)	(0)			Within Variance Threshold
Capital Expenses					
Land and Buildings	0	0%			Within Variance Threshold
Infrastructure - Roads	(1,328)				Within Variance Threshold
Infrastructure - Footpaths	0	0%			Within Variance Threshold
Infrastructure - Drainage	0	0%			Within Variance Threshold
Plant and Equipment	0	0%			Within Variance Threshold
Furniture and Equipment	0	0%			Within Variance Threshold
Financing					
Proceeds from New Debentures	0				Within Variance Threshold
Self-Supporting Loan Principal	0				Within Variance Threshold
Transfer from Reserves	0				Within Variance Threshold
Opening Funding Surplus(Deficit)	28,944	3%			The Opening funding Surplus is higher than YTD Budget. This may change with the finalisation of the Annual Financial report.

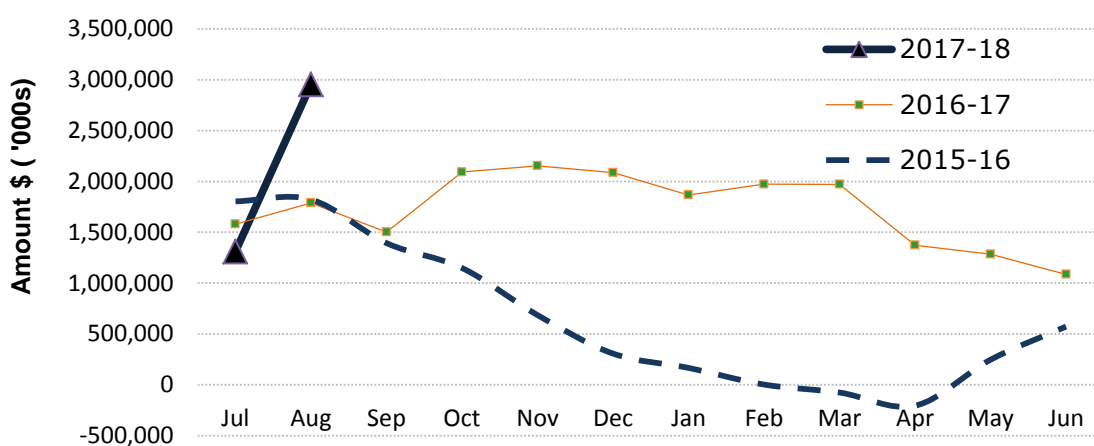
SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Actual Closing	Current
	Note	30 June 2017	31 Aug 2017
		\$	\$
Current Assets			
Cash Unrestricted	4	1,641,454	1,535,759
Cash Restricted	4	1,787,396	1,828,722
Receivables - Rates		59,649	1,248,372
Receivables - Other		178,478	552,504
Interest / ATO Receivable/Trust		102,372	(10,894)
Inventories		35,256	43,680
		3,804,605	5,198,143
Less: Current Liabilities			
Payables		(721,944)	(326,005)
Current Borrowings		(117,509)	(117,509)
Provisions		(185,111)	(185,111)
		(1,024,565)	(628,626)
Net Current Assets		2,780,040	4,569,518
Less: Cash Reserves	7	(1,787,396)	(1,787,396)
Plus: Current Borrowings included in Budget		117,324	117,324
Plus : Liabilities funded by Cash Backed Reserves		53,493	53,493
Net Current Funding Position		1,163,460	2,952,938

Note 3 - Liquidity Over the Year



Cash Restricted includes Cash Backed Reserves and the STA Retention Bond.

Current Ratio equals 1:5.36

This means that for every \$1.00 of liability Council has \$5.36 of Current assets available to cover current debt

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	67,116			67,116	NAB	Variable	At Call
Cash Maximiser	1,290,789			1,290,789	NAB	2.05%	At Call
Trust Bank Account			12,307	12,307	NAB	Variable	At Call
(b) Term Deposits							
TD2361911	1,899	888,352		890,251	Bendigo	Variable	17-Aug-18
Reserve Bank Account - Bendigo		899,044		899,044	Bendigo	2.70%	13-Dec-17
TD 2361913	162,611			162,611	Bendigo	2.70%	17-Aug-18
# STA Retention Bond		41,326		41,326	Bendigo	2.50%	24-Jul-18
	1,522,416	1,828,722	12,307	3,363,445			

Comments/Notes - Investments

The above balances are the funds held in bank accounts and on hand as at reporting date.

The Shire is holding Funds as a retention bond until the defects period for the STA is over.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 5: Budget Amendments

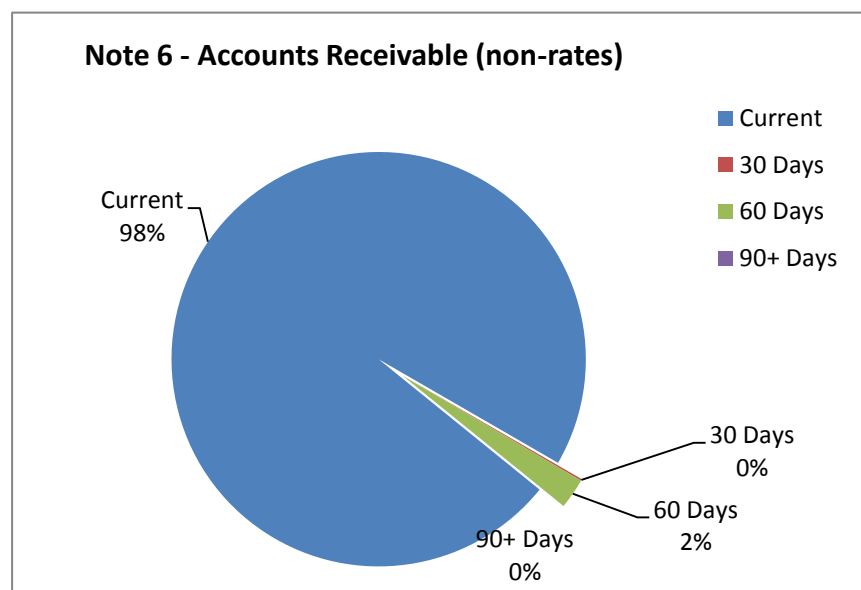
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolutio n	Classification	Original Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Closing Surplus(Deficit)			\$	\$	\$
	There have been no budget amendments to date							6,002
Amended Budget Cash Position as per Council Resolution						0	0	0

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 6: Receivables

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	287,544	390	6,974	8	294,916
Balance per Trial Balance					
Sundry Debtors					294,916
Total Receivables General Outstanding					294,916



Comments/Notes - Receivables General

A n Invoice for \$262K was raised to Main Roads for RRG works in August.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	53,493	1,202	0	0	0	0	0	54,695	53,493
Plant Reserve	142,872	3,210	0	140,000	0	(120,000)	0	166,082	142,872
Sewerage Asset Preservation Reserve	1,043,357	23,429	0	71,000	0	0	0	1,137,786	1,043,357
Land & Building Reserve	146,594	3,293	0	42,000	0	0	0	191,887	146,594
Swimming Pool Reserve	32,456	0	0	0	0	(32,456)	0	(0)	32,456
Recreation Facilities Reserve	180,866	4,063	0	1,673	0	0	0	186,602	180,866
Community Housing Project Reserve	46,221	1,039	0	0	0	0	0	47,260	46,221
Community Bus Reserve	40,787	917	0	0	0	(41,704)	0	0	40,787
Economic Development Reserve	12,021	271	0	42,000	0	0	0	54,292	12,021
All Hours Gym Reserve	1,684	0	0	0	0	(1,684)	0	(0)	1,684
Bowling Green Replacement Reserve	61,461	1,381	0	10,000	0	0	0	72,842	61,461
Tennis Court Replacement Reserve	25,584	575	0	6,000	0	0	0	32,159	25,584
	1,787,396	39,380	0	312,673	0	(195,844)	0	1,943,605	1,787,396

Reserve funds are fully cash-backed in a term Deposit and Bank Account - Refer Note 4.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 8: Disposal of Assets

			YTD Actual				Amended Budget			
Asset Number	Asset Description	Program	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
D0	Ford Falcon	Governance					5,200	8,000	2,800	
D002	Ford Territory	Governance					5,600	5,500		(100)
	HACC Vehicle	Health					9,100	2,000		(7,100)
D007	Grader - ACT 12M	Transport					102,000	140,000	38,000	
			0	0	0	0	121,900	155,500	40,800	(7,200)

Comments

There have been no disposals to date

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 8: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Residential	9.2300	182	1,333,264	123,060	0	0	123,060	123,060	0	0	123,060
GRV - Commercial/Indust	9.2300	33	256,474	23,673	0	0	23,673	23,673	0	0	23,673
GRV - Town Rural	9.2300	27	133,530	12,325	0	0	12,325	12,325	0	0	12,325
GRV - Other Towns	9.2300	0	0	0	0	0	0	0	0	0	0
UV - Rural Farmland	0.7910	295	120,307,500	951,632	0	0	951,632	951,632	0	0	951,632
Sub-Totals		537	122,030,768	1,110,690	0	0	1,110,690	1,110,690	0	0	1,110,690
Minimum Payment	Minimum										
	\$						0				
GRV -Residential	706.00	48	260,468	33,888	0	0	33,888	33,888	0	0	33,888
GRV - Commercial/Industrial	706.00	18	66,871	12,708	0	0	12,708	12,708	0	0	12,708
GRV - Town Rural	706.00	16	41,551	11,296	0	0	11,296	11,296	0	0	11,296
GRV - Other Towns	206.00	19	7,659	3,914	0	0	3,914	3,914	0	0	3,914
UV - Rural Farmland	706.00	69	3,535,300	48,714	0	0	48,714	48,714	0	0	48,714
UV - Commercial/Industrial	706.00	4	400	2,824	0	0	2,824	2,824	0	0	2,824
UV - Town Rural	706.00	3	63,000	2,118	0	0	2,118	2,118	0	0	2,118
UV - Mining Tenement	206.00	3	5,867	618	0	0	618	618	0	0	618
Sub-Totals		180	3,981,116	116,080	0	0	116,080	116,080	0	0	116,080
		717	126,011,884	1,226,770	0	0	1,226,770	1,226,770	0	0	1,226,770
Concession							0				0
Amount from General Rates							1,226,770	1,226,770			1,226,770
Ex-Gratia Rates							0	20,800			20,800
Specified Area Rates							0	0			0
Totals							1,226,770	1,247,570			1,247,570

Comments - Rating Information

Rates were levied on 24th August 2017.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 9 : Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	Actual		Principal Repayments		Principal Outstanding		Interest Repayments	
		New Loans		Amended		Amended		Amended	
				Actual	Budget	Actual	Budget	Actual	Budget
				\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan 97 - Community Club	350,628			0	64,565	350,628	286,063	0	13,687
Economic Services									
Loan 99 - Short Term Accommodation Project	770,993			0	29,189	770,993	741,804	0	23,982
Self Supporting Loans									
Loan 98 - Dowerin Events	60,856			0	23,756	60,856	37,100	0	1,786
	1,182,477	0		0	117,510	1,182,477	1,064,967	0	39,455

(b) New Debentures

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 debentures.

(d) Overdraft

Council has an overdraft facility of \$60,000 with NAB.

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 10: Grants and Contributions

This note is under development and will be provided to Council in future months

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 11: Trust Fund

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

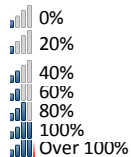
Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 31 Aug 2017
	\$	\$	\$	\$
Housing Bonds	3,428	0	0	3,428
Key Deposits	90	0	0	90
Tidy Towns	3,219	0	0	3,219
HACC Vehicle	691	0	0	691
Building Deposits	0	0	0	0
AROC Funds	0	0	0	0
HACC Fundraising	2,521	0	0	2,522
Recreation Steering Committee	0	0	0	0
Centenary Park	2,111	0	0	2,111
Nomination Deposits	0	0	0	0
Yellow Ribbon	247	0	0	247
	12,307	0	0	12,307

SHIRE OF DOWERIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2017

Note 12: Capital Acquisitions

Assets	Account	Program	YTD Actual			Amended Budget		
			New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
			\$	\$	\$	\$	\$	\$
<i>Level of completion indicator (based on expenditure), please see table at the end of this note for further detail.</i>								
LAND								
Land - Museum	3715	Governance			0	13,000	0	0
Land Total			0	0	0	13,000	0	0
Buildings								
Shire Office	0364	Governance		0	0	72,500	0	0
HACC - Capex - Building Renewal	1605	Health		0	0	21,770	0	0
BUILDINGS - FIRE SHED PAD	0884	Law, Order And Public Safety	724		724	264,000	0	724
SWIM POOL CAPITAL EXPENDITURE	3444	Recreation & Culture		0	0	100,000	0	0
WHEATBELT HERITAGE RAIL PROJECT	7144	Economic Services		32	32	0	0	32
SHORT TERM ACCOMMODATION	7145	Economic Services	139,309		139,309	837,430	806,240	(666,932)
Buildings Total			140,032	32	140,064	1,295,700	806,240	(666,176)
Furniture & Office Equip.								
FURN - PHOTOCOPIER	374	Governance		0	0	12,900	0	0
FURN - OFFICE EQUIPMENT	414	Governance		0	0	1,000	0	0
HACC - Capex - Furniture and Equipment	1624	Health		0	0	4,400	0	0
Furniture & Equipment Total			0	0	0	18,300	0	0
Plant, Equip. & Vehicles								
Admin Vehicles	394	Governance		0	0	29,660	0	0
HACC - VEHICLE PURCHASE	1604	Health		0	0	32,077	0	0
PLANT - GRADER	6254	Transport		0	0	350,000	0	0
Plant & Equipment Total			0	0	0	411,737	0	0
Infrastructure - Roads								
ROADS - ROADS TO RECOVERY	4184	Transport		695	695	520,776	0	695
ROADS - UNCLASSIFIED	4604	Transport		0	0	212,688	0	0
ROADS - STATE 20/20	4884	Transport		110	110	480,463	0	110
ROADS - SIGNS	4194	Transport		524	524	0	0	524
Roads Total			0	1,328	1,328	1,213,927	0	1,328
Infrastructure - Footpaths								
FOOTPATH/CYCLEWAYS	6094	Transport		0	0	14,000	0	0
Infrastructure - Footpaths TOTAL			0	0	0	14,000	0	0
Infrastructure - Other								
Infrastructure Other - Environment	2910	Transport	0		0	250,000	0	0
Infrastructure - other	4195	Transport			0	7,000	0	0
Infrastructure -Other Total			0	0	0	257,000	0	0
Capital Expenditure Total			140,032	1,360	141,393	3,223,664	806,240	(664,847)

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)



DOWERIN SHIRE
PO BOX 111
DOWERIN WA 6461

Statement Period

29 June 2017 to 28 July 2017

Company Account No:

4557 0498 0002 7159

Facility Limit:

\$16,000

Your Account Summary

Balance from previous statement	\$704.94 DR
Payments and other credits	\$704.94 CR
Purchases, cash advances and other debits	\$3,896.34 DR
Interest and other charges	\$18.00 DR
Closing Balance	\$3,914.34 DR

**YOUR DIRECT DEBIT PAYMENT OF \$3,914.34 WILL BE
CHARGED TO ACCOUNT 000086608- 0000480807363 ON
03/08/2017 AS PER OUR AGREEMENT.**

209/21/01/M03288/S008833/1017665

see reverse for transaction details

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
4 Jul 2017	\$704.94 CR	DIRECT DEBIT PAYMENT	74557047184
Total for this Period:	\$704.94 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Business Visa account. Phone 1300 498 594, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Business Visa account using NAB Internet Banking at nab.com.au



Billers Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in "Your Account Summary" section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3657-7475	MR STEVEN FRANCIS GE	\$6,000	\$0.00	\$1,322.84	\$9.00	\$1,331.84
4557-0455-3744-1887	MS ANDREA JANINE SEL	\$3,000	\$0.00	\$2,573.50	\$9.00	\$2,582.50
4557-0498-0002-7159	BILLING ACCOUNT	\$0	\$704.94 CR	\$0.00	\$0.00	\$704.94 CR
			\$704.94 CR	\$3,896.34 DR	\$18.00 DR	\$3,209.40 DR

Transaction type

Purchase

Annual percentage rate

0.000%

Daily percentage rate

0.000000%



Statement for



NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR STEVEN FRANCIS GEERDINK
Account No: 4557 0455 3657 7475
Statement Period: 29 June 2017 to 28 July 2017
Cardholder Limit: \$6,000

Transaction record for: MR STEVEN FRANCIS GEERDINK

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
3 Jul 2017	\$323.94	LANDMARK OPERATIONS NORTHAM					74940527181
12 Jul 2017	\$134.00	WHEATBELT SAFETYWEAR NORTHAM					74564727192
21 Jul 2017	\$99.90	TOTALLY WORKWEAR VIC EAST VICTORIA					74564457202
24 Jul 2017	\$239.78	TOTALLY WORKWEAR EAST VICTORIA					74564457202
27 Jul 2017	\$525.22	IP SUPPLIES GROUP WELSHPOOL					74940527207
28 Jul 2017	\$9.00	CARD FEE					74557047209
Total for this period	\$1,331.84		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

[Signature]

Date:

14-8-17



Statement for
NAB Business Visa
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MS ANDREA JANINE SELVEY
Account No: 4557 0455 3744 1887
Statement Period: 29 June 2017 to 28 July 2017
Cardholder Limit: \$3,000

Transaction record for: MS ANDREA JANINE SELVEY

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
5 Jul 2017	\$2,573.50	CHARLES STURT UNIVER					74940527185
28 Jul 2017	\$9.00	WAGGA WAGGA CARD FEE					74557047209
Total for this period	\$2,582.50		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

Date:

[Signature]

14/8/17



Shire of Dowerin

MINUTES

Finance Committee Meeting

11 August 2017 at 4.00pm

Committee Members

Cr D.E. Metcalf

Cr D.P. Hudson

Cr R.I Trepp

Observers

Andrea Selvey – CEO

Ina Edwardson – Finance and Corporate Services Manager

SHIRE OF DOWERIN

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11 AUGUST 2017

TABLE OF CONTENTS

Contents

1.	DECLARATION OF OPENING.....	3
2.	ATTENDANCE AND APOLOGIES.....	3
3.	DISCLOSURE OF INTEREST.....	3
4.	CONFIRMATION OF MINUTES.....	3
5.	PRESENTATIONS.....	4
6.	FINANCE REPORT	5
6.1	FINANCIAL STATEMENTS – DEFERRED TO SEPTEMBER MEETING OF COUNCIL ..	5
6.2	ACCOUNTS FOR PAYMENT – 01 JULY 2017 TO 28 JULY 2017	7
6.3	RELATED PARTY DISCLOSURES POLICY	8
7.	QUESTIONS FROM MEMBERS.....	9
8.	URGENT BUSINESS	9
9.	DATE OF NEXT MEETING.....	9
10.	CLOSURE OF MEETING.....	9

1. DECLARATION OF OPENING

The Chair, Cr DE Metcalf, declared the meeting open at 3.00pm.

2. ATTENDANCE AND APOLOGIES

Committee Members
Cr D.E. Metcalf - Chair
Cr D.P. Hudson
Cr R.I Trepp

Observers
Cr Adam Metcalf (Audit Committee Member)
Andrea Selvey – CEO
Ina Edwardson – Finance and Corporate Services Manager

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.

Nil

4. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 4.1

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 17 JULY 2017 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

COMMITTEE DECISION – ITEM 4.1

Moved: RI Trepp Seconded: DP Hudson Carried:3/0

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 17 JULY 2017 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

5. PRESENTATIONS

The Shire Auditor, Maria Cavallo presented to the Committee on the new Related Party Disclosure requirements. Clarified the following:

- The new disclosures were part of changes to the Australian Accounting Standards;
- Required for the 2016/17 year;
- Recognised that guidelines were not provided by the Department until June 2017 therefore would be flexible this first year provided some effort was being made by the Shire;
- If no effort was being made, the Audit would have to be qualified and then the Shire would have to explain to the Department;
- Transactions do not have to involve cash;
- The Audit Committee would have to determine materiality as the Auditor cannot give a definitive \$ amount which should or should not be reported.

6. FINANCE REPORT

6.1 FINANCIAL STATEMENTS – DEFERRED TO SEPTEMBER MEETING OF COUNCIL

Date:	10 August 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	
Disclosure of Interest:	Nil
Author:	A. Selvey, Chief Executive Officer
Attachments:	Nil

Summary

This report provides Council with an update on the status of the Financial Statements for the period ending 31 July 2017.

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 require that a local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month, with details as prescribed. The statements are to be presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates.

Comment

The financial statements for the period ending 31 July 2017 have not been finalised and are not presented for the following reasons:

- Council has yet to adopt a budget for 2017/18 therefore figures for Budget could only be reported as draft;
- The priority for the finance team has been to process end of financial year requirements; and
- The Finance Committee meeting has been brought forward and is very early in the month.

Based on the above, the Chief Executive Officer, on the advice of the Manager Finance and Corporate Services and the external Finance Consultant to the Shire, took the view that trying to present the financial statements under these circumstances could result in errors in the reports. The decision to defer the financial statements until the September Ordinary Meeting of Council remains compliant with the Financial Management Regulations.

Financial Implications

There are no financial implications from deferring the financial reports.

Risk Implications

Putting the financial reports to Council under these circumstances poses a risk that they could be either incomplete or inaccurate.

Consultation

Finance and Corporate Services Manager

External Financial Consultant

Policy Implications

Nil

Statutory Implications

Council is required to adopt monthly finance statements to comply with Reg 34(1) of the Local Government (Financial Management) Regulations 1996. However, FMR r. 34(4) allows for the Statements to be presented to Council at an Ordinary Meeting of Council within 2 months after the end of the month to which the statements relate.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 6.1

THAT THE COMMITTEE RECOMMENDS THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS REG 4(4) NOTES THE DEFERRAL OF THE PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 JULY 2017 UNTIL THE SEPTEMBER ORDINARY MEETING OF COUNCIL.

COMMITTEE DECISION ITEM 6.1

Moved: DP Hudson Seconded: RI Trepp

Carried:3/0

THAT THE COMMITTEE RECOMMENDS THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS REG 4(4) NOTES THE DEFERRAL OF THE PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 JULY 2017 UNTIL THE SEPTEMBER ORDINARY MEETING OF COUNCIL.

6.2 ACCOUNTS FOR PAYMENT – 01 JULY 2017 TO 28 JULY 2017

Date:	4 August 2017
Applicant:	Shire of Dowerin
Location:	Dowerin
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Emma Hardy – Finance Officer
Senior Officer:	Ina Edwardson – Finance Manager
Attachments:	2. List of Accounts 3. Credit Card Summaries

Background

The attached schedules of cheques drawn and electronic payments that have been raised by delegated authority during the month since the last meeting, are presented.

Comment

The list as presented has been reviewed by Chief Executive Officer, Finance and Corporate Services and Manager Assets and Works.

NB: The Finance Committee queried the following accounts:

1. EFT5018 – Catering for Workshop should not be allocated to Members Expenses.
2. EFT5026 – Cr Jones meeting fees are less than budgeted. Investigate.
3. EFT 5059 and EFT 5084. Queries why one payment attracted a contra and the other did not.
- 4.

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 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 adopted budget for the 2016/17 financial year.

Risk Implications

Nil

Strategic Implications

Nil

Voting Requirements

A 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 01 JULY 2017 TO 28 JULY 2017.

COMMITTEE DECISION – ITEM 6.2

Moved: RI Trepp

Seconded: DP Hudson

Carried:3/0

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 01 JULY 2017 TO 28 JULY 2017.

6.3 RELATED PARTY DISCLOSURES POLICY

Date:	9 August 2017
Applicant:	Shire of Dowerin
Location:	Dowerin
File Ref:	ADM
Disclosure of Interest:	
Author:	A. Selvey, Chief Executive Officer
Attachments:	Draft Related Party Disclosure Policy

Background

At the Ordinary Meeting of Council on 25 July Council resolved to note the requirement for Related Party Disclosures and approved the Draft Disclosure Forms. At same time, Council resolved to develop a policy in relation to this matter, specifically to determine a level of materiality. This item bring a draft policy forward to the Finance Committee for consideration before formally presenting the draft policy to Council.

Comment

The draft policy has been recommended by the Shire's External Auditor. It aims to define the parameters for Related Party Transactions and the level of disclosure required to achieve compliance. The policy recommends that all transactions involving Related Parties should be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions. The policy further states that it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

The Shire's External Auditor will be available for the first 30 minutes of the Finance Committee meeting to discuss the draft policy and to answer any questions from the Committee.

Statutory Implications

Related Party Disclosure is required under Accounting Standard AASB 124.

Policy Implications

Should Council adopt this policy, it will be added to the Shire of Dowerin Policy Manual.

Financial Implications

There are no direct financial implications; however the indirect cost of implementing this policy has yet to be analysed but is anticipated to be significant.

Risk Implications

This policy aims to minimize the risk of noncompliance from not fully understanding the requirements of AASB 124. Noncompliance would result in a qualified audit.

Strategic Implications

Community Strategic Plan:

Objective 4.1 An efficient and informative organisation.

Voting Requirements

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

OFFICER RECOMMENDATION – ITEM 6.3

THAT THE FINANCE COMMITTEE CONSIDERS THE DRAFT RELATED PARTY DISCLOSURE POLICY AND RECOMMENDS THAT IT IS PRESENTED TO COUNCIL FOR ADOPTION.

COMMITTEE DECISION – ITEM 6.3

Moved: DE Metcalf

Seconded: RI Trepp

Carried:3/0

THAT THE FINANCE COMMITTEE CONSIDERS THE DRAFT RELATED PARTY DISCLOSURE POLICY AND RECOMMENDS THAT IT IS PRESENTED TO COUNCIL FOR ADOPTION.

7. QUESTIONS FROM MEMBERS

8. URGENT BUSINESS

9. DATE OF NEXT MEETING

Date:

Items for next meeting:

10. CLOSURE OF MEETING

The presiding member closed the meeting at 4.55pm.



Shire of Dowerin

MINUTES

Finance Committee Meeting

18 September 2017 at 11.00AM

Committee Members

Cr D.E. Metcalf
Cr D.P. Hudson
Cr R.I. Trepp

Observers

Andrea Selvey – CEO

SHIRE OF DOWERIN

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 18 SEPTEMBER 2017

TABLE OF CONTENTS

Contents

1.	DECLARATION OF OPENING.....	3
2.	ATTENDANCE AND APOLOGIES.....	3
3.	DISCLOSURE OF INTEREST.....	3
4.	CONFIRMATION OF MINUTES.....	3
5.	PRESENTATIONS.....	3
6.	FINANCE REPORT	4
6.1	FINANCIAL ACTIVITY STATEMENTS – JULY 2017	4
6.2	FINANCIAL ACTIVITY STATEMENTS – AUGUST 2017	6
6.3	ACCOUNTS FOR PAYMENT – 4 AUGUST 2017 TO 3 SEPTEMBER 2017	10
6.4	GOOMALLING MEDICAL SURGERY	11
7.	QUESTIONS FROM MEMBERS.....	12
8.	URGENT BUSINESS	12
9.	DATE OF NEXT MEETING.....	12
10.	CLOSURE OF MEETING.....	12

1. DECLARATION OF OPENING

The Chair, Cr DE Metcalf, declared the meeting open at 10.57am.

2. ATTENDANCE AND APOLOGIES

Committee Members
Cr D.E. Metcalf - Chair
Cr D.P. Hudson
Cr R.I Trepp

Observers
Andrea Selvey – CEO

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.

Nil

4. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 4.1

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11 AUGUST 2017 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

COMMITTEE DECISION – ITEM 4.1

Moved: DP Hudson Seconded: RI Trepp Carried:3/0

THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11 AUGUST 2017 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

5. PRESENTATIONS

Nil

6. FINANCE REPORT

6.1 FINANCIAL ACTIVITY STATEMENTS – JULY 2017

Date:	9 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Megan Shirt, External Financial Consultant
Senior Officer:	Andrea Selvey – Chief Executive Officer
Attachments:	1. Monthly Financial Activity Statements – July 2017

Summary

The financial statements for the period ending 31 July 2017 are presented for the Finance Committee review.

Background

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

The Local Government (Financial Management) Regulations 34 & 35 set 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.

Comment

At the Finance Committee meeting on 11 August 2017, the Committee recommended to Council that the financial statements for the period ending 31 July 2017 be deferred until the September round of meetings for the following reasons:

- Council had yet to adopt a budget for 2017/18 therefore figures for Budget could only be reported as draft;
- The priority for the finance team has been to process end of financial year requirements; and
- The Finance Committee meeting has been brought forward and is very early in the month.

In order to fulfil statutory reporting requirements, and to provide the Council with a synopsis of the Shire's overall financial performance on a year to date basis, the following financial reports are attached:

- Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year to date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position; which reconciles with that reflected in the associated Net Current Position note (Note 3).

- Capital Acquisitions

This report provides year to date budget performance in respect of the following capital expenditure activities and their funding sources. Individual project information can be found at Note 12.

- Note 1 – Significant Accounting Policies

This note provides details of the accounting policies relating to the Shire's accounts.

- Note 2 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 5% or \$5,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

- Note 3 - Net Current Funding Position - Statutory Requirement

This note provides details of the composition of the net current asset position on a year to date basis, and reconciles with the closing funding position as per the Statement of Financial Activity.

- Note 4 – Cash and Investments

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or Investment accounts as at reporting date.

- Note 5 – Budget Amendments

This note provides council with a list of all budget amendments to date.

- Note 6 – Receivables

This note provides Council with the sundry debtors outstanding as at reporting date.

- Note 7 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year to date basis.

- Note 8 – Rating Information

This note provides details of rates levied during the year.

- Note 9 – Information on Borrowings

This note shows the Shire's current debt position and lists all borrowings.

- Note 10 – Grants and Contributions received

This note is being redeveloped and will be available as soon as possible.

- Note 11 – Trust Funds

This note shows the balance of funds held by the Shire in its Trust Fund on behalf of another person/entity.

- Note 12 – Capital Acquisitions

This note details the capital expenditure program for the year.

Consultation

N/A

Financial Implications

Any financial implications are detailed within the context of this report.

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. The FMR r. 34(4) allows for the Statements to be presented to Council at an Ordinary Meeting of Council within 2 months after the end of the month to which the statements relate, therefore by presenting the financial statements in September, we meet our statutory obligations.

Strategic Implications

Nil

Voting Requirements

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

OFFICER RECOMMENDATION – ITEM 6.1

THAT THE FINANCE COMMITTEE RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 JULY 2017 PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS.

COMMITTEE DECISION – ITEM 6.1

Moved: DE Metcalf

Seconded: RI Trepp

Carried:3/0

THAT THE FINANCE COMMITTEE RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 JULY 2017 PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS.

6.2 FINANCIAL ACTIVITY STATEMENTS – AUGUST 2017

Date:	9 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	Megan Shirt, External Financial Consultant
Senior Officer:	Andrea Selvey – Chief Executive Officer
Attachments:	2. Monthly Financial Activity Statements – August 2017

Summary

The financial statements for the period ending 31 August 2017 are presented for the Finance Committee review.

Background

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

The Local Government (Financial Management) Regulations 34 & 35 set 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.

Comment

In order to fulfil statutory reporting requirements, and to provide the Council with a synopsis of the Shire's overall financial performance on a year to date basis, the following financial reports are attached:

- Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year to date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position; which reconciles with that reflected in the associated Net Current Position note (Note 3).

- Capital Acquisitions

This report provides year to date budget performance in respect of the following capital expenditure activities and their funding sources. Individual project information can be found at Note 12.

- Note 1 – Significant Accounting Policies

This note provides details of the accounting policies relating to the Shire's accounts.

- Note 2 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 5% or \$5,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

- Note 3 - Net Current Funding Position - Statutory Requirement

This note provides details of the composition of the net current asset position on a year to date basis, and reconciles with the closing funding position as per the Statement of Financial Activity.

- Note 4 – Cash and Investments

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or Investment accounts as at reporting date.

- Note 5 – Budget Amendments

This note provides council with a list of all budget amendments to date.

- Note 6 – Receivables

This note provides Council with the sundry debtors outstanding as at reporting date.

- Note 7 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year to date basis.

- Note 8 – Rating Information

This note provides details of rates levied during the year.

- Note 9 – Information on Borrowings

This note shows the Shire's current debt position and lists all borrowings.

- Note 10 – Grants and Contributions received

This note is being redeveloped and will be provided as soon as possible.

- Note 11 – Trust Funds

This note shows the balance of funds held by the Shire in its Trust Fund on behalf of another person/entity.

- Note 12 – Capital Acquisitions

This note details the capital expenditure program for the year.

Consultation

At the Finance Committee meeting on 18 September 2017, the Finance Committee raised the following queries regarding the Financial Activity Statement Reports:

1. Query: Statement of Financial Activity by Program (p. 3) – other Property and Services shows a significant variance of \$84,988 in August.
Response: This variance relates to overhead allocation and recovery. These are currently being reviewed and will be corrected in the September reports. As they are overhead allocations there is no net impact on the budget.
2. Query: Note 2 Explanation of Material Variance does not reflect the variance in the Property and Services expenditure.
Response: The explanation has been corrected.
3. Question: What is included in the Payables and Provisions?
Response: Payables includes the \$125,000 for the ATO Liability and Provisions is the Annual Leave and Long Service Leave provision.
4. Comment: Dates are shown incorrectly in various headings.
Response: These have been updated.

Financial Implications

Any financial implications are detailed within the context of this report.

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

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

OFFICER RECOMMENDATION – ITEM 6.2

THAT THE FINANCE COMMITTEE RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 AUGUST 2017 PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS.

COMMITTEE DECISION – ITEM 6.2

Moved: DP Hudson

Seconded: RI Trepp

Carried: 3/0

THAT THE FINANCE COMMITTEE RECEIVES THE STATUTORY FINANCIAL ACTIVITY STATEMENT REPORTS FOR THE PERIOD ENDING 31 AUGUST 2017 PURSUANT TO REGULATION 34(4) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS.

6.3 ACCOUNTS FOR PAYMENT – 4 AUGUST 2017 TO 3 SEPTEMBER 2017

Date:	4 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	Nil
Author:	E. Hardy – Finance Officer
Senior Officer:	A. Selvey, Chief Executive Officer
Attachments:	3. List of Accounts 4. Credit Card Summaries

Background

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

Comment

The list as presented has been reviewed by Chief Executive Officer, Finance and Corporate Services and Manager Assets and Works.

Consultation

The Finance Committee checked the sequences of all payments, including transition from the previous month, and did not find any issues.

The Finance Committee raised the following queries:

1. Query: EFT5117 – Payment to Navsdron.
Response: Relates to preparation of the 2017/18 Statutory Budget and assistance with BAS statements.
2. Query: EFT5130 Payment to Benara nurseries – is this all for plants at STA?
Response: Yes.
3. Actions: Noting significant costs for Telstra and Water Corp we review our Telstra Account and Options for progressing with the Storm Water Project.

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 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 adopted budget for the 2017/18 financial year.

Risk Implications

Nil

Strategic Implications

Nil

Voting Requirements

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

OFFICER RECOMMENDATION – ITEM 6.3

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 4 AUGUST 2017 TO 3 SEPTEMBER 2017.

OFFICER RECOMMENDATION – ITEM 6.3

Moved: DP Hudson

Seconded: DE Metcalf

Carried: 3/0

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 4 AUGUST 2017 TO 3 SEPTEMBER 2017.

6.4 GOOMALLING MEDICAL SURGERY

Date:	9 September 2017
Applicant:	Shire of Dowerin
Location:	N/A
File Ref:	ADM
Disclosure of Interest:	
Author:	A. Selvey, Chief Executive Officer
Attachments:	5. Goomalling Medical Surgery Financial Statement

Background

Council provides an annual payment, currently capped at \$25,000 per annum, to the Shire of Goomalling as a contribution to the Goomalling Medical Surgery.

Comment

The attached financial statement and invoice for the 2016/17 Financial Year was received on 30 August 2017. A review of the General Ledger shows that the Shire of Goomalling has always invoiced in arrears, not advance. For example, we were invoiced for and paid our 2015/16 contribution (\$22,560) in 2016/17.

The Goomalling Medical Surgery ran at a loss of \$121,751 in the 16/17 Financial Year and would not be sustainable without the subsidy from the Shires of Goomalling and Dowerin. The Shire of Dowerin's contribution is currently capped at \$25,000 and this is the contribution requested for 2016/17.

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Allowance has been made in the 2017/18 budget for a \$25,000 contribution. Our Auditors may query why we are one year behind and request that this invoice is journaled to the 16/17 financial year. Should that be required the effect would be that two payments would have come from the 2016/17 budget (double the budgeted amount) which would reduce the brought forward surplus by the corresponding amount.

Risk Implications

Nil

Strategic Implications

Community Strategic Plan:

Objective 1.3.1 – Support the provision of the medical services by Goomalling Shire.

Voting Requirements

N/A

OFFICER RECOMMENDATION – ITEM 6.4

THAT THE FINANCE COMMITTEE RECIEVES THE FINANCIAL STATEMENT FOR GOOMALLING MEDICAL SURGERY FOR 2016/17.

OFFICER RECOMMENDATION – ITEM 6.4

Moved: RI Trepp

Seconded: P Hudson

Carried: 3/0

THAT THE FINANCE COMMITTEE RECIEVES THE FINANCIAL STATEMENT FOR GOOMALLING MEDICAL SURGERY FOR 2016/17.

7. QUESTIONS FROM MEMBERS

8. URGENT BUSINESS

9. DATE OF NEXT MEETING

Date: 16 October 2017

Items for next meeting:

10. CLOSURE OF MEETING

The presiding member closed the meeting at 12.15pm.