



Shire of  
**Chapman Valley**  
*Love the Rural Life*

## ORDINARY COUNCIL MEETING

Notice is hereby given that an Ordinary Meeting  
of Council will be held on Wednesday 20 August 2014  
at the Council Chambers, Nabawa, commencing at 9:00am.

Maurice Battilana  
CHIEF EXECUTIVE OFFICER

# **CONFIRMED MINUTES**

## **AUGUST 2014**

## DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

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

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on

### **WRITTEN CONFIRMATION**

of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

A handwritten signature in black ink, appearing to read 'M. Battilana', is written over a large, faint, circular watermark or ghost signature.

Maurice Battilana  
**CHIEF EXECUTIVE OFFICER**

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- 5.0 APPLICATIONS FOR LEAVE OF ABSENCE
- 6.0 DISCLOSURE OF INTEREST

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

*"a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."*

Section 5.60B:

*"a person has a **proximity interest** in a matter if the matter concerns –  
(a) a proposed change to a planning scheme affecting land that adjoins the person's land; or  
(b) a proposed change to the zoning or use of land that adjoins the person's land; or  
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."*

Regulation 34C (Impartiality):

*"**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."*

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## ORDER OF BUSINESS:

### 1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairman, Cr Collingwood welcomed Elected Members and Staff and declared the meeting open at 9.02am.

### 2.0 LOYAL TOAST

### 3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

#### 3.1 Present

##### a. Councillors

Member	Ward
Cr John Collingwood - President	North East Ward
Cr Anthony Farrell	North East Ward
Cr Kirrilee Warr	North East Ward
Cr Peter Humphrey	South West Ward
Cr Veronica Wood	South West Ward

##### b. Staff

Officer	Position
Mr Maurice Battilana	Chief Executive Officer
Mrs Karen McKay	Executive Assistant (Minute Taker)
Mrs Dianne Raymond	Manager Finance & Governance (from 9.58am to 10.17am)
Mrs Kristy Williams	Accountant (from 9.58am to 10.07am)
Mrs Kathryn Jackson	Planning Officer (from 10.32am)

##### c. Visitors

Name	
Ron Clarke	Item 9.1.2

#### 3.2 Apologies

Councillor	Ward
Cr Trevor Royce – Leave of Absence	North East Ward
Cr Pauline Forrester – Leave of Absence	North East Ward
Cr Ian Maluish	South West Ward

### 4.0 PUBLIC QUESTION TIME

#### 4.1 Questions On Notice

Nil

#### 4.2 Questions Without Notice

Nil

### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

**6.0 DISCLOSURE OF INTEREST**

Cr Warr declared a financial interest in item 9.1.3 as closely associated person, neighbouring property owned by parents.

**7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

8.1 Ordinary Meeting of Council held on Wednesday 16 July 2014

That the minutes of the Ordinary Meeting of Council held Wednesday 16 July 2014 be confirmed as a true and accurate record.

**COUNCIL RESOLUTION**

**MOVED: CR WARR**

**SECONDED: CR HUMPHREY**

That the minutes of the Ordinary Meeting of Council held Wednesday 16 July 2014 be confirmed as a true and accurate record.

**Voting 5/0**

**CARRIED**

**Minute Reference 08/14-1**

**9.0 OFFICERS REPORTS**

# 9.1 Manager of Planning August 2014

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### 9.1 AGENDA ITEMS

- 9.1.1 Proposed Building Envelope Relocation, White Peak
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<b>AGENDA ITEM:</b>	<b>9.1.1</b>
<b>SUBJECT:</b>	<b>PROPOSED BUILDING ENVELOPE RELOCATION, WHITE PEAK</b>
<b>PROPONENT:</b>	<b>ENVIRONMENTAL DESIGN on behalf of C WHYATT</b>
<b>SITE:</b>	<b>581 (LOT 319) DAVID ROAD, WHITE PEAK</b>
<b>FILE REFERENCE:</b>	<b>A1787</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>12 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>KATHRYN JACKSON</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Council is in receipt of an application for the relocation of the designated building envelope upon 581 (Lot 319) David Road, White Peak. The application has been advertised to surrounding landowners and in accordance with the Shire’s ‘Building Envelopes’ Local Planning Policy is now placed before a meeting of Council for consideration. This report recommends conditional approval of the application.

**COMMENT**

581 (Lot 319) David Road, White Peak is located within the Dolby Creek Estate in the locality of White Peak. The property is zoned ‘Rural Residential 1’ under Shire of Chapman Valley Local Planning Scheme No.2 (‘the Scheme’).

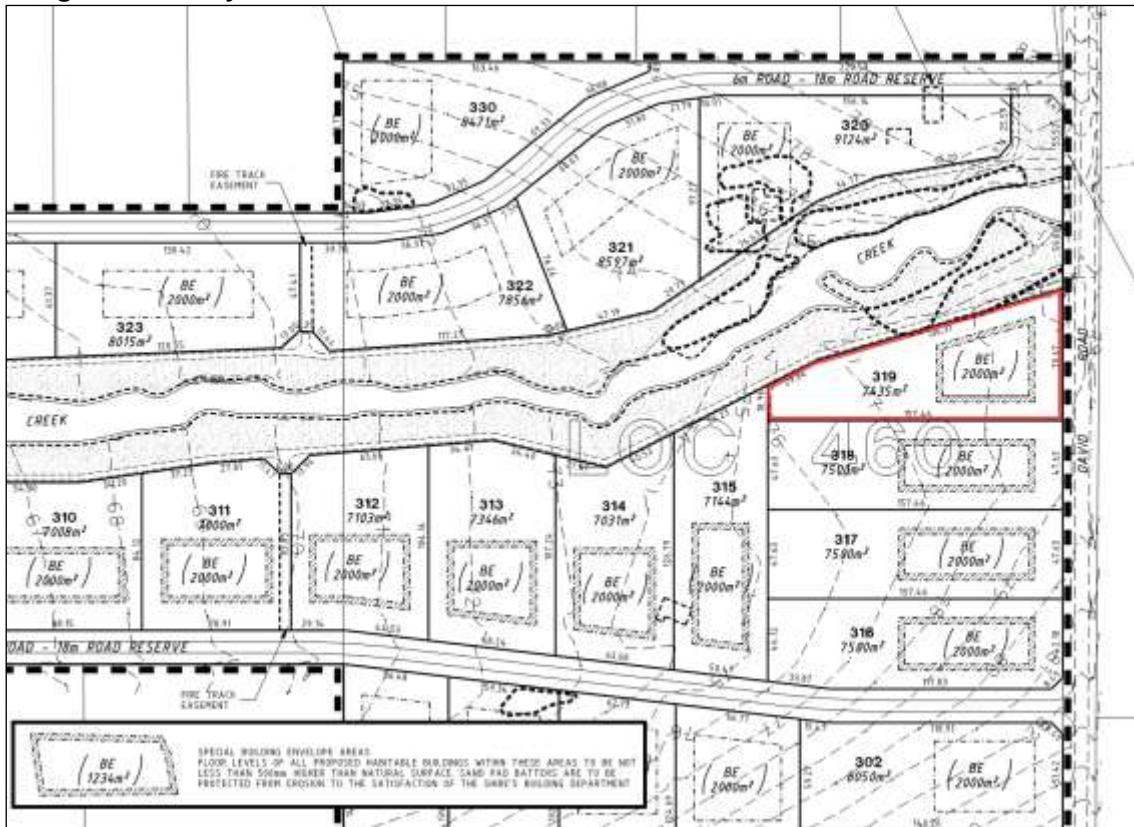
**Figure 1 – Location Plan for 581 (Lot 319) David Road, White Peak**



Lot 319 is currently vacant and fronts David Road on the western side of the road and features a building envelope that was implemented through the Dolby Creek Estate Subdivision Guide Plan. **Figure 2** is an extract of the adopted Dolby Creek Estate Subdivision Guide Plan which demonstrates the current position of the property’s building envelope.



**Figure 2 – Dolby Creek Estate Subdivision Guide Plan extract for Lot 319 David Road**



The purpose of the building envelope for each lot within the estate is to ensure that built development is constructed at an appropriate distance from Dolby Creek and its potential secondary flood plain. The building envelopes also serve to cluster development within a defined area so as to protect the visual amenity of a locality and also ameliorate noisy, pollutant or untidy practices due to development upon each lot having close proximity to the residence.

The Shire is now in receipt of an application for the relocation of the building envelope upon the property to allow for the construction of a dwelling upon Lot 319. A copy of the applicant's proposed building envelope location and floor plan and elevations for the future proposed dwelling have been included as **Attachment 1** to this report.

The original building envelope as shown in **Figure 2** above is 2,000m<sup>2</sup> in area. The applicant now proposes that the building envelope be extended to the west by 15m and reduced by 15m on the eastern side.

Shire staff, after having taken into consideration the merits of this application, recommend approval for the following reasons:

- The visual impact of the building envelope relocation is considered to not detrimentally affect the outlook from adjoining properties;
- The movement of the building envelope 15m to the west is considered relatively minor in nature in comparison to the size of the lots within the Dolby Creek Estate;
- The movement will put the rear (west) of the building envelope in line with the properties to the south;
- The application is considered to meet the objectives and the requirements of Clause 4.3 of the Shire's 'Building Envelopes' Local Planning Policy;
- Built development will still appear clustered to the same extent as other lots when viewed from adjoining properties and the street;
- The relocation of the building envelope further west will provide an increased separation distance from the future proposed residence to the road;
- It is not considered that approval of the amended building envelope will set an undesirable precedent for the area; &
- No submissions were received during the advertising period from adjoining landowners.

**Figure 3 – View looking west across Lot 319 from David Road**



**Figure 4 – View looking north across Lots 316-319 from Patten Place**



## **STATUTORY ENVIRONMENT**

The property is zoned 'Rural Residential 1' under the Scheme for which Schedule 11 states:

*“All dwellings shall be sited in accordance with the setback requirements specified in the Scheme for the Rural Residential Zone, except where for specific lots, building envelopes are shown on the Structure Plan. Where building envelopes are shown then all dwellings, associated structures and effluent disposal systems must be located within that envelope.”*

## **POLICY IMPLICATIONS**

Local Planning Policy 'Building Envelopes' was adopted by Council in order to give guidance to landowners and staff when dealing with applications that requested the relocation and amendment of designated building envelopes.

The objectives of the 'Building Envelopes' Local Planning Policy are listed as:

*“3.1 To provide guidance with respect to the amendment of a building envelope (relocation, expansion) that will not lead to unacceptable impacts on surrounding properties.”*

- 3.2 *To provide criteria by which the amendment of a building envelope should be considered to assist in protecting the integrity of the application of building envelopes.*
- 3.3 *To provide guidance in relation to the information required to be submitted as part of an application for the amendment of a building envelope.”*

Furthermore Clause 4.3 of the ‘Building Envelopes’ Local Planning Policy states:

*“In considering an application to relax the development standards pursuant to Section 5.5 of Local Planning Scheme No.2, the Council will give particular consideration to:*

- a. *justification for the proposed amendment;*
- b. *the secondary nature of the development should the application be to site a building/s outside of the envelope (ie horse stables);*
- c. *unacceptable visual clutter, especially in elevated areas of high landscape quality or visually exposed locations, such as the edge of hill or mesa tops within prominent parts of the Moresby Range;*
- d. *unnecessary clearing of remnant native vegetation;*
- e. *visual obtrusiveness and/or impact on an adjoining property by way over looking, noise, odour or light spill;*
- f. *suitability for landscape screening using effective screening vegetation and the availability of a proven water supply for this purpose;*
- g. *use of materials and colours to assist in softening any perceived visual impact;*
- h. *compliance with the land-use, setback, building height, development exclusion, vegetation protection, bushfire requirements and other pertinent provisions of the Local Planning Scheme and associated Planning Policies.”*

With regard to the Policy the application does not propose the clearing of vegetation and the siting of built development within the proposed new building envelope location would not detrimentally impact on the streetscape as future development would be sited at a greater distance from David Road than prior to the relocation of the building envelope.

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

Community Consultation

The ‘Building Envelopes’ Local Planning Policy requires that an application seeking to relocate or alter a building envelope shall be advertised to surrounding landowners inviting comment upon the proposal. Letters were sent to surrounding landowners with the advertising of the application commencing on 18 July 2014 and concluding on 6 August 2014. At the conclusion of the advertising period no submissions were received and the Shire did not receive any enquiries regarding this application.

**FINANCIAL IMPLICATIONS**

Nil, however should Council refuse this application and the applicant proceed to exercise their right of appeal a further cost is likely to be imposed on the Shire through it’s involvement in the appeal process.

**STRATEGIC IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FARRELL**

**SECONDED: CR HUMPHREY**

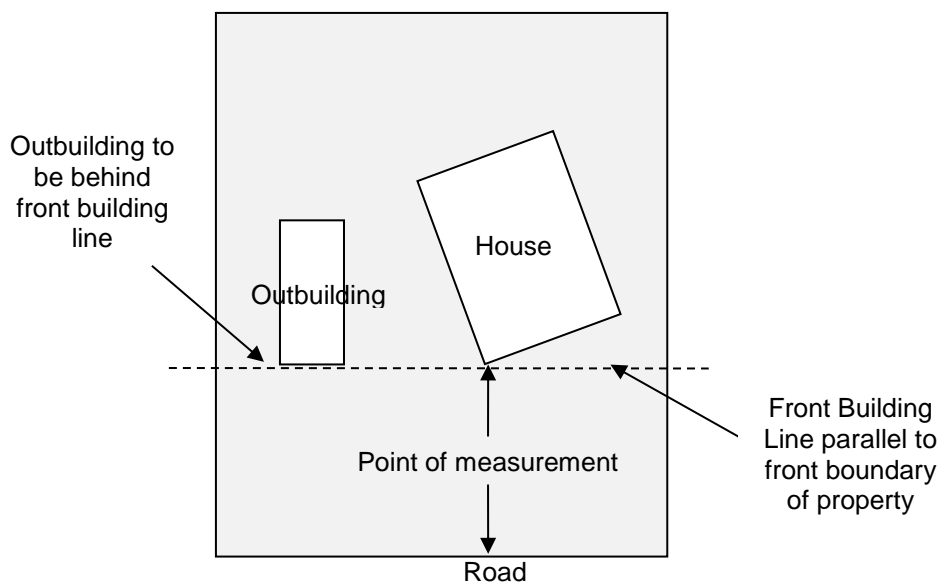
That Council grant formal planning approval to the alteration of the building envelope upon 581 (Lot 319) David Road, White Peak subject to compliance with the following:

Conditions:

1. All built development shall be located upon the property in accordance with the attached approved plan dated 20 August 2014 (Attachment 1 to Agenda Item 9.1.1 of the 20 August 2014 Council Meeting) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
2. The finished floor level for all habitable buildings is to be no less than 500mm higher than natural ground level with sand pad batters protected from erosion to the satisfaction of the local government.
3. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.

Notes:

- i. The applicant is advised that any future proposed outbuilding(s) are required to be sited in line with or behind the 'front building line' of a dwelling. The 'front building line' is to be measured from the closest point of the dwelling to the front boundary drawn parallel to the boundary as illustrated in the figure below:

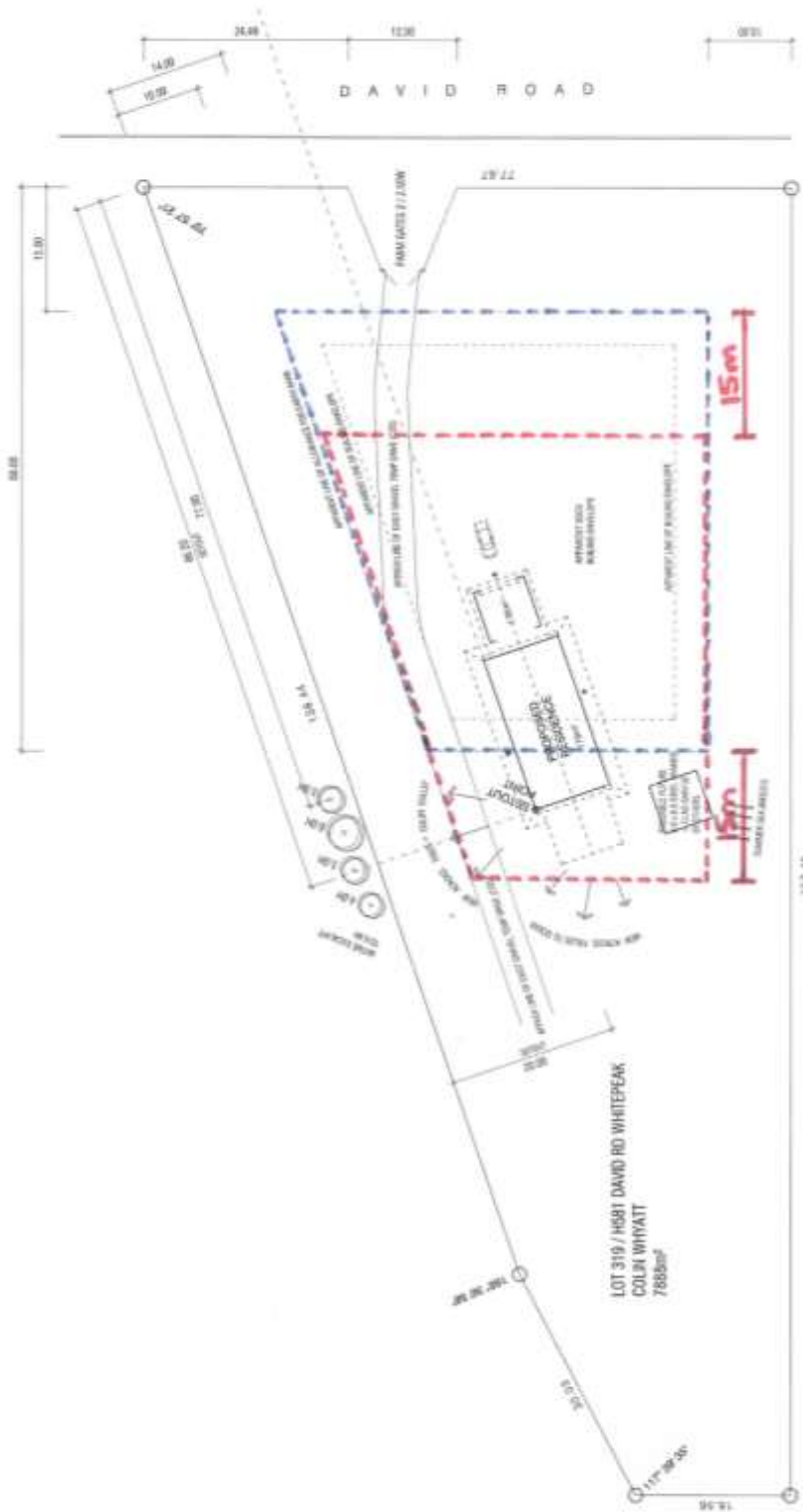


Therefore the siting of either an outbuilding or dwelling upon the property will set a location requirement for the future siting of all built development upon the property.

- ii. If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Voting 5/0  
CARRIED**

**Minute Reference 08/14-2**



EXISTING BUILDING ENVELOPE  
 PROPOSED BUILDING ENVELOPE

FLOORPLAN  
 1:500 A3

COLIN WHYATT L 319 / H 591  
 DAVID RD WHITE PEAK (7888m<sup>2</sup>)



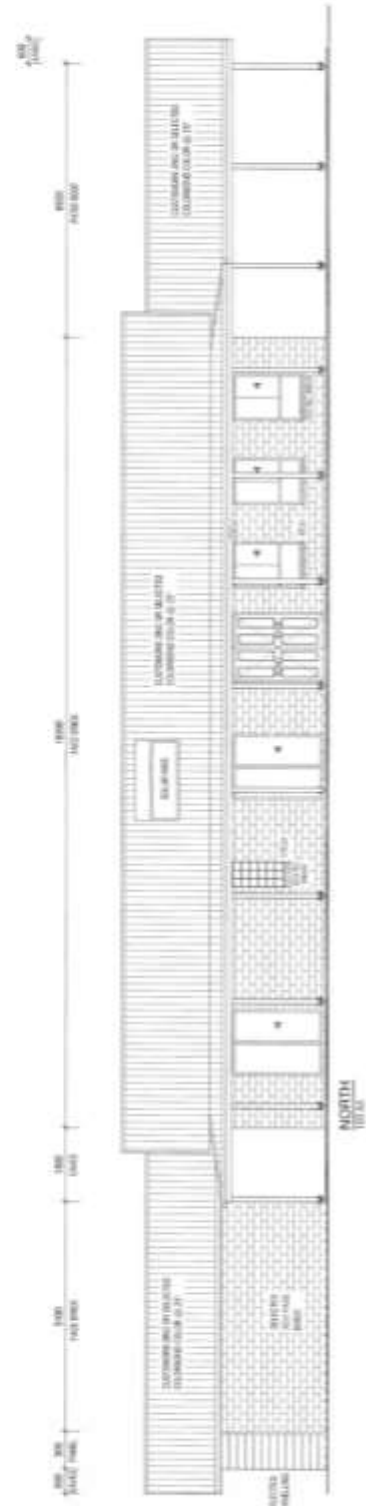
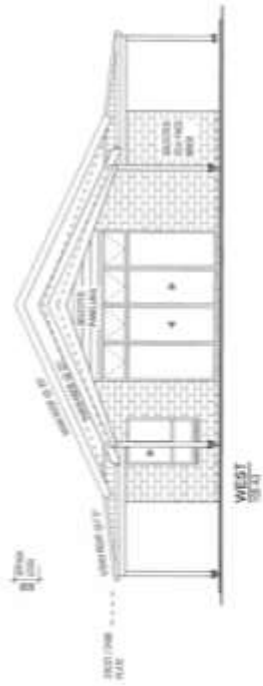
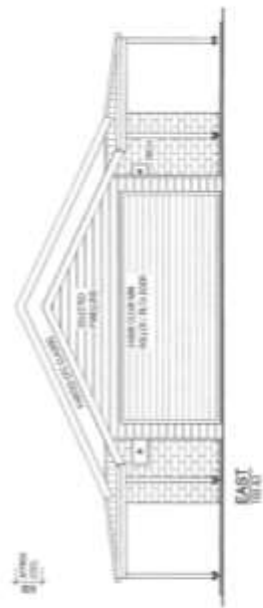
RESIDENTIAL DEVELOPMENT  
 CLIENT COLIN WHYATT  
 SITE L 319 / H591 DAVID ROAD WHITEPEAK  
 SERIES ARCH PLANNING APPLICATION  
 DWG SITEPLAN PROPOSED

PA01 V10  
 REV 10/07/14

1. This layout is proposed only. It is not intended to be used for construction purposes.  
 2. It is intended to be used for planning purposes only and does not constitute a guarantee of any kind.  
 3. It is intended to be used for planning purposes only and does not constitute a guarantee of any kind.  
 4. It is intended to be used for planning purposes only and does not constitute a guarantee of any kind.  
 5. It is intended to be used for planning purposes only and does not constitute a guarantee of any kind.

1:500 A3  
 JUL 2014  
 1  
 4





**ENVIRONMENTAL DESIGN**  
 NOLY BRANCO  
 ARCHITECTURAL DESIGN & RENDERING  
 4010 W. 10TH AVE. SUITE 100  
 DENVER, CO 80202  
 P 303.733.8841  
 F 303.733.8842  
 www.environmentaldesign.com

**RESIDENTIAL DEVELOPMENT**  
 CLIENT COLIN WHYATT  
 SITE L319 / H881 DAVID ROAD WHITEPARK  
 SERIES ARCH: PLANNING APPLICATION  
 DWG: ELEVATIONS PROPOSED

**PA03 v1.0**  
 REV 10/14

1. The Elevation drawings only, do not include:
2. Any other drawings or specifications for materials or finishes.
3. Any other drawings or specifications for construction details.
4. All work to be carried out in accordance with the latest Building Regulations and other applicable legislation.
5. For particular details refer to the drawings and specifications.

1:100 A3  
 JUL. 2014

3 4



<b>AGENDA ITEM:</b>	<b>9.1.2</b>
<b>SUBJECT:</b>	<b>RELOCATED OUTBUILDING, BULLER</b>
<b>PROPONENT:</b>	<b>A. CLARKE &amp; J. COUZNER</b>
<b>SITE:</b>	<b>LOT 18 NORTH WEST COASTAL HIGHWAY, BULLER</b>
<b>FILE REFERENCE:</b>	<b>A1429</b>
<b>PREVIOUS REFERENCE:</b>	<b>NIL</b>
<b>DATE:</b>	<b>12 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>SIMON LANCASTER</b>

**DISCLOSURE OF INTEREST**

Nil.

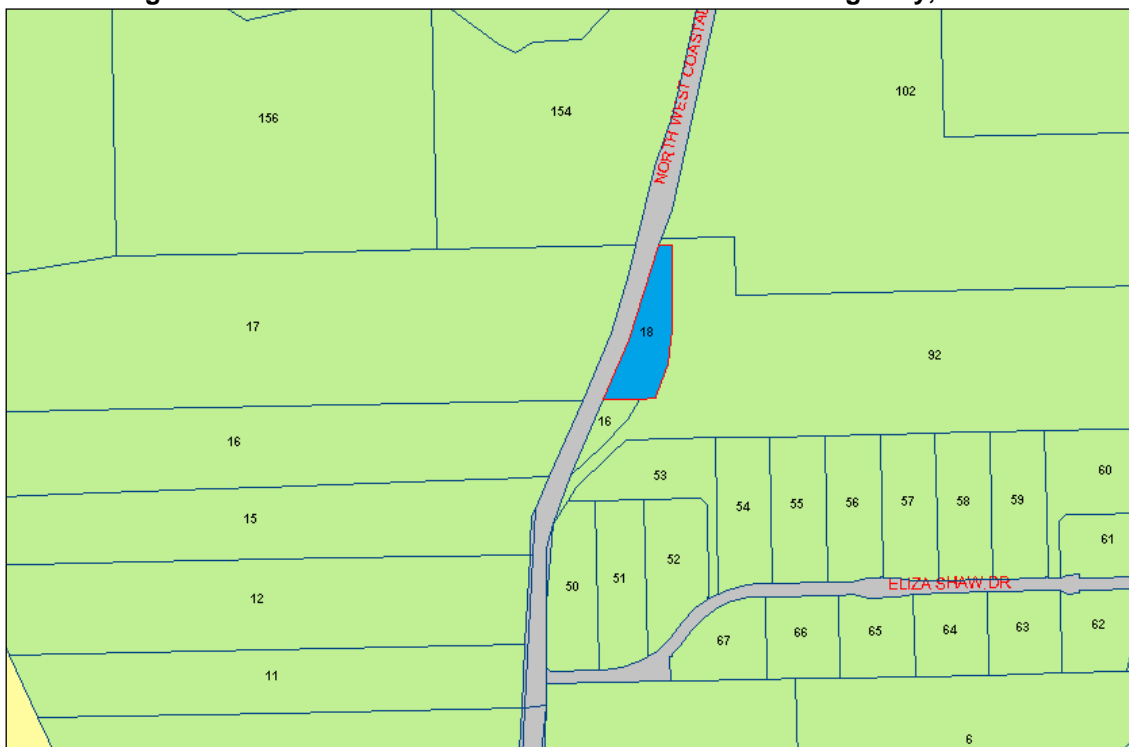
**BACKGROUND**

Council is in receipt of an application to site a relocatable building upon Lot 18 North West Coastal Highway, Buller. The application has been placed before Council as the building is proposed to be sited within the minimum rear boundary setback distance. This report recommends that conditional approval be granted to the application.

**COMMENT**

Lot 18 is a 1.3403ha property located on the eastern side of North West Coastal Highway, that was previously part of a road alignment, hence its narrow configuration, being 81.36m across at its widest point on the southern boundary before narrowing to a width of 20.12m along the northern boundary, across a highway frontage of 258.7m. The southern section of the property provides a potential building area, offering a lot depth of approximately 75m across a 100m long area that has a relatively gentle slope from the 53m contour to the 49m contour, whilst the northern section of Lot 18 is not suited to building works, narrowing down from a 75m to 20m width and sloping down from the 49m contour to the 40m contour across a 150m length. An aerial photograph displaying contour information to better illustrate the property has been included as **Attachment 1**.

**Figure 1 – Location Plan for Lot 18 North West Coastal Highway, Buller**



The applicant is seeking to site a 14.496m<sup>2</sup> (6.04m x 2.4m) relocated building upon Lot 18 for storage purposes. The building would be sited on concrete footings obscured by metal sheet skirting and have a flat roof affixed over it to provide an overall height of 2.4m. The external metal cladding of the building has been painted blue.

The building would be sited 5m from the rear property boundary which is within the 10m rear boundary setback listed for the 'Rural Smallholding' zone under the Shire of Chapman Valley Local Planning Scheme No.2 ('the Scheme').

However, given the unusually shallow configuration of Lot 18 it is difficult to achieve both a 10m rear property setback and a reasonable separation distance from the North West Coastal Highway, or one that is compliant with the 15m minimum front boundary setback also listed by the Scheme. The reduced rear boundary setback of 5m would still allow for an appropriate fire separation/fuel free area between the building and the property boundary. The relocated building will be obscured from the closest neighbouring residence which is 145m to the east by a row of existing trees. It is considered preferable for the relocated building (and the subsequent residence) upon Lot 18 to be sited with as great a setback from the highway as possible, both to reduce the visual impact of the development from the highway, but to also reduce traffic noise impacts, especially given the property is situated on an incline where trucks are either utilising brakes as they travel downhill or hauling loads up an incline.

**Figure 2 – Aerial Photograph of Lot 18 North West Coastal Highway, Buller**



On 26 May 2014 the landowner of Lot 18 made enquiry with the Shire's Building Surveyor regarding the potential siting of a relocated residence upon the property, and the issue of the relocated 14.496m<sup>2</sup> outbuilding already sited upon the property was raised by Shire staff. The landowner was advised that the building should have not been placed upon the property without prior approval, and that the building's location with a nil setback to the rear property boundary did not meet the Scheme requirements.

The Shire's Manager of Planning, and Building Surveyor, subsequently met with the landowner on-site on 5 June 2014 to inspect the structure and discuss the requirements in relation to making application for planning and building approval.

Site photographs of the building in its original location with a nil boundary setback are included as **Figure 3** for Council's information.

**Figure 3 – View of outbuilding in previous location with nil setback to rear boundary**



The landowner lodged application with the Shire for planning and building approval on 15 July 2014 and a copy of the submitted site, elevation and floor plans have been included as **Attachment 2** with this report for Council's information.

The application is proposing to site the outbuilding 5m from the rear/eastern property boundary, skirt the building with metal sheeting between the floor and ground level and paint the structure a uniform blue colour.

It is noted that the landowner has proceeded to undertake these works prior to a determination being made upon the application and photographs of the structure in its new location upon Lot 18 are included as **Figures 4 & 5**. Nevertheless the new location, whilst not complying with the 10m boundary setback sought by the Scheme, does represent an improvement upon the previous nil boundary setback.

**Figure 4 – View of outbuilding upon Lot 18 looking north-east**



**Figure 5 – View of outbuilding upon Lot 18 looking north, illustrating 5m setback**



Shire staff do not raise an objection to the outbuilding given its relatively small-scale, and acknowledge that the configuration and dimensions of the lot make it difficult to achieve the required rear boundary setback. In this instance a reduced rear boundary setback would achieve a better outcome than requiring buildings upon the property to be sited closer to the highway. It is also noted that the landowner has commenced a tree planting program upon their property that will reduce the visual impact of the development.

**Figure 6** has been provided to demonstrate the relatively low-key and unobtrusive appearance of the outbuilding as viewed from the highway. **Figure 7** has been provided to demonstrate that the existing vegetation along the rear boundary of adjoining Lot 92 obscures the structure from the neighbouring residence to the east.

**Figure 6 – View of outbuilding upon Lot 18 from North West Costal Highway frontage**



Figure 7 – View of Lot 18 looking west from neighbouring Lot 92



### STATUTORY ENVIRONMENT

Lot 18 North West Coastal Highway, Buller is zoned 'Rural Smallholding 3' under the Scheme. Section 4.2.5 of the Scheme lists the objectives of the 'Rural Smallholding' zone as being:

- (a) *Provide for residential development within a low density environment and integrated with a variety of agricultural/rural activities, including agricultural/rural activities undertaken on a commercial basis;*
- (b) *Provide for other land-uses compatible with the predominant use of the land;*
- (c) *Prevent the establishment of land-uses more appropriately undertaken in commercial and/or industrial areas; and*
- (d) *Protect the environmental and landscape values of the land."*

Table 2 of the Scheme lists the minimum boundary setback for the 'Rural Smallholding' zone as being 10m. However, given that the highly unusual configuration for Lot 18 provides only an 80m depth at the widest point where a building might be located it is considered appropriate that this requirement should be relaxed in this instance. Further to this the reduced rear setback for the outbuilding will better allow for the future residence to be sited forward of the outbuilding, and the reduced setback distance of 5m is still considered sufficient to provide an adequate fire separation distance from the rear boundary.

Section 5.5 'Variations to Site and Development Standards and Requirements' of the Scheme establishes the criteria under which Council may consider this application for a reduced rear boundary setback.

*"5.5.1 Except for development in respect of which the Residential Design Codes apply, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Local Government may, despite the non-compliance, approve the application unconditionally or subject to such conditions as the Local Government thinks fit.*

*5.5.2 In considering an application for planning approval under this clause, where, in the opinion of the Local Government, the variation is likely to affect any owners occupiers in the general locality or adjoining the site which is the subject of consideration for the variation, the Local Government is to:*

- (a) *consult the affected parties by following one or more of the provisions for advertising uses under clause 9.4; and*
- (b) *have regard to any expressed views prior to making its determination to grant the variation.*

5.5.3 *The power conferred by this clause may only be exercised if the Local Government is satisfied that:*

- (a) approval of the proposed development would be appropriate having regard to the criteria set out in clause 10.2; and*
- (b) the non-compliance will not have an adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.”*

Regarding Section 5.5.2, given that the neighbouring residence that might be most affected by the reduced setback is 145m to the east, and the building is minor in scale being 14.496m<sup>2</sup> in area and 2.4m in height, and the building is obscured by a row of existing trees it is not considered that the proposed reduction of the setback from 10m to 5m is likely to cause impact to the amenity of the area.

Regarding Section 5.5.3(a) the following criteria of relevance to this application as outlined by Section 10.2 are as follows:

- “(a) the aims and provisions of the Scheme;*
- “(b) the requirements of orderly and proper planning including any relevant proposed new Local Planning Scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;...*
- ...(f) any Local Planning Policy adopted by the Local Government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the Local Government under the Scheme;...*
- ...(i) the compatibility of a use or development with its setting;...*
- ...(m) whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;*
- (n) the preservation of the amenity of the locality;*
- (o) the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation, and appearance of the proposal;*
- (p) whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;...*
- ... (v) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;...*
- (za) any other planning consideration the Local Government considers relevant.”*

Regarding Section 5.5.3(b) it is considered that the highly unusual lot configuration merits special consideration in this instance, and does not establish a precedent for reduced setbacks upon larger and more regular lots within the ‘Rural Smallholding’ zone. It is also considered that the siting of the outbuilding and future residence away from the highway should be the main consideration in the development layout of Lot 18, to better protect both their amenity and the visual impact of the development from the highway.

Part 6(a) of Schedule 12 of the Scheme notes the following for the ‘Rural Smallholding 3’ zone:

*“Landowners shall not proceed with any form of development or change in land use without having first obtained planning consent from the local government.”*

## POLICY IMPLICATIONS

Shire of Chapman Valley Local Planning Policy 'Relocated Buildings' lists the following objectives:

- "3.1 To ensure that any development proposing to use a second hand building or second hand cladding material meets acceptable aesthetic and amenity requirements in the locality for which it is proposed.*
- 3.2 To address the issue of exposure risks from asbestos cement cladding."*

The Shire of Chapman Valley 'Outbuildings' Local Planning Policy makes the following statement:

### *"4.1 Definition*

*A 'relocated building' is considered to be a dwelling or outbuilding that has previously been constructed on a different lot and has the ability to be dismantled in whole or in part for the purpose of being transported and sited on another property. A purpose designed, new transportable home is not considered a relocated dwelling for the purposes of this policy however Shire staff retain the right to request an application should it be considered appropriate.*

### *4.2 General Requirements*

- (a) The use of second hand cladding materials and second hand buildings can result in unacceptable development by reason of poor aesthetic result and by adversely affecting the amenity of an area. Council requires that an applicant demonstrate that the proposed use of a second hand building and/or the use of second hand cladding material will not result in any adverse effect on the amenity or the aesthetics of the area within which it is proposed.*
- (b) Unless specific approval is given, all external asbestos cement cladding must be removed and replaced with new material prior to the relocation of a transported building to its new site.*
- (c) The Shire at its discretion may impose conditions requiring the relocated building to be re-roofed, re-clad and/or re-painted within a specified time frame to ensure the building presentation is of an acceptable standard."*

It is generally considered that this application would meet with the requirements of the Relocated Buildings Policy given the minor scale of the building and the zoning of the property and would normally have been assessed under delegated authority by Shire staff and made subject to conditions requiring painting, skirting, and the installation and maintenance of landscaping. However, given the proposed siting of the outbuilding does not meet with the rear boundary setback requirements of the Scheme the application has been placed before a meeting of Council for determination.

## FINANCIAL IMPLICATIONS

On determination of this application (refusal/approval) should the applicant be aggrieved by the determination or conditions of approval they have a right of appeal to the State Administrative Tribunal with a cost likely to be imposed on the Shire through it's involvement in the appeal process.

- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan (2013) was received by Council at its 18 September 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Long Term Financial Plan.

## STRATEGIC IMPLICATIONS

Council may when considering a variation to any part of its Local Planning Policy resolve to undertake consultation with surrounding landowners and giving consideration to any received submissions prior to making its determination at a later meeting of Council.

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 was adopted by Council at its 19 June 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Strategic Community Plan.

### **VOTING REQUIREMENTS**

Simple majority required.

### **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR WARR**

That Council grant formal planning approval for the 14.496m<sup>2</sup> (6.04m x 2.4m, 2.4m high) relocated building, with a reduced rear/eastern boundary setback of 5 metres, upon Lot 18 North West Coastal Highway, Buller subject to compliance with the following conditions:

- 1 Development shall be in accordance with plans included as Attachment 2 to the Council Agenda report and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Local Government.
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
- 3 The outbuilding is required to be externally clad (inclusive of skirting between the floor level and ground level) in metal sheeting and painted in a colour to the approval of the Local Government.
- 4 The outbuilding is only to be used for general storage purposes associated with the predominant use of the land and must NOT be used for habitation, commercial or industrial purposes.
- 5 Landscaping is required to be installed and maintained between the outbuilding and the North West Coastal Highway for the purpose of softening the visual impact of the structure upon the land to the approval of the Local Government.
- 6 The 5m setback area between the outbuilding and the eastern property boundary is to be kept free of flammable materials and fuel load to the approval of the Local Government.
- 7 The location, design and construction of the access point onto North West Coastal Highway shall be to the requirements of Main Roads WA and the approval of the Local Government, with all costs met by the applicant.

#### Notes:

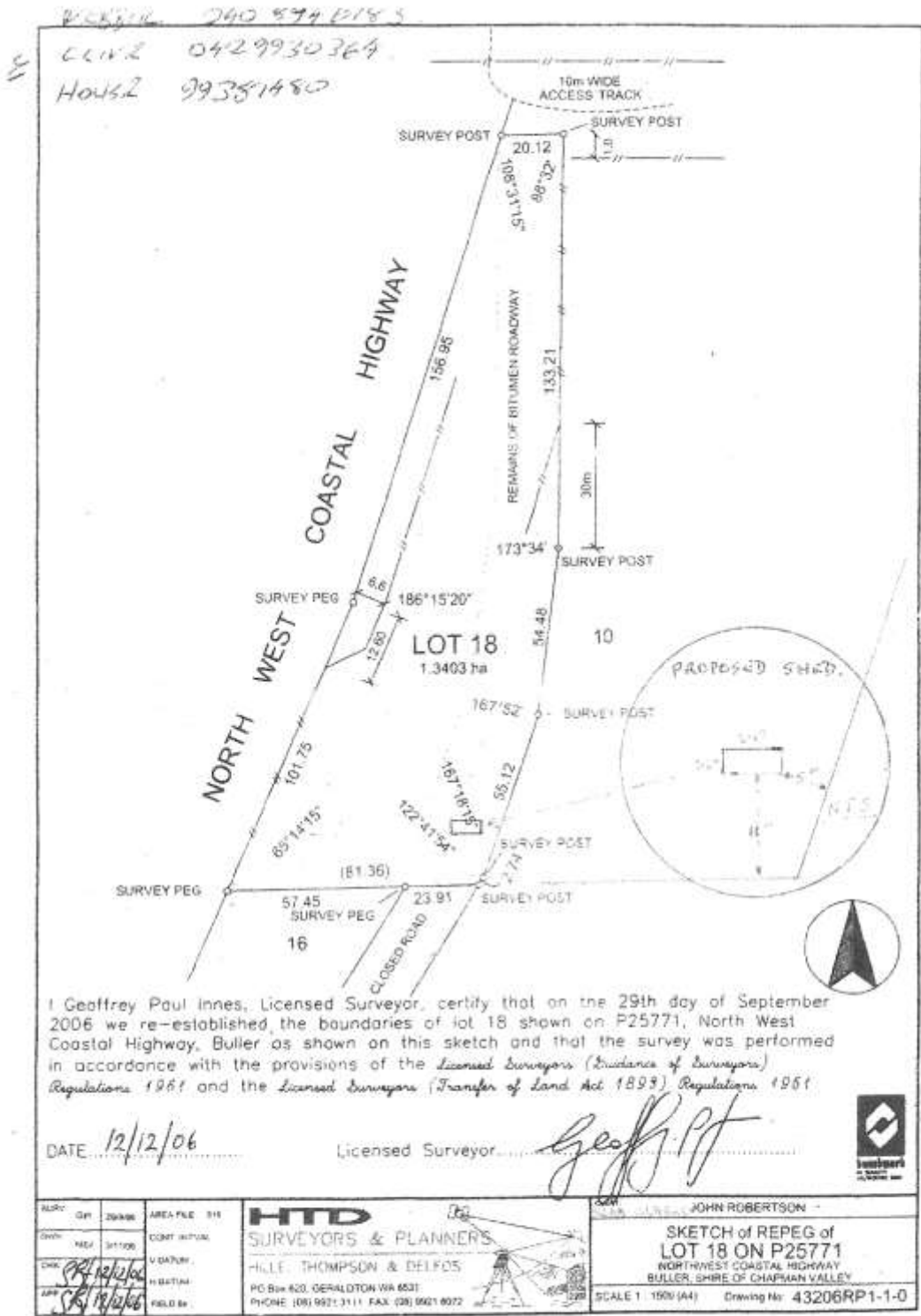
- (i) The Council approval is for the outbuilding only and the applicant is advised that the siting or construction of further buildings upon the property without the separate and prior approval of the Local Government will be deemed as an offence under Section 214(7)(b) of the *Planning and Development Act 2005* and the landowner may be liable to a penalty not exceeding \$200,000 and a further daily penalty of \$25,000 for each day during which the offence continues.
- (ii) If an applicant is aggrieved by this determination there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.



That Council grant delegated authority to the Chief Executive Officer to make determination upon an application for a residence upon Lot 18 North West Coastal Highway, Buller with a minimum rear/eastern boundary setback of 5 metres where it is considered that the development meets with the other requirements of the Local Government.

**Voting 5/0  
CARRIED  
Minute Reference 08/14-3**







Cr Warr declared a financial interest in this item and left Chambers at 9.10am

<b>AGENDA ITEM:</b>	<b>9.1.3</b>
<b>SUBJECT:</b>	<b>OUTBUILDING EXTENSION, WHITE PEAK</b>
<b>PROPONENT:</b>	<b>M. BALDAN</b>
<b>SITE:</b>	<b>230 (LOT 93) ELIZA SHAW DRIVE, WHITE PEAK</b>
<b>FILE REFERENCE:</b>	<b>A1416</b>
<b>PREVIOUS REFERENCE:</b>	<b>12/10-5</b>
<b>DATE:</b>	<b>7 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>SIMON LANCASTER</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Council is in receipt of an application to extend an existing outbuilding at 230 (Lot 93) Eliza Shaw Drive, White Peak. The application has been placed before Council as it exceeds the delegation limits of the Shire’s ‘Outbuildings’ Local Planning Policy. This report recommends that conditional approval be granted to the application.

**COMMENT**

Lot 93 is a cleared 1.4133ha property located on the western side of Eliza Shaw Drive between its intersections with Hester Place and Brown Lane.

**Figure 1 – Location Plan for 230 (Lot 93) Eliza Shaw Drive, White Peak**



The applicant is seeking approval for a 21m<sup>2</sup> (3m x 7m) open sided balcony on the western frontage of an existing 199.2m<sup>2</sup> (16.6m x 12m, 4m wall height, 5.058m total height) blue (‘Deep Ocean’) colorbond clad outbuilding. The total outbuilding area of 220.2m<sup>2</sup> would exceed the 200m<sup>2</sup> maximum aggregate area under which Shire staff may approve applications under delegated authority and has therefore been presented to Council for its consideration.

The existing outbuilding upon Lot 93 was approved by Council at its 15 December 2010 meeting and it is noted that conditions 1 and 2 of this approval stated as follows:

- “1 Development shall be in accordance with the attached approved plan(s) dated 15 December 2010 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.

- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.”

**Figure 2 – Aerial Photograph of Lot 93 Eliza Shaw Drive (December 2013)**



On 26 May 2014 the Shire’s Building Surveyor contacted the landowner of Lot 93 by phone, and then with a subsequent e-mail, advising them to cease work upon a 3m x 7m (5.058m total height) balcony extension that had been commenced on the western frontage of the outbuilding.

The plans for the outbuilding as originally approved by Council illustrated a front (west) elevation comprising colorbond wall cladding with no openings, however, the outbuilding was subsequently modified without notification to the Shire with a first floor sliding door opening on this elevation.

The applicant ceased work on the balcony extension as instructed and lodged an Application for Uncertified Building Permit and an Application for Planning Approval and provided plans for the external 21m<sup>2</sup> (3m x 7m) balcony structure and the internal 31.122m<sup>2</sup> (3.901m x 7.978m) mezzanine structure and internal staircase. A copy of the submitted site, elevation and floor plans have been included as **Attachment 1** with this report for Council’s information, and a series of site photographs of the incomplete structure are included as Figures 3-5.

**Figure 3 – View of outbuilding upon Lot 93 looking north**



**Figure 4 – View of outbuilding upon Lot 93 looking south-east**



**Figure 5 – View of outbuilding upon Lot 93 looking west from Eliza Shaw Drive**



## **STATUTORY ENVIRONMENT**

Lot 93 Eliza Shaw Drive, White Peak is zoned 'Rural Residential 1' under Shire of Chapman Valley Local Planning Scheme No.2 ('the Scheme').

Section 4.2.5 of the Scheme lists the objectives of the 'Rural Residential' zone as being:

- (a) Provide for residential development within a low-density environment;*
- (b) Provide for other land-uses compatible with a high level of residential amenity;*
- (c) Prevent the establishment of land-uses more appropriately undertaken in commercial and/or industrial areas; and*
- (d) Protect the environmental and landscape values of the land."*

Part 4 of Schedule 11 of the Scheme notes the following for the 'Rural Residential 1' zone:

*"All buildings constructed on the land shall be sympathetic to existing landscape elements, namely landform, vegetation and amenity, in terms of their design, height, location, materials and cladding colours."*

The construction of an outbuilding extension, meets the definition of 'development' as listed under Part 1(4) of the *Planning & Development Act 2005*:

*"development means the development or use of any land, including –*

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land"*

The landowner is in contravention of Section 8.1 of the Scheme which states:

*"8.1 Requirement for Approval to Commence Development*

*Subject to clause 8.2, all development on land zoned and reserved under the Scheme requires the prior approval of the Local Government. A person shall not commence or carry out any development without first having applied for and obtained the planning approval of the Local Government under Part 9.*

*Note:*

- 1 The planning approval of the Local Government is required for both the development of land (subject of this Part) and the use of land (subject of Part 4)."*

However, Council may consider an application for development that has been commenced, under Section 8.4 of the Scheme which states:

*"8.4 Unauthorised Existing Developments*

*8.4.1 The Local Government may grant planning approval to a use or development already commenced or carried out regardless of when it was commenced or carried out, if the development conforms to the provisions of the Scheme.*

*8.4.2 Development which was unlawfully commenced is not rendered lawful by the occurrence of any subsequent event except the granting of planning approval, and the continuation of the development unlawfully commenced is taken to be lawful upon the grant of planning approval.*

*Note:*

- 1 Applications for approval to an existing development are made under Part 9.*
- 2 The approval by the Local Government of an existing development does not affect the power of the Local Government to take appropriate action for a breach of the Scheme or the Act in respect of the commencement or carrying out of development without planning approval."*

It is not considered that the commenced structure and the general presentation of Lot 93 are out of harmony with the existing buildings or landscape of the surrounding area as outlined in Section 5.8 of the Scheme which states:

*"5.8 Appearance of Land and Buildings*

*5.8.1 Unless otherwise approved, no person shall erect any building or other structure which by reason of colour or type of materials, architectural style, height or bulk, ornament or general appearance, has an exterior appearance which is out of harmony with existing buildings or the landscape character of the area.*

*5.8.2 All buildings and land on which they are located within the Scheme area shall be maintained in a manner, which preserves the amenity of the surrounding locality to the satisfaction of the Local Government.*

*5.8.3 Where in the opinion of the Local Government an activity is being undertaken that results in the appearance of the property having a deleterious effect on the amenity of the area in which it is located, the Local Government shall require the owner or occupier to restore or*



*upgrade the conditions of that property to a standard commensurate with those generally prevailing in the vicinity.”*

Section 10.2 of the Scheme lists the following relevant matters to be considered by Local Government in considering a development application:

- “(f) any Local Planning Policy adopted by the Local Government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the Local Government under the Scheme;...*
- ...(i) the compatibility of a use or development with its setting;...*
- ...(n) the preservation of the amenity of the locality;*
- (o) the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation, and appearance of the proposal;...*
- ... (v) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;...*
- (za) any other planning consideration the Local Government considers relevant.”*

## **POLICY IMPLICATIONS**

The existing outbuilding upon Lot 93 is 199.2m<sup>2</sup> in area, and the proposed balcony extension is 21m<sup>2</sup> leading to a total proposed outbuilding area of 220.2m<sup>2</sup>.

Shire of Chapman Valley Local Planning Policy ‘Outbuildings’ lists the maximum total aggregate area for Lot 93 as being 200m<sup>2</sup> (whether enclosed or open), and as the proposed development exceeds this requirement by 20.2m<sup>2</sup> the application exceeds the level of delegated authority and is required to be presented to Council for its consideration.

The objectives of the ‘Outbuildings’ Local Planning Policy are as follows:

- “3.1 To allow for a regional variation to Section 5.4.3 of State Planning Policy 3.1 - Residential Design Codes.*
- 3.2 To provide a clear definition of what constitutes an “outbuilding”.*
- 3.3 To ensure that outbuildings are not used for habitation, commercial or industrial purposes by controlling building size and location.*
- 3.4 To limit the visual impact of outbuildings.*
- 3.5 To encourage the use of outbuilding materials and colours that complement the landscape and amenity of the surrounding areas.*
- 3.6 To ensure that the outbuilding remains an ancillary use to the main dwelling or the principle land use on the property.”*

The Shire of Chapman Valley ‘Outbuildings’ Local Planning Policy has the following purpose and scope:

### *“Purpose*

*Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.*

*It is not intended that a policy be applied rigidly, but each application be examined on its merits, with the objectives and intent of the policy the key for assessment. However, it should not be assumed that the local government, in exercising its planning discretion, be limited to the policy provisions and that mere compliance will result in an approval. This approach has produced many examples of inappropriate built form that has a long-term impact on the amenity and sustainability of the locality.*

*The Shire encourages applicants to produce innovative ways of achieving the stated objectives and acknowledges that these may sit outside the more traditional planning and architectural approaches. In these instances the local government is open to considering (and encourages) well-presented cases, during pre-application consultation, having due regard to the outcome of any public consultation undertaken and the orderly and proper planning of the locality.*

#### *Scope*

*A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.”*

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

Council has only approved variation to the aggregate outbuilding area in the Parkfalls Estate on one occasion, this being the approval at the 11 December 2013 meeting of the permanent siting of a 14.64m<sup>2</sup> sea container at 131 Parmelia Boulevard in addition to the existing 200m<sup>2</sup> outbuilding. This approval was subject to condition that the sea container must be painted to match the existing fencing and outbuilding, the installation of a gabled roof structure atop the sea container, and installation and maintenance of landscaping. These conditions have been now complied with and it is considered that the outbuilding policy variation to the total aggregate area, and the sea container policy variation in permitting the permanent siting in that instance has led to an acceptable outcome, particularly considering that the development will be further screened from neighbouring properties and the road as the landscaping becomes more established.

It is considered when assessing the received application for an outbuilding extension at Lot 93 that the proposed variation to the floor area requirements is relatively minor in nature (being a 10.1% variation on the policy requirement), that the balcony extension will not appear overly intrusive when considered against the scale of the existing outbuilding, and the balcony's appearance will be further ameliorated by its open sided nature and the use of materials and colours matching those of the existing outbuilding.

In the event that Council does not consider that the application for an outbuilding extension should be approved it may consider the following alternative wording appropriate in its determination on the application:

*“That Council:*

- 1 *Refuse planning approval for an outbuilding (balcony) extension upon 230 (Lot 93) Eliza Shaw Drive, White Peak for the following reasons:*
  - (a) *The development proposes an outbuilding in excess of the 200m<sup>2</sup> total aggregate area as specified under the Shire of Chapman Valley Local Planning Policy ‘Outbuildings’ for the ‘Rural Residential’ zone.*
  - (b) *The proposed development is not considered consistent with the objectives of the Shire of Chapman Valley Local Planning Policy ‘Outbuildings’;*
  - (c) *The proposed development is not considered consistent with Section 5.8 ‘Appearance of Land and Buildings’ of the Shire of Chapman Valley Local Planning Scheme No.2;*
  - (d) *Council is not satisfied that sufficient justification has been provided to warrant a concession being granted in this instance; &*
  - (e) *Approval of this application may well set an undesirable precedent for continued variation to the Shire’s statutory and policy requirements,*

*which in time could prove to be detrimental to the rural residential amenity and lifestyle opportunities of the locality.*

- 2 *Engage its solicitor to begin enforcement action for the demolition of the existing outbuilding (balcony) extension structure, and a modification of the sliding door opening on the western elevation to a window opening."*

## **FINANCIAL IMPLICATIONS**

On determination of this application (refusal/approval) should the applicant be aggrieved by the determination or conditions of approval they have a right of appeal to the State Administrative Tribunal with a cost likely to be imposed on the Shire through its involvement in the appeal process.

- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan (2013) was received by Council at its 18 September 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Long Term Financial Plan.

## **STRATEGIC IMPLICATIONS**

Council may when considering a variation to any part of its Local Planning Policy resolve to undertake consultation with surrounding landowners and giving consideration to any received submissions prior to making its determination at a later meeting of Council.

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 was adopted by Council at its 19 June 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Strategic Community Plan.

## **VOTING REQUIREMENTS**

Simple majority required.

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR FARRELL**

That Council grant formal planning approval for the 3m x 7m (21m<sup>2</sup>) outbuilding (balcony) extension and the internal 31.122m<sup>2</sup> (3.901m x 7.978m) mezzanine structure and internal staircase at 230 (Lot 93) Eliza Shaw Drive, White Peak subject to compliance with the following conditions:

- 1 Development shall be in accordance with plans included as Attachments 2.1 & 2.2 to the Council Agenda report and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Local Government.
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
- 3 The extension is required to be externally clad/painted in a colour complementary to the adjoining outbuilding to the approval of the Local Government.
- 4 The outbuilding is only to be used for general storage purposes associated with the predominant use of the land and must NOT be used for habitation, commercial or industrial purposes.
- 5 Landscaping is required to be installed and maintained between the outbuilding and the property boundaries for the purpose of softening the visual impact of the structure upon the land to the approval of the Local Government.

- 6 The installation of a balustrade for the first floor balcony (external) and staircase (internal) to the approval of the Local Government.

Notes:

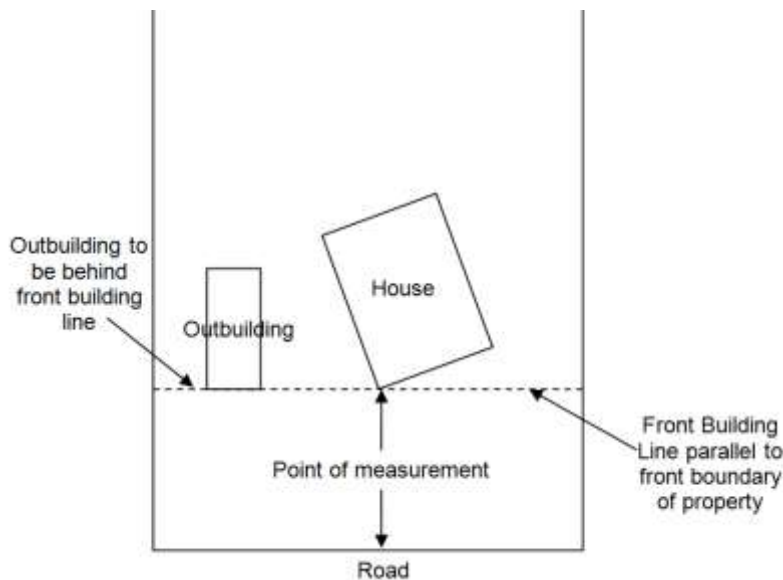
- (i) The Council approval is for a 3m x 7m (21m<sup>2</sup>) extension only to the 199.2m<sup>2</sup> outbuilding leading to a total proposed outbuilding area of 220.2m<sup>2</sup>, further extension of the outbuilding area beyond this without the separate and prior approval of Council will be deemed as an offence under Section 214(7)(b) of the *Planning and Development Act 2005* and the landowner may be liable to a penalty not exceeding \$200,000 and a further daily penalty of \$25,000 for each day during which the offence continues.
- (ii) Should the landowner fail to comply with any of the conditions of this approval this will be deemed as an offence under Section 214(7)(b) of the *Planning and Development Act 2005* and the landowner may be liable to a penalty not exceeding \$200,000 and a further daily penalty of \$25,000 for each day during which the offence continues.
- (iii) The applicant is advised that Schedule 11 of the Shire of Chapman Valley Local Planning Scheme No.1 requires of lots within the 'Rural Residential 1' zone (including Lot 93 Eliza Shaw Drive) that:

*“For those lots which do not depict a building envelope, all structures including sheds, outbuildings, garages, storage areas and effluent disposal systems shall be sited not more than 22 metres from the closest wall of the dwelling.”*

Furthermore the Shire of Chapman Valley Local Planning Policy 'Outbuildings' states that:

*“An outbuilding is required to be sited behind the 'front building line' of a dwelling on lots less than 4.0 hectares in area in all zones, unless sufficient justification has been provided by the applicant and the building is consistent in design and materials with the existing dwelling.*

*Note: For the purpose of this statement the 'front building line' is to be measured from the closest point of the house to the front boundary drawn parallel to the boundary as illustrated below:*



Therefore the siting of the outbuilding will set a location requirement for the future siting of a dwelling.

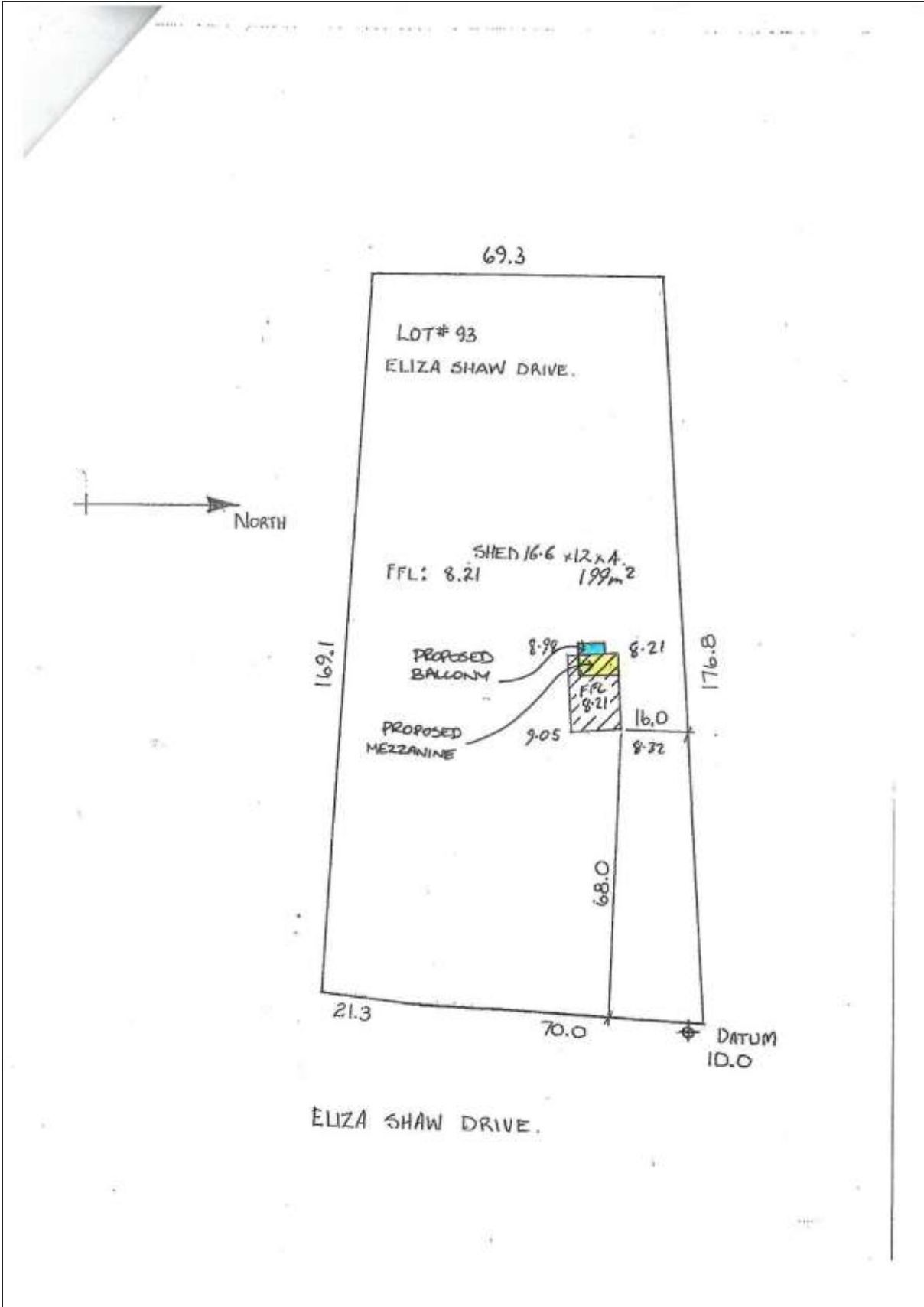
- (iv) If an applicant is aggrieved by this determination there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Voting 3/1  
CARRIED**

**Minute Reference 08/14-4**

*Cr Warr re-entered Chambers at 9.30am*

*Mr Clarke left Chambers at 9.32am*









<b>AGENDA ITEM:</b>	<b>9.1.4</b>
<b>SUBJECT:</b>	<b>BILL HEMSLEY PARK</b>
<b>PROPONENT:</b>	<b>BILL HEMSLEY PARK MANAGEMENT COMMITTEE</b>
<b>SITE:</b>	<b>RESERVE 49641 ELIZA SHAW DRIVE, WHITE PEAK</b>
<b>FILE REFERENCE:</b>	<b>R49641</b>
<b>PREVIOUS REFERENCE:</b>	<b>02/14-10, 02/14-11, 02/14-12, 02/14-13 &amp; 06/14-6</b>
<b>DATE:</b>	<b>29 JULY 2014</b>
<b>AUTHOR:</b>	<b>SIMON LANCASTER</b>

## DISCLOSURE OF INTEREST

Nil.

## BACKGROUND

A meeting of the Bill Hemsley Park Management Committee was held on 25 July 2014 to progress planning for the future development of the park and this report recommends that Council receive the unconfirmed minutes and adopt the recommendations from this committee meeting.

## COMMENT

The fourth Bill Hemsley Park Management Committee meeting was held on 25 July 2014 and a copy of the unconfirmed minutes of the meeting are presented to Council as **Attachment 1** to this report.

A PDF copy of the unconfirmed minutes of the 25 July 2014 Bill Hemsley Park Management Committee meeting has also been provided as a **separate attachment to this report** to better enable Councillors to view the revised concept plan as tabled at the meeting.

A copy of the Agenda for the 25 July 2014 Bill Hemsley Park Management Committee meeting has also been provided as a **separate attachment to this report**.

## STATUTORY ENVIRONMENT

Reserve 49641 Eliza Shaw Drive, White Peak is zoned 'Parks & Recreation' under Shire of Chapman Valley Local Planning Scheme No.2.

The legal agreement between the developer of the Parkfalls Estate and the Shire provided the terms for the transfer of the intended park and payment of funds by the developer to the Shire to be held in trust for expenditure on the park.

The Management Committee Agreement provides for the ongoing management of Bill Hemsley Park and the process by which recommendations to Council on the expenditure of the trust funds must be made.

Part 3 of the agreement states:

**"3** *Decisions not binding on Shire*

*The parties acknowledge and agree that the decisions and recommendations of the Management Committee are advisory only, and are not binding on the Shire or the Shire's Council."*

Part 4 of the Management Agreement states:

**"4.1** *Use of Trust Payment*

*The Shire covenants and agrees to deposit the Trust Payment into a trust fund in accordance with the provisions of the Local Government Act 1995, and to only use such funds for construction and development upon the Recreation Site.*

## 4.2 Acknowledgement

*The parties covenant and agree that the expenditure of the trust fund can only be approved by the Council of the Shire based on the recommendations of the Management Committee provided such expenditure is for construction and development upon the Recreation Site.”*

### **POLICY IMPLICATIONS**

Section 5.70 of the Shire of Chapman Valley Policy Manual 2014/2015 notes that in accordance with Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Financial Management Regulations 1996*, monthly reporting will be provided for trust accounts.

Section 5.140 of the Shire of Chapman Valley Policy Manual 2014/2015 notes the following when application is made for grant funding from third party sources to finance appropriate projects within the Shire:

- “(a) Delegate authority to the Chief Executive Officer to endorse grant applications/projects if funding resources are available within the Council’s adopted budget;*
- (b) If funding resources are not available within the adopted Council Budget for specific grant applications/projects, present the application to Council for endorsement, if possible, prior to the closure dates for the grant funding programs. Otherwise retrospective Council endorsement to commit funding resources will be required.*

*All applications submitted, which require Council endorsement for additional funding resources, will be subject Council endorsement (i.e. the Committee does not have delegated authority to commit Council funding resources).”*

### **FINANCIAL IMPLICATIONS**

Council previously resolved at its 25 June 2014 meeting the following:

*“That Council:*

- 1 Receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 6 June 2014.*
- 2 That the Management Committee acknowledge receipt of the Redcliffe Concourse landowner petition and give consideration to the comments raised in the further development of the concept plan.*
- 3 Allocate an amount of \$15,000 for consideration in the 2014/2015 budget for expenditure on development of Bill Hemsley Park subject to Council approval.”*

The 2014/2015 Shire budget was adopted by Council at its 16 July 2014 with the abovementioned \$15,000 allocation included within Account 2642.

The 2014/2015 budget also lists within Account 2834 an expenditure allocation of \$272,727 to be drawn from Trust Account 18 in the event that the Management Committee recommends an expenditure allocation and this is endorsed by Council (as per Section 4.2 of the Management Committee Agreement).

The developer made payment of \$300,000 (GST inclusive) to the Shire on 3 March 2014 and this amount was deposited in a specifically created trust account (Trust Account 18) for the purpose of expenditure upon Bill Hemsley Park. The Shire may consider supplementing this amount through future budgetary allocation and pursuit of external funding sources.

The transfer of the park site from private to public ownership has enabled the Shire to work with the community to create an area that meets its recreational and community requirements. In its consideration of the responsible and staged development of the park the Management Committee, and subsequently Council, should have regard for the following:

- the type of facilities that are demanded by the community (this would be established through a consultation process);
- the type of facilities that are likely to be used by the community (this would be established through an evaluation and review process);
- the capital and maintenance cost of the facilities (this would factor the initial and ongoing cost of any facility);
- the appropriateness of the facilities in relation to their setting (this would include consideration of the facilities function, appearance and impact).

- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan (2013) received by Council at its 18 September 2013 meeting identifies this as a major project to be determined by the Management Committee. The Strategy also identifies that the project can only proceed if the majority of funds can be obtained from grants and should not proceed until all funding and a contract price is secured. With the payment of the developer contribution of \$300,000 (GST inclusive) on 3 March 2014 it should be noted that a key funding contribution has been secured, and that this can be increased through Council budgetary allocation, pursuit of grants and community contribution.

### **STRATEGIC IMPLICATIONS**

The development of Bill Hemsley Park as a recreation and community node will capitalise on the Parkfalls Estate's radial network of bridle paths and roads that should lead to maximum utilisation of the site as it would be relatively easy to access for the community it will serve.

The community survey undertaken by the Parkfalls Residents Association of 215 White Peak landowners sought to ascertain what form of facilities the community wanted, and did not want, to see developed upon the park site. 62 surveys were returned (29% response rate) and the results of the community survey were presented to the Management Committee at its 15 August 2013 meeting.

The survey indicated the community had a preference for the following:

- grassed area;
- shaded area;
- playground;
- native gardens;
- barbecue;
- gazebo; &
- walkways.

The survey did not indicate a level of support for the following:

- skate park;
- public toilets;
- oval;
- hall;
- sand pit;
- horse trail;
- basketball (half) court;
- lawn bowls; &
- tennis court.

The survey was not conclusive in relation to the following facilities, although it could be assumed therefore that they were not generally considered immediate priorities:

- amphitheatre; &
- closed gazebo.

The community survey did not indicate a level of support for a car park immediately off Redcliffe Concourse or Eliza Shaw Drive.

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 adopted by Council at its 19 June 2013 meeting lists developing community facilities to provide gathering places as a Community Strategy to achieve the outcome of stronger, inclusive communities across the Shire.

### **VOTING REQUIREMENTS**

Simple Majority required.

### **STAFF RECOMMENDATION**

That Council:

- 1 Receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 25 July 2014.
- 2 Accept the revised concept plan included as Attachment 1 in the Unconfirmed Minutes of the 25 July 2014 Bill Hemsley Park Management Committee meeting (which includes all the preferences listed in the community survey, and a meeting room and public toilets to cater for expected demand).
- 3 Seek quotes for the drafting of the revised concept plan to enable further design consideration and community consultation.
- 4 Issue delegated authority to the Shire Chief Executive Officer to appoint a drafting company (as recommended by the Management Committee) funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital) to undertake the drafting of the revised concept plan, for later Management Committee and Council consideration.
- 5 Approach the landowner of 9 (Lot 249) Cargeeg Bend, White Peak seeking their consent to, and should they be in agreement, undertake a 48 hour flow rate test of the bore upon their property, funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital).

### **COUNCIL RESOLUTION**

**MOVED: CR WARR**

**SECONDED: CR WOOD**

That Council:

- 1 Receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 25 July 2014.
- 2 Accept the revised concept plan included as Attachment 1 in the Unconfirmed Minutes of the 25 July 2014 Bill Hemsley Park Management Committee meeting (which includes all the preferences listed in the community survey, and a meeting room and public toilets to cater for expected demand).
- 3 Seek quotes for the drafting of the revised concept plan to enable further design consideration and community consultation.
- 4 Issue delegated authority to the Shire Chief Executive Officer to appoint a drafting company (as recommended by the Management Committee) funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital) to undertake the drafting of the revised concept plan, for later Management Committee and Council consideration.
- 5 A Draft Concept Plan produced by the drafting company will be sent out to all individual landowners in the Parkfalls Estate seeking their feedback on this draft plan or any other design for the park. Council will consider all feedback prior to finally endorsing the concept plan.

- 6 Approach the landowner of 9 (Lot 249) Cargeeg Bend, White Peak seeking their consent to, and should they be in agreement, undertake a 48 hour flow rate test of the bore upon their property, funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital).

**Voting 5/0  
CARRIED  
Minute Reference 08/14-5**

*Reason for deviation to Staff Recommendation: Council requires feedback from Parkfalls residents prior to finalising the concept plan.*



**BILL HEMSLEY PARK  
MANAGEMENT COMMITTEE MEETING**

**VENUE:** Shire of Chapman Valley Chambers  
3270 Chapman Valley Road, Nabawa

**DATE:** Friday 25 July 2014

**TIME:** 2:20pm – 4:20pm

**UNCONFIRMED MINUTES**

**Order of Business**

**1.0 Welcome by the Chair – Councillor Trevor Royce**

The Chairman opened the meeting of the Bill Hemsley Park Management Committee at 2:20pm.

**2.0 Record of Attendance**

Committee Members:

- Trevor Royce (Chairman & Councillor - Shire of Chapman Valley)
- Veronica Wood (Councillor - Shire of Chapman Valley)
- Tom Davies (Parkfalls Residents Association)
- Ian Maluish (Parkfalls Residents Association)

Observers:

- Maurice Battilana (Chief Executive Officer-Shire of Chapman Valley)
- Anthony Abbott (Building Surveyor/Project Officer-Shire of Chapman Valley)
- Simon Lancaster (Minute Taker-Shire of Chapman Valley)

**3.0 Apologies**

- Ian Wheatland (Developer)
- Peter Sukiennik (Developer)
- Nicole Batten (Community Development Officer-Shire of Chapman Valley)

**4.0 Confirmation of Previous Meeting Minutes (6 June 2014)**

COMMITTEE RESOLUTION

*"That the minutes of the previous meeting held on Thursday 6 June 2014 be confirmed as a true and accurate record."*

Moved: Veronica Wood    Seconded: Tom Davies  
Voting 4/0  
CARRIED



## 5.0 Items for discussion

### 5.1 25 June 2014 Council meeting resolution & 2014/2105 Council Budget allocation

The Committee noted that the 2014/2015 Shire budget was adopted by Council at its 16 July 2014 with an allocation of \$15,000 for expenditure on development of the Bill Hemsley Park subject to Council approval.

### 5.2 Bill Hemsley Park Concept Plan – Parkfalls Residents Association revisions

Landowners along Redcliffe Concourse submitted a petition objecting to aspects of the Bill Hemsley Park concept plan and seeking opportunity to have input its further development. The petition was presented to the Management Committee at its 6 June 2014 meeting for discussion.

The Parkfalls Residents Association representatives on the Management Committee have undertaken further revision to the Bill Hemsley Park concept plan in response to the issues raised in the petition and a copy of this revised concept plan was tabled and discussed by the Committee at the 25 July 2014 meeting.

#### COMMITTEE RESOLUTION

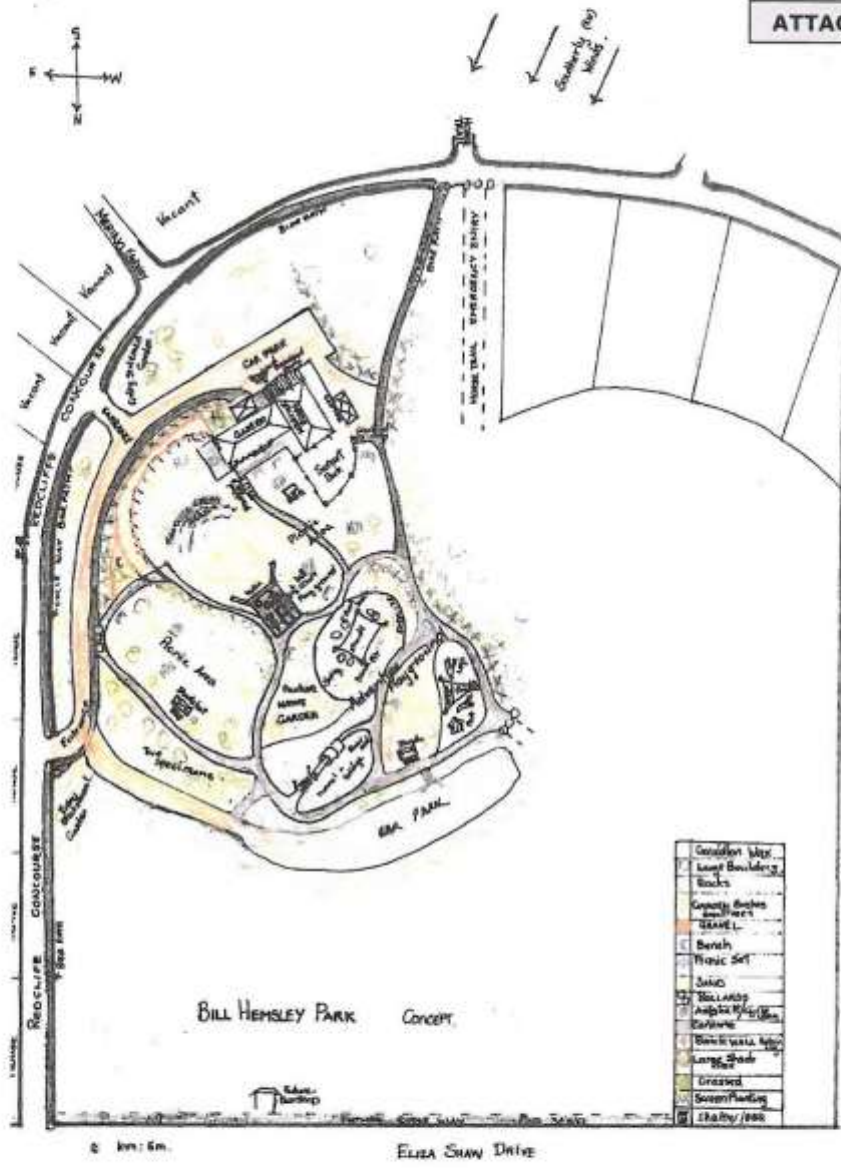
*"That:*

- 1 The Committee recommend to Council that it accept the revised concept plan included as Attachment 1 (which includes all the preferences listed in the community survey, and a meeting room and public toilets to cater for expected demand);*
- 2 The Committee recommend to Council that it seek quotes for the drafting of the revised concept plan to enable further design consideration and community consultation; and*
- 3 The Committee recommend that the CEO be given delegated authority to appoint a drafting company (as recommended by the Management Committee) funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital) to undertake the drafting of the revised concept plan, for later Management Committee and Council consideration.*

Moved: Veronica Wood    Seconded: Ian Maluish  
Voting 4/0  
CARRIED



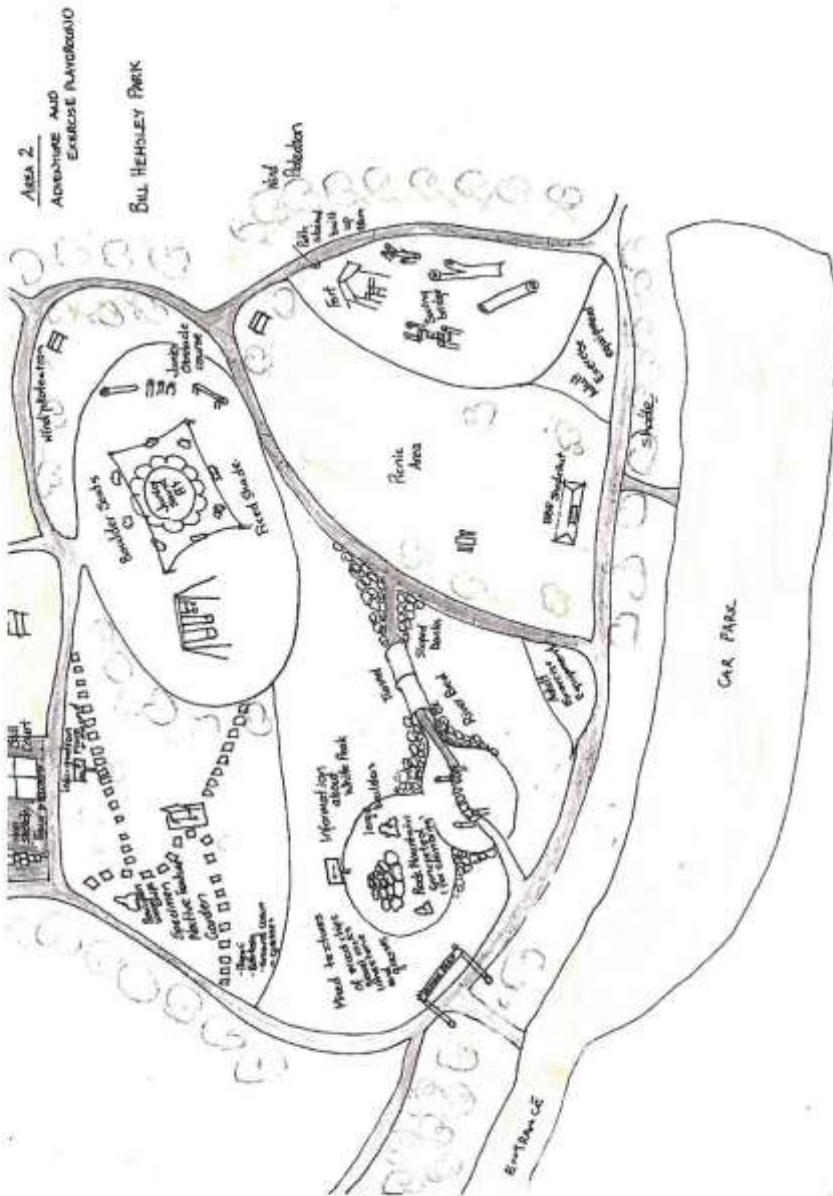
**ATTACHMENT 1**



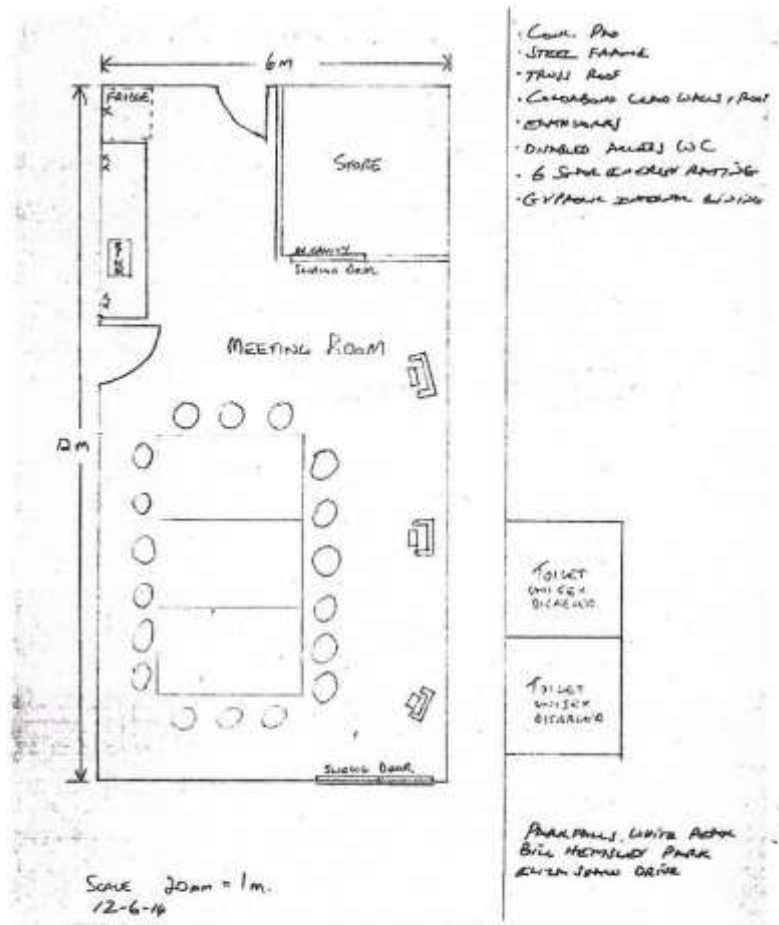
Bill Hemsley Park Management Committee Meeting Unconfirmed Minutes 25/7/14 - Page 3 of 10







Bill Hemsley Park Management Committee Meeting Unconfirmed Minutes 25/7/14 - Page 5 of 10







### 5.3 Preliminary costs for Bill Hemsley Park Concept Plan

Preliminary costs as prepared by Shire staff for the development of the Bill Hemsley Park were presented to the Committee at the 25 July 2014 meeting and are detailed in the meeting Agenda.

The Parkfalls Residents Association representatives on the Management Committee have prepared a preliminary budget outline based on these costings as a basis to commence discussion and this was tabled at the meeting and is included in the minutes as **Attachment 2**.



**ATTACHMENT 2**

**PRELIMINARY INDICATIVE COSTINGS FOR BILL HEMSLEY PARK PROJECT**

Seed Capital	15000
Bore Water + Retic (Quote)	36000
+ Extra's	20000
Water Corp	5500
Shade Area	23000
Gazebo - Small x 2 @ \$5000	10000
Large	60000
Playground	100000
BBQ's - 3 @ \$10000	30000
Walk paths	50000
± Site Works	50000
Seating - 6 @ \$1500	9000
Plants, Lawn etc	60000
Power	20000
Driveways, Car Parks	20000
Meeting Room, Deck etc	350000
Toilets - 3 @ \$30000	<u>90000</u>
<b>TOTAL</b>	<b>\$948500</b>

**POSSIBLE FUNDING SOURCES**

Trust	300000
Shire - Cash	50000
In kind	48500
PRA - In kind	100000
Grants	<u>450000</u>
<b>TOTAL</b>	<b>\$948500</b>

Bill Hemsley Park Management Committee Meeting Unconfirmed Minutes 25/7/14 - Page 9 of 10



#### 5.4 9 (Lot 249) Cargeeg Bend, White Peak bore

The Committee discussed the issues concerning the bore located upon 9 Cargeeg Bend and the potential for responsibility for the maintenance of the bore to be borne by the Shire in exchange for right of access to the water for servicing Bill Hemsley Park, with the 9 Cargeeg Bend landowner also being able to access the water for use on their own property or an alternative arrangement.

##### COMMITTEE RESOLUTION

*"The Management Committee recommend to Council that it approach the landowner of 9 Cargeeg Bend seeking their consent to, and should they be in agreement, undertake a 48 hour flow rate test of the bore upon their property, funded from the Bill Hemsley Park 2014/2015 budget allocation (Account 2642-seed capital)."*

Moved: Tom Davies

Seconded: Ian Maluish  
Voting 4/0  
CARRIED

#### 5.5 Concept Plan drafting quotes

The Committee discussed approaching suitable firms to provide a quote to undertake the more formal drafting of the concept plan (in the event that Council was satisfied with the revised concept plan) and giving consideration to the received quotes, and submitted examples of prior works, at a future Committee meeting.

It was generally discussed that should Council be supportive of the revised concept plan then it could be provided to a firm with experience in master planning of parks for further refinement. The formally drafted concept plan could then be re-presented to the Management Committee for discussion and modification if necessary and ultimately recommended to Council for final adoption (and prior community consultation if either the Management Committee or Council consider that should be undertaken).

#### 6.0 General Discussion

No further discussion

#### 7.0 Next Meeting

Date to be set by Chairman (approximately in 2 months)

#### 8.0 Close

The meeting was declared closed by the Chairman at 4:20pm.

# **9.2 Finance August 2014**

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## **Contents**

### **9.2 AGENDA ITEMS**

9.2.1 Financial Reports for June & July 2014



Mrs Raymond and Mrs Williams entered Chambers at 9.58am

<b>AGENDA ITEM:</b>	<b>9.2.1</b>
<b>SUBJECT:</b>	<b>FINANCIAL REPORTS FOR JUNE &amp; JULY 2014</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>307.04</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>12 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND &amp; KRISTY WILLIAMS</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **BACKGROUND**

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

#### **COMMENT**

Attached to this report are the monthly financial statements for June & July 2014 for Council's review.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 Section 6.4*

*Local Government (Financial Management) Regulations 1996 Section 34*

#### **POLICY IMPLICATIONS**

Policy 5.70 Significant Accounting Policies

Extract:

*"2. Monthly Reporting*

*In accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Financial Management Regulations 1996, monthly reporting will be provided as follows:*

- 1. Statement of Financial Activity*
- 2. Balance Sheet and statement of changes in equity*
- 3. Schedule of Investments*
- 4. Operating Schedules 3 – 16*
- 5. Acquisition of Assets*
- 6. Trust Account*
- 7. Reserve Account*
- 8. Loan Repayments Schedule*
- 9. Restricted Assets*
- 10. Disposal of Assets*

*A value of 5 percent is set for reporting of all material variances."*

#### **FINANCIAL IMPLICATIONS**

As presented in June & July financial statements.

**STRATEGIC IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR FARRELL**

That Council receive the financial report for the month of June & July 2014 comprising the following:

- Summary of Payments
- Summary of Financial Activity,
- Net Current Assets
- Detailed Statement of Financial Activity,
- Details of Cash and Investments,
- Statement of Significant Variations,
- Summary of Outstanding Debts
- Reserve Funds
- Information on Borrowings
- Disposal of Assets
- Acquisition of Assets
- Rating Information
- Trust Fund Reconciliations
- Bank Reconciliation
- Credit Card Statements

**Voting 5/0  
CARRIED  
Minute Reference 08/14-6**

*Mrs Williams left Chambers at 10.07am*

**SHIRE OF CHAPMAN VALLEY**

**BANK RECONCILIATION**

**As at 31 July 2014**

**SYNERGY**

<u>Balance as per Cash at Bank Account GL 160000</u>	68,555.15
<u>Balance as per Cash at Bank Account GL 170000</u>	1,026,095.86
Plus Income on smt not in system	2.00
Less Expenditure on smt not in system	-

**\$1,094,653.01**

**BANK**

Business Account (Account No 000040)	\$ 350,123.51
Investment Accounts (Account No 305784)	\$ 1,026,095.86
	<u>1,376,219.37</u>

<i>Less Outstanding Payments</i>	307,473.97
<i>Plus Outstanding Deposits</i>	26,271.40
<i>Less Receipts Not Posted to GL</i>	
<i>Less Transfer from Muni to Trust</i>	363.79

**\$ 1,094,653.01**

Difference Check 0.00

Date Completed: 06/08/14

Completed by: Moreen Stewart  
Finance Officer 

Reviewed by: Dianne Raymond  
Office Manager  11/8/14

RECEIVED

29 JUL 2014

SHIRE OF CHAPMAN VALLEY  
THE SHIRE CLERK  
ADMINISTRATION  
C/- POST OFFICE  
NABAWA W A WA 6532

Facility Number	00018023 20000001
Payment Due Date	30 July 2014
Closing Balance	\$212.61

This amount will be swept from a nominated account.

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency include the following: (1) the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme and (2) the Westpac Foreign Transaction Fee (FX Fee), being the applicable Westpac Processing Fee and the applicable Westpac On-Charged Scheme Fee.

Company Name	Number of Cards	Annual % Rate			
Shire Of Chapman Valley	1	15.65%			
Contact Name	Facility Number	Credit Limit			
The Shire Clerk	00018023 20000001	6,000			
Statement From	Statement To	Payment Due Date	Opening Balance	Closing Balance	Available Credit
23 Jun 2014	20 Jul 2014	30 Jul 2014	480.07	212.61	5,787.39

### CARDHOLDER TRANSACTION DETAILS

Cardholder Name	Card Number	Credit Limit	Available Credit
Maurice Battilana	5163 2531 0083 1327	6,000	5,787.39

Corporate Card Transactions			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
04 JUL	<b>Payments</b> AUTOMATIC PAYMENT	480.07-	
	<b>Sub Total:</b>	480.07-	
18 JUN	<b>Purchases</b> CROWN PROMENADE PERT BURSWOOD HOTELS, MOTELS, RESORTS - LO AUS	97.28	101920.02 \$64.86 106320.02 \$32.42
19 JUN	CROWN PROMENADE PERT BURSWOOD HOTELS, MOTELS, RESORTS - LO AUS	50.83	101920.02 25.41 106320.02 25.42
23 JUN	MINGENEW BAKERY MINGENEW BAKERIES AUS	22.50	101920.02 15.00 106320.02 7.50
24 JUN	SKEETAS RESTAURANT & GERALDTON EATING PLACES, RESTAURANTS AUS	42.00	104620.02
	<b>Sub Total:</b>	212.61	

# Corporate Card Statement

## Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
480.07	480.07 -	212.61	0.00	0.00	0.00	212.61	0.00

I have checked the above details and verify that they are correct.

Cardholder Signature \_\_\_\_\_

Date 11/8/14

Transactions examined and approved.

Manager/Supervisor Signature \_\_\_\_\_

Date 11/8/14

## List of Accounts Paid - July 2014

Chq/EFT	Date	Name	Amount
<b>MUNICIPAL ACCOUNT</b>			
4913 (CHQ)	16/07/2014	JOHN PHILLIP COLLINGWOOD	-19978.38
9999 (BPAY)	30/07/2014	MM Electrical Merchandising	-95.15
EFT16964	01/07/2014	GHD Pty Ltd	-1438.80
EFT16965	02/07/2014	Telstra	-70.00
EFT16966	02/07/2014	Apprentice and Traineeship Company - Midwest	-887.87
EFT16967	02/07/2014	Courier Australia - Toll Ipec	-81.69
EFT16968	02/07/2014	Dalwallinu Concrete	-2468.40
EFT16969	02/07/2014	Guardian Print & Graphics	-1899.00
EFT16970	02/07/2014	HSA - Herring Storer Acoustics	-7381.00
EFT16971	02/07/2014	LGIS Insurance Broking - JLT P/L A/c	-605.00
EFT16972	02/07/2014	Miralec	-578.49
EFT16973	02/07/2014	Parkfalls Mowing Service	-4200.00
EFT16974	02/07/2014	State Law Publisher	-122.40
EFT16975	02/07/2014	TALIS CONSULTANTS PTY LTD	-2389.75
EFT16976	02/07/2014	Tru Line Excavations & Plumbing	-302.50
EFT16977	02/07/2014	Western Australian Treasury Corporation	-1912.70
EFT16978	02/07/2014	Western Resource Recovery Pty Ltd	-447.50
EFT16979	09/07/2014	AMP Flexible Super - AMP Retirement Trust	-186.44
EFT16980	09/07/2014	Rest Superannuation	-81.04
EFT16981	09/07/2014	Bolts r Us	-27.92
EFT16982	09/07/2014	Colonial First Choice Super	-1273.05
EFT16983	09/07/2014	Department of Health - Pesticide Safety	-420.00
EFT16984	09/07/2014	Durack Institute of Technology	-709.65
EFT16985	09/07/2014	Guardian Print & Graphics	-389.00
EFT16986	09/07/2014	Hostplus Superannuation	-85.10
EFT16987	09/07/2014	Keith Gregory Bobcat Hire	-2970.00
EFT16988	09/07/2014	LGSP	-6694.67
EFT16989	09/07/2014	Midwest Mowers and Small Engines	-12.50
EFT16990	09/07/2014	Onsite Rental Group	-343.53
EFT16991	09/07/2014	SHIRE OF CV TRUST ACCOUNT	-5974.15
EFT16992	09/07/2014	STAPLES AUSTRALIA PTY LIMITED	-168.96
EFT16993	09/07/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16994	09/07/2014	Tru Line Excavations & Plumbing	-816.75
EFT16995	09/07/2014	Valley Tavern	-669.00
EFT16996	09/07/2014	Westscheme	-186.15
EFT16997	16/07/2014	Anthony Farrell	-7882.33
EFT16998	16/07/2014	ABSOLUTE AQUA BOTTLED WATER & ACCESSORIES	-127.00
EFT16999	16/07/2014	Broadview Venture	-1100.00
EFT17000	16/07/2014	Echelon Australia Pty Ltd - LGIS Risk Management	-4400.00
EFT17001	16/07/2014	Five Star Business Equipment and Communications	-1536.55
EFT17002	16/07/2014	Fletcher Communications	-4000.86
EFT17003	16/07/2014	Geraldton Fuel	-37446.93
EFT17004	16/07/2014	Greenline Truck Hire	-30250.00
EFT17005	16/07/2014	Ian Kenneth Maluish	-3502.87
EFT17006	16/07/2014	Josh Byrne & Associates	-2841.30
EFT17007	16/07/2014	MAURICE BATTILANA	-413.62

EFT17008	16/07/2014	MIDWEST LOCK & SAFE	-120.00
EFT17009	16/07/2014	Pauline Forrester	-4767.00
EFT17010	16/07/2014	Peter John Humphrey	-6578.00
EFT17011	16/07/2014	SHIRE OF CV TRUST ACCOUNT	-110.00
EFT17012	16/07/2014	Shire of Northampton	-247.50
EFT17013	16/07/2014	Trevor Leonard Royce	-5304.00
EFT17014	16/07/2014	UHY Haines Norton Chartered Accountants	-220.00
EFT17015	16/07/2014	VEOLIA ENVIRONMENTAL SERVICES	-5489.56
EFT17016	16/07/2014	Veronica Mary Wood	-3669.07
EFT17017	16/07/2014	WARR, KIRRALEE JANE	-3652.27
EFT17018	23/07/2014	AMP Flexible Super - AMP Retirement Trust	-165.58
EFT17019	23/07/2014	Rest Superannuation	-104.92
EFT17020	23/07/2014	Synergy	-921.15
EFT17021	30/07/2014	City of Greater Geraldton	-2200.00
EFT17022	30/07/2014	Synergy	-4242.85
EFT17023	30/07/2014	Telstra	-1960.00
EFT17024	31/07/2014	AMPAC Debt Recovery (WA) Pty Ltd	-322.24
EFT17025	31/07/2014	ASHDOWN INGRAM (EXEGO PTY LIMITED)	-431.20
EFT17026	31/07/2014	Advanced Spatial Technologies Pty Ltd	-1369.50
EFT17027	31/07/2014	Apprentice and Traineeship Company - Midwest	-1252.68
EFT17028	31/07/2014	Atom Supplies	-1666.91
EFT17029	31/07/2014	Australia Post	-54.63
EFT17030	31/07/2014	BITUTEK PTY LTD	-71061.32
EFT17031	31/07/2014	Batavia Concrete	-749.98
EFT17032	31/07/2014	Batavia Metal Roofing	-360.00
EFT17033	31/07/2014	Bridgestone Tyre Centre	-6874.00
EFT17034	31/07/2014	Bunnings Group Limited	-1068.14
EFT17035	31/07/2014	Colonial First Choice Super	-1577.48
EFT17036	31/07/2014	D-Trans	-2393.86
EFT17037	31/07/2014	Department of Transport- Department of Finance Shared Services	-124.00
EFT17038	31/07/2014	Fletcher Communications	-161.00
EFT17039	31/07/2014	GERALDTON LOCK AND KEY	-22.00
EFT17040	31/07/2014	Geraldton Decorator Centre T/A Paint Place Geraldton	-75.77
EFT17041	31/07/2014	Geraldton Mower & Repair Specialists	-114.60
EFT17042	31/07/2014	Geraldton Toyota	-614.53
EFT17043	31/07/2014	Geraldton Trophy Centre	-795.30
EFT17044	31/07/2014	Glenfield IGA	-247.11
EFT17045	31/07/2014	Greenfield Technical Services	-2871.00
EFT17046	31/07/2014	Hosexpress	-400.34
EFT17047	31/07/2014	Hostplus Superannuation	-115.44
EFT17048	31/07/2014	IT Vision	-29794.60
EFT17049	31/07/2014	Infoxchange	-3056.90
EFT17050	31/07/2014	JR & A Hersey Pty Ltd	-407.34
EFT17051	31/07/2014	Janet Johnson	-375.00
EFT17052	31/07/2014	Jason Signmakers	-610.50
EFT17053	31/07/2014	LANDGATE	-10560.85
EFT17054	31/07/2014	LGIS Insurance Broking - JLT P/L A/c	-55519.15

EFT17055	31/07/2014	LGSP	-6939.07
EFT17056	31/07/2014	Landmark	-2208.76
EFT17057	31/07/2014	Leading Edge Computers	-156.00
EFT17058	31/07/2014	Local Government Insurance Services WA	-69783.60
EFT17059	31/07/2014	Local Government Supervisors Association of Western Australia Inc.	-38.50
EFT17060	31/07/2014	M & B Quality Building Products	-484.24
EFT17061	31/07/2014	Midwest Chemical & Paper	-98.55
EFT17062	31/07/2014	NEVILL & CO PTY LTD	-833.35
EFT17063	31/07/2014	Option Refrigeration & Air Conditioning	-510.40
EFT17064	31/07/2014	Parkfalls Mowing Service	-639.00
EFT17065	31/07/2014	Purcher International	-4396.98
EFT17066	31/07/2014	Queens Iga	-43.79
EFT17067	31/07/2014	SHIRE OF CV TRUST ACCOUNT	-110.00
EFT17068	31/07/2014	STAPLES AUSTRALIA PTY LIMITED	-180.00
EFT17069	31/07/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT17070	31/07/2014	Shoreline Outdoor World	-901.40
EFT17071	31/07/2014	Southside Mechanical Services	-395.10
EFT17072	31/07/2014	Statewide Steel Pty Ltd	-225.50
EFT17073	31/07/2014	Talmalmo Holdings Pty Ltd	-15070.00
EFT17074	31/07/2014	Testequip Pty Ltd	-286.00
EFT17075	31/07/2014	The West Australian	-262.08
EFT17076	31/07/2014	Totally Work Wear	-3027.44
EFT17077	31/07/2014	UHY Haines Norton Chartered Accountants	-1320.00
EFT17078	31/07/2014	Western Resource Recovery Pty Ltd	-330.00
EFT17079	31/07/2014	Westrac Pty Ltd	-3141.99
EFT17080	31/07/2014	Westscheme	-186.15
EFT17081	31/07/2014	Whipintarra Springs Pty Ltd-Nukara Farm	-300.00
EFT17082	31/07/2014	Wonthella Supa IGA	-271.88
			<u>-506507.81</u>

**TRUST ACCOUNT**

415	30/07/2014	BOND ADMINISTRATOR	-720.00
			<u>-720.00</u>



# Shire of Chapman Valley

## MONTHLY FINANCIAL REPORT

For the Period Ended 30th June 2014

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**Shire of Chapman Valley**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Nature or Type)**  
**For the Period Ended 30th June 2014**

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
Note	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
<b>Operating Revenues</b>						
Grants, Subsidies and Contributions	932,997	932,997	<b>884,167</b>	<b>(48,830)</b>	<b>(5.5%)</b>	
Profit on Asset Disposal	135,112	135,112	<b>198,163</b>	63,051	31.8%	▲
Fees and Charges	386,221	386,221	<b>379,923</b>	<b>(6,298)</b>	<b>(1.7%)</b>	
Interest Earnings	66,140	66,140	<b>85,780</b>	19,640	22.9%	▲
Other Revenue	1,000	1,000	<b>3,383</b>	2,383	70.4%	
<b>Total (Excluding Rates)</b>	<b>1,521,470</b>	<b>1,521,470</b>	<b>1,551,416</b>	<b>29,946</b>		
<b>Operating Expense</b>						
Employee Costs	<b>(1,239,837)</b>	<b>(1,239,837)</b>	<b>(1,151,191)</b>	88,646	7.7%	
Materials and Contracts	<b>(1,786,334)</b>	<b>(1,786,334)</b>	<b>(1,035,316)</b>	751,018	72.5%	▼
Utilities Charges	<b>(63,860)</b>	<b>(63,860)</b>	<b>(67,858)</b>	<b>(3,998)</b>	<b>(5.9%)</b>	
Depreciation (Non-Current Assets)	<b>(1,061,505)</b>	<b>(1,061,505)</b>	<b>(1,055,794)</b>	5,711	0.5%	
Interest Expenses	<b>(22,740)</b>	<b>(22,740)</b>	<b>(13,976)</b>	8,764	62.7%	
Insurance Expenses	<b>(190,096)</b>	<b>(190,096)</b>	<b>(186,052)</b>	4,044	2.2%	
Loss on Asset Disposal	0	0	0	0		
Other Expenditure	<b>(5,000)</b>	<b>(5,000)</b>	<b>(92,248)</b>	<b>(87,248)</b>	<b>(94.6%)</b>	▲
<b>Total</b>	<b>(4,369,372)</b>	<b>(4,369,372)</b>	<b>(3,602,435)</b>	<b>766,937</b>		
<b>Funding Balance Adjustment</b>						
Add Back Depreciation	1,061,505	1,061,505	<b>1,055,794</b>	<b>(5,711)</b>	<b>(0.5%)</b>	
Adjust (Profit)/Loss on Asset Disposal	<b>(135,112)</b>	<b>(135,112)</b>	<b>(198,163)</b>	<b>(63,051)</b>	31.8%	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>(1,921,509)</b>	<b>(1,921,509)</b>	<b>(1,193,388)</b>	<b>728,121</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	2,090,058	2,090,058	<b>1,372,939</b>	<b>(717,119)</b>	<b>(52.2%)</b>	▼
Proceeds from Disposal of Assets	372,425	372,425	<b>574,702</b>	202,277	35.2%	▲
Proceeds from New Debentures	160,000	160,000	<b>151,500</b>	<b>(8,500)</b>	<b>(5.6%)</b>	
Transfer from Reserves	177,789	177,789	<b>86,626</b>	<b>(91,163)</b>	<b>(105.2%)</b>	▼
<b>Total</b>	<b>2,800,272</b>	<b>2,800,272</b>	<b>2,185,767</b>	<b>(614,505)</b>		
<b>Capital Expenses</b>						
Land and Buildings	<b>(187,294)</b>	<b>(187,294)</b>	<b>(99,191)</b>	88,103	88.8%	▼
Plant and Equipment	<b>(655,360)</b>	<b>(655,360)</b>	<b>(673,126)</b>	<b>(17,766)</b>	<b>(2.6%)</b>	
Furniture and Equipment	0	0	<b>(8,721)</b>	<b>(8,721)</b>	<b>(100.0%)</b>	
Tools and Equipment	<b>(9,000)</b>	<b>(9,000)</b>	<b>(9,071)</b>	<b>(71)</b>	<b>(0.8%)</b>	
Infrastructure Assets - Roads	<b>(2,926,988)</b>	<b>(2,926,988)</b>	<b>(1,705,740)</b>	1,221,248	71.6%	▼
Repayment of Debentures	<b>(186,585)</b>	<b>(186,585)</b>	<b>(186,586)</b>	<b>(1)</b>	<b>(0.0%)</b>	
Transfer to Reserves	<b>(43,805)</b>	<b>(43,805)</b>	<b>(591,322)</b>	<b>(547,517)</b>	<b>(92.6%)</b>	▲
<b>Total</b>	<b>(4,009,032)</b>	<b>(4,009,032)</b>	<b>(3,273,757)</b>	<b>735,275</b>		
<b>Net Capital</b>						
	<b>(1,208,760)</b>	<b>(1,208,760)</b>	<b>(1,087,990)</b>	<b>120,770</b>		
<b>Total Net Operating + Capital</b>						
	<b>(3,130,269)</b>	<b>(3,130,269)</b>	<b>(2,281,378)</b>	<b>848,891</b>		
Rate Revenue	2,074,890	2,074,890	<b>2,073,348</b>	<b>(1,542)</b>	<b>(0.1%)</b>	
Opening Funding Surplus(Deficit)	1,085,019	1,085,019	1,085,019	0	0.0%	
<b>Closing Funding Surplus(Deficit)</b>	<b>29,640</b>	<b>29,640</b>	<b>876,989</b>			

**Shire of Chapman Valley**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th June 2014**

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Note						
<b>Operating Revenues</b>						
Governance	\$ 10,527	\$ 10,527	\$ 36,177	25,650	70.90%	▲
General Purpose Funding	470,561	470,561	490,083	19,522	3.98%	
Law, Order and Public Safety	451,960	451,960	526,791	74,831	14.21%	▲
Health	4,820	4,820	7,177	2,357	32.84%	
Education and Welfare	7,100	7,100	7,149	49	0.69%	
Housing	200,644	200,644	228,668	28,024	12.26%	▲
Community Amenities	520,636	520,636	384,968	(135,668)	(35.24%)	▼
Recreation and Culture	125,069	125,069	122,800	(2,269)	(1.85%)	
Transport	1,769,615	1,769,615	1,005,338	(764,277)	(76.02%)	▼
Economic Services	21,650	21,650	30,940	9,290	30.03%	
Other Property and Services	68,961	68,961	84,265	15,304	18.16%	▲
<b>Total (Excluding Rates)</b>	<b>3,651,543</b>	<b>3,651,543</b>	<b>2,924,356</b>	<b>(727,187)</b>		
<b>Operating Expense</b>						
Governance	(415,123)	(415,123)	(373,446)	41,677	11.16%	▼
General Purpose Funding	(233,785)	(233,785)	(192,465)	41,320	21.47%	▼
Law, Order and Public Safety	(141,290)	(141,290)	(173,041)	(31,751)	(18.35%)	▲
Health	(25,664)	(25,664)	(22,806)	2,858	12.53%	
Education and Welfare	(1,276)	(1,276)	(670)	606	90.45%	
Housing	(36,375)	(36,375)	(31,571)	4,804	15.22%	
Community Amenities	(1,150,470)	(1,150,470)	(661,003)	489,467	74.05%	▼
Recreation and Culture	(464,862)	(464,862)	(369,532)	95,330	25.80%	▼
Transport	(1,709,722)	(1,709,722)	(1,503,779)	205,943	13.70%	▼
Economic Services	(186,783)	(186,783)	(175,643)	11,140	6.34%	
Other Property and Services	(44,037)	(44,037)	(98,480)	(54,443)	(55.28%)	▲
<b>Total</b>	<b>(4,409,387)</b>	<b>(4,409,387)</b>	<b>(3,602,436)</b>	<b>806,951</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	1,061,505	1,061,505	1,055,794	(5,711)	(0.54%)	
Adjust (Profit)/Loss on Asset Disposal	(135,112)	(135,112)	(198,163)	(63,051)	31.82%	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>168,549</b>	<b>168,549</b>	<b>179,551</b>	<b>11,002</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	372,425	372,425	574,702	202,277	35.20%	▲
Proceeds from New Debentures	160,000	160,000	151,500	(8,500)	(5.61%)	
Transfer from Reserves	177,789	177,789	86,626	(91,163)	(105.24%)	▼
<b>Total</b>	<b>710,214</b>	<b>710,214</b>	<b>812,828</b>	<b>102,614</b>		
<b>Capital Expenses</b>						
Land and Buildings	(187,294)	(187,294)	(99,191)	88,103	88.82%	▼
Plant and Equipment	(655,360)	(655,360)	(673,126)			
Furniture and Equipment	0	0	(8,721)			
Tools and Equipment	(9,000)	(9,000)	(9,071)	(71)	(0.78%)	
Infrastructure Assets - Roads	(2,926,988)	(2,926,988)	(1,705,740)	1,221,248	71.60%	▼
Repayment of Debentures	(186,585)	(186,585)	(186,586)	(1)	(0.00%)	
Transfer to Reserves	(43,805)	(43,805)	(591,322)	(547,517)	(92.59%)	▲
<b>Total</b>	<b>(4,009,032)</b>	<b>(4,009,032)</b>	<b>(3,273,757)</b>	<b>761,762</b>		
<b>Net Capital</b>	<b>(3,298,818)</b>	<b>(3,298,818)</b>	<b>(2,460,929)</b>	<b>864,376</b>		
<b>Total Net Operating + Capital</b>	<b>(3,130,269)</b>	<b>(3,130,269)</b>	<b>(2,281,378)</b>	<b>875,378</b>		
Rate Revenue	2,074,890	2,074,890	2,073,348	(1,542)	(0.07%)	
Opening Funding Surplus(Deficit)	1,085,019	1,085,019	1,085,019	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	<b>29,640</b>	<b>29,640</b>	<b>876,989</b>			

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(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 11.

**(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**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade 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.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

***General***

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

***Land Held for Resale***

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale 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.

**(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:

Buildings	2 - 3%
Furniture and Equipment	10-25%
Plant and Equipment	7 - 20%
Motor Vehicles	7 - 20%
Roads - Pavement	50 years
Roads - Seal	20 - 25 yrs
Gravel Roads	Pavement 12 yrs
	Gravel Sheet 12 years

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually 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 Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(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, service charges and sewerage rates.

**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 classifications.

**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, neighbourhood surveillance services and water. 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 associated with the employment of persons 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.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**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.

**(q) Nature or Type Classifications (Continued)**

**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 levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

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

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Details of expenses related to Councils eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

**GENERAL PURPOSE FUNDING**

Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of by-laws, fire prevention and animal control.  
Requirements that Council carries out by statute.



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**  
**(r) STATEMENT OF OBJECTIVE (Continued)**

**HEALTH**

Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

Council is a member of a group health scheme North Eastern Wheatbelt Health Scheme. Monitors food quality and caters for health requirements for the broader community.

**EDUCATION AND WELFARE**

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

**HOUSING**

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

**COMMUNITY AMENITIES**

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

**RECREATION AND CULTURE**

Maintenance of hall, the aquatic centre, library and various reserves.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

**ECONOMIC SERVICES**

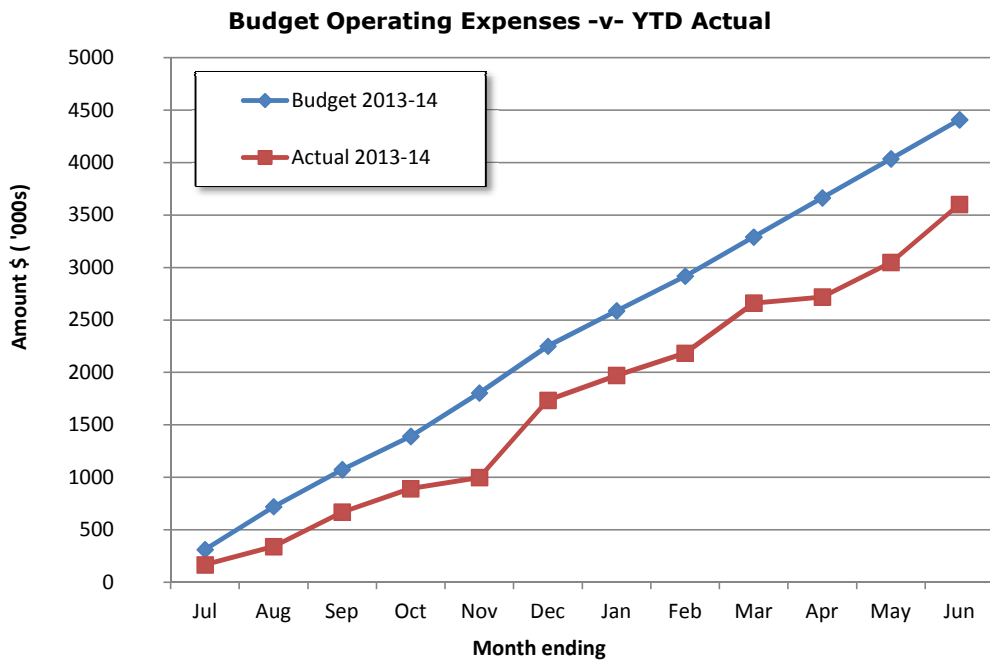
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

**OTHER PROPERTY & SERVICES**

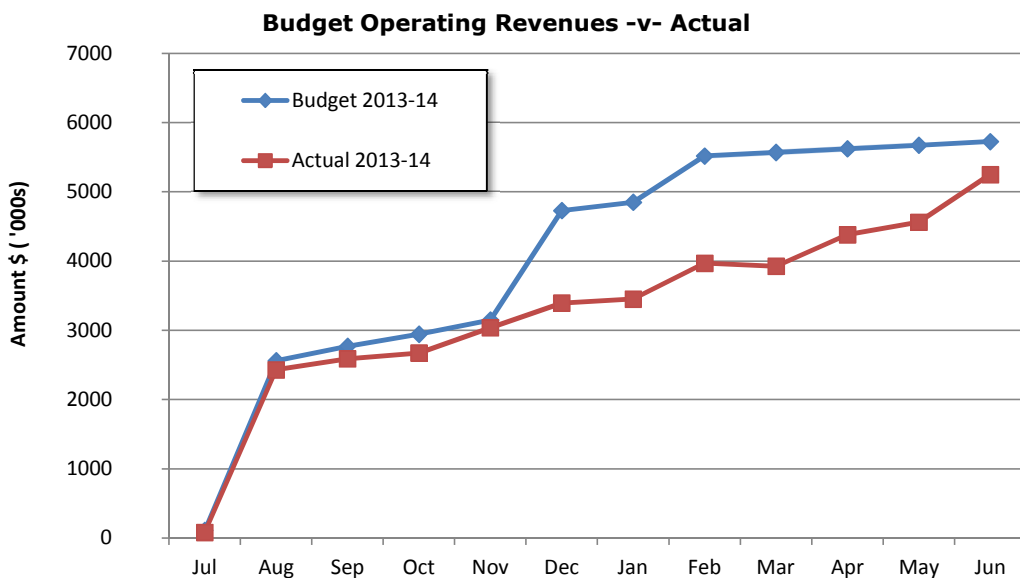
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
 34 (2)(c) **Note 2 - Graphical Representation - Source Statement of Financial Activity**

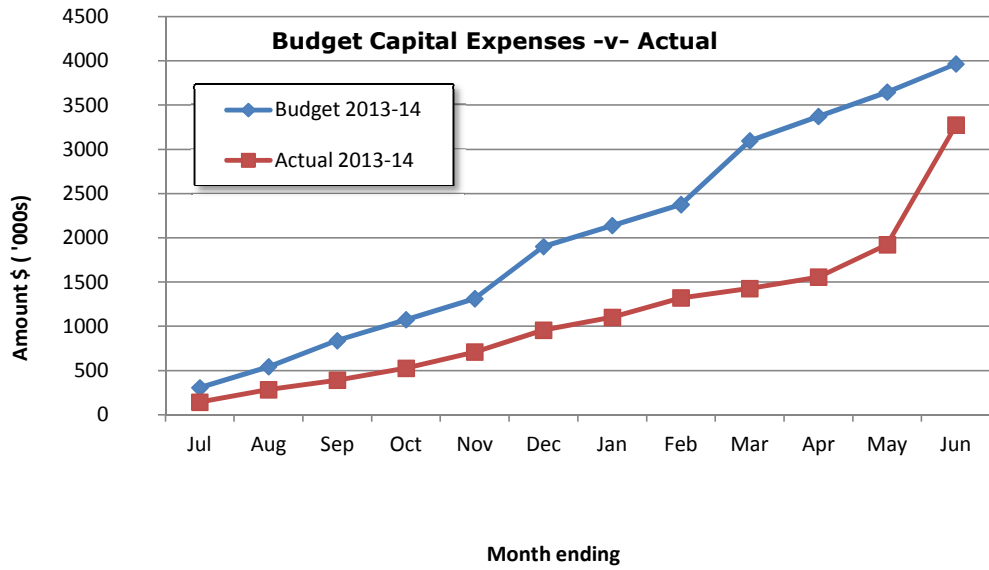


**Comments/Notes - Operating Expenses**

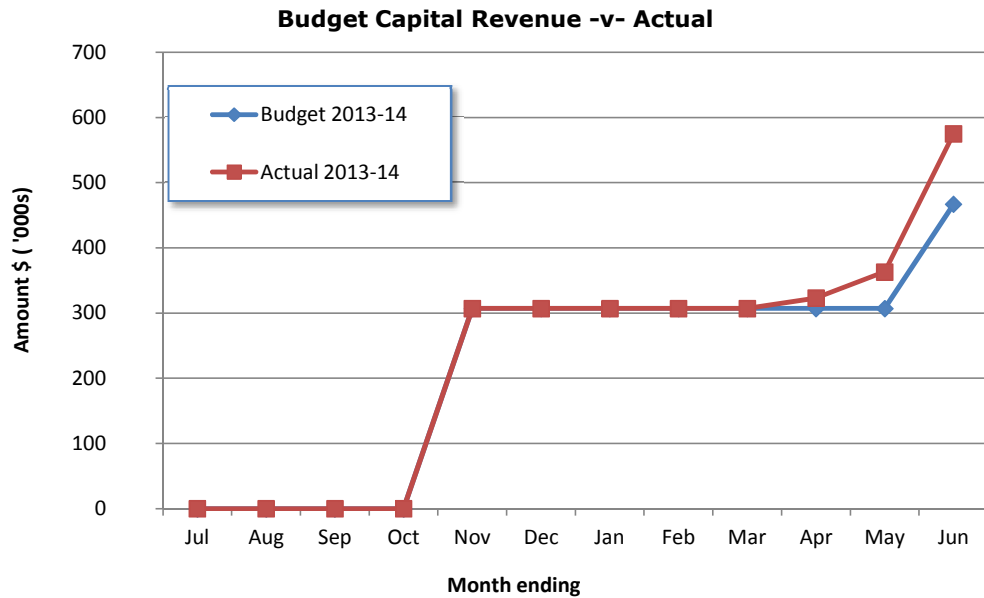


**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**

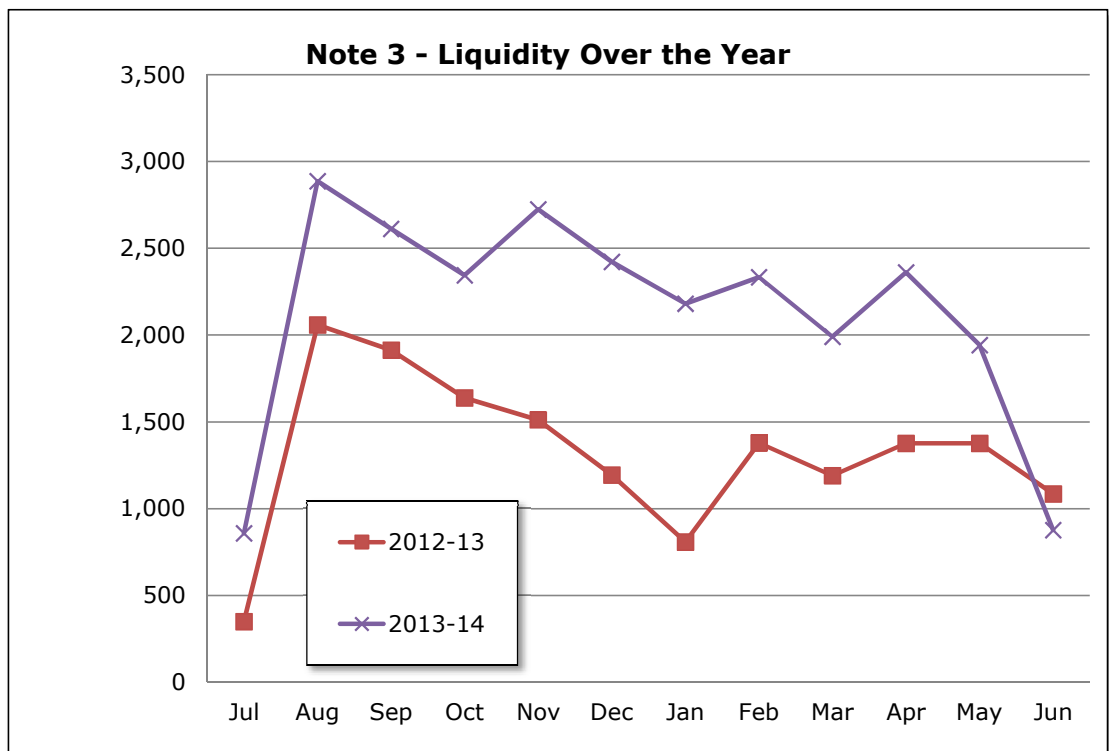


**Comments/Notes - Capital Revenues**

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
 34 (2)(a) **Note 3: NET CURRENT FUNDING POSTION**

	Positive=Surplus (Negative=Deficit)			
	2013-14			
	Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	1,086,716	1,830,204	1,187,960	
Cash Restricted	1,651,745	1,165,670	1,159,147	
Receivables - Rates and Rubbish	74,593	94,227	93,350	
Receivables -Other	48,955	22,514	99,566	
Tax Receivable	37,857	12,431	99,753	
Inventories	3,653	10,600	10,600	
	2,903,519	3,135,646	2,650,376	
<b>Less: Current Liabilities</b>				
Payables	(374,785)	(26,674)	(384,221)	
GST Payable	0	0	(34,088)	
Provisions	(256,491)	(256,491)	(256,491)	
	(631,276)	(283,165)	(674,800)	
Less: Cash Restricted	(1,651,745)	(1,165,670)	(1,147,048)	
Less: Loan Liability not required to be funded	256,491	256,491	256,491	
<b>Net Current Funding Position</b>	<b>876,989</b>	<b>1,943,302</b>	<b>1,085,019</b>	



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg

34 (2)(c) **Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
At Call (000040)		301,920			301,920	WBC	Call
At Call (305784)		784,095			784,095	WBC	Call
At Call (000067)				159,330			
<b>(b) Term Deposits</b>							
TD 39-6911 - Leave			41,295		41,295	WBC	
TD 39-6938 - Water			13,535		13,535	WBC	
TD 39-6903 - Office			8,197		8,197	WBC	
TD 39-2531 - Vehicle			120,390		120,390	WBC	
TD 39-2582 - Legal			27,808		27,808	WBC	
TD 39-6946 - Grants			542,462		542,462	WBC	
TD 39-2574 - Land			117,644		117,644	WBC	
TD 39-2590 - Roadworks			110,195		110,195	WBC	
TD 39-2582 - Landcare			83,085		83,085	WBC	
TD 39-2558 - Building			587,133		587,133	WBC	
TD 462763 - POS Bill Hemsley Park				275,119		WBC	11.08.2014
TD 454181 - POS Wokarena				122,895		WBC	30.07.2014
TD 454202 - Wokarena Intersection Upgrade				109,588		WBC	30.07.2014
<b>Total</b>		<b>1,086,015</b>	<b>1,651,744</b>	<b>666,932</b>	<b>2,737,759</b>		

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
(2)(b)

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
<b>5.1 OPERATING REVENUE (EXCLUDING RATES)</b>				
<b>5.1.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
GL 0553 Workforce capacity building plan, grant to be spent 14/15		■		25
GL 2203 Landcare grant not yet received		■		-191
GL 2123 State NRM		■		75
GL 3633 Mens Shed grant not yet received		■		-51
GL 4513 Diesel Fuel Rebate exceeds budget estimate		■		28
<b>5.1.2 PROFIT ON ASSET DISPOSAL</b>				
<b>5.1.3 FEES AND CHARGES</b>				
GL 7302 Private Works less than budget		■		-20
<b>5.1.4 INTEREST EARNINGS</b>				
GL 0453 Interest received on municipal fund exceeds budget		■		28
<b>5.1.5 OTHER REVENUE</b>				
<b>5.2 OPERATING EXPENSES</b>				
<b>5.2.1 EMPLOYEE COSTS</b>				
<b>5.2.2 MATERIAL AND CONTRACTS</b>				
GL 0462 Members refreshments and meals were below budget		■		11
GL 0632 Staff training is currently budget under budget		■		17
GL 0682 Consultancy is currently under budget, \$25000 will be expended in July for revaluation of land and buildings and the remainder needs to be transferred to salaries for the accounting work		■		43
GL 1762 Domestic rubbish collection below budget. The supplier invoices have been delayed and it is expected to pay these funds by year end.		■		19
GL 1902 Landcare grant expenditure below budget		■		195
GL 2022 Landcare expenditure below budget		■		34
GL 2042 Declared species expenditure below budget		■		49
GL 3132 Mens Shed project not commenced		■		70
GL 3372 Road Maintenance materials are below budget as construction work took more time than budgeted		■		23
GL 4242 Gravel pit rehabilitation not commenced		■		18
GL 4492 Parts and repairs are below budget		■		14
GL 4542 Fuel purchases are below budget		■		20
<b>5.2.3 UTILITY CHARGES</b>				
<b>5.2.4 DEPRECIATION (NON CURRENT ASSETS)</b>				
<b>5.2.5 INTEREST EXPENSES</b>				
<b>5.2.6 INSURANCE EXPENSES</b>				
<b>5.2.7 LOSS ON ASSET DISPOSAL</b>				
<b>5.2.8 OTHER EXPENDITURE</b>				

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
(2)(b)

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
<b>5.3 CAPITAL REVENUE</b>				
<b>5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
GL 3173 Midwest Regional Road Group funds not yet received		■		-245
GL 3154 Blackspot funding		■		-20
GL 3183 Royalties for Regions - delayed to 14/15 with corresponding material costs also delayed - East Bowes Road		■		-500
<b>5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>				
<b>5.3.3 PROCEEDS FROM NEW DEBENTURES</b>				
<b>5.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>				
<b>5.3.5 PROCEEDS FROM ADVANCES</b>				
<b>5.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>				
<b>5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>				
Unspent grant funding		■		-548
<b>5.4 CAPITAL EXPENSES</b>				
<b>5.4.1 LAND HELD FOR RESALE</b>				
<b>5.4.2 LAND AND BUILDINGS</b>				
Proposed new Yuna Hall is under budget as it not expected to be completed this year. It will have no impact on the budget as it is funded from a reserve transfer		■		94
Yuna Hall asbestos roof removal		■		-25
<b>5.4.3 PLANT AND EQUIPMENT</b>				
Works Supervisor dual cab ute no longer being purchased this year		■		38
<b>5.4.4 FURNITURE AND EQUIPMENT</b>				
<b>5.4.5 INFRASTRUCTURE ASSETS - ROADS</b>				
GL 3125 East Bowes Road work delayed until 14/15 due to funding delay		■		991
GL 3126 Regional Road Group work not yet complete		■		210
GL 3184 Eliza Shaw Road corner widening		■		15
<b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>				
<b>5.4.7 PURCHASES OF INVESTMENT</b>				
<b>5.4.8 REPAYMENT OF DEBENTURES</b>				
<b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>				
<b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>				
<b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>				
<b>5.5 OTHER ITEMS</b>				
<b>5.5.1 RATE REVENUE</b>				
<b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>		■		175
			0	592

In accordance with AAS 5, Council adopted 10% with \$10,000 minimum as the value to be used in the detailed statement of financial activity for reporting material variances.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg

34 (2)(c) **Note 6: BUDGET AMENDMENTS**

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

This note is not yet available and will be provided at a later date



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg 34

(2)(c) **Note 7: RECEIVABLES**

**Receivables - Rates and Rubbish**

Opening Arrears Previous Years  
 Rates Levied this year  
Less Collections to date  
 Equals Current Outstanding

**Net Rates Collectable**  
 % Collected

Current 2013-14	Previous 2012-13
\$ 93	n/a
2,073	1,885
(2,092)	(1,792)
<b>74</b>	<b>93</b>
<b>74</b>	<b>93</b>
96.58%	n/a

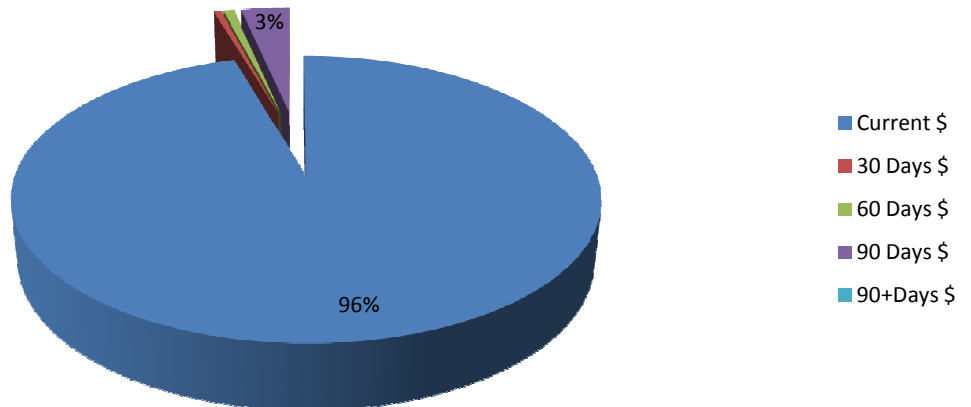
**Receivables - General**

Current	30 Days	60 Days	90 Days	90+Days
\$ 44,926	\$ 223	\$ 330	\$ 1,559	\$ 0
		2,499		<b>47,038</b>

**Total Outstanding**

Amounts shown above include GST (where applicable)

**Note 7 - Accounts Receivable (Non Rates)**



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**Note 7a: RATES**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2013/14 Rate Revenue \$	2013/14 Interim Rates \$	2013/14 Back Rates \$	2013/14 Total Revenue \$	2012/13 Actual Revenue \$
<b>General Rate</b>								
GRV	10.4802	287	2,750,243	288,231	9,241	5	297,477	252,720
UV Rural	0.8729	398	173,986,482	1,518,728	343		1,519,071	1,422,727
UV Oakajee Industrial Estate	1.8399	3	8,974,000	165,113			165,113	154,359
<b>Sub-Totals</b>		688	185,710,725	1,972,072	9,584	5	1,981,661	1,829,806
<b>Minimum Rates</b>								
	<b>Minimum \$</b>							
GRV	650	141	609,335	91,650			91,650	103,950
UV Rural	320	19	95,625	6,080			6,080	6,600
UV Oakajee Industrial Estate	320	0	0	0			0	0
<b>Sub-Totals</b>		160	704,960	97,730	0	0	97,730	110,550
Less Concessions							2,079,391	1,940,356
Less Write-off allowance							0	0
Specified Area Rates							0	(2,900)
Movement in Excess Rates							(6,044)	(53,782)
Discounts							0	0
<b>Totals</b>							2,073,347	1,883,674

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
34 (2)(c) **Note 8: GRANTS AND CONTRIBUTIONS**

Comments - Grants and Contributions

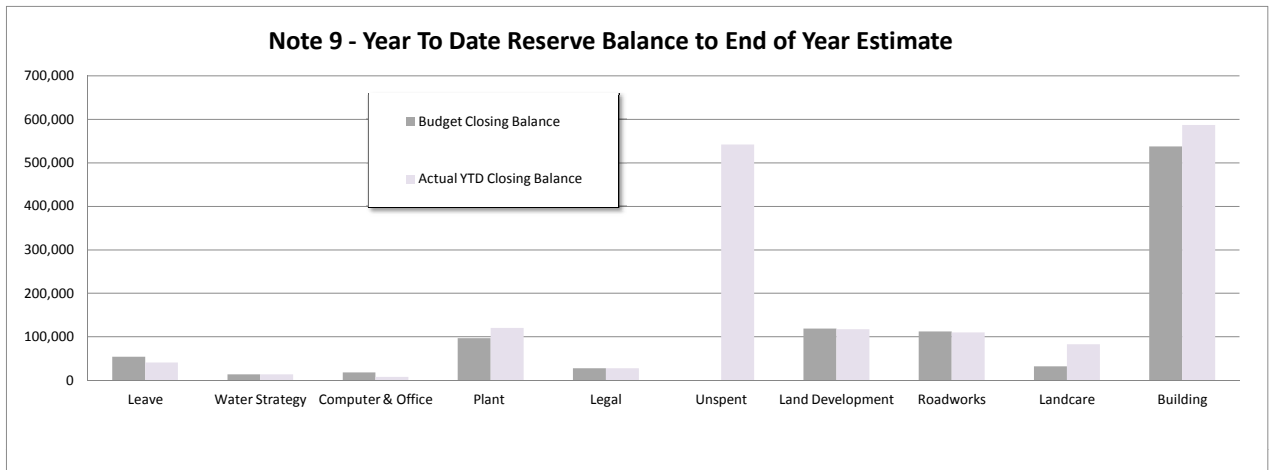
Program/Details GL	Provider	Approval (Yes/No)	2013-14 Budget	Variations Additions (Deletions)	Capital	Operating	Revised Grant	Recoup Status	
								Received	Not Received
			\$	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE GRANTS</b>									
Grants Commission Roads	Grants Comm.	Yes	231,081	0	0	231,081	231,081	229,848	1,233
Grants Commission Equalisation	Grants Comm.	Yes	159,825	0	0	159,825	159,825	155,700	4,125
<b>ADMINISTRATION</b>									
Local Government Energy Efficiency		No	3,299	0	0	3,299	3,299	0	3,299
Workforce Planning Grant	Dept Reg Dev	Yes	0	0	0	0	0	25,000	0
Generator funding	Unknown	No	18,000	(18,000)	0	18,000	0	0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>									
Emergency Evacuation Plan						13,278		13,278	(13,278)
Fire Brigade Operating	FESA	Yes	26,400	0	0	26,400	26,400	36,994	0
Purchase of Nabawa BFB 4.4	FESA	Yes	303,300	0	303,300	0	303,300	354,040	(50,740)
Purchase of Yuna BFB Light Tanker	FESA	Yes	113,560	0	113,560	0	113,560	113,667	0
Cat Act Implementation		No	5,335	(5,335)	0	5,335	0	0	0
<b>EDUCATION AND WELFARE</b>									
Nabawa Playgroup improvements	RDA	No	16,000	(16,000)	16,000	0	0	0	0
<b>HOUSING</b>									
Local Government Energy Efficiency			13,197	(3,300)	0	13,197	9,897	0	9,897
<b>COMMUNITY AMENITIES</b>									
Saluting Their Service	Dept Vet Affairs		3,400	0	3,400	0	3,400	0	3,400
Mens Shed	Australia Post		25,000	0	25,000	0	25,000	0	25,000
Mens Shed	Chapman Valley Mens Shed		22,500	0	22,500	0	22,500	0	22,500
Mens Shed	Corpote Sponsorship		17,000	(17,000)	17,000	0	0	0	0
Nabawa Cemetery Improvements	RDA	No	22,464	(22,464)	22,464	0	0	0	0
Waste Management Improvement Plan			0	40,890	0	0	40,890	22,490	18,400
Regional Collaboration	NACC		5,000	0	0	5,000	5,000	5,000	0
Rivers and Wetlands	NACC		5,000	0	0	5,000	5,000	5,000	0
Dune Rehabilitation	WA Planning Commission		0	0	0	0	0	2,700	0
Boxthorn Spraying			69,000	(69,000)	0	69,000	0	0	0
Education Package	NACC		156,000	0	0	156,000	156,000	75,000	81,000
Greenough River Fencing and Reveg	Biodiversity Fund		435,500	0	0	435,500	435,500	0	435,500
Moresby Stage 4			50,000	(50,000)	0	50,000	0	0	0
Upper Chapman Stage 4			50,000	(50,000)	0	50,000	0	0	0
South Coronation Viewing Platform	GPA		22,400	(22,400)	0	22,400	0	0	0
Declared Species Grant			10,000	13,000	0	10,000	23,000	21,845	1,155
<b>RECREATION AND CULTURE</b>									
Capturing, Connecting and Celebrating the last 100 years	Dept Sustainability	Yes	11,049	0	11,049		11,049	11,049	0
Celebrating 100 years of Old Roads Board Building	Dept Sustainability	Yes	4,150	0	4,150		4,150	4,150	0
Conservation of Old Roads Board Building	Lotterywest	Yes	32,540	(4,950)	32,540		27,590	24,890	2,700
Nanson Museum Arbour Improvements Project	RDA	No	10,000	(10,000)	10,000		0	0	0
Heritage Advisory Service Subsidy	The State Heritage Office							647	0
<b>TRANSPORT</b>									
<b>REGIONAL ROAD GROUP</b>									
Dartmoor Road gravel sheeting	MRWA	Yes	196,643	0	196,643		196,643	78,657	117,986
Yuna Tenindewa Road	MRWA	Yes	218,023	0	218,023		218,023	174,418	43,605
<b>COMMODITY ROUTE FUNDING</b>									
East Nabawa Road	MRWA	Yes	140,000	0	140,000		140,000	56,000	84,000
<b>BLACKSPOT FUNDING</b>									
Nabawa Yetna Road	MRWA	Yes	23,533	0	23,533		23,533	14,523	9,010
Chapman Valley Road	MRWA	Yes	25,333	(14,667)	25,333		10,666		10,666
<b>ROADS TO RECOVERY</b>									
East Bowes Road	Fed Govt	Yes	174,179	0	174,179		174,179	174,179	0
<b>ROYALTIES FOR REGIONS</b>									
East Bowes Road	Dept Reg Development	No	867,365	0	867,365		867,365	367,365	500,000
<b>DIRECT ROAD GRANT</b>									
Direct Road Grant	MRWA	Yes	91,440	0	91,440	91,440	91,440	91,440	0
<b>ECONOMIC SERVICES</b>									
<b>OTHER PROPERTY &amp; SERVICES</b>									
<b>TOTALS</b>			<b>3,577,516</b>	<b>(249,226)</b>	<b>2,317,479</b>	<b>1,364,755</b>	<b>3,328,290</b>	<b>2,057,880</b>	<b>1,309,458</b>

Comments - Grants and Contributions

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg  
 34 (2)(c) **Note 9: Cash Backed Reserve.**

2013-14											
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Reference	Budget Closing Balance	Actual YTD Closing Balance	
	\$	\$	\$	\$	\$	\$	\$		\$	\$	
Leave	52,646	1,800	1,108	0	0	0	(12,459)		54,446	41,295	
Water Strategy	13,204	400	331	0	0	0	0		13,604	13,535	
Computer & Office	12,646	500	379	4,665	4,665	0	(9,493)	06/14-9	17,811	8,197	
Plant	101,820	5,000	2,557	0	16,013	(10,000)	0	Budget and 06/14-	96,820	120,390	
Legal	27,126	840	682	0	0	0	0		27,966	27,808	
Unspent	608	0	0	0	541,854	0	0		608	542,462	
Land Development	114,706	4,500	2,938	0	0	0	0		119,206	117,644	
Roadworks	107,496	5,000	2,699	0	0	0	0		112,496	110,195	
Landcare	80,958	1,100	2,127	0	0	(50,060)	0	Budget	31,998	83,085	
Building	635,838	20,000	15,969	0	0	(117,729)	(64,674)	Budget and 06/14-	538,109	587,133	
					0		0				
	<b>1,147,048</b>	<b>39,140</b>	<b>28,790</b>	<b>4,665</b>	<b>562,532</b>	<b>(177,789)</b>	<b>(86,626)</b>		<b>1,013,064</b>	<b>1,651,744</b>	



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg 34

(2)(c) **Note 10: CAPITAL ACQUISITIONS**

Land and Buildings	Current Budget This Year				Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual			
	\$	\$	\$	\$		
Staff Housing	29,173	29,173	22,156	(7,017)	▼	
Admin Office	7,031	7,031	4,461	(2,570)	▼	
Nabawa Cemetery	7,000	7,000	2,672	(4,328)	▼	
Yuna Hall ramp	5,000	5,000	0	(5,000)	▼	
Yuna Hall Roof	9,500	9,500	33,889	24,389		
Yuna Community Centre Proposal	100,000	100,000	5,723	(94,277)	▼	
Conservation works at Old Roads						
Board Building	27,590	27,590	30,290	2,700	▲	
Interpretive signage project	2,000	2,000	0	(2,000)	▼	
<b>Capital Totals</b>	<b>187,294</b>	<b>187,294</b>	<b>99,191</b>	<b>(88,103)</b>		

Plant and Equipment	Current Budget This Year				Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual			
	\$	\$	\$	\$		
4.4 Broadacre Style Cab - Nabawa	303,300	303,300	354,041	50,741	▲	
Light Tanker - Yuna	113,560	113,560	113,667	107	▲	
Water Tanker Trailer	110,000	110,000	108,961	(1,039)	▼	
Side Tipper Trailer	90,000	90,000	96,457	6,457	▲	
Dual Cab - Works Supervisor	38,500	38,500	0	(38,500)	▼	
<b>Capital Totals</b>	<b>655,360</b>	<b>655,360</b>	<b>673,126</b>	<b>17,766</b>		

Furniture and Equipment	Current Budget This Year				Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual			
	\$	\$	\$	\$		
ipads for Councillors	0	0	8,721	8,721	▲	
<b>Capital Totals</b>	<b>0</b>	<b>0</b>	<b>8,721</b>	<b>8,721</b>		

Tools and Equipment	Current Budget This Year				Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual			
	\$	\$	\$	\$		
Replacement of traffic classifiers	9,000	9,000	9,071	71	▲	
<b>Capital Totals</b>	<b>9,000</b>	<b>9,000</b>	<b>9,071</b>	<b>71</b>		

Infrastructure Assets Roads	Current Budget This Year				Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual			
	\$	\$	\$	\$		
East Bowes Road	1,979,174	1,979,174	987,369	(991,805)	▼	
Dartmoor Road	294,964	294,964	145,609	(149,355)	▼	
Yuna Tenindewa Road	327,035	327,035	316,914	(10,121)	▼	
East Nabawa Road	210,000	210,000	158,807	(51,193)	▼	
Eliza Shaw Drive	15,000	15,000	0	(15,000)	▼	
Chapman Valley Road	18,000	18,000	13,637	(4,363)	▼	
Nabawa Yetna Road	82,815	82,815	83,404	589	▲	
<b>Capital Totals</b>	<b>2,926,988</b>	<b>2,926,988</b>	<b>1,705,740</b>	<b>(1,221,248)</b>		

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

**Note 11: LOANS**

Particulars	Rates of Interest	Principal 1 July 2013	New Loans 13/14 Budget	Interest Repayments		Principal Repayments		Principal Outstanding		Year of Expiry
	%		\$	13/14 Budget	YTD Actual	13/14 Budget	YTD Actual	13/14 Budget	YTD Actual	
<b>Recreation and Culture</b>										
Loan 89 - U/grade Community Centre & Stadium	5.99	62,536		4,512	3,493	8,243	6,545	54,293	55,991	2020/21
<b>Transport</b>										
Loan 92 - Plant	5.45	65,788		3,790	1,818	65,788	43,267	0	22,522	2013/14
<b>Transport</b>										
Loan 93 - Plant	5.36	146,870		7,121	3,896	71,493	71,493	75,377	75,377	2014/15
<b>Transport</b>										
Loan 95 - Plant	5.46	63,234		3,012	2,735	19,941	19,941	43,293	43,293	2015/16
<b>Transport</b>										
Loan 96 - Plant			151,500	0	0	0	0	160,000	151,500	2018/19
<b>Community Amenities</b>										
Loan 94 - Buller Study	5.87	43,499		2,305	729	21,120	21,120	22,379	22,379	2014/15
		<b>381,927</b>	<b>151,500</b>	<b>20,740</b>	<b>12,671</b>	<b>186,585</b>	<b>162,366</b>	<b>355,342</b>	<b>371,061</b>	

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2014**

FM Reg 34

(2)(c) **Note 12: TRUST FUND**

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

Description	Opening Balance 1-Jul-13	Amount Received	Amount Paid	Closing Balance 30-Jun-14
	\$	\$	\$	\$
Bonds - Hall Hire		(2,000)	2,000	0
Nomination Deposits		(480)	480	0
Building Commission		(9,440)	9,354	(86)
CTF Levy		(17,213)	17,113	(100)
Yuna Swimming Pool Subsidy		0	0	0
Sale of Land		0	0	0
Social Club	(901)	0	811	(90)
Refundable Deposit		(100)	100	0
Contribution from Sub-divider	(168,218)	(568,208)	86,947	(649,479)
Post Office Deposit Income	(760)	(180)	0	(940)
Engineering Bond		0	0	0
Engineering Bond	(10,000)	0	0	(10,000)
Unclaimed Monies	(930)	0	930	0
Standpipe Card Bond Income	(100)	0	0	(100)
Wokarena Height Development	(6,138)	0	0	(6,138)
Bonds - Council Houses	(1,920)	0	1,920	0
	<b>(188,967)</b>	<b>(597,621)</b>	<b>119,655</b>	<b>(666,933)</b>

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>GENERAL PURPOSE FUNDING</b>						
<b>Rate Revenue</b>						
<b>Operating Expenses (Applications)</b>						
0022 Rates - Legal Expenses	2,561	6,000	6,000	5,973	<b>3,439</b>	
0032 Rates Stationary/Postage	1,726	2,259	2,259	1,734	<b>533</b>	
0132 Valuation Expenses	21,961	23,000	23,000	7,748	<b>1,039</b>	
0062 Sundry Expenses	180	2,800	2,800	2,991	<b>2,620</b>	
0082 Rates - Other Costs.	280	1,710	1,710	0	<b>1,430</b>	
4732 Prior Period Write Offs.	0	0	0	0	<b>0</b>	
0352 Rates - Administration Allocati <b>1</b>	165,748	196,016	196,016	203,112	<b>30,268</b>	*
	192,456	231,785	231,785	221,557		
<b>Operating Revenues (Sources)</b>						
0010 Rates Written Off	0	0	0	0	<b>0</b>	
0012 Legal Fees Gst Free	0	0	0	(3,981)	<b>0</b>	
0061 Ex Gratia Rates	(7,573)	(7,575)	(7,575)	(7,078)	<b>(2)</b>	
0113 Interest - Overdue Rates	(10,309)	(9,000)	(9,000)	(10,523)	<b>1,309</b>	
0123 Interest - Instalment Payments	(5,328)	(4,900)	(4,900)	(4,927)	<b>428</b>	
0133 Interest - Deferred Rates	0	0	0	(102)	<b>0</b>	
0143 Administration Charges	(3,472)	(2,800)	(2,800)	(2,828)	<b>672</b>	
0183 Account Enquiry Charges	(6,210)	(3,040)	(3,040)	(3,040)	<b>3,170</b>	
	(34,392)	(27,415)	(27,415)	(32,478)		
<b>Other General Purpose Income</b>						
<b>Operating Expenses (Applications)</b>						
9992 Interest & O/Draft Fees	9	2,000	2,000	0	<b>1,991</b>	
	9	2,000	2,000	0		
<b>Operating Revenues (Sources)</b>						
0201 Legal Reserve Income	(681)	(840)	(840)	(838)	<b>(159)</b>	
0204 Land Development Reserve Income	(2,938)	(4,500)	(4,500)	(4,682)	<b>(1,562)</b>	
0205 Building Reserve Income	(15,969)	(20,000)	(20,000)	(20,149)	<b>(4,031)</b>	
0206 Roadworks Reserve Income	(2,700)	(5,000)	(5,000)	(5,024)	<b>(2,300)</b>	
0233 Grants Commission - Road Fundir	(229,848)	(231,081)	(231,081)	(469,287)	<b>(1,233)</b>	
0253 Grants Commission - Equalisation	(155,700)	(159,825)	(159,825)	(270,716)	<b>(4,125)</b>	
0263 Royalties For Regions	0	0	0	0	<b>0</b>	
0203 Leave Reserve Income	(1,109)	(1,800)	(1,800)	(1,840)	<b>(691)</b>	
0215 Unspent Grants Reserve Income	0	(500)	(500)	(4,155)	<b>(500)</b>	
0223 Water Strategy Reserve Income	(332)	(400)	(400)	(408)	<b>(68)</b>	
0506 Landcare Reserve Income	(2,127)	(1,100)	(1,100)	(1,129)	<b>1,027</b>	
0243 Office & Equipment Reserve Incom	(379)	(500)	(500)	(521)	<b>(121)</b>	
0273 Light Vehicle Reserve Income	(2,557)	(5,000)	(5,000)	(5,205)	<b>(2,443)</b>	
0283 Interest Received - Reserve Accou	0	0	0	(5,036)	<b>0</b>	
0453 Interest Received - Municipal / <b>2</b>	(41,354)	(12,600)	(12,600)	(15,598)	<b>28,754</b>	*
0463 Rlcp Income Received	0	0	0	0	<b>0</b>	
	(455,692)	(443,146)	(443,146)	(804,588)		
<b>Total General Purpose Income</b>	<b>(297,618)</b>	<b>(236,776)</b>	<b>(236,776)</b>	<b>(615,509)</b>		

**Notes:**

- Administration costs are below budget, it will follow that allocations across the programs are below budget.
- More than expected municipal interest received for the year than budgeted.



Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>GOVERNANCE</b>						
<b>Members</b>						
<b>Operating Expenses</b>						
0112 Election & Poll Expenses.	9,660	12,500	12,500	0	<b>2,840</b>	
0182 Subscriptions & Memberships Exp	15,895	16,430	16,430	21,452	<b>535</b>	
0192 Members Conference & Training E	20,802	19,996	19,996	8,109	<b>(806)</b>	
0202 Members Insurance Expense	12,161	12,165	12,165	11,777	<b>4</b>	
0212 Donations & Gifts	8,860	11,800	11,800	1,792	<b>2,940</b>	
0232 Consultancy & Legal Expenses	3,195	5,000	5,000	3,905	<b>1,805</b>	
0242 Members Sitting Fees.	32,223	33,052	33,052	16,590	<b>829</b>	
0252 Members Renumeration Expenses	20,236	20,000	20,000	14,068	<b>(236)</b>	
0262 President & Deputy Allowances.	17,402	15,625	15,625	12,592	<b>(1,777)</b>	
0272 Council Chambers Repairs & Maint	96	2,189	2,189	301	<b>2,093</b>	
0332 Furniture & Equipment	0	1,000	1,000	0	<b>1,000</b>	
0412 Chambers Extension - Loan 87 - In	(9)	0	0	397	<b>9</b>	
0442 Members Administration Alloc: 1	177,702	210,137	210,137	217,761	<b>32,435</b>	*
0462 Meeting & Refreshments Expense	13,143	25,000	25,000	24,489	<b>11,857</b>	*
1822 Accounting & Audit Expenses	29,140	27,600	27,600	46,270	<b>(1,540)</b>	
3112 Rangers Expenses Allocation	2,008	2,153	2,153	2,833	<b>145</b>	
7202 Members Depreciation	24	479	479	1,016	<b>455</b>	
	362,536	415,126	415,126	383,353	52,589	
<b>Operating Revenues</b>						
1213 Governance Income	(1,751)	(500)	(500)	(518)	<b>1,251</b>	
	(1,751)	(500)	(500)	(518)		
<b>Capital Expenditure</b>						
3594 Principal Repayment - Loan 87	0	0	0	14,572	<b>0</b>	
	0	0	0	14,572		
<b>Capital Revenues</b>						
7145 Loan Funds Received	0	0	0	0	<b>0</b>	
	0	0	0	0		
	<b>360,785</b>	<b>414,626</b>	<b>414,626</b>	<b>397,406</b>		

**Notes**

1 Total administration costs are currently below budget which flows through to the allocation in various programs

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		
<b>Administration General</b>						
<b>Operating Expenses</b>						
0222	Fringe Benefits Tax	19,238	20,000	20,000	18,244	<b>762</b>
0282	Administration Sgc 9%	45,247	45,850	45,850	46,536	<b>603</b>
0292	Admin Salaries Expense	474,135	518,222	518,222	529,195	<b>44087</b>
0312	Admin - Max 3% Council Addition	7,392	7,542	7,542	9,721	<b>150</b>
0294	Admin Staff Housing Allowance	16,581	15,000	15,000	14,997	<b>-1581</b>
0362	Acc Annual Leave - Admin.	0	0	0	3,391	<b>0</b>
0372	Admin Workers Compensation Ex	12,688	13,000	13,000	24,538	<b>312</b>
0402	Insurance Expense	3,004	3,304	3,304	9,246	<b>300</b>
0422	Office Gardens Expenses	18,923	28,869	28,869	20,016	<b>9946</b>
0432	Admin Building Operations	25,388	25,446	25,446	34,839	<b>58</b>
0472	Office Expenses - General	9,517	14,360	14,360	10,786	<b>4843</b>
0473	Admin Building Repairs & Mainten	2,107	10,900	10,900	2,285	<b>8793</b>
0482	Office Telephone & Internet Exper	17,230	19,870	19,870	17,539	<b>2640</b>
0492	Advertising Expenses	8,686	9,000	9,000	8,654	<b>314</b>
0502	Computer Hardware Service & Re	19,313	27,176	27,176	20,620	<b>7863</b>
0512	Furniture & Equipment - (Expense	2,792	8,000	8,000	460	<b>5208</b>
0522	Freight & Postage Expense	2,274	4,500	4,500	4,064	<b>2226</b>
0542	Printing & Stationary Expense	30,047	35,360	35,360	31,430	<b>5313</b>
0552	Motor Vehicle Expenses	30,660	35,300	35,300	32,740	<b>4640</b>
0562	Administration Lsl Expense	0	0	0	31,385	<b>0</b>
1412	Strategic Plan.	0	5,000	5,000	130,000	<b>5000</b>
0592	Admin Allocated To Programs	(948,757)	(1,122,012)	(1,122,009)	(1,162,633)	<b>-173255</b>
0622	Uniform Expense	2,182	4,000	4,000	2,122	<b>1818</b>
0632	Staff Training, Conference And Re	21,378	38,500	38,500	19,992	<b>17122</b>
0662	Public Liability Insurance	19,062	19,062	19,062	11,366	<b>0</b>
0682	Consultancy Fees	55,917	99,000	99,000	40,797	<b>43083</b>
0692	Forward Capital Works Plan	0	0	0	0	<b>0</b>
0702	Bank Fees & Charges	4,667	5,000	5,000	9,688	<b>333</b>
0712	Occupational Health & Safety	6,240	7,000	7,000	3,051	<b>760</b>
0722	Accounting Software Operating Ex	32,062	32,395	32,395	24,564	<b>333</b>
4262	Bad Debts Written Off	726	0	0	0	<b>-726</b>
7002	Admin Depreciation	70,360	67,778	67,778	98,622	<b>-2582</b>
8002	Loss On Sale Of Assets.	0	0	0	3,095	<b>0</b>
		11,635	(3)	0	54,210	

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		
<b>Operating Revenues</b>						
0383	Minor Income Received - Other Grants	(672)	(500)	(500)	(38,550)	<b>172</b>
1233	Insurance Recoup	0	-	0	(7,365)	<b>0</b>
1243	Lsl Reimbursement	0	-	0	(6,143)	<b>0</b>
0384	Property Leasing Income	0	-	0	0	<b>0</b>
0553	Grant Income - Admin	(25,000)	(3,299)	(3,299)	0	<b>21701</b> *
0563	Reimb Telephone Expenses	(97)	-	0	0	<b>97</b>
0573	Reimbursements & Contributions	(9,382)	(6,228)	(6,228)	(3,415)	<b>3154</b>
0623	Reimb Corporate Uniform.	0	0	0	0	<b>0</b>
		(35,151)	(10,027)	(10,027)	(55,473)	25,124
<b>Capital Expenses</b>						
0394	Purchases - Admin Vehicles (P&E)	0	-	0	55,934	<b>0</b>
0560	Rcip Round 3 Grant - Water Storage	0	0	0	0	<b>0</b>
0564	Building Improvements (L&B)	4,461	7,031	7,031	2,699	<b>2570</b>
0364	Office Furniture & Equipment (F&E)	0	0	0	0	<b>0</b>
0574	Furniture & Equipment (F&E)	8,721	-	0	4,245	<b>-8721</b>
4730	Unspent Grants Account - Transfer	0	0	0	0	<b>0</b>
4750	Leave Reserve - Transfer To	1,109	1,800	1,800	1,840	<b>691</b>
4770	Office & Equipment Reserve - Transfer	(9,114)	500	500	521	<b>9614</b>
4780	Transfer To Light Vehicle Reserve	18,569	5,000	5,000	(61,738)	<b>-13569</b>
		23,746	14,331	14,331	3,502	
<b>Capital Revenues</b>						
0371	T/F From Office Eq Reserv	4,665	4,665	4,665	0	<b>0</b>
0405	Proceeds From Disposal Of Assets	0	0	0	0	<b>0</b>
0505	Proceeds From Sale Of Plant & Equipment	0	0	0	0	<b>0</b>
0361	T/F From Lt Vehicle Reser	0	0	0	0	<b>0</b>
0381	Tfr From Restricted Cash	0	0	0	0	<b>0</b>
0391	Tfr From Leave Reserve	0	0	0	(6,927)	<b>0</b>
		4,665	4,665	4,665	(6,927)	0
	<b>Sub-total</b>	<b>4,895</b>	<b>8,966</b>	<b>8,969</b>	<b>(4,688)</b>	
	<b>Total Governance</b>	<b>365,681</b>	<b>423,592</b>	<b>423,595</b>	<b>392,718</b>	

**Notes**

1 Salaries allocated to admin is below budget but total salaries is not so no saving

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>						
<b>Fire Prevention</b>						
<b>Operating Expenses</b>						
0602	23,150	27,378	27,378	28,368	<b>4,228</b>	
0612	0	0	0	0	<b>0</b>	
0672	1,341	2,500	2,500	3,502	<b>1,159</b>	
0742	0	0	0	0	<b>0</b>	
0752	(1)	0	0	8,166	<b>1</b>	
0762	8,890	9,529	9,529	12,539	<b>639</b>	
0882	5,167	7,500	7,500	0	<b>2,333</b>	
0832	840	900	900	741	<b>60</b>	
1722	54,544	42,636	42,636	29,123	<b>(11,908)</b>	*
7012	39,531	10,947	10,947	11,826	<b>(28,584)</b>	*
1232	0	0	0	0	<b>0</b>	
0723	0	0	0	0	<b>0</b>	
8012	0	0	0	31,723	<b>0</b>	
	133,461	101,390	101,390	125,989		
<b>Operating Revenues</b>						
0703	(1,000)	(2,500)	(2,500)	0	<b>(1,500)</b>	
0713	(4,000)	(4,000)	(4,000)	(4,000)	<b>0</b>	
0733	(36,994)	(26,400)	(26,400)	(23,375)	<b>10,594</b>	*
0743	0	0	0	(798)	<b>0</b>	
0883	0	0	0	0	<b>0</b>	
	(41,994)	(32,900)	(32,900)	(28,173)		
Sub-total	<b>91,467</b>	<b>68,490</b>	<b>68,490</b>	<b>97,816</b>		
<b>Animal Control</b>						
<b>Operating Expenses</b>						
0792	10,626	12,566	12,566	13,022	<b>1,940</b>	
0822	0	0	0	490	<b>0</b>	
0842	861	6,475	6,475	965	<b>5,614</b>	
0852	4,642	4,976	4,976	6,548	<b>334</b>	
	16,129	24,017	24,017	21,025		
<b>Operating Revenues</b>						
0843	(165)	(200)	(200)	(220)	<b>(35)</b>	
0853	(3,646)	(2,000)	(2,000)	(2,322)	<b>1,646</b>	
0893	0	0	0	0	<b>0</b>	
0863	0	0	0	0	<b>0</b>	
	(3,811)	(2,200)	(2,200)	(2,542)		

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		
<b>Capital Expenses</b>						
0884 Purchase Plant & Equipment	3	467,707	416,860	416,860	109,158	(50,847) *
		467,707	416,860	416,860	109,158	
<b>Capital Revenues</b>						
0915 Capital Grant - Fesa	3	(467,707)	(416,860)	(416,860)	(107,357)	50,847 *
		(467,707)	(416,860)	(416,860)	(107,357)	
Sub-total		<b>12,318</b>	<b>21,817</b>	<b>21,817</b>	<b>20,284</b>	
<b>Other Law, Order, Public Safety</b>						
<b>Operating Expenses</b>						
0862 Community Safety And Crime	4	10,240	0	0	60	(10,240) *
0902 Rangers Allocation		12,840	13,764	13,764	18,112	924
0962 Miscell. Expenses - Oth Law Orde		370	500	500	20	130
		23,451	14,264	14,264	18,192	
<b>Operating Revenues</b>						
0973 Community Safety & Crime Pri	4	(13,278)	0	0	0	13,278 *
0983 Fines & Penalties Levied.		0	0	0	(21)	0
		(13,278)	0	0	(21)	
<b>Capital Expenses</b>						
0970 Tf To Unspent Grants/Loans R	4	10,582	0	0	0	(10,582) *
	0	10,582	0	0	0	
<b>Capital Revenues</b>						
0971 Tf From Unspent Grants/Loans R		0	0	0	0	0
		0	0	0	0	
Sub-total		<b>20,755</b>	<b>14,264</b>	<b>14,264</b>	<b>18,171</b>	
<b>Rangers Expenses</b>						
<b>Operating Expenses</b>						
0872 Rangers Superannuation - Council		1,757	0	0	1,708	(1,757)
0892 Rangers Wages Expense		56,768	61,901	61,901	57,784	5,133
0912 Rangers Workers Compensation B		0	0	0	1,534	0
0922 Rangers Superannuation Sgc 9%		5,418	5,375	5,375	5,123	(43)
0932 Conference & Training		0	1,500	1,500	0	1,500
0952 Rangers Expenses Allocated		(65,058)	(69,737)	(69,737)	(91,769)	(4,678)
0982 Rangers Expense		1,115	1,580	1,580	895	465
1012 Tools & Equipment - Low Value		0	1,000	1,000	0	1,000
3872 Acc Ann Leave - Rangers		0	0	0	2,475	0
7232 Depn - Ranger'S Expenses		0	0	0	0	0
		0	1,619	1,619	(0)	
Sub-total		<b>0</b>	<b>1,619</b>	<b>1,619</b>	<b>(0)</b>	
<b>Total Law, Order &amp; Public Safety</b>		<b>124,540</b>	<b>106,190</b>	<b>106,190</b>	<b>136,271</b>	

**Notes**

- 1 Includes plant recovery costs higher than budgeted
- 2 Depreciation is higher than expected, non-cash item
- 3 Grant funding offsets higher capital purchase
- 4 Emergency evacuation plan grant funding

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		
<b>EDUCATION</b>						
<b>Pre-School</b>						
<b>Operating Expenses</b>						
0992 Pre-School Repairs & Maintenance	670	1,176	1,176	2,127	<b>506</b>	
1052 Lot 19 - Family Day Care	0	0	0	0	<b>0</b>	
1002 Pre-School Depreciation	0	0	0	0	<b>0</b>	
	670	1,176	1,176	2,127		
<b>Operating Revenues</b>						
0943 Rental Income Lot 19 Family Day	0	0	0	0	<b>0</b>	
0933 Grant Income - Pre School	0	0	0	0	<b>0</b>	
0963 Contr. & Reim.(Pre-Schl)	0	0	0	0	<b>0</b>	
0993 Lease/Rental Income - Pre-School	(7,149)	(7,100)	(7,100)	(6,948)	<b>49</b>	
	(7,149)	(7,100)	(7,100)	(6,948)		
<b>Capital Expenditure</b>						
0994 Capital Exp. - Land & Bldgs.	0	0	0	0	<b>0</b>	
	0	0	0	0		
Sub-total	<b>(6,479)</b>	<b>(5,924)</b>	<b>(5,924)</b>	<b>(4,820)</b>		
<b>Other Education</b>						
<b>Operating Expenses</b>						
0972 Other Schools Expenditure.	0	100	100	0	<b>100</b>	
	0	100	100	0		
Sub-total	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>		
<b>Total Education</b>	<b>(6,479)</b>	<b>(5,824)</b>	<b>(5,824)</b>	<b>(4,820)</b>		

Notes

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		
<b>HEALTH</b>						
<b>Maternal And Infant Health</b>						
<b>Operating Expenses</b>						
1032 Infant Health Clinic Contribution.	0	0	0	0	<b>0</b>	
	0	0	0	0		
Sub-total	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Health Insp And Administration</b>						
<b>Operating Expenses</b>						
1292 Health Expenses General	4,300	4,553	4,553	4,816	<b>253</b>	
1282 Pool Inspections Expense	1,317	1,412	1,412	1,858	<b>95</b>	
1402 Health Expenses - Admin Allocatio	12,429	14,699	14,699	15,230	<b>2,270</b>	
1552 Group Scheme Inspections	0	0	0	0	<b>0</b>	
	18,046	20,664	20,664	21,904		
<b>Operating Revenues</b>						
1383 Swimming Pool Inspection Fees	(1,122)	(1,000)	(1,000)	(1,011)	<b>122</b>	
1573 Health Septic Fees	(2,763)	(1,500)	(1,500)	(2,157)	<b>1,263</b>	
1583 Health Administration Fees	(2,938)	(2,000)	(2,000)	(2,373)	<b>938</b>	
1393 Licences Income Received - Carav	(354)	(320)	(320)	(320)	<b>34</b>	
	(7,177)	(4,820)	(4,820)	(5,862)		
Sub-total	<b>10,869</b>	<b>15,844</b>	<b>15,844</b>	<b>16,042</b>		
<b>Other Health</b>						
<b>Operating Expenses</b>						
1812 Donations.	4,760	5,000	5,000	0	<b>240</b>	
	4,760	5,000	5,000	0		
Sub-total	<b>4,760</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>		
<b>Preventative Services - Pest Control</b>						
<b>Operating Expenses</b>						
1502 Mosquito Eradication.	0	0	0	0	<b>0</b>	
	0	0	0	0		
Sub-total	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Total Health</b>	<b>15,629</b>	<b>20,844</b>	<b>20,844</b>	<b>16,042</b>		
Notes						

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>HOUSING</b>						
<b>Council Staff</b>						
<b>Operating Expenses</b>						
2302 Staff Housing - Admin Allocation	9,772	11,559	11,559	11,887	<b>1,787</b>	
2402 Staff Housing Allocation	0	0	0	(42,684)	<b>0</b>	
2422 Rangers Allocation Expenses	4,412	4,729	4,729	6,223	<b>317</b>	
2522 Staff Housing Repairs & Maintenance	11,142	10,000	10,000	27,113	<b>(1,142)</b>	
2532 Staff Housing Insurance.	1,763	2,268	2,268	0		
7172 Staff Housing Depreciation	2,992	2,746	2,746	2,992	<b>(246)</b>	
	30,081	31,302	31,302	5,530		
<b>Operating Revenues</b>						
2543 Rental Income - Staff Housing	(5,260)	(6,260)	(6,260)	(5,200)	<b>(1,000)</b>	
2533 Ins Claims Staff Housing	0	0	0	0	<b>0</b>	
2563 Staff Housing Income	(17,626)	(9,897)	(9,897)	125	<b>7,729</b>	
8023 Profit On Sale Of Asset.	0	0	0	0	<b>0</b>	
	(22,886)	(16,157)	(16,157)	(5,075)		
<b>Capital Expenses</b>						
2544 Capital Expenditure - Housing (L&C)	22,156	29,173	29,173	10,939	<b>7,017</b>	
2550 Building Reserve - Transfer To	(48,705)	20,000	20,000	3,899	<b>68,705</b>	
	(26,549)	49,173	49,173	14,838		
<b>Capital Income</b>						
2555 Building Reserve - Transfer From	0	(17,729)	(17,729)	(4,245)	<b>(17,729)</b>	
0805 Proceeds From Disposal Of Asset	(517,490)	(307,425)	(307,425)	0	<b>210,065</b>	
	(517,490)	(325,154)	(325,154)	(4,245)		
Sub-total	<b>(536,844)</b>	<b>(260,836)</b>	<b>(260,836)</b>	<b>11,047</b>		
<b>Other Housing</b>						
<b>Operating Expenses</b>						
2512 Repairs & Maintenance - Non Employee	0	2,560	2,560	4,866	<b>2,560</b>	
2542 Housing Other Depreciation	1,491	2,513	2,513	2,756	<b>1,022</b>	
	1,491	5,073	5,073	7,623	<b>3,582</b>	
<b>Operating Revenue</b>						
2553 Rental Income - Non Employee Housing	(10,275)	(9,360)	(9,360)	(17,256)	<b>915</b>	
4713 Reimbursements Received	(687)	0	0	(2,234)	<b>687</b>	
8023 Profit On Sale Of Asset.	(194,820)	0	0	0		
	(205,782)	(9,360)	(9,360)	(19,490)		
Sub-total	<b>(204,291)</b>	<b>(4,287)</b>	<b>(4,287)</b>	<b>(11,868)</b>		
<b>Total Housing</b>	<b>(741,135)</b>	<b>(265,123)</b>	<b>(265,123)</b>	<b>(821)</b>		

Notes



**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>COMMUNITY AMENITIES</b>						
<b>Natural Resource Management</b>						
<b>Operating Expenses</b>						
2032 State Nrm Grant Expenditure	0	0	0	99,248	<b>0</b>	
3052 Nrm Expenses	0	0	0	103,858	<b>0</b>	
	0	0	0	203,106		
<b>Operating Revenues</b>						
2063 Nrm Salary Income.	0	0	0	(64,250)	<b>0</b>	
2123 State Nrm Community Grant	0	0	0	(114,915)	<b>0</b>	
3073 Profit/Loss On Sale	(3,343)	0	0	0	<b>3,343</b>	
	(3,343)	0	0	(179,165)		
<b>Capital Expenses</b>						
0270 Reserve Account - Transfer To	0	0	0	0	<b>0</b>	
2044 Capital Expenditure - Plant & Equip	0	0	0	0	<b>0</b>	
2064 Principal Repaid - Nrm	0	0	0	0	<b>0</b>	
	0	0	0	0		
<b>Capital Revenues</b>						
2075 Proceeds From Disposal Of Assets	(16,013)	0	0	0	<b>16,013</b>	*
	(16,013)	0	0	0	16,013	
	<b>(19,355)</b>	<b>0</b>	<b>0</b>	<b>23,941</b>		
<b>Sanitation-Household Refuse</b>						
<b>Operating Expenses</b>						
1762 Domestic Rubbish Collection Expenses	115,985	135,000	135,000	126,513	<b>19,015</b>	*
1772 Sanitation Household Refuse Depreciation	4,008	3,679	3,679	4,008	<b>(329)</b>	
1792 Refuse Site Repairs & Maintenance	11,428	41,351	41,351	8,735	<b>29,922</b>	*
2502 Domestic Rubbish - Admin Expenses	24,383	28,837	28,837	29,968	<b>4,454</b>	
	155,805	208,867	208,867	169,225		
<b>Operating Revenues</b>						
1903 Domestic Rubbish Collection Fees	(75,900)	(72,900)	(72,900)	(53,500)	<b>3,000</b>	
1904 Additional Domestic Rubbish Collection Fees	(10,125)	(10,350)	(10,350)	(10,157)	<b>(225)</b>	
2003 Contributions & Reimbursements	0	0	0	0	<b>0</b>	
	(86,025)	(83,250)	(83,250)	(63,657)		
<b>Capital Expenditure</b>						
1894 Tfr To Unspent Grants Reserve	12,092	0	0	0	<b>(12,092)</b>	*
<b>Capital Income</b>						
	0	0	0	0	<b>0</b>	
Sub-total	<b>81,872</b>	<b>125,617</b>	<b>125,617</b>	<b>105,568</b>		

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Other Sanitation</b>						
<b>Operating Expenses</b>						
1872	Street Rubbish Collection Expense	296	318	318	418	22
1882	Parks & Gardens Rubbish Collecti	11,162	17,287	17,287	10,625	6,124
1892	Waste Management Facility In 2	13,975	40,890	40,890	0	26,915 *
1912	Refuse Collection Expenses	2,595	5,000	5,000	0	2,405
1922	Depn - Other Sanitation	0	0	0	0	0
		28,029	63,495	63,495	11,043	
<b>Operating Revenues</b>						
1883	Waste Management Facility In 2	(22,490)	(40,890)	(40,890)	0	(18,400) *
		(22,490)	(40,890)	(40,890)	0	
<b>Capital Expenses</b>						
1884	Plant & Equipment Expenditure	0	0	0	0	0
		0	0	0	0	
	<b>Sub-total</b>	<b>5,539</b>	<b>22,605</b>	<b>22,605</b>	<b>11,043</b>	
<b>Protection Of Environment</b>						
<b>Operating Expenses</b>						
1902	Grant Expenditure - Other 6	15,223	210,249	210,249	70,548	195,026 *
1942	Nacc (Other) Grants Expenditure	13,150	10,000	10,000	0	(3,150)
2002	Project Managment Fees	0	0	0	3,800	0
2022	Landcare Expenditure 6	15,769	50,000	50,000	28,480	34,231 *
2040	Dolby Creek Expenditure 6	15,596	0	0	106,610	(15,596) *
2042	Declared Species Group Expe 5	25,693	75,060	75,060	42,625	49,367 *
2072	Rangers Allocation	757	812	812	1,068	55
2301	Nacc Baiting Expenses	0	0	0	74,839	0
2312	Sundry Expenses (P Of E)	581	0	0	0	(581)
2922	Admin Alloc - Prot Enviro	0	0	0	0	0
		86,769	346,121	346,121	327,970	
<b>Operating Revenues</b>						
2134	Interest Received	-	0	0	(9)	0
2103	Envirofund Grant Income	0	0	0	0	0
2203	Grant Income - Other 6	(75,000)	(191,400)	(191,400)	(59,273)	(116,400) *
2213	Declared Species Grant Income	(21,845)	(23,000)	(23,000)	(41,553)	(1,155)
2033	Nacc (Other) Grants Income.	(12,700)	(10,000)	(10,000)	(171,458)	2,700
2923	Dolby Creek Management Pla 6	(15,796)	0	0	0	15,796 *
2933	Sundry Income (P Of E)	(4,229)	0	0	0	4,229
		(129,570)	(224,400)	(224,400)	(272,293)	
<b>Capital Expenses</b>						
2034	Plant & Equipment Purchase	0	0	0	4,632	0
2054	Tfr To Unspent Grant Reserve	79,949	0	0	0	(79,949) *
2080	Transfer To Landcare Reserve	2,127	1,100	1,100	51,198	(1,027)
		82,076	1,100	1,100	55,830	
<b>Capital Revenues</b>						
2055	Transfer From Landcare Rese 5	0	(50,060)	(50,060)	(4,500)	(50,060) *
		0	(50,060)	(50,060)	(4,500)	
	<b>Sub-total</b>	<b>39,275</b>	<b>72,761</b>	<b>72,761</b>	<b>107,007</b>	

**Notes**

- Maintenance costs are below budget but they are all overhead allocations
- Any unspent waste management facility funding will be transferred to restricted cash
- Costs are below budget provision due to supplier invoicing error
- Sale of P28 was not in budget
- Reserve transfer is for the declared species group expenditure and it is not required.
- Any unspent grant funding will be transferred to restricted cash

	Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Town Planning &amp; Reg Development</b>							
<b>Operating Expenses</b>							
0162	Provision For Lsl	0	0	0	12,631	0	
0942	Town Planning Depreciation	9,305	15,920	15,920	17,368	6,615	
2102	Workers Compensation Insurance	3,296	3,374	3,374	3,067	78	
2112	Salary Expense	174,866	194,455	194,455	173,944	19,589	*
2122	Superannuation - Council Maximum Of 3%	3,127	3,084	3,084	3,028	(44)	
2132	Superannuation - Sgc 9%	16,347	13,303	13,303	15,512	(3,044)	
2142	Interest Expense - Loan 94 - Buller River	2,034	2,305	2,305	3,401	271	
2152	Fringe Benefit Tax	0	0	0	0	0	
2162	Acc Annual Leave - T/Plan	0	0	0	7,550	0	
2182	Other Employee Expenses	6,838	6,800	6,800	4,298	(38)	
2202	Town Planners Expenses	1,754	4,000	4,000	4,064	2,246	
2222	Motor Vehicle Expenses	9,281	8,000	8,000	6,977	(1,281)	
2232	Legal Expenses - Town Planners	15,009	10,000	10,000	11,545	(5,009)	
2242	Engineering Expenses	9,920	15,000	15,000	13,404	5,080	
2252	Advertising Expenses	9,164	10,000	10,000	1,491	836	
2262	Local Answers Project	0	0	0	0	0	
3012	Admin Allocation Expenses	63,092	74,616	74,616	77,315	11,524	
3022	Staff Housing Allocation	0	0	0	3,137	0	
7032	Strategic Planning Projects.	0	0	0	35,784	0	
7042	Local Planning Strat. Review	0	0	0	0	0	
7052	Surveying & Land Expenses	31,206	40,000	40,000	18,229	8,794	
7062	Reimbursements	272,727	0	0	0	(272,727)	*
7072	Planning Projects - Expenses	138,875	55,000	55,000	60,188	(83,875)	*
		766,841	455,857	455,857	472,933		
<b>Operating Revenues</b>							
0163	Town Planning Projects - Income	(316,727)	(41,696)	(41,696)	(38,159)	275,031	*
0343	Contributions & Reimbursements	(118,184)	0	0	0	118,184	*
2153	Profit On Sale Of Assets	0	0	0	(1,773)	0	
3603	Heritage Income	(647)	0	0	0	647	
2233	Town Planning Fees Income - Gst Free	(38,273)	(32,000)	(32,000)	(20,526)	6,273	
2243	Outsourced Planning Fees - Other Lgs	(47,398)	(45,000)	(45,000)	(44,668)	2,398	
2253	Town Planning Statutory Fees - Gst	0	0	0	(765)	0	
2263	Town Planning Fees Income - Gst Inc	(1,191)	(1,500)	(1,500)	(1,725)	(309)	
9003	Planning Projects Income	0	0	0	(41,696)	0	
		(522,420)	(120,196)	(120,196)	(149,312)		

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Capital Expenses</b>						
2294	Principal Repayments - Loan 94 - Buller River	21,120	21,120	21,120	19,933	<b>0</b>
2274	Capital Expenditure - Plant & Equipment	(550)	0	0	44,058	<b>550</b>
2284	Furniture & Equipment - Capital Expenses	0	0	0	0	<b>0</b>
2254	Tfr From Unspent Grant Reserve	72,474	0	0	0	<b>(72,474)</b> *
4801	Transfer To Land Development Reserve	2,938	4,500	4,500	4,682	<b>1,562</b>
4820	Legal Reserve - Transfer To	681	840	840	838	<b>159</b>
		96,664	26,460	26,460	69,512	
<b>Capital Revenues</b>						
0705	Disposal / Loan Funds	0	0	0	0	<b>0</b>
4810	Land Development Reserve - Transfer From	0	0	0	(36,917)	<b>0</b>
0905	Proceeds From Disposal Of Assets	0	0	0	0	<b>0</b>
4745	T/F From Lt Vehicle Reser	0	0	0	0	<b>0</b>
		0	0	0	(36,917)	
	<b>Sub-total</b>	<b>341,085</b>	<b>362,121</b>	<b>362,121</b>	<b>356,215</b>	

**Notes**

**Other Community Amenities**

**Operating Expenses**

3102	Cemetery Expenses	2,836	5,204	5,204	4,511	<b>2,368</b>
3132	Community Development Expenses	1	69,500	69,500	2,071	<b>69,499</b> *
3212	Other Community Amenities Depreciation	2,006	1,426	1,426	1,588	<b>(580)</b>
		4,842	76,130	76,130	8,171	

**Opera #**

3103	Various Grants Received	0	0	0	(3,414)	<b>0</b>
3633	Grant - Community Development	0	(50,900)	(50,900)	(36,807)	<b>(50,900)</b> *
3113	Cemetery Income Received	(2,405)	(1,000)	(1,000)	(1,500)	<b>1,405</b>
		(2,405)	(51,900)	(51,900)	(41,721)	

**Capital Expenses**

2414	Land & Buildings - Community Development	0	0	0	28,220	<b>0</b>
2415	Capital Expenditure Nabawa Cemetery (P&O)	2,672	7,000	7,000	10,405	<b>4,328</b>
		<b>2,672</b>	<b>7,000</b>	<b>7,000</b>	<b>38,625</b>	

**Capital Revenues**

3071	Unspent Grants Reserve Income	0	0	0	(252)	<b>0</b>
		<b>0</b>	<b>0</b>	<b>0</b>	<b>(252)</b>	0

**Sub-total**

**Total Community Amenities**

<b>5,110</b>	<b>31,230</b>	<b>31,230</b>	<b>4,822</b>
<b>453,526</b>	<b>614,334</b>	<b>614,334</b>	<b>608,597</b>

**Notes**

- Accounts offset each other and are transferred to trust
- Accounts offset each other and are transferred to trust
- Mens Shed Project deferred to 14/15
- Town planning salaries below budget as higher duty payments not required as Northampton contract complete

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>RECREATION &amp; CULTURE</b>						
<b>Public Halls.Civic Centres</b>						
<b>Operating Expenses</b>						
2602 Public Halls Depreciation	356	327	327	356	(29)	
2722 Public Halls & Showgrounds Expe	25,409	31,103	31,103	22,923	5,694	
2732 Nabawa Community Centre E 1	43,059	65,362	65,362	40,436	22,303	*
2742 Loan 89 Interest - Nabawa Stadiu	3,493	4,512	4,512	3,958	1,019	
3202 Public Halls Admin Allocation	18,880	22,330	22,330	23,136	3,450	
	91,197	123,633	123,633	90,810		
<b>Operating Revenues</b>						
2443 Yuna Hall Hire Income Received	0	(100)	(100)	(59)	(100)	
2453 Showground/Halls Income Receive	(1,578)	(990)	(990)	(1,064)	588	
7370 Tf To Uspent Grants/Loans Res.	0	0	0	0		
2683 Contr. & Reim. Public Hall	0	0	0	(1,436)		
	(1,578)	(1,090)	(1,090)	(2,559)		
<b>Capital Expenses</b>						
2644 Capital Exp. - Land & Bldgs 2	39,612	114,500	114,500	0	74,888	*
4925 Principal Repayment - Loan 89	8,243	8,243	8,243	6,167	0	
	47,855	122,743	122,743	6,167	74,888	
<b>Capital Revenues</b>						
7375 Loan Funds Received.	0	0	0	0	0	
7371 T/F From Unspent Grants/Loans R	0	0	0	0		
	0	0	0	0		
Sub-total	<b>137,474</b>	<b>245,286</b>	<b>245,286</b>	<b>94,418</b>		
<b>Swimming Areas And Beaches</b>						
<b>Operating Expenses</b>						
3412 Coronation Beach Expenses	30,916	34,369	34,369	40,331	3,453	
7082 Beaches Depreciation	8,451	7,756	7,756	8,451	(695)	
3302 Swimming Pool Admin Allocations	18,975	22,440	22,440	23,252	3,465	
	58,342	64,565	64,565	72,034		
<b>Operating Revenues</b>						
3443 Coronation Beach Camping Fees	(69,219)	(70,000)	(70,000)	(68,155)	(781)	
3444 Fig Tree Camping Fees	(6,796)	(6,700)	(6,700)	(6,683)	96	
	(76,014)	(76,700)	(76,700)	(74,838)		
<b>Capital Expenses</b>						
7164 Capital Exp. - Land & Build	0	0	0	0	0	
7074 Capital Exp. - Plant & Equipment	0	0	0	0	0	
	0	0	0	0		
Sub-total	<b>(17,673)</b>	<b>(12,135)</b>	<b>(12,135)</b>	<b>(2,804)</b>		

**Notes**

- 1 Savings relates to overhead allocations only
- 2 No effect on budget if Yuna Hall proposal does not fully expend budget as it is funded from reserve transfer

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>Other Recreation And Sport</b>						
<b>Operating Expenses</b>						
1462	Mower Repairs & Maintenance	4,635	6,706	6,706	7,206	<b>2,071</b>
1472	Yuna Oval Expenses	584	1,450	1,450	861	<b>866</b>
1482	Sporting Clubs Expenses	60,693	75,194	75,194	49,030	<b>14,501</b> *
2642	Parks, Gardens Expense	23,874	35,649	35,649	31,225	<b>11,775</b> *
2702	Indoor Complex Expense	6,016	6,961	6,961	8,184	<b>946</b>
2712	Tennis Clubs Expenses	3,956	5,000	5,000	7,882	<b>1,044</b>
2752	Nabawa - Sport Complex Expense	6,488	11,319	11,319	12,503	<b>4,831</b>
2772	Minor Gardening Equipment.	0	0	0	46	<b>0</b>
2782	Insurance Plant & Equipment	0	0	0	0	<b>0</b>
3442	Rec & Sport Admin Allocations	37,761	44,655	44,655	46,273	<b>6,894</b>
7022	Parks & Gardens Depreciation	15,773	17,487	17,487	21,176	<b>1,714</b>
7092	Other Rec & Sports Depreciation	5,469	4,049	4,049	4,412	<b>(1,420)</b>
		165,248	208,471	208,471	188,798	
<b>Operating Revenues</b>						
2743	Sports Club Hire Income	(4,095)	(4,490)	(4,490)	(4,095)	<b>(395)</b>
2783	Facility & Equipment Hire Income	0	0	0	0	<b>0</b>
2793	Interest - Ssl Reimbursed	0	0	0	0	<b>0</b>
2803	Grants & Other Income Received	0	0	0	(10,458)	<b>0</b>
2813	Golf Course And Showgrounds As	0	0	0	(1,951,850)	<b>0</b>
		(4,095)	(4,490)	(4,490)	(1,966,403)	
<b>Capital Expenses</b>						
1304	Capital Expenditure Plant & Equip	0	0	0	12,504	<b>0</b>
2834	Land & Buildings - Capital Expense	0	0	0	4,734	<b>0</b>
3414	Capital Exp - Parks & Ovals.	0	0	0	0	<b>0</b>
2854	Tools & Equipment - Capital Expense	0	0	0	0	<b>0</b>
2864	Tfr To Restricted Cash Reserve	0	0	0	0	<b>0</b>
		0	0	0	17,238	
<b>Capital Revenues</b>						
7285	Tfr From Restricted Cash/Trust	0	0	0	0	<b>0</b>
1305	Proceeds From Sale Of Plant & Equipment	0	0	0	0	<b>0</b>
		0	0	0	0	
	<b>Sub-total</b>	<b>161,153</b>	<b>203,981</b>	<b>203,981</b>	<b>(1,760,367)</b>	

**Notes**

1 Allocation of overhead costs are below budget

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Libraries</b>						
2902	Library Expense	1,080	6,600	6,600	3,217	<b>5,520</b>
2912	Honorarium Yuna Librarian	1,000	1,000	1,000	1,000	<b>0</b>
3582	Libraries Admin Allocations	26,565	31,415	31,415	32,554	<b>4,850</b>
6922	Libraries Depreciation	56	196	196	214	<b>140</b>
		<u>28,701</u>	<u>39,211</u>	<u>39,211</u>	<u>36,985</u>	
<b>Operating Revenues</b>						
2983	Reimbursements & Contrib.	0	0	0	(1,714)	<b>0</b>
		<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,714)</u>	
<b>Capital Expenses</b>						
3684	Capital Exp. - Land & Buildings	0	0	0	0	<b>0</b>
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	<b>Sub-total</b>	<b>28,701</b>	<b>39,211</b>	<b>39,211</b>	<b>35,272</b>	
<b>Other Culture</b>						
<b>Operating Expenses</b>						
3602	Historical Roads Board Building Ex	4,483	7,790	7,790	9,191	<b>3,307</b>
3626	Museum & Clarrie Milne Collection	2,530	2,500	2,500	0	
3662	Community Heritage Programs	15,224	15,199	15,199	0	
3652	Other Culture Depreciation	3,806	3,493	3,493	3,806	
		<u>26,044</u>	<u>28,982</u>	<u>28,982</u>	<u>12,997</u>	
<b>Operating Revenues</b>						
3445	Grant Funding Received	(40,089)	(42,789)	(42,789)	0	<b>(2,700)</b>
3623	Reimbursements & Contributions	(1,023)	0	0	0	<b>1,023</b>
		<u>(41,112)</u>	<u>(42,789)</u>	<u>(42,789)</u>	<u>0</u>	
<b>Capital Expenses</b>						
3604	Capital Exp. - Land & Bldgs	30,290	27,590	27,590	0	<b>(2,700)</b>
3605	Historical Signage - Nanson (L&B)	0	2,000	2,000	0	
3606	Land & Buildings	0	0	0	0	<b>0</b>
3607	Post & Rail Fencing - Nanson (R4)	0	0	0	0	<b>0</b>
3634	Equipment Purchases	0	0	0	0	<b>0</b>
		<u>30,290</u>	<u>29,590</u>	<u>29,590</u>	<u>0</u>	
	<b>Sub-total</b>	<b>15,222</b>	<b>15,783</b>	<b>15,783</b>	<b>12,997</b>	
	<b>Total Recreation &amp; Culture</b>	<b>324,877</b>	<b>492,126</b>	<b>492,126</b>	<b>(1,620,485)</b>	

Notes

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>TRANSPORT</b>						
<b>Const. Sts,Rds,Bridges,Depots</b>						
<b>Operating Expenses</b>						
3702	Road Construction - Admin Allocat	53,700	63,505	63,505	65,805	<b>9,805</b>
		53,700	63,505	63,505	65,805	
<b>Operating Revenues</b>						
3133	Income Received - Cons. Sts	0	0	0	(13,075)	<b>0</b>
3173	Mw Regional Road Funding	(309,075)	(554,666)	(554,666)	(112,400)	<b>(245,591)</b> *
3154	Main Roads - Black Spot Func	(14,524)	(34,199)	(34,199)	(151,242)	<b>(19,676)</b> *
3183	R4R Grant Income	(367,365)	(867,365)	(867,365)	(1,099,901)	<b>(500,000)</b> *
3193	R2R (Construction) Income	(174,179)	(174,179)	(174,179)	(300,000)	<b>0</b>
3223	Midwest Regional Road Group	0	0	0	0	<b>0</b>
		(865,143)	(1,630,409)	(1,630,409)	(1,676,617)	
<b>Capital Expenses</b>						
3124	Roads To Recovery (R2R) Expend	0	0	0	0	<b>0</b>
3125	Royalties For Regions (R4R) E	987,369	1,979,174	1,979,174	925,874	<b>991,805</b> *
3126	Regional Road Group (Rrg) E	621,330	831,999	831,999	195,764	<b>210,669</b> *
3184	Council Funded Roadworks E	13,636	15,000	15,000	107	<b>1,364</b>
3144	Western Regions Mowing & Maint	0	0	0	19,039	<b>0</b>
3214	Footpath Construction.	0	0	0	4,710	<b>0</b>
3234	Blackspot Program Expenditur	83,404	100,815	100,815	245,337	<b>17,411</b> *
4840	Transfer To Roadworks Reserve	2,700	5,000	5,000	5,024	<b>2,300</b>
3170	Tf To Unspent Grants/Loans Res.	366,757	0	0	332,428	<b>(366,757)</b>
		2,075,197	2,931,988	2,931,988	1,728,284	
<b>Capital Revenue</b>						
3171	T/F Fr Unspent Grants/Loans Res	0	0	0	(332,000)	<b>0</b>
3225	Tfr From Roadworks Reserve	0	0	0	(55,338)	<b>0</b>
		0	0	0	(387,338)	0
Sub-total		<b>1,263,754</b>	<b>1,365,084</b>	<b>1,365,084</b>	<b>(269,866)</b>	



**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**

for the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14		
	\$	\$	\$	\$		

**TRANSPORT**

**Mtce Sts,Rds,Bridges,Depots**

**Operating Expenses**

3372 Road Maintenance Expense	3	540,992	756,348	756,348	959,014	<b>215,356</b>	*
3382 Flood Damage Expense		0	0	0	0	<b>0</b>	
3392 Maintenance-Bridges		0	0	0	332,000	<b>0</b>	
3502 Depot Maintenance		22,956	22,048	22,048	35,257	<b>(909)</b>	
3512 Street Lighting Expense		9,738	9,585	9,585	9,190	<b>(153)</b>	
3522 Depot Building Depreciation		3,077	2,198	2,198	2,617	<b>(879)</b>	
3532 Street Trees		7,000	7,000	7,000	0	<b>0</b>	
3542 Roman Roads - User Group.		4,902	4,901	4,901	11	<b>(1)</b>	
3562 Road Sign Expense		0	0	0	0	<b>0</b>	
3802 Road Maintenance Admin Allocati		58,538	69,230	69,230	71,734	<b>10,692</b>	*
3812 Loss On Revaluation		0	0	0	830,541	<b>0</b>	
6912 Roads Depreciation	4	728,955	643,511	643,511	701,146	<b>(85,444)</b>	*
		1,376,159	1,514,821	1,514,821	2,941,511		

**Operating Revenues**

3123 R2R (Maintenance) Income		0	0	0	0	<b>0</b>	
3143 Mrwa Direct Grant.		(91,440)	(91,440)	(91,440)	(84,502)	<b>0</b>	
3153 Other General Income		(0)	0	0	(18,182)	<b>0</b>	
3163 Grant Funding Received		0	0	0	0	<b>0</b>	
3803 Contributions - Flood Damage.		0	0	0	0	<b>0</b>	
3383 Grant Specific Funding - Main Roa		0	0	0	(332,000)	<b>0</b>	
3393 Hudson Resources - Dartmoor Ro		(38,367)	(38,366)	(38,366)	(84,625)	<b>1</b>	
		(129,807)	(129,806)	(129,806)	(519,309)		

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**Capital Expenditure**

3274 Improvements To Depot.		0	0	0	0	<b>0</b>	
3264 Capital Exp. - Depot Construction.		0	0	0	6,776	<b>0</b>	
		0	0	0	6,776		

**Sub-total**

<b>1,246,351</b>	<b>1,385,015</b>	<b>1,385,015</b>	<b>2,428,979</b>
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**Notes**

- 1 CLGF funding has reduced by \$500,000 so there will be a corresponding reduction in capital expenditure
- 2 Timing
- 3 Currently under budget and expected savings
- 4 Depreciation above budget - non-cash item
- 5 Project not yet commenced

	Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Road Plant Purchases</b>							
<b>Operating Expenses</b>							
3580	Interest Expense - Loan 92	1,818	3,790	3,790	4,318	<b>1,972</b>	
3572	Interest Expense - Loan 93	3,896	7,121	7,121	9,504	<b>3,225</b>	
3576	Interest Expense - Loan 95	2,735	3,012	3,012	4,006	<b>277</b>	
1212	Acc. Interest- Transport	0	0	0	0	<b>0</b>	
3642	Loss On Sale Assets.	0	0	0	11,519	<b>0</b>	
		8,449	13,923	13,923	29,348		
<b>Operating Revenues</b>							
3543	Profit On Sale Of Assets	0	0	0	(2,986)	<b>0</b>	
		0	0	0	(2,986)		
<b>Capital Expenses</b>							
3554	Plant & Equipment Purchases	205,968	238,500	238,500	21,301	<b>32,532</b>	*
3584	Tools & Other Equipment.	0	0	0	3,747	<b>0</b>	
4740	Light Vehicle - Income Funds From Res	0	0	0	0	<b>0</b>	
3581	Principal Repayments - Loan 92	65,788	65,788	65,788	41,001	<b>0</b>	
3574	Principal Repayment - Loan 93	71,493	71,493	71,493	67,810	<b>0</b>	
3577	Principal Repayments - Loan 95	19,941	19,941	19,941	18,884	<b>0</b>	
7570	Tf To Unspent Grants/Loans Res.	0	0	0	0	<b>0</b>	
6225	Realisation On Disposal Of Assets	0	0	0	0	<b>0</b>	
		363,190	395,722	395,722	152,743		
<b>Capital Revenues</b>							
7135	Loan Funds Rec'D.	(151,500)	(160,000)	(160,000)	0	<b>(8,500)</b>	
3561	T/F From PI Reserve-Plant	0	(10,000)	(10,000)	0	<b>(10,000)</b>	*
3575	Proceeds From Sale Of Plant & Equi	(40,000)	(65,000)	(65,000)	0	<b>(25,000)</b>	*
		(191,500)	(235,000)	(235,000)	0		
	<b>Sub-total</b>	<b>180,139</b>	<b>174,645</b>	<b>174,645</b>	<b>179,104</b>		

**Notes:**

- 1     *Timing*  
2     *Amounts offset each other*

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Traffic Control</b>						
<b>Operating Expenses</b>						
4102 Traffic Admin Allocation	61,005	72,147	72,147	74,757	<b>11,142</b>	*
4572 Traffic Control Expense	0	0	0	0	<b>0</b>	
6502 Vehicle Examination Expense	4,466	4,811	4,811	5,410	<b>345</b>	
6512 Licensing Online Expense	0	0	0	8	<b>0</b>	
7542 Licensing Transactions - Out	0	0	0	0	<b>0</b>	
7572 Traffic Counters Expense	0	500	500	281	<b>500</b>	
	<u>65,471</u>	<u>77,458</u>	<u>77,458</u>	<u>80,457</u>		
<b>Operating Revenues</b>						
7513 Licensing Commission Income	(6,064)	(6,000)	(6,000)	(5,810)	<b>64</b>	
7523 Vehicle Examination Fees Received	(4,324)	(3,400)	(3,400)	(3,437)	<b>924</b>	
7533 Licensing Transactions - In	0	0	0	0	<b>0</b>	
7543 Contr. & Reim. (Traffic)	0	0	0	0	<b>0</b>	
	<u>(10,388)</u>	<u>(9,400)</u>	<u>(9,400)</u>	<u>(9,247)</u>		
<b>Capital Expenses</b>						
7574 Capital Exp. - Tools & Equip.	9,071	9,000	9,000	0	<b>(71)</b>	
	9,071	9,000	9,000	0		
<b>Capital Income</b>						
7685 Proceeds From Disposal Of Assets	(1,200)	0	0	0	<b>1,200</b>	
	<u>(1,200)</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<b>Sub-total</b>	<u><b>62,954</b></u>	<u><b>77,058</b></u>	<u><b>77,058</b></u>	<u><b>71,210</b></u>		
<b>Total Transport</b>	<u><b>2,753,199</b></u>	<u><b>2,992,802</b></u>	<u><b>2,992,802</b></u>	<u><b>2,409,427</b></u>		

Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>ECONOMIC SERVICES</b>						
<b>Rural Services</b>						
<b>Operating Expenses</b>						
4462 Rural Services Admin Allocation	4,269	5,053	5,053	5,232	<b>784</b>	
6722 Noxious Weeds & Pest Expense	3,213	2,500	2,500	3,455	<b>(713)</b>	
	<u>7,482</u>	<u>7,553</u>	<u>7,553</u>	<u>8,687</u>		
<b>Capital Expenses</b>						
4404 Capital Exp. - Plant & Eq.	0	0	0	0	<b>0</b>	
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Sub-total	<u><b>7,482</b></u>	<u><b>7,553</b></u>	<u><b>7,553</b></u>	<u><b>8,687</b></u>		
<b>Tourism And Area Promotion</b>						
<b>Operating Expenses</b>						
3952 Tourism Signage Expense	0	1,000	1,000	120	<b>1,000</b>	
3982 Tourism Expense	2,107	4,559	4,559	4,500	<b>2,452</b>	
4282 Promotional Expense	560	1,200	1,200	1,131	<b>640</b>	
	<u>2,667</u>	<u>6,759</u>	<u>6,759</u>	<u>5,751</u>		
<b>Operating Revenues</b>						
3953 Area Promotion Income.	0	0	0	0	<b>0</b>	
3973 Contr. & Reim. (Tourism).	0	0	0	(80)	<b>0</b>	
	<u>0</u>	<u>0</u>	<u>0</u>	<u>(80)</u>		
Sub-total	<u><b>2,667</b></u>	<u><b>6,759</b></u>	<u><b>6,759</b></u>	<u><b>5,671</b></u>		
<b>Building Control</b>						
<b>Operating Expenses</b>						
4132 Building Surveyor Expenses 1	106,780	89,340	89,340	103,923	<b>(17,440)</b>	*
4142 Reimbursement Expenditure	0	0	0	0	<b>0</b>	
4622 Building Admin Allocation	42,599	50,381	50,381	52,202	<b>7,782</b>	
	<u>149,379</u>	<u>139,721</u>	<u>139,721</u>	<u>156,125</u>		
<b>Operating Revenues</b>						
4153 Building Licenses Income	(24,654)	(15,000)	(15,000)	(15,066)	<b>9,654</b>	
4163 Builder'S Registration Board Fee	0	(300)	(300)	0	<b>(300)</b>	
4213 Building Commissions Received	(409)	(400)	(400)	(397)	<b>9</b>	
4173 Ctf Commissions Received	(329)	(150)	(150)	(155)	<b>179</b>	
	<u>(25,392)</u>	<u>(15,850)</u>	<u>(15,850)</u>	<u>(15,618)</u>		
<b>Capital Expenses</b>						
Sub-total	<u><b>123,987</b></u>	<u><b>123,871</b></u>	<u><b>123,871</b></u>	<u><b>140,507</b></u>		

**Notes**

1 The amount over budget is the allocation of plant. No cash effect on budget.

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>Other Economic Services</b>						
<b>Operating Expenses</b>						
4232	Water Supply Stand Pipes Expense	5,003	3,900	3,900	393	(1,103)
4242	Rehab. Gravel Pits Expense 1	0	18,500	18,500	13,568	18,500 *
4252	Purchase Of Stamps.	82	350	350	0	268
4272	Other Expenditure	11,029	10,000	10,000	6,763	(1,029)
		16,114	32,750	32,750	20,723	
<b>Operating Revenues</b>						
4223	Commission Received Australia P	(4,303)	(3,500)	(3,500)	(3,961)	803
4243	Annual Post Office Box Fee	(36)	(1,100)	(1,100)	(1,118)	(1,064)
4253	Postage Stamp Income	(128)	(350)	(350)	(387)	(222)
4273	Standpipe Water Income	(169)	(200)	(200)	(179)	(31)
4333	Photocopying Income	(462)	(200)	(200)	(202)	262
4764	Grant Funding & Contributions Re	0	0	0	(88,864)	0
4913	Shire Reserve Income	(450)	(450)	(450)	(150)	0
4923	Contributions	0	0	0	0	0
		(5,548)	(5,800)	(5,800)	(94,860)	
<b>Capital Expenses</b>						
4274	Plant & Equipment.	0	0	0	119,956	0
4760	Water Strategy Reserve - Transfer	332	400	400	408	68
		332	400	400	120,364	
	<b>Sub-total</b>	<b>10,897</b>	<b>27,350</b>	<b>27,350</b>	<b>46,227</b>	
	<b>Total Economic Services</b>	<b>145,034</b>	<b>165,533</b>	<b>165,533</b>	<b>201,092</b>	

**Notes**

1 This may not be completed by year end

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14 \$	(YTD) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$		
<b>Public Works Overheads</b>						
<b>Operating Expenses</b>						
0342 Provision For Lsl	12,459	0	0	28,333	(12,459)	*
1062 Staff Housing Allocated	0	0	0	30,492	0	
1362 Acc Sals & Wages W/S Pwo	0	0	0	0	0	
1372 Acc Sals & Wages-Pwo	0	0	0	0	0	
4302 Fringe Benefits Tax (Pwo)	0	0	0	0	0	
4312 Superannuation - Max 3% Works	6,541	4,394	4,394	6,412	(2,147)	
4322 Superannuation Scg 9% - Works	5,280	6,228	6,228	6,523	948	
4332 Superannuation Scg 9% Works St	55,335	53,492	53,492	49,740	(1,843)	
4342 Salary Works Supervisor	87,773	65,871	65,871	72,515	(21,902)	*
4352 Superannuation Max 3% - Works	1,713	2,100	2,100	2,174	387	
4372 Public Works Sundry Expense	60,754	46,400	46,400	37,668	(14,354)	*
4382 Works Supervisor - Conference At	0	0	0	0	0	
4392 External Engineering Services	19,324	25,000	25,000	12,234	5,676	
4402 Sick Leave	7,753	23,484	23,484	16,195	15,731	*
4412 Annual Leave	57,490	55,187	55,187	34,018	(2,303)	
4422 Lsl Taken - Pwo	0	0	0	0	0	
4432 Public Holiday Pay	22,558	23,484	23,484	22,083	926	
4442 Occupational Health & Safety Exp	6,224	5,000	5,000	1,310	(1,224)	
4452 Protective Uniform/ Minor Workwe	5,467	4,500	4,500	4,452	(967)	
4582 Acc Leave (Gang)	0	0	0	16,974	0	
4612 Acc Annual Leave W/S	0	0	0	(9,277)	0	
4632 Leave - Other	0	0	0	0	0	
4642 Performance Based Bonuses	0	0	0	0	0	
4652 Works Staff Housing Allowance	20,041	26,155	26,155	20,913	6,114	
4662 Public Works Expense Recoverab	660	0	0	0	(660)	
5202 Public Works Overheads - Admin	78,842	93,239	93,239	96,615	14,397	
6782 Workers Compensation Insurance	12,719	13,031	13,031	16,870	312	
7422 Less Pwo Allocated To W & S	(448,474)	(452,566)	(452,566)	(467,440)	(4,092)	
	12,459	(5,000)	(5,000)	(1,195)		
<b>Sub-total</b>	<b>12,459</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(1,195)</b>		

**Notes**

**Operating Revenue**

0333 Contr. & Reim. (Pwo).	(810)	0	0	0	810	
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**Capital Revenue**

7631 T/F From Leav Reserve-Pwo	(12,459)	0	0	0	12,459	*
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**Notes**

- 1 Long Service Leave Payout - requires a budget amendment
- 2 Below budget however it is not a saving as the cost will be allocated elsewhere
- 3 Overhead allocations only
- 4 Variation in the way salaries are allocated, overall wages have not exceeded budget

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$	* Denotes
	(YTD)	(YTD)	(Full Year)	(Full Year)		
	30-Jun-14	30-Jun-14	30-Jun-14	30-Jun-14	Variance	Variance
	\$	\$	\$	\$		< \$10,000
<b>OTHER PROPERTY &amp; SERVICES</b>						
<b>Plant Depreciation</b>						
<b>Operating Expenses</b>						
2	160,135	270,000	270,000	275,165	<b>109,865</b>	*
2	(160,135)	(270,000)	(270,000)	(249,930)	<b>(109,866)</b>	*
	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,235</b>		
<b>Private Works</b>						
<b>Operating Expenses</b>						
1	28,570	46,840	46,840	41,368	<b>18,270</b>	*
	28,570	46,840	46,840	41,368		
<b>Operating Revenues</b>						
1	(32,460)	(52,461)	(52,461)	(58,789)	<b>(20,001)</b>	*
	0	0	0	0	<b>0</b>	
	(32,460)	(52,461)	(52,461)	(58,789)		
	<b>(3,890)</b>	<b>(5,621)</b>	<b>(5,621)</b>	<b>(17,421)</b>		

**Notes**

- 1 Private Works yet to be charged out  
2 Plant depreciation is below budget, this is a non-cash item

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	\$ Variance	* Denotes Variance < \$10,000
	(YTD) 30-Jun-14	(YTD) 30-Jun-14	(Full Year) 30-Jun-14	(Full Year) 30-Jun-14		
	\$	\$	\$	\$		
<b>Plant Operation Costs</b>						
<b>Operating Expenses</b>						
4472 In House Repairs & Maintenance	2	67,868	20,420	20,420	5,222	(47,448) *
4482 Tyre Purchase Expense		45,675	50,000	50,000	38,889	4,325
4492 Parts & Outside Repairs Expense		230,605	244,894	244,894	222,168	14,289 *
4502 Plant Licences Expense		5,467	5,500	5,500	346	33
4512 Less Poc Allocated To W & S	3	(764,889)	(793,551)	(793,551)	(696,870)	(28,662) *
4532 Tools & Consumables		13,916	14,000	14,000	14,059	84
4542 Fuel, Oil & Grease		326,526	330,000	330,000	288,569	3,474
4552 Cutting Edges & Tips		14,366	13,000	13,000	10,853	(1,366)
4602 Training Expense		70	3,000	3,000	1,165	2,930
5112 Plant Operator - Admin Allocation		60,720	71,809	71,809	74,409	11,089
6772 Plant Insurance Expense		43,959	43,125	43,125	42,355	(834)
		44,282	2,197	2,197	1,165	
<b>Operating Revenues</b>						
4503 Sale Of Scrap.		0	(1,500)	(1,500)	(2,913)	(1,500)
4513 Diesel Fuel Rebate Received	4	(43,906)	(15,000)	(15,000)	(134,437)	28,906 *
4983 Income Received		(376)	0	0	0	376
		(44,282)	(16,500)	(16,500)	(137,350)	
Sub-total		-	(14,303)	(14,303)	(136,185)	

**Notes**

- 2 This will exceed budget however it is only an allocation of overheads, it does not include materials  
 3 Allocation is below budget because total costs of plant operating is below budget  
 4 Revenue exceeds budget



**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th June 2014

	Notes	13/14 ACTUAL (YTD) 30-Jun-14 \$	13/14 BUDGET (YTD) 30-Jun-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	\$ Variance	* Denotes Variance < \$10,000
<b>Salaries And Wages</b>							
<b>Operating Expenses</b>							
4570	Salary & Wages Expense - Admin	1	881,388	859,122	859,122	951,019	(22,267) *
4580	Salary & Wages Expense - Works	1	736,433	806,223	806,223	675,798	69,790 *
4600	Less Salary & Wages Allocated		(1,617,821)	(1,665,344)	(1,665,344)	(1,626,813)	(47,523)
4562	Rostered Days Off.		0	0	0	0	0
4592	Workers Compensation Paid	2	17,181	0	0	9,641	(17,181) *
4982	Less Sals & Wages Reimbursed		0	0	0	0	0
4362	Unallocated Wages		576	0	0	0	(576)
<b>Operating Revenues</b>							
4613	Salaries & Wages Reimbursment R	2	(11,302)	0	0	(582)	11,302 *
						9,064	
<b>Sub-total Salaries &amp; Wages</b>			<b>6,455</b>	<b>-</b>	<b>0</b>	<b>9,064</b>	
<b>Unclassified</b>							
<b>Operating Expenses</b>							
4002	Loss On Sale Asset.		0	0	0	0	0
5022	Overpayments Refunded.		7,374	0	0	0	(7,374)
			7,374	0	0	0	
<b>Operating Revenues</b>							
5023	Overpayments Received		(7,374)	0	0	0	7,374
							0
<b>Sub-total Unclassified</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Other Property &amp; Services</b>			<b>1,756</b>	<b>(24,924)</b>	<b>(24,924)</b>	<b>(120,502)</b>	
<b>GRAND TOTAL</b>			<b>3,139,009</b>	<b>4,282,774</b>	<b>4,282,777</b>	<b>1,402,009</b>	

**NOTES**

- 1 Net salaries and wages are below budget. Works supervisors wage is included in 4570 and was budgeted in 4580
- 2 Workers compensation accounts offset each other

# SHIRE OF CHAPMAN VALLEY

## MONTHLY FINANCIAL REPORT

For the Period Ended 31 July 2014

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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# Shire of Chapman Valley

## Compilation Report

For the Period Ended 31 July 2014

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

### Overview

Summary reports and graphical progressive graphs will be provided once YTD figures are finalised  
No matters of significance are noted.

### Statement of Financial Activity by reporting program

Is presented on the following page and shows a surplus as at 31 July 2014 of \$3,296,488.

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

### Preparation

Prepared by: Kristy Williams

Reviewed by: Dianne Raymond

Date prepared:

12th August 2014

**SHIRE OF CHAPMAN VALLEY**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 July 2014**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>							
Governance		\$ 32,500	\$ 2,708	\$ 1,768	\$ (940)	% (34.72%)	
General Purpose Funding - Rates	9	2,199,837	2,199,837	2,199,837	0	0.00%	
General Purpose Funding - Other		906,081	10,000	7,746	(2,254)	(22.54%)	
Law, Order and Public Safety		36,365	3,030	25	(3,005)	(99.18%)	
Health		5,450	454	1,792	1,338	294.57%	
Education and Welfare		7,320	610	0	(610)	(100.00%)	
Housing		9,360	780	2,520	1,740	223.08%	
Community Amenities		388,149	115,298	165,079	49,781	43.18%	▲
Recreation and Culture		73,610	6,134	7,340	1,206	19.66%	
Transport		131,934	80,000	90,728	10,728	13.41%	▲
Economic Services		20,400	1,700	2,457	757	44.53%	
Other Property and Services		72,750	6,063	11,297	5,235	86.34%	
<b>Total Operating Revenue</b>		<b>3,883,756</b>	<b>2,426,615</b>	<b>2,490,589</b>	<b>63,974</b>		
<b>Operating Expense</b>							
Governance		(443,203)	(60,000)	(58,072)	1,928	3.21%	
General Purpose Funding		(239,620)	(19,968)	(24,943)	(4,975)	(24.91%)	
Law, Order and Public Safety		(171,819)	(14,318)	(23,291)	(8,973)	(62.67%)	
Health		(21,333)	(1,778)	(2,113)	(335)	(18.86%)	
Education and Welfare		(7,839)	(100)	(37)	63	63.00%	▲
Housing		(32,786)	(2,732)	(3,199)	(467)	(17.09%)	
Community Amenities		(1,075,741)	(40,000)	(40,635)	(635)	(1.59%)	
Recreation and Culture		(515,697)	(42,975)	(37,631)	5,344	12.43%	▲
Transport		(1,293,611)	(90,000)	(91,355)	(1,355)	(1.51%)	
Economic Services		(184,995)	(15,416)	(20,978)	(5,562)	(36.08%)	
Other Property and Services		(253,407)	(21,117)	(26,062)	(4,945)	(23.42%)	
<b>Total Operating Expenditure</b>		<b>(4,240,051)</b>	<b>(308,405)</b>	<b>(328,316)</b>	<b>(19,911)</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		1,098,985	0	0	0		
Adjust (Profit)/Loss on Asset Disposal	8	(10,549)	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>732,141</b>	<b>2,118,210</b>	<b>2,162,273</b>	<b>44,063</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	3,191,720	0	359,543	359,543		▲
Proceeds from Disposal of Assets	8	85,000	0	0	0		
<b>Total Capital Revenues</b>		<b>3,276,720</b>	<b>0</b>	<b>359,543</b>	<b>359,543</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(980,748)	0	(757)	(757)		
Infrastructure - Roads	13	(3,180,843)	(96,457)	(96,547)	(90)	(0.09%)	
Infrastructure - Parks	13	(272,727)	0	0	0		
Plant and Equipment	13	(743,985)	0	0	0		
Tools and Equipment	13	(24,136)	0	0	0		
<b>Total Capital Expenditure</b>		<b>(5,202,439)</b>	<b>(96,457)</b>	<b>(97,304)</b>	<b>(847)</b>		
<b>Net Cash from Capital Activities</b>		<b>(1,925,719)</b>	<b>(96,457)</b>	<b>262,239</b>	<b>358,696</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	782,462	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(151,608)	(1,711)	(1,711)	0	0.00%	
Transfer to Reserves	7	(301,765)	0	(3,302)	(3,302)		
<b>Net Cash from Financing Activities</b>		<b>329,089</b>	<b>(1,711)</b>	<b>(5,013)</b>	<b>(3,302)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(864,489)</b>	<b>2,020,042</b>	<b>2,419,499</b>	<b>399,457</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>864,489</b>	<b>864,489</b>	<b>876,989</b>	<b>12,500</b>	<b>1.45%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>2,884,531</b>	<b>3,296,488</b>	<b>411,957</b>		

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 CHAPMAN VALLEY**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2014**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>							
Rates	9	\$ 2,199,837	\$ 2,199,837	\$ 2,199,517	\$ (320)	% (0.01%)	
Operating Grants, Subsidies and Contributions	11	1,215,030	101,253	165,772	64,520	63.72%	▲
Fees and Charges		392,040	120,000	117,501	(2,499)	(2.08%)	
Interest Earnings		65,800	5,483	7,482	1,999	36.45%	
Other Revenue		500	42	316	274	658.40%	
Profit on Disposal of Assets	8	14,338	0				
<b>Total Operating Revenue</b>		<b>3,887,545</b>	<b>2,426,615</b>	<b>2,490,588</b>	<b>63,974</b>		
<b>Operating Expense</b>							
Employee Costs		(1,223,219)	(101,935)	(133,769)	(31,834)	(31.23%)	▼
Materials and Contracts		(1,623,816)	(63,553)	(56,196)	7,357	11.58%	▲
Utility Charges		(75,975)	(6,331)	(6,166)	165	2.61%	
Depreciation on Non-Current Assets		(1,098,985)	0	0	0		
Interest Expenses		(19,031)	(1,586)	(213)	1,373	86.57%	▲
Insurance Expenses		(167,025)	(115,000)	(114,888)	112	0.10%	
Other Expenditure		(32,000)	(20,000)	(17,083)	2,917	14.59%	▲
Loss on Disposal of Assets	8	(3,789)	0				
<b>Total Operating Expenditure</b>		<b>(4,243,840)</b>	<b>(308,405)</b>	<b>(328,315)</b>	<b>(19,910)</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		1,098,985	0	0	0		
Adjust (Profit)/Loss on Asset Disposal	8	(10,549)	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>732,141</b>	<b>2,118,209</b>	<b>2,162,273</b>	<b>44,064</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	3,191,720	0	359,543	359,543		▲
Proceeds from Disposal of Assets	8	85,000	0	0	0		
<b>Total Capital Revenues</b>		<b>3,276,720</b>	<b>0</b>	<b>359,543</b>	<b>359,543</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(980,748)	0	(757)	(757)		
Infrastructure - Roads	13	(3,180,843)	(96,457)	(96,547)	(90)	(0.09%)	
Infrastructure - Parks	13	(272,727)	0	0	0		
Plant and Equipment	13	(743,985)	0	0	0		
Tools and Equipment	13	(24,136)	0	0	0		
<b>Total Capital Expenditure</b>		<b>(5,202,439)</b>	<b>(96,457)</b>	<b>(97,304)</b>	<b>(847)</b>		
<b>Net Cash from Capital Activities</b>		<b>(1,925,719)</b>	<b>(96,457)</b>	<b>262,239</b>	<b>358,696</b>		
<b>Financing</b>							
Transfer from Reserves	7	782,462	0	0	0		
Repayment of Debentures	10	(151,608)	(1,711)	(1,711)	0	0.00%	
Transfer to Reserves	7	(301,765)	0	(3,302)	(3,302)		
<b>Net Cash from Financing Activities</b>		<b>329,089</b>	<b>(1,711)</b>	<b>(5,013)</b>	<b>(3,302)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(864,489)</b>	<b>2,020,041</b>	<b>2,419,499</b>	<b>399,458</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>864,489</b>	<b>864,489</b>	<b>876,989</b>	<b>12,500</b>	<b>1.45%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>2,884,530</b>	<b>3,296,488</b>	<b>411,958</b>		

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 Chapman Valley  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
 For the Period Ended 31 July 2014

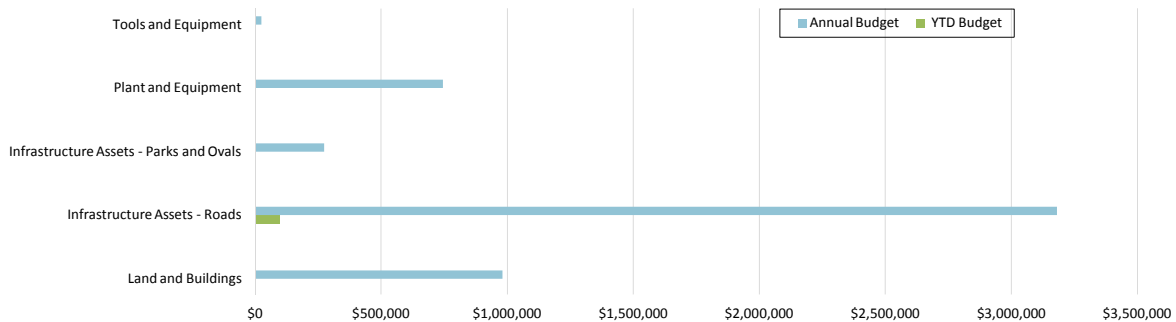
YTD 31 07 2014							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13		0	0	0	980,748	0
Infrastructure Assets - Roads	13		96,457	96,457	96,457	3,180,843	0
Infrastructure Assets - Parks and Ovals	13		0	0	0	272,727	0
Plant and Equipment	13		0	0	0	743,985	0
Tools and Equipment	13		0	0	0	24,136	0
<b>Capital Expenditure Totals</b>		<b>0</b>	<b>96,457</b>	<b>96,457</b>	<b>96,457</b>	<b>5,202,439</b>	<b>0</b>

**Funded By:**

Capital Grants and Contributions	359,543	0	3,191,720	359,543
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	0	0	0	0
Own Source Funding - Cash Backed Reserves				
Building Reserve	0	0	120,000	0
Unspent Grants Reserve	0	0	542,462	0
Plant Replacement Reserve	0	0	120,000	0
<b>Total Own Source Funding - Cash Backed Reserves</b>	<b>0</b>	<b>0</b>	<b>782,462</b>	<b>0</b>
<b>Own Source Funding - Operations</b>	<b>(263,086)</b>	<b>96,457</b>	<b>445,795</b>	<b>(359,543)</b>
<b>Capital Funding Total</b>	<b>96,457</b>	<b>96,457</b>	<b>5,202,439</b>	<b>0</b>

Comments and graphs

Capital Expenditure Program YTD



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**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.

**SHIRE OF CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(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 CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(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:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Roads	12 to 50 years
Footpaths	40 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 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.

**SHIRE OF CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(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.

**(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.

**SHIRE OF CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(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 charges.

**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 classifications.

**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 the These are 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.

**SHIRE OF CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**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 levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*"We are a thriving community, making the most of our coastline, ranges and rural settings to support us to grow and prosper".*

The Strategic Community Plan defines the key objectives of the Shire as:

*Economic: Business development and attraction.*

*Leadership: Engagement and communication*

*Community: Maintaining and growing the population*

*Environment: Protection and sustainability*

**(s) Reporting Programs**

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

**GENERAL PURPOSE FUNDING**

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

**LAW, ORDER, PUBLIC SAFETY**

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

**HEALTH**

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

**SHIRE OF CHAPMAN VALLEY**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(s) Reporting Programs (Continued)**

**HOUSING**

Provision and maintenance of rented housing accommodation for pensioners and employees.

**COMMUNITY AMENITIES**

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

**RECREATION AND CULTURE**

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps, foreshore, public halls and Shark Bay Recreation Centre.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

**ECONOMIC SERVICES**

Tourism, community development, pest control, building services, caravan parks and private works.

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
Note	YTD 31 Jul 2014	30th June 2013	YTD 31 Jul 2013	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	4	1,095,351	1,187,960	776,971
Cash Restricted	4	1,655,046	1,159,147	1,147,048
Receivables - Rates	6	2,341,399	93,351	76,982
Receivables -Other	6	65,705	99,566	76,654
Interest / ATO Receivable/Trust		0	99,753	19,550
Inventories		3,653	10,600	10,600
		5,161,154	2,650,377	2,107,805
<b>Less: Current Liabilities</b>				
Payables		(138,188)	(418,309)	(102,643)
ATO Payable		(71,432)	0	0
Provisions		(256,491)	(256,491)	(256,491)
		(466,111)	(674,800)	(359,134)
Less: Cash Reserves	7	(1,655,046)	(1,147,048)	(1,147,048)
Add: Leave Provisions		256,491	256,491	256,491
<b>Net Current Funding Position</b>		<b>3,296,488</b>	<b>1,085,020</b>	<b>858,114</b>

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
At Call (000040)		68,555			68,555		
At Call (305784)		1,026,096			1,026,096		
At Call (000067)				162,297	162,297		
Cash On Hand		700			700		
<b>(b) Term Deposits</b>							
TD 39-6911 - Leave			41,378				
TD 39-6938 - Water			13,562				
TD 39-6903 - Office			8,197				
TD 39-2531 - Vehicle			120,632				
TD 39-2582 - Legal			27,864				
TD 39-6946 - Grants			543,552				
TD 39-2574 - Land			117,880				
TD 39-2590 - Roadworks			110,416				
TD 39-2582 - Landcare			83,252				
TD 39-2558 - Building			588,313				
TD 462763 - POS Bill Hemsley Park				275,120	275,120		
TD 454181 - POS Wokarena				123,977			
TD 454202 - Wokarena Intersection Upgrade				110,080			
<b>Total</b>		<b>1,095,351</b>	<b>1,655,046</b>	<b>671,474</b>	<b>1,532,768</b>		

**Comments/Notes - Investments**

Shire of Chapman Valley  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2014

Note 5: BUDGET AMENDMENTS

Nil



SHIRE OF CHAPMAN VALLEY  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2014

Note 5 (a): BUDGET AMENDMENTS - CORPORATE BUSINESS PLAN LINKAGE

Nil

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

	YTD 31 Jul 2014	30 June 2013
	\$	\$
Opening Arrears Previous Years	74,593	93,351
Levied this year	2,199,837	2,073,347
Refuse levied this year	96,850	
<u>Less</u> Collections to date	(29,881)	(2,092,105)
Equals Current Outstanding	<b>2,341,399</b>	<b>74,593</b>
<b>Net Rates Collectable</b>	<b>2,341,399</b>	<b>74,593</b>
% Collected	1.31%	96.56%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	60,003	3,880	143	1,679
<b>Total Receivables General Outstanding</b>				<b>65,705</b>

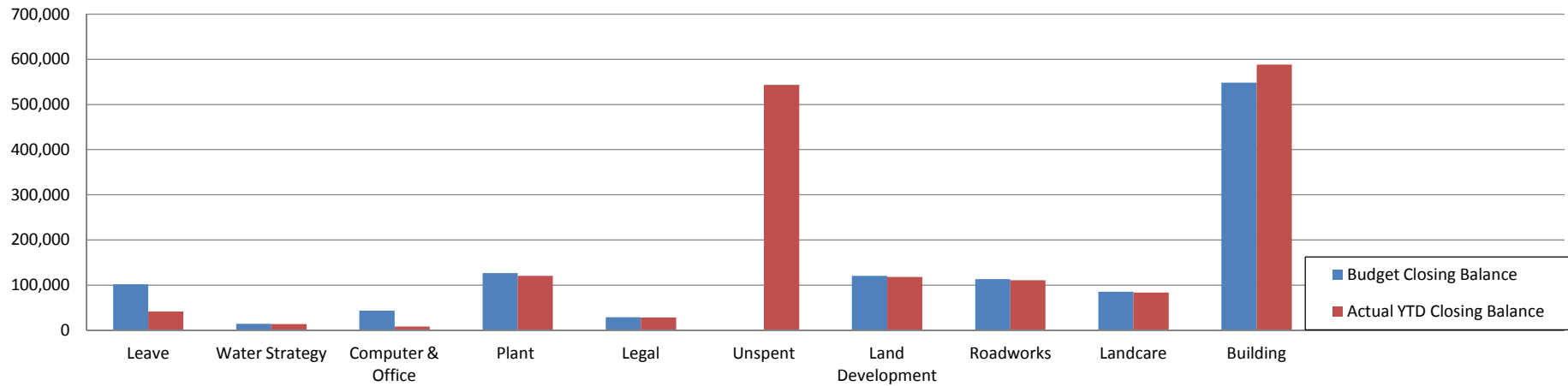
**Amounts shown above include GST (where applicable)**

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 7: Cash Backed Reserve**

2014-15										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave	41,295	10,000	83	50,000	0	0	0		101,295	41,378
Water Strategy	13,535	350	27	0	0	0	0		13,885	13,562
Computer & Office	8,197	300	0	35,065	0	0	0		43,562	8,197
Plant	120,390	1,000	242	125,000	0	(120,000)	0		126,390	120,632
Legal	27,808	650	56	0	0	0	0		28,458	27,864
Unspent	542,462	0	1,090	0	0	(542,462)	0		0	543,552
Land Development	117,644	2,700	236	0	0	0	0		120,344	117,880
Roadworks	110,195	2,700	221	0	0	0	0		112,895	110,416
Landcare	83,085	2,000	167	0	0	0	0		85,085	83,252
Building	587,133	16,000	1,180	65,000	0	(120,000)	0		548,133	588,313
	<b>1,651,744</b>	<b>35,700</b>	<b>3,302</b>	<b>275,065</b>	<b>0</b>	<b>(782,462)</b>	<b>0</b>		<b>1,180,047</b>	<b>1,655,046</b>

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



Shire of Chapman Valley  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2014

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		Full Year			
					Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				<b>Plant and Equipment</b>				
0	0	0	0	Kubota Mower (2008)	(14,338)	0	14,338	
0	0	0	0	Isuzu Tip Truck (2000)	3,789	0	(3,789)	
				<b>Housing</b>				
0	0	0	0	Yuna Residence	0	0	0	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>(10,549)</b>	<b>0</b>	<b>10,549</b>	

**Comments - Capital Disposal/Replacements**

Shire of Chapman Valley  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2014

**Note 9: RATING INFORMATION**

	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV	6.9473	232	4,301,956	298,870	0	0	298,870	298,870	0	0	298,870
UV Rural	0.9067	399	177,982,013	1,613,763	0	0	1,613,763	1,613,763	0	0	1,613,763
UV Oakajee	1.8134	3	9,134,000	165,636	0	0	165,636	165,636	0	0	165,636
<b>Sub-Totals</b>		634	191,417,969	2,078,269	0	0	2,078,269	2,078,269	0	0	2,078,269
<b>Minimum Payment</b>											
	<b>Minimum \$</b>										
GRV	516.00	221	1,214,434	115,068	0	0	115,068	115,068	0	0	115,068
UV Rural	325.00	20	123,690	6,500	0	0	6,500	6,500	0	0	6,500
UV Oakajee Industrial Estate	325.00	0	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		241	1,338,124	121,568	0	0	121,568	121,568	0	0	121,568
Concession							2,199,837				2,199,837
<b>Amount from General Rates</b>							<b>2,199,837</b>				<b>2,199,837</b>
Ex-Gratia Rates							0				0
Specified Area Rates							0				0
<b>Totals</b>							<b>2,199,837</b>				<b>2,199,837</b>

Comments - Rating Information

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-13	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Loan 89 - Stadium Upgrade	54,293		0	7,050	54,293	47,243	-	3,154
Loan 94 - Buller Study	22,379		0	21,120	22,379	1,259	-	2,248
Loan 93 - Plant	75,377		0	75,377	75,377	0	-	3,238
Loan 95 - Plant	43,293		1,711	19,941	41,582	23,352	201	2,958
Loan 96 - Plant	151,500		0	28,120	151,500	123,380	-	5,433
	346,842	0	1,711	151,608	345,131	195,234	201	17,031

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC		494,172	0	494,172	0	0	494,172
Grants Commission - Roads	WALGGC		325,091	0	325,091	0	0	325,091
Ex Gratia Rates	CBH	Y	9,018	0	9,018	0	0	9,018
<b>GOVERNANCE</b>								
Minor Income Received	Not specified		500	0	500	0	0	500
Experience Funds	LGIS		6,500	0	6,500	0	1,768	4,732
Workforce Planning	Dept of Local Gov & Reg Development		25,000	0	25,000	0	0	25,000
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Capital Grant	Dept. of Fire & Emergency Serv.		550,000	0	0	550,000	0	550,000
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.		28,140	0	28,140	0	0	28,140
				0	0	0	0	0
<b>HOUSING</b>								
				0	0	0	0	0
<b>COMMUNITY AMENITIES</b>								
Waste Management Improvement Plan	BROC		18,400	0	18,400	0	0	18,400
Invasive Species Project	Midwest Ports Authority		26,300	0	26,300	0	26,300	0
Invasive Species Project	Landcorp		10,000	0	10,000	0	10,000	0
Protecting Waterways & Remnant Vegetation	Chapman River		25,000	0	25,000	0	0	25,000
Moresby Ranges Stage 4			25,000	0	25,000	0	0	25,000
Coastal Management Plan	Dept of Planning		30,000	0	30,000	0	0	30,000
Declared Species			7,449	0	7,449	0	0	7,449
Eliza Shaw Fencing Project	Main Roads WA		0	0	0	0	26,044	0
Buller Development Zone Structure Plan	Dept of Planning		41,696	0	41,696	0	0	41,696
Nabawa Townsite Revitalisation Plan	Dept of Planning		30,779	0	30,779	0	0	30,779
Mens Shed Project	Lotterywest		42,974	0	0	42,974	0	42,974
Mens Shed Project	National Menshed		7,500	0	0	7,500	0	7,500
Mens Shed Project	FRRR		2,200	0	0	2,200	0	2,200

Program/Details GL	Grant Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
<b>RECREATION AND CULTURE</b>								
Transfer from Trust	Developer Contribution		272,727	0	0	272,727	0	272,727
Yuna Comunity Centre	YFIG		100,000	0	0	100,000	0	100,000
Yuna Comunity Centre	Lotterywest		200,000	0	0	200,000	0	200,000
Yuna Comunity Centre	MW Development Commission		250,000	0	0	250,000	0	250,000
Yuna Comunity Centre	Dept of Sport and Rec		150,000	0	0	150,000	0	150,000
Museum Extension	CVHS and other		60,000	0	0	60,000	0	60,000
Heritage Trails	Community Heritage Programs		25,000	0	0	25,000	0	25,000
<b>TRANSPORT</b>								
Dartmoor Road	Hudson Resources		12,585	0	12,585	0	0	12,585
Direct Road Grant	Main Roads WA		99,400	0	99,400	0	90,364	9,036
Blackspot Funding - East Nabawa Road	Main Roads WA		50,000	0	0	50,000	20,000	30,000
RRG - East Nabawa Rd (13/14)	Main Roads WA		0	0	0	0	84,000	0
RRG - Yuna Tenidewa (13/14)	Main Roads WA		0	0	0	0	36,858	0
RRG - Chapman Valley Road (13/14)	Main Roads WA		0	0	0	0	9,352	0
RRG - Dartmoor Road (13/14 project)	Main Roads WA		117,986	0	0	117,986	0	117,986
RRG - Dartmoor Road (14/15 project)	Main Roads WA		300,000	0	0	300,000	120,000	180,000
RRG - Yuna Tenidewa Road	Main Roads WA		223,333	0	0	223,333	89,333	134,000
Roads to Recovery - East Bowes Road			240,000	0	0	240,000	0	240,000
Royalties for Regions - East Bowes Road			600,000	0	0	600,000	0	600,000
<b>SALARIES AND WAGES</b>								
Workers Compensation			0	0	0	0	11,297	0
<b>TOTALS</b>			<b>4,406,750</b>	<b>0</b>	<b>1,215,030</b>	<b>3,191,720</b>	<b>525,316</b>	<b>4,048,985</b>

Operating  
Non-Operating

Operating  
Non-operating

1,215,030  
3,191,720  
4,406,750

165,773  
359,543  
525,316



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2014**

**Note 12: TRUST FUND**

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

Description	Opening Balance 1 Jul 14	Amount Received	Amount Paid	Closing Balance 31-Jul-14
	\$	\$	\$	\$
Bonds - Hall Hire	0	0	0	0
Nomination Deposits	0	0	0	0
Building Commission	(86)	(954)	0	(1,040)
CTF Levy	(100)	(1,905)	0	(2,005)
Yuna Swimming Pool Subsidy	0	0	0	0
Sale of Land	0	0	0	0
Social Club	(90)	(110)	0	(200)
Refundable Deposit	0	0	0	0
Contribution from Sub-divider	(649,479)	(1,574)	0	(651,053)
Post Office Deposit Income	(940)	0	0	(940)
Engineering Bond	0	0	0	0
Engineering Bond	(10,000)	0	0	(10,000)
Unclaimed Monies	0	0	0	0
Standpipe Card Bond Income	(100)	0	0	(100)
Wokarena Height Development	(6,138)	0	0	(6,138)
Bonds - Council Houses	0	(720)	720	0
	<b>(666,933)</b>	<b>(5,263)</b>	<b>720</b>	<b>(671,476)</b>

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ○
- 60% ○
- 80% ○
- 100% ●

SHIRE OF CHAPMAN VALLEY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 July 2014

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	YTD 31 July 2014					Strategic Reference / Comment
		Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
	<b>Land and Buildings</b>						
	<b>Governance</b>						
	Install small shed to store generator	105640	6,000	0	0	0	0
	Repair and Repaint Office	105640	9,000	0	0	0	0
	<b>Governance Total</b>		<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Community Amenities</b>						
○	Nabawa Cemetery parking / entry statement	124150	29,748	0	0	0	0
○	<b>Community Amenities Total</b>		<b>29,748</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Recreation and Culture</b>						
○	Yuna Community Centre Construction	126440	805,000	0	0	0	0
○	Ticket Box at the Nabawa Showgrounds	126440	5,000	0	0	0	0
○	Nabawa Sports Complex (deck, power, concrete slab)	128340	24,500	0	0	0	0
○	BBQ at Centenary Park	128340	6,500	0	0	0	0
○	Nanson Museum Extensions	136040	80,000	0	0	0	0
○	Coronation Beach Campground - additional sites	171640	5,000	0	0	0	0
○	<b>Recreation And Culture Total</b>		<b>926,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Transport</b>						
○	Power to Yuna Depot	132640	10,000	0	0	0	0
○	<b>Transport Total</b>		<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
○	<b>Buildings Total</b>		<b>980,748</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Infrastructure - Roads</b>						
	<b>Transport</b>						
○	East Bowes Road	131250	1,061,641	0	0	0	0
○	Yuna Tenindewa Road	131260	335,000	0	0	0	0
●	Dartmoor Road - finish 13/14 job	131260	0	96,457	96,457	0	0
○	Dartmoor Road	131260	450,000	0	0	0	0
○	East Nabawa Raod	131260	75,000	0	0	0	0
○	Valentine Road	131840	198,333	0	0	0	0
○	Nolba Road	131840	197,461	0	0	0	0
○	Wandana Road	131840	229,107	0	0	0	0
○	Cannon Whelarra Road	131840	73,747	0	0	0	0
○	Richards Road	131840	94,064	0	0	0	0
○	Dolby Road	131840	89,713	0	0	0	0
○	Bella Vista	131840	116,129	0	0	0	0
○	Parkfalls Estate	131840	26,694	0	0	0	0
○	Wheeldon Hosking/Naralling East intersection	131840	133,026	0	0	0	0
○	Nanson Showground driveway	131840	26,781	0	0	0	0
○	Contingency	131840	74,147	0	0	0	0
○	<b>Transport Total</b>		<b>3,180,843</b>	<b>96,457</b>	<b>96,457</b>	<b>0</b>	<b>0</b>
○	<b>Infrastructure - Roads Total</b>		<b>3,180,843</b>	<b>96,457</b>	<b>96,457</b>	<b>0</b>	<b>0</b>
	<b>Infrastructure - Parks and Ovals</b>						
	<b>Recreation and Culture</b>						

SHIRE OF CHAPMAN VALLEY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 July 2014

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	YTD 31 July 2014						
	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
○	Bill Hemsley Park	128340	272,727	0	0	0	0
○	<b>Recreation and Culture Total</b>		<b>272,727</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
○	Infrastructure - Parks and Ovals Total		272,727	0	0	0	0
	<b>Tools and Equipment</b>						
	<b>Transport</b>						
○	2 x Traffic Classifiers	175740	9,700	0	0	0	0
○	Auto Cad Network Licence	175740	14,436	0	0	0	0
○	<b>Transport Total</b>		<b>24,136</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
○	<b>Recreation And Culture</b>						
○	Parks and Ovals Total		24,136	0	0	0	0
	<b>Plant , Equip. &amp; Vehicles</b>						
	<b>Law, Order And Public Safety</b>						
○	Rangers Vehicle	108740	35,000	0	0	0	0
○	2.4 Rural Fire Appliance (Howatharra)	108840	350,000	0	0	0	0
○	2 Bay Shed (Howatharra)	108840	200,000	0	0	0	0
○	<b>Law, Order And Public Safety Total</b>		<b>585,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Economic Services</b>						
○	Spray Unit	144040	15,000	0	0	0	0
○	<b>Recreation And Culture Total</b>		<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Transport</b>						
○	Tandem Trailer	135540	2,000	0	0	0	0
○	RO Mower	135540	27,463	0	0	0	0
○	Tipper Truck	135540	65,000	0	0	0	0
○	Utility (Works Supervisor)	135540	49,522	0	0	0	0
○	<b>Transport Total</b>		<b>143,985</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
○	Plant , Equip. & Vehicles Total		743,985	0	0	0	0
○	<b>Capital Expenditure Total</b>		<b>5,202,439</b>	<b>96,457</b>	<b>96,457</b>	<b>0</b>	<b>0</b>

Appendix A - General Purpose Income

COA	Rate Revenue	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0022	Rates - Legal Expenses	0	500	6,000	2,561	(500)		
0032	Rates Stationary/postage	0	208	2,500	1,726	(208)		
0062	Sundry Expenses	0	166	2,000	180	(166)		
0082	Rates - Other Costs.	0	142	1,710	280	(142)		
0132	Valuation Expenses	0	1,058	12,700	21,961	(1,058)		
0352	Rates - Administration Allocation	24,932	17,725	212,710	165,748	7,207		
	Total Operating Expenditure	24,932	19,799	237,620	192,456			
	<b>Operating Revenue</b>							
0030	General Rates Income	(2,199,517)	(2,199,837)	(2,199,837)	(2,063,758)	320		
0033	Back Rates	0	0	0	(5)	0		
0061	Ex Gratia Rates	0	(751)	(9,018)	(7,573)	751		
0071	Interim Rates Raised	0	0	0	(9,585)	0		
0113	Interest - Overdue Rates	(1,882)	(750)	(9,000)	(10,309)	(1,132)		
0123	Interest - Instalment Payments	(21)	(416)	(5,000)	(5,328)	395		
0133	Interest - Deferred Rates	0	(8)	(100)	0	8		
0143	Administration Charges	(24)	(250)	(3,000)	(3,472)	226		
0173	Legal Fees - Recovered	0	(500)	(6,000)	(1,500)	500		
0183	Account Enquiry Charges	(560)	(250)	(3,000)	(6,210)	(310)		
	Total Operating Revenue	(2,202,004)	(2,202,762)	(2,234,955)	(2,107,740)			
	Total Rate Revenue	(2,177,073)	(2,182,963)	(1,997,335)	(1,915,283)			

Appendix A - General Purpose Income

COA	General Purpose Income	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
9992	INTEREST & O/DRAFT FEES	11	166	2,000	9	(155)		
	<b>Operating Revenue</b>							
0201	Legal Reserve Income	(56)	(54)	(650)	(681)	(2)		
0203	Leave Reserve Income	(83)	(83)	(1,000)	(1,109)	0		
0204	Land Development Reserve Income	(236)	(225)	(2,700)	(2,938)	(11)		
0205	Building Reserve Income	(1,180)	(1,333)	(16,000)	(15,969)	153		
0206	Roadworks Reserve Income	(221)	(225)	(2,700)	(2,700)	4		
0213	PLANT RESERVE INCOME	0	(83)	(1,000)	0	83		
0215	Unspent Grants Reserve Income	(1,090)	0	0	0	(1,090)		
0223	Water Strategy Reserve Income	(27)	(29)	(350)	(332)	2		
0233	Grants Commission - Road Funding	0	0	(494,172)	(229,848)	0		
0243	Office & Equipment Reserve Income	(0)	(25)	(300)	(379)	25		
0253	Grants Commission - Equalisation	0	0	(325,091)	(155,700)	0		
0273	Light Vehicle Reserve Income	(242)	0	0	(2,557)	(242)		
0453	Interest Received - Municipal Account	(2,276)	(2,083)	(25,000)	(41,354)	(193)		
0506	Landcare Reserve Income	(167)	(166)	(2,000)	(2,127)	(1)		
	Total Operating Revenue	(5,578)	(4,306)	(870,963)	(455,692)			
	Total General Purpose Income	(5,567)	(4,140)	(868,963)	(455,683)			
	<b>Total General Purpose Funding</b>	<b>(2,182,640)</b>	<b>(2,187,103)</b>	<b>(2,866,298)</b>	<b>(2,370,966)</b>			

Appendix A - Governance

COA	Governance	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0112	Election & Poll Expenses.	0	499	6,000	9,660	(499)		
0182	Subscriptions & Memberships Expense	1,048	1,764	21,170	15,895	(716)		
0192	Members Conference & Training Expenses	211	1,250	15,000	20,802	(1,039)		
0202	Members Insurance Expense	12,265	13,600	13,600	12,161	(1,335)		
0212	Donations & Gifts	0	0	0	8,860	0		
0232	Consultancy & Legal Expenses	0	833	10,000	3,195	(833)		
0242	Members Sitting Fees.	9,681	2,837	34,054	32,223	6,844		
0252	Members Renumeration Expenses	5,171	1,666	20,000	20,236	3,505		
0262	President & Deputy Allowances.	2,083	1,302	15,625	17,402	781		
0272	Council Chambers Repairs & Maintenance	0	188	2,285	96	(188)		
0332	Furniture & Equipment	0	208	2,500	0	(208)		
0412	Chambers Extension - Loan 87 - Interest	0	0	0	(9)	0		
0442	Members Administration Allocation	26,730	19,002	228,035	177,702	7,728		
0462	Meeting & Refreshments Expense	286	2,233	26,800	13,143	(1,947)		
1822	Accounting & Audit Expenses	0	3,816	45,800	29,140	(3,816)		
3112	Rangers Expenses Allocation	177	192	2,310	2,008	(15)		
7202	Members Depreciation	0	2	25	24	(2)		
	<b>Total Governance</b>	<b>57,653</b>	<b>49,392</b>	<b>443,203</b>	<b>362,536</b>			

Appendix A - Governance

COA	Adminstration	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0102	Provision for LSL	0	1,102	13,226	2,576	(1,102)		
0222	Fringe Benefits Tax	0	2,000	24,000	19,238	(2,000)		
0282	Administration SGC 9%	4,615	4,007	48,091	45,247	608		
0292	Admin Salaries Expense	50,419	47,911	574,947	474,135	2,508		
0294	Admin Staff Housing Allowance	1,714	1,250	15,000	16,581	464		
0312	Admin - Max 3% Council Additional Contr	634	977	11,736	7,392	(343)		
0372	Admin Workers Compensation Expense	9,966	1,661	19,933	12,688	8,305		
0402	Insurance Expense	1,986	296	3,557	3,004	1,690		
0422	Office Gardens Expenses	2,517	3,827	45,971	18,923	(1,310)		
0432	Admin Building Operations	5,952	2,476	29,759	25,388	3,476		
0472	Office Expenses - General	4,703	1,185	14,240	9,517	3,518		
0473	Admin Building Repairs & Maintenance	491	599	7,200	2,107	(108)		
0482	Office Telephone & Internet Expenses	1,312	1,375	16,500	17,230	(63)		
0492	Advertising Expenses	355	833	10,000	8,686	(478)		
0502	Computer Hardware Service & Repair	4,281	2,521	30,270	19,313	1,760		
0512	Furniture & Equipment - (Expensed)	0	749	9,000	2,792	(749)		
0522	Freight & Postage Expense	0	375	4,500	2,274	(375)		
0542	Printing & Stationary Expense	1,801	2,541	30,500	30,047	(740)		
0552	Motor Vehicle Expenses	268	1,025	12,300	30,660	(757)		
0592	Admin Allocated to Programs	(142,711)	(101,465)	(1,217,585)	(948,757)	(41,246)	*	Timing
0622	Uniform Expense	0	291	3,500	2,182	(291)		
0632	Staff Training, Conference and Recruitment	411	2,809	33,750	21,378	(2,398)		
0662	Public Liability Insurance	19,172	1,636	19,642	19,062	17,536		
0682	Consultancy Fees	5,200	9,758	117,100	55,917	(4,558)		
0702	Bank Fees & Charges	247	500	6,000	4,667	(253)		
0712	Occupational Health & Safety	0	583	7,000	6,240	(583)		
0722	Accounting Software Operating Expenditure	27,086	30,000	39,865	32,062	(2,914)		
4262	BAD DEBTS WRITTEN OFF	0	0	0	726	0		
7002	Admin Depreciation	0	5,833	70,000	70,360	(5,833)		
	<b>Total Operating Expenditure</b>	<b>419</b>	<b>26,655</b>	<b>(0)</b>	<b>11,635</b>			

Appendix A - Governance

COA	Adminstation	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Revenue</b>							
0383	Minor Income Received - Other General	0	(41)	(500)	(672)	41		
0553	Grant Income - Admin	0	(2,083)	(25,000)	(25,000)	2,083		
0563	Reimb Telephone Expenses	0	0	0	(97)	0		
0573	Reimbursements & Contributions	(1,768)	(541)	(6,500)	(9,382)	(1,227)		
1213	Governance Income	0	(41)	(500)	(1,751)	41		
	Total Operating Revenue	(1,768)	(2,706)	(32,500)	(36,902)			
	<b>Capital Expenditure / Reserve Transfers</b>							
0564	Building Improvements (L&B)	0	1,250	15,000	4,461	(1,250)		
0574	Furniture & Equipment (F&E)	0	0	0	8,721	0		
0371	T/f From Office Eq Reserv	0	0	0	4,665	0		
4750	Leave Reserve - Transfer To	83	4,250	51,000	1,109	(4,167)		
4770	Office & Equipment Reserve - Transfer To	0	2,947	35,365	(9,114)	(2,947)		
4780	Transfer to Light Vehicle Reserve	242	83	1,000	18,569	159		
	Total Capital Expenditure / Reserve Transfers	325	8,530	102,365	28,411			
	Total Administration	(1,024)	32,479	69,865	3,144			
	<b>Total Governance/Administration</b>	<b>56,629</b>	<b>81,871</b>	<b>513,068</b>	<b>365,681</b>			



Appendix A - Law, Order Public Safety

COA	Fire Prevention	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0602	Fire Control - Administration Expenses	3,482	2,475	29,710	23,150	1,007		
0672	Fire Break Inspection Fees	0	208	2,500	1,341	(208)		
0752	FESA - Shire Operating Expenses	0	0	0	(1)	0		
0762	Ranger's Allocation Expenses	784	852	10,226	8,890	(68)		
0832	ESL - Shire Properties.	0	70	840	840	(70)		
0882	Fire Prevention Enforcement Expenditure	0	83	1,000	5,167	(83)		
1722	Brigades Operating Expenses	15,114	15,000	38,627	54,544	114		
7012	Fire Control Depreciation	0	3,250	39,000	39,531	(3,250)		
	Total Operating Expenditure	19,380	21,938	121,903	133,461			
	<b>Operating Revenue</b>							
0703	Fines & Penalties	0	(104)	(1,250)	(1,000)	104		
0713	ESL Administration Fees	0	(333)	(4,000)	(4,000)	333		
0733	FESA Grant Income	0	(2,345)	(28,140)	(36,994)	2,345		
0915	Capital Grant - FESA	0	0	(550,000)	(467,707)	0		
	Total Operating Revenue	0	(2,782)	(583,390)	(509,701)			
	<b>Capital Expenditure / Reserve Transfers</b>							
0884	Purchase Plant & Equipment	0	45,833	550,000	467,707			
	Total Fire Prevention	19,380	64,989	88,513	91,467			

Appendix A - Law, Order Public Safety

COA	Animal Control	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0792	Animal Control - Admin Expenses	1,598	1,136	13,636	10,626	462		
0842	Animal Control Expenses	743	231	2,775	861	512		
0852	Rangers Allocation	409	445	5,340	4,642	(36)		
	Total Operating Expenditure	2,750	1,812	21,751	16,129			
	<b>Operating Revenue</b>							
0843	Impoundment Fees	0	(16)	(200)	(165)	16		
0853	Dog/Cat Registrations Income	(25)	(231)	(2,775)	(3,646)	206		
	Total Operating Revenue	(25)	(247)	(2,975)	(3,811)			
	Total Animal Control	2,725	1,565	18,776	12,318			

Appendix A - Law, Order Public Safety

COA	Other Law, Order and Public Safety	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0862	Community Safety and Crime Prevention	0	881	10,582	10,240	(881)		
0902	Rangers Allocation	1,132	1,230	14,771	12,840	(98)		
0962	Miscell. Expenses - Oth Law Order.	0	83	1,000	370	(83)		
	Total Operating Expenditure	1,132	2,194	26,353	23,451			
	<b>Operating Revenue</b>							
0973	Community safety & Crime Prevention.	0	0	0	(13,278)			
	<b>Capital Expenditure / Reserve Transfers</b>							
0874	Plant & Equipment - Rangers	0	2,916	35,000	0	(2,916)		
0970	Tf to Unspent Grants/loans Res.	21	0	0	10,582	21		
0971	Tf From Unspent Grants/loans Res.	0	(882)	(10,582)	0	882		
	Total Capital Expenditure / Reserve Transfers	21	2,034	24,418	10,582			
	Total Other Law, Order and Public Safety	1,153	4,228	50,771	20,755			

Appendix A - Law, Order Public Safety

COA	Rangers Expenses	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0872	Rangers Superannuation - Council 3%	201	0	0	1,757	201		
0892	Rangers Wages Expense	4,008	5,286	63,442	56,768	(1,278)		
0912	Rangers Workers Compensation Expense	905	151	1,812	0	754		
0922	Rangers Superannuation SGC 9%	620	459	5,514	5,418	161		
0932	Conference & Training	0	125	1,500	0	(125)		
0952	Rangers Expenses Allocated	(5,735)	(6,236)	(74,837)	(65,058)	501		
0982	Rangers Expense	0	281	3,380	1,115	(281)		
1012	Tools & Equipment - Low Value	0	83	1,000	0	(83)		
1232	Fire Patrol Wages Expenses	29	0	0	0	29		
	Total Rangers Expenes	29	149	1,812	0			
	<b>Total Law, Order and Fire Safety</b>	<b>23,287</b>	<b>70,931</b>	<b>159,872</b>	<b>124,540</b>			

Appendix A - Education

COA	Education	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0992	Pre-School Repairs & Maintenance	37	652	7,839	670	(615)		
	<b>Operating Revenue</b>							
0993	Lease/Rental Income - Pre-School	0	(610)	(7,320)	(7,149)			
	<b>Total Education</b>	<b>37</b>	<b>42</b>	<b>519</b>	<b>(6,479)</b>			

Appendix A - Health

COA	Health Inspection and Administration	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
1282	Pool Inspections Expense	116	126	1,515	1,317	(10)		
1292	Health Expenses General	128	321	3,866	4,300	(193)		
1402	Health Expenses - Admin Allocation	1,870	1,329	15,952	12,429	541		
	Total Operating Expenditure	2,113	1,776	21,333	18,046			
	<b>Operating Revenue</b>							
1383	Swimming Pool Inspection Fees	(1,114)	(91)	(1,100)	(1,122)	(1,023)		
1393	Licences Income Received - Caravan Park	0	(29)	(350)	(354)	29		
1573	Health Septic Fees	(339)	(166)	(2,000)	(2,763)	(173)		
1583	Health Administration Fees	(339)	(166)	(2,000)	(2,938)	(173)		
	Total Operating Revenue	(1,792)	(452)	(5,450)	(7,177)			
	Total Health Inspection and Administration	322	1,324	15,883	10,869			

COA	Other Health	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
1812	Donations.	0	0	0	4,760	0		
	Total Other Health	0	0	0	4,760			
	<b>Total Health</b>	<b>322</b>	<b>1,324</b>	<b>15,883</b>	<b>15,629</b>			

Appendix A - Housing

COA	Housing	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/201 Full Budget	2013/201 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
2302	Staff Housing - Admin Allocation	1,470	1,045	12,543	9,772	425		
2422	Rangers Allocation Expenses	389	422	5,075	4,412	(33)		
2522	Staff Housing Repairs & Maintenance	523	183	2,200	11,142	340		
2532	Staff Housing Insurance.	0	0	0	1,763	0		
7172	Staff Housing Depreciation	0	250	3,000	2,992	(250)		
2512	Repairs & Maintenance - Non Employee Housing	818	679	8,168	0	139		
2542	Housing Other Depreciation	0	150	1,800	1,491	(150)		
	Total Operating Expenditure	3,199	2,729	32,786	31,572			
	<b>Operating Revenue</b>							
2543	Rental Income - Staff Housing	0	0	0	(5,260)	0		
2563	Staff Housing Income	0	0	0	(17,626)	0		
8023	Profit on Sale of Asset.	0	0	0	(194,820)	0		
2553	Rental Income - Non Employee Housing	(2,520)	(780)	(9,360)	(10,275)	(1,740)		
4713	Reimbursements Received	0	0	0	(687)	0		
	Total Operating Revenue	(2,520)	(780)	(9,360)	(228,668)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2544	Capital Expenditure - Housing (L&B)	0	0	0	22,156	0		
2550	Building Reserve - Transfer To	1,180	5,083	61,000	(48,705)	(3,903)		
0805	Proceeds from Disposal of Asset - Housing	0	(5,416)	(65,000)	(517,490)	5,416		
	Total Capital / Reserves	1,180	(333)	(4,000)	(544,039)			
	<b>Total Housing</b>	<b>1,859</b>	<b>1,616</b>	<b>19,426</b>	<b>(741,135)</b>			

Appendix A - Community Amenities

COA	Natural Resource Management	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Revenue</b>							
2033	Nacc (Other) Grants Income.	0	0	0	(12,700)	0		
2123	State NRM Community Grant	0	0	0	(75,000)	0		
3073	PROFIT/LOSS ON SALE	0	0	0	(3,343)	0		
	Total Operating Revenue	0	0	0	(91,043)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2075	Proceeds from Disposal of Assets	0	0	0	(16,013)	0		
	Total Capital / Reserve Transfers	0	0	0	(16,013)			
	Total Natural Resource Management	0	0	0	(107,055)			



Appendix A - Community Amenities

COA	Sanitation - Household Refuse	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
1762	Domestic Rubbish Collection Expenses	0	11,531	138,375	115,985	(11,531)	*	Timing
1772	Sanitation Household Refuse Depreciation	0	333	4,000	4,008	(333)		
1792	Refuse Site Repairs & Maintenance	728	2,319	27,832	11,428	(1,591)		
2502	Domestic Rubbish - Admin Expenses	3,668	2,607	31,292	24,383	1,061		
	Total Operating Expenditure	4,396	16,790	201,499	155,805			
	<b>Operating Revenue</b>							
1903	Domestic Rubbish Collection Fees	(82,225)	(91,325)	(91,325)	(75,900)	9,100		
1904	Additional Domestic Rubbish Collection	(14,625)	(5,200)	(5,200)	(10,125)	(9,425)		
	Total Operating Revenue	(96,850)	(96,525)	(96,525)	(86,025)			
	Total Sanitation - Household Refuse	(92,454)	(79,735)	104,974	69,780			

Appendix A - Community Amenities

COA	Sanitation - Other	31-Jul-14 YTD Actual	31-Jul-14 YTD	2014/2015 Full	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
1872	Street Rubbish Collection Expenses	26	28	341	296	(2)		
1882	Parks & Gardens Rubbish Collection Expenses	1,170	1,727	20,737	11,162	(557)		
1892	Waste Management Facility Improvement Pla	0	2,541	30,493	13,975	(2,541)		
1912	Refuse Collection Expenses	0	458	5,500	2,595	(458)		
	Total Operating Expenditure	1,196	4,754	57,071	28,029			
	<b>Operating Revenue</b>							
1883	Waste Management Facility Improvement Pla	0	(1,533)	(18,400)	(22,490)			
	<b>Capital Expenditure / Reserve Transfers</b>							
1894	Tfr to Unspent Grants Reserve	24	0	0	12,092			
	Total Sanitation - Other	1,220	3,221	38,670	17,632			

Appendix A - Community Amenities

COA	Protection of Environment	31-Jul-14 YTD Actual	31-Jul-14 YTD	2014/2015 Full	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
1902	Grant Expenditure - Other	0	0	165,300	15,223	0		
1942	NACC (Other) Grants Expenditure	0	0	0	13,150	0		
2022	Landcare Expenditure	0	2,083	25,000	15,769	(2,083)		
2040	Dolby Creek Expenditure	0	0	0	15,596	0		
2042	Declared Species Group Expenses	0	1,241	14,897	25,693	(1,241)		
2062	Coastal Planning Projects Expenses	0	3,333	40,000	0	(3,333)		
2072	Rangers Allocation	67	72	871	757	(5)		
2312	Sundry Expenses (P of E)	0	0	0	581	0		
	Total Operating Expenditure	67	6,729	246,068	86,769			
	<b>Operating Revenue</b>							
2203	Grant Income - Other	(36,300)	(9,692)	(116,300)	0	(26,608) *		Timing
2213	Declared Species Grant Income	0	(620)	(7,449)	(21,845)	620		
2923	Dolby Creek Management Plan Income (gst free)	0	0	0	(15,796)	0		
2933	Sundry Income (P of E)	0	0	0	(4,229)	0		
	Total Operating Revenue	(36,300)	(10,312)	(123,749)	(41,870)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2054	Tfr to Unspent Grant Reserve	161	0	0	79,949	161		
2080	Transfer to Landcare Reserve	167	166	2,000	2,127	1		
2071	Unspent Grants Reserve - Transfer From	0	(7,670)	(92,041)	0	7,670		
	Total Capital Expenditure / Reserve Transfers	328	(7,504)	(90,041)	82,076			
	Total Protection of Environment	(35,906)	(11,087)	32,279	126,975			

Appendix A - Community Amenities

COA	Town Planning and Regional Development	31-Jul-14 YTD Actual	31-Jul-14 YTD	2014/2015 Full	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0942	Town Planning Depreciation	0	933	11,200	9,305	(933)		
2102	Workers Compensation Insurance	1,813	302	3,624	3,296	1,511		
2112	Salary Expense	20,872	15,164	181,970	174,866	5,708		
2122	Superannuation - Council Maximum of 3%	377	256	3,084	3,127	121		
2132	Superannuation - SGC 9%	1,931	1,338	16,063	16,347	593		
2142	Interest Expense - Loan 94 - Buller River	0	187	2,248	2,034	(187)		
2182	Other Employee Expenses	0	983	11,800	6,838	(983)		
2192	Heritage Expenses	0	333	4,000	0	(333)		
2202	Town Planners Expenses	93	166	2,000	1,754	(73)		
2222	Motor Vehicle Expenses	249	666	8,000	9,281	(417)		
2232	Legal Expenses - Town Planners	0	833	10,000	15,009	(833)		
2242	Engineering Expenses	0	1,250	15,000	9,920	(1,250)		
2252	Advertising Expenses	0	416	5,000	9,164	(416)		
3012	Admin Allocation Expenses	9,490	6,747	80,971	63,092	2,743		
7052	Surveying & Land Expenses	0	3,333	40,000	31,206	(3,333)		
7062	Reimbursements	0	0	0	272,727	0		
7072	Planning Projects - Expenses	0	6,666	80,000	138,875	(6,666)		
	Total Operating Expenditure	34,823	39,573	474,960	766,841			
	<b>Operating Revenue</b>							
0163	Town Planning Projects - Income	0	(6,039)	(72,475)	(316,727)	6,039		
0343	Contributions & Reimbursements	(26,044)	0	0	(118,184)	(26,044) *		Eliza Shaw fencing project
2233	Town Planning Fees Income - GST Free	(5,886)	(2,666)	(32,000)	(38,273)	(3,220)		
2243	Outsourced Planning Fees - Other LGs	0	(3,333)	(40,000)	(47,398)	3,333		
2263	Town Planning Fees Income - GST inc	0	(125)	(1,500)	(1,191)	125		
3603	Heritage Income	0	(166)	(2,000)	(647)	166		

Appendix A - Community Amenities

	Total Operating Revenue	(31,929)	(12,329)	(147,975)	(522,420)			
COA	Town Planning and Regional Development	31-Jul-14 YTD Actual	31-Jul-14 YTD	2014/2015 Full	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Capital Expenditure / Reserve Transfers</b>							
2254	Tfr from Unspent Grant Reserve	146	(6,041)	(72,475)	72,474	6,187		
2274	Capital Expenditure - Plant & Equipment	0	0	0	(550)	0		
2294	Principal Repayments - Loan 94 - Buller River	0	1,760	21,120	21,120	(1,760)		
4801	Transfer To Land Development Reserve	236	225	2,700	2,938	11		
4820	Legal Reserve - Transfer To	56	54	650	681	2		
		438	(4,002)	(48,005)	96,664			
	Total Town Planning and Regional Developme	3,332	23,242	278,980	341,085			

Appendix A - Community Amenities

COA	Other Community Amenities	31-Jul-14 YTD Actual	31-Jul-14 YTD	2014/2015 Full	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
3102	Cemetery Expenses	153	537	6,470	2,836	(384)		
3132	Community Development Expenses	0	4,806	57,674	1	(4,806)		
3212	Other Community Amenities Depreciation	0	166	2,000	2,006	(166)		
3222	Community Growth Fund	0	2,500	30,000	0	(2,500)		
	Total Operating Expenditure	153	8,009	96,144	4,842			
	<b>Operating Revenue</b>							
3113	Cemetery Income Received	0	(125)	(1,500)	(2,405)	125		
3633	Grant - Community Development	0	(4,389)	(52,674)	0	4,389		
	Total Operating Revenue	0	(4,514)	(54,174)	(2,405)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2415	Capital Expenditure Nabawa Cemetery (P&O)	35	2,479	29,748	2,672			
	Total Other Community Amenities	187	5,974	71,718	5,110			
	<b>Total Community Amenities</b>	<b>(123,620)</b>	<b>(58,385)</b>	<b>526,621</b>	<b>453,526</b>			

Appendix A - Recreation Culture

COA	Public Halls and Civic Centres	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	> \$10K	Comments
	<b>Operating Expenditure</b>							
2602	Public Halls Depreciation	0	33	400	356	(33)		
2722	Public Halls & Showgrounds Expense	3,790	4,584	22,334	25,409	(794)		
2732	Nabawa Community Centre Expenses	5,036	5,691	68,342	43,059	(655)		
2742	Loan 89 Interest - Nabawa Stadium Upgrade	0	262	3,154	3,493	(262)		
3202	Public Halls Admin Allocation	2,840	2,019	24,230	18,880	821		
	Total Operating Expenditure	11,666	12,589	118,460	91,197			
	<b>Operating Revenue</b>							
2443	Yuna Hall Hire Income Received	0	(8)	(100)	0	8		
2453	Showground/Halls Income Received	(95)	(88)	(1,060)	(1,578)	(7)		
3423	Grant Income - Yuna Community Centre	0	0	(700,000)	0	0		
	Total Operating Revenue	(95)	(96)	(701,160)	(1,578)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2644	CAPITAL EXP. - LAND & BLGDS	722	67,500	810,000	39,612	(66,778)		
4925	Principal Repayment - Loan 89	0	587	7,050	8,243	(587)		
7385	Building Reserve - Transfer from	0	(8,333)	(100,000)	0	8,333		
	Total Capital Expenditure / Reserve Transfers	722	59,754	717,050	47,855			
	Total Public Halls and Civic Centres	12,293	72,247	134,350	137,474			

Appendix A - Recreation Culture

COA	Swimming Areas and Beaches	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	> \$10K	Comments
	<b>Operating Expenditure</b>							
3302	Swimming Pool Admin Allocations	2,854	2,029	24,352	18,975	825		
3412	Coronation Beach Expenses	3,403	3,434	41,234	30,916	(31)		
7082	Beaches Depreciation	0	708	8,500	8,451	(708)		
	Total Operating Expenditure	6,258	6,171	74,086	58,342			
	<b>Operating Revenue</b>							
3443	Coronation Beach Camping Fees	(6,342)	(5,166)	(62,000)	(69,219)	(1,176)		
3444	Fig Tree Camping Fees	(902)	(458)	(5,500)	(6,796)	(444)		
	Total Operating Revenue	(7,244)	(5,624)	(67,500)	(76,014)			
	<b>Capital Expenditure / Reserve Transfers</b>							
7164	Land and Buildings	0	416	5,000	0			
	Total Swimming Areas and Beaches	(987)	963	11,586	(17,673)			



Appendix A - Recreation Culture

COA	Other Recreation and Sport	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	> \$10K	Comments
	<b>Operating Expenditure</b>							
1462	Mower Repairs & Maintenance	304	563	6,757	4,635	(259)		
1472	Yuna Oval Expenses	5	251	3,022	584	(246)		
1482	Sporting Clubs Expenses	3,920	6,012	72,211	60,693	(2,092)		
2642	Parks, Gardens Expense	2,135	4,775	57,436	23,874	(2,640)		
2702	Indoor Complex Expense	2,422	977	11,732	6,016	1,445		
2712	Tennis Clubs Expenses	158	1,876	6,293	3,956	(1,718)		
2752	Nabawa - Sport Complex Expense	249	1,082	13,007	6,488	(833)		
3442	Rec & Sport Admin Allocations	5,680	4,038	48,462	37,761	1,642		
7022	Parks & Gardens Depreciation	0	1,333	16,000	15,773	(1,333)		
7092	Other Rec & Sports Depreciation	0	458	5,500	5,469	(458)		
	Total Operating Expenditure	14,874	21,365	240,420	165,248			
	<b>Total Revenue</b>							
2743	Sports Club Hire Income	0	(412)	(4,950)	(4,095)	412		
2803	Grants & Other Income Received	0	0	(272,727)	0	0		
	Total Operating Revenue	0	(412)	(277,677)	(4,095)			
	<b>Capital Expenditure / Reserve Transfers</b>							
2834	Land & Buildings - Capital Expense	0	25,311	303,727	0			
	Total Other Recreation and Sport	14,874	46,264	266,470	161,153			

Appendix A - Recreation Culture

COA	Libraries	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	> \$10K	Comments
	<b>Operating Expenditure</b>							
2902	Library Expense	32	166	2,000	1,080	(134)		
2912	Honorarium Yuna Librarian	0	83	1,000	1,000	(83)		
3582	Libaries Admin Allocations	3,996	2,841	34,094	26,565	1,155		
6922	Libraries Depreciation	0	5	60	56	(5)		
	<b>Total Libraries</b>	<b>4,028</b>	<b>3,095</b>	<b>37,154</b>	<b>28,701</b>			

Appendix A - Recreation Culture

COA	Other Culture	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	> \$10K	Comments
	<b>Operating Expenditure</b>							
3602	Historical Roads Board Building Expense	251	693	8,325	4,483	(442)		
3626	Museum & Clarrie Milne Collection Expense	555	687	8,251	2,530	(132)		
3652	Other Culture Depreciation	0	333	4,000	3,806	(333)		
3662	Community Heritage Programs	0	2,083	25,000	15,224	(2,083)		
	Total Operating Expenditure	806	3,796	45,576	26,044			
	<b>Operating Revenue</b>							
3445	Grant Funding Received	0	(7,083)	(85,000)	(40,089)	7,083		
3623	Reimbursements & Contributions - Culture	0	0	0	(1,023)	0		
	Total Operating Revenue	0	(7,083)	(85,000)	(41,112)			
	<b>Capital Expenditure / Reserve Transfers</b>							
3604	CAPITAL EXP. - LAND & BLGDS	0	6,666	80,000	30,290			
	Total Other Culture	806	3,379	40,576	15,222			
	<b>Total Recreation and Culture</b>	<b>31,014</b>	<b>125,948</b>	<b>490,137</b>	<b>324,877</b>			

Appendix A - Transport

COA	Road Constuction	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
3702	Road Construction - Admin Allocation	8,077	5,742	68,914	53,700	2,335		
	<b>Operating Revenue</b>							
3154	Main Roads - Black Spot Funding (Income)	0	(4,166)	(50,000)	(14,524)	4,166		
3173	MW Regional Road Funding	(359,543)	(53,443)	(641,319)	(309,075)	(306,100) *		Timing
3183	R4R Grant Income	0	(50,000)	(600,000)	(367,365)	50,000		
3193	R2R (Construction) Income	0	(20,000)	(240,000)	(174,179)	20,000		
	Total Operating Revenue	(359,543)	(127,609)	(1,531,319)	(865,143)			
	<b>Capital Expenditure / Reserve Transfers</b>							
3125	Royalties for Regions (R4R) Expenditure	0	0	1,061,641	987,369	0		
3126	Regional Road Group (RRG) Expenditure	96,545	71,665	860,000	621,330	24,880		
3170	Tf To Unspent Grants/loans Res.	738	0	0	366,757	738		
3184	Council Funded Roadworks Expenditure	0	0	1,259,202	13,636	0		
3234	Blackspot Program Expenditure	0	0	0	83,404	0		
4840	Transfer to Roadworks Reserve	221	225	2,700	2,700	(4)		
	Total Capital Expenditure / Reserve Transfers	97,505	71,890	3,183,543	2,075,197			
	Total Road Construction	(253,960)	(49,977)	1,721,138	1,263,754			

Appendix A - Transport

COA	Road Maintenance	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
3372	Road Maintenance Expense	61,843	25,457	305,486	540,992	36,386	*	Timing
3502	Depot Maintenance	2,131	1,449	17,459	22,956	682		
3512	Street Lighting Expense	0	775	9,300	9,738	(775)		
3522	Depot Building Depreciation	0	291	3,500	3,077	(291)		
3532	STREET TREES	0	583	7,000	7,000	(583)		
3542	Roman Roads - User Group.	0	408	4,901	4,902	(408)		
3562	Road Sign Expense	0	416	5,000	0	(416)		
3592	Depot Tools (Not Capitalised)	0	208	2,500	0	(208)		
3802	Road Maintenance Admin Allocation	8,805	6,260	75,125	58,538	2,545		
6912	Roads Depreciation	0	60,833	730,000	728,955	(60,833)		
	<b>Total Operating Expenditure</b>	72,779	96,680	1,160,271	1,376,159			Depn not calculated until after audit
	Operating Revenue							
3143	MRWA Direct Grant.	(90,364)	(99,400)	(99,400)	(91,440)	9,036		
3153	Other General Income	0	0	0	(0)	0		
3393	Hudson Resources - Dartmoor Road	0	(1,048)	(12,586)	(38,367)	1,048		
	<b>Total Operating Revenue</b>	(90,364)	(100,448)	(111,986)	(129,807)			
	Capital Expenditure / Reserve Transfers							
3264	Capital Exp. - Depot Construction.	0	833	10,000	0	(833)		
3171	T/f Fr Unspent Grants/loans Res.	0	0	(367,365)	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	0	833	(357,365)	0			
	<b>Total Road Maintenance</b>	(17,585)	(2,935)	690,921	1,246,351			

Appendix A - Transport

COA	Road Plant Purchases	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
3572	Interest Expense - Loan 93	0	269	3,238	3,896	(269)		
3576	Interest Expense - Loan 95	201	247	2,958	2,735	(46)		
3580	Interest Expense - Loan 92	0	0	0	1,818	0		
3642	Loss on Sale Assets.	0	316	3,789	0	(316)		
3912	Interest Expense - Loan 96	0	452	5,433	0	(452)		
	Total Operating Expenditure	201	1,284	15,418	8,449			
	<b>Operating Revenue</b>							
3543	Profit on Sale of Assets	0	(1,195)	(14,338)	0	1,195		
	Total Operating Revenue	0	(1,195)	(14,338)	0			
	<b>Capital Expenditure / Reserve Transfers</b>							
3554	Plant & Equipment Purchases	0	0	143,986	205,968	0		
3574	Principal Repayment - Loan 93	0	0	103,497	71,493	0		
3577	Principal Repayments - Loan 95	1,711	1,661	19,941	19,941	50		
3581	Principal Repayments - Loan 92	0	0	0	65,788	0		
7135	Loan Funds Rec'd.	0	0	0	(151,500)	0		
3575	Proceeds from Sale of Plant & Equip	0	(1,667)	(20,000)	(40,000)	1,667		
	Total Capital Expenditure / Reserve Transfers	1,711	(6)	247,423	171,690			
	Total Road Plant Purchases	1,913	83	248,504	180,139			

Appendix A - Transport

COA	Traffic Control	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
4102	Traffic Admin Allocation	9,176	6,524	78,292	61,005	2,652		
6502	Vehicle Examination Expense	1,121	408	4,912	4,466	713		
7572	Traffic Counters Expense	0	41	500	0	(41)		
	Total Operating Expenditure	10,297	6,973	83,704	65,471			
	<b>Operating Revenue</b>							
7513	Licensing Commission Income	(211)	(500)	(6,000)	(6,064)	289		
7523	Vehicle Examination Fees Received	(153)	(283)	(3,400)	(4,324)	130		
	Total Operating Revenue	(364)	(783)	(9,400)	(10,388)			
	<b>Capital Expenditure / Reserve Transfers</b>							
7574	Capital Exp. - Tools & Equip.	0	2,011	24,136	9,071	(2,011)		
7685	Proceeds from Disposal of Assets	0	0	0	(1,200)	0		
	Total Capital Expenditure / Reserve Transfers	0	2,011	24,136	7,871			
	Total Traffic Control	9,932	8,201	98,440	62,954			
	<b>Total Transport</b>	<b>(259,700)</b>	<b>(44,628)</b>	<b>2,759,003</b>	<b>2,753,199</b>			

Appendix A - Economic Services

COA	Rural Services	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
4462	Rural Services Admin Allocation	642	456	5,479	4,269	186		
6722	Noxious Weeds & Pest Expense	468	416	5,000	3,213	52		
	Total Operating Expenditure	1,110	872	10,479	7,482			
	<b>Capital Expenditure / Reserve Transfers</b>							
4404	CAPITAL EXP. - PLANT & EQ.	0	1,250	15,000	0			
	Total Rural Services	1,110	2,122	25,479	7,482			



Appendix A - Economic Services

COA	Rural Services	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
3952	Tourism Signage Expense	0	83	1,000	0	(83)		
3982	Tourism Expense	186	368	4,424	2,107	(182)		
4282	Promotional Expense	0	100	1,200	560	(100)		
4132	Building Surveyor Expenses	8,126	7,528	90,374	106,780	598		
4622	Building Admin Allocation	6,408	4,555	54,668	42,599	1,853		
	Total Operating Expenditure	14,720	12,634	151,666	152,046			
	<b>Operating Revenue</b>							
4153	Building Licenses Income	(2,139)	(1,250)	(15,000)	(24,654)	(889)		
4163	Builder's Registration Board Fee	0	(25)	(300)	0	25		
4173	CTF Commissions Received	0	(12)	(150)	(329)	12		
4213	Building Commissions Received	0	(33)	(400)	(409)	33		
	Total Operating Revenue	(2,139)	(1,320)	(15,850)	(25,392)			
	Total Rural Services	12,581	11,314	135,816	126,654			

Appendix A - Economic Services

COA	Other Economic Services	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
4232	Water Supply Stand Pipes Expense	0	41	500	5,003	(41)		
4242	Rehab. Gravel Pits Expense	0	833	10,000	0	(833)		
4252	Purchase of Stamps.	0	29	350	82	(29)		
4272	Other Expenditure	5,149	999	12,000	11,029	4,150		
	Total Operating Expenditure	5,149	1,902	22,850	16,114			
	<b>Operating Revenue</b>							
4223	Commission Received Australia Post	(297)	(291)	(3,500)	(4,303)	(6)		
4243	Annual Post Office Box Fee	0	(20)	(250)	(36)	20		
4253	Postage Stamp Income	(20)	(12)	(150)	(128)	(8)		
4273	Standpipe Water Income	0	0	0	(169)	0		
4333	Photocopying Income	(2)	(16)	(200)	(462)	14		
4913	Shire Reserve Income	0	(37)	(450)	(450)	37		
	Total Operating Revenue	(318)	(376)	(4,550)	(5,548)			
	<b>Capital Expenditure / Reserve Transfers</b>							
4760	Water Strategy Reserve - Transfer To	27	29	350	332			
	Total Other Economic Services	4,858	1,555	18,650	10,897			
	<b>Total Economic Services</b>	<b>18,548</b>	<b>14,991</b>	<b>179,945</b>	<b>145,034</b>			

Appendix A - Other Property and Services

COA	Plant Depreciation	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
5012	Plant Depreciation	0	16,666	200,000	160,135	(16,666)	*	Depn not calculated yet Depn not calculated yet
6890	Depn Posted to Jobs	(5,011)	(16,666)	(200,000)	(160,135)	11,656	*	
	Total Plant Depreciation	(5,011)	0	0	0			

COA	Private Works	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
7302	Private Works Expense	1,140	4,164	49,969	28,570	(3,024)		
	<b>Operating Income</b>							
7333	Private Works Income	0	(4,792)	(57,500)	(32,460)	4,792		
	Total Private Works	1,140	(628)	(7,531)	(3,890)			

Appendix A - Other Property and Services

COA	Public Works Overheads	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
0342	PROVISION FOR LSL	0	0	0	12,459	0		
4312	Superannuation - Max 3% Works Staff	739	382	4,585	6,541	357		
4322	Superannuation SCG 9% - Works Supervisor	800	620	7,450	5,280	180		
4332	Superannuation SCG 9% Works Staff	5,828	4,664	55,973	55,335	1,164		
4342	Salary Works Supervisor	15,477	7,056	84,680	87,773	8,421		
4352	Superannuation Max 3% - Works Supervisor	260	175	2,100	1,713	85		
4372	Public Works Sundry Expense	4,370	3,166	38,000	60,754	1,204		
4382	Works Supervisor - Conference Attendance	35	250	3,000	0	(215)		
4392	External Engineering Services	0	2,083	25,000	19,324	(2,083)		
4402	Sick Leave	1,140	2,013	24,161	7,753	(873)		
4412	Annual Leave	655	4,731	56,779	57,490	(4,076)		
4432	Public Holiday Pay	0	2,013	24,161	22,558	(2,013)		
4442	Occupational Health & Safety Expense	0	833	10,000	6,224	(833)		
4452	Protective Uniform/ Minor Workwear	0	858	10,300	5,467	(858)		
4602	Training Expense	0	416	5,000	70	(416)		
4652	Works Staff Housing Allowance	2,351	2,989	35,875	20,041	(638)		
4662	Public Works Expense Recoverable	0	0	0	660	0		
5202	Public Works Overheads - Admin Allocation	11,859	8,431	101,181	78,842	3,428		
6782	Workers Compensation Insurance	9,061	1,510	18,121	12,719	7,551		
7422	Less PWO Allocated to W & S	(52,031)	(41,780)	(501,367)	(448,474)	(10,251) *		Timing
	Total Operating Expenditure	546	410	5,000	12,528			
	<b>Operating Revenue</b>							
0333	Contr. & Reim. (PWO).	0	0	0	(810)	0		
	<b>Capital Expenditure / Reserve Transfers</b>							
7631	T/f From Leav Reserve-pwo	0	0	0	(12,459)	0		
	Total Public Works Overheads	546	410	5,000	(741)			

Appendix A - Other Property and Services

COA	Plant Operation Costs	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
4472	In House Repairs & Maintenance	3,660	14,860	178,320	67,868	(11,200)	*	Timing
4482	Tyre Purchase Expense	459	4,166	50,000	45,675	(3,707)		
4492	Parts & Outside Repairs Expense	9,145	20,318	243,837	230,605	(11,173)	*	Timing - under budget
4502	Plant Licences Expense	0	458	5,500	5,467	(458)		
4512	Less POC Allocated to W & S	(33,319)	(64,907)	(778,895)	(764,889)	31,588	*	Timing
4532	Tools & Consumables	173	1,000	12,000	13,916	(827)		
4542	Fuel, Oil & Grease	789	0	330,000	326,526	789		
4552	Cutting Edges & Tips	0	1,083	13,000	14,366	(1,083)		
5112	Plant Operator - Admin Allocation	9,134	6,493	77,925	60,720	2,641		
6772	Plant Insurance Expense	32,912	35,842	35,842	43,959	(2,930)		
	Total Operating Expenditure	22,952	19,313	167,529	44,212			
	<b>Operating Revenue</b>							
4503	Sale of Scrap.	0	(20)	(250)	0	20		
4513	Diesel Fuel Rebate Received	0	(1,250)	(15,000)	(43,906)	1,250		
4983	Income Received	0	0	0	(376)	0		
	Total Operating Revenue	0	(1,270)	(15,250)	(44,282)			
	<b>Capital Expenditure / Reserve Transfers</b>							
4645	T/f To Lt Vehicle Reserve	0	417	5,000	0			
	Total Plant Operation Costs	22,952	18,460	157,279	(70)			

Appendix A - Other Property and Services

COA	Salaries and Wages	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
4362	Unallocated Wages	0	0	0	576	0		
4570	Salary & Wages Expense - Admin	96,604	73,359	880,311	889,113	23,245	*	Timing
4580	Salary & Wages Expense - Works	87,596	70,504	846,049	728,708	17,092	*	Timing
4592	Workers Compensation Paid	6,435	0	0	17,181	6,435		
4600	Less Salary & Wages Allocated	(184,200)	(143,863)	(1,726,360)	(1,617,821)	(40,337)	*	Timing
	Total Operating Expenditure	6,435	0	0	17,757			
	<b>Operating Revenue</b>							
4613	Salaries & Wages Reimbursement Received	(11,297)	0	0	(11,302)			
	Total Salaries and Wages	(4,862)	0	0	6,455			

COA	Unclassified	31-Jul-14 YTD Actual	31-Jul-14 YTD Budget	2014/2015 Full Budget	2013/2014 Actual	YTD Var	>\$10K	Comments
	<b>Operating Expenditure</b>							
5022	Overpayments Refunded.	0	0	0	7,374	0		
	<b>Operating Revenue</b>							
5023	OVERPAYMENTS RECEIVED	0	0	0	(7,374)	0		
	Total Unclassified	0	0	0	0			
	<b>Total Other Property and Services</b>	<b>14,765</b>	<b>18,242</b>	<b>154,748</b>	<b>1,755</b>			

# **9.3 Chief Executive Officer August 2014**

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## **Contents**

### **9.3 AGENDA ITEMS**

- 9.3.1 Records Management Plan Review
- 9.3.2 Men's Shed Project
- 9.3.3 Community Growth Fund – Operational Procedures
- 9.3.4 Yuna Community Centre – Working Group
- 9.3.5 Waste Management Facilities Improvement Plan

<b>AGENDA ITEM:</b>	<b>9.3.1</b>
<b>SUBJECT:</b>	<b>RECORDS MANAGEMENT PLAN REVIEW</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>ADMINISTRATION</b>
<b>FILE REFERENCE:</b>	<b>411.06</b>
<b>PREVIOUS REFERENCE:</b>	<b>NA</b>
<b>DATE:</b>	<b>20<sup>th</sup> AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER; &amp; DI RAYMOND, MANAGER FINANCE &amp; CORPORATE SERVICES</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Section 19 of the *State Records Act 2000* requires every government organisation to have a Recordkeeping Plan (RKP) approved by the State Records Commission. The purpose of this RKP is to enable the State Records Office of WA to establish the present situation in respect to recordkeeping across the state. Priority areas and issues for attention will be identified so that strategies can be put in place to ensure better practice recordkeeping, user friendly assessability and effective preservation of records.

The RKP is intended to provide a framework for the management of records and to provide a basis to demonstrate sound business practices are in place to identify and list what and how the records of the organisation are:

- Created
- Collected
- Accessed
- Retained; and
- Disposed of.

Aside from demonstrating that we meet our legal obligations and responsible records management practices are in place, this RKP offers the opportunity for us to look more closely at how both elected members and staff can operate more efficiently to ensure that valuable records are protected in the event of an unforeseen circumstance.

**COMMENT**

A copy of the amended Recordkeeping Plan has been provided with this Agenda (under separate attachment), which has tracked changes as part of the review for Council consideration.

Record Keeping Plan

Although it is not a requirement of the State Records Office for Council to adopt the plan, the plan is being presented to Council for endorsement. Attached to the plan is a Record Keeping Procedure (supplied under separate attachment) that has been endorsed by the CEO. This manual is intended as a tool to be used by Management and Staff in the course of their day to day operations.

**STATUTORY ENVIRONMENT**

Section 19 of the *State Records Act 2000*

**POLICY IMPLICATIONS**

The RKP will be imbedded into Council’s Policy & Procedures Manual for staff operational reference and guidance.

**FINANCIAL IMPLICATIONS**

As part of the review of the document an assessment of the current risks in regard to storage of records at the Shire identified fire as a risk. Vital records are stored in the strong room in the reception area and it has been identified that some work is required to make it fire retardant or resistant. There may be a financial cost associated with this works however the extent is not



known at this time. This will be investigated and included into the March 2015 Building & Disability Services Committee meeting for 2015/2016 budget consideration.

- **Long Term Financial Plan (LTFP):**

No affect on the LTFP.

**STRATEGIC IMPLICATIONS**

It is strategically sound management to plan for unforeseen circumstances in order to preserve essential and vital records for the ongoing management of the shire. Therefore, a realistic RKP is essential for the legislative, operational and historical requirements of the organisation.

- **Strategic Community Plan/Corporate Business Plan:**

<b>Leadership</b>	<ul style="list-style-type: none"><li>• Community confidence and trust in Council</li><li>• Contribution to how local issues are managed</li><li>• Effective communication on key decisions</li><li>• A sustainable and progressive Local Government</li></ul>	<ul style="list-style-type: none"><li>• Proportion of people who have trust and confidence in Council</li><li>• Proportion of people who felt confident that their say was taken into consideration</li></ul>
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**VOTING REQUIREMENTS**

Simple majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR FARRELL**

That Council endorses the Record Keeping Plan as presented with changes.

**Voting 5/0  
CARRIED  
Minute Reference 08/14-7**

*Cr Wood and Mrs Raymond left Chambers at 10.17am*

<b>AGENDA ITEM:</b>	<b>9.3.2</b>
<b>SUBJECT:</b>	<b>MEN'S SHED PROJECT</b>
<b>PROPONENT:</b>	<b>MEN'S SHED Inc.</b>
<b>SITE:</b>	<b>LOT 29 CHAPMAN VALLEY ROAD, NABAWA</b>
<b>FILE REFERENCE:</b>	<b>A1338</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REFERENCE 13/3-5</b>
<b>DATE:</b>	<b>20<sup>th</sup> AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

At the March 2014 OCM the following was resolved:

*The Council:*

- 1 *Approve for the Chapman Valley Men's Shed building to be located upon Lot 29 Chapman Valley Road, Nabawa in the North West corner of the area as indicated in Figure 1 of this report.*
- 2 *Delegate authority to the Shire Chief Executive Officer to negotiate a lease with the Chapman Valley Men's Shed Inc. for a term of up to 21 years.*
- 3 *List for later Council consideration in the draft 2013/2014 budget an amount of \$5,000 to contribute towards the Chapman Valley Men's Shed building.*
- 4 *Approve for the temporary siting of a sea container upon the lease area until such time as a new building is constructed, after which time the sea container must be removed.*
- 5 *Advise the applicant that the plans for the new building are required to be approved by Council and a building approval issued for the development.*
- 6 *Request the Shire Community Development Officer to work with the Chapman Valley Men's Shed to explore funding opportunities.*

*Voting 7/0  
CARRIED  
Minute Reference 13/3-5*

At the July 2014 OCM the resolution to adopt the 2014/2015 Budget included the following budget line items:

3132	<u>Community Development - Expenses</u>		
	Chapman Valley Menshed Project		52,674
	Men's Shed Project Shire contribution - Shire In kind \$1,740		5,000
		<b>Total</b>	<b>57,674</b>
3633	<u>Grant - Community Development - Income</u>		
	Chapman Valley Menshed Project - Lotterywest Grant Application		42,974
	Chapman Valley Menshed Project - National Menshed Grant Application		7,500
	Chapman Valley Menshed Project - FRRR approved funding		2,200
		<b>Total</b>	<b>52,674</b>

**COMMENT**

As per the previous resolution of Council, Figure 1 below shows the approved site location for the proposed Men's Shed in Nabawa.

**Figure 1 – Proposed site upon which the Men’s Shed could be located**



As per the attached correspondence received from the Men’s Shed Inc. since the Budget adoption resolution in July 2014 there has been some funding and quote anomalies highlighted. These include:

- i. The funding application through the Australian Menshed Association Building Grants for \$7,500 was unsuccessful;
- ii. Concrete floor installation quote did not include the supply of the concrete, only the site preparation and laying components. Estimated shortfall of \$10,000;
- iii. FRRR grant funds budgeted as income to be received in 14/15; however, this funding has already been received by the Men’s Shed in 13/14 and spent on fit-out items;
- iv. Cost to deliver shed to Geraldton was not included in estimates provided for the Council 14/15 Budget. Estimated at approximately \$350. This leaves the delivery from Geraldton to Nabawa to be either funded or delivery undertaken by Council staff & plant;

A review of the initial Shire budget allocation to the latest project cost and income is summarised in the table below:

Item	2014/2105 Budget allocation		Revised Project Requirements	
	Income	Expenditure	Income	Expenditure
Lotterywest Grant	\$42,974		\$42,974	
National Men’s Shed Grant	\$7,500		Nil	
Foundation for Rural Regional Remote (FRRR) Grant (already received and spent)	\$2,200		Nil	
Shed Construction – Kit & Install		\$35,514		\$32,590
Shed Delivery (Perth – G’ton)		Nil		\$350
Concrete Floor		\$7,000		\$17,000
Electrical Works		\$5,460		\$5,460
Water Utilities		\$7,500		\$7,500
Fit-Out (part only) (to be funded by Men’s Shed)		\$2,200		Nil
<b>Sub Totals</b>	<b>\$52,674</b>	<b>\$57,674</b>	<b>\$42,974</b>	<b>\$62,900</b>
<b>Original Shire</b>	<b>\$5,000</b>			

<b>Contribution</b>				
<b>Requested Shire Contribution</b>			<b>\$15,000</b>	
<b>Men's Shed Contribution (underwritten by Shire and reimbursed by Men's Shed at later date)</b>			<b>\$4,926</b>	
<b>Grand Total</b>	<b>\$57,674</b>	<b>\$57,674</b>	<b>\$62,900</b>	<b>\$62,900</b>

The Men's Shed Inc. is requesting the revised shortfall of \$19,926 (as calculated in the Table above) being covered as follows:

Council – Increase its financial contribution	\$15,000
Council – Underwrite the balance to allow project to be fully completed and the Men's Shed agree to reimburse Council through community crop, raffles, additional grants, etc	\$4,926
<b>Total</b>	<b>\$19,926</b>

### STATUTORY ENVIRONMENT

As the Staff Recommendation is advocating an amendment to the Adopted 14/15 Budget there is a requirement for this to be resolved by an **Absolute Majority**.

No other statutory implications identified.

### POLICY IMPLICATIONS

The initial contribution included in the Adopted 14/15 Budget was not subject to the Shire's *Donations & Grants Policy*, however, this Policy is shown below for Council information:

#### 5.30 DONATIONS AND GRANTS

##### Local Nature

Council shall consider requests for donations on their individual merit however, generally will decline appeals for donations -  
Of a State or National nature, or  
If they are not concerned or connected with the Chapman Valley area.

Exceptions to the above will be -  
Disaster or emergency appeals.

The Chief Executive Officer is delegated authority to authorise donations within budget limitations, up to a maximum of \$200 per application. This amount can be either cash or in-kind (e.g. Private Works).

This delegation is to be in accordance with Council's policy in regards to "Local Nature". (See Delegation No 3005)

All other donations in excess of miscellaneous budget allocations are to be brought back to Council for consideration in Accordance with Policy

##### Applications

Any application made to Council from any Club, or Organisation, seeking the provision of a cash contribution shall be in accordance with, as well as accompanied by, the following information:

- (i) as a general principle, funds for any project will only be considered where maximum Government (State and Federal) funding has been obtained, the Club, or Organisation, is ineligible for Government funding, or Government funding has been refused (in whole or part).
- (ii) Council will be seeking evidence of procurement of, or attempted procurement of, Government grant monies.
- (iii) it must be demonstrated that Council funding is necessary to the success of the project.

- (iv) funds will only be permitted to be used for projects upon land under the care, or control, of Council; unless it otherwise determines.
- (v) detailed project financial information including budget estimates, quotes etc. accompanied by project drawings and specifications, to a satisfactory standard, must be provided.
- (vi) detailed financial information about the Club or Organisation will also need to be provided. Such information will need to include financial statements.
- (vii) Where Council considers the information as provided in accordance with the above to be satisfactory, the provision of any funds will be in accordance with the following;
- (viii) Payment will only be made at the conclusion of the project, and then only in strict accordance with the determination as to amount and conditions as set by Council; unless otherwise agreed upon.
- (ix) Council reserves the right to approve/decline any application irrespective of previous decisions of a similar nature and no prior decision in any way or manner can be construed as setting a precedent.

**FINANCIAL IMPLICATIONS**

The Staff Recommendation is suggesting the additional grant funds requested from Council (i.e. \$10,000) and the estimated balance required to be under-written by Council and reimbursed by the Men’s Shed (i.e. \$4,926) be funded from the Shire’s Building Reserve. Therefore there will be affect on Council’s 2014/2015 Budget.

The additional grant funds being requested (i.e. \$10,000) if funded by the Building Reserve, will obviously have an affect to this value in this Reserve Fund.

- **Long Term Financial Plan (LTFP):**

No affect on the LTFP

**STRATEGIC IMPLICATIONS**

The introduction of Men’s Shed facility will have a positive affect on the community and should be supported.

- **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Outcome
We want inclusive communities	Develop community facilities to provide gathering places, including community centre, swimming pools	Stronger, inclusive communities across the Shire

**VOTING REQUIREMENTS**

**Absolute Majority** – Variation to Adopted Budget

*Cr Wood re-entered Chambers at 10.18am*

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FARRELL**

**SECONDED: CR WARR**

Council:

1. Increase its cash contribution in the 2014/2015 Budget towards the Chapman Valley Men's Shed Project in Nabawa from \$5,000 to \$15,000;
2. Agree to under-write the estimated shortfall of up to \$5,000 towards the Men's Shed Project in Nabawa under the condition this amount is refunded to the Shire by the Chapman Valley Menshed Inc. prior to the 30<sup>th</sup> June 2016;
3. The additional grant funds requested (i.e. \$10,000) and the under-written funds requested (i.e. up to \$5,000) for this project be derived from Council's Building Reserve Fund;
4. The under-written funds for the project (i.e. up to \$5,000) are to be placed back into Council's Building Reserve Fund when refunded to the Shire by the Chapman Valley Menshed Inc.

**Voting 5/0  
CARRIED  
Minute Reference 08/14-8**



RECEIVED  
11 AUG 2014

BY:.....

Record No

Po Box 52  
Nabawa WA 6532

Chapman Valley Shire  
Nabawa 6532

Nabawa 1.8.2014

Chapman Valley Menshed would like to thank the Shire of Chapman Valley for your assistance and support in our goal to build our shed headquarters.

Unfortunately we have recently been notified that we were not successful with the funding application through the Australian Menshed Association Building Grants. We applied for \$7,500 to help fund a water tank, pump and plumbing.

While Lotterywest have provided the funding for the shed, its construction and the concrete works, we would like to request Council consider increasing its financial contribution and underwrite the shortfall of up \$7,500 to enable the project to begin rather than the project being held up by this small sum of money.

It has also come to our attention the quote for the concrete floor did not include the supply of the concrete, only the site preparation and laying component. This has left the Project approximately \$10,000 under funded. This shortfall, along with the fact we have over-budgeted the income by \$2,200 for the fit-out (grant funded by FRRR) as funds have already been spent and delivery of the shed not being included in our costs presented to Council for budget consideration has resulted in the total project being approximately \$14,000 under funded.

Chapman Valley Menshed respectfully are requesting Council:

- increase their financial contribution to the Menshed project from the adopted budget amount of \$5,000 to \$15,000;
- Underwrite an amount of up to \$7,500 with the understanding Menshed Inc. will reimburse these funds to Council as part of its ongoing fund raising exercises (e.g. community crop, raffles, additional grants, etc.)

Chapman Valley Menshed has been raising our own finance through raffles and the community crop. As the community crop cash won't become available until it is harvested and sold, we would appreciate Council support in funding this shortfall in the interim. Chapman Valley Menshed can then reimburse the Shire of Chapman Valley when the crop is harvested and raffle funds raised.

We also have a grant application pending with the CWA for \$10 000 and we will also be active in applying for further funding to assist our project.

Jed Newman  
President

*The meeting adjourned at 10.23am*

*The meeting re-commenced at 10.32am with Mrs Jackson joining the meeting.*

<b>AGENDA ITEM:</b>	<b>9.3.3</b>
<b>SUBJECT:</b>	<b>COMMUNITY GROWTH FUND – OPERATIONAL PROCEDURES</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>411.00</b>
<b>PREVIOUS REFERENCE:</b>	<b>ADOPTED 2014/2105 BUDGET</b>
<b>DATE:</b>	<b>20<sup>th</sup> AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

The 2014/2015 adopted Budget had an amount of \$30,000 allocated to the Community Growth Fund (Other Community Amenities – COA 3102).

The purpose of this Agenda Item is to develop operational procedures to distribute these funds.

**COMMENT**

I have attached a copy of *Draft Community Growth Fund Operational Procedures*, which I have developed from the Procedures used at the Shire of Carnarvon and incorporated the basis of Council’s existing Policy 5.30 for *Donations and Grants*.

Due to the need to commence the grant process as soon as possible I am advocating Council adopt the *Draft Community Growth Fund Operational Procedures* as an interim procedure for the 2104/2015 financial year and allow time to refine this process and introduce new Procedures to improve the process for future allocations.

I have been investigating how other local governments deal with this type of contribution to their communities and believe the Shire of Augusta Margaret River has the best Policy/Procedures for:

- Financial Assistance;
- Sponsorship;
- Donations;
- Waiver of Fees & Charges;
- Contributions;
- Community Development Grants;
- Interest Free Loans.

I have spoken to the Shire of Augusta Margaret River and they have willingly provide me with copies of their Policies & Procedures and are happy for the Shire of Chapman Valley to use these as a template to develop similar Policies/Procedures to suit are circumstances. The intention is to incorporate these type of Policies & Procedures into the revised Policy & Procedures Manual this year.

The intention is to develop a *Community Growth Fund Committee* to work through the application and make recommendations to Council on these applications for Council consideration. It is not intended to provide this Committee with Delegated Authority to allocate the funds as this would result in legal issues in regards to the Committee operations.

It is being proposed the *Community Growth Fund Committee* comprises of the following representatives:

- Two Elected Members;
- Chief Executive Officer (or his delegate);
- Manager Finance & Corporate Services;
- Community Development Officer

All Committee Members will have the ability to vote on recommendations to be made to Council for consideration



## STATUTORY ENVIRONMENT

The *Local Government Act, 1995*, stipulates the following in regards to establishing a Committee:

### 5.8. Establishment of committees

A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

\* *Absolute majority required.*

### 5.9. Committees, types of

(1) In this section —

***other person*** means a person who is not a council member or an employee.

(2) A committee is to comprise —

- (a) council members only; or
- (b) council members and employees; or
- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons; or
- (f) other persons only.

### 5.10. Committee members, appointment of

(1) A committee is to have as its members —

- (a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

\* *Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
  - (a) to be a member of the committee; or
  - (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

## POLICY IMPLICATIONS

The proposed *Draft Community Growth Fund Operational Procedures* will be part of Council's existing Policy & Procedures Manual if adopted. However, as previously mentioned, my intention is to review this Procedure over the next twelve months and recommend new Policies/Procedures to better suit area and circumstances.

**FINANCIAL IMPLICATIONS**

The Community Growth Funds expenditure will be within the annual budget allocation made by Council, with unallocated funds not accruing and carrying forward after 30<sup>th</sup> June each year (i.e. each budget year will be treated separately.

• **Long Term Financial Plan (LTFP):**

No affect on the LTFP

**STRATEGIC IMPLICATIONS**

The introduction of concise policies/procedure for the allocation of funds to the community is considered strategically sound as this will diminish (or remove) any ambiguities within Council and the community of what will be funded and the process to apply for this funding assistance.

• **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Outcome
We want inclusive communities	Develop community facilities to provide gathering places, including community centre, swimming pools	Stronger, inclusive communities across the Shire

**VOTING REQUIREMENTS**

Absolute Majority – To Establish a Committee

Simple Majority – Adopting Procedure

**COUNCIL RESOLUTION / STAFF RECOMMENDATION 1 (Absolute Majority Required)**

**MOVED: CR WOOD**

**SECONDED: CR HUMPHREY**

Council establish a *Community Growth Fund Committee* comprises of the following representatives:

- Two Elected Members;
- Chief Executive Officer (or his delegate);
- Manager Finance & Corporate Services;
- Community Development Officer

Purpose: Evaluate application received for funding under the *Shire of Chapman Valley Community Growth Fund* program in accordance with guidelines, policies and procedures set by Council and make recommendations to Council to allocate funds.

Delegation: Nil

**Voting 5/0  
CARRIED  
Minute Reference 08/14-9**

**COUNCIL RESOLUTION / STAFF RECOMMENDATION 2 (Simple Majority Required)**

**MOVED: CR FARRELL**

**SECONDED: CR WARR**

Council adopts the *Community Growth Fund Operational Procedures* as presented for the allocation of funds under the *Shire of Chapman Valley Community Growth Fund* program subject to on-going revision.

**Voting 5/0  
CARRIED  
Minute Reference 08/14-10**



Shire of  
**Chapman Valley**  
*Love the Rural Life*

**COMMUNITY GROWTH FUND  
*OPERATIONAL PROCEDURES***

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## **INTRODUCTION**

The Shire of Chapman Valley allocates an annual budget amount to form the Community Growth Fund (CGF). The fund provides the Shire of Chapman Valley the opportunity to support and assist services, activities and programmes throughout the Shire.

The intention of the CGF is for funds to be fully allocated within each financial year and there will not be any accrual of unallocated funds beyond the 30<sup>th</sup> June each year.

In the event there are residual unallocated funds at the 30<sup>th</sup> June each year these funds will form part of the Shire's End of Financial position and a new amount placed into the Draft Budget for Council consideration for the forthcoming financial year.

## **AIM**

The Shire of Chapman Valley Community Growth Fund is to provide funds to not for profit community based organisations, event organisers and individuals to support the promotion and development of social, economic, recreational, art and cultural projects for the benefit of residents of the Shire of Chapman Valley.

## **OBJECTIVES**

The Objectives of the Chapman Valley Community Growth Funds are to:

- Assist the efficiency of operations of community groups by improving organisational development, asset purchases, marketing and management.
- Encourage partnerships fostering cooperative planning between groups to maximise effective use of resources
- Increase the range of and access to quality events, activities, services and groups within the Shire of Chapman Valley.
- Support community development initiatives and socially responsible community approaches.
- Encourage the community to actively promote Chapman Valley's positive attributes.
- Encourage the development of excellence and leadership in recreational, sporting, economic, tourist, environmental, skill/capacity building and cultural pursuits.

One of the most effective means of promoting community development is through the use of volunteers and non-government organisations. The Shire of Chapman Valley acknowledges and supports the contribution that community members make of their time, labour and expertise toward improving our community's quality of living.

## **RESPONSIBILITY**

The responsibility for the selection and approval of successful grant applications rests with the Chapman Valley Shire Council who will meet to determine funding allocations. Shire staff plays an important role liaising with CGF applicants to ensure submissions meet criteria described in this guide, and to manage the payment of grants.

## **3. CRITERIA**

A criterion for the assessment of applications to the Fund includes the promotion and development of activities, events, infrastructure and services in the Shire of Chapman Valley such as:

- Arts, culture & entertainment

- Disability Services
- Youth & family services
- Seniors
- Event management & sponsorship
- Natural environment & cultural heritage
- Tourism & promotion
- Sport and recreation
- Health
- Crime prevention & community safety
- Monuments & projects to commemorate
- Events or people
- Upgrading community facilities
- Skill & capacity building

#### 4. ESSENTIAL ELIGIBILITY CRITERIA

**In order to be eligible for funding an organisation must:**

- Council shall consider requests for donations on their individual merit however, generally will decline appeals for applications:
  - ~ of a State or National nature, or
  - ~ if they are not concerned or connected with the Chapman Valley area.
- Be a non-profit organisation and, depending on amount of grant requested, be able to supply audited accounts and annual reports
- Demonstrate a substantial degree of community support and representation
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities
- Reflect the objectives and strategy of the larger association (Local, Regional, State or National). E.g. Tennis West ...and Shire of Chapman Valley Strategic Community Plan <http://www.chapmanvalley.wa.gov.au>
- Agree to complete a specified evaluation report. *Failure to do so may render the applicant ineligible for future funding.*
  - As a general principle, funds for any project will only be considered where maximum Government (State and Federal) funding has been obtained, the Club, or Organisation, is ineligible for Government funding, or Government funding has been refused (in whole or part).
- Council will be seeking evidence of procurement of, or attempted procurement of, Government grant monies.
- It must be demonstrated that Council funding is necessary to the success of the project.
- Detailed project financial information including budget estimates, quotes etc. accompanied by project drawings and specifications, to a satisfactory standard, must be provided.
- Detailed financial information about the Club or Organisation will also need to be provided. Such information will need to include financial statements.

**In order to be eligible for funding an individual must:**

- Achieve or demonstrate recognition in their field of endeavour at a State, National or International level. Recognition at a regional level may be considered in special circumstances
- Demonstrate a substantial degree of community support
- Provide a letter of support from the Association or Organisation relevant to their field of endeavour
- Provide the names and contact details of two referees
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities
- Agree to complete a specified evaluation report. *Failure to do so may render the person ineligible for future funding.*
- Funding application requests for individuals will only be to a maximum of \$1000.00

#### **5. APPLICATIONS**

Applications will only be considered if they are submitted on the CGF Application Form and completed in full. Projects are expected to be conducted within the Shire of Chapman Valley with possible exception of funding to outstanding individuals. Check the Application Form to see if you are required to provide additional information such as:

- Membership information
- Funding profile and non-profit status
- Clear description of your project's broad community benefits
- Marketing intentions and acknowledgment of Shire of Chapman Valley contribution
- Project budget including details of matching funding

#### **FUNDING REQUIREMENTS**

##### **A. MINOR GRANTS - Requests under \$2000**

Typically used for small purchases. Written applications must clearly state:

- amount requested;
- grant purpose;

Other documents we require are:

- Financial statement for the most recently completed financial year
- The most recent annual report or an equivalent document, such as the President's report, outlining activities of the organisation
- Two (2) quotations for all items

##### **B. GENERAL GRANTS and EVENT SPONSORSHIP– Over \$2,000**

Grant requests over \$2,000 will suit community-based organisations seeking management funding (to assist with the running of your organization – including wages & honorariums) or project funding (to help your organization plan and conduct activities).

Some applications for grants in excess of \$10,000 may be deemed inappropriate under the Community Growth Fund guidelines and redirected to other funding avenues, such as the Ministry of Sport and Recreation 'Community Sporting and Recreation Facilities Fund'

(CSRFF), or Lotterywest. Please discuss grant applications for major capital works (e.g. clubroom renovations/upgrades, new facilities) with the Community Services Manager.

Your event need not be considered a major cultural or sporting activity to qualify for funding. For example, you may plan to coordinate a conference or forum aimed at a specific audience or addressing a particular issue. Because your event is likely to attract visitors to the district, and help your organization build networks and broaden it's knowledge base, it is likely to be considered as worthy of funding assistance.

Sponsorship can also be provided in the form of wages for an event co-ordinator or honorarium.

Please discuss your event plans with the Community Development Officer.

#### **C WHAT WONT BE FUNDED**

- Private and commercial business' and organisations
- Applications which are not completed on the CGF form.
- General *ongoing* operational costs of organisations such as, wages, salaries, rent, utilities, e.t.c.
- Political organisations or events.
- Projects or facilities which have none or limited public access.
- Projects or activities which are considered to be hazardous.
- Organisations who have failed to comply with the acquittal process or guidelines for previous grants.

#### **ASSESSMENT AND APPROVAL PROCESS**

##### *ACKNOWLEDGMENT OF APPLICATIONS*

Applications for grants received by the Shire of Chapman Valley on or before the closing date will be registered and an acknowledgment of their receipt sent to applicants.

##### *ASSESSMENT PROCESS*

The Community Growth Fund Committee members will have access to a full copy of all valid applications.

##### *ASSESSMENT CRITERIA*

Eligible organisations and individuals will be ranked and prioritised by examining each of the following:

- Ability to achieve tangible and/or measurable outcomes for the benefit of the Shire of Chapman Valley community;
- Effort for cooperative and partnership arrangements with others;
- Relevance to the current issues and status of the community;
- Evidence of consultations with relevant others in and out of Chapman Valley;
- Levels of volunteer participation and wider community participation;
- Funding history and profile, and capacity to make a significant financial or in-kind contribution to the project;
- Other state/ federal funding available to the applicant;



- Alignment and/or linkages with Local, Regional, State or National Strategic Plans or Objectives of associated organisations.

*NOTIFICATION OF OUTCOME*

All applicants will be notified in writing of the success or otherwise of their application, as soon as Council has finalised its funding commitment. Commencement of the project or expenditure of expected funds must not take place until this notification is received in writing.

**PUBLICITY**

The Shire of Chapman Valley may use your event, project or activity for publicity purposes and if so will ask for promotional material to be used.

*FREEDOM OF INFORMATION*

Applications for funds and other written information provided to Council will be treated confidentially. However, the provisions of the *Freedom of information Act, 1982*, apply to all documents held by the Shire of Chapman Valley.

**DISBURSEMENT OF GRANTS**

Where Council considers the information provided by the applicant in accordance with the these guidelines to be satisfactory, the provision of any funds will be in accordance with the following;

- payment will only be made at the conclusion of the project, and then only in strict accordance with the determination as to amount and conditions as set by Council; unless otherwise agreed upon.
- Council reserves the right to approve/decline any application irrespective of previous decisions of a similar nature and no prior decision in any way or manner can be construed as setting a precedent.

**9. GRANT CONDITIONS**

**PERIOD OF FUNDING**

Community Growth Fund grants become available from 1 September and 1<sup>st</sup> March and must be expended by 30 June following, unless agreed otherwise at the outset **OR** a written request for an extension and carry-over of funds is made to, and approved by, the Chapman Valley Shire Council. Advertisements will be called in August and February of each year.

**PURPOSE OF GRANT**

Funds are allocated only for the purpose of the project as described in the application and must not be used for any other purpose or transferred or assigned to any other party without the prior approval of the Council.

**UNSPENT FUNDS**

Funds which are unspent at the conclusion of the funding period must be returned to Council within 60 days of the completion of the project, activity or event, or the end of the financial year, whichever occurs first. If you anticipate a surplus of funds and have plans for its expenditure you are advised to seek Council approval, bearing in mind the expectation that any secondary project will also have broad benefits to the community.

**ABN/GST REGISTERED**

Incorporated applicants must have an ABN. GST registration is not essential; however the Shire is obliged to meet all relevant GST legislative requirements. Please ensure your budget indicates whether GST is included.

#### **EVALUATION AND ACQUITTAL**

Groups, organisations or individuals receiving grants from the Community Growth Fund must submit to Council acquittal and evaluation of the outcomes of the grant on the prescribed forms provided by Council within 30 days of either the conclusion of the project or activity, or the end of the financial year, whichever falls first.

Information to be provided will include:

#### **FINANCIAL REPORT**

- A statement of actual and budgeted expenditure in relation to the grant. For grants of \$10,000 and over, this statement must be audited.
- Copies of supporting documentation such as of receipts, invoices, accounts and financial statements

#### **GRANT EVALUATION**

Recipients of the grant will be asked to assess their performance according to the following indicators:

- Be a non-profit organisation and, depending on amount of grant requested, be able to supply audited accounts and annual reports.
- The level of public awareness of their activity or project.
- Public presentations (number held/attendance levels).
- Amount/type of media coverage generated.
- Involvement of volunteers.
- Demonstrate a substantial degree of community support and representation.
- Reflect the objectives and strategy of the larger association (Local, Regional, State or National).
- Agree to complete a specified evaluation report. *Failure to do so may render the applicant ineligible for future funding.*
- Maximum Government (State and Federal) funding has been obtained.
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities
- To be used for projects upon land under the care, or control, of Council; unless it otherwise determines
- Demonstrated that Council funding is necessary to the success of the project

Tangible evidence to support performance indicators may be submitted such as photos, press clippings, copies of fliers, newsletters, documents produced etc.

**Failure to satisfactorily complete performance evaluation and acquittals may disqualify recipients from further grants from the Community Growth Fund.**



## APPLICATION FORM – COMMUNITY GROWTH FUND

Contact Details	
Name of Organisation:	
Contact Person:	
Contact number/s:	
Address:	
Postal Address:	
Website:	
Email:	

Organisation Business Details	Please circle	
Is your organisation an incorporated body? <i>If yes please attach proof</i>	Yes	No
If no, have you attached a letter from a sponsoring committee?	Yes	No
Are you registered for GST?	Yes	No
Do you have "Public Liability Insurance" <i>If yes, please attach a copy of "Certificate of Currency"</i>	Yes	No
Have you applied for funding from the Shire for this project previously? <i>If yes, in what year was the application made? Please attach information</i>	Yes	No
Is the project dependant on Shire funding to proceed?	Yes	No
Has the Shire previously assisted your organisation? <i>If yes, please attach information</i>	Yes	No
Have you applied or are you intending to apply for other funding sources for this project? <i>If yes, please provide details under "Project Summary"</i>	Yes	No

Banking Details	
ABN:	
Name of Account:	
Name of Bank:	

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BSB:	
Account Number:	
Branch Name:	
Account Holders Signature:	
Please provide a brief description of your organisation:	

### Project Summary

Project Title:	
Proposed Start Date:	
Proposed Finish Date: <i>(must be prior to 30<sup>th</sup> June)</i>	
Location/Venue:	
Please provide a brief description of the project that you require funding assistance for and its objectives (attach extra sheet if you need more space):	

1. Community Growth Fund Grants must be eligible projects as identified in the Shire of Chapman Valley *Community Growth Fund Operational Procedures* (copy attached). Please identify eligibility criteria(s) relevant to your application below.


2. Please describe how the outcomes of the project will be measured.


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3. Has your organisation secured or made attempts to secure financial assistance from other sources such as fundraising, other grants, commercial sponsorship etc. for this project? Please outline below and include details in the budget.


### Acknowledgement

Recipients of a Community Growth Fund Grant must recognise the Shire of Chapman Valley sponsorship in any advertising, promotion and media publicity related to its grant funding (e.g. newspaper article, flyers, invites, verbal recognition). How will your organisation acknowledge the Shire of Chapman Valley funding?


### Financial Information

It is important to show how you plan to spend the grant and whether you expect any other income to support your project.

Use the table below to show where the money for your project is coming from and how it will be spent. **Include the Community Growth Fund Grant in these tables and specifically outline where the grant will be spent.**

Income		
Funding Source	\$ (incl. GST)	Confirmed Y/N
Amount Requested from the Shire of Chapman Valley		N/A
Amount Contributed by your Organisation (Cash)		
Amount Contributed by other Grants or Sponsorships:		
•		

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•		
•		
In-Kind Contribution (e.g.: volunteer time @ \$15 hour)		
•		
•		
<b>*TOTAL</b>		
<b>Expenditure (please specifically outline how Shire funds will be used)</b>		
<b>Project Costs</b>	<b>\$ (incl. GST)</b>	<b>Confirmed Y/N</b>
In-Kind Contribution (Matched to income above)		
Shire funding (please itemise below):		
•		
•		
•		
Other (please list below):		
•		
•		
•		
<b>*TOTAL</b>		

**NB: Income and expenditure totals should be the same.**

### Authorisation by President/Secretary

I \_\_\_\_\_ (President/Secretary) authorise this application for a Community Growth Fund Grant to be considered for approval.

If approved, I acknowledge that the project must be acquitted within 1 month of project completion.

I also authorise to being contacted by the Shire's and consent for the Shire using images of me and quotes provided by me for promotional purposes, including but not limited to news reports, articles, media releases and the Shire website.

\_\_\_\_\_  
Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date



**Before you send your application – please ensure that you have completed the following.  
Please tick off each item when it has been completed or attached.**

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- Completed all questions in the application form, including a detailed Budget that indicates where Shire funds will be spent.
- Application has been signed by President/Secretary. Where an application is being submitted by a non-incorporated organisation that has a sponsoring organisation, please ensure the sponsoring organisation signs the Declaration.
- A copy of this application has been retained for your records.
- Proof of Incorporation (or letter from sponsoring organisation).
- Public Liability Insurance (Certificate of Currency).
- Quotes (optional).
- Support letters or testimonials (optional).

**For any assistance, please contact:**

Shire of Chapman Valley's Community Development Officer  
 Phone: (08) 99 205011  
 Email: [community@chapmanvalley.wa.gov.au](mailto:community@chapmanvalley.wa.gov.au)

**Application submission**

*By post:* Chief Executive Officer  
 Shire of Chapman Valley  
 PO Box 1  
 Nabawa WA 6532

*Email:* [community@chapmanvalley.wa.gov.au](mailto:community@chapmanvalley.wa.gov.au)

*Hand delivery:* Shire Offices - Reception  
 Lot 7 Chapman Valley Road, Nabawa, WA 6532  
 9.00am – 4.00pm

**Closing date**

All applications must be received by \_\_\_\_\_ 20\_\_.

**SHIRE OFFICE USE ONLY**

Outcome of the Assessment Recommendation to Council by Shire of Chapman Valley Community Growth Fund Committee:

- |  |  |
|--|--|
| <input type="checkbox"/> Approved for receipt of Community Growth Fund Grant | <input type="checkbox"/> Declined for receipt of Community Growth Fund Grant |
|--|--|

**Amount of Funds released \$**

**FILE No.:**

\_\_\_\_\_  
 Name of Authorised Officer

\_\_\_\_\_  
 Signature and Stamp

\_\_\_\_\_  
 Date

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<b>AGENDA ITEM:</b>	<b>9.3.4</b>
<b>SUBJECT:</b>	<b>YUNA COMMUNITY CENTRE – WORKING GROUP</b>
<b>PROPOSER:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>YUNA TOWNSITE</b>
<b>FILE REFERENCE:</b>	<b>205.03.25</b>
<b>PREVIOUS REFERENCE:</b>	<b>NA</b>
<b>DATE:</b>	<b>20<sup>th</sup> AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

## DISCLOSURE OF INTEREST

Nil

## BACKGROUND

As Council will be aware the State Government recently announced the Shire of Chapman Valley's grant application for \$250,000 through the Mid West Development Commissions's, Royalties for Regions Mid West Infrastructure Plan to build a new Yuna Community Centre was successful. This now finalises all the funding sources to allow the project to proceed to next stage of calling tenders.

## COMMENT

Below is an extract from the Business case and Draft Financial Assistance Agreement to sign with the Dept of Regional Development, which clearly indicate the description and anticipated outcomes of the Yuna Community Centre Project:

### *Project Description*

The proposed Yuna Multipurpose Community Centre will be located on Lot 10404 owned by the Shire of Chapman Valley, replacing the existing tennis club. The new Centre will provide a central facility to enable the community groups of Yuna and surrounding rural communities to amalgamate services and activities.

The Centre will include facilities that can also be made available to corporate businesses, industry bodies and training providers. It is intended that the internal open space will lend to multiuse and will provide the Shire of Chapman Valley with an income stream not previously available.

The Centre will provide the following facilities:

- new change rooms, showers and umpire rooms for sporting groups
- seminar and education areas with data projector for business purposes
- community and industry meeting rooms
- ablutions for tourists
- playgroup and crèche centre (including kindy gym)
- community event facilities
- commercial kitchen with servery and cold room
- large open meeting and training space to accommodate 100 people
- community storage
- outside patio, tennis viewing area, barbeque facilities
- air-conditioning
- access to internet with WI-FI
- disabled access

The Yuna Multipurpose Community Centre will be designed and constructed utilising energy efficient building materials. Appropriate light, heating and cooling technology, insulation, with solar energy and airflow techniques, will contribute to the energy efficiency of the Centre. The building materials (preferred to be rammed earth) and structural engineering will allow for thermal efficiency, an essential component for Yuna's extreme weather conditions.

### *Project Outcome*

The aim of this Project is to enhance the quality of life for the community of Yuna by improving the town's basic ageing facilities and increasing access to services for all community groups. The Shire of Chapman Valley wishes to create a low maintenance, adequate facility for future generations that will become a community hub.



The funding sources approved for this project are as follows:

- \$150,000 - Dept Sport & Rec (CSRFF);
- \$200,000 - Lotterywest;
- \$100,000 - Yuna Farm Improvement Group;
- \$100,000 - Shire of Shire of Chapman Valley;
- \$250,000 - R4R - Mid West Infrastructure Plan
- \$ 32,500 - Shire and Community (in-Kind)

Total Project Costs - \$832,500

## **STATUTORY ENVIRONMENT**

The Local Act, 1995 and Local Government (Functions and General) Regulations, 1996, stipulate the procurement/tender process Council must adhere to for such projects. As stipulated in the Adopted 2014/2015 Budget, Council will be utilising the services of the WALGA Procurement to run the tender process. This service will incorporate:

### a) Procurement Planning

- Initial consultation with the main Shire contact to determine the procurement requirements and required outcomes;
- Preparation of a Procurement Plan to identify procurement risks, strategies, resources and timeframes;
- Establishment of appropriate criteria for evaluation of Tenders.

### b) Request Development

- Finalisation of the specification received from the Shire for inclusion into the Request document;
- Preparation of the Request documents, including conditions of tendering and selection of the appropriate proposed conditions of contract;
- Authorisation of documentation for release for sign off by the Shire;
- Preparation and lodgement of a lineage advertisement for state-wide issue in The West Australian newspaper;
- Lodgement of procurement activity on WALGA's e tendering portals.

### c) Request Open Period

- Manage enquires and responses throughout the Request open period;
- Distribution of addendums and clarifications when required;
- Undertake one (1) site visit/tender briefing, if required;
- Acceptance of tenders through WALGA's e-tendering portal;
- Preparation of the Tender Register for the Shire, in full compliance of the WA Local Government Act and Regulations.

### d) Tender Evaluations

- Provision of a Chairperson to lead the evaluation process;
- Management/collection of declaration of interest and confidentiality statements;
- Provision of two (2) Procurement Consultants for the evaluation of Tenders;
- Seek any further clarifications of Tenderers if required;
- Conduct a value for money assessment to determine the most advantageous Tenderer;
- Conduct all required due diligence, including the commissioning of a financial risk assessment on the recommended Tenderer;
- Preparation of a Recommendation Report for presentation to Council.

### e) Contract Preparation and Post Tender

- Preparation of the award letter and contract for release by the Shire to the preferred Tenderer;
- Preparation of notification letters for release by the Shire of Chapman Valley;
- Conduct any supplier debriefs requested by unsuccessful Tenderers;
- Release of all documents related to the procurement process to the Shire.

Indicative timeframes provided by WALGA for this service are as follows:

<u>Deliverable</u>	<u>Indicative Timeframe</u>
Initial Consultation	Monday 4 August 2014
Sign off of Procurement Plan	Friday 8 August 2014
Sign off of Request for Tender document	Wednesday 13 August 2014
Advertise the Request for Tender	Saturday 16 August 2014
Tender Briefing/Site Inspection	Thursday 28 August 2014
Tenders Close	Wednesday 17 September 2014
Evaluation Period	Thursday 18 September to Friday 3 October 2014
External Financial Assessment Report on recommended Tenderer (Priority service)	Wednesday 8 October 2014

There is no need for Council to resolve to call tenders because this has already occurred as part of the annual tender for adopted budget items i.e.

### **Minute Reference 05/14-11**

- 1. Council authorise the Chief Executive Officer to call tenders for all items within the 2014/2015 Budget, which require tenders to be called in accordance with legislation.**
- 2. Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition that actual expenditures to be incurred by Council does not exceed the amount authorized in the 2014/2015 Budget for these tender items.*
- 3. All other tenders are to be brought back to Council for resolution on successful tender.**

### **POLICY IMPLICATIONS**

No existing Policy affected.

### **FINANCIAL IMPLICATIONS**

As previously mentioned and included in the Adopted 2014/2105 Budget, Councils contribution towards the project is \$100,000, which is inclusive of the WALGA Procurement Service.

There is also an in-kind component of the overall cost for the amount of \$32,500, which will be undertaken by both the Yuna Community and shire.

- **Long Term Financial Plan (LTFP):**

The Yuna Community Centre project is listed in Councils Long term Financial Plan.

### **STRATEGIC IMPLICATIONS**

As previously mentioned, the aim of this Project is to enhance the quality of life for the community of Yuna by improving the town's basic ageing facilities and increasing access to services for all community groups by creating a low maintenance, adequate facility for future generations that will become a community hub.

- **Strategic Community Plan/Corporate Business Plan:**

The Yuna Community Centre forms part of Council's Integrated Planning and Reporting framework for the future.

### **VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FARRELL**

**SECONDED: CR WARR**

Council establish a Working Group to oversee and steer the Yuna Community Centre Building Project under the condition any major variation to the project are to be brought back to Council for consideration.

The Working Group is to be comprised of:

- Two Elected Members – Cr Forrester and Cr Farrell;
- Chief Executive Officer;
- Building Surveyor (as Project Facilitator);
- Community Development Officer;
- Two representative from the Creating A Better Yuna (CABY) (Yuna Building Group)

**Voting 5/0**

**CARRIED**

**Minute Reference 08/14-11**

<b>AGENDA ITEM:</b>	<b>9.3.5</b>
<b>SUBJECT:</b>	<b>NABAWA &amp; YUNA WASTE MANAGEMENT FACILITIES IMPROVEMENT PLAN</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>NABAWA &amp; YUNA REFUSE SITES</b>
<b>FILE REFERENCE:</b>	<b>201.09</b>
<b>PREVIOUS REFERENCE:</b>	<b>Min Ref: 12/13-18</b>
<b>DATE:</b>	<b>20<sup>th</sup> AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

At the December 2013 OCM Council resolved the following:

*Council:*

- 1 *Endorses the Regional Investment Plan for the Preparation of Waste Management Facilities Improvement Plan and commences the implementation of the Plan within the Shire of Chapman Valley within the budget constraints of the grant;*
- 2 *Defers any action to repair or improve waste oil facilities at both the Nabawa and Yuna Refuse Site until the completion of the Waste Management Facilities Improvement Plan;*
- 3 *As an interim measure discontinue accepting waste oil at the Nabawa and Yuna Refuse Sites until the outcomes of the Waste Management Facilities Improvement Plan are known;*
- 4 *Defers any action on amending or removing the existing domestic & commercial rubbish collection service to the Yuna Town Site until the completion of the Waste Management Facilities Improvement Plan and the outcomes of this Plan are known.*

*Voting 7/0  
CARRIED  
Minute Reference 12/13-18*

**COMMENT**

Consultants (Talis) have completed the Draft Nabawa & Yuna Waste Management Improvement Plan, which has been provided to Councillors under separate cover in Dropbox (File Name: TW14002 – Improvement Plan Report 1b (FINAL)).

The funds allocated to the Shire of Chapman Valley for the Nabawa & Yuna Waste Management Improvement Plan and implementation was \$40,890, with no matching component being requested of Council, other than in-kind administration and facilitation costs (\$4,110) to undertake the project. Making the total project costs estimated at \$45,000.

The scope of works for the Plan included the existing Waste Oil Facilities. As previously reported Wren Oil charges Council for the removal of the oil and significantly increases this charge if the oil is contaminated with water. As Reported at the December 2013 OCM, below is a quote obtained from Wren Oil in November 2012 for the removal 4000ltrs of watery oil:

0.47c per litre x 4000ltrs = \$1,880 (if the oil is straight it will be charged at 0.18c per litre, this will be determined at time of disposal)  
 Hourly rate - \$165 x 3 = \$495  
 Tracking form 1 x \$50 = \$50

TOTAL                    \$2,425 (ex GST)

It will be noted from the Draft Plan produced by the consultant the recommendation is to discontinue with the practice of accepting waste oil at the Nabawa & Yuna Refuse site and to have this waste taken to the Meru Refuse site by the owners of the oil. This is a recommendation I fully concur with and to ensure the oils is no longer placed at the shire refuse sites the facilities should be decommissioned and removed.

Also included in the scope of the consultancy was an investigation into the economic viability and validity of current 240 Mobile Garbage Bin collection service to the Yuna Town Site.

The full lists of recommendations listed in the Draft Plan for consideration are as follows:

- The Shire further considers the proposed improvements to the layout and operation of both Nabawa and Yuna WMFs as outlined in this improvement plan.
- The Shire should work towards the long term strategy of Nabawa WMF to establish a modern facility, which would be fully supervised during opening hours and could generate revenue for the Shire. Based on a number of options assessed Talis believes that the preferred option for waste collection in Yuna is to retain the current waste collection service in the short term with the introduction of 5-10 MGBs at Yuna Waste Transfer Station which would be used by rural residents who are not covered by the Veolia collection service to dispose their putrescible waste. This would result in a reduction in the amount of waste disposed in the hook-lift bins and a greater amount of waste in MGBs which could be collected by the kerbside collection vehicle.
- Talis recommends that the Shire further considers the option of obtaining prices as part of the regional waste management tender process on the following basis:
  1. A Shire of Chapman Valley collection rate (including Yuna Collection Service)
  2. A Shire of Chapman Valley collection rate (excluding Yuna Collection Service)
- The Shire should also consider outsourcing of operations at both facilities to a private waste contractor as part of the regional waste management tender process. This would ideally be undertaken by the contractor responsible for waste collection from both facilities and would offer benefits in terms of experience, capabilities and resources.
- Talis recommends that the Shire further consider whether a dedicated collection service is required for its area only, as part of the regional waste management tender process. Cost savings could be obtained if the preferred collection contractor could service Drummond Cove while collecting waste from the northern central areas of the City of Greater Geraldton. However, due consideration should be given to how the administration and payment of such a joint service could operate.
- The waste oil facility at Nabawa WMF is currently in a state of disrepair and has been the subject of abuse and misuse in the past. The Shire has recently temporarily ceased acceptance of waste oil at Nabawa WMF. Following engagement with the local community, the Shire should decommission the waste oil facility at Nabawa and direct waste oil generators in the Nabawa region to take their waste oil to Meru, as is currently happening under the temporary arrangement.
- The Shire should also engage in consultation with the local community in Yuna to appraise their acceptance of ceasing the Waste Oil Facility at Yuna WMF. In this case, users would be required to take their waste oil to Meru Landfill in Geraldton. As waste oil is not generated on a consistent regular basis by residents (i.e. weekly), this option may be acceptable to the community.
- The Shire should inspect the integrity of the waste oil facilities and potential ground contamination at both Nabawa and Yuna WMFs in accordance with the requirements of the *Environmental Protection (Rural Landfill) Regulations 2002*.
- The Shire should undertake improved data collection for the facilities in the form of:
  - Record keeping of waste quantities and traffic flows once the site is manned;
  - More regular inspections of the site and record keeping on sizes of stockpiles (while the site is unmanned); and
  - Improved data collection from Veolia regarding waste streams, quantities and frequency of collection.

Once the Shire has a better estimate of waste quantities and movements, more informed decisions can be made on the sites strategies going forward.

- The Shire should discontinue the acceptance of waste streams such as wire, car bodies, and industrial waste at both WMFs. Waste currently in these designated areas should be removed from site and the site layouts and operations upgraded in accordance with the drawings included in this improvements plan.
- The upgrading works to address the current site issues and improve resource recovery at Nabawa WMF include:
  - Clearance of vegetation;
  - Reinstatement of existing and construction of new separation bunds;
  - Construction of unsealed surfaces for access road and skip set-down areas;
  - Provision of new and upgraded site signage;
  - Traffic management bollards and traffic control bunds;
  - Demountable office;
  - Sea Containers for e-waste and mattresses (optional);
- The upgrading works to address the current site issues and improve resource recovery at Yuna WMF include:
  - Reinstatement of existing and construction of new separation bunds;
  - Upgrading and provision of site signage;
  - New Shed for storage of batteries;
  - Fencing for bin storage area; and
  - Tidy-up/remedial works to site.

## **STATUTORY ENVIRONMENT**

The Nabawa and Yuna Site are scheduled as a Prescribed Premises and classified as a Category 89 Putrescible Landfill facility. A copy of the Registration is included in Appendix A of the Draft Plan. Whilst waste transfer activities currently take place on these sites, they do not need to be licensed as transfer stations (Category 62 - Solid Waste Depot) unless the licensing threshold of 500 tonnes per annum of waste received for transfer is exceeded.

As Registrations do not have conditions, the Nabawa and Yuna Site do not have specific conditions to comply with. As registered municipal landfills they are, however, required to comply with the *Environmental Protection (Rural Landfill) Regulations 2002*, which set out the management requirements for sites in lieu of conditions.

The difficulty is managing and controlling all activities and unmanned Waste Management Facilities, as is the current situation with the Yuna & Nabawa sites.

## **POLICY IMPLICATIONS**

No existing policy affected.

## **FINANCIAL IMPLICATIONS**

As previously stated, the funds allocated to the Shire of Chapman Valley for the "*Preparation of Waste Management Facilities Improvement Plan*" and commence the implementation of the Plan is \$40,890 (GST Excl), with no matching component being requested of Council, other than in-kind administration and facilitation costs (\$4,110) to undertake the project.

At this stage the consultancy service costs to develop the Plan is approximately \$14,000 (GST Excl.). The balance of the grant funds (i.e. approx. \$27,000 GST Excl. plus the Shire in-kind) can be utilised to implement the Plan once this has been adopted by Council.

The Talis Improvement Plan has identified the following estimated capital upgrade expenditures (see Appendix C):

- Nabawa WMF - \$77,095 (GST Excl.); and
- Yuna WMF - \$10,579 ( “ “ )

The total estimated capital upgrade expenditure for both site of \$87,674 obviously far exceeds the balance of funds remaining from the initial grant provided (i.e. approx \$27,000 GST Excl.).

The Staff Recommendation is suggesting Council delegate authority to the Chief Executive Officer to implement what he considers (in consultation with the consultants) the more urgent capital upgrade items to fully exhaust all grant funds and then to investigate additional funding source to complete the project. This may involve Council own resources either reallocated in the current budget (obviously with Council approval) or budgeted for in 2015/2016.

### STRATEGIC IMPLICATIONS

It is imperative Council investigates all the option available to improve the waste management activities within the shire, which includes cross-boundary cooperation and collaboration with neighbouring local government authorities.

Though the Batavia Regional Organisation of Council's (BROC) has been disbanded the Batavia Regional Organisation of Councils (Waste Management Group) has continued and all member local governments are working collaboratively to improve waste management in the area. This is one good result of the initial BROC.

It is envisage some aspects of the Draft Improvement Plan will be incorporated into the regional waste management tender we are about to enter into with the City of Greater Geraldton and the Shire of Northampton, Irwin and Coorow.

### VOTING REQUIREMENTS

Simple Majority

### COUNCIL RESOLUTION / STAFF RECOMMENDATION

**MOVED: CR WOOD**

**SECONDED: CR FARRELL**

Council:

1. Endorses the *Nabawa & Yuna Waste Management Facilities Improvement Plan* as presented and recommendations within;
2. Delegate authority to the Chief Executive Officer to prioritise aspects of the *Nabawa & Yuna Waste Management Facilities Improvement Plan* for implementation within the existing grant and budget constraints;
3. Request the Chief Executive Officer investigate other funding opportunities, including Council own resources, to fully implement the recommendations of the *Nabawa & Yuna Waste Management Facilities Improvement Plan*;
4. Include within the specifications of the proposed Regional Waste Management tender those recommendations identified within the *Nabawa & Yuna Waste Management Facilities Improvement Plan* relevant to a regional waste management services.

**Voting 5/0  
CARRIED**

**Minute Reference 08/14-12**

The President advised that the following item be dealt with as part of the meeting as he determined it was not a late item.

<b>AGENDA ITEM:</b>	<b>12.1</b>
<b>SUBJECT:</b>	<b>LANDCARE FINANCES</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>N/A</b>
<b>FILE REFERENCE:</b>	<b>207.06.08 &amp; R25300</b>
<b>PREVIOUS REFERENCE:</b>	<b>07/14-3</b>
<b>DATE:</b>	<b>14 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>KATHRYN JACKSON</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **BACKGROUND**

This report recommends that Council list a financial amount to be drawn from its Landcare Reserve Account so that unspent money that has been received from the Department of Agriculture & Food Western Australia ('DAFWA') and the Midwest Ports Authority ('MWPA' formerly Geraldton Port Authority) can be returned and to enable the Declared Species Group project and installation of bollards to be undertaken in line with the Shire's commitments.

Please note that all figures listed within this item are GST exclusive.

#### **COMMENT**

##### Declared Species Group

The Shire of Chapman Valley has worked to improve the management and control of feral animals within its municipal area in partnership with landowners which resulted in the establishment of a Declared Species Group ('DSG') in 2011 with the support of funding from DAFWA.

This report is presented to Council as the unspent funds from the 2012-2013 and 2013-2014 financial years are required to be returned to DAFWA with these funds not having been set aside in the adopted 2014-2015 budget. There is a total of \$22,996.32 of unspent grant funding that is required to be returned to DAFWA.

Once these funds have been returned to DAFWA the Shire would be able to reapply for further funding from DAFWA for the 2014-2015 year to continue its work with the Declared Species Group project in the control of invasive species. As the funding from DAFWA is required to be spent dollar for dollar with contributions from the Shire and landowners, this report also seeks for a total amount of \$23,003.67 to be listed in the 2014-2015 budget (drawn from the Landcare Reserve as the Shire's matching contribution) to enable this project to be undertaken for a total expenditure of \$46,000.

##### Mid West Ports Authority

The Shire through its natural resource management projects, has worked with the MWPA to undertake projects upon the coastal reserves of the Shire to assist in the control of invasive species, close and rehabilitate tracks, stabilise dunes and revegetate areas prone to wind erosion.

In July 2013 the Shire invoiced MWPA for the cost of constructing a viewing platform (\$13,200) south of the Coronation Beach Nature Based Camping area and a separate invoice for the cost of project managing this platform (\$7,200) and for the installation of bollards (\$2,000) along the tracks to the nearby car parking areas to assist in the protection of remnant vegetation. The invoice for the cost of the materials (\$13,200) for the viewing platform was credit noted.

The viewing platform is not anticipated to proceed in this financial year as negotiations are still ongoing with MWPA in relation to responsibility, access, ownership, liability and ongoing maintenance and the invoice for the cost of materials was reimbursed to MWPA in August 2013.



Therefore the Shire is still holding \$9,200 from MWPA for the cost of project management (\$7,200) of the viewing platform and the cost of installing bollards (\$2,000). This unspent money was not placed into the unspent grants reserve at the end of the financial year and therefore this figure needs to be listed in the 2014-2015 budget. It is proposed that \$7,200 would be returned to MWPA, and as per agreement with MWPA the Shire would retain \$2000 for the cost of installing bollards south of Coronation Beach. It is recommended that the \$9,200 outstanding funds would be drawn from the Landcare Reserve Fund to enable \$7,200 to be returned to MWPA and \$2,000 to be retained and expended on the installation of the bollards.

## STATUTORY ENVIRONMENT

The Shire of Chapman Valley Annual Report identifies that the Landcare Reserve Fund has the purpose of “to be used for Landcare related purposes as approved by Council”.

*Local Government Act (1995)* Section 6.8 ‘Expenditure from municipal fund not included in annual budget’, and Section 6.11 ‘Reserve Accounts’.

## POLICY IMPLICATIONS

No existing policy affected or relevant.

## FINANCIAL IMPLICATIONS

The Shire’s Landcare Reserve Fund presently contains \$83,252.23 as of 14 August 2014.

A total of \$40,302.98 is being requested to be drawn from the Landcare Reserve Fund. \$24,747.81 is required to enable unspent funds to be returned to the Department of Agriculture & Food and the Mid West Ports Authority and a further \$15,555.17 is required to enable the Declared Species Group project to be undertaken should the Shire’s 2014-2015 Declared Species Group application be successful.

### Declared Species Group

A total of \$34,007.34 has been expended over the last two years of which 50% (in this instance \$17,003.67) is able to be funded through the grant money received from DAFWA. As the Shire has received \$20,000 in 2012-2013 and \$20,000 in 2013-2014 from DAFWA, this leaves \$22,996.32 of received DAFWA funding unspent.

**Table 1** demonstrates the income and expenditure for the DSG Project for the last two financial years and **Table 2** demonstrates the unspent portion of DAFWA funding for each financial year.

**Table 1 – Declared Species Group expenditure for 2012-2013 & 2013-2014 financial years**

<b>PROJECT TOTALS FOR 2012/2013 &amp; 2013/2014 FINANCIAL YEARS</b>			
<b>Expenses</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Total</b>
<b>Project Management</b>	\$3,690.00	\$6,200.00	\$9,890.00
<b>On-ground Expenses</b>	\$5,214.37	\$18,902.97	\$24,117.34
<b>Total</b>	<b>\$8,904.37</b>	<b>\$25,102.97</b>	<b>\$34,007.34</b>
<b>50% cost to be funded by DAFWA</b>	\$4,452.19	\$12,551.49	\$17,003.67
<b>Income</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Total</b>
<b>DAFWA</b>	\$20,000.00	\$20,000.00	\$40,000.00
<b>*Landowners</b>	\$4,507.66	\$1,331.81	\$5,839.47
<b>*Shire of Chapman Valley</b>			\$11,164.20
			<b>\$57,003.67</b>
* total from landowners and Shire to equal DAFWA contribution of \$17,003.67			

**Table 2 – Unspent grant funding from DAFWA**

<b>UNSPENT DAFWA FUNDING</b>			
<b>Year</b>	<b>Funding</b>	<b>50% funded by DAFWA</b>	<b>unspent DAFWA funds</b>
<b>2012/2013</b>	\$20,000.00	\$4,452.19	\$15,547.81
<b>2013/2014</b>	\$20,000.00	\$12,551.49	\$7,448.51
	\$40,000.00	\$17,003.67	<b>\$22,996.32</b>

Once the \$22,996.32 of unspent DAFWA funds have been returned this will enable the last two years of expenditure to be acquitted with DAFWA. Discussions with DAFWA have indicated that once acquitted it is highly likely that the Shire's DSG application for the 2014-2015 financial year will be approved which will see the \$22,996.32 returned to the Shire for expenditure over the next year. Shire staff did put in a request to DAFWA to retain the funds and spend in this financial year, however DAFWA require the return of the funds to be satisfied as per their acquittal process.

Should the Shire's application to continue the DSG project in the 2014-2015 year be granted, as per previous years DAFWA funds are required to be matched dollar for dollar and therefore an additional \$23,003.67 is required to enable this project to be undertaken and will provide for an overall expenditure amount of \$46,000. It is likely that not all of the \$23,003.67 would be required to be expended by the Shire as the Shire is able to seek contribution from landowners for invasive species work undertaken on their properties. However as this landowner financial contribution is unknown it is appropriate to set aside the full amount to ensure that the project can be achieved per the grant funding proposal.

A copy of the DSG project application for the 2014-2015 financial year has been included as **Attachment 1** for Council's further information.

Mid West Ports Authority

Last financial year the Shire invoiced MWPA for an amount of \$9,200 for the cost of project management (\$7,200) of the proposed viewing platform (not proceeding at this point in time) and the cost of installing bollards (\$2,000). This unspent money was not placed into the unspent grants reserve at the end of the financial year and therefore this figure needs to be listed in the 2014-2015 budget. \$7,200 is required to be returned to MWPA, and as per agreement with MWPA the Shire would retain \$2,000 for the cost of installing bollards south of Coronation Beach. It is recommended that the outstanding funds would be drawn from the Landcare Reserve Fund.

Summary of proposed variations to 2014-2015 Budget being requested:

<b>COA/Job Number</b>	<b>COA/Job Description</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>	<b>Effect on Budget</b>	<b>Comments</b>
2213	Declared Species Grant Income	7,448.51	22,996.32	15,547.81	DSG Project 2014/2015 funding from DAFWA Changed to reflect the proposed DAFWA contribution should the Shire's 2015/2015 DSG application be successful
2042	Declared Species Group Expenses	14,897.02	45,992.64	(31,095.62)	\$15,547.81 Council matching funds for DSG 2014/2015 \$15,547.81 DAFWA funding expenditure for DSG 2014/2015
2022	Landcare Expenditure	0.00	2,000.00	(2,000.00)	Mid West Port Authority project 14/15 (install bollards)
1932	Protection of the Environment Reimbursements	0.00	30,196.32	(30,196.32)	Reimbursements to DAFWA for 12/13 & 13/14 and Mid West Port Authority 13/14 projects Allows for \$22,996.32 of unspent grant funding to be returned to DAFWA and \$7,200 of unspent

					funding to be returned to MWPA.
2055	Transfer from Landcare Reserve	0.00	47,744.13	47,744.13	\$15,547.81 Council matching funds for DSG 2014/15 \$15,547.81 DAFWA funding expenditure for DSG 2014/15 \$7,200 to be reimbursed to MWPA \$2,000 for installation of bollards \$7448.51 income overstated in adopted Budget
Overall effect on budget				0.00	

**STRATEGIC IMPLICATIONS**

The proposed budget variations are consistent with Council's adopted Strategic Community Plan 2013-2023 and Corporate Business Plan 2013-2017.

**VOTING REQUIREMENTS**

Absolute Majority required.

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR HUMPHREY**

That Council endorse the following variations to the 2014-2015 budget:

COA/Job Number	COA/Job Description	Adopted Budget	Revised Budget	Effect on Budget	Comments
2213	Declared Species Grant Income	7,448.51	22,996.32	15,547.81	DSG Project 2014/2015 funding from DAFWA
2042	Declared Species Group Expenses	14,897.02	45,992.64	(31,095.62)	\$15,547.81 Council matching funds for DSG 2014/15 \$15,547.81 DAFWA funding expenditure for DSG 2014/15
2022	Landcare Expenditure	0.00	2,000.00	(2,000.00)	Mid West Port Authority project 14/15 (install bollards)
1932	Protection of the Environment Reimbursements	0.00	30,196.32	(30,196.32)	Reimbursements to DAFWA for 12/13 & 13/14 and Mid West Port Authority 13/14 projects
2055	Transfer from Landcare Reserve	0.00	47,744.13	47,744.13	\$15,547.81 Council matching funds for DSG 2014/15 \$15,547.81 DAFWA funding expenditure for DSG 2014/15 \$7,200 to be reimbursed to MWPA \$2,000 for installation of bollards \$7448.51 income overstated in Adopted Budget
Overall effect on budget				0.00	

**Voting 5/0  
CARRIED  
Minute Reference 08/14-13**

**10.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

11.1 Elected Member Reports

Cr Farrell gave a brief report on the WALGA Conference and advised that he and the CEO had met a Minister in relation to the Phone Towers.

**12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY A DECISION OF THE COUNCIL**

**COUNCIL RESOLUTION**

**MOVED: CR WARR**

**SECONDED: CR FARRELL**

That Late item 12.2 - Mid West Regional Road Group – 2015/2016 Grant Applications be dealt with at this meeting.

**Voting 5/0  
CARRIED**

**Minute Reference 08/14-14**

<b>AGENDA ITEM:</b>	<b>LATE ITEM 12.2</b>
<b>SUBJECT:</b>	<b>MID WEST REGIONAL ROAD GROUP – 2015/2016 GRANT APPLICATIONS</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>CHAPMAN VALLEY &amp; EAST NABAWA ROADS</b>
<b>FILE REFERENCE:</b>	<b>1003.02</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REF: 04/14-08</b>
<b>DATE:</b>	<b>19 AUGUST 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Based upon a recommendation coming out of the March 2014 Annual Road Inspection Council resolved at the April 2014 OCM to develop applications for the 2015/2016 Mid West Regional Road Group (MWRRG) grants for the following projects:

<b>15/16 Regional Road Group Projects</b>		
Yuna Tenindewa Rd (incl. realignment of Wheeldon Hoskings & Naraling East Yuna Rds if not done in 14/15)	14.30 - 16.30	Upgrade to 7m Seal
Chapman Valley Rd		Shoulder Reconstruction & Minor Surface corrections
Valentine Rd	3km	Reconstruct to 7m seal
Dartmoor Rd	4.10 - 8.10	Gravel Sheeting

**COMMENT**

It has now been brought to my attention the traffic data required to support MWRRG grant application for the Chapman Valley Road Project is ineligible due to its age.

The MWRRG Guidelines for grant applications is quite clear in regards to traffic data being no more than three years old at the time the application is submitted. Unfortunately, the latest data

collected for this road was in December 2004 and therefore the MWRRG grant application would not even be considered.

The closure date for the 2015/2016 MWRRG grant applications is the 30<sup>th</sup> August 2014 and in light of the ineligible traffic data compliance information I have instructed the Manager Works & Services and the Engineer to adjust the MWRRG project applications for 2015/2016 as follows:

- Defer Chapman Valley Road Project to 2016/2017;
- Bring forward the East Nabawa Road Project to 2015/2016

The traffic data information for the East Nabawa Road is current, which will make the application eligible. It is still to be determined is the traffic volume & type will be adequate enough to obtain MWRRG funding. This will also be the case for the Valentine Road Project.

### **STATUTORY ENVIRONMENT**

The MWRRG's Policies and Guidelines are endorsed by the State Road Council and therefore are the statutory body which oversees the distribution of road grants funding allocations.

### **POLICY IMPLICATIONS**

Council has a ten year road program which is reviewed every year at the annual road inspection and then presented to Council for consideration and adoption.

The recommended MWRRG grant application variations will amend this ten year program if endorsed by Council.

### **FINANCIAL IMPLICATIONS**

It is imperative Council maximises grants from the MWRRG pool of funds, which makes the recommended variation to the 2015/2016 applications financially important to the Shire.

- **Long Term Financial Plan (LTFP):**

No adverse affect on the LTFP

### **STRATEGIC IMPLICATIONS**

The recommended amendments to the ten year road program will not adversely affect the overall strategic direction of the Shire construction road works as this simply moves one project forward and another back by one year.

- **Strategic Community Plan/Corporate Business Plan:**

No adverse effect on the Strategic Community Plan or Corporate Business Plan

### **VOTING REQUIREMENTS**

Simple Majority

### **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WARR**

**SECONDED: CR FARRELL**

Council endorses the following variation to the Ten Year Road Program and amends the 2015/2016 Mid West Regional Road Group applications accordingly:

- Defer Chapman Valley Road Project to 2016/2017;
- Bring forward the East Nabawa Road Project to 2015/2016.

**Voting 5/0  
CARRIED  
Minute Reference 08/14-15**

**13.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**

Nil

**14.0 CLOSURE**

The Chairman thanked Elected Members and Staff for their attendance and the meeting was declared closed at 11.48am