

Our Ref: O51383  
Your Ref:  
Enquiries: David Lynch

8 May 2018

Donna Stain  
30930 Albany Highway  
Mount Barker WA 6324

Dear Donna

**Subject: O'Neill Road Waste Management Facility**

At the meeting of the Council held 24 April 2018, you requested the following questions be asked on your behalf:

*'Is there any reason why the person on tip duty must stand inside the shed while people unload their rubbish? It's a dirty unhealthy work practice.'* And;

*'Can the tin be piled neat so people wanting old tin for wood sheds, chook pens, and so on can purchase it rather than "all" going away?'*

Staff at the O'Neill Landfill Site are required to inspect material being dumped and part of their job is to be inside the shed during such periods to ensure that any material dumped is appropriate for the landfill i.e. no asbestos, chemical drums etc. A shelter is required for those periods when no members of the public are onsite.

Works and Services are currently exploring different options to provide a suitable shelter.

The recycling of old materials is on the surface a good idea but legislation does not allow material that has been dumped to be moved offsite again unless it is by a licensed or recognised contractor i.e. Sims Metal that deals with steel waste. There is also a significant public liability risk to allow members of the public to sift through any refuse, including scrap metal.

Staff have previously discussed expansion of the Tip Shop to include good quality metal sheeting, window frames and recycled construction materials (bricks, wood etc.) but a simple cost benefit analysis quickly showed that we do not have the staff resources to do so; unlike Albany with a much larger through traffic scenario and extra staff that can supervise this operation.



**David Lynch**  
**MANAGER WORKS AND SERVICES**

Council

SOUTHERN ART AND CRAFT TRAIL EVENT –  
ARTIST'S OPEN STUDIOS AND HOMES INITIATIVE

Artist's Open Studios and Homes Outline

Meeting Date: 22 May 2018

Number of Pages: 6

# ARTIST'S OPEN STUDIOS AND HOMES

## *Outline*

THE CITY OF ALBANY HAS AGREED TO THE ADDITION OF ARTIST'S OPEN STUDIOS AND HOMES TO THE TRAIL.

To meet our agreement with them interested artists will need to comply with the following:

1. The Studio being formally part of the Great Southern Art Trail;
2. Adequate provision for parking being made available within your lot boundary;
3. Safe means of access to and from the site;
4. No disruption to the amenity of the surrounding area; and
5. Arrangements being made with neighbours to ensure they are aware of the temporary use and that every effort will be made to ensure minimal disruption to the neighbourhood.
6. Management and resolution of any reasonable complaints.
7. Appropriate Public Liability cover for the premises.

To assist Artists successfully registering their Studio or Home, ArtSouthWA has provide guidelines, proforma letters and support.

All applications will come to and be processed by ArtSouthWA.

No applications for permits or contact with City of Albany will be required.

*TO APPLY FOR REGISTRATION YOU WILL NEED TO COMPLETE THE FOLLOWING:-*

### **1. APPLICATION FORM**

This contains your contact details, venue details, opening hours, facilities etc.

### **2. TERM AND CONDITIONS**

These are the conditions you agree to abide by and requires your signature.

### **3. SUBMISSION CHECKLIST AND FURTHER DOCUMENTS**

This confirms the documents you have supplied and will include the above plus:

- Evidence of Studio/Home parking area - a Google map or drawn layout will suffice
- Evidence of Public Liability Insurance – Supply details of your own insurance or indicate that you will be requiring cover under the ArtSouthWA Inc. policy
- Signed Neighbour(s) agreement letters – a proforma is supplied.

**ARTIST'S OPEN STUDIOS AND HOMES**

**1. APPLICATION** *form*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

DAYTIME PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

STUDIO ADDRESS: \_\_\_\_\_

\_\_\_\_\_

My Studio is  A separate building (S)  
 In my house (H)

OPENING DAYS:

**Please mark with a "C" the days you will be CLOSED.**

SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Sept 15th <input type="checkbox"/>	Sept 16th <input type="checkbox"/>	Sept 17th <input type="checkbox"/>	Sept 18th <input type="checkbox"/>	Sept 19th <input type="checkbox"/>	Sept 20th <input type="checkbox"/>	Sept 21st <input type="checkbox"/>
Sept 22nd <input type="checkbox"/>	Sept 23rd <input type="checkbox"/>	Sept 24th <input type="checkbox"/>	Sept 25th <input type="checkbox"/>	Sept 26th <input type="checkbox"/>	Sept 27th <input type="checkbox"/>	Sept 28th <input type="checkbox"/>
Sept 29th <input type="checkbox"/>	Sept 30th <input type="checkbox"/>					

OPENING TIMES: \_\_\_\_\_

FACILITIES - Essential

Off road parking

FACILITIES - Non-Essential

Toilets

Disabled access

Food and drinks

# ARTIST'S OPEN STUDIOS AND HOMES

## 2. TERMS AND *conditions*

I have completed all application processes to register my Studio as a formal part of the 2018 Southern Art + Craft Trail.

I agree to provide adequate provision for parking within my lot boundary.

I have provided a safe means of access to and from my site including safe and clear walk areas from parking areas to the studio and within the Studio and Home area.

I agree to cause no disruption to the amenity of the surrounding area.

I have made arrangements with neighbours to ensure they are aware of the temporary use and that every effort will be made to ensure minimal disruption to the neighbourhood.

I will do my best to prevent, manage and resolve any reasonable complaints. I understand that ArtSouthWA Inc. will assist me if a complaint becomes formal. I will act on any complaints immediately and keep ArtSouthWA Inc. fully informed throughout.

I have made arrangements and provided evidence of appropriate Public Liability cover for the premises.

I agree to maintain my property, studio area and all surrounds in a tidy, safe and professional manner throughout the course of the Trail.

I agree to represent the 2018 Southern Art + Craft Trail, ArtSouthWA Inc., and my arts practice in a professional manner at all times.

I agree to provide statistics, visitor comments and feedback, and any further information required relating to complaints to ArtSouthWA Inc. at the conclusion of the Trail.

I have read and agree to abide by the Artist's Open Studios and Homes terms and Conditions set out by ArtSouthWA Inc.

ARTIST NAME : \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

## ARTIST'S OPEN STUDIOS AND HOMES

### 3. ARTIST'S OPEN STUDIOS AND HOMES *submission checklist*

PLEASE ATTACH ALL DOCUMENTS

- Application Form
- Signed Term and Conditions
- Evidence of Studio/Home parking area
- Evidence of Public Liability Insurance
- Signed Neighbour(s) agreement letters\*

#### DEFINITIONS

1. **\*Neighbour:**

A residence that abuts a fence line; across the road; a person who might be affected by others parking on their verge; approximately 60mtr radius from the home/studio.

We suggest contacting all the properties likely to be directly affected. About the 9-10 properties located around the property (3 deep on the side and 4-6 across the road and to the rear if applicable from the property).

Larger properties/farms are different and we can provide specific advice in those cases.

2. **Coverage area of City of Albany:**

Property located within the City of Albany. You can search for your property on the following City of Albany MAP (<http://www.albany.wa.gov.au/business/building-planning/whats-my-property-zoning/>) and enter your address in the Search. Alternatively contact us on [info@artsouthwa.com.au](mailto:info@artsouthwa.com.au)

# ARTIST'S OPEN STUDIOS AND HOMES

**LETTER OF** *agreement*

Dear Neighbour

You are probably aware of the Southern Art and Craft Trail, an event for Artists to show their works for 2 weeks in the Albany and surrounding areas. We have had a wonderful opportunity granted us by the City of Albany – to open our Art Studios to visitors.

I will be taking advantage of this opportunity and opening my Studio/Home to visitors as part of the 2018 Southern Art and Craft Trail from \_\_\_\_\_ to \_\_\_\_\_ within the hours of \_\_\_\_\_ each day.

As part of my agreement with the City of Albany and ArtSouthWA Inc. I will do my utmost to minimise disruption by:

- Requesting that visitors park on my property
- Requesting that visitors behave in an appropriate manner
- Doing all I can to properly manage and supervise the event

Could you please sign this letter below to show that I have provided you with this information?

I welcome you and your friends and family to visit my studio during the 2018 Trail.

You can contact me on \_\_\_\_\_

Thank you,

I \_\_\_\_\_ (Neighbour's name)

of \_\_\_\_\_

have been informed by \_\_\_\_\_ (Artist's name)

of their participation in the 2018 Southern Art and Craft Trail.

Signature \_\_\_\_\_ Date \_\_\_\_\_



Council

**POLICY REVIEW - LAND RESUMPTION FOR  
ROADWORKS**

Policy with amendments

Meeting Date: 22 May 2018

Number of Pages : 3

**LAND RESUMPTION FOR ROADWORKS**

DIVISION	BUSINESS UNIT	RESPONSIBILITY AREA
Works and Services	Infrastructure	Roads

**OBJECTIVE**

To provide clear guidelines regarding land resumption and compensation arrangements ~~for roadworks~~ when required in order for the Council to facilitate the provision of services such as the construction of roads and drainage.

**POLICY**1. *Scope*

*This policy applies to any resumptions of land required by the Council to undertake its activities.*

2. *Legislation*

*Local Government Act 1995, Part 3, Division 3, Section 3.55 – ‘Acquisition of land’*

*Land Administration Act, Parts 9 and 10*

3. *Application of Policy*

*3.1 Land resumption will take place when the Council has identified that tenure is required over private land in the following circumstances:*

*3.1.1 As part of the design and construction for a roadworks, water or drainage project adopted in the annual budget or forward planning for infrastructure; and/or*

*3.1.2 As a result of the identification of a road or Council asset which has been constructed on private property.*

*3.2 The Council will ensure the following processes are observed when land resumption is required.*

*3.2.1 The proper statutory process is followed;*

*3.2.2 Procedural fairness is observed; and*

*3.2.3 Appropriate compensation is provided to the landowner for the resumption of the land based on an independent valuation.*

~~Any proposed land resumption for roadworks shall be discussed with the landowner at the earliest possible occasion.~~

~~2. Permission shall be obtained from the landowner to enter the land for surveying and pegging purposes to determine the exact amount of land affected by the proposed public works.~~

*3.3 Subject to authorisation by the Council, land resumptions will be determined in the following order:*

*3.3.1 Land exchange if applicable and appropriate;*

*3.3.2 Financial compensation acceptable to the landowner and the Council;*

*3.3.3 If negotiations are unsuccessful, compulsory acquisition processes may be implemented.—A valuation shall be arranged from a Sworn Valuer at the Council's expense.— This valuation shall form the basis of negotiation for compensation between the Council and the landowner and shall be kept confidential.*

~~4.— Land resumptions will be based on priorities in the following order of preference subject to authorisation by the Council:~~

~~4.1— Land exchange if appropriate.~~

~~4.2— Compensation acceptable to the landowners and the Council.~~

~~4.3— Other arrangements as may be appropriate, such as but not limited to fencing, survey, tree planting and drainage.~~

~~4.4— In the event that negotiations are unsuccessful compulsory acquisition processes may be implemented.~~

~~5.— Once the land area is surveyed and determined by a Licensed Surveyor, a written agreement should be negotiated with the landowner.~~

**ADOPTED: MAY 2007**

**LAST REVIEWED: 16 AUGUST 2011**

Council

POLICY REVIEW – BUSH FIRE  
- PERMITS TO BURN

Council Policy RS/FP/3  
Bush Fire – Permits to Burn

Meeting Date: 22 May 2018

Number of Pages: 2

**BUSH FIRE – PERMITS TO BURN:**

<b>DIVISION</b>	<b>BUSINESS UNIT</b>	<b>RESPONSIBILITY AREA</b>
Community Services	Regulatory Services	Fire Protection

**OBJECTIVE:**

To direct Bush Fire Control Officers about conditions to be applied to Permits to Burn during Prohibited Burning Times.

**POLICY:**

1. The Council will, pursuant to the Bush Fires Act 1954, Bush Fires Regulations 15A, which authorises a local government to issue directions to a bush fire control officer as to the manner in which or the conditions under which permits to burn shall be issued by that officer, direct that:
  - a. Protective burning around buildings as prescribed in Section 23 of the Bush Fires Act be permitted throughout the Prohibited Burning Time during the hours of 6.00pm – 12.00am, upon receipt of a permit to burn.
  - b. Permits to burn for Sunday shall not be issued during the Prohibited Burning Times.
  - c. Permits to burn shall not be issued for Christmas Day or Good Friday.
  - d. Permits to burn bush on land growing subterranean clover for the purpose of harvesting subterranean clover shall not be issued during the Prohibited Burning Times except by the Chief Bush Fire Control Officer, ~~the Fire Weather Officer, the Deputy Fire Weather Officer~~ *Deputy Chief Bush Fire Control Officers* or the Chief Executive Officer.
  - e. Permits issued by clover burning officers during the Prohibited Burning Times to burn on land growing subterranean clover pursuant to Sections 24 and 24A of the Bush Fires Act 1954 shall not be for areas exceeding 75 hectares.'

**ADOPTED: 22 OCTOBER 2002**

**LAST REVIEWED: ~~24 MAY 2016~~ 22 MAY 2018**

Council

FINANCIAL STATEMENTS – APRIL 2018

Financial Statements

Meeting Date: 22 May 2018

Number of Pages: 63

# **FINANCIAL STATEMENTS**



**FOR THE PERIOD ENDING**

**30 April 2018**

Shire of Plantagenet  
Financial Statements

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**REPORT BY THE CHIEF EXECUTIVE OFFICER**

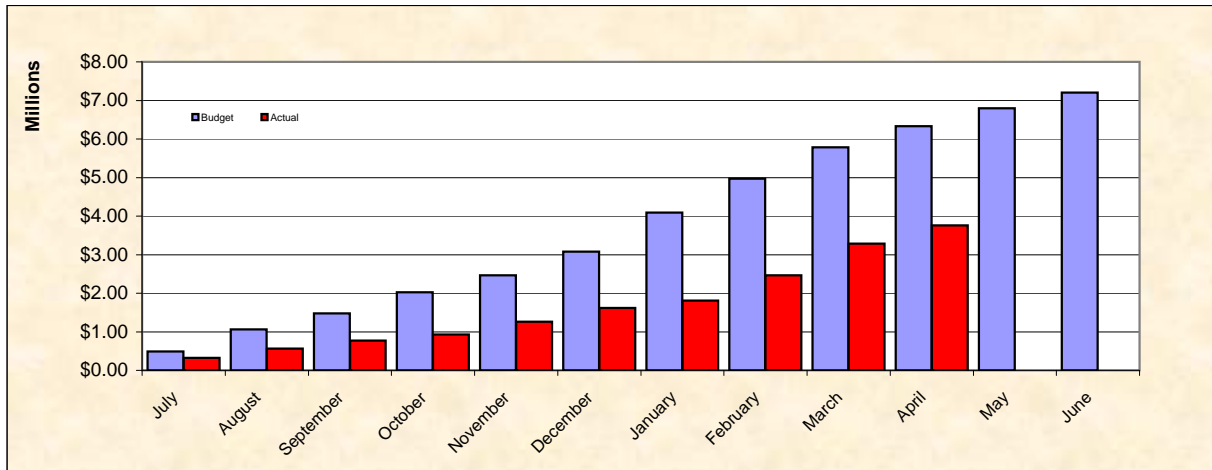
**Basis of the Report**

This report is prepared to meet the compliance requirements of the Local Government (Financial Management) Regulations for monthly reports and applicable Accounting Standards. The report has been prepared on an accrual basis under the convention of historical cost accounting.

The financial information in this report has been compiled to show the annual budget (original and adjusted), year to date budget and the income and expenditure for the period ended 30 April 2018. This provides a comparison of the financial performance against the forecasts for the same period. Accounts with a budget variance as specified by the Council have been identified and details are included in Note 4.

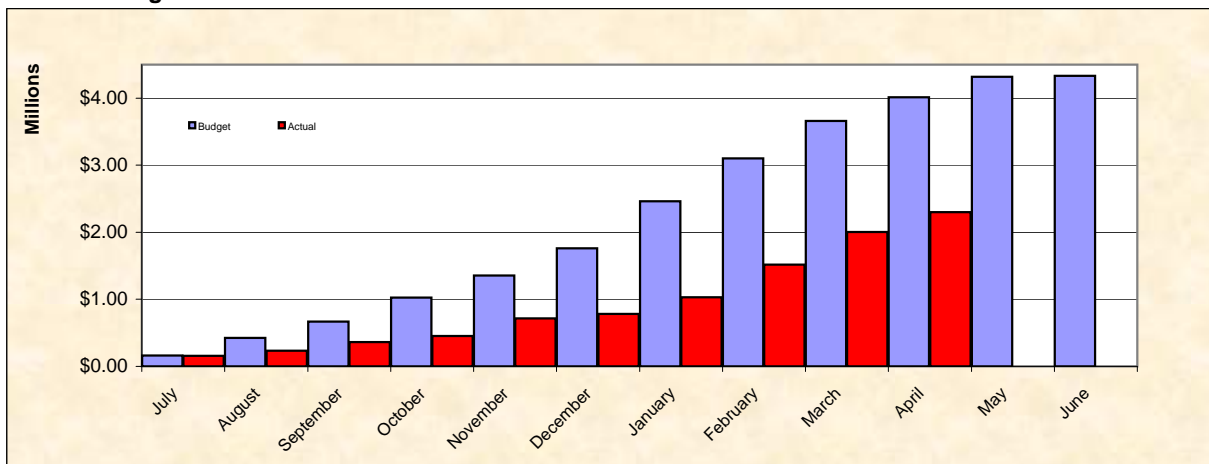
All bank account reconciliations are complete and up to date.

**All Capital Projects**



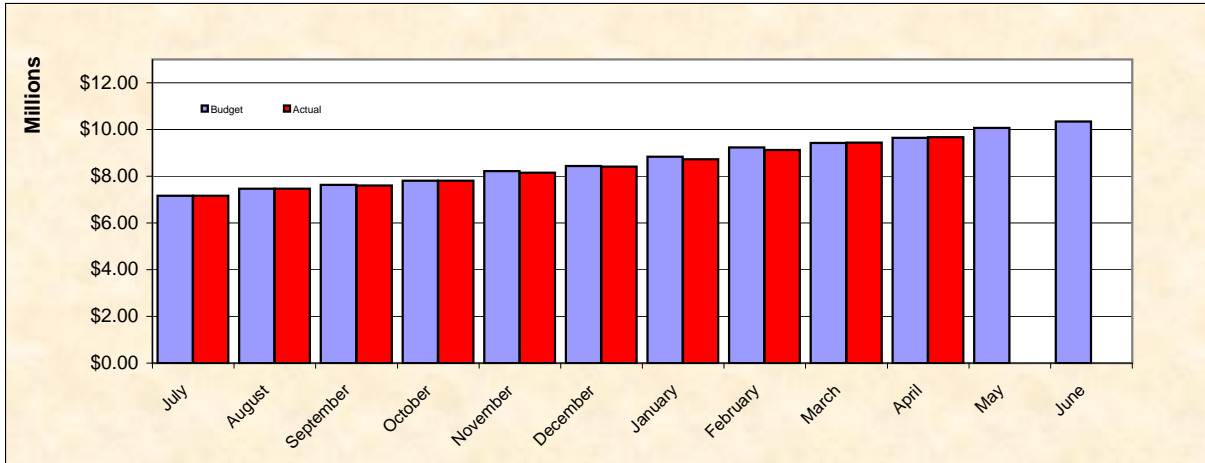
Capital outlays are currently running 40.6% under budget.

**Roadworks Program**



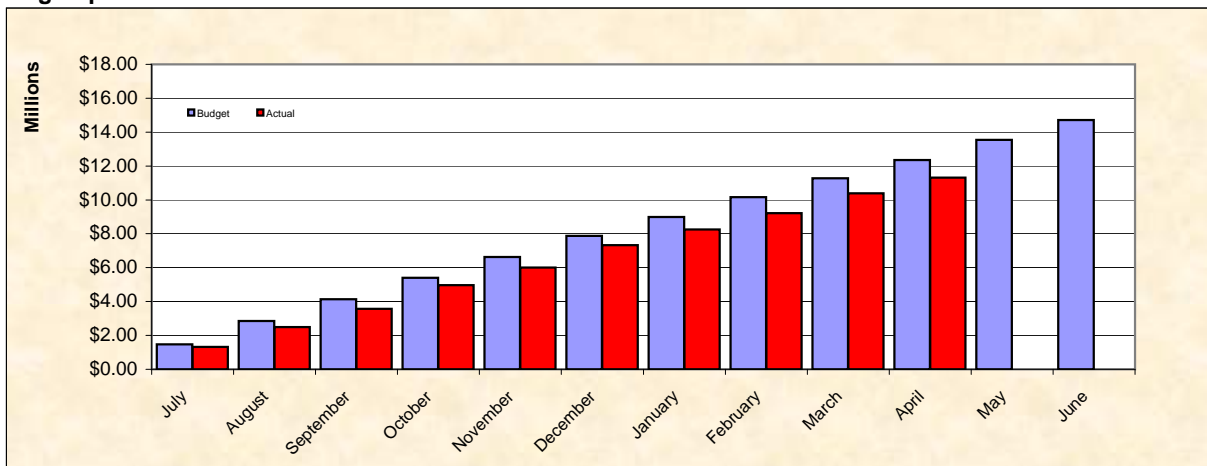
The roadworks program is currently running 42.7% under budget.

**Operating Income**



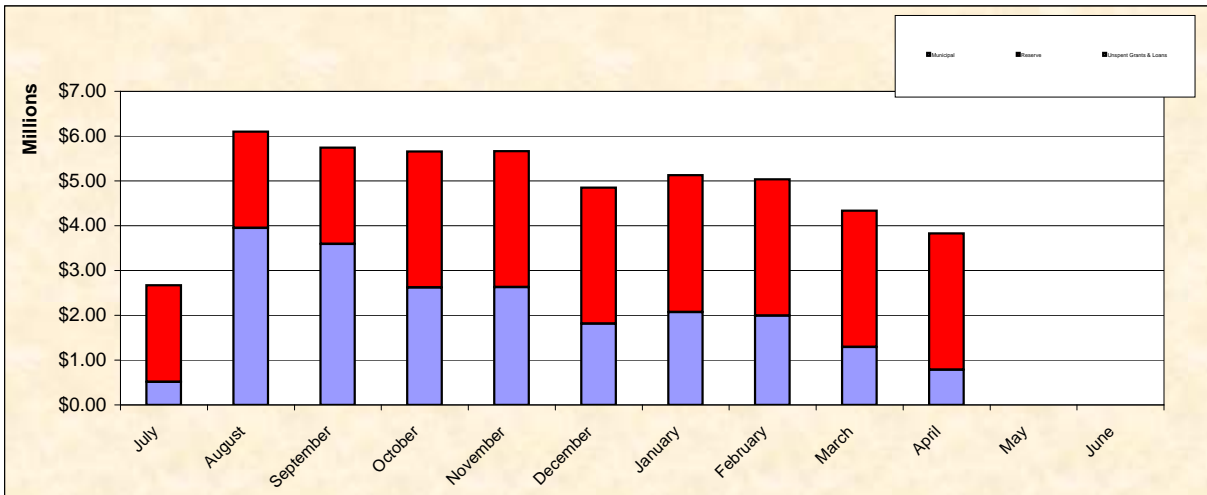
Operating income is currently running 0.3% over budget.

**Operating Expenditure**

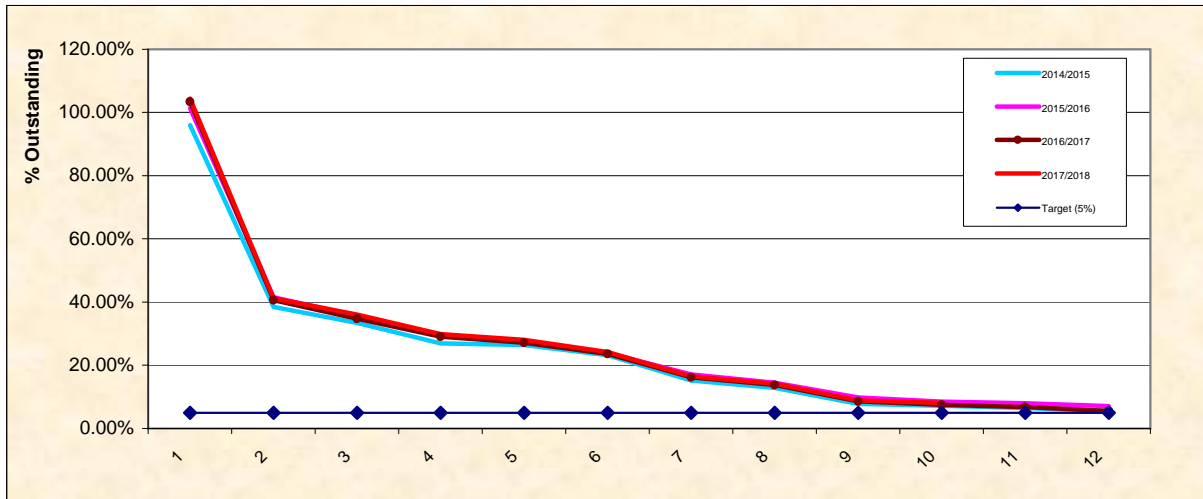


Operating Expenditure is currently running 8.35% under budget.

**Cash Position**



**Rates Outstanding (Percent of Rates Raised)**



Outstanding Rates are currently at 8%

**Rob Stewart**  
Chief Executive Officer

	Original Budget 30-Jun-17	Amended Budget 30-Jun-17	Budget YTD 30/04/2018	Actual YTD 30/04/2018	Variance Actual to Budget YTD %
<b>Surplus/Deficit at Start of Financial Year</b>	\$ 1,107,370	\$ 1,107,370		\$ 1,033,078	
<b>Revenues</b>					
<b>(Excluding Rates and Non-Operating Grants Subsidies and Contributions)</b>					
General Purpose Funding	\$ 1,250,619	\$ 1,106,892	\$ 878,030	\$ 877,998	100%
Governance	\$ 68,020	\$ 71,520	\$ 56,183	\$ 51,051	91%
Law, Order & Public Safety	\$ 231,770	\$ 247,346	\$ 191,830	\$ 179,585	94%
Health	\$ 79,400	\$ 79,400	\$ 66,742	\$ 65,060	97%
Education & Welfare	\$ 55,804	\$ 55,804	\$ 36,335	\$ 36,101	100%
Community Amenities	\$ 545,200	\$ 552,700	\$ 513,150	\$ 498,375	97%
Recreation & Culture	\$ 320,524	\$ 321,398	\$ 271,517	\$ 289,382	107%
Transport	\$ 26,000	\$ 1,000	\$ 833	\$ 418	50%
Economic Services	\$ 1,051,520	\$ 1,011,520	\$ 810,734	\$ 883,161	109%
Other Property & Services	\$ 125,929	\$ 125,929	\$ 72,324	\$ 43,780	61%
	<b>\$ 3,754,786</b>	<b>\$ 3,573,509</b>	<b>\$ 2,897,679</b>	<b>\$ 2,924,912</b>	<b>101%</b>
<b>Expenditure</b>					
General Purpose Funding	\$ (385,299)	\$ (385,299)	\$ (298,218)	\$ (286,073)	96%
Governance	\$ (899,643)	\$ (882,000)	\$ (722,319)	\$ (665,187)	92%
Law, Order & Public Safety	\$ (966,046)	\$ (981,622)	\$ (838,733)	\$ (739,217)	88%
Health	\$ (276,123)	\$ (227,074)	\$ (190,379)	\$ (168,530)	89%
Education & Welfare	\$ (145,346)	\$ (152,916)	\$ (138,607)	\$ (111,062)	80%
Community Amenities	\$ (1,516,703)	\$ (1,570,704)	\$ (1,323,328)	\$ (1,159,641)	88%
Recreation & Culture	\$ (3,218,648)	\$ (3,209,898)	\$ (2,715,958)	\$ (2,368,907)	87%
Transport	\$ (5,275,735)	\$ (5,259,800)	\$ (4,376,721)	\$ (4,373,427)	100%
Economic Services	\$ (1,952,618)	\$ (1,926,116)	\$ (1,637,987)	\$ (1,512,504)	92%
Other Property & Services	\$ (121,743)	\$ (123,994)	\$ (105,453)	\$ 68,115	-65%
	<b>\$ (14,757,904)</b>	<b>\$ (14,719,423)</b>	<b>\$ (12,347,704)</b>	<b>\$ (11,316,432)</b>	<b>92%</b>
<b>Adjustments for Non Cash Items:</b>					
(Profit)/Loss on Asset Disposals	\$ 147,845	\$ 147,845	\$ 151,347	\$ -	0%
Annual Leave Accrual	\$ 12,439	\$ 12,439	\$ 10,366	\$ -	0%
Long Service Leave Accrual	\$ 66,920	\$ 66,920	\$ 55,766	\$ -	0%
Depreciation on Assets	\$ 6,028,177	\$ 6,050,740	\$ 5,048,184	\$ 4,919,728	97%
<b>Amount Attributable to Operating Activities</b>	<b>\$ (3,640,368)</b>	<b>\$ (3,760,600)</b>	<b>\$ (4,184,362)</b>	<b>\$ (2,438,714)</b>	
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributio	\$ 1,622,622	\$ 3,346,108	\$ 2,086,741	\$ 1,739,623	83%
- Land & Buildings	\$ (1,195,467)	\$ (1,242,747)	\$ (1,223,218)	\$ (837,376)	68%
- Plant & Machinery	\$ (1,104,409)	\$ (1,505,894)	\$ (971,478)	\$ (536,620)	55%
- Furniture & Equipment	\$ (56,543)	\$ (56,543)	\$ (54,043)	\$ (30,562)	57%
- Infrastructure	\$ (2,621,310)	\$ (4,262,592)	\$ (3,952,668)	\$ (2,243,552)	57%
Proceeds from Disposal of Assets	\$ 290,182	\$ 721,667	\$ 216,388	\$ 133,764	62%
<b>Amount Attributable to Investing Activities</b>	<b>\$ (3,064,925)</b>	<b>\$ (3,000,002)</b>	<b>\$ (3,898,278)</b>	<b>\$ (1,774,723)</b>	
<b>Financing Activities</b>					
Proceeds from New Debentures	\$ -	\$ -	\$ -	\$ -	0%
Repayment of Debentures	\$ (350,832)	\$ (350,832)	\$ (235,088)	\$ (173,342)	74%
Self Supporting Loan Principal Revenue	\$ 144,442	\$ 144,442	\$ 72,221	\$ 71,453	99%
Transfers to Reserves (incl interest)	\$ (943,323)	\$ (937,323)	\$ (928,157)	\$ (907,660)	98%
Transfers from Reserves	\$ 1,118,777	\$ 1,194,777	\$ -	\$ -	0%
Transfers from Trust Funds	\$ -	\$ -	\$ -	\$ (142)	0%
Suspense Items and Other Adjustments	\$ -	\$ -	\$ -	\$ (99,532)	
<b>Amount Attributable to Financing Activities</b>	<b>\$ (30,936)</b>	<b>\$ 51,065</b>	<b>\$ (1,091,024)</b>	<b>\$ (1,109,223)</b>	
LESS Net Current Assets Year to Date	\$ -	\$ -	\$ 1,424,775	\$ 1,424,775	

## Note 1 - NET CURRENT ASSETS

For the Period Ended 30 April 2018

	Budget B/Fwd 01-Jul-17	Est Actual B/Fwd 01-Jul-17	Actual 30-Apr-18
<b>CURRENT ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Unrestricted Municipal - Cash on Hand	\$ 3,700	\$ 3,700	\$ 3,500
Unrestricted Municipal - Cash at Bank	\$ 798,011	\$ 729,429	\$ 779,652
Reserve Funds	\$ 2,068,460	\$ 2,150,950	\$ 3,042,182
Restricted Funds (Unspent Grants)	\$ -	\$ -	\$ -
Restricted Funds (Unspent Loan Funds)	\$ -	\$ -	\$ -
	<b>\$ 2,870,171</b>	<b>\$ 2,884,079</b>	<b>\$ 3,825,334</b>
<b>Trade and Other Receivables</b>			
Rates and Rates Rebates	\$ 357,737	\$ 357,737	\$ 517,312
ESL Receivable	\$ 9,019	\$ 9,019	\$ 13,266
Sundry Debtors	\$ 93,244	\$ 93,244	\$ 121,797
Other Receivables	\$ 42,320	\$ 7,320	\$ 7,320
GST Receivable	\$ (43,567)	\$ (43,567)	\$ (12,956)
Inventories	\$ 66,326	\$ 43,452	\$ 78,395
Provision for Doubtful Debts	\$ -	\$ -	\$ (10,288)
	<b>\$ 525,080</b>	<b>\$ 467,206</b>	<b>\$ 714,846</b>
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 3,395,251</b>	<b>\$ 3,351,286</b>	<b>\$ 4,540,180</b>
<b>LESS CURRENT LIABILITIES</b>			
<b>Trade and Other Payables</b>			
ESL Liability	\$ (254,334)	\$ 2,509	\$ (24,849)
Sundry Creditors	\$ -	\$ (210,409)	\$ (125)
Other Creditors	\$ (8,653)	\$ (8,653)	\$ (6,278)
GST Liability	\$ 43,567	\$ 43,567	\$ (34,711)
Accrued Interest on Debentures	\$ -	\$ -	\$ (7,259)
Accrued Salaries and Wages	\$ -	\$ -	\$ -
	<b>\$ (219,421)</b>	<b>\$ (172,987)</b>	<b>\$ (73,223)</b>
<b>Less: Cash - Reserves &amp; Restricted</b>	<b>\$ (2,068,460)</b>	<b>\$ (2,150,950)</b>	<b>\$ (3,042,182)</b>
<b>NET CURRENT ASSET POSITION</b>	<b>\$ 1,107,370</b>	<b>\$ 1,027,348</b>	<b>\$ 1,424,775</b>

Reserve Description	Opening Balance (Est.) 1-Jul-17	Interest Earned	Transfer to Muni	Transfer to Reserve	Closing Balance 30-Apr-18
Employee Entitlements Reserve	\$ 88,379	\$ 1,034	\$ -	\$ 25,000	\$ 114,414
Plant Replacement Reserve	\$ 798,170	\$ 11,158	\$ -	\$ 425,000	\$ 1,234,328
Drainage and Water Management Reserve	\$ 80,353	\$ 733	\$ -	\$ -	\$ 81,086
Hockey Ground Carpet Replacement	\$ 18,478	\$ 333	\$ -	\$ 18,000	\$ 36,811
Mount Barker Memorial Swimming Pool Reserve	\$ 96,496	\$ 1,172	\$ -	\$ 32,000	\$ 129,668
Waste Management Reserve	\$ 148,057	\$ 1,351	\$ -	\$ -	\$ 149,408
Computer Software/Hardware Upgrade Reserve	\$ 20,590	\$ 279	\$ -	\$ 10,000	\$ 30,869
Mount Barker Regional Saleyards Capital Improvements Reserve	\$ 180,112	\$ 2,707	\$ -	\$ 116,670	\$ 299,489
Mount Barker Regional Saleyards Operating Loss Reserve	\$ 173,682	\$ 2,294	\$ -	\$ 77,780	\$ 253,756
Building Renewal Reserve	\$ 112,890	\$ 1,030	\$ -	\$ -	\$ 113,920
Outstanding Land Resumptions Reserve	\$ 35,977	\$ 328	\$ -	\$ -	\$ 36,306
Natural Disaster Reserve	\$ 41,556	\$ 744	\$ -	\$ 40,000	\$ 82,300
Plantagenet Medical Centre Reserve	\$ 202,407	\$ 2,526	\$ -	\$ 74,500	\$ 279,433
Spring Road Roadworks Reserve	\$ 52,478	\$ 479	\$ -	\$ -	\$ 52,957
Community Resource Centre Building Reserve	\$ 7,391	\$ 133	\$ -	\$ 7,210	\$ 14,734
Museum Complex Shingle Roof Reserve	\$ 67,752	\$ 618	\$ -	\$ -	\$ 68,370
Standpipe Reserve	\$ 9,752	\$ 180	\$ -	\$ 10,000	\$ 19,932
Paths and Trails Reserve	\$ -	\$ 182	\$ -	\$ 20,000	\$ 20,182
Capital Improvements and Major Refurbishments Reserve	\$ -	\$ 219	\$ -	\$ 24,000	\$ 24,219
<b>Totals</b>	<b>\$ 2,134,522</b>	<b>\$ 27,500</b>	<b>\$ -</b>	<b>\$ 880,160</b>	<b>\$ 3,042,182</b>

**Notes:**

The above reserve accounts are supported by cash held in banking institutions.  
 All moneys set aside in a reserve account are restricted to the purpose the account was originally intended, and cannot be used for the day-to-day running of the Shire of Plantagenet. The purpose of these accounts can only be changed under specific conditions (Absolute majority of Council, Public Notice etc.)

**PURPOSE OF RESERVE ACCOUNTS**
**Employee Entitlements Reserve**

To fund sick, annual and long service leave entitlements for former staff and unplanned payments of annual leave and long service leave

**Plant Replacement Reserve**

To fund the purchase of works vehicles, plant and machinery

**Drainage and Water Management Reserve**

To fund the planning and construction of drainage and water management projects

**Land Rehabilitation Reserve**

For the rehabilitation of the old saleyards site on Woogenellup Road

**Mount Barker Memorial Swimming Pool Reserve**

For capital works associated with the revitalisation of the Mount Barker Memorial Swimming Pool

**Waste Management Reserve**

For the funding of waste management infrastructure and major items of associated plant and equipment

**Computer Software/Hardware Upgrade Reserve**

For the upgrade of business system software and hardware with latest versions and additional functionality

**Mount Barker Regional Saleyards Capital Improvements Reserve**

To fund capital works at the Mount Barker Regional Saleyards

**Mount Barker Regional Saleyards Operating Loss Reserve**

To require the Saleyards to operate in a self sufficient manner by retaining a proportion of operating surpluses to fund operating deficits

**Building Renewal Reserve**

To fund major planned building renewal projects

**Outstanding Land Resumptions Reserve**

For old / outstanding obligations for land resumptions associated with road realignments and the like

**Natural Disaster Reserve**

For the Council's proportion of natural disaster events in the Shire of Plantagenet

**Plantagenet Medical Centre Reserve**

For the renewal, refurbishments and improvements to the Plantagenet Medical Centre

**Spring Road Roadworks Reserve**

For the construction of roadworks in Spring Road, Porongurup as required by the relevant subdivision condition

**Community Resource Centre Building Reserve**

To contribute to the maintenance, renewal, refurbishment and improvements to the Mount Barker Community Resource Centre

**Museum Complex Shingle Roof Reserve**

To fund the renewal of shingle roofs on buildings at the Mount Barker Historical Museum complex

**Standpipe Reserve**

To fund the repair, renewal and upgrade of water standpipes

**Paths and Trails Reserve**

To fund the development of new pathways, cycleway infrastructure and trails

**Capital Improvements and Major Refurbishments Reserve**

To fund new, improvements or refurbishments to existing Shire buildings and / or infrastructure

### Note 3 - INVESTMENT DETAILS

For the Period Ended 30 April 2018

Investment Date	Identification	Form	Investment Amount	Interest Rate	Maturity Date	Status	Interest Earnings
22-Jun-2017	CBA 36577207/90	TD	\$ 500,000	1.79%	24-Jul-2017	Matured	\$ 807
29-May-2017	Bendigo 2283961	TD	\$ 500,000	2.10%	31-Jul-2017	Matured	\$ 1,812
15-Jun-2017	Bendigo 2300052	TD	\$ 500,000	2.50%	15-Sep-2017	Matured	\$ 3,151
10-May-2017	Bendigo 150294262	TD	\$ 384,769	2.05%	10-Aug-2017	Matured	\$ 1,988
28-Aug-2017	Bendigo 2370140	TD	\$ 500,000	2.25%	28-Sep-2017	Matured	\$ 955
31-Jul-2017	Bendigo 2344643	TD	\$ 500,000	2.40%	31-Oct-2017	Matured	\$ 3,025
24-Jul-2017	CBA 36577207/94	TD	\$ 500,000	2.08%	23-Oct-2017	Matured	\$ 2,593
10-May-2017	Bendigo 150294262	TD	\$ 386,757	2.05%	10-Nov-2017	Matured	\$ 1,998
28-Aug-2017	Bendigo 2370138	TD	\$ 500,000	2.25%	28-Nov-2017	Matured	\$ 2,836
28-Aug-2017	Bendigo 2370137	TD	\$ 500,000	2.25%	28-Nov-2017	Matured	\$ 2,836
15-Sep-2017	Bendigo 2389058	TD	\$ 500,000	2.00%	15-Nov-2017	Matured	\$ 1,671
23-Oct-2017	CBA 36577207/100	TD	\$ 500,000	2.34%	21-Dec-2017	Matured	\$ 1,633
28-Sep-2017	Bendigo 2401861	TD	\$ 500,000	2.25%	28-Dec-2017	Matured	\$ 2,805
28-Nov-2017	Bendigo 2458176	TD	\$ 500,000	1.65%	28-Dec-2017	Matured	\$ 678
08-Sep-2017	CBA 36577207/98	TD	\$ 500,000	2.34%	08-Jan-2018	Matured	\$ 3,943
21-Dec-2017	CBA 36577207	TD	\$ 500,000	2.34%	22-Jan-2018	Matured	\$ 798
31-Oct-2017	Bendigo 2432443	TD	\$ 500,000	2.30%	29-Jan-2018	Matured	\$ 2,836
28-Dec-2017	Bendigo 2488180	TD	\$ 500,000	1.65%	29-Jan-2018	Matured	\$ 723
28-Nov-2017	Bendigo 2458259	TD	\$ 500,000	2.00%	29-Jan-2018	Matured	\$ 1,699
01-Sep-2017	CBA 36577207/96	TD	\$ 500,000	2.38%	28-Feb-2018	Matured	\$ 5,868
06-Sep-2017	CBA 36577207/97	TD	\$ 500,000	2.36%	06-Feb-2018	Matured	\$ 4,946
08-Jan-2018	CBA 36577207	TD	\$ 500,000	1.82%	07-Feb-2018	Matured	\$ 748
29-Jan-2018	Bendigo 2513909	TD	\$ 500,000	1.70%	28-Feb-2018	Matured	\$ 699
10-Nov-2017	Bendigo 150294262	TD	\$ 388,755	2.05%	10-Feb-2018	Matured	\$ 2,009
22-Jan-2018	CBA 36577207	TD	\$ 500,000	2.09%	23-Mar-2018	Matured	\$ 1,718
28-Feb-2018	CBA 36577207	TD	\$ 500,000	1.82%	12-Mar-2018	Matured	\$ 823
28-Feb-2018	CBA 36577207	TD	\$ 500,000	2.08%	30-Apr-2018	Matured	\$ 1,738
28-Feb-2018	Bendigo 2543914	TD	\$ 500,000	1.70%	29-Mar-2018	Matured	\$ 675
29-Jan-2018	Bendigo 2513956	TD	\$ 500,000	1.95%	29-Mar-2018	Matured	\$ 1,576
12-Mar-2018	CBA 36577207	TD	\$ 500,000	1.77%	11-Apr-2018	Matured	\$ 727
07-Feb-2018	CBA 36577207	TD	\$ 500,000	2.05%	09-Apr-2018	Matured	\$ 1,713
29-Mar-2018	Bendigo 2571880	TD	\$ 500,000	1.75%	30-Apr-2018	Matured	\$ 767
29-Jan-2018	Bendigo 2514087	TD	\$ 500,000	2.20%	30-Apr-2018	Matured	\$ 2,742
10-Feb-2018	Bendigo 150294262	TD	\$ 390,764	1.70%	10-May-2018		
09-Apr-2018	CBA 36577207	TD	\$ 500,000	1.90%	09-May-2018		
30-Apr-2018	CBA 36577207	TD	\$ 500,000	1.95%	30-May-2018		
30-Apr-2018	Bendigo2602063	TD	\$ 500,000	2.25%	29-Jun-2018		
30-Apr-2018	Bendigo 2202049	TD	\$ 500,000	1.95%	30-May-2018		
<b>Total Interest Earned YTD</b>							<b>\$ 65,535</b>
<b>Total Budget YTD</b>							<b>\$ 54,884</b>
<b>Total Budget</b>							<b>\$ 67,000</b>



In accordance with Regulation 34 of the Local Government (Financial Management) Regulations, the Council must adopt a percentage over (or under) which a budget variance would be considered material when it reviews the monthly financial statements and accept the annual budget review.

The Council has resolved that the following be adopted for reporting material variances in assessing statements of financial activity for the 2016/2017 financial year:

1. Expenditure in excess of 10% of (monthly) budget, to a minimum of \$5,000.00.
2. Income less than 90% of (monthly) budget, to a minimum of \$5,000.00.

The following are the explanations of material variance between Budget YTD and Actual YTD figures for the current month.

	Budget Variance \$	Budget Variance %	Primary Reason
<b>OPERATING INCOME</b>			
<b>Rates</b>			
10004.0069 Rates Penalties & Fees - Legal Costs Reimbursed	\$ 13,838	-30%	Legal costs incurred are below budget, therefore reimbursements below budget.
10004.0095 Rates Penalties & Fees - Penalty Interest	\$ 10,326	-28%	Outstanding rates debt continues to reduce.
<b>Cemeteries</b>			
11013.0237 Other Income - Cemetery Fees & Charges	\$ 15,173	-30%	Fees and charges for cemeteries less than budgeted. Little activity in cemeteries to date; expenditure below budget
<b>Mount Barker Swimming Pool</b>			
10113.0136 Other Revenue - Season passes	\$ 6,504	-33%	Due to late opening of pool this year sales of season passes have not reached budget forecast
<b>Building Control</b>			
10155.0247 Other Revenue - BCITF Levy	\$ 7,472	-36%	BCITF Levy payments below budget with corresponding below budget levy income.
<b>Private Works</b>			
10159.0015 Private Works Recoups	\$ 21,806	-95%	Demand for Private Works has been minimal.
<b>Unclassified</b>			
11420.0405 Other Income - Diesel Rebate	\$ 5,193	-14%	Rebate claimed below budgeted estimate to date.
<b>OPERATING EXPENDITURE</b>			
<b>Rates</b>			
20000.0130 Employee Costs - Salaries	\$ 13,762	26%	Resignation of staff member payout. Variance will reduce until position filled.
<b>Overheads Administration</b>			
20048.0270 Office Expenses - Software Support Contracts	\$ 12,274	10%	Increased costs associated with software support have exceeded budget to date. Variance reducing
<b>Health Administration and Inspection</b>			
20111.0130 Employee Costs - Salaries	\$ 11,748	66%	EHO salary expenses over budget. Previous budget review did not include admin allocations.
<b>Public Halls and Civic Centres</b>			
20193.0052 Building & Grounds (PC) - Grounds Maintenance	\$ 9,392	225%	Shire works at Plantagenet District Hall (\$9,799) and Kendenup Hall (\$3554.93)
<b>Parks and Recreation Grounds</b>			
20212.0048 Parks Mtce (PC) - Facilities Operating	\$ 12,514	60%	Water used for Sounness Park Football oval from Warburton Road Standpipe to 28 March is 4,651 kilolitres (\$9,667)
<b>Tourism and Area Promotion</b>			
21311.0370 Other Expenses - District & Area Promotion	\$ 11,414	19%	Budget error did not correctly link FAGS grants to the District & Area Promotion budget item
<b>Saleyards</b>			
21325.0011 Building & Grounds (PC) - Facility Operating	\$ 27,016	47%	Electricity and Water costs due to additional power and water usage.
<b>Other Economic Services</b>			
21328.0319 Water Supply (Standpipes)	\$ 12,435	43%	Water supply for Sounness Park Football oval from Warburton Road Standpipe to 28 March is 4,651 kilolitres (\$9,667)
<b>Public Works Overheads</b>			
20260.0266 Employee Costs - Uniforms, Clothing & Accessories	\$ 6,788	40%	Costs associated with protective wear has exceeded full annual budget.
<b>Plant Operation Costs</b>			
20266.0344 Employee Costs - Salaries (Plant Repairs)	\$ 18,534	56%	Repairs and maintenance of plant expenditure over budget to date.
20266.0351 Employee Costs - Apprentice / Trainee	\$ 8,306	28%	Increase in costs as apprentices commence further into the apprenticeship program.
20281.0344 Operating Costs - Courier & Freight	\$ 5,031	40%	Courier fees have exceeded budget to date.
20281.0343 Operating Costs - Plant Service/Repairs	\$ 19,249	19%	Plant repairs exceeded budget to date.
<b>CAPITAL EXPENDITURE</b>			
<b>Other Recreation and Culture</b>			
50407.0252 Recreation & Cultural Buildings (PC) - Building Renewal	\$ 5,045	34%	Replace Veranda at Old Police Station Museum. Additional urgent work higher than predicted in January budget review.
<b>Road Construction</b>			
<b>Own Source</b>			

**Note 4 - MATERIAL VARIANCE EXPLANATION**

**For the Period Ended 30 April 2018**

In accordance with Regulation 34 of the Local Government (Financial Management) Regulations, the Council must adopt a percentage over (or under) which a budget variance would be considered material when it reviews the monthly financial statements and accept the annual budget review.

The Council has resolved that the following be adopted for reporting material variances in assessing statements of financial activity for the 2016/2017 financial year:

1. Expenditure in excess of 10% of (monthly) budget, to a minimum of \$5,000.00.
2. Income less than 90% of (monthly) budget, to a minimum of \$5,000.00.

The following are the explanations of material variance between Budget YTD and Actual YTD figures for the current month.

	Budget Variance \$	Budget Variance %	Primary Reason
51717.0250 Fourth Avenue - SLK 0.00 to 0.61	\$ 34,280	42%	Road project under budgeted. Savings expected to be made on other road projects.
<b>Cattle Saleyards</b>			
51323.0006 Purchase Vehicle - Saleyards Manager	\$ 7,846	24%	Overall lowest price net result for vehicle purchases resulted in net over budget item for Saleyards
<b>CAPITAL INCOME</b>			
<b>Road Construction</b>			
41201.0008 Direct Road Grants - Black Spot Funding	\$ 56,991	0%	Black spot funded road projects not undertaken to date.
41201.0209 Direct Road Grants - Storm Damage	\$ 473,390	0%	First Stage Storm Damage claim submitted.



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD		
<b>PROGRAM 3 - GENERAL PURPOSE FUNDING</b>									
<b>RATES</b>									
<b>Operating Expenditure</b>									
Employee Costs - Salaries	DCEO	20000.0130	\$ (62,857)	\$ (62,857)	\$ (53,187)	\$ (66,948)	▲	\$ 13,762	26%
Employee Costs - Superannuation	DCEO	20000.0141	\$ (5,859)	\$ (5,859)	\$ (4,958)	\$ (4,708)			
Employee Costs - Uniforms, Clothing & Accessories	DCEO	20000.0266	\$ (400)	\$ (400)	\$ (333)	\$ (381)			
Employee Costs - Workers Compensation Insurance	DCEO	20000.0043	\$ (2,031)	\$ (2,031)	\$ (2,031)	\$ (1,534)			
Office Expenses - Printing & Stationery	DCEO	20005.0103	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (21)			
Other Expenses - Bank Fees & Charges	DCEO	20009.0007	\$ (9,000)	\$ (9,000)	\$ (7,500)	\$ (7,669)			
Other Expenses - Donations	DCEO	20009.0255	\$ (500)	\$ (500)	\$ (500)	\$ -			
Other Expenses - FESA Levy	DCEO	20009.0256	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (4,746)			
Other Expenses - Rate Recovery / Legal Costs	DCEO	20009.0071	\$ (60,000)	\$ (60,000)	\$ (50,000)	\$ (37,105)			
Other Expenses - Other Operating Costs	DCEO	20009.0312	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (238)			
Other Expenses - Title Searches	DCEO	20009.0148	\$ (500)	\$ (500)	\$ (417)	\$ -			
Other Expenses - Valuation Expenses	DCEO	20009.0156	\$ (35,000)	\$ (35,000)	\$ (5,000)	\$ (3,394)			
Other Expenses - Refund of Overpayment	DCEO	20009.0378	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -			
Admin Services Allocation	ACCOUNTANT	20017.0308	\$ (142,175)	\$ (142,175)	\$ (118,479)	\$ (116,018)			
<i>Sub-total - Cash</i>			\$ (330,822)	\$ (330,822)	\$ (252,821)	\$ (242,761)			
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20020.0309	\$ (50)	\$ (50)	\$ (42)	\$ -			
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20020.0310	\$ (850)	\$ (850)	\$ (708)	\$ -			
<i>Sub-total - Non Cash</i>			\$ (900)	\$ (900)	\$ (750)	\$ -			
<b>Total Operating Expenditure</b>			\$ (331,722)	\$ (331,722)	\$ (253,571)	\$ (242,761)			
<b>Operating Income</b>									
General Rate GRV - Rates	DCEO	10000.0414	\$ 2,133,381	\$ 2,133,381	\$ 2,133,381	\$ 2,133,382			
General Rate GRV - Prepaid Rates - Rates Paid In Advance	DCEO	10000.0415	\$ -	\$ -	\$ -	\$ -			
General Rate GRV - Interim Rates and Adjustments	DCEO	10000.0490	\$ -	\$ 14,160	\$ 11,800	\$ 14,393			
General Rate GRV - Write Offs	DCEO	10000.0102	\$ -	\$ -	\$ -	\$ (1,289)			
General Rate UV - Rates	DCEO	10001.0414	\$ 4,602,848	\$ 4,602,848	\$ 4,602,848	\$ 4,600,177			
General Rate UV - Prepaid Rates - Rates Paid In Advance	DCEO	10001.0415	\$ -	\$ -	\$ -	\$ -			
General Rate UV - Interim Rates and Adjustments	DCEO	10001.0490	\$ -	\$ -	\$ -	\$ (517)			
General Rate UV - Write Offs	DCEO	10001.0102	\$ -	\$ -	\$ -	\$ 277			
Other Revenue - FESA Administrative Fee	DCEO	10006.0222	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,000			
Other Revenue - Reprint Rates Notice	DCEO	10006.0017	\$ -	\$ -	\$ -	\$ 71			
Other Revenue - Supply RSA Number	DCEO	10006.0023	\$ -	\$ -	\$ -	\$ 409			
Other Revenue - Rate Search	DCEO	10006.0111	\$ 15,000	\$ 15,000	\$ 12,500	\$ 13,323			
Rates Penalties & Fees - Instalment Admin Fee	DCEO	10004.0062	\$ 15,000	\$ 15,000	\$ 12,500	\$ 15,930			
Rates Penalties & Fees - Instalment Interest	DCEO	10004.0063	\$ 20,000	\$ 20,000	\$ 16,667	\$ 21,978			
Rates Penalties & Fees - Legal Costs Reimbursed	DCEO	10004.0069	\$ 55,000	\$ 55,000	\$ 45,833	\$ 31,996	▼	\$ 13,838	-30%



**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
Rates Penalties & Fees - Legal Costs Adjustments	DCEO	10004.0070	\$ -	\$ -	\$ -	\$ -	
Rates Penalties & Fees - Penalty Interest	DCEO	10004.0095	\$ 45,000	\$ 45,000	\$ 37,500	\$ 27,174	▼ \$ 10,326 -28%
Rates Penalties & Fees - Penalty Interest Adjustments	DCEO	10004.0096	\$ -	\$ -	\$ -	\$ -	
Deferred Rates - Pensioner Deferred Rates Interest	DCEO	10005.0098	\$ 1,300	\$ 1,300	\$ 1,083	\$ -	
Deferred ESL - Pensioner Deferred ESL Interest	ACCOUNTANT	10012.0097	\$ 70	\$ 70	\$ 58	\$ -	
<b>Total Operating Income</b>			\$ 6,891,700	\$ 6,905,860	\$ 6,878,272	\$ 6,861,305	
<b>OTHER GENERAL PURPOSE FUNDING</b>							
<b>Transfers to Reserve Funds</b>							
Transfers to Reserve Funds	DCEO	50301.0398	\$ (888,323)	\$ (882,323)	\$ (882,323)	\$ (880,160)	
Transfer Interest to Reserve Funds	DCEO	50301.0399	\$ (55,000)	\$ (55,000)	\$ (45,834)	\$ (27,500)	
<b>Total Transfers to Reserve Funds</b>			\$ (943,323)	\$ (937,323)	\$ (928,157)	\$ (907,660)	
<b>Operating Expenditure</b>							
Other Expenses - Grants Submission Fees	DCEO	20022.0257	\$ -	\$ -	\$ -	\$ -	
Interest Paid on Trust Funds	DCEO	20022.0243	\$ (500)	\$ (500)	\$ (417)	\$ -	
Admin Services Allocation	DCEO	20278.0308	\$ (53,077)	\$ (53,077)	\$ (44,231)	\$ (43,312)	
<b>Total Operating Expenditure</b>			\$ (53,577)	\$ (53,577)	\$ (44,647)	\$ (43,312)	
<b>Operating Income</b>							
Grants Commission Grant - Equalisation - Untied	DCEO	10007.0212	\$ 431,028	\$ 368,072	\$ 276,054	\$ 276,054	
Local Road Grant - Main Roads Tied Grant	DCEO	10008.0212	\$ 198,950	\$ 117,950	\$ 117,950	\$ 118,234	
Grants Commission Grant - Road Maintenance - Untied	DCEO	10008.0211	\$ 396,971	\$ 397,200	\$ 297,900	\$ 297,900	
Interest on Municipal Investments	DCEO	10009.0067	\$ 12,000	\$ 12,000	\$ 9,051	\$ 16,168	
Interest on Reserve Funds	DCEO	10009.0066	\$ 55,000	\$ 55,000	\$ 45,833	\$ 55,773	
Share Dividends	DCEO	10009.0221	\$ 1,200	\$ 1,200	\$ 1,000	\$ -	
<b>Total Operating Income</b>			\$ 1,095,149	\$ 951,422	\$ 747,788	\$ 764,129	
<b>TOTAL GENERAL PURPOSE FUNDING CAPITAL EXPENSES</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOTAL GENERAL PURPOSE FUNDING CAPITAL INCOME</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOTAL GENERAL PURPOSE FUNDING OPERATING EXPENSES</b>			\$ (385,299)	\$ (385,299)	\$ (298,218)	\$ (286,073)	
<b>TOTAL GENERAL PURPOSE FUNDING OPERATING INCOME</b>			\$ 7,986,849	\$ 7,857,282	\$ 7,626,060	\$ 7,625,433	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 4 - GOVERNANCE</b>							
<b>MEMBERS OF COUNCIL</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Governance	MGR WORKS	50401.0006	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Expenditure</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Income</b>							
Trade In Vehicle - Governance	MGR WORKS	40401.0105	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenditure</b>							
Other Operating Expenses - Advertising	EXEC SEC	20026.0003	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	\$ -
Other Operating Expenses - Citizenship Ceremonies	EXEC SEC	20026.0352	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (205)	\$ (205)
Other Operating Expenses - Conferences & Training	DCEO	20026.0029	\$ (20,000)	\$ (20,000)	\$ (16,667)	\$ (9,779)	\$ (9,779)
Other Operating Expenses - Councillors Incidental Expenses	DCEO	20026.0031	\$ (20,000)	\$ (20,000)	\$ (16,667)	\$ (16,351)	\$ (16,351)
Other Operating Expenses - Local Government Convention	DCEO	20026.0032	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (5,761)	\$ (5,761)
Other Operating Expenses - Deputy President's Allowance	DCEO	20026.0037	\$ (1,658)	\$ (1,658)	\$ (1,381)	\$ (1,246)	\$ (1,246)
Other Operating Expenses - Elected Members - Sitting Fees	DCEO	20026.0042	\$ (79,580)	\$ (79,580)	\$ (66,317)	\$ (63,932)	\$ (63,932)
Other Operating Expenses - President's Allowance	DCEO	20026.0081	\$ (6,630)	\$ (6,630)	\$ (5,525)	\$ (4,983)	\$ (4,983)
Other Operating Expenses - Public Liability Insurance	DCEO	20026.0108	\$ (6,000)	\$ (6,000)	\$ (6,000)	\$ (5,532)	\$ (5,532)
Other Operating Expenses - Subscriptions	DCEO	20026.0258	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,935)	\$ (22,935)
Other Operating Expenses - Travelling Allowance	DCEO	20026.0084	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (1,507)	\$ (1,507)
Other Operating Expenses - WALGA State Councillor Payments	DCEO	20026.0332	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	\$ -
Vehicle Running Costs - Elected Members	MGR WORKS	20401.0182	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (2,653)	\$ (2,653)
Other Expenses - Elections - Professional Services	DCEO	20025.0030	\$ (25,000)	\$ (7,357)	\$ (7,357)	\$ (7,357)	\$ (7,357)
Admin Services Allocation	ACCOUNTANT	20402.0308	\$ (128,654)	\$ (128,654)	\$ (107,212)	\$ (104,985)	\$ (104,985)
<i>Sub-total - Cash</i>			\$ (332,522)	\$ (314,879)	\$ (269,958)	\$ (247,227)	\$ (247,227)
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20284.0034	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20284.0036	\$ (6,840)	\$ (6,840)	\$ (5,700)	\$ (5,644)	\$ (5,644)
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20284.0078	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Non Cash</i>			\$ (6,840)	\$ (6,840)	\$ (5,700)	\$ (5,644)	\$ (5,644)
<b>Total Operating Expenditure</b>			\$ (339,361)	\$ (321,718)	\$ (275,658)	\$ (252,871)	\$ (252,871)
<b>Operating Income</b>							
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10171.0106	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue - WALGA State Councillor Receipts	DCEO	10173.0407	\$ 2,000	\$ 2,000	\$ 1,667	\$ 658	\$ 658
<b>Total Operating Income</b>			\$ 2,000	\$ 2,000	\$ 1,667	\$ 658	\$ 658



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>OTHER GOVERNANCE</b>							
<b>Operating Expenditure</b>							
Refreshments & Receptions - Meals and Refreshments	EXEC SEC	20030.0083	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (9,445)	
Refreshments & Receptions - Presentations & Receptions	EXEC SEC	20030.0263	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (2,307)	
Vehicle Running Costs - Motor Vehicle Allocations	CEO	20031.0182	\$ -	\$ -	\$ -	\$ -	
Office Expenses - Minute Binding	DCEO	20032.0262	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ -	
Other Expenses - Additional Audit Costs	DCEO	20033.0260	\$ (7,000)	\$ (7,000)	\$ (5,833)	\$ (2,700)	
Other Expenses - Audit Fees	DCEO	20033.0259	\$ (26,000)	\$ (26,000)	\$ (26,000)	\$ (13,058)	
Other Expenses - CEO Donations	CEO	20033.0255	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (1,475)	
Other Expenses - Community Assistance	DCEO	20033.0365	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Other Expenses - Other Operating Costs	CEO	20033.0312	\$ (7,000)	\$ (7,000)	\$ (5,833)	\$ (3,640)	
Other Expenses - Professional Services	DCEO	20033.0030	\$ -	\$ -	\$ -	\$ -	
Other Expenses - Promotional Material & Public Relations	EXEC SEC	20033.0261	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Other Expenses - Regional Co-operation Dev. Program	CEO	20033.0367	\$ -	\$ -	\$ -	\$ -	
Admin Services Allocation	ACCOUNTANT	20034.0308	\$ (395,894)	\$ (395,894)	\$ (333,912)	\$ (328,194)	
<i>Sub-total - Cash</i>			\$ (465,894)	\$ (465,894)	\$ (396,578)	\$ (360,819)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20035.0034	\$ -	\$ -	\$ -	\$ (1,488)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20035.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20035.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20035.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ (1,488)	
<b>Total Operating Expenditure</b>			\$ (465,894)	\$ (465,894)	\$ (396,578)	\$ (362,307)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Other Revenue - Forfeited Deposits	DCEO	10018.0050	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue - Other Operating Income	EXEC SEC	10018.0232	\$ 100	\$ 100	\$ 83	\$ 80	\$ 80
Other Revenue - Photocopying	DCEO	10018.0100	\$ -	\$ -	\$ -	\$ 0	\$ 0
Other Revenue - Contribution to FBT	DCEO	10018.0193	\$ 12,000	\$ 12,000	\$ 10,000	\$ 12,577	\$ 12,577
Other Revenue - Rental - Staff Housing	DCEO	10018.0231	\$ 3,120	\$ 3,120	\$ 2,600	\$ -	\$ -
Other Revenue - Sale of Maps & Publications	DCEO	10018.0235	\$ 300	\$ 300	\$ 250	\$ 951	\$ 951
Reimbursements - LSL	DCEO	10016.0224	\$ -	\$ 3,500	\$ 3,500	\$ 3,538	\$ 3,538
Reimbursements - Other	DCEO	10016.0229	\$ 50,000	\$ 50,000	\$ 37,667	\$ 33,246	\$ 33,246
Reimbursements - Staff Uniforms	DCEO	10016.0223	\$ 500	\$ 500	\$ 417	\$ -	\$ -
Contributions - Other Contributions	DCEO	10017.0200	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Cash</i>			\$ 66,020	\$ 69,520	\$ 54,517	\$ 50,393	\$ 50,393
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10015.0106	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Income</b>			\$ 66,020	\$ 69,520	\$ 54,517	\$ 50,393	\$ 50,393
<b>Borrowing Costs</b>							
<b>Principal Repayments</b>							
Loan Repayment - Loan No. 90 - New Admin Centre	ACCOUNTANT	50405.0331	\$ (147,610)	\$ (147,610)	\$ (73,805)	\$ (72,746)	\$ (72,746)
<b>Total Principal Repayments</b>			\$ (147,610)	\$ (147,610)	\$ (73,805)	\$ (72,746)	\$ (72,746)
<b>Operating Expenditure</b>							
Financial Expenses - Loan No. 90 - New Admin Centre	ACCOUNTANT	20405.0331	\$ (94,388)	\$ (94,388)	\$ (50,083)	\$ (52,927)	\$ (52,927)
<b>Total Operating Expenditure</b>			\$ (94,388)	\$ (94,388)	\$ (50,083)	\$ (52,927)	\$ (52,927)

**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>OVERHEADS - ADMINISTRATION</b>							
<b>Capital Expenditure</b>							
Administration Building (PC) - Building Renewal	BLDG SRVR	50402.0252	\$ (12,000)	\$ (12,000)	\$ (10,000)	\$ (1,497)	
Purchase Vehicle - CEO	MGR WORKS	50416.0006	\$ -	\$ -	\$ -	\$ -	
Purchase Vehicle - DCEO	MGR WORKS	50417.0006	\$ -	\$ -	\$ -	\$ -	
Computer Hardware Replacement Program	DCEO	50419.0006	\$ (10,000)	\$ (10,000)	\$ (7,500)	\$ (8,990)	
Refurbishment - Lot 337 Martin Street - Council Homes	BLDG SRVR	51431.0252	\$ (26,178)	\$ (26,178)	\$ (21,815)	\$ -	
Admin Building - Repaint south façade walls / timberwork	BLDG SRVR	50409.0252	\$ (6,800)	\$ (6,800)	\$ (6,800)	\$ (3,770)	
Administration Building - Install Carpet Tiles	BLDG SRVR	51679.0252	\$ (9,000)	\$ (9,000)	\$ (9,000)	\$ (9,273)	
<b>Total Capital Expenditure</b>			\$ (63,978)	\$ (63,978)	\$ (55,115)	\$ (23,530)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	40415.0486	\$ -	\$ -	\$ -	\$ -	
Trade In Vehicle - CEO	MGR WORKS	40416.0105	\$ -	\$ -	\$ -	\$ -	
Trade In Vehicle - DCEO	MGR WORKS	40417.0105	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	DCEO	20047.0029	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (17,610)	
Employee Costs - Medicals & Vaccinations	DCEO	20047.0275	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (1,896)	
Employee Costs - Relief Staff / Contractors	DCEO	20047.0264	\$ -	\$ -	\$ -	\$ -	
Employee Costs - Salaries	DCEO	20047.0130	\$ (1,073,879)	\$ (1,073,879)	\$ (908,667)	\$ (911,195)	
Employee Costs - Superannuation	DCEO	20047.0141	\$ (136,981)	\$ (136,981)	\$ (115,907)	\$ (112,403)	
Employee Costs - Travel & Accommodation	EXEC SEC	20047.0267	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (2,999)	
Employee Costs - Uniforms, Clothing & Accessories	DCEO	20047.0266	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (2,918)	
Employee Costs - Long Service Leave Disbursements	DCEO	20047.0311	\$ -	\$ -	\$ -	\$ -	
Employee Costs - Workers Compensation Insurance	DCEO	20047.0043	\$ (35,901)	\$ (35,901)	\$ (35,901)	\$ (27,109)	
Financial Expenses - Bank Fees & Charges	ACCOUNTANT	20276.0007	\$ (9,000)	\$ (9,000)	\$ (7,500)	\$ (7,214)	
Financial Expenses - Dishonoured Deposits	ACCOUNTANT	20276.0040	\$ (100)	\$ (100)	\$ (83)	\$ -	
Financial Expenses - GST	ACCOUNTANT	20276.0057	\$ (50)	\$ (50)	\$ (42)	\$ -	
Financial Expenses - Overdraft Interest	ACCOUNTANT	20276.0092	\$ -	\$ -	\$ -	\$ -	
Financial Expenses - Receipt Rounding	ACCOUNTANT	20276.0112	\$ (10)	\$ (10)	\$ (8)	\$ (5)	
Financial Expenses - Fringe Benefits Tax	ACCOUNTANT	20276.0265	\$ (70,000)	\$ (68,000)	\$ (68,000)	\$ (40,101)	
Office Expenses - Advertising	EXEC SEC	20048.0003	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (7,046)	
Office Expenses - Advertising - Staff Vacancies	EXEC SEC	20048.0274	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (2,561)	
Office Expenses - Computer Equipment Maintenance	DCEO	20048.0269	\$ (30,000)	\$ (30,000)	\$ (25,000)	\$ (23,117)	
Office Expenses - Minor Furniture & Equipment Purchases	DCEO	20048.0085	\$ (5,000)	\$ (7,000)	\$ (4,000)	\$ (6,541)	
Office Expenses - Office Equipment Maintenance	DCEO	20048.0268	\$ (13,000)	\$ (13,000)	\$ (10,833)	\$ (12,653)	
Office Expenses - Other Operating Costs	DCEO	20048.0312	\$ (14,000)	\$ (14,000)	\$ (11,667)	\$ (7,448)	
Office Expenses - Postage & Freight	DCEO	20048.0271	\$ (18,000)	\$ (18,000)	\$ (15,000)	\$ (14,023)	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD		
Office Expenses - Printing & Stationery	DCEO	20048.0103	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (28,605)			
Office Expenses - Software Support Contracts	DCEO	20048.0270	\$ (125,000)	\$ (125,000)	\$ (119,584)	\$ (131,857)	▲	\$ 12,274	10%
Office Expenses - Telephone	DCEO	20048.0144	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (19,145)			
Other Expenses - Insurances	DCEO	20049.0064	\$ (45,000)	\$ (45,000)	\$ (45,000)	\$ (42,554)			
Other Expenses - Legal Expenses	CEO	20049.0071	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (4,879)			
Other Expenses - Professional Services	DCEO	20049.0273	\$ (40,000)	\$ (40,000)	\$ (37,000)	\$ (25,062)			
Other Expenses - Subscriptions	DCEO	20049.0258	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (1,797)			
Other Expenses - GIS Data Upgrade	DCEO	20049.0292	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (2,520)			
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20036.0010	\$ (38,000)	\$ (38,000)	\$ (31,667)	\$ (27,520)			
Building & Grounds (PC) - Building Operating	BLDG SRVR	20036.0011	\$ (42,000)	\$ (42,000)	\$ (36,960)	\$ (39,744)			
Building & Grounds (PC) - Staff Housing - Building Maintenance	BLDG SRVR	20411.0010	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (1,636)			
Building & Grounds (PC) - Staff Housing - Building Operating	BLDG SRVR	20411.0011	\$ (5,000)	\$ (5,000)	\$ (4,400)	\$ (5,690)			
Building & Grounds (PC) - Staff Housing - Grounds Maintenance	MGR WORKS	20411.0052	\$ (7,000)	\$ (7,000)	\$ (5,833)	\$ (8,055)			
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	20413.0182	\$ (7,000)	\$ (7,000)	\$ (5,833)	\$ (7,179)			
<i>Sub-total - Cash</i>			\$ (1,861,921)	\$ (1,861,921)	\$ (1,618,052)	\$ (1,543,083)			
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20051.0034	\$ (8,653)	\$ (8,653)	\$ (7,211)	\$ (11,112)			
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20051.0035	\$ (134,284)	\$ (134,284)	\$ (111,903)	\$ (107,961)			
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20051.0036	\$ (9,911)	\$ (9,911)	\$ (8,259)	\$ (9,760)			
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20051.0188	\$ (2,609)	\$ (2,609)	\$ (2,174)	\$ (2,153)			
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20051.0309	\$ (3,831)	\$ (3,831)	\$ (3,193)	\$ -			
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20051.0310	\$ (26,459)	\$ (26,459)	\$ (22,049)	\$ -			
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20051.0078	\$ -	\$ -	\$ -	\$ -			
<i>Sub-total - Non Cash</i>			\$ (185,746)	\$ (185,746)	\$ (154,788)	\$ (130,985)			
<b>Sub-total Operating Expenditure</b>			\$ (2,047,667)	\$ (2,047,667)	\$ (1,772,840)	\$ (1,674,067)			
Less Administration Costs Allocated	ACCOUNTANT	20420.0350	\$ 2,047,667	\$ 2,047,667	\$ 1,772,840	\$ 1,676,986			
<b>Total Operating Expenditure</b>			\$ -	\$ -	\$ -	\$ 2,919			
<b>TOTAL GOVERNANCE AND ADMIN. CAPITAL EXPENSES</b>			\$ (63,978)	\$ (63,978)	\$ (55,115)	\$ (23,530)			
<b>TOTAL GOVERNANCE AND ADMIN. CAPITAL INCOME</b>			\$ -	\$ -	\$ -	\$ -			
<b>TOTAL GOVERNANCE AND ADMIN. OPERATING EXPENSES</b>			\$ (899,643)	\$ (882,000)	\$ (722,319)	\$ (665,187)			
<b>TOTAL GOVERNANCE AND ADMIN. OPERATING INCOME</b>			\$ 68,020	\$ 71,520	\$ 56,183	\$ 51,051			



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 5 - LAW, ORDER &amp; PUBLIC SAFETY</b>							
<b>FIRE PREVENTION - COUNCIL</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Community Emergency Services Manager	MGR WORKS	50520.0006	\$ -	\$ -	\$ -	\$ -	
Forest Hill BFB – 2.4 Broadacre – Single Cab	MGR COMM SVCS	50509.0006	\$ -	\$ (383,900)	\$ -	\$ -	
Narpyn BFB – Extension - Amenities / meeting room	MGR COMM SVCS	50517.0006	\$ -	\$ (47,585)	\$ (47,585)	\$ (25,570)	
Fire Shed - Denbarker	MGR COMM SVCS	50529.0252	\$ (200,695)	\$ (200,695)	\$ (200,695)	\$ (144,294)	
<i>Sub-total - Cash</i>			\$ (200,695)	\$ (632,180)	\$ (248,280)	\$ (169,864)	
Grant Income (Non Cash) - Kendenup BFB Fire Truck	CESM	50501.0006	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Expenditure</b>			\$ (200,695)	\$ (632,180)	\$ (248,280)	\$ (169,864)	
<b>Capital Income</b>							
Trade In Vehicle - Community Emergency Services Manager	MGR WORKS	40520.0105	\$ -	\$ -	\$ -	\$ -	
Grant Income (Non Cash) - Forest Hill BFB – 2.4 Broadacre	MGR COMM SVCS	10511.0500	\$ -	\$ 383,900	\$ -	\$ -	
Grant Income (Non Cash) - Narpyn BFB – Extension	MGR COMM SVCS	10511.0514	\$ -	\$ 47,585	\$ -	\$ -	
Grant Income (Non Cash) - Denbarker BFB Shed	MGR COMM SVCS	10511.0505	\$ 188,987	\$ 188,987	\$ 137,102	\$ 137,102	
<b>Total Capital Income</b>			\$ 188,987	\$ 620,472	\$ 137,102	\$ 137,102	
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	CESM	20072.0029	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (444)	
Employee Costs - Salaries	CESM	20072.0130	\$ (35,257)	\$ (35,257)	\$ (29,833)	\$ (23,759)	
Employee Costs - Superannuation	CESM	20072.0141	\$ (11,331)	\$ (11,331)	\$ (9,587)	\$ (10,046)	
Employee Costs - Workers Compensation Insurance	DCEO	20072.0043	\$ (1,146)	\$ (1,146)	\$ (1,146)	\$ (865)	
Employee Costs - Uniforms, Clothing & Accessories	CESM	20072.0266	\$ (400)	\$ (400)	\$ (333)	\$ -	
Employee Costs - CESM - Reimbursable Salaries	MGR COMM SVCS	20072.0296	\$ (90,205)	\$ (90,205)	\$ (76,327)	\$ (70,016)	
Employee Costs - CESM - On Costs	MGR COMM SVCS	20072.0297	\$ (9,335)	\$ (9,335)	\$ (7,779)	\$ (6,553)	
Office Expenses - Advertising	CESM	20073.0003	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (669)	
Other Expenses - Other Operating Costs	CESM	20074.0312	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (3,334)	
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	20071.0182	\$ (8,000)	\$ (8,000)	\$ (6,667)	\$ (7,015)	
Fire Control & Hazard Reduction - Firebreak Inspections	RANGER	20077.0277	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ -	
Fire Control & Hazard Reduction - Hazard Reduction	CESM	20077.0276	\$ (30,000)	\$ (30,000)	\$ (25,000)	\$ (17,255)	
Fire Control & Hazard Reduction - Emergency Responses	CESM	20077.0379	\$ (12,000)	\$ (12,000)	\$ (12,000)	\$ (1,608)	
Firebreak Enforcement - Reimbursable	CESM	20077.0398	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (1,670)	
Admin Services Allocation	ACCOUNTANT	20075.0308	\$ (97,679)	\$ (97,679)	\$ (81,399)	\$ (79,711)	
<i>Sub-total - Cash</i>			\$ (337,353)	\$ (337,353)	\$ (287,406)	\$ (222,945)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20076.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20076.0035	\$ (32,323)	\$ (32,323)	\$ (26,936)	\$ (24,296)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20076.0036	\$ (240,282)	\$ (240,282)	\$ (200,235)	\$ (205,362)	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20076.0188	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20076.0309	\$ (96)	\$ (96)	\$ (80)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20076.0310	\$ (352)	\$ (352)	\$ (293)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20076.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (273,053)	\$ (273,053)	\$ (227,544)	\$ (229,659)	
<b>Total Operating Expenditure</b>			\$ (610,406)	\$ (610,406)	\$ (514,950)	\$ (452,604)	
<b>Operating Income</b>							
Grant Income - Emergency Services	CESM	10039.0159	\$ -	\$ -	\$ -	\$ -	
Contributions - Other	CESM	10042.0200	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Fines & Penalties	CESM	10043.0049	\$ 5,000	\$ 5,000	\$ 4,167	\$ 3,950	
Other Revenue - CESM Reimbursable Salary & Oncost	MGR COMM SVCS	10043.0219	\$ 49,770	\$ 49,770	\$ 49,769	\$ 47,931	
Other Revenue - Fines & Penalties Adjustments	ACCOUNTANT	10043.0472	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Sale of Surplus Materials	CESM	10043.0406	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Firebreaks	ACCOUNTANT	10041.0225	\$ 15,000	\$ 15,000	\$ -	\$ 1,250	
<i>Sub-total - Cash</i>			\$ 69,770	\$ 69,770	\$ 53,936	\$ 53,131	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10040.0106	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 69,770	\$ 69,770	\$ 53,936	\$ 53,131	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>EMERGENCY SERVICES LEVY</b>							
<b>Operating Expenditure</b>							
<u>Bush Fire Brigades</u>							
Other Expenses - Insurances	CESM	20513.0064	\$ (64,500)	\$ (64,500)	\$ (64,500)	\$ (58,187)	
Other Expenses - Maintenance of Plant & Equipment	CESM	20513.0278	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (454)	
Other Expenses - Purchase of Plant / Equipment (< \$1,200)	CESM	20513.0085	\$ (2,000)	\$ (11,500)	\$ (9,583)	\$ (10,430)	
Other Expenses - Purchase of Plant / Equipment (> \$1,200)	CESM	20513.0333	\$ (4,000)	\$ (10,076)	\$ (8,397)	\$ (4,504)	
Other Expenses - Other Goods and Services	CESM	20513.0312	\$ (16,000)	\$ (16,000)	\$ (13,333)	\$ (11,527)	
Other Expenses - Uniforms, Clothing & Accessories	CESM	20513.0266	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (9,942)	
Building & Grounds - Building Maintenance	CESM	20511.0010	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (702)	
Building & Grounds - Utilities	CESM	20511.0011	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (25)	
Vehicle Running Costs - Repairs & Maintenance	CESM	20512.0171	\$ (28,960)	\$ (28,960)	\$ (24,133)	\$ (26,500)	
<b>Total Operating Expenditure</b>			\$ (133,460)	\$ (149,036)	\$ (137,280)	\$ (122,272)	
<b>Operating Income</b>							
Grant Income - FESA Grant	CESM	10515.0201	\$ 133,460	\$ 149,036	\$ 111,777	\$ 104,652	
Contributions - Bush Fire Brigade Contributions	CESM	10516.0195	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 133,460	\$ 149,036	\$ 111,777	\$ 104,652	
<u>State Emergency Service:</u>							
<b>Operating Expenditure</b>							
Other Expenses - Insurances	CESM	20091.0064	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (2,044)	
Other Expenses - Maintenance of Plant & Equipment	CESM	20091.0278	\$ (500)	\$ (500)	\$ (417)	\$ -	
Other Expenses - Other Operating Costs	CESM	20091.0312	\$ (9,040)	\$ (9,040)	\$ (7,533)	\$ (8,496)	
<b>Total Operating Expenditure</b>			\$ (10,540)	\$ (10,540)	\$ (8,950)	\$ (10,540)	
<b>Operating Income</b>							
Grant Revenue - Operating Grant	CESM	10055.0089	\$ 10,540	\$ 10,540	\$ 8,783	\$ 7,905	
Reimbursements - Other	CESM	10053.0229	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 10,540	\$ 10,540	\$ 8,783	\$ 7,905	
<b>ANIMAL CONTROL</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Ranger	MGR WORKS	50511.0006	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Expenditure</b>			\$ -	\$ -	\$ -	\$ -	
<b>Capital Income</b>							
Trade In Vehicle - Ranger	MGR WORKS	40511.0105	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	

**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	RANGER	20078.0029	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (854)	
Employee Costs - Salaries	RANGER	20078.0130	\$ (55,780)	\$ (55,780)	\$ (47,198)	\$ (40,587)	
Employee Costs - Superannuation	RANGER	20078.0141	\$ (8,184)	\$ (8,184)	\$ (6,925)	\$ (6,599)	
Employee Costs - Uniforms, Clothing & Accessories	RANGER	20078.0266	\$ (400)	\$ (400)	\$ (333)	\$ (198)	
Employee Costs - Workers Compensation Insurance	DCEO	20078.0043	\$ (1,813)	\$ (1,813)	\$ (1,813)	\$ (1,369)	
Office Expenses - Advertising	RANGER	20079.0003	\$ (500)	\$ (500)	\$ (417)	\$ -	
Office Expenses - Minor Furniture & Equipment Purchases	RANGER	20079.0085	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (111)	
Office Expenses - Cat Sterilisation Program	RANGER	20079.0312	\$ -	\$ -	\$ -	\$ -	
Operating Expenses - Other Operating Costs	RANGER	20080.0312	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (1,838)	
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	20514.0182	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (2,996)	
Building & Grounds - Building Maintenance	RANGER	20083.0010	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	
Building & Grounds - Building Operating	RANGER	20083.0011	\$ (500)	\$ (500)	\$ (440)	\$ (112)	
Admin Services Allocation	ACCOUNTANT	20081.0308	\$ (51,458)	\$ (51,458)	\$ (42,882)	\$ (41,992)	
<i>Sub-total - Cash</i>			\$ (132,635)	\$ (132,635)	\$ (111,675)	\$ (96,656)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20082.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20082.0035	\$ (2,017)	\$ (2,017)	\$ (1,681)	\$ (1,716)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20082.0036	\$ (5,851)	\$ (5,851)	\$ (4,876)	\$ (4,828)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20082.0309	\$ (262)	\$ (262)	\$ (218)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20082.0310	\$ (581)	\$ (581)	\$ (485)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20082.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (8,711)	\$ (8,711)	\$ (7,260)	\$ (6,544)	
<b>Total Operating Expenditure</b>			\$ (141,346)	\$ (141,346)	\$ (118,934)	\$ (103,200)	
<b>Operating Income</b>							
Other Revenue - Dog Registrations	RANGER	10047.0041	\$ 14,000	\$ 14,000	\$ 14,000	\$ 12,886	
Other Revenue - Fines & Penalties	RANGER	10047.0049	\$ 1,000	\$ 1,000	\$ 833	\$ -	
Other Revenue - Fines & Penalties Written Off	RANGER	10047.0472	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Pound Fees	RANGER	10047.0101	\$ 3,000	\$ 3,000	\$ 2,500	\$ 1,012	
Grant Revenue - Animal Control	RANGER	10049.0089	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ 18,000	\$ 18,000	\$ 17,333	\$ 13,898	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10044.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 18,000	\$ 18,000	\$ 17,333	\$ 13,898	



## DETAILED OPERATING AND CAPITAL PROGRAMS

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>OTHER LAW, ORDER &amp; PUBLIC SAFETY</b>							
<b>Operating Expenditure</b>							
Employee Costs - Salaries	RANGER	20084.0130	\$ (2,891)	\$ (2,891)	\$ (2,446)	\$ (1,746)	
Employee Costs - Superannuation	RANGER	20084.0141	\$ (271)	\$ (271)	\$ (229)	\$ -	
Office Expenses - Advertising	RANGER	20085.0003	\$ (500)	\$ (500)	\$ (417)	\$ -	
Other Expenses - Roadwise	MGR WORKS	20086.0374	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (465)	
Other Expenses - CCTV Camera Maintenance	BLDG SRVR	20086.0376	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (1,805)	
Security & Vandalism - Security & Vandalism	RANGER	20515.0280	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ -	
Admin Services Allocation	ACCOUNTANT	20087.0308	\$ (32,841)	\$ (32,841)	\$ (27,367)	\$ (26,800)	
<i>Sub-total - Cash</i>			\$ (43,503)	\$ (43,503)	\$ (36,293)	\$ (30,817)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20088.0034	\$ (7,070)	\$ (7,070)	\$ (5,892)	\$ (5,833)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20088.0035	\$ (19,721)	\$ (19,721)	\$ (16,434)	\$ (13,952)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20088.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20088.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (26,791)	\$ (26,791)	\$ (22,326)	\$ (19,785)	
<b>Total Operating Expenditure</b>			\$ (70,294)	\$ (70,294)	\$ (58,619)	\$ (50,602)	
<b>Operating Income</b>							
Other Revenue - Fines & Penalties	RANGER	10051.0049	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Fines & Penalties Adjustments	RANGER	10051.0472	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ -	\$ -	\$ -	\$ -	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10048.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOTAL LAW, ORDER AND PUBLIC SAFETY CAPITAL EXPENSE</b>			\$ (200,695)	\$ (632,180)	\$ (248,280)	\$ (169,864)	
<b>TOTAL LAW, ORDER AND PUBLIC SAFETY CAPITAL INCOME</b>			\$ 188,987	\$ 620,472	\$ 137,102	\$ 137,102	
<b>TOTAL LAW, ORDER AND PUBLIC SAFETY OPERATING EXPENSE</b>			\$ (966,046)	\$ (981,622)	\$ (838,733)	\$ (739,217)	
<b>TOTAL LAW, ORDER AND PUBLIC SAFETY OPERATING INCOME</b>			\$ 231,770	\$ 247,346	\$ 191,830	\$ 179,585	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 7 - HEALTH</b>							
<b>HEALTH ADMIN. &amp; INSPECTION</b>							
<b>Capital Expenditure</b>							
Purchase of Vehicle - EHO	MGR WORKS	50721.0006	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Expenditure</b>			\$ -	\$ -	\$ -	\$ -	
<b>Capital Income</b>							
Trade In Vehicle - EHO	MGR WORKS	40721.0105	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	EHO	20111.0029	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ -	
Employee Costs - Salaries	EHO	20111.0130	\$ (95,212)	\$ (21,052)	\$ (17,814)	\$ (29,561)	▲ \$ 11,748 66%
Employee Costs - Superannuation	EHO	20111.0141	\$ (10,328)	\$ (10,328)	\$ (8,739)	\$ (2,281)	
Employee Costs - Relief Salaries	EHO	20111.0264	\$ (5,000)	\$ (30,110)	\$ (25,092)	\$ (22,728)	
Employee Costs - Uniforms, Clothing & Accessories	EHO	20111.0266	\$ (400)	\$ (400)	\$ (333)	\$ -	
Employee Costs - Workers Compensation Insurance	DCEO	20111.0043	\$ (3,094)	\$ (3,094)	\$ (3,094)	\$ (2,337)	
Office Expenses - Advertising	EHO	20112.0003	\$ (500)	\$ (500)	\$ (417)	\$ -	
Office Expenses - Telephone	EHO	20112.0144	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (165)	
Other Expenses - Other Operating Costs	EHO	20113.0312	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (1,365)	
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	20711.0182	\$ (13,000)	\$ (13,000)	\$ (10,833)	\$ (157)	
Admin Services Allocation	ACCOUNTANT	20114.0308	\$ (36,871)	\$ (36,871)	\$ (30,726)	\$ (30,088)	
<i>Sub-total - Cash</i>			\$ (172,906)	\$ (123,856)	\$ (104,132)	\$ (88,683)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20115.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20115.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20115.0036	\$ (1,043)	\$ (1,043)	\$ (869)	\$ -	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20115.0309	\$ (285)	\$ (285)	\$ (237)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20115.0310	\$ (1,931)	\$ (1,931)	\$ (1,609)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20115.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (3,259)	\$ (3,259)	\$ (2,716)	\$ -	
<b>Total Operating Expenditure</b>			\$ (176,165)	\$ (127,115)	\$ (106,847)	\$ (88,683)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Other Revenue - Caravan Park Fees	EHO	10069.0428	\$ 650	\$ 650	\$ 542	\$ 735	
Other Revenue - Health Liquor Cert (Section 39) Fees	EHO	10069.0431	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Licence Fees	EHO	10069.0072	\$ -	\$ -	\$ -	\$ 357	
Other Revenue - Lodging Houses Fees	EHO	10069.0429	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Offensive Trades Fees	EHO	10069.0430	\$ 3,400	\$ 3,400	\$ 3,400	\$ -	
Other Revenue - Other Fees	EHO	10069.0248	\$ 800	\$ 800	\$ 667	\$ 760	
Reimbursements - Salaries	EHO	10067.0219	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Other	EHO	10067.0229	\$ 50	\$ 50	\$ 50	\$ -	
<i>Sub-total - Cash</i>			\$ 4,900	\$ 4,900	\$ 4,658	\$ 1,852	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10066.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 4,900	\$ 4,900	\$ 4,658	\$ 1,852	
<b>PREVENTIVE SERVICES - OTHER</b>							
<b>Capital Expenditure</b>							
Medical Centre (PC) - Building Renewal	BLDG SRVR	50550.0252	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
<b>Total Capital Expenditure</b>			\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	40724.0486	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20122.0010	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (116)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	20122.0011	\$ (5,000)	\$ (5,000)	\$ (4,400)	\$ (3,629)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20122.0052	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (634)	
Admin Services Allocation	ACCOUNTANT	20124.0308	\$ (29,070)	\$ (29,070)	\$ (24,225)	\$ (23,722)	
<i>Sub-total - Cash</i>			\$ (39,070)	\$ (39,070)	\$ (32,791)	\$ (28,100)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20125.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20125.0035	\$ (59,088)	\$ (59,088)	\$ (49,240)	\$ (50,260)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20125.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20125.0188	\$ (1,801)	\$ (1,801)	\$ (1,501)	\$ (1,486)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20125.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (60,889)	\$ (60,889)	\$ (50,741)	\$ (51,746)	
<b>Total Operating Expenditure</b>			\$ (99,959)	\$ (99,959)	\$ (83,532)	\$ (79,847)	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
Operating Income							
Other Income - Medical Centre Lease Rental	ACCOUNTANT	10072.0230	\$ 74,500	\$ 74,500	\$ 62,083	\$ 63,208	
<i>Sub-total - Cash</i>			\$ 74,500	\$ 74,500	\$ 62,083	\$ 63,208	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10073.0106	\$ -	\$ -	\$ -	\$ -	
Total Operating Income			\$ 74,500	\$ 74,500	\$ 62,083	\$ 63,208	
TOTAL HEALTH CAPITAL EXPENSES			\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
TOTAL HEALTH CAPITAL INCOME			\$ -	\$ -	\$ -	\$ -	
TOTAL HEALTH OPERATING EXPENSES			\$ (276,123)	\$ (227,074)	\$ (190,379)	\$ (168,530)	
TOTAL HEALTH OPERATING INCOME			\$ 79,400	\$ 79,400	\$ 66,742	\$ 65,060	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 8 - EDUCATION &amp; WELFARE</b>							
<b>OLD PRE-SCHOOL (Booth Street)</b>							
<b>Operating Income</b>							
Other Income	ACCOUNTANT	10811.0230	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Building Operating - Preschool	BLDG SRVR	20131.0011	\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ (1,690)	\$ (1,690)
<i>Sub-total - Cash</i>			\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ (1,690)	\$ (1,690)
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20130.0078	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Expenditure</b>			\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ (1,690)	\$ (1,690)
<b>OTHER EDUCATION</b>							
<b>Operating Expenditure</b>							
Other Expenses - Donations	DCEO	20134.0255	\$ (5,000)	\$ (12,570)	\$ (12,570)	\$ (12,570)	\$ (12,570)
Other Expenses - Disbursement of Rental	CEO	20134.0286	\$ (19,226)	\$ (19,226)	\$ (16,022)	\$ (16,022)	\$ (16,022)
Other Expenses - Early Learning and Development Feasibility Project	MCS	20134.0298	\$ (5,300)	\$ (5,300)	\$ (5,300)	\$ -	\$ -
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20811.0010	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	\$ -
Building & Grounds (PC) - Building Operating	BLDG SRVR	20811.0011	\$ (1,000)	\$ (1,000)	\$ (880)	\$ -	\$ -
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20811.0052	\$ -	\$ -	\$ -	\$ -	\$ -
Admin Services Allocation	ACCOUNTANT	20135.0308	\$ (4,984)	\$ (4,984)	\$ (4,154)	\$ (4,069)	\$ (4,069)
<i>Sub-total - Cash</i>			\$ (37,511)	\$ (45,081)	\$ (40,592)	\$ (32,661)	\$ (32,661)
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20136.0034	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20136.0035	\$ (6,983)	\$ (6,983)	\$ (5,819)	\$ (7,236)	\$ (7,236)
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20136.0036	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20136.0188	\$ (2,740)	\$ (2,740)	\$ (2,283)	\$ (2,261)	\$ (2,261)
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20136.0078	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Non Cash</i>			\$ (9,723)	\$ (9,723)	\$ (8,103)	\$ (9,497)	\$ (9,497)
<b>Total Operating Expenditure</b>			\$ (47,234)	\$ (54,804)	\$ (48,695)	\$ (42,159)	\$ (42,159)
<b>Operating Income</b>							
Grant Income - Other Education Grants	MGR COMM SVCS	10810.0089	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income - Facilities Hire	ACCOUNTANT	10812.0046	\$ 25,300	\$ 25,300	\$ 21,083	\$ 20,197	\$ 20,197
Other Income - Contributions	ACCOUNTANT	10812.0242	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Cash</i>			\$ 25,300	\$ 25,300	\$ 21,083	\$ 20,197	\$ 20,197
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10079.0106	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Income</b>			\$ 25,300	\$ 25,300	\$ 21,083	\$ 20,197	\$ 20,197

**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>CHILD CARE CENTRE</b>							
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20812.0010	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (363)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	20812.0011	\$ (3,000)	\$ (3,000)	\$ (2,640)	\$ (1,350)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20812.0052	\$ -	\$ -	\$ -	\$ -	
Admin Services Allocation	ACCOUNTANT	20140.0308	\$ (1,055)	\$ (1,055)	\$ (879)	\$ (1,008)	
<i>Sub-total - Cash</i>			\$ (6,055)	\$ (6,055)	\$ (5,186)	\$ (2,720)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20141.0034	\$ (500)	\$ (500)	\$ (417)	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20141.0035	\$ (20,326)	\$ (20,326)	\$ (16,939)	\$ (16,875)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20141.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20141.0188	\$ (833)	\$ (833)	\$ (694)	\$ (688)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20141.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (21,660)	\$ (21,660)	\$ (18,050)	\$ (17,563)	
<b>Total Operating Expenditure</b>			\$ (27,714)	\$ (27,714)	\$ (23,235)	\$ (20,283)	
<b>OTHER WELFARE</b>							
<b>Operating Expenditure</b>							
Other Expenses - Donations	DCEO	20813.0255	\$ (10,567)	\$ (10,567)	\$ (10,567)	\$ (5,567)	
Admin Services Allocation	ACCOUNTANT	20814.0308	\$ (1,054)	\$ (1,054)	\$ (879)	\$ (860)	
<i>Sub-total - Cash</i>			\$ (11,621)	\$ (11,621)	\$ (11,446)	\$ (6,427)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20152.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20152.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20152.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20152.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Expenditure</b>			\$ (11,621)	\$ (11,621)	\$ (11,446)	\$ (6,427)	
<b>Operating Income</b>							
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10088.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>AGED &amp; DISABLED</b>							
<b>Capital Income</b>							
Principal Repayments - Loan - Plantagenet Village Homes (SS)	ACCOUNTANT	40822.0328	\$ 119,344	\$ 119,344	\$ 59,672	\$ 59,128	
<b>Total Capital Income</b>			\$ 119,344	\$ 119,344	\$ 59,672	\$ 59,128	
<b>Operating Expenditure</b>							
Other Expenses - Donations	DCEO	20150.0255	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	
Admin Services Allocation	ACCOUNTANT	20145.0308	\$ (21,273)	\$ (21,273)	\$ (17,727)	\$ (17,361)	
<i>Sub-total - Cash</i>			\$ (26,273)	\$ (26,273)	\$ (22,727)	\$ (22,361)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20146.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20146.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20146.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20146.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Expenditure</b>			\$ (26,273)	\$ (26,273)	\$ (22,727)	\$ (22,361)	
<b>Operating Income</b>							
Financial Income - Loan - Plantagenet Village Homes (SS)	ACCOUNTANT	10820.0328	\$ 30,504	\$ 30,504	\$ 15,252	\$ 15,904	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10085.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 30,504	\$ 30,504	\$ 15,252	\$ 15,904	
<b>OTHER EDUCATION</b>							
<b>Borrowing Costs</b>							
<b>Principal Repayments</b>							
Principal Repayments - Loan 93 - Plantagenet Village Homes (SS)	ACCOUNTANT	50822.0328	\$ (119,344)	\$ (119,344)	\$ (119,344)	\$ (59,128)	
<b>Total Principal Repayments</b>			\$ (119,344)	\$ (119,344)	\$ (119,344)	\$ (59,128)	
<b>Operating Expenditure</b>							
Interest Repayments - Loan 93 - Plantagenet Village Homes (SS)	ACCOUNTANT	20805.0328	\$ (30,504)	\$ (30,504)	\$ (30,504)	\$ (18,143)	
<b>Total Operating Expenditure</b>			\$ (30,504)	\$ (30,504)	\$ (30,504)	\$ (18,143)	
<b>TOTAL EDUCATION AND WELFARE CAPITAL EXPENSE</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOTAL EDUCATION AND WELFARE CAPITAL INCOME</b>			\$ 119,344	\$ 119,344	\$ 59,672	\$ 59,128	
<b>TOTAL EDUCATION AND WELFARE OPERATING EXPENSE</b>			\$ (145,346)	\$ (152,916)	\$ (138,607)	\$ (111,062)	
<b>TOTAL EDUCATION AND WELFARE OPERATING INCOME</b>			\$ 55,804	\$ 55,804	\$ 36,335	\$ 36,101	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b><u>PROGRAM 10 - COMMUNITY AMENITIES</u></b>							
<b>DOMESTIC REFUSE COLLECTION</b>							
<b>Operating Expenditure</b>							
Refuse Collection & Recycling	MGR WORKS	20159.0334	\$ (198,447)	\$ (198,447)	\$ (165,373)	\$ (173,266)	
Admin Services Allocation	ACCOUNTANT	20157.0308	\$ (24,886)	\$ (24,886)	\$ (20,739)	\$ (20,309)	
<i>Sub-total - Cash</i>			\$ (223,333)	\$ (223,333)	\$ (186,111)	\$ (193,575)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20158.0034	\$ (4,444)	\$ (4,444)	\$ (3,703)	\$ (3,667)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20158.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20158.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (4,444)	\$ (4,444)	\$ (3,703)	\$ (3,667)	
<b>Total Operating Expenditure</b>			\$ (227,777)	\$ (227,777)	\$ (189,814)	\$ (197,241)	
<b>Operating Income</b>							
Other Revenue - Penalty Interest	ACCOUNTANT	10094.0095	\$ 500	\$ 500	\$ 417	\$ 894	
Other Revenue - Refuse Service Adjustments	ACCOUNTANT	10094.0412	\$ 500	\$ 500	\$ 417	\$ 455	
Other Revenue - Refuse Service	ACCOUNTANT	10094.0119	\$ 315,400	\$ 315,400	\$ 315,400	\$ 315,400	
Other Revenue - Sale of Surplus Materials & Scrap	MGR WORKS	10094.0406	\$ 40,000	\$ 40,000	\$ 33,333	\$ 36,839	
<i>Sub-total - Cash</i>			\$ 356,400	\$ 356,400	\$ 349,567	\$ 353,588	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10091.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 356,400	\$ 356,400	\$ 349,567	\$ 353,588	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>WASTE DISPOSAL SITES</b>							
<b>Capital Expenditure</b>							
O'Neill Road Tip Site - e-Waste Solution	MGR WORKS	51610.0252	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
Rocky Gully Tip - Improve Ramp	MGR WORKS	51682.0252	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (8,312)	
Porongurup Trf Station – Capping, Ripping and Mounding for Revegetation	MGR WORKS	51683.0252	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (192)	
Kamballup Waste Disposal Site - Hook Lift Bin	MGR WORKS	51436.0006	\$ -	\$ (26,000)	\$ (26,000)	\$ -	
<b>Total Capital Expenditure</b>			\$ (37,000)	\$ (63,000)	\$ (63,000)	\$ (8,504)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41001.0486	\$ -	\$ 26,000	\$ -	\$ -	
Grants & Contributions - Waste Disposal Sites	MGR COMM SVCS	41003.0450	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ 26,000	\$ -	\$ -	
<b>Operating Expenditure</b>							
Employee Costs - Salaries	MGR WORKS	20160.0130	\$ (161,545)	\$ (170,546)	\$ (144,308)	\$ (111,487)	
Employee Costs - Superannuation	MGR WORKS	20160.0141	\$ (3,200)	\$ (3,200)	\$ (2,708)	\$ (2,524)	
Employee Costs - Workers Compensation Insurance	ACCOUNTANT	20160.0043	\$ (2,365)	\$ (2,365)	\$ (2,365)	\$ (1,786)	
Employee Costs - Uniforms, Clothing & Accessories	MGR WORKS	20160.0266	\$ (400)	\$ (400)	\$ -	\$ -	
Other Expenses - Telephone	MGR WORKS	20162.0144	\$ (500)	\$ (500)	\$ (417)	\$ (535)	
Other Expenses - Water Monitoring	MGR WORKS	20162.0285	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (8,613)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20165.0052	\$ (385,000)	\$ (430,000)	\$ (358,333)	\$ (319,048)	
Admin Services Allocation	ACCOUNTANT	20163.0308	\$ (40,650)	\$ (40,650)	\$ (33,875)	\$ (33,171)	
<i>Sub-total - Cash</i>			\$ (608,659)	\$ (662,661)	\$ (554,506)	\$ (477,164)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20164.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20164.0035	\$ (11,587)	\$ (11,587)	\$ (9,656)	\$ (8,783)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20164.0036	\$ (20,469)	\$ (20,469)	\$ (17,057)	\$ (16,888)	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20164.0188	\$ (9,623)	\$ (9,623)	\$ (8,019)	\$ (9,472)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20164.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (41,679)	\$ (41,679)	\$ (34,732)	\$ (35,143)	
<b>Total Operating Expenditure</b>			\$ (650,338)	\$ (704,340)	\$ (589,238)	\$ (512,307)	
<b>Operating Income</b>							
Other Revenue - Penalty Interest	ACCOUNTANT	10816.0095	\$ -	\$ -	\$ -	\$ 25	
Other Revenue - Fee Adjustments	ACCOUNTANT	10816.0412	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Tipping Fees	MGR WORKS	10098.0147	\$ 100,000	\$ 100,000	\$ 83,333	\$ 82,091	
<i>Sub-total - Cash</i>			\$ 100,000	\$ 100,000	\$ 83,333	\$ 82,116	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10095.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 100,000	\$ 100,000	\$ 83,333	\$ 82,116	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>SANITATION OTHER</b>							
<b>Operating Income</b>							
Other Income - Compost Bins and Aerators	MDS	11011.0120	\$ -	\$ 2,500	\$ 2,083	\$ -	
Other Income - Septic Tank Fees	EHO	11011.0408	\$ 6,500	\$ 6,500	\$ 5,417	\$ 8,496	
<b>Total Operating Income</b>			\$ 6,500	\$ 9,000	\$ 7,500	\$ 8,496	
<b>PROTECTION OF THE ENVIRONMENT</b>							
<b>Operating Expenditure</b>							
Abandoned Vehicles	RANGER	21015.0288	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (671)	
Admin Services Allocation	ACCOUNTANT	21016.0308	\$ (1,361)	\$ (1,361)	\$ (1,134)	\$ (1,111)	
<b>Total Operating Expenditure</b>			\$ (4,361)	\$ (4,361)	\$ (3,634)	\$ (1,782)	
<b>Operating Income</b>							
Other Income - Fines & Penalties	RANGER	11012.0049	\$ -	\$ -	\$ -	\$ -	
Other Income - Reimbursements - Other	RANGER	11012.0229	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOWN PLANNING</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Mgr Development Services	MGR WORKS	51012.0006	\$ (51,500)	\$ (51,500)	\$ (51,500)	\$ (43,928)	
Purchase Vehicle - Planning Officer	MGR WORKS	51013.0006	\$ (40,732)	\$ (40,732)	\$ (40,732)	\$ (40,122)	
<b>Total Capital Expenditure</b>			\$ (92,232)	\$ (92,232)	\$ (92,232)	\$ (84,050)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41010.0486	\$ -	\$ -	\$ -	\$ -	
Trade In Vehicle - Mgr Development Services	MGR WORKS	41011.0105	\$ 30,000	\$ 30,000	\$ 30,000	\$ 45,909	
Trade In Vehicle - Planning Officer	MGR WORKS	41012.0105	\$ 12,000	\$ 12,000	\$ 12,000	\$ 13,636	
<b>Total Capital Income</b>			\$ 42,000	\$ 42,000	\$ 42,000	\$ 59,545	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	MGR DEV SVCS	20171.0029	\$ (3,500)	\$ (3,500)	\$ (2,917)	\$ (1,340)	
Employee Costs - Salaries	MGR DEV SVCS	20171.0130	\$ (254,983)	\$ (254,983)	\$ (215,755)	\$ (205,131)	
Employee Costs - Superannuation	MGR DEV SVCS	20171.0141	\$ (36,073)	\$ (36,073)	\$ (30,523)	\$ (29,579)	
Employee Costs - Uniforms, Clothing & Accessories	MGR DEV SVCS	20171.0266	\$ (1,200)	\$ (1,200)	\$ (1,000)	\$ (885)	
Employee Costs - Workers Compensation Insurance	DCEO	20171.0043	\$ (8,069)	\$ (8,069)	\$ (8,069)	\$ (6,093)	
Office Expenses - Advertising	MGR DEV SVCS	20172.0003	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,226)	
Office Expenses - Telephone	MGR DEV SVCS	20172.0144	\$ (500)	\$ (500)	\$ (417)	\$ (413)	
Other Expenses - Minor Furniture & Equipment Purchases	MGR DEV SVCS	20173.0085	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Other Expenses - Cycleway Study	MGR DEV SVCS	20173.0290	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (8,000)	
Other Expenses - Other Operating Costs	MGR DEV SVCS	20173.0312	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (307)	
Other Expenses - Professional Services	MGR DEV SVCS	20173.0030	\$ (30,000)	\$ (30,000)	\$ (25,000)	\$ (2,669)	
Other Expenses - Boundary Adjustments/Amalgamations	MGR DEV SVCS	20173.0019	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ -	
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	21014.0182	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (10,630)	
Admin Services Allocation	ACCOUNTANT	20174.0308	\$ (75,527)	\$ (75,527)	\$ (62,939)	\$ (61,632)	
<i>Sub-total - Cash</i>			\$ (447,352)	\$ (447,352)	\$ (377,870)	\$ (329,905)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20175.0309	\$ (990)	\$ (990)	\$ (825)	\$ -	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20175.0036	\$ (12,624)	\$ (12,624)	\$ (10,520)	\$ (10,440)	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20175.0310	\$ (639)	\$ (639)	\$ (532)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20175.0078	\$ (7,658)	\$ (7,658)	\$ (7,658)	\$ -	
<i>Sub-total - Non Cash</i>			\$ (21,910)	\$ (21,910)	\$ (19,534)	\$ (10,440)	
<b>Total Operating Expenditure</b>			\$ (469,262)	\$ (469,262)	\$ (397,404)	\$ (340,345)	
<b>Operating Income</b>							
Reimbursements - Other (Advertising)	MGR DEV SVCS	10103.0229	\$ 1,000	\$ 6,000	\$ 5,000	\$ 6,093	
Reimbursements - Salaries	ACCOUNTANT	10103.0219	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Development Application Fee	MGR DEV SVCS	10105.0038	\$ 13,000	\$ 13,000	\$ 10,833	\$ 12,817	
Other Revenue - Enquiry Fee	MGR DEV SVCS	10105.0409	\$ 100	\$ 100	\$ 83	\$ -	
Other Revenue - Planning Liquor Cert (Section 40)	MGR DEV SVCS	10105.0417	\$ 200	\$ 200	\$ 167	\$ -	
Other Revenue - Rezoning Fees	MGR DEV SVCS	10105.0234	\$ 6,000	\$ 6,000	\$ 5,000	\$ -	
Other Revenue - Subdivision Clearance	MGR DEV SVCS	10105.0139	\$ 2,000	\$ 2,000	\$ 1,667	\$ 438	
<i>Sub-total - Cash</i>			\$ 22,300	\$ 27,300	\$ 22,750	\$ 19,348	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10102.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 22,300	\$ 27,300	\$ 22,750	\$ 19,348	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>CEMETERIES</b>							
<b>Capital Expenditure</b>							
Mount Barker Cemetery - Refurbish Gazebo	BLDG SRVR	51680.0252	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (771)	
<b>Total Capital Expenditure</b>			\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (771)	
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Cemeteries Maintenance	MGR WORKS	20181.0052	\$ (90,000)	\$ (90,000)	\$ (76,500)	\$ (62,016)	
Kendenup Cemetery (PC) - Construct Internal Roads	MGR WORKS	20182.0252	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
Mount Barker Cemetery - Entry Statement	MGR WORKS	20183.0252	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
Mount Barker Cemetery (PC) - Drainage Repairs	MGR WORKS	20184.0252	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ -	
Admin Services Allocation	ACCOUNTANT	20179.0308	\$ (7,710)	\$ (7,710)	\$ (6,425)	\$ (6,291)	
<i>Sub-total - Cash</i>			\$ (117,710)	\$ (117,710)	\$ (102,925)	\$ (68,307)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20180.0035	\$ (4,742)	\$ (4,742)	\$ (3,952)	\$ (2,778)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20180.0036	\$ (472)	\$ (472)	\$ (393)	\$ (389)	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20180.0188	\$ (685)	\$ (685)	\$ (571)	\$ (1,856)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20180.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (5,898)	\$ (5,898)	\$ (4,915)	\$ (5,023)	
<b>Total Operating Expenditure</b>			\$ (123,608)	\$ (123,608)	\$ (107,840)	\$ (73,330)	
<b>Operating Income</b>							
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10107.0106	\$ -	\$ -	\$ -	\$ -	
Other Income - Cemetery Fees & Charges	ACCOUNTANT	11013.0237	\$ 60,000	\$ 60,000	\$ 50,000	\$ 34,827	\$ 15,173 -30%
<b>Total Operating Income</b>			\$ 60,000	\$ 60,000	\$ 50,000	\$ 34,827	
<b>OTHER COMMUNITY AMENITIES</b>							
<b>Capital Expenditure</b>							
CCTV Expansion	MGR DEV SVCS	51485.0006	\$ (18,543)	\$ (18,543)	\$ (18,543)	\$ -	
Rocky Gully Highway Toilets - Leach Drains & Tanks	BLDG SRVR	51688.0252	\$ (8,000)	\$ (8,000)	\$ (8,000)	\$ -	
<b>Total Capital Expenditure</b>			\$ (26,543)	\$ (26,543)	\$ (26,543)	\$ -	
<b>Capital Income</b>							
Grants & Contributions - CCTV	MGR DEV SVCS	41014.0450	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Expenditure</b>							
Public Conveniences (PC) - Building Maintenance	BLDG SRVR	21017.0010	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (4,742)	
Public Conveniences (PC) - Building Operating	BLDG SRVR	21017.0011	\$ (20,000)	\$ (20,000)	\$ (17,600)	\$ (18,854)	
Caravan Waste Dump Point - Maintenance	EHO	21020.0052	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Admin Services Allocation	ACCOUNTANT	21019.0308	\$ (10,126)	\$ (10,126)	\$ (8,438)	\$ (8,262)	
<i>Sub-total - Cash</i>			\$ (36,126)	\$ (36,126)	\$ (31,038)	\$ (31,858)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	21018.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	21018.0035	\$ (5,231)	\$ (5,231)	\$ (4,359)	\$ (2,778)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	21018.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	21018.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (5,231)	\$ (5,231)	\$ (4,359)	\$ (2,778)	
<b>Total Operating Expenditure</b>			\$ (41,357)	\$ (41,357)	\$ (35,397)	\$ (34,636)	
<b>Operating Income</b>							
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	11015.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	
<b>TOTAL COMMUNITY AMENITIES CAPITAL EXPENSES</b>			\$ (160,775)	\$ (186,775)	\$ (186,775)	\$ (93,325)	
<b>TOTAL COMMUNITY AMENITIES CAPITAL INCOME</b>			\$ 42,000	\$ 68,000	\$ 42,000	\$ 59,545	
<b>TOTAL COMMUNITY AMENITIES OPERATING EXPENSES</b>			\$ (1,516,703)	\$ (1,570,704)	\$ (1,323,328)	\$ (1,159,641)	
<b>TOTAL COMMUNITY AMENITIES OPERATING INCOME</b>			\$ 545,200	\$ 552,700	\$ 513,150	\$ 498,375	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 11 - RECREATION &amp; CULTURE</b>							
<b>PUBLIC HALLS &amp; CIVIC CENTRES</b>							
<b>Capital Expenditure</b>							
Halls (PC) - Building Renewal	BLDG SRVR	51406.0252	\$ (20,000)	\$ (20,000)	\$ (16,667)	\$ (6,028)	
Plantagenet District Hall Upgrade	MGR COMM SVCS	50424.0252	\$ (202,619)	\$ (202,619)	\$ (202,619)	\$ (184,662)	
Narrikup Hall - Replace Windows	BLDG SRVR	51685.0252	\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ -	
<b>Total Capital Expenditure</b>			\$ (224,619)	\$ (224,619)	\$ (221,286)	\$ (190,690)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41017.0486	\$ -	\$ -	\$ -	\$ -	
Grants & Contributions - District Hall Upgrade	MGR COMM SVCS	41018.0489	\$ 187,000	\$ 187,000	\$ 167,000	\$ 167,305	
<b>Total Capital Income</b>			\$ 187,000	\$ 187,000	\$ 167,000	\$ 167,305	
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20193.0010	\$ (20,000)	\$ (20,000)	\$ (16,667)	\$ (9,252)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	20193.0011	\$ (40,000)	\$ (40,000)	\$ (38,000)	\$ (40,594)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20193.0052	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (13,559)	▲ \$ 9,392 225%
Other Expenses - Minor Furniture and Equipment	BLDG SRVR	20190.0085	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	
Other Expenses - Donations	DCEO	20190.0255	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (2,570)	
Admin Services Allocation	ACCOUNTANT	20191.0308	\$ (39,766)	\$ (39,766)	\$ (33,138)	\$ (32,450)	
<i>Sub-total - Cash</i>			\$ (107,766)	\$ (107,766)	\$ (94,471)	\$ (98,424)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20192.0034	\$ -	\$ -	\$ -	\$ (4,325)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20192.0035	\$ (194,339)	\$ (194,339)	\$ (161,949)	\$ (118,357)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20192.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20192.0188	\$ (1,515)	\$ (1,515)	\$ (1,263)	\$ (1,250)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20192.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (195,854)	\$ (195,854)	\$ (163,212)	\$ (123,932)	
<b>Total Operating Expenditure</b>			\$ (303,620)	\$ (303,620)	\$ (257,683)	\$ (222,356)	
<b>Operating Income</b>							
Other Revenue - Kamballup Hall	ACCOUNTANT	10109.0424	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Kendenup Hall	ACCOUNTANT	10109.0420	\$ 500	\$ 500	\$ 417	\$ 195	
Other Revenue - Narrikup Hall	ACCOUNTANT	10109.0421	\$ 400	\$ 400	\$ 333	\$ 417	
Other Revenue - Plantagenet District Hall	ACCOUNTANT	10109.0418	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Porongurup Hall	ACCOUNTANT	10109.0423	\$ -	\$ -	\$ -	\$ 1,609	
Other Revenue - Woogenellup Hall	ACCOUNTANT	10109.0425	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ 900	\$ 900	\$ 750	\$ 2,221	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10106.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 900	\$ 900	\$ 750	\$ 2,221	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>MOUNT BARKER SWIMMING POOL</b>							
<b>Capital Expenditure</b>							
Swimming Pool (PC) - Building Renewal	BLDG SRVR	51407.0252	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ -	
Swimming Pool Refurbishment	POOL MGR	51694.0252	\$ (95,000)	\$ (127,000)	\$ (127,000)	\$ (122,916)	
<b>Total Capital Expenditure</b>			\$ (97,500)	\$ (129,500)	\$ (129,083)	\$ (122,916)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41020.0486	\$ 95,000	\$ 95,000	\$ -	\$ -	
Grants & Contributions - Swimming Pool	MGR COMM SVCS	41040.0450	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ 95,000	\$ 95,000	\$ -	\$ -	
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	POOL MGR	20194.0029	\$ (3,500)	\$ (3,500)	\$ (2,917)	\$ (1,659)	
Employee Costs - Salaries	POOL MGR	20194.0130	\$ (152,668)	\$ (152,668)	\$ (129,181)	\$ (117,758)	
Employee Costs - Superannuation	POOL MGR	20194.0141	\$ (20,519)	\$ (20,519)	\$ (17,362)	\$ (17,528)	
Employee Costs - Uniforms, Clothing & Accessories	POOL MGR	20194.0266	\$ (1,200)	\$ (1,200)	\$ (1,000)	\$ (751)	
Employee Costs - Workers Compensation Insurance	DCEO	20194.0043	\$ (4,962)	\$ (4,962)	\$ (4,962)	\$ (3,747)	
Other Expenses - Professional Services	MGR COMM SVCS	20196.0030	\$ (4,695)	\$ (4,695)	\$ (4,695)	\$ (2,497)	
Other Expenses - Kiosk Supplies	POOL MGR	20196.0295	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (8,552)	
Other Expenses - Minor Furniture & Equipment Purchases	POOL MGR	20196.0085	\$ (5,500)	\$ (5,500)	\$ (4,583)	\$ (3,372)	
Other Expenses - Other Operating Costs	POOL MGR	20196.0312	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (1,882)	
Building & Grounds (PC) - Building Maintenance	POOL MGR	20199.0010	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (3,620)	
Building & Grounds (PC) - Building Operating	POOL MGR	20199.0011	\$ (40,000)	\$ (40,000)	\$ (35,200)	\$ (30,788)	
Building & Grounds (PC) - Grounds Maintenance	POOL MGR	20199.0052	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ (1,500)	
Admin Services Allocation	ACCOUNTANT	20197.0308	\$ (45,412)	\$ (45,412)	\$ (37,844)	\$ (37,059)	
<i>Sub-total - Cash</i>			\$ (306,957)	\$ (306,957)	\$ (261,494)	\$ (230,714)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20198.0034	\$ (7,178)	\$ (7,178)	\$ (5,982)	\$ (5,922)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20198.0035	\$ (5,797)	\$ (5,797)	\$ (4,831)	\$ (4,778)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20198.0036	\$ (4,881)	\$ (4,881)	\$ (4,068)	\$ (4,645)	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20198.0188	\$ (114,459)	\$ (114,459)	\$ (95,383)	\$ (37,585)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20198.0309	\$ (135)	\$ (135)	\$ (112)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20198.0310	\$ (3,240)	\$ (3,240)	\$ (2,700)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20198.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (135,690)	\$ (135,690)	\$ (113,075)	\$ (52,930)	
<b>Total Operating Expenditure</b>			\$ (442,647)	\$ (442,647)	\$ (374,569)	\$ (283,644)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Grant Income Subsidy - Operating Grant	POOL MGR	11100.0089	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	
Other Revenue - Entry Fees	POOL MGR	10113.0044	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,194	
Other Revenue - Facilities Hire	POOL MGR	10113.0046	\$ 1,000	\$ 1,000	\$ 833	\$ 273	
Other Revenue - Other Fees & Charges	POOL MGR	10113.0248	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Kiosk Sales	POOL MGR	10113.0238	\$ 18,000	\$ 18,000	\$ 18,000	\$ 13,422	
Other Revenue - Season passes	POOL MGR	10113.0136	\$ 20,000	\$ 20,000	\$ 20,000	\$ 13,496	▼ \$ 6,504 -33%
<i>Sub-total - Cash</i>			\$ 101,000	\$ 101,000	\$ 100,833	\$ 89,385	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10110.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 101,000	\$ 101,000	\$ 100,833	\$ 89,385	
<i>Operating Surplus / Deficit</i>			\$ (341,647)	\$ (341,647)	\$ (273,736)	\$ (194,260)	



## DETAILED OPERATING AND CAPITAL PROGRAMS

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>REC.CENTRE</b>							
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	REC CTR MGR	21100.0029	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (3,740)	
Employee Costs - Salaries	REC CTR MGR	21100.0130	\$ (184,061)	\$ (184,061)	\$ (155,744)	\$ (139,718)	
Employee Costs - Superannuation	REC CTR MGR	21100.0141	\$ (20,257)	\$ (20,257)	\$ (17,141)	\$ (16,087)	
Employee Costs - Uniforms, Clothing & Accessories	REC CTR MGR	21100.0266	\$ (1,600)	\$ (1,600)	\$ (1,333)	\$ (699)	
Employee Costs - Workers Compensation Insurance	DCEO	21100.0043	\$ (6,982)	\$ (6,982)	\$ (6,982)	\$ (5,272)	
Employee Costs - Telephone	REC CTR MGR	21101.0144	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ (1,574)	
Other Expenses - Courses & Programs	REC CTR MGR	21102.0298	\$ (8,000)	\$ (8,000)	\$ (6,667)	\$ (5,912)	
Other Expenses - Kiosk Supplies	REC CTR MGR	21102.0295	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (2,581)	
Other Expenses - Minor Furniture & Equipment Purchases	REC CTR MGR	21102.0085	\$ (8,000)	\$ (8,000)	\$ (6,667)	\$ (4,290)	
Other Expenses - Other Operating Costs	REC CTR MGR	21102.0312	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (18,670)	
Other Expenses - School Holiday Programs	REC CTR MGR	21102.0299	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	
Building & Grounds (PC) - Building Maintenance	REC CTR MGR	21104.0010	\$ (13,000)	\$ (13,000)	\$ (10,833)	\$ (4,935)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	21104.0011	\$ (25,000)	\$ (25,000)	\$ (22,000)	\$ (10,337)	
Building & Grounds (PC) - Grounds Maintenance	REC CTR MGR	21104.0052	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (1,218)	
Building & Grounds - Building Renewal Projects	MGR COMM SVCS	21104.0252	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
Admin Services Allocation	ACCOUNTANT	21103.0308	\$ (51,325)	\$ (51,325)	\$ (42,771)	\$ (41,882)	
<i>Sub-total - Cash</i>			\$ (366,725)	\$ (366,725)	\$ (310,554)	\$ (256,915)	
Non Cash Expenses - Amortisation	ACCOUNTANT	21105.0297	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	21105.0034	\$ (1,889)	\$ (1,889)	\$ (1,574)	\$ (1,558)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	21105.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	21105.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	21105.0309	\$ (312)	\$ (312)	\$ (260)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	21105.0310	\$ (135)	\$ (135)	\$ (112)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	21105.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (2,335)	\$ (2,335)	\$ (1,946)	\$ (1,558)	
<b>Total Operating Expenditure</b>			\$ (369,061)	\$ (369,061)	\$ (312,500)	\$ (258,472)	

## DETAILED OPERATING AND CAPITAL PROGRAMS

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Other Income - Entry Fees	REC CTR MGR	11101.0044	\$ 25,000	\$ 25,000	\$ 20,333	\$ 21,253	
Other Income - Facilities Hire	REC CTR MGR	11101.0046	\$ 2,000	\$ 2,000	\$ 1,667	\$ 1,972	
Other Income - Kiosk Sales	REC CTR MGR	11101.0238	\$ 7,000	\$ 7,000	\$ 5,833	\$ 3,394	
Other Income - Membership Fees	REC CTR MGR	11101.0410	\$ 65,000	\$ 65,000	\$ 54,167	\$ 48,975	
Other Income - Other Operating Income	REC CTR MGR	11101.0232	\$ 3,000	\$ 3,000	\$ 2,500	\$ 4,571	
Other Income - Other Programs and Courses	REC CTR MGR	11101.0477	\$ 5,000	\$ 5,000	\$ 4,167	\$ 1,582	
Grant Income - Active After School	REC CTR MGR	11108.0178	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Education Dep't	REC CTR MGR	11102.0227	\$ 25,825	\$ 9,400	\$ 7,833	\$ 9,945	
<i>Sub-total - Cash</i>			\$ 132,825	\$ 116,400	\$ 96,500	\$ 91,692	
Non Cash Revenue Recreation Centre - Profit on Sale of Assets	ACCOUNTANT	10115.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 132,825	\$ 116,400	\$ 96,500	\$ 91,692	
<i>Operating Surplus / Deficit</i>			\$ (236,235)	\$ (252,661)	\$ (216,000)	\$ (166,780)	
<b>PARKS &amp; RECREATION GROUNDS</b>							
<b>Capital Expenditure</b>							
Sounness Park - Land Purchase (Demon Downs Payment)	MGR COMM SVCS	51475.0251	\$ (43,125)	\$ (43,125)	\$ (43,125)	\$ (43,125)	
Centenary Park - We Remember Them Memorial Park	MGR WORKS	51511.0251	\$ (28,800)	\$ (28,800)	\$ (28,800)	\$ (22,066)	
Pump Shed - Government Dam	MGR WORKS	50428.0251	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (4,988)	
Wilson Park - Nature Playground - Irrigation	MGR WORKS	50429.0251	\$ (7,768)	\$ (7,768)	\$ (7,768)	\$ (6,714)	
Kendenup Agricultural Grounds - Development	MGR DEV SVCS	51649.0251	\$ (169,534)	\$ (169,534)	\$ (169,534)	\$ (169,569)	
Frost Park - Building Upgrade Stage 1	BLDG SRVR	51691.0251	\$ (93,626)	\$ (77,906)	\$ (77,906)	\$ (21,619)	
Mount Barker Tennis Courts - Hit Up Wall	MGR WORKS	51693.0251	\$ (12,000)	\$ (12,000)	\$ (12,000)	\$ (13,928)	
Sounness Park Changerooms - Wall Tiles	BLDG SRVR	51689.0251	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (3,908)	
Sounness Park - Equipment Shed	MGR WORKS	51690.0251	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ -	
Mount Barker Skate Park - Youth Precinct	MGR COMM SVCS	51700.0251	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
Sounness Park Clubrooms - AV Equipment	CEO	51727.0006	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	
<b>Total Capital Expenditure</b>			\$ (389,853)	\$ (384,133)	\$ (384,133)	\$ (295,917)	
<b>Capital Income</b>							
Principal Repayments - Loan No 91 - Mount Barker Golf Club (SS)	ACCOUNTANT	41121.0388	\$ 25,098	\$ 25,098	\$ 12,549	\$ 12,325	
Transfers from Reserve Funds	DCEO	41127.0486	\$ -	\$ -	\$ -	\$ -	
Transfers from Trust Funds	DCEO	41122.0243	\$ -	\$ -	\$ -	\$ -	
Grants - We Remember Them Memorial Park	MGR COMM SVCS	41120.0489	\$ 32,353	\$ 32,353	\$ 7,500	\$ 22,066	
Grants - Kendenup Agricultural Grounds Development	MGR DEV SVCS	41120.0450	\$ 169,534	\$ 169,534	\$ 169,534	\$ 169,534	
<b>Total Capital Income</b>			\$ 226,985	\$ 226,985	\$ 189,583	\$ 203,925	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Expenditure</b>							
Building Mtce (PC) - Building Maintenance	BLDG SRVR	20211.0010	\$ (45,000)	\$ (35,000)	\$ (29,167)	\$ (22,934)	
Building Mtce (PC) - Building Operating	BLDG SRVR	20211.0011	\$ (60,000)	\$ (60,000)	\$ (52,800)	\$ (53,551)	
Parks Mtce (PC) - Facilities Maintenance	MGR WORKS	20212.0047	\$ (450,000)	\$ (450,000)	\$ (375,000)	\$ (349,065)	
Parks Mtce (PC) - Playground Maintenance	MGR WORKS	20212.0469	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (2,700)	
Parks Mtce (PC) - Facilities Operating	MGR WORKS	20212.0048	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (33,347)	▲ \$ 12,514 60%
Employee Costs - Apprentice / Trainee	MGR WORKS	20206.0351	\$ (65,000)	\$ (65,000)	\$ (54,167)	\$ (29,599)	
Other Expenses - Donations	DCEO	20208.0255	\$ (33,040)	\$ (33,040)	\$ (33,040)	\$ (21,306)	
Other Expenses - Professional Services	MGR COMM SVCS	20208.0030	\$ -	\$ -	\$ -	\$ -	
Admin Services Allocation	ACCOUNTANT	20209.0308	\$ (58,938)	\$ (58,938)	\$ (49,115)	\$ (48,094)	
<i>Sub-total - Cash</i>			\$ (746,978)	\$ (736,978)	\$ (622,455)	\$ (560,597)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20210.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20210.0035	\$ (287,852)	\$ (287,852)	\$ (239,877)	\$ (195,458)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20210.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20210.0188	\$ (203,817)	\$ (203,817)	\$ (174,848)	\$ (167,219)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20210.0309	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20210.0310	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20210.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (491,670)	\$ (491,670)	\$ (414,725)	\$ (362,677)	
<b>Total Operating Expenditure</b>			\$ (1,238,648)	\$ (1,228,648)	\$ (1,037,180)	\$ (923,273)	
<b>Operating Income</b>							
Reimbursements - Other	DCEO	10118.0229	\$ 15,000	\$ 15,000	\$ 12,500	\$ 12,317	
Contributions - Other Contributions	DCEO	10119.0200	\$ -	\$ -	\$ -	\$ -	
Other Revenue - Facilities Hire	DCEO	10120.0046	\$ 2,500	\$ 2,500	\$ 2,083	\$ 4,855	
Other Revenue - Frost Park	DCEO	10120.0426	\$ 7,000	\$ 7,000	\$ 5,833	\$ 5,637	
Other Revenue - Sounness Park	DCEO	10120.0427	\$ -	\$ -	\$ -	\$ -	
Financial Income - Loan No 86 - Mount Barker Golf Club (SS)	ACCOUNTANT	11103.0329	\$ -	\$ -	\$ -	\$ -	
Financial Income - Loan No 91 - Mount Barker Golf Club (SS)	ACCOUNTANT	11103.0388	\$ 1,693	\$ 1,693	\$ 847	\$ 1,091	
<i>Sub-total - Cash</i>			\$ 26,193	\$ 26,193	\$ 21,263	\$ 23,900	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10117.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 26,193	\$ 26,193	\$ 21,263	\$ 23,900	
<b>Borrowing Costs</b>							
<b>Principal Repayments</b>							
Principal Repayments - Loan 94 - Sounness Park	ACCOUNTANT	51152.0467	\$ (36,087)	\$ (36,087)	\$ (18,044)	\$ (17,872)	
<b>Total Principal Repayments</b>			\$ (36,087)	\$ (36,087)	\$ (18,044)	\$ (17,872)	
<b>Operating Expenditure</b>							
Financial Expenses - Loan 94 - Sounness Park	ACCOUNTANT	20207.0467	\$ (10,596)	\$ (10,596)	\$ (5,298)	\$ (6,257)	
<b>Total Operating Expenditure</b>			\$ (10,596)	\$ (10,596)	\$ (5,298)	\$ (6,257)	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>LIBRARY SERVICES</b>							
<b>Mount Barker Library &amp; Art Gallery</b>							
<b>Capital Expenditure</b>							
Building Renewal (PC)	BLDG SRVR	50406.0252	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
<b>Total Capital Expenditure</b>			\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	LIBRARIAN	20213.0029	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	
Employee Costs - Salaries	LIBRARIAN	20213.0130	\$ (122,279)	\$ (122,279)	\$ (103,467)	\$ (97,774)	
Employee Costs - Superannuation	LIBRARIAN	20213.0141	\$ (14,328)	\$ (14,328)	\$ (12,123)	\$ (11,623)	
Employee Costs - Uniforms, Clothing & Accessories	LIBRARIAN	20213.0266	\$ (1,200)	\$ (1,200)	\$ (1,000)	\$ (919)	
Employee Costs - Workers Compensation Insurance	DCEO	20213.0043	\$ (3,974)	\$ (3,974)	\$ (3,974)	\$ (3,001)	
Office Expenses - Advertising	LIBRARIAN	20214.0003	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (49)	
Office Expenses - Office Equipment Maintenance	LIBRARIAN	20214.0268	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ (2,630)	
Office Expenses - Software Support Contracts	LIBRARIAN	20214.0270	\$ (14,000)	\$ (14,000)	\$ (12,727)	\$ (8,246)	
Office Expenses - Printing & Stationery	LIBRARIAN	20214.0103	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (1,058)	
Office Expenses - Telephone	LIBRARIAN	20214.0144	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (3,097)	
Other Expenses - Insurances	LIBRARIAN	20215.0064	\$ (500)	\$ (500)	\$ (500)	\$ (372)	
Other Expenses - Regional Library Services	LIBRARIAN	20215.0170	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (2,596)	
Other Expenses - Art Restoration	MGR COMM SVCS	20215.0177	\$ -	\$ -	\$ -	\$ -	
Other Expenses - Local Collection	LIBRARIAN	20215.0369	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (794)	
Other Expenses - Minor Furniture & Equipment Purchases	LIBRARIAN	20215.0085	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (980)	
Other Expenses - Library Programs	LIBRARIAN	20215.0298	\$ (8,500)	\$ (8,500)	\$ (7,083)	\$ (1,985)	
Other Expenses - Other Operating Costs	LIBRARIAN	20215.0312	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,499)	
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	20218.0010	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (2,613)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	20218.0011	\$ (22,000)	\$ (22,000)	\$ (19,360)	\$ (24,258)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20218.0052	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ (907)	
Admin Services Allocation	ACCOUNTANT	20216.0308	\$ (80,285)	\$ (80,285)	\$ (66,904)	\$ (65,514)	
<i>Sub-total - Cash</i>			\$ (297,566)	\$ (297,566)	\$ (252,556)	\$ (231,915)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20217.0034	\$ (5,371)	\$ (5,371)	\$ (4,476)	\$ (4,432)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20217.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20217.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20217.0309	\$ (501)	\$ (501)	\$ (417)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20217.0310	\$ (1,515)	\$ (1,515)	\$ (1,262)	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20217.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (7,387)	\$ (7,387)	\$ (6,156)	\$ (4,432)	
<b>Total Operating Expenditure</b>			\$ (304,952)	\$ (304,952)	\$ (258,711)	\$ (236,347)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Contributions - Other Contributions	LIBRARIAN	10123.0200	\$ -	\$ -	\$ -	\$ 872	
Other Revenue - Fines & Penalties	LIBRARIAN	10124.0049	\$ 1,000	\$ 1,000	\$ 833	\$ 331	
Other Revenue - Photocopying Faxing & Internet	LIBRARIAN	10124.0100	\$ 2,000	\$ 2,000	\$ 1,667	\$ 2,809	
Other Revenue - Other Fees & Charges	LIBRARIAN	10124.0248	\$ 500	\$ 500	\$ 417	\$ 856	
<i>Sub-total - Cash</i>			\$ 3,500	\$ 3,500	\$ 2,917	\$ 4,868	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10121.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 3,500	\$ 3,500	\$ 2,917	\$ 4,868	
<i>Operating Surplus / Deficit</i>			\$ (301,452)	\$ (301,452)	\$ (255,795)	\$ (231,479)	
<b>OTHER RECREATION &amp; CULTURE</b>							
<b>Capital Expenditure</b>							
Recreation & Cultural Buildings (PC) - Building Renewal	BLDG SRVR	50407.0252	\$ (10,000)	\$ (15,000)	\$ (15,000)	\$ (20,045)	▲ \$ 5,045 34%
Museum Complex - Replace Shingle Roofs	BLDG SRVR	51535.0252	\$ -	\$ -	\$ -	\$ -	
Community Recreation Centre - New Eaves to Rear of Building	BLDG SRVR	50433.0252	\$ (4,500)	\$ (4,500)	\$ (3,750)	\$ -	
Community Recreation Centre - Automatic Sliding Doors	BLDG SRVR	51701.0252	\$ (12,000)	\$ (12,000)	\$ (10,000)	\$ (11,140)	
Mitchell House - Electrical Repairs	BLDG SRVR	51702.0252	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (13,713)	
<b>Total Capital Expenditure</b>			\$ (41,500)	\$ (46,500)	\$ (41,250)	\$ (44,898)	
<b>Operating Expenditure</b>							
Employee Costs - Salaries	MGR COMM SVCS	20220.0130	\$ (39,108)	\$ (39,108)	\$ (33,091)	\$ (30,931)	
Employee Costs - Superannuation	MGR COMM SVCS	20220.0141	\$ (4,464)	\$ (4,464)	\$ (3,777)	\$ (2,827)	
Other Expenses - Community Programs	MGR COMM SVCS	20221.0356	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (4,228)	
Other Expenses - Donations	DCEO	20221.0255	\$ (33,461)	\$ (33,461)	\$ (33,461)	\$ (33,426)	
Other Expenses - Other Operating Costs	MGR COMM SVCS	20221.0312	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (984)	
Other Expenses - Club Development Program	MGR COMM SVCS	20221.0354	\$ -	\$ (1,250)	\$ (1,042)	\$ (144)	
Other Expenses - Kidsport Program	MGR COMM SVCS	20221.0397	\$ (49,079)	\$ (49,079)	\$ (40,899)	\$ (19,477)	
Building & Grounds (PC) - Building Maintenance	BLDG SRVR	21111.0010	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (11,382)	
Building & Grounds (PC) - Building Operating	BLDG SRVR	21111.0011	\$ (60,000)	\$ (60,000)	\$ (54,900)	\$ (50,638)	
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	21111.0052	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (800)	
Admin Services Allocation	ACCOUNTANT	20222.0308	\$ (26,769)	\$ (26,769)	\$ (22,307)	\$ (21,844)	
<i>Sub-total - Cash</i>			\$ (235,880)	\$ (237,130)	\$ (208,644)	\$ (176,683)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20223.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20223.0035	\$ (281,104)	\$ (281,104)	\$ (234,253)	\$ (231,217)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	20223.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20223.0188	\$ (30,447)	\$ (30,447)	\$ (26,273)	\$ (29,459)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20223.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (311,551)	\$ (311,551)	\$ (260,526)	\$ (260,676)	
<b>Total Operating Expenditure</b>			\$ (547,431)	\$ (548,681)	\$ (469,170)	\$ (437,359)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Grant Income - Sport and Recreation Grants	MGR COMM SVCS	10126.0272	\$ -	\$ -	\$ -	\$ 202	
Grant Income - Kidsport Program	MGR COMM SVCS	10126.0397	\$ 30,000	\$ 30,000	\$ 20,000	\$ 18,848	
Contributions - Other Contributions	ACCOUNTANT	10127.0200	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Club Development Officer Program	MGR COMM SVCS	11109.0354	\$ 25,000	\$ 38,300	\$ 25,000	\$ 39,000	
Reimbursements - Other	MGR COMM SVCS	11109.0229	\$ -	\$ 4,000	\$ 3,333	\$ 18,161	
Other Income - Lease Rental	ACCOUNTANT	11106.0230	\$ 1,105	\$ 1,105	\$ 921	\$ 1,105	
<i>Sub-total - Cash</i>			\$ 56,105	\$ 73,405	\$ 49,254	\$ 77,316	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10125.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 56,105	\$ 73,405	\$ 49,254	\$ 77,316	
<b>Principal Repayments</b>							
Principal Repayments - Loan No 91 - MB Golf Club (SS)	ACCOUNTANT	51123.0388	\$ (25,098)	\$ (25,098)	\$ (12,549)	\$ (12,325)	
<b>Total Principal Repayments</b>			\$ (25,098)	\$ (25,098)	\$ (12,549)	\$ (12,325)	
<b>Operating Expenditure</b>							
Financial Expenses - Loan No 91 - MB Golf Club (SS)	ACCOUNTANT	21112.0388	\$ (1,693)	\$ (1,693)	\$ (847)	\$ (1,198)	
<b>Total Operating Expenditure</b>			\$ (1,693)	\$ (1,693)	\$ (847)	\$ (1,198)	
<b>TOTAL RECREATION AND CULTURE CAPITAL EXPENSES</b>			\$ (758,472)	\$ (789,752)	\$ (779,919)	\$ (654,422)	
<b>TOTAL RECREATION AND CULTURE CAPITAL INCOME</b>			\$ 508,985	\$ 508,985	\$ 356,583	\$ 371,230	
<b>TOTAL RECREATION AND CULTURE OPERATING EXPENSES</b>			\$ (3,218,648)	\$ (3,209,898)	\$ (2,715,958)	\$ (2,368,907)	
<b>TOTAL RECREATION AND CULTURE OPERATING INCOME</b>			\$ 320,524	\$ 321,398	\$ 271,517	\$ 289,382	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 12 - TRANSPORT</b>							
<b>ROAD CONSTRUCTION</b>							
<b>Capital Expenditure</b>							
<b>Regional Road Group</b>							
Martagallup Road - SLK 0.00 to 5.00	MGR WORKS	51703.0250	\$ (165,000)	\$ (169,805)	\$ (157,070)	\$ (128,180)	
Carbarup Road - SLK 3.00 to 6.00	MGR WORKS	51704.0250	\$ (225,000)	\$ (341,305)	\$ (341,305)	\$ (320,656)	
			\$ (390,000)	\$ (511,110)	\$ (498,375)	\$ (448,836)	
<b>BLACKSPOT (FEDERAL)</b>							
Lake Matilda Rd - Red Gum Pass Road - Intersection	MGR WORKS	51654.0250	\$ (48,073)	\$ (48,073)	\$ (44,468)	\$ -	
Jutland / Fisher Road Intersection - Intersection	MGR WORKS	51655.0250	\$ (19,567)	\$ (19,567)	\$ (18,099)	\$ (3,080)	
			\$ (67,640)	\$ (67,640)	\$ (62,567)	\$ (3,080)	
<b>BLACKSPOT (STATE)</b>							
Woogenellup Road Floodway	MGR WORKS	51705.0250	\$ (116,540)	\$ -	\$ -	\$ -	
Woogenellup Road / Chester Pass Road - Intersection	MGR WORKS	51706.0250	\$ (142,300)	\$ -	\$ -	\$ (1,289)	
			\$ (258,840)	\$ -	\$ -	\$ (1,289)	
<b>COMMODITY ROUTE FUNDING</b>							
Waterman Road - SLK 3.30 to 9.38	MGR WORKS	51707.0250	\$ (136,432)	\$ (139,269)	\$ (128,824)	\$ (114,992)	
			\$ (136,432)	\$ (139,269)	\$ (128,824)	\$ (114,992)	
<b>Roads to Recovery</b>							
Quangellup Road - SLK 4.75 to 8.24	MGR WORKS	51708.0250	\$ (176,000)	\$ (176,000)	\$ (176,000)	\$ (51,676)	
Crockerup Road - SLK 0.00 to 4.45	MGR WORKS	51709.0250	\$ (73,000)	\$ (73,000)	\$ (73,000)	\$ (62,715)	
Riches Road - SLK 0.00 to 1.61	MGR WORKS	51710.0250	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (14,344)	
First Avenue - SLK 0.00 to 1.16	MGR WORKS	51711.0250	\$ (123,000)	\$ (123,000)	\$ (123,000)	\$ (103,959)	
Moorilup Road - Entire length	MGR WORKS	51724.0250	\$ -	\$ (75,000)	\$ (75,000)	\$ (70,671)	
Langton Road - SLK 0.00 to 0.40	MGR WORKS	51725.0250	\$ -	\$ (45,000)	\$ (45,000)	\$ (33,291)	
Palmdale Road - SLK 4.32 to 7.07	MGR WORKS	51726.0250	\$ -	\$ (275,507)	\$ (275,507)	\$ (135,182)	
			\$ (397,000)	\$ (792,507)	\$ (792,507)	\$ (471,837)	

**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD		
<b>Own Resources</b>									
Pre Construction Future Works	MGR WORKS	51201.0250	\$ (30,000)	\$ (30,000)	\$ (27,750)	\$ (9,644)			
Shire Wide Drainage Construction	MGR WORKS	51202.0250	\$ (120,000)	\$ (10,000)	\$ (8,333)	\$ (3,289)			
Mount Barker Footpath Construction	MGR WORKS	51203.0250	\$ (70,000)	\$ (70,000)	\$ (70,000)	\$ (73,104)			
Roadworks - Minor Renewal	MGR WORKS	51276.0250	\$ (250,000)	\$ (250,000)	\$ (250,000)	\$ (141,994)			
Storm Damage Rectification	MGR WORKS	51280.0250	\$ -	\$ (1,500,000)	\$ (1,225,000)	\$ (314,968)			
Oatlands Road - SLK 0.00 to 1.24	MGR WORKS	51605.0250	\$ (21,474)	\$ (21,474)	\$ (21,474)	\$ (7,907)			
Langton Road - Lowood Road to Marmion Street	MGR WORKS	51606.0250	\$ (32,672)	\$ (210,000)	\$ (210,000)	\$ (110,762)			
Marion Street - SLK 0.00 to 0.56	MGR WORKS	51632.0250	\$ (5,867)	\$ -	\$ -	\$ -			
Lowood Road / Langton Road Avenue - Roundabout Repairs	MGR WORKS	51671.0250	\$ (14,821)	\$ (4,208)	\$ (4,208)	\$ (3,844)			
Menston Street - SLK 0.00 to 1.03	MGR WORKS	51672.0250	\$ (67,428)	\$ (67,428)	\$ (67,428)	\$ (42,208)			
O'Neill Road - SLK 0.00 to 2.66	MGR WORKS	51677.0250	\$ -	\$ (125,000)	\$ (125,000)	\$ (126,534)			
Albany Highway / Woogenellup Road Roundabout – Landscaping Plans	MGR WORKS	51678.0250	\$ (5,000)	\$ (5,000)	\$ (4,625)	\$ (5,569)			
Moorilup Road - Rebuild Floodway	MGR WORKS	51699.0250	\$ (73,000)	\$ (56,700)	\$ (56,701)	\$ (55,870)			
Skinner Road - SLK 0.00 to 1.63	MGR WORKS	51712.0250	\$ (47,000)	\$ (25,000)	\$ (25,000)	\$ (279)			
McDonald Avenue - SLK 0.75 to 1.63	MGR WORKS	51713.0250	\$ (160,000)	\$ (115,000)	\$ (106,375)	\$ (50,557)			
Beattie Road - SLK 0.00 to 3.50	MGR WORKS	51714.0250	\$ (130,000)	\$ (70,000)	\$ (70,000)	\$ (69,991)			
Bangalup Road - SLK 0.00 to 5.01	MGR WORKS	51715.0250	\$ (298,500)	\$ (125,000)	\$ (125,000)	\$ (89,964)			
Bridges Road - SLK 0.00 to 0.36	MGR WORKS	51716.0250	\$ (12,000)	\$ -	\$ -	\$ (555)			
Fourth Avenue - SLK 0.00 to 0.61	MGR WORKS	51717.0250	\$ (55,500)	\$ (81,957)	\$ (81,957)	\$ (116,237)	▲	\$ 34,280	42%
Oatlands Road - SLK 0.35 to 0.55	MGR WORKS	51718.0250	\$ (56,000)	\$ (56,000)	\$ (51,800)	\$ (37,538)			
			\$ (1,449,262)	\$ (2,822,767)	\$ (2,530,652)	\$ (1,260,814)			
<b>Total Capital Expenditure</b>			\$ (2,699,174)	\$ (4,333,293)	\$ (4,012,924)	\$ (2,300,848)			
<b>Capital Income</b>									
Contributions to Roadworks	MGR WORKS	41205.0197	\$ -	\$ -	\$ -	\$ -			
Direct Road Grants - Black Spot Funding	MGR WORKS	41201.0008	\$ 229,922	\$ 56,991	\$ 56,991	\$ -	▼	\$ 56,991	0%
Direct Road Grants - Roads to Recovery Grants	MGR WORKS	41201.0204	\$ 463,870	\$ 859,377	\$ 859,377	\$ 792,507			
Direct Road Grants - Commodity Route Grants	MGR WORKS	41201.0205	\$ 90,955	\$ 90,955	\$ 45,477	\$ 72,000			
Direct Road Grants - State Road Project Grants	MGR WORKS	41201.0207	\$ 260,000	\$ 340,740	\$ 170,370	\$ 379,110			
Direct Road Grants - Storm Damage	MGR WORKS	41201.0209	\$ -	\$ 1,420,170	\$ 473,390	\$ -	▼	\$ 473,390	0%
Transfers from Reserve Funds	DCEO	41202.0486	\$ -	\$ 80,000	\$ -	\$ -			
Transfers from Trust Funds	DCEO	41203.0243	\$ -	\$ -	\$ -	\$ -			
<b>Total Capital Income</b>			\$ 1,044,747	\$ 2,848,233	\$ 1,605,605	\$ 1,243,617			



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>ROAD MAINTENANCE</b>							
<b>Operating Expenditure</b>							
Other Expenses - Asset Management Strategy	MGR WORKS	21211.0303	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses - Professional Services	MGR WORKS	21211.0030	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,040)	\$ (1,960)
Other Expenses - Outstanding Land Resumptions	MGR WORKS	21211.0306	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses - Road Safety Audits	MGR WORKS	21211.0305	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ -	\$ 833
Other Expenses - Roman Data Upgrade	MGR WORKS	21211.0304	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,550)	\$ 1,450
Other Expenses - Signs Audit	MGR WORKS	21211.0302	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (760)	\$ 5,240
Other Expenses - Directional Signage	MGR WORKS	21211.0137	\$ (3,500)	\$ (3,500)	\$ (2,917)	\$ -	\$ 683
Road Maintenance - General	MGR WORKS	20225.0126	\$ (1,550,000)	\$ (1,550,000)	\$ (1,251,888)	\$ (1,162,785)	\$ 88,215
Road Maintenance - Tree Pruning	MGR WORKS	20225.0390	\$ (170,000)	\$ (170,000)	\$ (170,000)	\$ (176,554)	\$ 6,554
Road Maintenance - Edge Patching	MGR WORKS	20225.0391	\$ (30,000)	\$ (30,000)	\$ (25,000)	\$ (269)	\$ 27,731
Road Maintenance - Slashing and Spraying of Roads	MGR WORKS	20225.0392	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (23,454)	\$ 6,546
Road Maintenance - Storm Damage	MGR WORKS	20225.0039	\$ (25,000)	\$ -	\$ -	\$ -	\$ 25,000
Contribution to Vehicle Crossovers	MGR WORKS	20225.0021	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (2,044)	\$ 956
Street Lighting - Other Operating Costs	MGR WORKS	20227.0312	\$ (70,000)	\$ (70,000)	\$ (58,333)	\$ (58,525)	\$ 11,475
Admin Services Allocation	ACCOUNTANT	21212.0308	\$ (74,455)	\$ (74,455)	\$ (62,045)	\$ (60,757)	\$ 13,700
<i>Sub-total - Cash</i>			\$ (1,976,955)	\$ (1,951,955)	\$ (1,620,183)	\$ (1,491,737)	\$ 485,222
Non Cash Expenses - Depreciation - Roads	ACCOUNTANT	20224.0189	\$ (3,059,569)	\$ (3,059,569)	\$ (2,549,641)	\$ (2,675,652)	\$ 509,928
Non Cash Expenses - Depreciation - Footpaths	ACCOUNTANT	20224.0190	\$ (74,846)	\$ (83,911)	\$ (69,926)	\$ (69,926)	\$ 14,915
Non Cash Expenses - Depreciation - Drainage	ACCOUNTANT	20224.0192	\$ (164,366)	\$ (164,366)	\$ (136,972)	\$ (136,112)	\$ 27,454
Non Cash Expenses - Loss on Sale of Road Assets	ACCOUNTANT	20224.0078	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Loss on Sale of Drainage Assets	ACCOUNTANT	20224.0380	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Loss on Sale of Footpath Assets	ACCOUNTANT	20224.0382	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Non Cash</i>			\$ (3,298,780)	\$ (3,307,846)	\$ (2,756,538)	\$ (2,881,689)	\$ 551,308
<b>Total Operating Expenditure</b>			\$ (5,275,735)	\$ (5,259,800)	\$ (4,376,721)	\$ (4,373,427)	\$ 3,374



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Contributions - Contributions to Signage	MGR WORKS	10134.0198	\$ -	\$ -	\$ -	\$ -	-
Contributions - Other Contributions	MGR WORKS	10134.0200	\$ -	\$ -	\$ -	\$ -	-
Contributions - Roadworks Contributions (Storm Damage)	MGR WORKS	10134.0197	\$ 25,000	\$ -	\$ -	\$ -	-
Other Income - Directional Signage	MGR WORKS	10135.0137	\$ 1,000	\$ 1,000	\$ 833	\$ 418	418
<i>Sub-total - Cash</i>			\$ 26,000	\$ 1,000	\$ 833	\$ 418	418
Non Cash Revenue - Profit on Sale of Road Assets	ACCOUNTANT	10132.0106	\$ -	\$ -	\$ -	\$ -	-
Non Cash Revenue - Profit on Sale of Drainage Assets	ACCOUNTANT	10132.0381	\$ -	\$ -	\$ -	\$ -	-
Non Cash Revenue - Profit on Sale of Footpath Assets	ACCOUNTANT	10132.0383	\$ -	\$ -	\$ -	\$ -	-
Non Cash Revenue - Profit on Sale of Parking Assets	ACCOUNTANT	10138.0106	\$ -	\$ -	\$ -	\$ -	-
<i>Sub-total - Non Cash</i>			\$ -	\$ -	\$ -	\$ -	-
<b>Total Operating Income</b>			\$ 26,000	\$ 1,000	\$ 833	\$ 418	418
<b>TOTAL TRANSPORT CAPITAL EXPENSES</b>			\$ (2,699,174)	\$ (4,333,293)	\$ (4,012,924)	\$ (2,300,848)	(2,300,848)
<b>TOTAL TRANSPORT CAPITAL INCOME</b>			\$ 1,044,747	\$ 2,848,233	\$ 1,605,605	\$ 1,243,617	1,243,617
<b>TOTAL TRANSPORT OPERATING EXPENSES</b>			\$ (5,275,735)	\$ (5,259,800)	\$ (4,376,721)	\$ (4,373,427)	(4,373,427)
<b>TOTAL TRANSPORT OPERATING INCOME</b>			\$ 26,000	\$ 1,000	\$ 833	\$ 418	418



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>PROGRAM 13 - ECONOMIC SERVICES</b>							
<b>RURAL SERVICES</b>							
<b>Capital Expenditure</b>							
Railway Station - Agricultural Building - Airconditioning and Hot Water System	BLDG SRVR	51317.0252	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
<b>Total Capital Expenditure</b>			\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	
<b>Operating Expenditure</b>							
Other Expenses - Donations	DCEO	21305.0255	\$ (5,300)	\$ (5,300)	\$ (5,300)	\$ (6,190)	
Other Expenses - Drum Muster	MGR WORKS	21305.0314	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ -	
Other Expenses - Pest Control	MGR WORKS	21305.0313	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Other Expenses - Vehicle Leases - Community Ag Ctr	ACCOUNTANT	21305.0307	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (4,329)	
Admin Services Allocation	ACCOUNTANT	21306.0308	\$ (17,071)	\$ (17,071)	\$ (14,226)	\$ (13,931)	
<b>Total Operating Expenditure</b>			\$ (36,371)	\$ (36,371)	\$ (31,193)	\$ (24,450)	
<b>Operating Income</b>							
Other Income - Drum Muster	MGR WORKS	11305.0241	\$ 3,000	\$ 3,000	\$ 2,500	\$ -	
Other Income - Lease Rental	ACCOUNTANT	11305.0230	\$ 2,000	\$ 2,000	\$ 1,667	\$ -	
Reimbursements - Vehicles	ACCOUNTANT	11306.0228	\$ 10,000	\$ 10,000	\$ 8,333	\$ 7,510	
<b>Total Operating Income</b>			\$ 15,000	\$ 15,000	\$ 12,500	\$ 7,510	
<b>FERAL PIG ERADICATION PROGRAM</b>							
<b>Operating Expenditure</b>							
Employee Costs - Salaries	ACCOUNTANT	21307.0130	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (29,292)	
Employee Costs - Superannuation	ACCOUNTANT	21307.0141	\$ (5,000)	\$ (5,000)	\$ (4,231)	\$ (2,850)	
Employee Costs - Workers Compensation Insurance	DCEO	21307.0043	\$ (4,500)	\$ (4,500)	\$ (4,500)	\$ (3,398)	
Feral Pig Eradication (PC) - Other Operating Costs	ACCOUNTANT	21310.0312	\$ (25,000)	\$ (25,000)	\$ (22,333)	\$ (15,522)	
Other Expenses - Disbursement of Funds	ACCOUNTANT	21308.0286	\$ -	\$ -	\$ -	\$ (1,676)	
Admin Services Allocation	ACCOUNTANT	21309.0308	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (4,000)	
Transfer From Municipal To Trust	ACCOUNTANT	21314.0243	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Expenditure</b>			\$ (63,500)	\$ (63,500)	\$ (59,398)	\$ (56,739)	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Contributions - Community Groups	ACCOUNTANT	11307.0474	\$ -	\$ -	\$ -	\$ -	
Contributions - Landholder Contributions	ACCOUNTANT	11307.0199	\$ -	\$ -	\$ -	\$ -	
Contributions - Local Government Contributions	ACCOUNTANT	11307.0473	\$ 5,000	\$ 5,000	\$ 2,500	\$ 4,800	
Contributions - State & Federal Gov't Contributions	ACCOUNTANT	11307.0242	\$ 27,000	\$ 27,000	\$ -	\$ -	
Grant Income - Grant Income	ACCOUNTANT	11308.0210	\$ 5,000	\$ 5,000	\$ 5,000	\$ 52,900	
Grant Income - Direct Grants	ACCOUNTANT	11308.0212	\$ 10,000	\$ 10,000	\$ -	\$ -	
Other Income - Recharge of Services	ACCOUNTANT	11309.0475	\$ 16,500	\$ 16,500	\$ -	\$ -	
Transfer From Trust To Municipal	ACCOUNTANT	11310.0243	\$ -	\$ -	\$ -	\$ (142)	
<b>Total Operating Income</b>			\$ 63,500	\$ 63,500	\$ 7,500	\$ 57,558	
<b>TOURISM &amp; AREA PROMOTION</b>							
<b>Capital Expenditure</b>							
Visitor Centre - Repaint Various Items	BLDG SRVR	51584.0252	\$ -	\$ -	\$ -	\$ -	
Tourism Bureau Building - Airconditioning	BLDG SRVR	51719.0252	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (7,699)	
<b>Total Capital Expenditure</b>			\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (7,699)	
<b>Operating Expenditure</b>							
Building & Grounds (PC) - Tourist Bureau - Building Maintenance	BLDG SRVR	20244.0010	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (2,530)	
Building & Grounds (PC) - Tourist Bureau - Building Operating	BLDG SRVR	20244.0011	\$ (16,000)	\$ (16,000)	\$ (14,080)	\$ (16,291)	
Building & Grounds (PC) - Tourist Bureau - Grounds Maintenance	MGR WORKS	20244.0052	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (386)	
Other Expenses - District & Area Promotion	CEO	21311.0370	\$ (60,000)	\$ (60,000)	\$ (60,000)	\$ (71,414)	▲ \$ 11,414 19%
Other Expenses - Visitor Signage Strategy	CEO	21311.0030	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (4,167)	
Admin Services Allocation	ACCOUNTANT	21312.0308	\$ (66,288)	\$ (66,288)	\$ (55,240)	\$ (54,092)	
<i>Sub-total - Cash</i>			\$ (158,788)	\$ (158,788)	\$ (143,070)	\$ (144,713)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	21313.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	21313.0035	\$ (45,776)	\$ (45,776)	\$ (38,147)	\$ (39,583)	
Non Cash Expenses - Depreciation - Plant & Equipment	ACCOUNTANT	21313.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	21313.0188	\$ (3,439)	\$ (3,439)	\$ (2,866)	\$ (2,838)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	21313.0309	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	21313.0310	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	21313.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (49,215)	\$ (49,215)	\$ (41,013)	\$ (42,421)	
<b>Total Operating Expenditure</b>			\$ (208,003)	\$ (208,003)	\$ (184,083)	\$ (187,134)	
<b>Operating Income</b>							
Other Income	ACCOUNTANT	11312.0230	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ -	\$ -	\$ -	\$ -	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10148.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ -	\$ -	\$ -	\$ -	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>BUILDING CONTROL</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Bldg Surveyor	MGR WORKS	51311.0006	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase Vehicle - Building Maintenance Officer	MGR WORKS	51314.0006	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase Vehicle - Cleaner	MGR WORKS	51315.0006	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Expenditure</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Income</b>							
Trade In Vehicle - Bldg Surveyor	MGR WORKS	41311.0105	\$ -	\$ -	\$ -	\$ -	\$ -
Trade In Vehicle - Building Maintenance Officer	MGR WORKS	41314.0105	\$ -	\$ -	\$ -	\$ -	\$ -
Trade In Vehicle - Cleaner	MGR WORKS	41315.0105	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers from Trust Funds	DCEO	41316.0243	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	BLDG SRVR	20245.0029	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ -	\$ -
Employee Costs - Salaries	BLDG SRVR	20245.0130	\$ (118,411)	\$ (118,411)	\$ (100,194)	\$ (100,798)	\$ (8,760)
Employee Costs - Relief Staff / Contractors	BLDG SRVR	20245.0264	\$ (9,000)	\$ (9,000)	\$ (7,500)	\$ (8,760)	\$ (1,260)
Employee Costs - Superannuation	BLDG SRVR	20245.0141	\$ (29,367)	\$ (29,367)	\$ (24,472)	\$ (22,970)	\$ (6,500)
Employee Costs - Uniforms, Clothing & Accessories	BLDG SRVR	20245.0266	\$ (1,200)	\$ (1,200)	\$ (1,000)	\$ (1,224)	\$ (224)
Employee Costs - Workers Compensation Insurance	DCEO	20245.0043	\$ (6,726)	\$ (6,726)	\$ (6,726)	\$ (5,079)	\$ (1,647)
Office Expenses - Advertising	BLDG SRVR	20246.0003	\$ (500)	\$ (500)	\$ (417)	\$ -	\$ (417)
Office Expenses - Telephone	BLDG SRVR	20246.0144	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (916)	\$ (183)
Other Expenses - BCITF Payments	BLDG SRVR	20247.0316	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (14,123)	\$ (10,877)
Other Expenses - BRB Payments	BLDG SRVR	20247.0315	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (15,553)	\$ (3,553)
Other Expenses - Legal Expenses	BLDG SRVR	20247.0071	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses - Minor Furniture & Equipment Purchases	BLDG SRVR	20247.0085	\$ (2,500)	\$ (2,500)	\$ (2,083)	\$ (167)	\$ (2,333)
Other Expenses - Other Operating Costs	BLDG SRVR	20247.0312	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (1,586)	\$ (586)
Other Expenses - Building Maintenance Equipment & Stock	BLDG SRVR	20247.0393	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (972)	\$ (1,028)
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	21316.0182	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (9,511)	\$ (1,667)
Admin Services Allocation	ACCOUNTANT	20248.0308	\$ (41,989)	\$ (41,989)	\$ (34,991)	\$ (34,265)	\$ (7,724)
<i>Sub-total - Cash</i>			\$ (265,692)	\$ (265,692)	\$ (224,050)	\$ (215,922)	\$ (49,770)
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20249.0034	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20249.0035	\$ -	\$ -	\$ -	\$ -	\$ -
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20249.0036	\$ (3,921)	\$ (3,921)	\$ (3,267)	\$ (3,235)	\$ (684)
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20249.0309	\$ (384)	\$ (384)	\$ (320)	\$ -	\$ (64)
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20249.0310	\$ (5,438)	\$ (5,438)	\$ (4,531)	\$ -	\$ (907)
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20249.0078	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Sub-total - Non Cash</i>			\$ (9,742)	\$ (9,742)	\$ (8,118)	\$ (3,235)	\$ (6,507)
<b>Total Operating Expenditure</b>			\$ (275,434)	\$ (275,434)	\$ (232,168)	\$ (219,156)	\$ (56,278)



**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD	
<b>Operating Income</b>								
Other Revenue - BCITF Levy	ACCOUNTANT	10155.0247	\$ 25,000	\$ 25,000	\$ 20,750	\$ 13,278	▼ \$ 7,472	-36%
Other Revenue - BCTIF Commission	ACCOUNTANT	10155.0245	\$ 500	\$ 500	\$ 417	\$ 308		
Other Revenue - BRB Commission	ACCOUNTANT	10155.0244	\$ 1,000	\$ 1,000	\$ 833	\$ 537		
Other Revenue - BRB Levy	ACCOUNTANT	10155.0246	\$ 15,000	\$ 15,000	\$ 12,500	\$ 15,906		
Other Revenue - Building Licence Fees	BLDG SRVR	10155.0009	\$ 34,000	\$ 34,000	\$ 28,333	\$ 30,921		
Other Revenue - Fines & Penalties	BLDG SRVR	10155.0049	\$ -	\$ -	\$ -	\$ -		
Other Revenue - Other Fees & Charges	BLDG SRVR	10155.0248	\$ 1,000	\$ 1,000	\$ 833	\$ 914		
Reimbursements - Salaries	BLDG SRVR	10153.0219	\$ 5,000	\$ 5,000	\$ 4,167	\$ -		
Reimbursements - Other	BLDG SRVR	10153.0229	\$ -	\$ -	\$ -	\$ -		
<i>Sub-total - Cash</i>			\$ 81,500	\$ 81,500	\$ 67,834	\$ 61,864		
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10152.0106	\$ -	\$ -	\$ -	\$ -		
<b>Total Operating Income</b>			\$ 81,500	\$ 81,500	\$ 67,834	\$ 61,864		
<b>CATTLE SALEYARDS</b>								
<b>Capital Expenditure</b>								
Purchase Vehicle - Saleyards Manager	MGR WORKS	51323.0006	\$ (32,960)	\$ (32,960)	\$ (32,960)	\$ (40,806)	▲ \$ 7,846	24%
Outloading Ramp Bugle Modification	SALEYARDS MGR	51538.0253	\$ (17,000)	\$ (17,000)	\$ (17,000)	\$ (15,135)		
Bitumen Repairs	SALEYARDS MGR	51585.0253	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ -		
Additional Water Source	SALEYARDS MGR	51587.0253	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (3,614)		
New Irrigator	SALEYARDS MGR	51643.0006	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ -		
Transfer Aerators to Pond 2	SALEYARDS MGR	51696.0253	\$ (990)	\$ (990)	\$ (990)	\$ (2,513)		
Chemical Dosing Equipment - Phosphorous Reduction	SALEYARDS MGR	51697.0253	\$ (4,600)	\$ (4,600)	\$ (4,600)	\$ (6,318)		
Airconditioning in Office Block	BLDG SRVR	51720.0253	\$ (11,000)	\$ (11,000)	\$ (11,000)	\$ (13,133)		
Light tower Light Replacement (Receivals)	SALEYARDS MGR	51721.0253	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ -		
Long Wand and Data Logger	SALEYARDS MGR	51722.0006	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ -		
Replace Guttering - Weighbridge Roof	SALEYARDS MGR	51723.0253	\$ (6,000)	\$ (6,000)	\$ (6,000)	\$ (5,405)		
<b>Total Capital Expenditure</b>			\$ (179,550)	\$ (179,550)	\$ (179,550)	\$ (86,922)		
<b>Capital Income</b>								
Transfers from Reserve Funds	DCEO	41326.0486	\$ 179,550	\$ 179,550	\$ -	\$ -		
Trade In Vehicle - Saleyards Manager	MGR WORKS	41322.0105	\$ 12,000	\$ 12,000	\$ -	\$ 14,545		
Trade-in/Sale of Equipment	SALEYARDS MGR	41323.0105	\$ -	\$ -	\$ -	\$ -		
<b>Total Capital Income</b>			\$ 191,550	\$ 191,550	\$ -	\$ 14,545		



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	SALEYARDS MGR	21320.0029	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (446)	
Employee Costs - Salaries	SALEYARDS MGR	21320.0130	\$ (249,069)	\$ (249,069)	\$ (210,751)	\$ (195,101)	
Employee Costs - Superannuation	SALEYARDS MGR	21320.0141	\$ (25,184)	\$ (25,184)	\$ (21,310)	\$ (18,831)	
Employee Costs - Travel & Accommodation	SALEYARDS MGR	21320.0267	\$ (1,500)	\$ (1,500)	\$ (1,250)	\$ (896)	
Employee Costs - Uniforms, Clothing & Accessories	SALEYARDS MGR	21320.0266	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (1,966)	
Employee Costs - Medicals & Vaccinations	SALEYARDS MGR	21320.0275	\$ (500)	\$ (500)	\$ (417)	\$ -	
Employee Costs - Workers Compensation Insurance	DCEO	21320.0043	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (3,776)	
Office Expenses - Computer Equipment Maintenance	SALEYARDS MGR	21321.0269	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (9,929)	
Office Expenses - Other Operating Costs	SALEYARDS MGR	21321.0312	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (2,942)	
Office Expenses - Telephone	SALEYARDS MGR	21321.0144	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (5,827)	
Other Expenses - Environmental Services	SALEYARDS MGR	21322.0371	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ -	
Other Expenses - Feed Purchases	SALEYARDS MGR	21322.0317	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,520)	
Other Expenses - Insurances	SALEYARDS MGR	21322.0064	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (31,133)	
Other Expenses - Licence Fees	SALEYARDS MGR	21322.0287	\$ (4,500)	\$ (4,500)	\$ (3,750)	\$ (3,188)	
Other Expenses - Other Operating Costs	SALEYARDS MGR	21322.0312	\$ (20,000)	\$ (20,000)	\$ (16,667)	\$ (10,819)	
Other Expenses - Promotional Material & Public Relations	SALEYARDS MGR	21322.0261	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (17,802)	
Other Expenses - Tools & Sundry	SALEYARDS MGR	21322.0318	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Other Expenses - Water Monitoring	SALEYARDS MGR	21322.0285	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (6,931)	
Other Expenses - Sludge Removal	SALEYARDS MGR	21322.0379	\$ -	\$ -	\$ -	\$ -	
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	21326.0182	\$ (6,000)	\$ (6,000)	\$ (5,000)	\$ (4,329)	
Building & Grounds (PC) - Facility Maintenance	SALEYARDS MGR	21325.0010	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (21,389)	
Building & Grounds (PC) - Facility Operating	SALEYARDS MGR	21325.0011	\$ (65,000)	\$ (65,000)	\$ (57,200)	\$ (84,216)	▲ \$ 27,016 47%
Admin Services Allocation	ACCOUNTANT	21323.0308	\$ (77,924)	\$ (77,924)	\$ (64,937)	\$ (63,589)	
<i>Sub-total - Cash</i>			\$ (590,677)	\$ (590,677)	\$ (505,447)	\$ (486,631)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	21324.0034	\$ (17,877)	\$ (17,877)	\$ (14,898)	\$ (14,750)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	21324.0035	\$ (450,024)	\$ (12,600)	\$ (10,500)	\$ (10,520)	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	21324.0036	\$ (11,648)	\$ (11,648)	\$ (9,707)	\$ (10,999)	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	21324.0188	\$ (17,978)	\$ (468,900)	\$ (390,750)	\$ (293,853)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	21324.0078	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	21324.0309	\$ (595)	\$ (595)	\$ (496)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	21324.0310	\$ (3,244)	\$ (3,244)	\$ (2,703)	\$ -	
<i>Sub-total - Non Cash</i>			\$ (501,365)	\$ (514,864)	\$ (429,053)	\$ (330,123)	
<b>Total Operating Expenditure</b>			\$ (1,092,043)	\$ (1,105,541)	\$ (934,500)	\$ (816,754)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Contributions - Agent Contributions	SALEYARDS MGR	11315.0218	\$ 62,000	\$ 62,000	\$ 53,092	\$ 55,872	
Other Income - Avdata Income	SALEYARDS MGR	11316.0249	\$ 18,000	\$ 18,000	\$ 15,000	\$ 25,950	
Other Income - Entry Fees	SALEYARDS MGR	11316.0044	\$ 12,000	\$ 12,000	\$ 12,000	\$ 10,800	
Other Income - Transit / Hay Feeding	SALEYARDS MGR	11316.0434	\$ 11,000	\$ 11,000	\$ 9,167	\$ 7,298	
Other Income - NLIS Tagging	SALEYARDS MGR	11316.0433	\$ 11,500	\$ 11,500	\$ 9,583	\$ 10,619	
Other Income - Other Operating Income	SALEYARDS MGR	11316.0232	\$ 11,500	\$ 11,500	\$ 9,583	\$ 7,189	
Other Income - Sale of Manure	SALEYARDS MGR	11316.0436	\$ 8,000	\$ 8,000	\$ 6,667	\$ 2,493	
Other Income - Saleyard Weigh & Pen Fees	SALEYARDS MGR	11316.0217	\$ 560,000	\$ 560,000	\$ 479,541	\$ 505,151	
Other Income - Shippers/Private Weigh	SALEYARDS MGR	11316.0476	\$ 13,500	\$ 13,500	\$ 11,250	\$ 11,925	
Other Income - Stock Removal	SALEYARDS MGR	11316.0435	\$ 6,800	\$ 6,800	\$ 5,667	\$ 5,885	
<i>Sub-total - Cash</i>			\$ 714,300	\$ 714,300	\$ 611,550	\$ 643,182	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	11317.0106	\$ 5,720	\$ 5,720	\$ 4,767	\$ -	
<b>Total Operating Income</b>			\$ 720,020	\$ 720,020	\$ 616,317	\$ 643,182	
<i>Operating Surplus / Deficit</i>			\$ (372,023)	\$ (385,521)	\$ (318,183)	\$ (173,572)	
<b>Borrowing Costs</b>							
<b>Principal Repayments</b>							
Loan Repayment - Loan No. 95 - Saleyards Roof	ACCOUNTANT	51326.0468	\$ (22,693)	\$ (22,693)	\$ (11,347)	\$ (11,270)	
<b>Total Principal Repayments</b>			\$ (22,693)	\$ (22,693)	\$ (11,347)	\$ (11,270)	
<b>Operating Expenditure</b>							
Financial Expenses - Loan No. 95 - Saleyards Roof	ACCOUNTANT	21327.0468	\$ (6,001)	\$ (6,001)	\$ (2,800)	\$ (4,692)	
<b>Total Operating Expenditure</b>			\$ (6,001)	\$ (6,001)	\$ (2,800)	\$ (4,692)	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>OTHER ECONOMIC SERVICES</b>							
<b>Capital Expenditure</b>							
Standpipe Controller Upgrades	DCEO	51340.0358	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (21,572)	
<b>Total Capital Expenditure</b>			\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (21,572)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41351.0486	\$ 20,000	\$ 20,000	\$ -	\$ -	
<b>Total Capital Income</b>			\$ 20,000	\$ 20,000	\$ -	\$ -	
<b>Operating Expenditure</b>							
Water Supply (Standpipes)	MGR WORKS	21328.0319	\$ (75,000)	\$ (35,000)	\$ (29,167)	\$ (41,602)	▲ \$ 12,435 43%
Other Expenses - Other Operating Costs	MGR WORKS	21330.0312	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (4,388)	
Other Expenses - Purchase of Waybill Books	ACCOUNTANT	21330.0320	\$ (100)	\$ (100)	\$ (83)	\$ -	
Admin Services Allocation	ACCOUNTANT	21331.0308	\$ (9,787)	\$ (9,787)	\$ (8,156)	\$ (7,986)	
<i>Sub-total - Cash</i>			\$ (86,887)	\$ (46,887)	\$ (39,073)	\$ (53,975)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	21332.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	21332.0035	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	21332.0036	\$ (3,251)	\$ (3,251)	\$ (2,709)	\$ (2,683)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	21332.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (3,251)	\$ (3,251)	\$ (2,709)	\$ (2,683)	
<b>Total Operating Expenditure</b>			\$ (90,138)	\$ (50,138)	\$ (41,782)	\$ (56,658)	
<b>Operating Income</b>							
Other Income - Permits - Trading in Thoroughfares	MGR DEV SVCS	11320.0402	\$ 500	\$ 500	\$ 417	\$ -	
Other Income - Sale of Water	ACCOUNTANT	11320.0400	\$ 70,000	\$ 30,000	\$ 30,000	\$ 36,584	
Other Income - Sale of Waybill Books & Standpipe Cards	ACCOUNTANT	11320.0401	\$ 500	\$ 500	\$ 417	\$ 406	
<i>Sub-total - Cash</i>			\$ 71,000	\$ 31,000	\$ 30,833	\$ 36,991	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	11321.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 71,000	\$ 31,000	\$ 30,833	\$ 36,991	

## DETAILED OPERATING AND CAPITAL PROGRAMS

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>VEHICLE LICENSING</b>							
<b>Operating Expenditure</b>							
Employee Costs - Conferences & Training	DCEO	21340.0029	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (2,568)	
Employee Costs - Salaries	DCEO	21340.0130	\$ (57,873)	\$ (57,873)	\$ (48,969)	\$ (46,065)	
Employee Costs - Superannuation	DCEO	21340.0141	\$ (5,426)	\$ (5,426)	\$ (4,591)	\$ (4,338)	
Employee Costs - Uniforms, Clothing & Accessories	DCEO	21340.0266	\$ (400)	\$ (400)	\$ (333)	\$ -	
Employee Costs - Workers Compensation Insurance	DCEO	21340.0043	\$ (1,881)	\$ (1,881)	\$ (1,881)	\$ (1,420)	
Admin Services Allocation	ACCOUNTANT	21343.0308	\$ (113,391)	\$ (113,391)	\$ (94,493)	\$ (92,529)	
<i>Sub-total - Cash</i>			\$ (179,971)	\$ (179,971)	\$ (151,107)	\$ (146,921)	
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	21344.0309	\$ (203)	\$ (203)	\$ (169)	\$ -	
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	21344.0310	\$ (953)	\$ (953)	\$ (794)	\$ -	
<i>Sub-total - Non Cash</i>			\$ (1,156)	\$ (1,156)	\$ (963)	\$ -	
<b>Total Operating Expenditure</b>			\$ (181,127)	\$ (181,127)	\$ (152,064)	\$ (146,921)	
<b>Operating Income</b>							
Other Income - Commission on Licencing Receipts	DCEO	11330.0403	\$ 100,000	\$ 100,000	\$ 75,333	\$ 73,852	
Other Income - Sale of Local Authority Plates	DCEO	11330.0404	\$ 500	\$ 500	\$ 417	\$ 467	
Reimbursements - Other	DCEO	11331.0229	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Training	DCEO	11331.0432	\$ -	\$ -	\$ -	\$ 1,737	
<b>Total Operating Income</b>			\$ 100,500	\$ 100,500	\$ 75,750	\$ 76,056	
<i>Operating Surplus / Deficit</i>			\$ (80,627)	\$ (80,627)	\$ (76,314)	\$ (70,865)	
<b>TOTAL ECONOMIC SERVICES CAPITAL EXPENSES</b>			\$ (214,550)	\$ (214,550)	\$ (214,550)	\$ (116,193)	
<b>TOTAL ECONOMIC SERVICES CAPITAL INCOME</b>			\$ 211,550	\$ 211,550	\$ -	\$ 14,545	
<b>TOTAL ECONOMIC SERVICES OPERATING EXPENSES</b>			\$ (1,952,618)	\$ (1,926,116)	\$ (1,637,987)	\$ (1,512,504)	
<b>TOTAL ECONOMIC SERVICES OPERATING INCOME</b>			\$ 1,051,520	\$ 1,011,520	\$ 810,734	\$ 883,161	



**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b><u>PROGRAM 14 - OTHER PROPERTY &amp; SERVICES</u></b>							
<b>PRIVATE WORKS</b>							
<b>Operating Expenditure</b>							
Private Works Jobs (PC)	ACCOUNTANT	21350.0321	\$ (30,000)	\$ (30,000)	\$ (25,000)	\$ (135)	
Admin Services Allocation	ACCOUNTANT	20258.0308	\$ (15,918)	\$ (15,918)	\$ (13,265)	\$ (12,989)	
<b>Total Operating Expenditure</b>			\$ (45,918)	\$ (45,918)	\$ (38,265)	\$ (13,124)	
<b>Operating Income</b>							
Private Works Recoups	ACCOUNTANT	10159.0015	\$ 34,500	\$ 34,500	\$ 23,000	\$ 1,194	▼ \$ 21,806 -95%
<b>Total Operating Income</b>			\$ 34,500	\$ 34,500	\$ 23,000	\$ 1,194	
<i>Operating Surplus / Deficit</i>			\$ (11,418)	\$ (11,418)	\$ (15,265)	\$ (11,930)	
<b>PUBLIC WORKS OVERHEADS</b>							
<b>Capital Expenditure</b>							
Purchase Vehicle - Principal Works Supervisor	MGR WORKS	51316.0006	\$ -	\$ -	\$ -	\$ -	
Depot (PC) - Building Renewal	BLDG SRVR	51561.0254	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (1,983)	
Irrigation Locator / Decoder Meter	MGR WORKS	51645.0006	\$ (2,300)	\$ (2,300)	\$ (2,300)	\$ -	
Depot (PC) - Water Tank	MGR WORKS	51540.0254	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (16,744)	
<b>Total Capital Expenditure</b>			\$ (32,300)	\$ (32,300)	\$ (29,800)	\$ (18,727)	
<b>Capital Income</b>							
Transfers from Reserve Funds	DCEO	41401.0486	\$ -	\$ -	\$ -	\$ -	
Trade In Vehicle - Principal Works Supervisor	DCEO	41325.0105	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Income</b>			\$ -	\$ -	\$ -	\$ -	





**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD		
<b>Operating Expenditure</b>									
Employee Costs - Conferences & Training	MGR WORKS	20260.0029	\$ (25,000)	\$ (25,000)	\$ (21,833)	\$ (5,953)			
Employee Costs - Industry Allowances	MGR WORKS	20260.0337	\$ (36,000)	\$ (36,000)	\$ (30,000)	\$ (27,988)			
Employee Costs - Travel and Accommodation	MGR WORKS	20260.0267	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (2,838)			
Employee Costs - Medicals & Vaccinations	MGR WORKS	20260.0275	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (1,090)			
Employee Costs - Relief Staff / Contractors	MGR WORKS	20260.0264	\$ -	\$ -	\$ -	\$ -			
Employee Costs - Salaries	MGR WORKS	20260.0130	\$ (362,527)	\$ (364,778)	\$ (308,658)	\$ (285,299)			
Employee Costs - Staff Recruitment Expenses	MGR WORKS	20260.0138	\$ (500)	\$ (500)	\$ (417)	\$ -			
Employee Costs - Superannuation	MGR WORKS	20260.0141	\$ (178,639)	\$ (178,639)	\$ (151,156)	\$ (142,385)			
Employee Costs - Uniforms, Clothing & Accessories	MGR WORKS	20260.0266	\$ (17,000)	\$ (17,000)	\$ (17,000)	\$ (23,788)	▲	\$ 6,788	40%
Employee Costs - Workers Compensation Insurance	DCEO	20260.0043	\$ (47,615)	\$ (47,615)	\$ (47,615)	\$ (35,954)			
Outside Staff Wages (PC) - Unallocated Wages	MGR WORKS	21410.0322	\$ (421,175)	\$ (421,175)	\$ (356,379)	\$ (329,177)			
Office Expenses - Telephone	MGR WORKS	20261.0144	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (9,679)			
Office Expenses - Other Operating Costs	MGR WORKS	20261.0312	\$ (35,000)	\$ (35,000)	\$ (29,167)	\$ (23,213)			
Other Expenses - Subscriptions	MGR WORKS	20262.0258	\$ (3,500)	\$ (3,500)	\$ (2,917)	\$ (1,175)			
Other Expenses - Roman	MGR WORKS	20262.0304	\$ (7,500)	\$ (7,500)	\$ (7,500)	\$ (9,805)			
Other Expenses - Carting to Stockpile	MGR WORKS	20262.0324	\$ (7,500)	\$ (7,500)	\$ (6,250)	\$ (2,593)			
Other Expenses - Donations (Event Road Closures)	MGR WORKS	20262.0394	\$ (4,000)	\$ (4,000)	\$ (3,333)	\$ (1,861)			
Other Expenses - Minor Equipment	MGR WORKS	20262.0085	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (23,021)			
Building & Grounds (PC) - Building Maintenance	MGR WORKS	20265.0010	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (11,297)			
Building & Grounds (PC) - Building Operating	MGR WORKS	20265.0011	\$ (40,000)	\$ (40,000)	\$ (36,200)	\$ (18,989)			
Building & Grounds (PC) - Grounds Maintenance	MGR WORKS	20265.0052	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (3,198)			
Building & Grounds (PC) - Depot House - Building Maintenance	BLDG SRVR	21411.0010	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (3,448)			
Building & Grounds (PC) - Depot House - Building Operating	BLDG SRVR	21411.0011	\$ (2,000)	\$ (2,000)	\$ (1,760)	\$ (638)			
Building & Grounds (PC) - Depot House - Grounds Maintenance	MGR WORKS	21411.0052	\$ (750)	\$ (750)	\$ (625)	\$ (462)			
Vehicle Running Costs - Motor Vehicle Allocations	MGR WORKS	21412.0182	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (22,913)			
Admin Services Allocation	ACCOUNTANT	20263.0308	\$ (152,283)	\$ (152,283)	\$ (126,903)	\$ (124,267)			
<i>Sub-total - Cash</i>			\$ (1,422,989)	\$ (1,425,240)	\$ (1,219,379)	\$ (1,111,031)			
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20264.0034	\$ (5,083)	\$ (5,083)	\$ (4,236)	\$ (4,194)			
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20264.0035	\$ (66,516)	\$ (66,516)	\$ (55,430)	\$ (54,584)			
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20264.0036	\$ (71,413)	\$ (71,413)	\$ (59,511)	\$ (61,126)			
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20264.0188	\$ (3,939)	\$ (3,939)	\$ (3,283)	\$ (4,306)			
Non Cash Expenses - Annual Leave Accrual	ACCOUNTANT	20264.0309	\$ (4,797)	\$ (4,797)	\$ (3,998)	\$ -			
Non Cash Expenses - Long Service Leave Accrual	ACCOUNTANT	20264.0310	\$ (21,585)	\$ (21,585)	\$ (17,988)	\$ -			
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20264.0078	\$ (6,109)	\$ (6,109)	\$ (5,091)	\$ -			
<i>Sub-total - Non Cash</i>			\$ (179,443)	\$ (179,443)	\$ (149,536)	\$ (124,211)			
<b>Sub-total Operating Expenditure</b>			\$ (1,602,432)	\$ (1,604,682)	\$ (1,368,914)	\$ (1,235,242)			
Less Public Works Overheads Allocated	ACCOUNTANT	20277.0160	\$ 1,602,432	\$ 1,602,432	\$ 1,368,914	\$ 1,279,294			
<b>Total Operating Expenditure</b>			\$ (0)	\$ (2,250)	\$ -	\$ 44,052			



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>Operating Income</b>							
Other Income - Rental - Staff Housing	ACCOUNTANT	11411.0231	\$ 6,760	\$ 6,760	\$ 5,633	\$ 5,460	
Other Operating Income	ACCOUNTANT	11411.0232	\$ 1,500	\$ 1,500	\$ 1,250	\$ 568	
Reimbursements - Other	ACCOUNTANT	10161.0229	\$ -	\$ -	\$ -	\$ -	
Reimbursements - Salaries	ACCOUNTANT	10161.0219	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ 8,260	\$ 8,260	\$ 6,883	\$ 6,028	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10160.0106	\$ 3,929	\$ 3,929	\$ 3,274	\$ -	
<b>Total Operating Income</b>			\$ 12,189	\$ 12,189	\$ 10,158	\$ 6,028	
<b>PLANT OPERATION COSTS</b>							
<b>Capital Expenditure</b>							
Heavy Plant Replacement Program	MGR WORKS	51411.0006	\$ (782,580)	\$ (752,580)	\$ (602,064)	\$ (227,519)	
Works Vehicles / Minor Plant Replacement Program	MGR WORKS	51412.0006	\$ (196,637)	\$ (196,637)	\$ (196,637)	\$ (158,676)	
<b>Total Capital Expenditure</b>			\$ (979,217)	\$ (949,217)	\$ (798,701)	\$ (386,195)	
<b>Capital Income</b>							
Trade In Heavy Plant	MGR WORKS	41411.0105	\$ 177,000	\$ 177,000	\$ 141,600	\$ 5,000	
Trade In Works Vehicles / Minor Plant	MGR WORKS	41412.0105	\$ 49,182	\$ 49,182	\$ 32,788	\$ 54,673	
Transfers from Reserve Funds	DCEO	41413.0486	\$ 824,227	\$ 794,227	\$ -	\$ -	
<b>Total Capital Income</b>			\$ 1,050,409	\$ 1,020,409	\$ 174,388	\$ 59,673	

**DETAILED OPERATING AND CAPITAL PROGRAMS**

For the Period Ended 30 April 2018

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD		
<b>Operating Expenditure</b>									
Employee Costs - Conferences & Training	MGR WORKS	20266.0029	\$ (3,000)	\$ (3,000)	\$ (2,500)	\$ (3,637)			
Employee Costs - Workers Compensation Insurance	MGR WORKS	20266.0043	\$ (1,603)	\$ (1,603)	\$ (1,603)	\$ (1,211)			
Employee Costs - Staff Recruitment Expenses	MGR WORKS	20266.0138	\$ (500)	\$ (500)	\$ (417)	\$ -			
Employee Costs - Superannuation	MGR WORKS	20266.0141	\$ (8,119)	\$ (8,119)	\$ (6,766)	\$ (6,079)			
Employee Costs - Plant Operator Maintenance	MGR WORKS	20266.0342	\$ (58,046)	\$ (58,046)	\$ (48,655)	\$ (42,295)			
Employee Costs - Salaries (Plant Repairs)	MGR WORKS	20266.0344	\$ (39,126)	\$ (39,126)	\$ (33,107)	\$ (51,642)	▲	\$ 18,534	56%
Employee Costs - Apprentice / Trainee	MGR WORKS	20266.0351	\$ (35,649)	\$ (35,649)	\$ (29,708)	\$ (38,013)	▲	\$ 8,306	28%
Operating Costs - Fuels	MGR WORKS	20281.0172	\$ (250,000)	\$ (250,000)	\$ (208,333)	\$ (164,504)			
Operating Costs - Tyres	MGR WORKS	20281.0173	\$ (50,000)	\$ (50,000)	\$ (41,667)	\$ (31,205)			
Operating Costs - Courier & Freight	MGR WORKS	20281.0344	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (17,531)	▲	\$ 5,031	40%
Operating Costs - Major Breakdowns	MGR WORKS	20281.0174	\$ (40,000)	\$ (40,000)	\$ (33,333)	\$ (2,643)			
Operating Costs - Insurance	MGR WORKS	20281.0175	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (22,837)			
Operating Costs - Registration	MGR WORKS	20281.0176	\$ (50,000)	\$ (20,000)	\$ (20,000)	\$ (13,769)			
Operating Costs - Grease & Oil	MGR WORKS	20281.0272	\$ (15,000)	\$ (15,000)	\$ (12,500)	\$ (7,963)			
Operating Costs - Plant Service/Repairs	MGR WORKS	20281.0343	\$ (122,000)	\$ (122,000)	\$ (101,667)	\$ (120,916)	▲	\$ 19,249	19%
Operating Costs - Air Conditioning	MGR WORKS	20281.0346	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (7,688)			
Operating Costs - Edges & Teeth	MGR WORKS	20281.0347	\$ (25,000)	\$ (25,000)	\$ (20,833)	\$ (16,743)			
Operating Costs - Consumables	MGR WORKS	20281.0373	\$ (10,000)	\$ (10,000)	\$ (8,333)	\$ (807)			
Operating Costs - Radio/Communication Equip	MGR WORKS	20281.0385	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (585)			
<i>Sub-total - Cash</i>			\$ (758,044)	\$ (728,044)	\$ (615,255)	\$ (550,066)			
Non Cash Expenses - Depreciation - Plant, Machinery & Equip	ACCOUNTANT	20270.0036	\$ (236,041)	\$ (236,041)	\$ (196,701)	\$ (181,822)			
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20270.0078	\$ (175,967)	\$ (175,967)	\$ (146,639)	\$ -			
<i>Sub-total - Non Cash</i>			\$ (412,008)	\$ (412,008)	\$ (343,340)	\$ (181,822)			
<b>Sub-total Operating Expenditure</b>			\$ (1,170,052)	\$ (1,140,052)	\$ (958,596)	\$ (731,888)			
Less Allocated - Plant Costs Allocated	ACCOUNTANT	20282.0180	\$ 1,170,052	\$ 1,140,052	\$ 958,596	\$ 823,169			
<b>Total Operating Expenditure</b>			\$ -	\$ -	\$ -	\$ 91,281			
<b>Operating Income</b>									
Other Operating Income	ACCOUNTANT	10162.0175	\$ -	\$ -	\$ -	\$ -			
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10163.0106	\$ 32,240	\$ 32,240	\$ -	\$ -			
<b>Total Operating Income</b>			\$ 32,240	\$ 32,240	\$ -	\$ -			



**DETAILED OPERATING AND CAPITAL PROGRAMS**

**For the Period Ended 30 April 2018**

	Responsible Officer	Account Number	Original Budget 30-Jun-2017	Amended Budget 30-Jun-2017	Budget YTD 30-Apr-2018	Actual YTD 30-Apr-2018	Variance Budget to Act YTD
<b>UNCLASSIFIED</b>							
<b>Operating Expenditure</b>							
Employee Costs - OHS Conferences & Training	DCEO	20271.0029	\$ (2,000)	\$ (2,000)	\$ (1,667)	\$ (4,026)	
Other Expenses - Insurance - Risk Management	DCEO	20273.0064	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (10,233)	
Other Expenses - Occupational Health & Safety	DCEO	20273.0325	\$ (5,000)	\$ (5,000)	\$ (4,167)	\$ (3,552)	
Other Expenses - Communication Towers	DCEO	20273.0323	\$ (10,000)	\$ (10,000)	\$ (9,000)	\$ (5,244)	
Other Expenses - Other Operating Costs	ACCOUNTANT	20273.0312	\$ (1,000)	\$ (1,000)	\$ (833)	\$ (818)	
Other Expenses - Stocktake Adjustments	ACCOUNTANT	20273.0165	\$ (1,000)	\$ (1,000)	\$ (833)	\$ -	
Admin Services Allocation	ACCOUNTANT	20274.0308	\$ (15,737)	\$ (15,737)	\$ (13,114)	\$ (12,842)	
<i>Sub-total - Cash</i>			\$ (54,737)	\$ (54,737)	\$ (49,614)	\$ (36,715)	
Non Cash Expenses - Depreciation - Furniture & Fittings	ACCOUNTANT	20275.0034	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20275.0035	\$ (384)	\$ (384)	\$ (320)	\$ (296)	
Non Cash Expenses - Depreciation - Land & Buildings	ACCOUNTANT	20275.0036	\$ -	\$ -	\$ -	\$ -	
Non Cash Expenses - Depreciation - Infrastructure	ACCOUNTANT	20275.0188	\$ (20,705)	\$ (20,705)	\$ (17,254)	\$ (17,083)	
Non Cash Expenses - Loss on Sale of Assets	ACCOUNTANT	20275.0078	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Non Cash</i>			\$ (21,089)	\$ (21,089)	\$ (17,574)	\$ (17,380)	
<b>Total Operating Expenditure</b>			\$ (75,826)	\$ (75,826)	\$ (67,188)	\$ (54,094)	
<b>Operating Income</b>							
Other Income - Diesel Rebate	ACCOUNTANT	11420.0405	\$ 45,000	\$ 45,000	\$ 37,500	\$ 32,307	▼ \$ 5,193 -14%
Other Income - Lease Rental	DCEO	11420.0230	\$ 1,000	\$ 1,000	\$ 833	\$ 955	
Other Income - Other Operating Income	DCEO	11420.0232	\$ -	\$ -	\$ -	\$ -	
Other Income - Sale of Surplus Materials & Scrap	MGR WORKS	11420.0406	\$ 1,000	\$ 1,000	\$ 833	\$ 3,296	
Reimbursements - Other	ACCOUNTANT	10167.0229	\$ -	\$ -	\$ -	\$ -	
<i>Sub-total - Cash</i>			\$ 47,000	\$ 47,000	\$ 39,167	\$ 36,558	
Non Cash Revenue - Profit on Sale of Assets	ACCOUNTANT	10166.0106	\$ -	\$ -	\$ -	\$ -	
<b>Total Operating Income</b>			\$ 47,000	\$ 47,000	\$ 39,167	\$ 36,558	
<b>TOTAL OTHER PROPERTY AND SERVICE CAPITAL EXPENSES</b>			\$ (1,011,517)	\$ (981,517)	\$ (828,501)	\$ (404,921)	
<b>TOTAL OTHER PROPERTY AND SERVICE CAPITAL INCOME</b>			\$ 1,050,409	\$ 1,020,409	\$ 174,388	\$ 59,673	
<b>TOTAL OTHER PROPERTY AND SERVICE OPERATING EXPENSES</b>			\$ (121,743)	\$ (123,994)	\$ (105,453)	\$ 68,115	
<b>TOTAL OTHER PROPERTY AND SERVICE OPERATING INCOME</b>			\$ 125,929	\$ 125,929	\$ 72,324	\$ 43,780	

Council

POLICY REVIEW – SPORTING AND COMMUNITY  
ORGANISATIONS USING COUNCIL AND VESTED  
LAND - RATEABILITY

Council Policy A/PA/14 – Sporting and Community  
Organisations using Council and Vested Land -  
Rateability

Meeting Date: 22 May 2018

Number of Pages: 4

**SPORTING AND COMMUNITY ORGANISATIONS USING COUNCIL  
AND VESTED LAND - RATEABILITY**

DIVISION	BUSINESS UNIT	RESPONSIBILITY AREA
Corporate Services	Administration	Property Administration

**OBJECTIVE:**

To ensure that all organisations leasing property owned by or vested in the Council are treated equitably with regard to rating and other charges.

**POLICY:**

- Any organisation leasing or renting land and/or facilities from the Council shall be rateable, unless provisions of the Local Government Act 1995 provide for them to be non-rateable.
- The Shire will be responsible for paying the applicable Shire rates on properties leased to the following until the expiry of the respective leases:

Facility	Lessee
Mount Barker Speedway	Mount Barker Speedway Club
<del>West Plantagenet Pony Club Grounds</del>	<del>West Plantagenet Pony Club</del>
<del>Mount Barker Men's Shed</del>	<del>Plantagenet Men's Shed</del>
Narpanup Golf Course	Narpanup Golf Club
Mount Barker Communications Tower	Bevan Lang
Kendenup Golf Course and Country Club	Kendenup Country Club
Mount Barker Historic Museum	Plantagenet Historical Society
Mount Barker Railway Station	Mount Barker Tourist Bureau
<del>Mount Barker Tennis Courts</del>	<del>Mount Barker Tennis Club</del>
Arts Centre (Mitchell House)	Plantagenet Arts Council
Kendenup Tennis Courts	Kendenup Tennis Club
Cattle Saleyards - Shed	Albany Cattle Association
Cattle Saleyards - Cattle Yards	M & J Mitchell Pty Ltd
<del>Cattle Saleyards - Canteen</del>	<del>E Mitchell</del>
Mount Barker Community Resource Centre (excl Library)	Mount Barker Community Resource Centre / Baptist Union of WA
Lot 150 Beverley Road Kendenup	Kendenup Community Grounds Committee Inc
<del>Mount Barker Bulls Football Club</del>	<del>Sounness Park Clubrooms</del>

3. Following the expiry and renewal of the leases in Part 2 above, the leased properties will be categorised as follows:

a. Charitable Status – 100% Waiver

Annual declaration required to exempt from rates due to charitable or public purpose status.

Facility	Lessee
Kendenup First Responders Building	St John Ambulance
Mount Barker Child Care Centre	Wanslea Early Learning and Development Inc
Cattle Saleyards - Shed	Albany Cattle Association

b. State Government Service or Purpose – 100% Waiver

Annual declaration required to exempt from rates due to charitable or public purpose status.

Facility	Lessee
Plantagenet District Hall - Lesser Hall	WA Country Health Service

c. Service to the public on behalf of the Shire – 100% Waiver

Facility	Lessee
Mount Barker Historic Museum	Plantagenet Historical Society
Woogenellup Hall	Woogenellup Progress Association Inc
<i>Porongurup Hall</i>	<i>Porongurup Community Association Inc</i>

d. Other Service Organisation/Sporting Club

Organisations in this category are to be given either a 50% or 100% waiver on their rates to reflect that there is some level of community benefit provided. The decision is to be made by the Council when the respective leases are renewed.

The degree to which rates should be waived for each of these is considered on a case by case basis, but as a guide the following factors are to be considered:

- Benefits to the Shire as a whole of activities being provided;
- Number of active participants or people benefitting;
- Structure of organisation (ie: not for profit or other, membership fees payable, base of operations);
- Ability to recoup costs, such as commercial kitchen, bar or fee for service.

- Exclusion/inclusion of sections of the community.

Facility	Lessee	<i>Waiver</i>
Mount Barker Speedway	Mount Barker Speedway	
West Plantagenet Pony Club	West Plantagenet Pony Club	<i>100%</i>
Mount Barker Men's Shed	Plantagenet Men's Shed	<i>100%</i>
Narpanup Golf Course	Narpanup Golf Club	
Mount Barker Communications Tower	Bevan Lang	
Kendenup Golf Course and Country Club	Kendenup Country Club	
Mount Barker Railway Station	Mount Barker Tourist Bureau	
Mount Barker Tennis Courts	Mount Barker Tennis Club	<i>100%</i>
Arts Centre (Mitchell House)	Plantagenet Arts Council	
Kendenup Tennis Courts	Kendenup Tennis Club	
Mount Barker Community Resource Centre (excl Library)	Mount Barker Community Resource Centre / Baptist Union of WA	
Lot 150 Beverley Road Kendenup	Kendenup Community Grounds Committee Inc	
Sounness Park Clubrooms	<del>Mount Barker Bulls Football Club</del> <i>Plantagenet Sporting Club</i>	<i>100%</i>
<i>Plantagenet District Hall</i>	<i>Plantagenet Players</i>	<i>100%</i>

- e. Commercial entities or persons running a profit making business – Lessee responsible for rates

Facility	Lessee
Cattle Saleyards - Cattle Yards	M & J Mitchell Pty Ltd
<del>Cattle Saleyards – Canteen</del>	<del>E Mitchell</del>

- Future leases with sporting and community groups or other persons/organisations will include provision for the lessee to be responsible for paying the applicable Shire rates, however a decision is to be made regarding any waiver applicable in accordance with Clause 3 of this policy.
- All lessees are responsible for fees and charges otherwise applicable, such as rubbish collection charges and the Emergency Services Levy.
- Lessees responsible for paying Shire rates are not eligible to apply for an annual donation, in lieu of the rates, as a part of the Shire's annual Financial Assistance Grants process.

**ADOPTED: 11 NOVEMBER 2008**

**LAST REVIEWED: 19 JULY 2016**



Council

DELEGATIONS – ANNUAL REVIEW  
AMENDMENT TO DELEGATION 3.2 BUSH FIRES  
ACT

Register of Delegations - 2018

Meeting Date: 22 May 2018

Number of Pages: 150

# **Register of Delegations, Sub-delegations, Appointments and Authorisations**

**Adopted by the Council 22 May 2018**

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## Introduction

### Format of Register

This Register includes:

- Delegations from the Council to the Chief Executive Officer, and where appropriate to other employees; and
- Sub delegations from the Chief Executive Officer to other employees

The Register includes the relevant delegation decision followed by a sub delegation decision (where relevant).

As a matter of principle throughout the Register, the Chief Executive Officer is the only employee authorised by the Shire of Plantagenet to commence (or authorise the commencement of) legal proceedings.

### Terminology and Acronyms

*Clause* – of the Shire of Plantagenet Town Planning Scheme No 3, referenced by 'cl', as in cl8.2.1.

*Employee* – refers to an employee of the Shire of Plantagenet. It should be noted although the Chief Executive Officer may generally only delegate a function or duty to an employee (s5.44 Local Government Act 1995 and others) any 'person' may be appointed an Authorised Person (although some Acts, such as the Building Act 2011 and Health Act 1911 require only employees or certain qualified employees to be 'authorised' or 'appointed'). Thus care needs to be taken to ensure that contractors are not 'delegated' functions or duties, although they may be appointed as Authorised Persons.

*Regulation* – subordinate legislation, referenced by 'r', as in r22.

*Schedule* – to an Act, referenced as 'Sch', as in Sch 3.2.

*Section* - of an Act, referenced by 's', as in s5.42.

*Sub delegation* – the terms 'sub delegate' and 'sub delegation' are used as a style preference, rather than 'on delegate' or 'on delegation'.

## Delegations and Sub Delegations

The application of delegated authority is intended to improve the efficiency, effectiveness and timeliness of decision making and is consistent with the Shire's Strategic Community Plan and commitment to a strong customer service focus.

The use of delegated and sub delegated authority does not 'undermine' the roles and responsibilities of elected members constituting the Council as the peak local decision making body of the community. Rather it should be seen as freeing up the Council from some matters to better able to deal with high level strategic matters and in the knowledge that decision making on the former will be made by employees consistent with Council Policy and precedents.

The Council (and the Chief Executive Officer in the case of most sub delegations) will only delegate matters where the relevant employees have the appropriate skills and expertise to implement the delegation or sub delegation within the Shire's decision making frameworks. At the same time the exercise of all delegated and sub delegated authority is subject to complying with relevant Policies of the Shire, which are cross referenced within each Instrument.

An important safeguard is also the principle that nothing prevents the delegating body or person from taking back a delegation or sub delegation or actually making the relevant decision on a particular issue.

This Register describes:

- the 'head of power' for the exercise of delegation to an elected member, employee, Committee or person,
- the 'head of power' for sub delegation (where such authority exists under the relevant legislation),
- the precise authority being delegated, including any limits, restrictions or conditions,
- relevant Shire policies applicable to the execution of the delegation or sub delegation,
- the statutory requirements for the Council to review all delegations, and others to review sub delegations

In general, for all matters, whether made under the Local Government Act 1995, or otherwise, the requirement of the Local Government Act 1995 to review the Register at least once every financial year will be followed, except where delegations under other Acts have different requirements. Where there is no statutory requirement for review, the provisions of the Local Government Act will be applied to ensure uniformity of approach and outcome.



## Authorisations

This Register includes authorisations under the Local Government Act 1995 and other legislation. In most cases, authorisations are made by the Chief Executive Officer under delegated authority. In some cases authorisations are made by the Council itself because the relevant statute requires.

Some legislation provides for authorisation of Local Government officers to have powers as are necessary in order for them to perform their required duties as a specific function of the local government. These duties are carried out as 'acting through' functions under s5.45(2) of the Local Government Act 1995.

## Appointments

Consistent with the aim of providing a single resource, this Register includes appointments under various statutes, in some cases such appointments are "as of right" and in others the Council or the Chief Executive Officer has chosen not to make an appointment at the date of adoption of this Register.

## Local Government Act 1995

The majority of delegations and sub delegations described in this Register originate under the Local Government Act 1995 which permits a local government (by absolute majority decision under s5.42(1)) to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in s5.43, which are:

- any power or duty that requires a decision of an absolute majority or special majority of the local government,
- accepting a tender which exceeds an amount determined by the local government,
- appointing an auditor,
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government,
- any of the local government's powers under s5.98, 5.98A, s5.99, s5.99A and s5.100 of the Act,
- borrowing money on behalf of the local government,
- hearing or determining an objection of a kind referred to in s9.5 of the Act,
- the power under S9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government,
- any power or duty that requires the approval of the Minister or the Governor.

In addition, there are several other matters which cannot be delegated to the CEO:

- under r18G of the Local Government (Administration) Regulations s7.12a, 7.12A(3)(a) and s7.12(4), which relate to meetings with auditors,
- under r18C and 18D which relate to the recruitment and performance management of the Chief Executive Officer
- under r16 of the Local Government (Financial Management) Regulations which prevent the delegation of matters relating to internal audit to an employee who has been delegated the duty of maintaining the day to day accounts or financial management operations.

The delegation powers under the Local Government Act 1995 relate to the Act itself, Regulations made under the Act and Local Laws made under the Act.

### Other Legislation

Legislation other than the Local Government Act 1995, its Regulations and the Shire's Local Laws created under the Act where delegations, authorisations or appointments may occur (and which are relevant to the Shire of Plantagenet) include:

- Animal Welfare Act 2002;
- Australian Citizenship Act 2007;
- Building Act 2011 and Building Regulations 2012
- Bush Fires Act 1954, regulations and local laws created under that Act;
- Cat Act 2011 and regulations;
- Caravan Parks and Camping Grounds Act 1995;
- Control of Vehicles (Off-Road Areas) Act 1978 and regulations;
- Dog Act 1976 and regulations;
- Equal Employment Opportunity Act 1984;
- Environmental Protection Act 1986;
- Food Act 2008;
- Freedom of Information Act 1992;
- Graffiti Vandalism Act 2016
- Health (Miscellaneous Provisions) Act 1911 regulations and local laws created under that Act;
- Health (Asbestos) Regulations 1992
- Land Administration Act 1997, and regulations;
- Litter Act 1979 and regulations;
- Local Government (Miscellaneous Provisions) Act 1960;
- Parks and Reserves Act 1895;
- Planning and Development Act 2005 including regulations, policies and the Town Planning Scheme;
- Public Interest Disclosure Act 2003

- Public Health Act 2016
- Rates and Charges (Rebates and Deferments) Act;
- Road Traffic Act 1974;
- Strata Titles Act 1985

The Shire of Plantagenet Town Planning Scheme No 3 permits delegation by Council to employees (rather than via the Chief Executive Officer as per the Local Government Act). Accordingly, the process defined by the Town Planning Scheme for delegating authority and duties is utilised.

#### Sub Delegation by the Chief Executive Officer

The Local Government Act 1995 allows the Chief Executive Officer to delegate any of the powers delegated to the office of Chief Executive Officer to another employee (s5.44(1)), in writing (s5.44(2)) and may include conditions (s5.44(4)).

#### Review of Delegations

The Register of Delegations relevant to the Chief Executive Officer and other employees will be reviewed at least once every financial year (s5.46(1), (2)).

As a matter of principle the Shire of Plantagenet will review all delegations, authorisations and appointments at least once in every financial year, whether under the Local Government Act 1995, or another Act. This will include the Chief Executive Officer reviewing all sub delegations, authorisations and appointments made by him or her.

#### Record of Actions and Decisions

If a person is exercising a power or duty that has been delegated (including sub delegated), the Local Government Act requires that records be kept whenever the delegated authority is utilised (s5.46(3)).

The record is to contain information on:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty (r19 Local Government (Administration) Regulations 1996)

Departments responsible for a work process are to ensure that data is captured and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation.

### Primary/Annual Returns and Gift Disclosures

A person to whom a duty or power is delegated under the Local Government Act 1995 is considered to be a 'designated employee' under s5.74(b) of the Act and is required to complete a primary and annual return each year. These requirements relate only to delegations under the Local Government Act 1995 and not any other Acts.

In addition, such designated employees have statutory obligations to disclose gifts worth \$200.00 or more, in addition to the standard disclosure provisions relating to gifts and which apply to all employees.

### Acting through another person

The Local Government Act recognises that employees do not always need delegations (or sub delegations) to carry out their tasks and functions on behalf of the Shire. Section 5.45 (2) of the Act states:

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing:

- a) a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or
- b) a Chief Executive Officer from performing any of his or her functions by acting through another person.

The key difference between a delegation and 'acting through' is that a delegate exercises the delegated decision making function in his or her own right. Thus an employee may pay an account or issue an approval if directed to do so by another employee who has the authority to make such a decision and chooses to 'act through' another employee.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the 'acting through' concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise a discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where no discretion exists is reinforced by s56 of the Interpretation Act 1984 which states –

*56. "May" imports a discretion, "shall" is imperative*

*(1) Where in a written law the word "may" is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.*

*(2) Where in a written law the word “shall” is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.*

For further information, see Department of Local Government and Communities Guideline No 17 - Delegations.

# **DELEGATIONS AND SUB DELEGATIONS**

## 1. ADMINISTRATION

### 1.1 Annual Electors' Meeting – Setting Dates

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.27(2) Local Government Act 1995	Chief Executive Officer	Setting date for annual electors' meeting

#### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to set the date for the annual electors' meetings.

#### Conditions/Notes

Chief Executive Officer must consult the Shire President and reach agreement on the proposed date, or it must be submitted to Council for determination.

A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

Must comply with relevant Council Policies.

Cannot be sub delegated.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

## 1.2 Appointment of Acting CEO

Reference (Previously LG008)	Legislative Reference	Delegate/Appointee	Title
	s5.36 (1) (a) Local Government Act 1995	Chief Executive Officer	Appointment of Acting Chief Executive Officer

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to appoint the Deputy Chief Executive Officer to the position of Acting Chief Executive Officer for periods of absence by the Chief Executive Officer not longer than five weeks.

### Conditions/Notes

Chief Executive Officer must inform the Shire President of all Acting Chief Executive Officer arrangements.

For longer periods of absence, the Chief Executive Officer shall submit a recommendation for the consideration of the Council.

If the Deputy Chief Executive Officer is unavailable or unwilling to accept the appointment, the Chief Executive Officer shall appoint either the Manager Development Services, the Manager Works and Services or the Manager Community Services as Acting Chief Executive Officer.

In the event that the Chief Executive Officer's position becomes vacant, all acting arrangements are to be determined by the Council, by absolute majority, in accordance with s5.36(2)(a),(b), 5.39 and 5.40 of the Local government Act 1995 and r18A, 18B, 18F and 19A of the Local Government (Administration) Regulations 1996.

Must comply with relevant Council Policies.

Cannot be sub delegated.

### Relevant Council Policies





### 1.3 Appointment of Authorised Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	s9.10(1) s9.11 s9.13 s9.16 s9.17 s9.19 s9.20 Local Government Act 1995	Chief Executive Officer	Appointment of Authorised Persons under the Local Government Act

#### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995.

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to appoint authorised persons for the purposes of Division 2 Sub Division 1 of the Local Government Act 1995.

The Chief Executive Officer is delegated authority to appoint Authorised Persons under s9.10(1), 9.11, 9.13, 9.16, 9.17, 9.19 and 9.20 of the Local Government Act 1995.

#### Conditions

Appointed Authorised Persons are to hold a Certificate of Appointment in accordance with s9.10(2).

Must comply with relevant Council Policies.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

## 1.4 Collection of Native Flora and Vegetation

Reference	Legislative Reference	Delegate/Appointee	Title
	s 3.54,s5.42, s5.44 Local Government Act Shire of Plantagenet Activities in Thoroughfares and Public Places and Trading Local Law 2008	Chief Executive Officer	Collection of Native Flora and Vegetation

### Delegator/Appointer

Council

### Power or Duty Delegated

The Chief Executive Officer is authorised to determine applications for the collection of Native Flora and Vegetation from roads, other reserves and property under the care, control and management of the Council.

### Conditions

Must comply with relevant Council Policies and Local Law.

### Relevant Council Policies

Native Flora Collection



## 1.4A Collection of Native Flora and Vegetation – Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s 3.54,s5.42, s5.44 Local Government Act Shire of Plantagenet Activities in Thoroughfares and Public Places and Trading Local Law 2008	Manager Works and Services	Collection of Native Flora and Vegetation

### Delegator/Appointer

Chief Executive Officer

### Power or Duty Delegated

The Manager Works and Services is authorised to determine applications for the collection of Native Flora and Vegetation from roads, other reserves and property under the care, control and management of the Council.

### Conditions

Must comply with relevant Council Policies and Local Law.

### Relevant Council Policies

Native Flora Collection

### Review Requirements

To be reviewed at least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Rob Stewart  
Chief Executive Officer





## 1.7 Gifts to Retiring Councillors

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.100A s5.102 of the Local Government Act 1995	Chief Executive Officer	Gifts to retiring Councillors

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to make arrangements for a gift to retiring Councillors in accordance with s5.100A of the Local Government Act and r34AC of the Local Government (Administration) Regulations 1996.

### Conditions/Notes

Must have regard to Division 8 of Part 5 of the Local Government Act 1995.

The Chief Executive Officer must consult with the Shire President on any proposal for a gift, and if it relates to the Shire President, with the Deputy Shire President.

Must comply with relevant Council Policies.

### Relevant Council Policies

Recognition of Councillors and Staff

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President



## 1.8 Loan of Council Furniture

Reference (Previously LG025)	Legislative Reference	Delegate/Appointee	Title
	s5.42 Local Government Act 1995	Chief Executive Officer	Loan of Council Furniture

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to determine applications for the loan or hire of Council furniture such as tables and chairs.

### Conditions/Notes

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 1.8A Loan of Council Furniture

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.42, s5.44 Local Government Act 1995	Deputy CEO Manager Development Services	Loan of Council Furniture

### Delegator/Appointer

Chief Executive Officer

### Power or Duty Delegated

The Deputy Chief Executive Officer and the Manager Development Services are delegated authority to determine applications for the loan or hire of Council furniture such as tables and chairs.

### Conditions/Notes

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)

Rob Stewart  
 Chief Executive Officer

## 1.9 Local Government Elections

Reference	Legislative Reference	Delegate/Appointee	Title
	S4.20 Local Government Act 1995	Chief Executive Officer	Local Government election promotion, expenses and related matters

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to take necessary actions to promote the conduct of elections and polls within the Shire.

The Chief Executive Officer is delegated authority to pay fees and charges to the electoral officers for conducting the election and to pay any expenses incurred by the Electoral Commissioner if a declaration is made under s4.20(4) of the Local Government Act 1995.

### Conditions/Notes

Must comply with relevant Council Policies.

Must comply with Local Government (Elections) Regulations 1997.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Date

22 May 2018

### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 1.10 Private Property – Notices – Power of Entry

Reference (Previously LG009)	Legislative Reference	Delegate/Appointee	Title
	s3.24 s3.25 s3.26(2), (3) s3.27(1) s3.28 3.31 – 3.36  Sch 3.1, 3.2 and 9.1 Local Government Act 1995  r9,11(1) of the Local Government (Uniform Local Provisions) Regulations 1996.	Chief Executive Officer	Private Property – Notices – Power of Entry Notices requiring things to be done by owner or occupier of land and additional powers when notice is given, undertake works on land that is not local government property and powers of entry.

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated the powers and duties of the local government, and specifically authorised under s3.24, s3.25, s3.26(2), (3), s3.27(1), s3.28, s3.31 – 3.36 and Sch 3.1,3.2 and 9.1 of the Local Government Act in relation to notices requiring certain things to be done by owner or occupier of land and additional powers when notice is given.

The Chief Executive Officer is delegated the power to deem an excavation to be dangerous and to fill in or fence the excavation, or request the owner or occupier to fill or securely fence the excavation, subject to Regulation 11(1) of the Local Government (Uniform Local Provisions) Regulations 1996 and Schedule 3.1, Division 2, item 2 and s3.25(1)(b) of the Local Government Act 1995.

### **Conditions/Notes**

Approvals given are subject to regulation 14(2) of the Local Government (Uniform Local Provisions) Regulations 1996 (where relevant).

In relation to r12, 13, 14, 15, 16, 17 of the Local Government (Uniform Local Provisions) Regulations 1996 due process must be followed for the issuing of a notice under s3.25 of the Act.

Must comply with relevant Council Policies.

### **Relevant Council Policies**

### **Review Requirements**

At least once every financial year.

### **Review Dates**

22 May 2018

### **Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

## 1.10A Private Property – Notices – Power of Entry – Sub Delegation

Reference (Previously LG009)	Legislative Reference	Delegate/Appointee	Title
	s3.25 s3.26(2), (3) s3.27(1) s3.28 3.31 – 3.36  Sch 3.1, 3.2 and 9.1 Local Government Act 1995  r9,11(1) of the Local Government (Uniform Local Provisions) Regulations 1996.	Manager Works and Services	Private Property – Notices, Power of Entry Notices requiring things to be done by owner or occupier of land and additional powers when notice is given, undertake works on land that is not local government property and powers of entry

### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 Local Government Act 1995

### Power or Duty Delegated

Manager Works and Services is delegated the powers and duties of the local government under s3.25, 3.26(2) and 3.26(3), 3.27(1), 3.28 and Sch 3.1, 3.2 and 9.1 of the Local Government Act in relation to notices requiring certain things to be done by Owner or Occupier of land and additional powers when notice is given.

Manager Works and Services is delegated the authority to deem an excavation to be dangerous and to fill in or fence the excavation, or request the owner or occupier to fill or securely fence the excavation, subject to Regulation 11(1) of the Local Government (Uniform Local Provisions) Regulations 1996 and Schedule 3.1, Division 2, item 2 and s3.25(1)(b) of the Local Government Act 1995.

### Conditions/Notes

Approvals given are subject to regulation 14(2) of the Local Government (Uniform Local Provisions) Regulations 1996 (where relevant).

In relation to r12, 13, 14, 15, 16, 17 of the Local Government (Uniform Local Provisions) Regulations 1996 due process must be followed for the issuing of a notice under s3.25 of the Act.

Must comply with relevant Council Policies.

### **Relevant Council Policies**

### **Review Requirements**

At least once every financial year.

### **Review Dates**

22 May 2018

### **Authority**

..... (signature) ..... (date)

Rob Stewart  
Chief Executive Officer

## 1.11 Signage, Banners – Directional, Service and Tourism

Reference (Previously LG041)	Legislative Reference	Delegate/Appointee	Title
	s5.42, s5.44 Local Government Act 1995	Chief Executive Officer	Signage/Banners – Directional, Service and Tourism

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to determine applications for the placement and duration of Directional, Service, Tourism Banners and signage including the Council's electronic notice board, on property under the care and control of the Council.

### Conditions/Notes

### Relevant Council Policies

Lowood Road Promotion Banners  
Advertising signage at Sounness Park  
Public Electronic Notice Board - Messages

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President



## 1.12 Tenders and Expressions of Interest

Reference (Previously LG012)	Legislative Reference	Delegate/Appointee	Title
	s3.57 s5.43(b) of the Local Government Act 1995 r14(2a) r18(4), (5) r20(1), (2) r21(1) r23(3) Local Government (Functions and General) Regulations 1996	Chief Executive Officer	Inviting Tenders for goods or services and related matters.  Seeking expressions of Interest

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to invite tenders for works and services in the relevant financial year adopted budget, where required in accordance with s3.57 of the Local Government Act 1995.

The Chief Executive Officer is delegated authority pursuant to Local Government (Functions and General) Regulations 1996:

1. r21 to seek expressions of interest with respect to the supply of goods or services, if there is good reason to make a preliminary selection from amongst prospective tenderers.
2. r14(2a) to determine in writing the criteria for deciding which tender should be accepted.
3. r18(4) and (5) to consider any tender that has not been rejected and decide which one to accept or decline to accept any tender.
4. r20(1) power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer.

5. r20(2) to select the next most advantageous tender if the successful tenderer does not want to accept the contract with the variation, or the local government and the tenderer cannot reach agreement.
6. r21(1) to seek expressions of interest with respect to the supply of the goods or services before entering the tender process.
7. r23(3) to consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.

### **Conditions/Notes**

1. Specify selection criteria for all tenders called in accordance with r14 and r18 of the Local Government (Functions and General) Regulations 1996.
2. Accept tenders, negotiate and execute tender contracts up to a value of \$150,000.00 where there is a budget provision approved, or in the case of a multiple year contract (including extensions thereof) up to a total contract value not exceeding \$150,000.00 in accordance with s5.43 (b).
3. Must have regard to the requirements of r15 Local Government (Functions and General) Regulations 1996

Must comply with relevant Council Policies.

### **Relevant Council Policies**

Purchasing and Tendering Guide

### **Review Requirements**

At least once every financial year.

### **Review Dates**

22 May 2018

### **Authority**

..... (signature)                      ..... (date)  
Chris Pavlovich  
Shire President

## 2. FINANCE

### 2.1 Annual Financial Report

Reference	Legislative Reference	Delegate/Appointee	Title
	s6.4 of the Local Government Act 1995	Chief Executive Officer	Annual Financial Report

#### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed, and to submit them to the Shire's auditor each year, in accordance with s6.4 of the Local Government Act 1995.

#### Conditions/Notes

Must comply with relevant Council Policies.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Dates

20 July 2017

#### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 2.2 Annual Report

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.53(1) of the Local Government Act 1995	Chief Executive Officer	Preparation of Annual Report

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to prepare, each financial year, the Annual Report as required by s5.53(1) of the Local Government Act.

### Conditions/Notes

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)                      ..... (date)

Chris Pavlovich  
Shire President

## 2.3 Business Plans – Preparation of

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.39 of the Local Government Act 1995	Chief Executive Officer	Preparation of Business Plan in relation to commercial enterprise

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to prepare a business plan before the Council enters into a major trading undertaking, a major land transaction or a land transaction that is preparatory to a major land transaction.

The Chief Executive Officer is delegated authority to give Statewide public notice stating the proposal, where the plan may be inspected or obtained and calling for submissions on the plan within 6 weeks.

### Conditions/Notes

Cannot be sub delegated.

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

## 2.4 Disposal of Plant, Equipment and Property

Reference (Previously LG012)	Legislative Reference	Delegate/Appointee	Title
	s 3.58, Local Government Act 1995 r30 Local Government (Functions and General) Regulations 1996	Chief Executive Officer	Disposal of Plant, equipment and Property. Authority to sell, lease, or otherwise dispose of plant, equipment and property

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995.

### Power or Duty Delegated

The Chief Executive Officer is delegated authority pursuant to s3.58 of the Local Government Act 1995 and r30 Local Government (Functions and General) Regulations 1996 to sell, lease, or otherwise dispose of, whether absolutely or not, plant, equipment and property, which are no longer required for the Council's purposes.

For the purposes of s5.43(d) of the Local Government Act 1995 the maximum value of the asset to be disposed of is hereby established as \$20,000.00.

### Conditions

May not dispose of plant, equipment and property worth more than \$20,000.00.

Sale of surplus plant, equipment and property over an estimated value of \$50.00 and under an estimated value of \$20,000.00 is to be undertaken by a public auction or tender process.

Where property that has been offered for public auction but not sold, offers for sale by private treaty may be accepted.

Accept tenders relating to the disposal of impounded perishable and non-perishable goods in accordance with s3.47 of the Local Government Act 1995.

Must have regard to the provisions of s3.58(3), (4).

Must comply with relevant Council Policies.

### Relevant Council Policies



**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 2.5 Donations, Discounts and Debt Write-offs

Reference (Previously LG005, LG032)	Legislative Reference	Delegate/Appointee	Title
	s6.7(2) s6.12(1) (b), (c), s6.12(3) Local Government Act 1995	Chief Executive Officer	Power to grant discounts, waive or write off debts and authority to make donations to community groups and individuals.

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to make donations to community groups and individuals in accordance with s6.7 (2) of the Local Government Act 1995.

The Chief Executive Officer is delegated authority to defer, grant discounts, waive or write off debts, including rates, in accordance with s6.12 (1) (b), (c) and s6.12 (3) of the Local Government Act 1995.

### Conditions/Notes

The Chief Executive Officer may only write off amounts under \$20.00.

The Chief Executive Officer is delegated the authority to approve discretionary donations to community groups (not individuals) to a maximum value of \$200.00 per application, subject to budgetary availability and subject also to, in the opinion of the Chief Executive Officer, the donation demonstrating direct benefit to the community of the Shire of Plantagenet.

Such donations are to be in addition to those approved specifically by the Council as part of the annual Financial Assistance Grants process.

Includes power to waive planning and building licence fees for community organisations where they are undertaking works, or constructing structures, on reserves under the Council's care, control and management subject to the following:

- a) the maximum waiver amount for any planning fee shall be \$200.00.
- b) the maximum waiver amount for any building licence fee shall be \$200.00.
- c) the community organisation must apply in writing seeking the fee waiver.

Includes power to waive or reduce fees charged for the use of Shire facilities by not-for-profit community organisations.



All instances to defer, grant discounts, waive or write off debts are to be reported to the Council.

**Relevant Council Policies**

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)

Chris Pavlovich  
Shire President

..... (date)

## 2.6 Expenditure in the event of an emergency

Reference	Legislative Reference	Delegate/Appointee	Title
	s6.8(1) (c) of the Local Government Act 1995	Chief Executive Officer	Expenditure from municipal fund in the event of an emergency

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to incur expenditure from the Municipal Fund in the event of an emergency pursuant to s6.8 (1) (c) of the Local Government Act.

### Conditions/Notes

1. Expenditure must be authorised in advance by the Shire President in accordance with s6.8(1)(c).
2. This delegation includes authority to engage contractors or incur expenses on behalf of the Shire in relation to the containment or extinguishing of a fire which is beyond the local brigade resources or in response to other major disasters or emergencies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 2.7 Investment of Surplus Funds

Reference (Previously LG002)	Legislative Reference	Delegate/Appointee	Title
	s6.14 of the Local Government Act 1995	Chief Executive Officer	Investment of surplus funds

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to invest any funds held in the Municipal Fund or the Trust Fund that is not, for the time being, required for any other purpose. Such investments are to be made with banking institutions as provided for under Part III of the Trustees Act 1962 and subject to further advice received.

### Conditions/Notes

In exercising this delegated authority, Chief Executive Officer shall observe s6.14 of the Act.

The Chief Executive Officer is to establish and document internal control procedures to be followed by employees to ensure control over investments in accordance with the Local Government (Financial Management) Regulations 1996.

The control procedures are to enable the identification of the nature and location of all investments and the transactions related to each investment.

The Chief Executive Officer is to review every two years the list of eligible institutions and those used by the Shire.

The Chief Executive Officer is to report details of investments made to the Council, whenever new investments are made, rolled over or otherwise amended in the monthly Financial Statement.

Must comply with relevant Council Policies.

### Relevant Council Policies

Investments

### Review Requirements

At least once every financial year.



**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

## 2.7A Investment of Surplus Funds Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s6.14 of the Local Government Act 1995	Deputy Chief Executive Officer and Senior Administration Officer Finance	Investment of surplus funds

### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 Local Government Act 1995

### Power or Duty Delegated

The Deputy Chief Executive Officer and Senior Administration Officer Finance are delegated authority to invest any funds held in the Municipal Fund or the Trust Fund that is not, for the time being, required for any other purpose. Such investments are to be made with banking institutions as provided for under Part III of the Trustees Act 1962 and subject to further advice received.

### Conditions/Notes

In exercising this delegated authority, Deputy Chief Executive Officer and Senior Administration Officer Finance shall observe s6.14 of the Act.

The Deputy Chief Executive Officer and Senior Administration Officer Finance are to establish and document internal control procedures to be followed by employees to ensure control over investments in accordance with the Local Government (Financial Management) Regulations 1996.

The control procedures are to enable the identification of the nature and location of all investments and the transactions related to each investment.

The Deputy Chief Executive Officer and Senior Administration Officer Finance are to regularly review, every two years, the list of eligible institutions and those used by the Shire.

The Deputy Chief Executive Officer and Senior Administration Officer Finance are to report details of investments made to Council, whenever new investments are made, rolled over or otherwise amended in the monthly Financial Statement.

Must comply with relevant Council Policies.



**Relevant Council Policies**

Investments

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)          ..... (date)

Rob Stewart  
Chief Executive Officer

## 2.8 Legal representation and Cost indemnification

Reference (Previously LG018)	Legislative Reference	Delegate/Appointee	Title
	s6.7(2) Local Government Act 1995	Chief Executive Officer	Legal Representation and Cost Indemnification

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to make available finance for legal assistance to elected members or employees in urgent circumstances, where it is deemed necessary in the exercise of the management of the Shire.

### Conditions/Notes

1. Where there is a need for the provision of urgent legal services before an application can be considered by the Council, the Chief Executive Officer may give an authorisation to the value of \$5,000.00.
2. Must comply with the Council's Policies.
3. Includes the authority to approve the legal firm appointed by the applicant for the purpose of payment.
4. Availability of funds in the Shire's annual budget.
5. Legal expenses do not exceed \$5,000.00 in respect of each application.

Where it is the Chief Executive Officer who is seeking urgent financial support for legal services, the Council shall deal with the application.

### Relevant Council Policies

### Review Requirements

At least once every financial year.



**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President



## 2.9 Payments from Municipal or Trust Funds

Reference (Previously LG003)	Legislative Reference	Delegate/Appointee	Title
	s6.5, 6.7, 6.9 Local Government Act 1995  r5, 8,11,12,13 Local Government (Financial Management) Regulations 1996	Chief Executive Officer	Payments from Municipal or Trust Funds.

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995.

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to make payments from the Shire's Municipal Fund or Trust Fund in accordance with r12 of the Local Government (Financial Management) Regulations 1996. This includes the authority to make payments of accounts and salaries and wages, payroll deductions and other obligations by cheque or Electronic Funds Transfer.

### Conditions/Notes

1. Subject to the requirements of r5,11,12 and 13 of the Local Government (Financial Management) Regulations 1996.
2. All payments from the Municipal Fund or Trust Fund are to be authorised and signed in accordance with the Council's policies and the Shire's approved work procedures. Authority to the Chief Executive Officer is unlimited subject to annual budget limitations.
3. Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month which is to be presented to the next available ordinary meeting of the Council.

Must comply with relevant Council Policies.

**Relevant Council Policies**

Credit Card  
Purchasing and Tendering Guide  
Payments of Councillors Attendance Fees and Allowances

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 2.9A Payments from Municipal and Trust Funds Sub Delegation

Reference (Previously LG029 and LG031)	Legislative Reference	Delegate/Appointee	Title
	s6.5, 6.7, 6.9 Local Government Act 1995  r5, 8,11,12,13 Local Government (Financial Management) Regulations 1996	As prescribed in the table below	Payments from Municipal or Trust Funds.

### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 Local Government Act 1995

### Power or Duty Delegated

The employees described below are delegated authority to make payments from the Shire's Municipal Fund or Trust Fund in accordance with r12 of the Local Government (Financial Management) Regulations 1996. This includes the authority to make payments of accounts and salaries and wages, payroll deductions and other obligations by cheque or Electronic Funds Transfer.

Must comply with relevant Council Policies.

### Conditions

1. Subject to the requirements of r5, 11, 12 and 13 of the Local Government (Financial Management) Regulations 1996.
2. All payments from the Municipal Fund or Trust Fund are to be authorised and signed in accordance with the Council's policies and the Shire's approved work procedures.
3. Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month which is to be presented to the next available ordinary meeting of the Council.
4. The authority to approve requisitions and purchase orders and for the supply of goods and services delegated by the Chief Executive Officer to employees is subject to the following maximum individual amounts:

Authority by Employee Title	Maximum Amount (excl GST)	Limitation on authority
Deputy Chief Executive Officer Manager Development Services Manager Community Services Manager Works and Services Senior Administration Officer Finance	In accordance with respective budget	This authority pertains to payments for transactions, including EFT, Creditors and Payroll. Signing and issuing of Purchase Orders All transactions require two (2) signatories.
Manager – Saleyards	\$5,000.00	Signing and issuing of Purchase Orders.

### Relevant Council Policies

Credit Card

Purchasing and Tendering Guide

Payments of Councillors Attendance Fees and Allowances

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)

Rob Stewart

Chief Executive Officer

## 2.10 Rates Issues – General Delegation

Reference (Previously LG001)	Legislative Reference	Delegate/Appointee	Title
	s5.42 s6.26(2)(g) s6.39(1), s6.40, s6.41(1), s6.47,s6.49, s6.50(2), s6.56(1), s6.60(2), s6.64, s6.76(4)	Chief Executive Officer	Rates Issues - General Delegation

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995 and the Rates and Charges (Rebates and Deferments) Act 1992.

### Power or Duty Delegated

Pursuant to s5.42 (1) (a) of the Local Government Act, and the Rates and Charges (Rebates and Deferments) Act 1992 a local government may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in s5.43.

The Chief Executive Officer is hereby delegated the performance of the following functions of the Council:

1. The discharge of the obligations specified in s6.39(1) of the Local Government Act 1995 (as amended).
2. The service of Notice of Valuation and Rates referred to in s6.41(1) of the Local Government Act 1995 (as amended).
3. The time allowed for the payment of the rate before it becomes in arrears in accordance with s6.50(2) of the Local Government Act 1995.
4. The powers conferred in s6.40 of the Local Government Act 1995 (Reassessment of Rates where Valuation Changed).
5. The exercise of discretion in regard to granting of any extension of time for service of objections to the Rate Book in accordance with s6.76(4) of the Local Government Act 1995.
6. Amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and that the record is in accordance with the Act, and under s6.76 to determine objections to the

rate record. This delegation includes the authority to amend the rate record for the five years preceding the current financial year.

7. Grant concessions in relation to a rate or service charge in accordance with s6.47 of the Local Government Act 1995 and under s6.49 to make an agreement with a person for payment of rates and service charges.
8. Make arrangements with ratepayers wishing to make application for alternative instalment arrangements and extension of payment arrangements.
9. Allow or disallow any objection to the rate record lodged under s6.76 (1) in accordance with s6.76(5) of the Local Government Act 1995.
10. Make a determination that a property is land used exclusively for charitable purposes and therefore not rateable in accordance with s6.26(2)(g) of the Local Government Act 1995.

#### **Conditions**

Subject to Rates and Charges (Rebates and Deferments) Act 1992

Must comply with relevant Council Policies

#### **Relevant Council Policies**

#### **Review Requirements**

At least once every financial year.

#### **Review Dates**

22 May 2018

#### **Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

## 2.11 Rates – Recovery where unpaid

Reference	Legislative Reference	Delegate/Appointee	Title
	s6.50(1), (2) s6.56(1) s6.60(2), (3), (4) s6.64(1), (3) s6.71(1) s6.74(1) s6.76(4), (5) Sch 6.2 1(1) Sch 6.3 1(4), 4(1) Local Government Act 1995	Chief Executive Officer	Actions against land where rates or service charges are unpaid

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to exercise the powers and discharge the duties of the Council under s6.50(1), 6.50(2), 6.56(1), 6.60(2), 6.60(3), 6.60(4), 6.64(1), 6.64(3), 6.71(1), 6.74(1), 6.76(4), 6.76(5), Sch 6.2 1(1), Sch 6.3 1(4), Sch 6.3 4(1) of the Local Government Act 1995.

### Conditions/Notes

This delegation includes the powers, duties and functions of the local government including to:

1. Determine the date that a rate or service charge becomes due and payable in accordance with s6.50 of the Local Government Act 1995.
2. Recovery of rates and service charges pursuant to the provisions of s6.56(1) of the Local Government Act 1995.
3. Require a lessee to pay rent in accordance with s6.60(2), 6.60(3), 6.60(4) of the Local Government Act 1995.
4. Take possession of land where any rates or service charges have been unpaid for at least 3 years, in accordance with s6.64(1) and (3).

5. Lodge caveats on land where the rates are in arrears and it is considered that the interests of the Council should be protected and the subsequent withdrawal of caveats once arrears of rates have been settled in accordance with s6.64(3).

Must comply with relevant Council Policies.

**Relevant Council Policies**

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President



## 2.12 Reimbursement of Expenses to Shire President and Councillors

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.98 (2)(b) s5.98 (4) of the Local Government Act 1995 r32, 34AB Local Government (Administration) Regulations 1995.	Chief Executive Officer	Reimbursement of expenses to Shire President and Councillors

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to administer the reimbursement of expenses by the Shire President and Councillors, where such claims are consistent with the Council's Policy in accordance with s5.98 (2)(b), (4) Local Government Act 1995 and r32 and r34AB of the Local Government (Administration) Regulations 1995.

### Conditions/Notes

Must comply with relevant Council Policies.

### Relevant Council Policies

Elected Member Expenses to be Reimbursed

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

### 3. LAW, ORDER AND PUBLIC SAFETY

#### 3.1 Bush Fires Act – General Delegation

Reference	Legislative Reference	Delegate/ Appointee	Title
	s48 Bush Fires Act 1954	Chief Executive Officer	Bush Fires Act -General Delegation

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s48 Bush Fires Act 1954 the Chief Executive Officer is delegated authority to exercise the powers and discharge the duties of the Shire, except those specifically identified in this Register.

This delegation includes the authority to initiate legal action and prosecution. There is no power to sub delegate under the Bush Fires Act 1954.

#### Conditions

1. Does not include those matters in the Act which require a resolution of the Council, are prescribed in the Act for performance by prescribed employees, or are subject to separate delegated authority within this Register.
2. Only the Chief Executive Officer or the Shire President may withdraw infringement notices pursuant to s59A (3) Bush Fires Act 1954 and r4 Bush Fires (Infringements) Regulations 1958.

Must comply with relevant Council Policies.

#### Relevant Council Policies



**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

### 3.2 Bush Fires Act – *Restricted and* Prohibited Burning times

Reference (Previous LG034)	Legislative Reference	Delegate/ Appointee	Title
	s17(10) Bush Fires Act 1954 <i>s18(5) Bush Fires Act 1954</i>	Chief Executive Officer	Bush Fires Act - Prohibited burning times <i>Bush Fires Act</i> <u><i>Restricted burning times</i></u>

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s17(10) Bush Fires Act 1954 the Chief Executive Officer is delegated authority to vary Prohibited Burning Times in accordance with s17(7), (8).

*Pursuant to s18(5) Bush Fires Act 1954 the Chief Executive Officer is delegated authority to vary Restricted Burning times in accordance with s18(5B), (5C), 5(D).*

There is no power to sub delegate under the Bush Fires Act 1954.

#### Conditions

Must comply with relevant Council Policies.

Must only be exercised following the written request of the Chief Bush Fire Control Officer.

#### Relevant Council Policies

Bushfire Permits to Burn

Bushfire – Road Verge Burning

Bushfire Guidelines – Vehicle Movement Bans

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

### 3.3 Bush Fires Act – Variations to Firebreak Orders

Reference (Previously LG033)	Legislative Reference	Delegate/ Appointee	Title
	s48 Bush Fires Act 1954	Chief Executive Officer	Variations to Firebreak Orders

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s48 Bush Fires Act 1954 the Chief Executive Officer is delegated authority to vary or approve alternative arrangements to the Shire's Firebreak Orders.

There is no power to sub delegate under the Bush Fires Act 1954.

#### Conditions

Must comply with relevant Council Policies.

Maximum approval period to be 12 months.

#### Relevant Council Policies

Refer to the Council's Annual Firebreak Notice

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President



### 3.4A Cat Act – Various Duties and Functions – Sub Delegation and Authorisation Instrument

Reference	Legislative Reference	Delegate/ Appointee	Title
LG048	s26,27, 37, 38, 39, 40, 48,49, 62, 63 and 64  s9, 10, 11, 12, 13, Cat Act 2011	Manager Works and Services Ranger  <b>Registration Officers</b> Customer Services Officer Telephonist Rates Officer Accounts Officer Records Officer	Cat Act 2011 -Various functions

#### Delegator/Appointer

Chief Executive Officer

#### Power or Duty Delegated

Pursuant to s45 of the Cat Act 2011 the Chief Executive Officer delegates and/or authorises the:

1. Customer Services Officer, Telephonist, Rates Officer, Accounts Officer and Records Officer as Registration Officers to perform the functions for Registration related matters in accordance with s9, 10, 11, 12, 13 of the Cat Act 2011.
2. Manager Works and Services and Ranger to perform the functions for Cat Control Notices and Seizures in accordance with s26, 27 of the Cat Act 2011.
3. Manager Works and Services and Ranger to perform the functions in relation to Cat Breeding in accordance with s37, 38, 39, 40 of the Cat Act 2011.
4. Manager Works and Services and Ranger as Authorised Persons for the purposes of s48, 49, 62, 63 of the Cat Act 2011.
5. Manager Works and Services and Ranger to grant extensions of time in accordance with s64 of the Cat Act 2011.

**Conditions**

1. In accordance with s48(5) each authorised person appointed in 4 above, must have a certificate stating the employee is an authorised person for the purpose of this Act.
2. Pursuant to s48(2) only an employee of the Shire can be appointed under s62.

Must comply with relevant Council Policies.

**Relevant Council Policies****Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)

Rob Stewart  
Chief Executive Officer



### 3.5 Dog Act – General Delegations

Reference (Previously LG049)	Legislative Reference	Delegate/ Appointee	Title
	s10AA(1), (3) Dog Act 1976 and Regulations	Chief Executive Officer	Dog Act and Keeping of Dogs Local Law - General Delegation

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s10AA(1) of the Dog Act 1976 the Chief Executive Officer is delegated all powers and duties of the Shire under the Dog Act 1976 and regulations and the Shire's Dogs Local Law.

Pursuant to s10AA(3) of the Dog Act 1976 the Chief Executive Officer is specifically authorised to sub delegate any and all of these powers and duties to other Shire employees or other persons.

#### Conditions

Must comply with relevant Council Policies.

Cannot delegate authority to commence enforcement proceedings at s44 of the Dog Act 1976.

#### Relevant Council Policies

Keeping of Dogs Policy (under development)

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature)                      ..... (date)

Chris Pavlovich  
Shire President

### 3.5A Dog Act – General Delegations – Sub Delegation and Appointment Instrument

Reference	Legislative Reference	Delegate/Appointee	Title
	s12A s14 s29 s38 s39 s43 s47	<b>Authorised Persons</b> Manager Works and Services Ranger	Dog Act and Local Law - Appointment of Authorised Persons and Registration Officers
	s12A  s14 s16(2) s16(3A) s16(3) s16(3c) s16(6)	Manager Works and Services Ranger <b>Registration Officers</b> Customer Service Officer Telephonist Rates Officer Accounts Officer Records Officer	Registration and related matters
	s26 s33E s33F s33G s33H s39 s43A	<b>Specifically Authorised Persons</b> Manager Works and Services	Dangerous dogs and applications for the keeping of dogs within and outside of a townsite.

#### Delegator/Appointer

Chief Executive Officer

#### Power or Duty Delegated

Pursuant to s10AA(1) of the Dog Act 1976 the Chief Executive Officer has been delegated all powers and duties of the local government. Pursuant to s10AA(3) of the Dog Act 1976 the Chief Executive Officer is specifically authorised to sub delegate any and all of these powers and duties to other employees

The Chief Executive Officer:

1. Appoints the Manager Works and Services and Ranger as Authorised Persons, and to exercise delegations under the following sections of the Dog Act 1976:

- s12A Entry to premises;
- s14 Registration;
- s29 Power to seize dogs;
- s33G Seizure and destruction;
- s38 Nuisance dogs;
- s39 Dogs causing injury or damage may be destroyed;
- s43A Name and address to be supplied for an offence; and
- s47 Recovery of veterinary service expenses.

2. Appoints the Manager Works and Services and Ranger to undertake the powers of an authorised person under the Dog Act 1976 and the Dog Regulations 2013 for all sections not mentioned in 1 above or 3 below.

3. Appoints the Manager Works and Services as Specifically Authorised Person:

- s26 (and Shire of Plantagenet Dogs Local Law 2008) Limitation as to numbers;
- s33E Dangerous dogs;
- s33F Dangerous dogs;
- s33G Dangerous dogs;
- s33H Dangerous dogs;
- s39 Dogs causing injury or damage may be destroyed; and
- s43A Name and address to be supplied for an offence.

4. Appoints the Manager Works and Services, Ranger and Customer Service Officers, Telephonist, Rates Officer, Accounts Officer and Records Officer as Registration Officers under the following sections of the Dog Act 1976:

- s14 Register of dogs; and
- s16(2), s16(3A), s16(3), s16(3c), s16(6) Registration

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

Keeping of Dogs Within Townsites RS/AC/1

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

John Fathers  
Acting Chief Executive Officer

### 3.6 Graffiti Vandalism Act – General Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s16(1) Graffiti Vandalism Act 2016	Chief Executive Officer	General Delegation – Graffiti Vandalism Act

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s16(1) Graffiti Vandalism Act 2016 the Chief Executive Officer is delegated all powers and duties of the Local Government under the Graffiti Vandalism Act 2016.

#### Conditions

Must comply with relevant Council Policies.

In accordance with s17(1) of the Graffiti Vandalism Act 2016, the Chief Executive Officer may only sub delegate to an employee of the Shire.

The CEO may not sub delegate authority to commence enforcement proceedings.

The CEO may not delegate authority to deal with Objections pursuant to s20, 21 and 22 of the Act

#### Relevant Council Policies

Vandalism Prevention Reward

#### Review Requirements

To be reviewed at least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

### 3.6A Graffiti Vandalism Act - Sub Delegation and Appointment Instrument

Reference	Legislative Reference	Delegate/Appointee	Title
	s18 s19 s25 s26 s27 s28 s29 s30 Graffiti Vandalism Act 2016	Manager Works and Services Ranger	Giving Notices Additional Powers Graffiti removal Powers of Entry Procedures Notice of Entry Entry under Warrant Purpose of Entry

#### Delegator/Appointer

Chief Executive Officer

#### Power or Duty Delegated

Pursuant to s16(1) Graffiti Vandalism Act 2016 the Chief Executive Officer has been delegated all powers and duties of the local government.

Pursuant to s17(1) Graffiti Vandalism Act 2016 the Chief Executive Officer delegates:

The Manager Works and Services and Ranger to exercise the powers and duties of the Shire under the following sections of the Graffiti Vandalism Act 2016:

s18 Giving Notices;  
s19 Additional Powers;  
s25 Graffiti removal;  
s26 Powers of Entry;  
s27 Procedures;  
s28 Notice of Entry;  
s29 Entry under Warrant; and  
s30 Purpose of Entry.

**Conditions**

Must comply with relevant Council Policies.

**Relevant Council Policies**

Vandalism Prevention Reward

**Review Requirements**

To be reviewed at least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)  
Robert Stewart  
Chief Executive Officer

### 3.7 Impounding Abandoned Vehicles and Goods

Reference	Legislative Reference	Delegate/Appointee	Title
	s3.39 s3.40A (1), (4) s3.42, s3.43, s3.44, s3.46, s3.47 (1), (2) s3.47(2a) s3.47A s3.48 of the Local Government Act 1995	Chief Executive Officer	Impounding abandoned vehicle wrecks and goods involved in certain contraventions

#### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to exercise the powers and duties of the Shire in respect to:

1. Remove and impound any goods that are involved in a contravention that can lead to impounding in accordance with s3.39.
2. Impound abandoned vehicle wrecks in accordance with s3.40A (1), (4).
3. Take appropriate action in respect to impounded non-perishable goods in accordance with s3.42 and 3.43.
4. Give notice in accordance with s3.44 to collect goods.
5. Refuse to allow goods to be collected until all costs have been paid in accordance with s3.46.
6. Sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a)
7. Disposal of sick or injured animals in accordance with s3.47A.
8. Take action to recover expenses in accordance with s3.48.

**Conditions/Notes**

Must comply with relevant Council Policies.

**Relevant Council Policies**

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)

Chris Pavlovich  
Shire President



### 3.7A Impounding Abandoned vehicles and goods -Sub Delegation Instrument

Reference	Legislative Reference	Delegate/Appointee	Title
	s3.39 s3.40A (1), (4) s3.42, s3.43, s3.44, s3.46, s3.47 (1), (2) s3.47(2a) s3.47A s3.48 of the Local Government Act 1995	Manager Works and Services  Ranger	Impounding abandoned vehicle wrecks and goods involved in certain contraventions

#### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 Local Government Act 1995

#### Power or Duty Delegated

Manager Works and Services and Ranger are delegated authority to exercise the powers and duties of the Shire in respect to:

1. Remove and impound any goods that are involved in a contravention that can lead to impounding in accordance with s3.39.
2. Impound abandoned vehicle wrecks in accordance with s3.40A (1), (4).
3. Take appropriate action in respect to impounded non-perishable goods in accordance with s3.42 and 3.43.
4. Give notice in accordance with s3.44 to collect goods.
5. Refuse to allow goods to be collected until all costs have been paid in accordance with s3.46.
6. Sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a)
7. Disposal of sick or injured animals in accordance with s3.47A.

8. Take action to recover expenses in accordance with s3.48.

**Conditions/Notes**

Must comply with relevant Council Policies.

**Relevant Council Policies**

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)

Rob Stewart  
Chief Executive Officer

### 3.8 Liquor Licensing and Control

Reference (Previously LG040)	Legislative Reference	Delegate/Appointee	Title
	S39,s40 Liquor Control Act 1988	Chief Executive Officer Manager Development Services Environmental Health Officer Planning Officer	Liquor Licensing and Control

#### Delegator/Appointer

Council

#### Power or Duty Delegated

The Chief Executive Officer, Manager Development Services, Environmental Health Officer and Planning Officer are delegated the administration and discharge of the Shire of Plantagenet's duties under the Liquor Control Act 1988 as below:

1. Enforce all local authority responsibilities under the liquor Licensing Act 1988 and Liquor Control Act 1988 pursuant to s39 and s40 of the Liquor Control Act 1988;
2. Issue a s39 certificate; and
3. Issue a s40 certificate.

#### Conditions/Notes

Enforcement (1) is subject to compliance with the Town Planning Scheme No.3

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

### 3.9 Local Laws

Reference (Previously LG023)	Legislative Reference	Delegate/Appointee	Title
	s3.12(3), (5), (6) s3.15, 3.16(2), (3) Local Government Act 1995	Chief Executive Officer	Local Laws - Execute powers and duties of the Shire under Local Laws under Part 3 of the Local Government Act.

#### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to determine applications received by the Shire in accordance with a Local Law made by the Shire of Plantagenet in accordance with Subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 and to enforce the provisions of those local laws and to otherwise exercise the powers and discharge the duties of the local government under those local laws.

#### Conditions/Notes

Must comply with relevant Council Policies.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Date

22 May 2018

#### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

### 3.9A Local Laws - Sub Delegation

Reference (Previously LG023)	Legislative Reference	Delegate/Appointee	Title
	s3.12(3), (5), (6) s3.15, 3.16(2), (3), (5) Local Government Act 1995	Deputy Chief Executive Officer Manager Community Services Manager Works and Services Manager Development Services Principal Building Surveyor Planning Officer Environmental Health Officer	Local Laws - Execute powers and duties of the local government under Local Laws made under Part 3 of the Local Government Act.

#### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 Local Government Act 1995

#### Power or Duty Delegated

The:

Deputy Chief Executive Officer;  
Manager Community Services;  
Manager Works and Services;  
Manager Development Services;  
Principal Building Surveyor;  
Planning Officer; and  
Environmental Health Officer

are delegated authority to determine applications received by the Shire in accordance with a Local Law made by the Shire of Plantagenet in accordance with Subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 and to enforce the provisions of those local laws and to otherwise exercise the powers and discharge the duties of the local government under those local laws.

#### Conditions/Notes

Must comply with relevant Council Policies.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.



**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)

Rob Stewart  
Chief Executive Officer

### 3.10 Fines, Penalties and Infringement Notices Enforcement Act 1994 – Appointment of Prosecution Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	Section 13(2), Section 16 and Section 22 Fines, Penalties and Infringement Notices Enforcement Act 1994	Chief Executive Officer	Appointment of Designated Officers (also known as Prosecution Officers) under the Fines, Penalties and Infringement Notices Enforcement Act 1994.

#### Delegator/Appointer

Council

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to appoint Designated Officers for the purposes of the Fines, Penalties and Infringement Notices Enforcement Act 1994, Section 13(2), administer the issuing of, and any subsequent proceedings in relation to, the notice.

#### Conditions/Notes

Appointed Designated Officers give written notice of their designated authority to the Registrar.

Appointed Designated Officers hold a Certificate of Appointment.

#### Relevant Council Policies

Debt Collection – F/FM/15

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

### 3.10A Fines, Penalties and Infringement Notices Enforcement Act 1994 – Appointment of Prosecution Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	Section 13(2), Section 16 and Section 22 Fines, Penalties and Infringement Notices Enforcement Act 1994	Deputy Chief Executive Officer Senior Finance Officer Accounts Officer	Designated Officers (also known as Prosecution Officers) under the Fines, Penalties and Infringement Notices Enforcement Act 1994.

#### Delegator/Appointer

Chief Executive Officer

#### Power or Duty Delegated

Designated Officers are nominated as Prosecution Officers for the purposes of the Fines, Penalties and Infringement Notices Enforcement Act 1994, Section 13(2), administer the issuing of, and any subsequent proceedings in relation to, the notice.

1. For the purpose of this Part, the Registrar may approve a prosecuting authority as a prosecuting authority to which this part applies.
2. The Registrar is not to approve a prosecuting authority unless the authority gives the Registrar written notice of those officers of the authority that are designated as prosecuting officers for the purposes of and in accordance with Section 16 and 22.
3. A prosecuting authority at any time may amend the written notice of designated prosecuting officers.

In relation to local laws the designation allows:

- a) Signing of Enforcement Certificates to initiate prosecution (Section 16); and
- b) Signing of Withdrawal of Proceedings Notices (Section 22) for those matters already registered with Fines Enforcement.

#### Conditions/Notes

Copies of all decisions made are to be retained on the appropriate file or record.

#### Relevant Council Policies

Debt Collection – F/FM/15





**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)

John Fathers  
Acting Chief Executive Officer

## 4. HEALTH

### 4.1 Food Act - General Delegation and Appointment

Reference (Previously LG044)	Legislative Reference	Delegate/Appointee	Title
	s38, 62, 65, 110, 112, 122, 126 Food Act 2008	Manager Development Services Environmental Health Officer	Food Act 2008 - Appointment of Authorised Persons and delegations to perform duties, functions and powers.
	s66, 67 Food Act 2008	Manager Development Services	Request for re inspection
	s125, 126(13) Food Act 2008	Chief Executive Officer	Commence proceedings and Designated Person – Food Act 2008

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s118 of the Food Act 2008 the Council delegates the following powers and duties:

1. Appoints the Manager Development Services and Environmental Health Officer as Authorised Persons and to undertake duties and functions in relation to:
  - s38 Powers of Authorised Officers;
  - s62 Grounds for servicing Notices;
  - s65 Prohibition Orders;
  - s110 Registration of food premises;
  - s112 Food businesses – conditions and cancellations.;
  - s122 Authorised officers; and
  - s126 Infringement Notices.

2. Appoints the Manager Development Services as an Authorised Person to undertake duties and functions in relation to:
  - s66, 67 Requests for re-inspection.
  
3. Appoints the Chief Executive Officer as an Authorised Person to undertake duties and functions in relation to:
  - s125 Instituting proceedings
  - s126(13) The Chief Executive Officer is to be the Designated Officer.

### **Conditions**

Must comply with relevant Council Policies.

### **Relevant Council Policies**

### **Review Requirements**

At least once every financial year.

### **Review Dates**

22 May 2018

### **Authority**

..... (signature)                      ..... (date)  
 Chris Pavlovich  
 Shire President

## 4.2 Health (Miscellaneous Provisions) Act 1911 – Various Functions – Delegation, Appointment and Authorisation

Reference (Previously LG036)	Legislative Reference	Delegate/Appointee	Title
	s26 Health (Miscellaneous Provisions) Act 1911 and Regulations	Manager Development Services Environmental Health Officer (limited)	Health (Miscellaneous Provisions)Act 1911 - Appointment of Deputy
	s26 Health (Miscellaneous Provisions) Act 1911 and Health Local Law	Chief Executive Officer Manager Development Services Environmental Health Officer	Health Local Law - Appointment of Authorised Persons.  Health Local Law - Exercise and discharge all of the powers and functions.

### Delegator/Appointer

Council

### Power or Duty Delegated

Pursuant to s26 Health (Miscellaneous Provisions) Act 1911 the Chief Executive Officer, Manager Development Services and Environmental Health Officer are delegated all the powers and functions of the Shire under the Health Local Law.

Pursuant to s26 Health (Miscellaneous Provisions) Act 1911 the Chief Executive Officer, Manager Development Services and Environmental Health Officers are appointed as Authorised Persons under the Health Local Law.

Pursuant to s26 Health (Miscellaneous Provisions) Act 1911, the Chief Executive Officer, Manager Development Services, and Environmental Health Officers are appointed to be the Shire's deputies for the purpose of discharging its powers and functions as a local government under the Health (Miscellaneous Provisions) Act 1911 and all Regulations made under the Health (Miscellaneous Provisions) Act 1911 (except the power to commence legal action which is delegated solely to the Chief Executive Officer).

This includes:

- Part IV Division 4 Sanitary Provisions
- Part V Dwellings, Part VI Public Buildings
- Part VIIA Animal Produce, Drugs, Medicines, Disinfectants, Therapeutic Substances and Pesticides and Part IX Infectious Diseases.

Pursuant to s26 Health (Miscellaneous Provisions) Act 1911 the Chief Executive Officer is authorised to sign such documents and initiate legal action on behalf of the local government in relation to the Health (Miscellaneous Provisions) Act, subsidiary legislation and the Shire's Health Local Law. This includes:

- Part IV Division 4 Sanitary Provisions
- Part V Dwellings
- Part VI Public Buildings
- Part VIIA Animal Produce, Drugs, Medicines, Disinfectants, Therapeutic Substances and Pesticides
- Part IX Infectious Diseases.

The Shire's Environmental Health Officer may only:

- Serve Health Orders in connection with requirements and repairs to businesses, shops and dwellings in accordance with the provisions of s354 of the Health (Miscellaneous Provisions) Act 1911;
- Sign and issue licences and registrations issued under the Health (Miscellaneous Provisions) Act 1911; and
- Enter premises under s349 of the Health (Miscellaneous Provisions) Act, and to administer the provisions of the Fly Eradication Regulations.

### **Conditions**

1. Only the Chief Executive Officer may commence legal proceedings under the Health Act.
2. Setting of annual fees under s6.16 and 6.19 of the Local Government Act 1995 is excluded.
3. Part IV Divisions 4 and 7 - Authority is limited to the forming of opinion and issuing notices, requisitions, directions and orders and does not include the carrying out or causing to be carried out, of works in default of duly served notices, the undertaking or contracting of works, the provision of sanitary conveniences.
4. Part V Division 1  
Authority is limited to the forming of opinions and issuing notices and directions and does not include the carrying out, or the arranging for the carrying out, of works in default of duly served notices.



### 4.3 Public Health Act 2016 – Designation of Authorised Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	S24, 27, 30, 312 Public Health Act	Chief Executive Officer	Designation of Authorised Officers

#### Delegator/Appointer

Council pursuant to Section 21 of the Public Health Act

#### Power or Duty Delegated

The Chief Executive Officer is delegated authority to designate a person or class or persons as authorised officers under Section 24 of the Public Health Act 2016.

#### Conditions

Must operate in accordance with the conditions within the Shire of Plantagenet Health Local Law 2008.

A list of all officers designated as authorised officers must be kept and maintained in accordance with Section 27 of the Public Health Act 2016.

Each person who is designed as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with Section 30 of the Public Health Act 2016.

#### Relevant Council Policies

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

#### 4.4 Permits for Stallholder, Trader and/or Outdoor Eating Facilities

Reference (Previously LG039)	Legislative Reference	Delegate/Appointee	Title
	s.5.42 Local Government Act 1995 Activities in Thoroughfares and Public Places and Trading Local Law 2008	Chief Executive Officer	Permits for Stallholder, Trader and/or Outdoor Eating Facility

##### Delegator/Appointer

Council

##### Power or Duty Delegated

The Chief Executive Officer is delegated authority for the determination of applications for new permits or renewal of permits for the activity of a stallholder, trader and/or an outdoor eating facility.

##### Conditions

Must operate in accordance with the conditions within the Activities in Thoroughfares and Public Places and Trading Local Law 2008.

##### Relevant Council Policies

##### Review Requirements

At least once every financial year.

##### Review Dates

22 May 2018

##### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President



#### 4.4A Permits for Stallholder, Trader and/or Outdoor Eating Facility - Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s.5.44 Local Government Act 1995 Activities in Thoroughfares and Public Places and Trading Local Law 2008	Manager Development Services	Permits for Stallholder, Trader and/or Outdoor Eating Facility

##### Delegator/Appointer

Chief Executive Officer

##### Power or Duty Delegated

The Manager Development Services is delegated authority for the determination of applications for new permits or renewal of permits for the activity of a stallholder, trader and/or an outdoor eating facility.

##### Conditions

Must operate in accordance with the conditions within the Activities in Thoroughfares and Public Places and Trading Local Law 2008.

##### Relevant Council Policies

##### Review Requirements

At least once every financial year.

##### Review Dates

22 May 2018

##### Authority

..... (signature)      ..... (date)  
 Rob Stewart  
 Chief Executive Officer

## 5. ENGINEERING

### 5.1 Closures of Streets, Thoroughfares, Control of Reserves and unvested facilities

Reference	Legislative Reference	Delegate/Appointee	Title
	s81(c)(2)(b) Road Traffic Act 1974 and Road Traffic (Events on Roads) Regulations 1991.	Chief Executive Officer	Closure of streets, temporary closure of thoroughfares to vehicles and road closures for events.
	s3.50(1) (1a) (4) (5) (6) s3.50A s3.51(3) s3.52 s3.53 s3.54 Sch 3.1, Division 2 Local Government Act 1995		Public Thoroughfares – Public Use and Plans.
	r6(3) Local Government (Functions and General) Regulations 1996		Control of Reserves and unvested facilities
	s12, s13,s15 Local Government (Uniform Local Provisions) Regulations 1996		Crossing from public thoroughfare to private land or private thoroughfare (vehicle crossovers)

**Delegator/Appointer**

Council

### **Power or Duty Delegated**

The Chief Executive Officer is delegated authority to exercise the powers and discharge the duties of the Shire regarding closing certain thoroughfares to vehicles and partial closure of thoroughfare for repairs or maintenance and temporary closures (including revocation of Orders) for events in accordance with s3.50, 3.50(1), 3.50(1a), 3.50(4), 3.50(5), 3.50(6), 3.50A Local Government Act, r6(3) Local Government (Functions and General) Regulations 1996, s81(c)(2)(b) Road Traffic Act 1974 and Road Traffic (Events on Roads) Regulations 1991 (where relevant).

The Chief Executive Officer is delegated authority to give the required notices as specified in s3.51(3) before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land.

The Chief Executive Officer is delegated authority to:

1. Ensure that public thoroughfares are kept open for public use as required under s3.52(2) of the Act.
2. In fixing or altering the level of, or the alignment of a public thoroughfare, ensure that access by vehicle to land adjoining the thoroughfare can be reasonably provided in accordance with s3.52(3).
3. Keep plans of the levels and alignments of public thoroughfares that are under the Council's control or management and make those plans available for public inspection in accordance with s3.52(4).
4. Control and manage otherwise unvested facilities within the Shire in accordance with s3.53 of the Local Government Act.
5. Control and manage land that is vested to the Shire in accordance with s3.54 of the Local Government Act.
6. Approve the construction of a crossing (vehicle crossover) giving access from a public thoroughfare to:
  - i) the land; or
  - ii) a private thoroughfare serving the land;in accordance with Regulations 12, 13 and 15 of the Local Government (Uniform Provisions) Regulations 1996.

### **Conditions**

Temporary closure of streets must not exceed 28 days.

The Chief Executive Officer, or any employee sub delegated the authority must ensure any applicant has obtained relevant Police approval and provided appropriate indemnities and insurance cover.

Where exercising powers and duties pursuant to s3.50, the following conditions apply:

1. Sufficient measures are in place to advise affected parties, minimise disruption to road users and to protect public and Shire assets.
2. Have regard to the provisions of s3.50(1).

Must comply with relevant Council Policies.

**Relevant Council Policies**

Vehicle Crossovers

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 5.1A Closures of Streets, Thoroughfares, Control of Reserves and unvested facilities – Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	<p>s81(c)(2)(b) Road Traffic Act 1974 and Road Traffic (Events on Roads) Regulations 1991</p> <p>s3.50(1) (1a) (4) (5) (6) s3.50A s3.51(3) s3.52 s3.53 s3.54 Sch 3.1, Division 2 Local Government Act 1995</p> <p>r6(3) Local Government (Functions and General) Regulations 1996</p> <p>s12, s13, s15 Local Government (Uniform Local Provisions) Regulations 1996</p>	<p>Manager Works and Services</p>	<p>Closure of streets, temporary closure of thoroughfares to vehicles and road closures for events.</p> <p>Public Thoroughfares – Public Use and Plans.</p> <p>Control of Reserves and unvested facilities</p> <p>Crossing from Public thoroughfare to private land or private thoroughfare (vehicle crossovers)</p>

**Delegator/Appointer**  
Chief Executive Officer

### **Power or Duty Delegated**

The Manager Works and Services is delegated authority to exercise the powers and discharge the duties of the Shire regarding closing certain thoroughfares to vehicles and partial closure of thoroughfare for repairs or maintenance and temporary closures (including revocation of Orders) for events in accordance with s3.50, 3.50(1), 3.50(1a), 3.50(4), 3.50(5), 3.50(6), 3.50A Local Government Act, r6(3) Local Government (Functions and General) Regulations 1996, s81(c)(2)(b) Road Traffic Act 1974 and Road Traffic (Events on Roads) Regulations 1991 (where relevant).

The Manager Works and Services is delegated authority to give the required notices as specified in s3.51(3) before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land.

The Manager Works and Services is delegated authority to:

1. Ensure that public thoroughfares are kept open for public use as required under s3.52(2) of the Act.
2. In fixing or altering the level of, or the alignment of a public thoroughfare, ensure that access by vehicle to land adjoining the thoroughfare can be reasonably provided in accordance with s3.52(3).
3. Keep plans of the levels and alignments of public thoroughfares that are under the Council's control or management and make those plans available for public inspection in accordance with s3.52(4).
4. Control and manage otherwise unvested facilities within the Shire in accordance with s3.53 of the Local Government Act.
5. Control and manage land that is vested to the Shire in accordance with s3.54 of the Local Government Act.
6. Approve the construction of a crossing (vehicle crossover) giving access from a public thoroughfare to:
  - i) the land; or
  - ii) a private thoroughfare serving the land;in accordance with Regulations 12, 13 and 15 of the Local Government (Uniform Provisions) Regulations 1996.

### **Conditions**

Temporary closure of streets must not exceed 28 days

The Chief Executive Officer, or any employee sub delegated the authority must ensure any applicant has obtained relevant Police approval and provided appropriate indemnities and insurance cover.



## 5.2 Gate Permits

Reference (Previously Lg009)	Legislative Reference	Delegate/Appointee	Title
	R9, 11(1) Local Government Uniform Local Provisions) Regulations 1996	Chief Executive Officer	Gate Permits – Applications for permits to erect gates across public thoroughfares under Council control or management.

### Delegator/Appointer

Council, pursuant to s5.42 Local Government Act 1995

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to determine applications for permission to erect gates or other devices across public thoroughfares under Council control or management to enable traffic to pass across the public thoroughfare and prevent livestock from straying.

### Conditions/Notes

Must comply with relevant Council Policies.

### Relevant Council Policies

Gate Permits

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President







### 5.3A Roads – Heavy Vehicle Access – Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s5.42, s5.44 Local Government Act 1995	Manager Works and Services	Roads – Heavy Vehicle Access

#### Delegator/Appointer

Chief Executive Officer

#### Power or Duty Delegated

The Manager Works and Services is delegated authority to determine applications by heavy vehicle transport operators for Restricted Access Vehicle (RAV) and Accredited Mass Management Scheme (AMMS) Networks to access roads managed and maintained by the Council.

#### Conditions/Notes

The Council supports 'as of right' vehicles as defined by Main Roads WA (MRWA) or approved RAV routes, except where roads are closed for safety reasons.

#### Relevant Council Policies

Roads – Heavy Vehicle Access

#### Review Requirements

At least once every financial year.

#### Review Dates

22 May 2018

#### Authority

..... (signature)      ..... (date)

Rob Stewart  
Chief Executive Officer



## 6. BUILDING

### 6.1 Building Act and Regulations – Powers, Duties and Functions

Reference (Previously LG045)	Legislative Reference	Delegate/ Appointee	Title
	s96(3), 127 Building Act 2011 and Regulations	Chief Executive Officer	Building Act and Regulations - Powers, duties and functions.

#### Delegator/Appointer

Council

#### Power or Duty Delegated

Pursuant to s96 of the Building Act 2011 the Chief Executive Officer is delegated the authority to appoint authorised persons for the purposes of the Building Act 2011 and the Building Regulations 2012 in relation to buildings and incidental structures located, or proposed to be located in the Shire's district.

Pursuant to s127 the Chief Executive Officer is delegated all the powers and duties of the Shire under the Building Act and Regulations and is authorised to take legal proceedings pursuant to s133 of the Act in relation to both the Act and Regulations.

These delegations include the powers and duties specified at:

- s20 – to approve, or refuse to approve a certified or uncertified application for a building permit;
- s21,22 – to approve, or refuse to approve an application for a demolition permit;
- s58 – to approve, modify or refuse to approve an application for an occupancy permit or approve or refuse to approve an application for a building approval certificate;
- s62 – to impose conditions on an occupancy permit or modification of a building approval certificate;
- s65 – to approve, or refuse to approve an application to extend the time in which an occupancy permit or modification or building approval certificate has effect;
- s76 – to give consent for encroachments on Crown land under the care, control and maintenance of the Shire;

- s110 – to make a Building Order in relation to building work, demolition work and/or, an existing building or incidental structure, whether completed before, or after commencement day;
- s114 – serve a building order;
- s117 – revoke a building order; and
- s118(2), (3) – take action in relation to non-compliance with building orders.

### Conditions

1. Sub delegation may only be to employees of the Shire (s127(3)).
2. This delegation includes the power to serve notice on the builder or owner requiring alterations to a building, or in relation to encroachments, pursuant to s189, 190 of the Building Act 2011. These powers cannot be sub delegated.
3. In undertaking the functions of this delegation, Building Surveyors (registered) must be employed by the Shire of Plantagenet in accordance with s5.36 of the Local Government Act 1995; and with respect to uncertified applications, hold the appropriate qualification as set out under rr6 of the Local Government (Building Surveyors) Regulations 2008.
4. In relation to s21 this sub delegation does not apply to places listed on the State’s Register of Heritage Places or the Council’s Heritage Register or to places classified by the National Trust.
5. Must observe s100(2) of the Building Act 2011 in relation to entry to private residence.
6. In relation to s110 this delegation permits a sub delegate to determine that an Order is to remain in effect in accordance with s117(2) of the Building Act 2011 where it is considered appropriate.

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

## 6.1A Building Act and Regulations – Powers, Duties and Functions Sub Delegation and authorisations

Reference	Legislative Reference	Delegate/ Appointee	Title
	s18, 20, 21, 22, 27, 55(2), 58, 60, 62, 65, 76, 93(2)(d), 96, 110, 111, 114, 117, 118(2)(3), 131 Building Act 2011	Manager Development Services, Principal Building Surveyor, Environmental Health Officer	Building Act - Appointment of Authorised Persons and delegation of powers, duties and functions.
	r14,51,53,61, 62, 65 of Building Regulations 2012	Manager Development Services, Principal Building Surveyor, Environmental Health Officer	

**Delegator/Appointer** Chief Executive Officer

### Power or Duty Delegated

Pursuant to s127(6A) of the Building Act 2011 the Chief Executive Officer delegates the following powers and duties under the Building Act 2011:

s18, 20, 21, 22, 27, 55(2), 58, 60, 62, 65, 76, 93(2)(d), 96, 110, 111, 114, 117, 118(2)(3), 131 Building Act 2011 - Manager Development Services, Principal Building Surveyor, Environmental Health Officer

r14, 51, 53, 61, 62, 65 of Building Regulations 2012 - Manager Development Services, Principal Building Surveyor, Environmental Health Officer

### Conditions

1. In undertaking the functions of this delegation, Building Surveyors (registered) must be employed by the Shire of Plantagenet in accordance with s5.36 of the Local Government Act 1995 and as defined in the Building Act 2011 Part 1. 3.
2. In relation to s21 this sub delegation does not apply to places listed on the State's Register of Heritage Places or the Council's Heritage Register, or to places classified by the National Trust.





## 6.2 Building Act – Occupancy permits and Building approval Certificates for Strata Plans and Survey Strata Plans

Reference	Legislative Reference	Delegate/Appointee	Title
	<p>s5B of the Strata Titles Act 1985</p> <p>s127 Building Act 2011</p> <p>s25 Strata Titles Act 1985 in respect of Built Strata Applications except for those applications listed as exceptions in WAPC Planning Bulletin 52/2009. Includes issue of Form 26.</p>	Chief Executive Officer	Authority to issue occupancy permits and building approval certificates for strata plans and survey strata plans

### Delegator/Appointer

Council, pursuant to s127 Building Act 2011

### Power or Duty Delegated

The Chief Executive Officer is authorised to issue occupancy permits and building approval certificates for strata plans and survey strata plans as required by s5B of the Strata Titles Act 1985 and to make certain decisions pursuant to s25 Strata Titles Act 1985 in respect of Built Strata Applications except for those applications listed as exceptions in Western Australian Planning Commission (WAPC) Planning Bulletin 52/2009. Includes authority to issue Form 26.

### Conditions

Delegation and authority does not apply to those applications that:

1. Propose the creation of a vacant lot;
2. Proposed vacant air stratas in multi-tiered strata scheme developments;

3. In the opinion of the WAPC as notified to the Shire in writing, or in the opinion of the Shire as notified to the WAPC in writing, relate to:
  - a) type of development; and/or
  - b) land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
4. The WAPC is to be provided with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.
5. Must comply with relevant Council Policies.

**Relevant Council Policies**

Must comply with relevant Council Policies.

**Review Requirements**

At least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

## 6.2A Building Permits – Authority to issue occupancy permits and building approval certificates - Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	s5B of the Strata Titles Act 1985, s127(6A) Building Act 2011	Manager Development Services Principal Building Surveyor	Authority to issue occupancy permits and building approval certificates for strata plans and survey strata plans.

### Delegator/Appointer

Chief Executive Officer, pursuant to s127(6A) Building Act 2011

### Power or Duty Delegated

The Manager Development Services and the Principal Building Surveyor are authorised to issue occupancy permits and building approval certificates for strata plans and survey strata plans as required by s5B of the Strata Titles Act 1985 and to make certain decisions pursuant to s25 Strata Titles Act 1985 in respect of Built Strata Applications except for those applications listed as exceptions in Western Australian Planning Commission (WAPC) Planning Bulletin 52/2009. Includes authority to issue Form 26.

### Conditions

Delegation and authority does not apply to those applications that:

1. Propose the creation of a vacant lot;
2. Proposed vacant air stratas in multi-tiered strata scheme developments;
3. In the opinion of the WAPC as notified to the Shire in writing, or in the opinion of the Shire as notified to the WAPC in writing, relate to:
  - a) type of development; and/or
  - b) land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
4. The WAPC is to be provided with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format



## 7. PLANNING

### 7.1 Town Planning Scheme No. 3 – Various duties, powers and functions.

Reference	Legislative Reference	Delegate/Appointee	Title
	Planning and Development Act 2005  Schedule 2 Planning and Development (Local Planning Scheme) Regulations 2015	Chief Executive Officer	Town Planning Scheme - Delegation of duties, powers and functions.

#### Delegator/Appointer

Council

#### Power or Duty Delegated

In accordance with Clause 82 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, the Chief Executive Officer is delegated authority to perform the following functions in relation to town planning matters:

1. Endorse planning decision forms.
2. Endorse clearance of Freehold Title and Strata Title Subdivisions on Deposited Plans or Plans of Strata / Survey Strata and strata documents.
3. 'SA' planning consent applications:
  - a. Initiate the necessary public advertising of such applications.
  - b. Determination of planning consent applications for Bed and Breakfast, Cellar Sales, up to four Chalets, Home Business and up to four Grouped Dwellings subject to compliance with the Council's Town Planning Scheme Policies, Town Planning Scheme No. 3 and no valid objections being received during the public advertising.
4. Approve all 'P' planning consent applications where the use proposed complies with standards prescribed by Town Planning Scheme No. 3 and any relevant Town Planning Scheme Policies made under the Scheme.
5. Approve all 'AA' planning consent applications subject to:

- Compliance with the objectives of the Council's Town Planning Scheme Policies.
  - Compliance with Town Planning Scheme No. 3.
6. Provide responses to mobile phone carriers in accordance with the Deployment of Radio Communications Code in respect to:
    - The proposed method of community consultation.
    - The installation of low impact facilities.
  7. Approve and accept tree planting and landscaping plans required for subdivisional approvals or planning consent conditions where the plans involve the use of local native plant and tree species or other appropriate species.
  8. Approve requests to clear remnant vegetation where a condition of planning consent or a subdivision approval requires the Council approval. Approval can be granted when the clearing is not considered to have an adverse visual or environmental impact or where it is required for fire safety reasons.
  9. Approve requests for boundary setback variations including those required for retaining walls up to 1500mm in height, required by the Residential Design Codes, the Town Planning Scheme or relevant Town Planning Scheme Policies (where there is power to vary the standards) where the variation will not adversely impact on the amenity of adjoining residences and adjoining owner's support has been received.
  10. Approve proposals for outbuildings, where such outbuildings exceed a maximum floor area specified (by up to 20%) by a Town Planning Scheme Policy or Town Planning Scheme provision on the basis that adjoining owner's support has been received and the outbuilding will not have an adverse visual impact on the amenity of the locality. The approval can include conditions which may limit the floor area or specific external colours and finishes.
  11. Recommend support to the Western Australian Planning Commission and where delegated by the Commission determine applications for subdivisional proposals up to 10 lots where these proposals comply with Town Planning Scheme No. 3 or relevant Town Planning Scheme Policy and ensure appropriate and relevant conditions are requested of the Western Australian Planning Commission.
  12. Require proponents to modify Town Planning Scheme Amendments and Structure Plan documents to the satisfaction of Council officers prior to them being considered by the Council.
  13. Make inconsequential text and grammatical modifications to Scheme Amendments and Structure Plan documentation at any stage of the process.

14. Accept modifications to Scheme Amendments required by the Minister for Planning unless they are in direct conflict with the Council's intentions following the consideration of submissions. This will include accepting the Minister's decision not to require modifications which were requested by the Council following consideration of submissions.
15. Provide responses to the State Administrative Tribunal in respect to applications for a review (former 'appeal') lodged against a refusal of planning consent, unacceptable conditions imposed on an approval of planning consent or supporting statements for the Western Australian Planning Commission in respect to a subdivision application decision made by the Commission. This also includes advising the Tribunal if mediation is an option to consider for the appeal process.
16. Appoint persons to initiate prosecutions and legal proceedings for breaches of the Town Planning Scheme in accordance with Part 13 of the Planning and Development Act 2005 on behalf of the Council.
17. Grant renewals of permits for structures in thoroughfares where required under the Activities in Thoroughfares and Public Places and Trading Local Law provided all conditions imposed by the Council have been adhered to and there have been no issues or valid complaints regarding the structure.
18. Approve proposals for the erection of relocated houses outside of Mount Barker and the rural villages provided the relevant standards of Council Policy TPS/DCC/5 (Housing – Relocation of Houses) are applied.
19. Approve proposals for temporary accommodation for a period of 12 months whilst an approved dwelling is being constructed to a habitable standard on the same lot.

### **Conditions**

Must comply with relevant Council Policies, including local planning policies and State Planning Policies.

### **Relevant Council Policies**

Town Planning Scheme No. 3 Policies:

- Feedlots
- Rural Tourist Accommodation and Additional Houses
- Commercial Plantations
- Outbuildings
- Sea Containers
- Kendenup Rural Surrounds
- Porongurup Rural Village Structure Plan
- Water Efficiency

- Advertising Signs.

Housing – Relocation of Houses

Scheme Amendment Requests

State Administrative Tribunal – Councillor Representation

**Review Requirements**

At least once every financial year.

**Review Date**

22 May 2018

**Authority**

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President



## 7.1A Town Planning Scheme No. 3 – Various Duties – Sub Delegation

Reference	Legislative Reference	Delegate/Appointee	Title
	Planning and Development Act 2005  Clause 82, Schedule 2 Planning and Development (Local Planning Schemes) Regulations 2015	Manager Development Services	Delegation of duties, powers and functions.

### Delegator/Appointer

Chief Executive Officer

### Power or Duty Delegated

In accordance with Clause 82 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, the Manager Development Services is delegated authority to perform the following functions in relation to town planning matters:

1. Endorse planning decision forms.
2. 'SA' planning consent applications:
  - a. Initiate the necessary public advertising of such applications.
  - b. Determination of planning consent applications for Bed and Breakfast, Cellar Sales, up to four Chalets, Home Business and up to four Grouped Dwellings subject to compliance with the Council's Town Planning Scheme Policies, Town Planning Scheme No. 3 and no valid objections being received during the public advertising.
3. Approve all 'P' planning consent applications where the use proposed complies with standards prescribed by Town Planning Scheme No. 3 and any relevant Town Planning Scheme Policies made under the Scheme.
4. Approve all 'AA' planning consent applications subject to:
  - Compliance with the objectives of the Council's Town Planning Scheme Policies.

- Compliance with Town Planning Scheme No. 3.
5. Provide responses to mobile phone carriers in accordance with the Deployment of Radio Communications Code in respect to:
    - The proposed method of community consultation.
    - The installation of low impact facilities.
  6. Approve and accept tree planting and landscaping plans required for subdivisional approvals or planning consent conditions where the plans involve the use of local native plant and tree species or other appropriate species.
  7. Approve requests to clear remnant vegetation where a condition of planning consent or a subdivision approval requires the Council approval. Approval can be granted when the clearing is not considered to have an adverse visual or environmental impact or where it is required for fire safety reasons.
  8. Approve requests for boundary setback variations including those required for retaining walls up to 1500mm in height, required by the Residential Design Codes, the Town Planning Scheme or relevant Town Planning Policies (where there is power to vary the standards) where the variation will not adversely impact on the amenity of adjoining residences and adjoining owner's support has been received.
  9. Approve proposals for outbuildings, where such outbuildings exceed a maximum floor area specified (by up to 20%) by a Town Planning Scheme Policy or Town Planning Scheme provision on the basis that adjoining owner's support has been received and the outbuilding will not have an adverse visual impact on the amenity of the locality. The approval can include conditions which may limit the floor area or specific external colours and finishes.
  10. Recommend support to the Western Australian Planning Commission and where delegated by the Commission determine applications for subdivisional proposals up to 10 lots where these proposals comply with Town Planning Scheme No. 3 or relevant Town Planning Scheme Policy and ensure appropriate and relevant conditions are requested of the Western Australian Planning Commission.
  11. Require proponents to modify Town Planning Scheme Amendments and Structure Plan documents to the satisfaction of Council officers prior to them being considered by the Council.
  12. Make inconsequential text and grammatical modifications to Scheme Amendments and Structure Plan documentation at any stage of the process.
  13. Accept modifications to Scheme Amendments required by the Minister for Planning unless they are in direct conflict with the Council's intentions following the consideration of submissions. This will include accepting the Minister's

decision not to require modifications which were requested by the Council following consideration of submissions.

14. Provide responses to the State Administrative Tribunal in respect to applications for a review (former 'appeal') lodged against a refusal of planning consent, unacceptable conditions imposed on an approval of planning consent or supporting statements for the Western Australian Planning Commission in respect to a subdivision application decision made by the Commission. This also includes advising the Tribunal if mediation is an option to consider for the appeal process.
15. Grant renewals of permits for structures in thoroughfares where required under the Activities in Thoroughfares and Public Places and Trading Local Law provided all conditions imposed by the Council have been adhered to and there have been no issues or valid complaints regarding the structure.
16. Approve proposals for the erection of relocated houses outside of Mount Barker and the rural villages provided the relevant standards of Council Policy TPS/SDCC/5 (Housing – Relocation of Houses) are applied.
17. Approve proposals for temporary accommodation for a period of 12 months whilst an approved dwelling is being constructed to a habitable standard on the same lot.

### **Conditions**

Must comply with relevant Council Policies, including local planning policies and State Planning Policies.

### **Relevant Council Policies**

Town Planning Scheme No. 3 Policies:

- Feedlots
- Rural Tourist Accommodation and Additional Houses
- Commercial Plantations
- Outbuildings
- Sea Containers
- Kendenup Rural Surrounds
- Porongurup Rural Village Structure Plan
- Water Efficiency
- Advertising Signs.

Housing – Relocation of Houses

Scheme Amendment Requests

State Administrative Tribunal – Councillor Representation



## 7.2 State Administrative Tribunal – Determination of position

Reference	Legislative Reference	Delegate/Appointee	Title
	Part 14 Planning and Development Act 2005  s31 State Administrative Tribunal Act 2004	Chief Executive Officer	Determination of position on an appeal to the SAT on a decision made under delegated authority

### Delegator/Appointer

Council

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to determine the Shire's position with respect to any mediation resulting from an application for review made under Part 14 of the Planning and Development Act 2005 in response to a decision made under delegated authority and in accordance with s31 State Administrative Tribunal Act 2004.

s5.44 Local Government Act 1995 permits sub delegation by the Chief Executive Officer.

### Conditions

Must comply with relevant Council Policies, including local planning policies and State Planning Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Date

22 May 2018

### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

## 7.3 Crown Reserves and Street Names

Reference (Previously LG042)	Legislative Reference	Delegate/Appointee	Title
	s26A Land Administration Act 1997, Part 2 – General Administration, Division 3 General, Part 4 Reserves, Part 6 – Sales, leases, licences of Crown land  s3.54 Local Government Act	Chief Executive Officer	Crown Reserves, Street Names

### Delegator/Appointer

Council

### Power or Duty Delegated

The Chief Executive Officer is delegated authority to perform the following functions with regard to the Land Administration Act 1997:

1. Process requests related to Crown Reserves, pursuant to s3.54 of the Local Government Act 1995 and Part 4 of the Land Administration Act 1997;
2. Comment on requests to lease Crown land, where the State manages the lease, pursuant to Part 6 of the Land Administration Act 1997;
3. Forward recommendations of street names to the Geographic Names Committee, Western Australia under s26A of the Land Administration Act 1997; and
4. Authorise persons to administer any or all of the above functions.

### Conditions

- a) Process requests related to Crown Reserves (1) Authority to process matters relating to Crown Reserves as follows:
  - i) Requests to the Minister for Lands to create a new reserve or transfer Crown land from one form to another (ie road reserve to Crown reserve; excision of road reserve from Crown reserve);

- ii) Change of purpose of a Crown reserve;
  - iii) Changes to reserve boundaries;
  - iv) Acceptance of a management order, where the Shire is currently managing the land or can do so within existing operation budgets; and
  - v) Requests to lease Crown land, where no structure will be built (ie leases managed by the State, pastoral leases).
- b) Comment on request to lease Crown Land (2) compliance with the following documents is necessary:
- i) Local Planning Scheme and Strategies;
  - ii) Adopted Asset Management Plans (Roads, Reserves: Natural and Developed; Drainage); and
  - iii) Shire of Plantagenet Bush Fire Strategy (under development).
- c) The revocation of a management order of an existing Shire managed reserve or cancellation of an existing Crown reserve shall be considered by the Council.

Must comply with relevant Council Policies

**Relevant Council Policies**

Future Street and Reserve Names

**Review Requirements**

To be reviewed at least once every financial year.

**Review Dates**

22 May 2018

**Authority**

..... (signature) ..... (date)  
Chris Pavlovich  
Shire President

# **APPOINTMENTS AND AUTHORISATIONS**





## 8.2 Authorised Persons – Animal Welfare Act

Reference	Legislative Reference	Delegate/Appointee	Title
	s64(1)(e) Animal Welfare Act 2002	N/A	Appointment of Authorised Persons – Animal Welfare Act

**Delegator/Appointer** Chief Executive Officer

**The Chief Executive Officer has not exercised this discretion as at the date of this Instrument.**

### Power or Duty

Pursuant to s64(1)(e) Animal Welfare Act 2002

### Conditions

Authorised Persons are only able to issue infringement notices and cannot be appointed as both General Inspectors and Authorised Persons.

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)  
 Robert Stewart  
 Chief Executive Officer

### 8.3 Bush Fire Control Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	s38(1) Bush Fires Act 1954	Chief Bush Fire Control Officer Deputy Bush Fire Control Officers Operational Fire Control Officers/Permit Issuing Fire Control Officers	Appointment of Chief, Deputy and other Bush Fire Control Officers

#### Delegator/Appointer

Chief Executive Officer having been delegated authority under s48 Bush Fires Act 1954.

#### Power or Duty Delegated

The Chief Executive Officer appoints Kevin Forbes AM as the Chief Bush Fire Control Officer under 38(1) of the Bush Fires Act 1954.

The Chief Executive Officer appoints Norm Handasyde and John Russell as Deputy Chief Bush Fire Control Officers under 38(1) of the Bush Fires Act 1954.

The Chief Executive Officer appoints the following as Bush Fire Control Officers under 38(1) of the Bush Fires Act 1954:

#### Operational Fire Control Officers/Permit Issuing Fire Control Officers:

<b>Norm Handasyde</b>
<b>Ben Grylls</b>
<b>Warren Drage</b>
<b>John Rogers</b>
<b>Neville Lindberg</b>
<b>Len Handasyde</b>
<b>Brad Lynch</b>
<b>Craig Moore</b>
<b>Murray McLean</b>
<b>Brian Appleby</b>
<b>David Burcham</b>
<b>Phillip Webb</b>
<b>Rod Stan-Bishop</b>
<b>Stephen Beech</b>
<b>Ken Frost</b>
<b>Ray Shepherd</b>
<b>Nigel Craig</b>
<b>Colin Taylor</b>

<b>Iain Mackie</b>
<b>Kim Stothard</b>
<b>Kevin Forbes AM</b>
<b>Paul Spinks</b>
<b>Michael Cave</b>
<b>Marcus McPharlin</b>
<b>Owen Sounness</b>
<b>Robert Wright</b>
<b>Mark Wallace</b>
<b>Warren Forbes</b>
<b>Graeme Frusher</b>
<b>Chris Norton</b>
<b>Paul Billeskov</b>
<b>John Pugh</b>
<b>Robin Ditchburn</b>
<b>Syd Anning</b>
<b>Dean Trotter</b>
<b>Stuart Irwin</b>
<b>John Russell</b>
<b>Grant Cooper</b>
<b>Warren Thomas</b>
<b>Brad Cluett</b>
<b>Ray Williams</b>
<b>Murray Wills</b>
<b>Andy Simmons</b>
<b>Ian Higgins</b>
<b>Jim Baily</b>
<b>Richard Stan-Bishop</b>
<b>Wayne Mathews</b>
<b>Bryce Skinner</b>
<b>Stephen Adams</b>
<b>Nathan Hunt</b>
<b>Mark Adams</b>
<b>Craig Nelson</b>
<b>Graeme Pyle</b>
<b>John Howard</b>
<b>Steve Player</b>
<b>Kevin Forbes AM</b>
<b>Jason Rutter</b>
<b>Joanne Weekes</b>
<b>Andrew Buchanan</b>
<b>Jason Stasev</b>
<b>Jamie Rutter</b>



## 8.4 Authorised Persons – Caravan Parks and Camping Grounds Act

Reference	Legislative Reference	Delegate/Appointee	Title
	s17(1) Caravan Parks and Camping Grounds Act 1995	Manager Development Services Environmental Health Officer	Appointment of Authorised Persons - Caravan Parks and Camping Grounds Act

### Delegator/Appointer

Chief Executive Officer

### Power or Duty Delegated

The Chief Executive Officer appoints the Manager Development Services and the Environmental Health Officer as Authorised Persons pursuant to s17(1) Caravan Parks and Camping Grounds Act 1995.

The Act does not contain provisions allowing sub delegation.

### Conditions

Employees appointed under s17(1) must have an identity card in accordance with s17(1)(b).

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)

Robert Stewart  
Chief Executive Officer

## 8.5 Enforcement – Caravan Parks and Camping Grounds Act

Reference	Legislative Reference	Delegate/Appointee	Title
	s22 s23(5), (7), (11) Caravan Parks and Camping Grounds Act 1995	Chief Executive Officer be appointed Authorised Persons under s22, 23(5), 23(7), 23(11)	Appointment of Authorised Persons for enforcement
	s23(2) Caravan Parks and Camping Grounds Act 1995	Environmental Health Officer and Manager Development Services be appointed Authorised Person under s23(2)	
	r6 r11(2)(c) Caravan Parks and Camping Grounds Regulations 1997	Environmental Health Officer and Manager Development Services	Appointment of Authorised Persons for enforcement of Regulations and the giving of written approval

### Delegator/Appointer

Council

### Power or Duty

The Chief Executive Officer is appointed an Authorised Person under s22, 23(5), 23(7), 23(11) Caravan Parks and Camping Grounds Act 1995.

The Environmental Health Officer and Manager Development Services are appointed Authorised Persons under s23(2) Caravan Parks and Camping Grounds Act 1995.

The Environmental Health Officer and Manager Development Services are appointed as Authorised Persons and to undertake all functions of the Shire for the purposes of r6 and r11(2)(c) of the Caravan Parks and Camping Grounds Regulations 1997.





## 8.6 Control of Vehicles (Off Road Areas) Act 1978

Reference	Legislative Reference	Delegate/Appointee	Title
	s38(3) Control of Vehicles (Off Road Areas) Act 1978  Control of Vehicles (Off-road Areas) Regulations 1979	Manager Development Services Environmental Health Officer Ranger	Appointment of Authorised Officers – Control of Vehicles (Off Road Areas) Act 1978

### Delegator/Appointer

Council

### Power or Duty Delegated

Pursuant to s38(3) of Control of Vehicles (Off Road Areas) Act 1978 and the Control of Vehicles (Off-road Areas) Regulations 1979, the Manager Development Services, Environmental Health Officer, and Ranger are appointed as Authorised Officers to perform all functions of the local government under the Act.

### Conditions

In accordance with s38(4)(d) each authorised person appointed must have a certificate stating the employee is an authorised person for the purpose of this Act.

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Chris Pavlovich  
Shire President

## 8.7 Control of Council Property and Facilities

Reference	Legislative Reference	Delegate/Appointee	Title
	S70A Criminal Code	Chief Executive Officer	Control of Council property and facilities

### Delegator/Appointer

Council

### Power or Duty Delegated

The Chief Executive Officer is deemed to be the person in authority of Shire property and facilities, including the Council Chambers during Council and Committee meetings.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right

## 8.8 Internal Review Officer – Freedom of Information Act 1992

Reference	Legislative Reference	Delegate/Appointee	Title
	s41 Freedom of Information Act 1992	Chief Executive Officer	Appointment of Internal Review Officer

### Delegator/Appointer

Council

### Power or Duty Delegated

Pursuant to s41 Freedom of Information Act 1992 the Chief Executive Officer is designated Internal Review Officer.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018.

### Authority

..... (signature)                      ..... (date)  
 Chris Pavlovich  
 Shire President

## 8.9 Information Coordinator – Freedom of Information Act 1992

Reference	Legislative Reference	Delegate/Appointee	Title
	s100 Freedom of Information Act 1992	Senior Administration/Human Resources Officer	Appointment of Freedom of Information Coordinator

### Delegator/Appointer

Chief Executive Officer in accordance with s100 of the Freedom of Information Act 1992.

### Power or Duty Delegated

The Chief Executive Officer appoints the Senior Administration Officer as the Freedom of Information Coordinator to undertake the duties and functions associated with the lodgement and collation of an application for information in accordance with s11, 12, of the Freedom of Information Act 1992.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)  
 Robert Stewart  
 Chief Executive Officer

## 8.10 Principal Decision Maker – Freedom of Information Act 1992

Reference	Legislative Reference	Delegate/Appointee	Title
	s100 Freedom of Information Act 1992	Deputy Chief Executive Officer	Principal Decision Maker

### Delegator/Appointer

Not applicable, as of right determination.

### Power or Duty Delegated

In accordance with s100 of the Freedom of Information Act the Principal Decision Maker is the Chief Executive Officer or an employee directed by the Chief Executive Officer to undertake the duties and functions. The Chief Executive Officer has determined that the Deputy Chief Executive Officer will be the Principal Decision Maker.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

Record Keeping

Shire of Plantagenet Freedom of Information Act Information Statement

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Robert Stewart  
Chief Executive Officer



## 8.12 Authorised Person – Local Government Act

Reference	Legislative Reference	Delegate/Appointee	Title
	s9.10(1), s9.11 s9.13 s9.16 s9.17 s9.19 s9.20 s9.24 Local Government Act 1995	Deputy Chief Executive Officer	Appointment as Authorised Person under the Local Government Act

### Delegator/Appointer

Chief Executive Officer, pursuant to s5.44 of the Local Government Act 1995.

### Power or Duty Delegated

The Deputy Chief Executive Officer is appointed an authorised person for the purposes of s9.10(1), 9.11, 9.13, 9.16, 9.17, 9.19, 9.20 and 9.24 of the Local Government Act 1995.

### Conditions

Appointed Authorised Persons are to hold a Certificate of Appointment in accordance with s9.10(2).

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Robert Stewart  
Chief Executive Officer

## 8.13 Public Health Act 2016 – Appointment of Authorised Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	s312 Public Health Act	Manager Development Services Environmental Health Officer	Designation of Authorised Officers

### Delegator/Appointer

Chief Executive Officer

### Power or Duty Delegated

The Manager Development Services and Environmental Health Officer are appointed as authorised authorised officers under Section 24 of the Public Health Act 2016.

### Conditions

Must operate in accordance with the conditions within the Shire of Plantagenet Health Local Law 2008.

A list of all officers designated as authorised officers must be kept and maintained in accordance with Section 27 of the Public Health Act 2016.

Each person who is designed as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with Section 30 of the Public Health Act 2016.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature) ..... (date)

Rob Stewart  
Chief Executive Officer



## 8.14 Public Interest Disclosure Officer – Public Interest Disclosure Act 2003

Reference	Legislative Reference	Delegate/Appointee	Title
	s23(1)(a) Public Interest Disclosure Act 2003	Chief Executive Officer	Public Interest Disclosure Officer

### Delegator/Appointer

Chief Executive Officer to designate Public Interest Disclosure Officer.

### Power or Duty Delegated

Pursuant to s23(1)(a) Public Interest Disclosure Act 2003 the Principal Executive Officer (Chief Executive Officer) designates the occupant of a specified position within the authority as the person responsible for receiving disclosures of public interest information. The Chief Executive Officer of the Shire of Plantagenet is designated accordingly.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)  
 Robert Stewart  
 Chief Executive Officer

## 8.15 Review Officer and Determination Officer – Rates and Charges (Rebates and Deferments) Regulation Act 1992

Reference	Legislative Reference	Delegate/Appointee	Title
	s12, 13, 32 Rates and Charges (Rebates and Deferments) Regulation Act 1992	Chief Executive Officer Deputy Chief Executive Officer	Review Officer Determination Officer

### Delegator/Appointer

Not applicable, as of right determination.

### Power or Duty Delegated

The Chief Executive Officer is the Pensioner Rates Review Officer, as defined by the Act.

The Deputy Chief Executive Officer is the Pensioner Rates Determination Officer as defined by the Act.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right



## 9. AUTHORISATIONS

### 9.1 Citizenship Ceremonies

Reference	Legislative Reference	Delegate/Appointee	Title
	s27(5) Australian Citizenship Act 2007	Shire President Deputy Shire President Chief Executive Officer.	Authorisation to receive the Pledge of Commitment

#### Delegator/Appointer

As of right.

#### Power or Duty Delegated

The Shire of Plantagenet Shire President, Deputy Shire President, and Chief Executive Officer are authorised persons, as of right, to receive a Pledge of Commitment under the Act.

#### Conditions

Must comply with relevant Council Policies.

#### Relevant Council Policies

#### Review Requirements

Not applicable.

#### Review Dates

Not applicable.

#### Authority

As of right.





## 9.4 Prosecutions under the Environmental Protection Act

Reference	Legislative Reference	Delegate/Appointee	Title
	s114(3) Environmental Protection Act 1986	Chief Executive Officer, as of right	Initiating prosecutions under the Environmental Protection Act

### Delegator/Appointer

Not applicable, as of right pursuant to s114(3) Environmental Protection Act 1986

### Power or Duty Delegated

Pursuant to s114(3) Environmental Protection Act 1986 the Chief Executive Officer acting with the consent of the Chief Executive Officer of the relevant State Government Department is authorised to initiate prosecutions (limited and see s114(4) and s144(A)).

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right.

## 9.5 Equal Employment Opportunity Management Plans

Reference	Legislative Reference	Delegate/Appointee	Title
	s145 Equal Employment Opportunity Act 1984	Chief Executive Officer	Preparation and implementation of equal employment opportunity management plans

### Delegator/Appointer

Council

### Power or Duty Delegated

The Chief Executive Officer is to prepare and implement equal employment opportunity management plans pursuant to s145 Equal Employment Opportunity Act 1984.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right



## 9.6 Liquor Control Act 1988 – Issue Certificates, removal of licences, Application for Extended Trading Permits.

Reference	Legislative Reference	Delegate/Appointee	Title
	s39 s40 s61(1)(d), (2) 69(7), (8) of the Liquor Control Act 1988	Chief Executive Officer Manager Development Services	Issue certificates for grant, change or removal of liquor licences, application for ETPs and intervening in applications.

### Delegator/Appointer

Council

### Power or Duty Delegated

Pursuant to s39 (health), 40 (planning) Liquor Control Act 1988 the Chief Executive Officer is authorised to issue Certificates for grant, change or removal of liquor licences.

Pursuant to s61(1)(d), (2) Liquor Control Act 1988 the Chief Executive Officer is authorised to provide comment and make recommendations on Applications for Extended Trading Permits.

Pursuant to s69(7), (8) of the Liquor Control Act 1988 the Chief Executive Officer is authorised to intervene in Applications.

### Conditions

1. The Chief Executive Officer cannot recommend approval or refusal for first time applications for Extended Trading Permits to the relevant State Government authority. Such applications must be considered and determined by the Council.
2. The Chief Executive Officer may recommend approval or refusal for subsequent applications.

Must comply with relevant Council Policies.

### Relevant Council Policies



## 9.7 Litter Act 1979 – Authorised Officers

Reference	Legislative Reference	Delegate/Appointee	Title
	s26(1)(c)(i), (ii) Litter Act 1979	All elected members and employees of the Shire are Authorised Persons by virtue of their Office under s26(1)(c)(i), (ii)	Authorised Officers under the Litter Act

### Delegator/Appointer

As of right.

### Power or Duty Delegated

s26(1)(c)(i), (ii) prescribes that all elected members and employees are Authorised Persons by virtue of their office.

### Conditions

Employees and elected members appointed under s26(1)(c)(i), (ii) must hold a certificate stating the person is authorised, in accordance with s26(4)(c).

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right.

## 9.8 Litter Act 1979 – Withdrawal of Infringement Notices

Reference	Legislative Reference	Delegate/Appointee	Title
	s30(4a) Litter Act 1979	Chief Executive Officer and Shire President (in relation to Notices issued by the Chief Executive Officer)	Withdrawal of Infringement Notices under the Litter Act

### Delegator/Appointer

Council

### Power or Duty Delegated

Pursuant to s30(4a) Litter Act 1979 the Chief Executive Officer is authorised to withdraw infringement notices.

If the Chief Executive Officer has issued the relevant infringement notice, the Shire President is authorised to withdraw such a notice.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

..... (signature)      ..... (date)  
 Chris Pavlovich  
 Shire President

## 9.9 Impounding Trespassing Cattle

Reference	Legislative Reference	Delegate/Appointee	Title
	s458 Local Government (Miscellaneous Provisions) Act 1995	Ranger Manager - Saleyards	Impounding trespassing cattle

### Delegator/Appointer

As of right - Ranger

Council - Manager – Saleyards

### Power or Duty Delegated

Pursuant to s458 Local Government Act 1995 the Manager – Saleyards and Ranger may deal with trespassing cattle and make arrangements in relation to impounding and related matters.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right for Ranger

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

## 9.10 Building Act 2011 – General Duties

Reference	Legislative Reference	Delegate/Appointee	Title
	Building Act 2011	Chief Executive Officer Principal Building Surveyor	General Duties – Building Act 2011

### Delegator/Appointer

Council – Chief Executive Officer  
Principal Building Surveyor – As of right

### Power or Duty Delegated

The Chief Executive Officer and Principal Building Surveyor are authorised to undertake duties pursuant to the Building Act 2011.

### Conditions

Must comply with relevant Council Policies.

### Relevant Council Policies

### Review Requirements

At least once every financial year.

### Review Dates

22 May 2018

### Authority

As of right - Principal Building Surveyor

..... (signature)      ..... (date)  
Chris Pavlovich  
Shire President

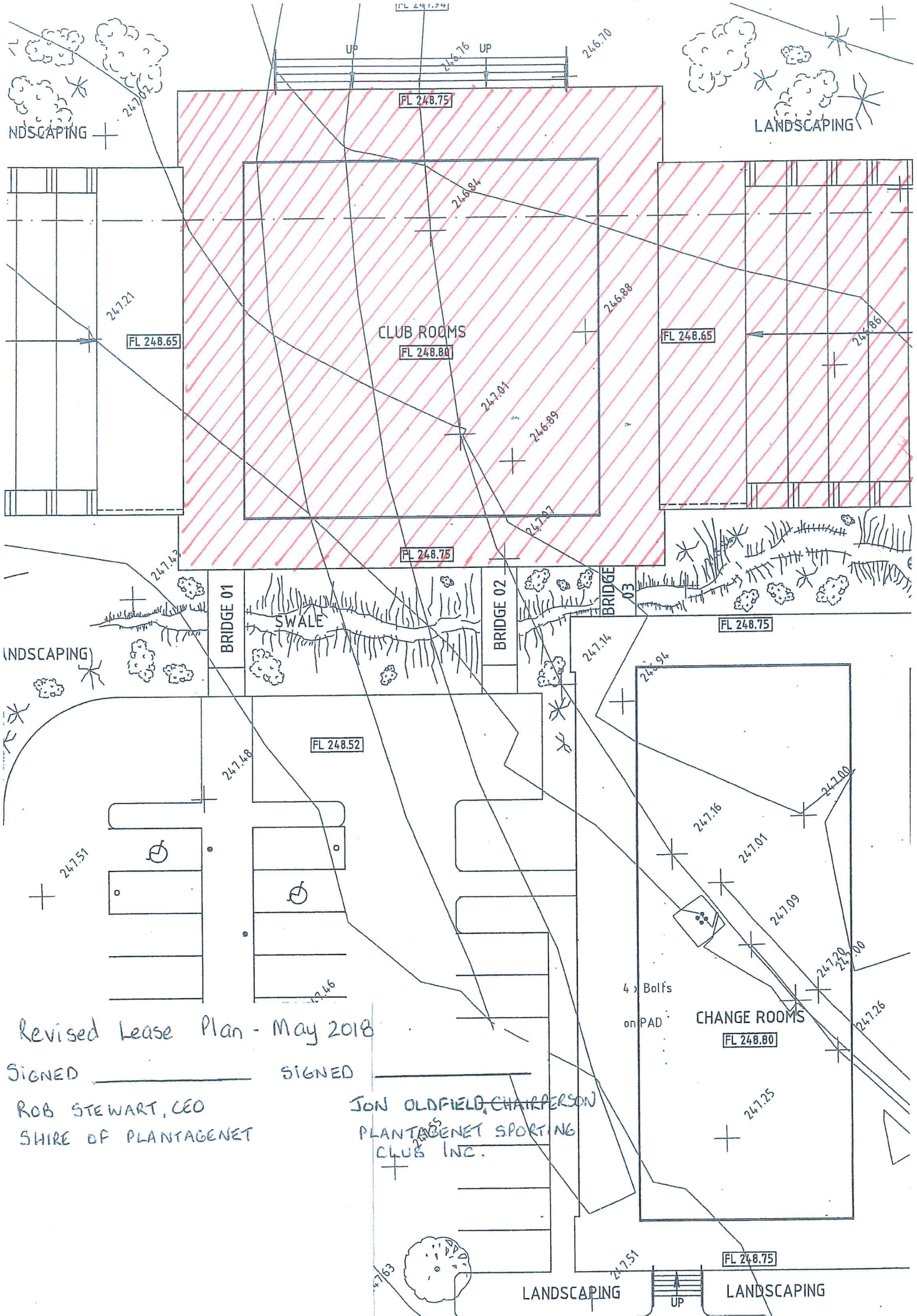
Council

SOUNNESS PARK LEASE – AMENDMENT TO  
LEASED AREA

Plan – Amended Lease Area

Meeting Date: 22 May 2018

Number of Pages: 2



Revised Lease Plan - May 2018

SIGNED \_\_\_\_\_  
 ROB STEWART, CEO  
 SHIRE OF PLANTAGENET

SIGNED \_\_\_\_\_  
 JON OLDFIELD, CHAIRPERSON  
 PLANTAGENET SPORTING  
 CLUB INC.



Council

WESTERN AUSTRALIAN LOCAL GOVERNMENT  
CONVENTION– COUNCILLOR ATTENDANCE

Convention Program

Meeting Date: 22 May 2018

Number of Pages: 17

# READY & RELEVANT

INFORMATION AND REGISTRATION

PRESENTED BY



FOUNDING  
CORPORATE PARTNER



**2018 WA Local  
Government  
Convention**

Perth Convention and  
Exhibition Centre

1 - 3 August 2018

# Event partners



## Founding Corporate Partner

LGIS is proud to partner with WALGA at the WA Local Government Convention. We understand the importance of this major annual event and the exceptional opportunities it delivers for the WA Local Government sector.

LGIS is focused on the long term protection of Western Australian Local Government through a member-owned industry based self-insurance scheme. A comprehensive risk management support program is provided as a complimentary benefit of LGIS membership in the areas of professional risks, liability risks, property risks, occupational safety and health, human resource risks, and allied health services.

The local LGIS team look forward to meeting Local Government representatives at the conference to talk about how we might be able to support the Sector in delivering services and protecting communities, with a range of protection solutions that go beyond just insurance.

## Supporting Sponsors



**CIVIC LEGAL**

## Principal Sponsor

Civic Legal is pleased to be the principal sponsor of the WA Local Government Convention again this year. We always look forward to catching up with you to hear your stories and the issues you are currently facing.

Civic Legal has its roots in Local Government. Our lawyers are passionate about the sector and working out the best solutions to legal issues peculiar to Local Government – using Clear Legal English! Come and drop by our booth and chat with our team. They can help you with planning, governance or complex contracts. They can also discuss your litigation or prosecution needs.

Thank you again to WALGA for organising an exciting Convention – we trust you will find it as enjoyable and educational as we will.

Best regards

**Anthony Quahe**  
Managing Principal

## Coffee Cart Sponsor



## Recharge Bar Sponsor



# An invitation

It is again my pleasure to invite all Elected Members, CEOs and Senior Managers to attend the 2018 WA Local Government Convention, scheduled for Wednesday, 1 – Friday, 3 August at the Perth Convention & Exhibition Centre (PCEC).



Themed Ready & Relevant, the program encourages delegates to reflect on where we are as a sector, and plan for the challenges ahead. An energising line up awaits us, including plenary speakers Anh Do, Dr Geoff Raby, Mark McCrindle, Billie Jordan, and we will welcome back Paul Huschilt and his World Famous Conference Ending Summary. The concurrent sessions will discuss contemporary and sometimes controversial topics, while the overarching conference format provides opportunity to converse, debate, discuss and to share ideas in a welcoming and professional forum.

The event gets underway with WALGA's AGM, followed by two days of plenary and concurrent sessions. Following their popularity in 2017, we are again offering a number of field trips alongside our concurrent sessions. A key change to this year's program is the Gala Dinner moving from the Friday night to the Thursday night and I encourage you to join us for a night of good fun.

A significant contingent of industry suppliers will make up the trade exhibition to show off their latest offerings to the Local Government sector. I encourage you to take this once a year opportunity to meet with these valuable suppliers and be updated on what is currently available.

I would like to express appreciation for the valuable support provided by the Convention Founding Partner LGIS, Principal Sponsor Civic Legal and our Supporting Sponsors, Synergy and the Department of Local Government, Sport and Cultural Industries.

The 2018 WA Local Government Convention is an excellent opportunity to learn, meet with friends and have some fun.

I look forward to seeing you in August.

A handwritten signature in black ink that reads "Lynne Craigie". The signature is written in a cursive, flowing style.

**Cr Lynne Craigie**  
President

# About the event

## Who should attend?

The WA Local Government Convention and Trade Exhibition is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by Executive Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

## Optional breakfasts

### Wednesday, 1 August

Council Controlled Organisations – How Local Government Can Meet Market Failures (\$50pp).

Online registrations via the WALGA website  
– [www.walga.asn.au/events](http://www.walga.asn.au/events)

### Thursday, 2 August

Australian Local Government Women's Association (ALGWA) AGM and Breakfast (\$55pp).

PHAIWA Children's Health and Wellbeing Awards – please contact PHAIWA directly to register.

### Friday, 3 August

Convention Breakfast with Brad Hogg (\$88pp).

## Social activities

Social networking functions include the Opening Welcome Reception on Wednesday evening and the Gala Dinner on Thursday evening. The Partner Program offers an interesting range of options for accompanying guests, including a full day tour of the Ferguson Valley.

## Elected Member training

To facilitate progress with the Elected Member Development Program, a number of modules are again being offered prior to the Convention, as well as after the Convention. Full details are enclosed in a separate flyer – enquiries to [training@walga.asn.au](mailto:training@walga.asn.au).



## Banners in the Terrace

2017 Overall Winner –  
Shire of Shark Bay

Take some time to view the outstanding display of this year's creative entries in the Banners in the Terrace competition – flying high along St Georges and Adelaide Terraces between Sunday, 22 July and Saturday 4, August.

# Keynote speakers

## Anh Do

Anh Do arrived in Australia aged two, on a small fishing boat heaving with 47 other Vietnamese refugees, dehydrated and starving, terrified by pirate attacks, and grieving, having lost one young man at sea.

Many of you will be familiar with his story, having read his award-winning autobiography, *The Happiest Refugee*.

Despite a challenging start, by the time he was 30 years old, Anh Do held a Bachelor of Business and a Bachelor of Laws, and was voted Australian Comedian of the Year.

His lived experience is truly a story of resilience, grit and optimism - from language difficulties to an absent father, from being broke to being bullied, from starting life as a refugee to becoming one of Australia's best-loved personalities.

## Dr Geoff Raby

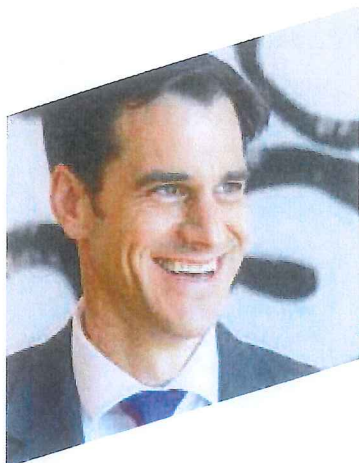
**Chairman and CEO of Geoff Raby & Associates (Beijing); Former Australian Ambassador to China**

Dr Geoff Raby was Australia's Ambassador to China from 2007 to 2011. Following completion of his ambassadorial term and after 27 years in the public service, mostly with the Department of Foreign Affairs and Trade (DFAT), Geoff resigned to establish his Beijing-based business advisory company – Geoff Raby & Associates Ltd.

In China, Geoff serves as Co-Chair of Corrs Chambers Westgarth's China practice and as Vice Chairman of Macquarie Group (Greater China).

Geoff is a member of the non-for-profit Advance Global Advisory Board and a member of the University of Sydney's China Studies Centre Advisory Board. He is currently Vice Chancellor's Professorial Fellow at Monash University.

Geoff was a Deputy Secretary in DFAT from 2002 to 2006, holding a number of senior positions including First Assistant Secretary, International Organisations and Legal Division (2001-2002); Ambassador and Permanent Representative to the World Trade Organisation, Geneva (1998-2001); First Assistant Secretary, Trade Negotiations Division (1995-1998); and APEC Ambassador from November 2002 to December 2004. He was head of the Trade Policy Issues Division in the OECD, Paris, from 1993 to 1995.



## Mark McCrindle

### Research Based Futurist

Mark is an award-winning social researcher, best-selling author, TedX speaker and influential thought leader. He is regularly commissioned to deliver strategy and advice to the boards and executive committees of leading organisations in Australia and overseas.

Mark's understanding of the key social trends as well as his engaging communication style places him in high demand in the press, on radio and on television shows, such as Sunrise, Today, The Morning Show, ABC News 24 and A Current Affair.

His research firm counts amongst its clients more than 100 of Australia's largest companies and his highly valued reports and infographics have developed his regard as a data scientist, demographer, futurist and social commentator.

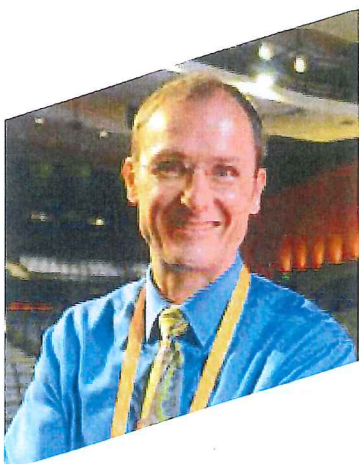


## Billie Jordan

### Founder of the Hip Op-eration Crew

After surviving an abusive childhood and repeated trauma in the Christchurch Earthquake, Billie Jordan used these experiences as a catalyst for improving the lives of people in her community. She established The Hip Op-eration Crew; a hip hop dance group consisting of members aged 73 to 98 years old.

Billie was the New Zealand Woman of the Year in 2016/2017, a recipient of a Queens Honour (MNZM) in 2016 and received the New Zealander of the Year award in the Local Hero category in 2015. Billie will share her inspiring story of how she changed the lives of her elderly neighbours and how they changed hers.



## Paul Huschilt

At this year's WA Local Government Convention we're welcoming back our favourite Canadian speaker. Paul Huschilt is returning to help close our conference in his unique way. If you haven't seen him before, he'll be presenting a summary of everything you've seen and heard over the two days. But it's not your average recap of facts.

Paul's World Famous Conference Ending Summary is created throughout the Convention. He gathers and writes his notes as the program unfolds. He then weaves it together into a one-of-a-kind comic summary. With his quick wit and inventive style, all of the key learnings, messages, and events are played out as an insightful and hilarious outsider's take on what we experienced at the conference.

Paul believes strongly that laughter helps people remember. His mission is to send you home thinking about everything that happened at the Convention so that you're not just Ready and Relevant, you're also laughing. A lot.

## Panel Session

### Mark Latham

Mark Latham was the Member for Werriwa (1994-2005), a Labor shadow minister (1996-98 and 2001-2003) and Leader of the Opposition (2003-2005). Since leaving parliament, he has been a columnist for various newspapers, including the Australian Financial Review (2007-2015) and Sydney's Daily Telegraph (2016 -2018).

Mr. Latham is prominent in the Australian media as a commentator for Radio 2GB/4BC, 2SM Network and Seven Sunrise and is the author of 11 books, including *Civilising Global Capital* (1998), *The Latham Diaries* (2005) and *Outsiders* (2017).

In March 2017 he established an online platform, *Mark Latham's Outsiders* and ran a high-profile Save Australia Day Campaign in January 2018.

In 2017, after being banned by Rainbow Labor from speaking at ALP events in Western Sydney, Mark Latham joined the Liberal Democrats, the party of freedom.

### Jacqui Lambie

Jacqui Lambie was born in Tasmania, and was raised in a public housing estate in Devonport. She served 10 years in the Australian Army before injury forced her out of uniform. Jacqui was elected as a Senator for Tasmania at the 2013 federal election representing the Palmer United Party. Her term began in July 2014 and in November 2014, she resigned from the Palmer United Party to sit in the Senate as an independent. In May 2015, she formed the Jacqui Lambie Network political party, established with herself as its leader. She was re-elected to the Senate in 2016. On 14th November 2017 she resigned from the Senate after it was confirmed she was a dual national by descent. She is the mother of two boys and her memoir *A Rebel with a Cause* was published in March 2018 by Allen and Unwin.

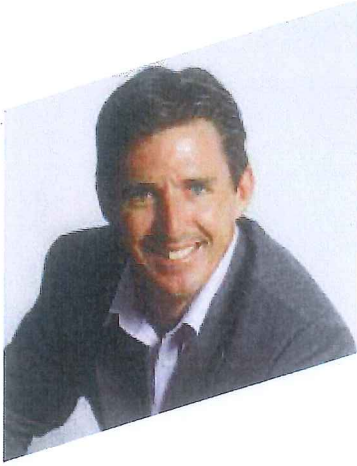
### Liam Bartlett

**Award winning broadcaster/journalist and 60 Minutes reporter/presenter**

A Bachelor of Economics from the University of WA and a Churchill Fellow, Liam has spent 30 years working in the media across the three major forms of news delivery... television, print and radio.

His previous roles have included hosting the WA edition of 7.30 Report for ABC TV, news anchor for Channel Nine Perth, host of ABC 720's flagship statewide morning current affairs program, host of Radio 6PR's morning program, a long time columnist for the Sunday Times and for years he has lived life mostly out of a suitcase for the Nine Network's prestigious public affairs program '60 Minutes'.





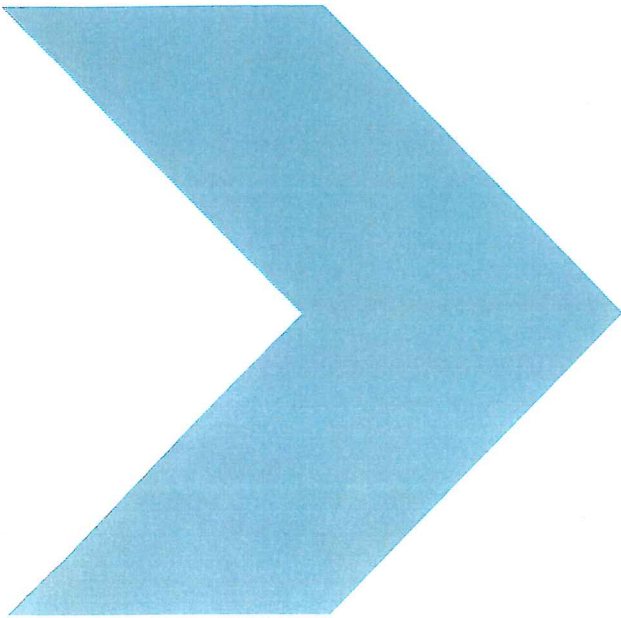
## Convention Breakfast – Brad Hogg

Born in Narrogin, Brad grew up on a farm near Williams and is a former pupil of Aquinas College. He made his first class cricket and domestic limited overs debut for Western Australian in February 1994. He was primarily a left arm wrist spinner (chinaman) bowler and a capable lower order left-hand batsman and excellent fielder.

Brad made his mark in the Australian One Day team replacing Shane Warne in 2003. He also represented Australia touring Sri Lanka and India in 1996, and then spent seven years in the wilderness, before returning to the team in 2003. No other Australian player has waited so long between matches.

At age 40 he made a comeback to cricket in 2011 when he was asked to join Perth's new Big Bash team, Perth Scorchers. He instantly became something of a cult hero at the WACA with crowds chanting 'Hoggie, Hoggie' every time he touched the ball. His stunning performances caught the attention of Australian cricket officials and he was selected to play for Australia in the 2012 Twenty 20 squad. Rarely has a player retired from playing cricket, been out of the game for three years, and then regained a place in the Australian team.

At 45+ plus years of age Brad shows no sign of slowing down and has a mantra to play to 50 years of age at the highest level he possibly can. In a motivating, inspiring and entertaining presentation Brad takes you on a journey of his highs and lows, the people who inspired him along the way, what the baggy green means to him and Australia, how he deals with nerves, change room pranks and anecdotal tour stories.



# The program

## Tuesday, 31 July (Pre-Convention)

- 3.30pm – 5.30pm Mayors and Presidents' Forum (separate registration – by invitation only)  
 5.30pm – 7.00pm Mayors and Presidents' Reception (separate registration – by invitation only)

## Wednesday, 1 August (Pre-Convention)

- 7.00am – 9.00am Council Controlled Organisations – How Local Government Can Meet Market Failures  
 To register for this breakfast please visit [www.walga.asn.au/events](http://www.walga.asn.au/events)
- 9.00am – 12.15pm **State & Local Government Forum (separate registration)**  
 Followed by Lunch
- 10.00am Delegate Service Desk open for Convention Registration (PCEC Level 2)
- 12.00pm – 1.15pm Luncheon for 2018 WALGA Honours Recipients (by invitation only)
- 1.30pm – 5.00pm **WALGA Annual General Meeting (includes presentation of Honours Awards)**
- 5.00pm – 6.30pm **Convention Opening Welcome Reception**  
 A welcoming space to network your way through an evening of food, beverages, music and friendly conversation. Included in Full Delegate Registration.

## Thursday, 2 August

- 7.00am Delegate Service Desk open for Registration (PCEC Level 2)
- 7.00am – 8.30am **ALGWA (WA) AGM and Breakfast.**  
 Register online via Delegate Registration. Other enquiries to Heather Henderson – M: 0457 733 469 or E: [hhenderson195@hotmail.com](mailto:hhenderson195@hotmail.com)
- 7.00am – 8.45am **PHAIWA Children's Health and Wellbeing Awards and Breakfast.**  
 To register for this breakfast please visit [www.phaiwa.org.au](http://www.phaiwa.org.au)
- 9.00am **SESSION 1 Opening Keynote Presentation**  
**Anh Do**  
 Author, Actor, Producer and Comedian  
*Anh Do appears by arrangement with Saxton Speakers*
- 10.15am – 11.00am Refreshments
- 11.00am **SESSION 2 Big Picture Economy**  
**Dr Geoff Raby**  
 Chairman and CEO of Geoff Raby & Associates; Former Australian Ambassador to China  
*Dr Geoff Raby appears by arrangement with Saxton Speakers*
- 11.45am **SESSION 3 Demographic snapshot of Australia: now and towards 2020**  
**Mark McCrindle**  
 Research Based Futurist

12.30pm - 1.30pm

Lunch

1.30pm

**SESSION 4 CONCURRENT SESSIONS****Leading Local Economies**

The session will explore the important role of Local Government in sustainable economic development. Speakers from academia, business and Local Government will provide short presentations and participate in a facilitated discussion about the role that Local Government can play in leading their local economy on a path to sustainable growth.

**Too Toxic to Talk**

We've all come across them: they are the people who drain you of energy instead of enriching you, the people who pull you down instead of raising you up, the people who require more than they can provide; the negative, whining, needy, manipulative people who can turn a happy day into a living hell. No matter how good our people skills are in general, most of us have problems with dealing effectively with this kind of people. Even those with really sharp people skills often get caught up in the polluting relationships (personal or professional) toxic people create.

The good news is that there are effective ways to deal with toxic people and this session will provide a number of strategies to assist in these situations.

**Changing Nature of Communities & Empowering your Community and Creating Great Places**

We all know our communities are changing. Information is abundant, but how do we make sense of it, engage the vast diversity and apply it to our individual circumstance to create vibrant, liveable activated communities for all to enjoy?

The Office of Multicultural Interests will present on these changes and introduce Search Diversity WA, a new online tool that allows you to search and download data on cultural, faith and language statistics in WA from the Australian Bureau of Statistics Census information.

*Followed by*

Every place and community is different. So how can you harness the uniqueness and creativity of your citizens and make your town centre the very best it can be?

The Town Team Movement is a non-profit organisation helping 'town teams' to organise and empower their local communities by working proactively with their Local Government create active, resilient and successful places. This session will provide practical advice on how to involve your community in creating authentic great places, as well as present case studies for regional communities to consider.

**Field Trip: Nature Play WA 'Walkshop'**

(Maximum 24 participants)\*\*

Do you want to create a more connected community where kids and families are outdoors, more often, for the sake of their health, happiness and connection to nature?

Join Nature Play WA for a 'walkshop' from the PCEC to Elizabeth Quay where you will:

- Learn what makes a great nature play space;
- Discover how developing nature play spaces can spark important community conversation and connections; and,
- Discuss strategies for activating your natural assets through events and digital site interpretation.

Walk and talk about what's happening in your Local Government, ask questions, reflect and discuss opportunities to translate your learnings into action.

By bringing unstructured outdoor play (nature play) back into our children's lives we can help their cognitive, emotional and physical development and ensure they build resilience and imagination that are so important for a fulfilling life. And we can build stronger communities in the process!

### Field Trip: White Gum Valley Estate

(Maximum 30 participants)\*\*

White Gum Valley Estate (WGV) is a modern, sustainable residential development in the City of Fremantle that is an Innovation through Demonstration project. This development features cutting edge water and energy-saving initiatives that will reduce resident's living expenses, such as shared solar photovoltaic systems, energy trading between residents, a shared electric vehicle and a community bore. The development also features in-situ use of demolition materials for construction, retention of significant trees to meet WGVs target of 30% tree canopy cover, and use of edible plants in landscaping. The development has a strong focus on affordability and social inclusion, through provision of a diversity of housing types and tenures, including social housing and adult share houses.

This tour will discuss the process of Local Government, the development industry and utility providers partnering to deliver a housing precinct that is a showcase in sustainability and affordability, and how some of the innovations used in WGV can be adopted in both urban and regional areas.

*\*\*Due to limited space, registration for field trips will be conducted using a ballot system. Following the close of registration on Tuesday, 3 July, all registered delegates interested in attending a Field Trip(s), will be placed into a draw and notified. Delegates interested in joining a field trip will also be asked to indicate a second preference when registering, should they not be successful during the ballot process.*

3.00pm - 3.45pm

Refreshments

3.45pm

Banners in the Terrace Awards

4.00pm

**SESSION 5 The Granny Whisperer**

**Billie Jordan**

Founder of the Hip Op-eration Crew

7.00pm – 11.00pm

**Pre-Dinner Drinks and Gala Dinner, PCEC BelleVue Ballroom**

Put aside business for the night and enjoy a three-course meal, beverages, dancing, and after-dinner entertainment.

## Friday, 3 August

7.00am

Delegate Service Desk open

8.00am – 9.15am

**Convention Breakfast with Bradd Hogg (\$88)**

*Brad Hogg appears by arrangement with Cheri Gardiner & Associates*

9.30am

**SESSION 6 Conversations**

A panel conversation around the current political system in Australia and the future for Local Government.

Mark Latham, former Federal Labor Leader

Jacqui Lambie, former Senator

Liam Bartlett, 60 Minutes reporter, award winning broadcaster and journalist

*Liam Bartlett appears by arrangement with Cheri Gardiner & Associates*

10.45am – 11.30am

Refreshments



**11.30am****SESSION 7 CONCURRENT SESSIONS**

All delegates will be asked to indicate session preference when registering to assist with venue planning.

**How Prepared Are We?**

Each year Local Governments contribute to an annual Emergency Preparedness report. The Emergency Preparedness Report is a state-wide assessment on the preparedness of the State to combat emergencies. This style of reporting started in 2012 following some catastrophic fires in the preceding fire season. WA is the only state in Australia to do such a report and since its inception it has become the sentinel document for Emergency Preparedness here in Western Australia. This session will highlight the key findings and provide an overview of the state's preparedness against a number of risks/hazards our communities may face.

There are new NDRRA arrangements coming into effect on 1 July 2018 which will impact on State and Local Governments after an eligible event. The session provides a great opportunity to hear about the latest developments and trends in the increasingly important recovery space, and will include any Machinery of Government changes to DFES and the Emergency Management agencies.

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**South West Native Title Settlement and Local Government**

Following the very successful Aboriginal Culture and Heritage Preservation Forum run in 2017, this session will focus on the South West Native Title Settlement including what Local Government needs to know, how to engage in the process including tools and tips and what some Local Governments are doing already including the importance of Reconciliation Action Plans. Presentations will include examples of the meaningful and committed work that is already occurring in Local Governments across the State as part of the process.

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**Getting Professional Performance from Non-Professionals**

Council Members in Western Australia have incredibly diverse careers, interests and cultures but when they come together to represent their communities, there is a universal expectation of high performance. Governing a Local Government's affairs, managing large budgets, determining levels of service, providing stewardship of substantial assets, observing uncompromising standards of personal behaviour set out in the Local Government Act and meeting high expectations of your community are all part of the day-to-day life of Council Members.

The combination of personal and civic responsibilities creates tremendous pressures that can and do impact on the ability to perform at a high level. It is arguable that Council Members share many similarities with elite amateur sportspeople as both are expected to perform at a level equivalent with professionals in their field but without the support structures or generous financial rewards and accolades commonly seen in modern politics or sport.

Dwayne Nestor is a high performance coach who spent 12 years developing elite amateur and professional athletes and worked for many years with up-and-coming talent at the Western Force. He has rare insight into the demands placed on both elite professional and elite amateur athletes and in this session will discuss the psychological mindset required for elite amateurs to achieve professional outcomes.

## Field Trip: Nature Play WA ‘Walkshop’

(Maximum 24 participants) \*\*

Do you want to create a more connected community where kids and families are outdoors, more often, for the sake of their health, happiness and connection to nature?

Join Nature Play WA for a ‘walkshop’ from the PCEC to Elizabeth Quay where you will:

- Learn what makes a great nature play space;
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- Discuss strategies for activating your natural assets through events and digital site interpretation.

Walk and talk about what’s happening in your Local Government, ask questions, reflect and discuss opportunities to translate your learnings into action.

By bringing unstructured outdoor play (nature play) back into our children’s lives we can help their cognitive, emotional and physical development and ensure they build resilience and imagination that are so important for a fulfilling life. And we can build stronger communities in the process!

## Field Trip: City of Cockburn Landfill, Community Drop-off Facility, Household Hazardous Waste Facility, Resource Recovery Workshop and Reuse Shop Tour

(Maximum 30 participants)\*\*

The City of Cockburn has it all on one site! This tour will take in the range of waste related activities that occur at the Henderson Waste Recovery Park, including a highly profitable Reuse Shop, temporary or low cost Community Drop-off Facility and landfill operations.

*\*\*Due to limited space, registration for field trips will be conducted using a ballot system. Following the close of registration on Tuesday, 3 July, all registered delegates interested in attending a Field Trip(s), will be placed into a draw and notified. Delegates interested in joining a field trip will also be asked to indicate a second preference when registering, should they not be successful during the ballot process.*

1.00pm – 2.00pm

Lunch

2.00pm

**SESSION 8 World Famous Conference Ending Summary**  
**Paul Huschilt**

3.00pm

**Official Close of the 2018 Local Government Convention**  
**and Refreshments**

# Partner activities

Registration is required for all activities – prices include GST. Please contact WALGA for more information should your partner be interested in attending a particular conference session.

## Wednesday, 1 August

### Opening Welcome Reception in the Trade Exhibition

5.00pm – 6.30pm

**\$65**

## Thursday, 2 August

### Ferguson Valley Tour

8.30am – 4.30pm

Shhh... this is the one to discover a little known destination within a couple of hours of Perth. After leaving the Convention Centre it's all aboard the Australind Train to Brunswick Junction where we will be met by a local coach company for the scenic drive around the Ferguson Valley. This is a hidden valley nestled in the lush rolling countryside with some funky wineries and breweries, one of which will be our lunch stop. If we are lucky we might see a gnome or two before heading back to the city by coach.

**Includes:** Australind train and comfortable coach transport, morning and afternoon tea, lunch, midday size cider/beer, and accompanying guide

**\$220** (minimum 15 – maximum 30)

### Indoor Rock Climbing

9.30am – 1.00pm

Want to experience the fun and excitement of vertical rock climbing? This session will give you the starting point for a solid foundation of fundamental skills and techniques for climbing to become your own Spiderman!

**Includes:** Two-hour Rock climbing course, shoe hire, light lunch and transfers.

**\$95** (minimum 10 – maximum 20)

### The World of Wine and Cheese

1.45pm – 3.30pm

Join a witty and engaging tour of natural Western Australian wines from our awarding local "Young Guns of Wines" and the cheeses that make them shine. This will be an insightful journey into the new wave of natural winemaking, wines and artisan cheeses from some of WA's great talents.

**Includes:** Cheese & Wine course

**\$140** (minimum 10 – maximum 16)

### Gala Dinner Hair & Make-up (at the PCEC)

2.00pm – 4.30pm

Take the fuss out of getting ready for the Convention Gala Dinner by allowing the Makeup and Hair students (fully supervised) from Perth College of Beauty take care of you.

**Includes:** Hair and Make-up.

**\$60** (minimum 15 – maximum 30)

### Convention Gala Dinner (at the PCEC)

7.00pm – 11.00pm

**\$140** for partners of Full Delegates and Life Members

**\$190** for all other guests

## Friday, 3 August

### Breakfast with Brad Hogg (at the PCEC)

8.00am – 9.15am

**\$88**

### A Walk Back in Time

9.30am – 11.30am

Be transported back in time and experience the period of the convicts in the Swan Rover Colony. Western Australia became a destination for convicts from 1850 – 1868. The convicts played an important part in the construction of many significant Perth landmarks including the Perth Town Hall and the Supreme Court. Visit these landmarks and learn about the Convict and Gold rush eras.

**Includes:** Walking tour and morning tea.

**\$50** (minimum 10 – maximum 20)

### Travel Smart (at the PCEC)

9.30am – 3.00pm

Learn all that you need to know about going overseas and coming back home safely. Experts will cover everything from the government's efforts to prevent, respond to and recover from pests and diseases that threaten the economy and environment, to the cool and quirky places that many people may not have thought of travelling to.

**Includes:** Expert speakers, morning tea and lunch.

**\$150** (minimum 15 – maximum 40)

# General information

## ONLINE CONVENTION REGISTRATIONS

Visit [www.walga.asn.au/lgc18](http://www.walga.asn.au/lgc18) to complete your registration online.

Full Delegate fees cover the daily conference program, lunches, refreshments, and the Opening Reception on Wednesday, 1 August. The Convention Gala Dinner on Thursday evening and Convention Breakfast on Friday morning are optional, and a ticket fee applies.

## Convention fees

Prices are per person and are all inclusive of GST.  
Deadline for all Registrations is **Tuesday, 3 July 2018**.

### Convention Registration

Full Delegate	\$1,475
WALGA Life Members	Complimentary

### Day Delegate Registration

Day: Thursday, 2 August	\$845
Day: Friday, 3 August	\$720

### Optional Extras

#### Gala Dinner

Full Delegate & Partner	\$140 each
WALGA Life Member & Partner	\$140 each
Gala Dinner Only	\$190 each

#### Breakfast

ALGWA Breakfast (Thursday)	\$55
Convention Breakfast with Brad Hogg (Friday)	\$88

### Partners/Guests

Opening Reception (Wednesday)	\$65
Lunch (Thursday)	\$50
Lunch (Friday)	\$50
Partner Tours	Individual tour fees as listed

Please contact WALGA for more information should your partner like to attend a particular conference session.

### Elected Member Professional Development

– see enclosed leaflet for details.

## Changes to your registration

You can modify your online booking at any time before the close of registrations. Once you have completed your registration, an email with your confirmation number will be emailed to you. Click on the link and enter your confirmation number to make any changes or additions to your reservation.

Registration cancellations must be advised in writing prior to the deadline date of **Tuesday, 3 July 2018**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

## Special requirements

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

## Accommodation

Hotel information and booking forms are available at [www.walga.asn.au/lgc18](http://www.walga.asn.au/lgc18). Reservations are to be made direct with hotel. Please note that city hotels have limited guest parking so clarify these arrangements when booking.

## Inter-venue transfers

A limited service will be provided between CBD hotels and the PCEC for the Gala Dinner on Thursday evening. The limited transfer schedule will be displayed at the Delegate Service Desk. The convenient, free and frequent bus services operating within the CBD are recommended for transfers between city hotels and the PCEC – for detailed information on these services go to [www.transperth.wa.gov.au](http://www.transperth.wa.gov.au) – and hotel staff can offer some local advice to guests.

## PCEC Parking

For those requiring daily parking, WALGA can arrange for a multi-entry (24 hour access) parking space in the underground car park at the PCEC at a daily cost of \$39. Parking space requests must be indicated on the registration form – please note the non-extendable deadline for these requests is **Tuesday, 3 July 2018**.

## Enquiries

Ulla Prill, WALGA Marketing and Events Officer

T 08 9213 2043

F 08 9213 2077

E [registration@walga.asn.au](mailto:registration@walga.asn.au)

Information in this brochure is correct at time of printing but may be subject to change.



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