



SHIRE OF LAVERTON

MINUTES

OF THE ORDINARY MEETING OF COUNCIL

HELD AT 5:03PM ON THURSDAY 13 DECEMBER 2018

IN THE SHIRE COUNCIL CHAMBERS AT

9 MACPHERSON PLACE, LAVERTON WA 6440

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ATTACHMENTS

ATTACHMENT NO	DESCRIPTION	DISTRIBUTION
OMC181213-8.1.A	Minutes of Ordinary Meeting of Council held 13 November 2018	Previously
OMC181213-8.2.A	Minutes of Audit and Risk Committee Meeting held 13 December 2018	To be tabled
OMC181213-10.1.A	President's Report	To be tabled
OMC181213-10.2.A	Elected Members' Report – Cr R Prentice	Attached
OMC181213-11.1.1.A	Accounts Paid for the month of November 2018	Attached
OMC181213-11.1.2.A	Statement of Financial Activity for the Period ended 31 October 2018	Attached
OMC181213-11.1.6.A	Current Policy 0221 Risk Management 22-03-2018	Attached
OMC181213-11.1.6.B	Draft Revised Policy 0221 Risk Management 13-12-2018	Attached
OMC181213-11.4.1.A	Email letter 29/11/2018 BYAC to Shire of Laverton	Attached
OMC181213-11.4.1.B	Email letter 30/11/2018 Servegate to Shire of Laverton	Attached
OMC181213-11.4.1.C	Minute & attachments SMC 4 March 2015	Attached
OMC181213-11.4.1.D	Minute & attachments OMC 23 April 2015	Attached
OMC181213-11.4.1.E	Minute & attachments OMC 18 February 2016	Attached

MINUTES

OF THE ORDINARY MEETING OF COUNCIL

HELD AT 5:03PM ON THURSDAY 13 DECEMBER 2018

IN THE SHIRE OF LAVERTON COUNCIL CHAMBERS

1. DECLARATION OF OPENING

The Shire President, Cr Patrick Hill, declared the meeting open at 5:00pm.

2. ANNOUNCEMENT OF VISITORS

There were no visitors present at this meeting.

3. RECORD OF ATTENDANCE

3.1 PRESENT

Cr Patrick Hill	President
Cr Shaneane Weldon	Deputy President
Cr Rex Ryles	Councillor
Cr Robin Prentice	Councillor
Cr Deanne Ross	Councillor
Cr Rex Weldon	Councillor
Cr Rosemary Street	Councillor
Mr Peter Naylor	Chief Executive Officer
Mr Phil Marshall	Deputy Chief Executive Officer (from 5.07pm)
Mr Les Vidovich	Executive Manager Technical Services

3.2 APOLOGIES

Nil

3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

There were no applications for Leave of Absence at the time of preparing this Agenda.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6. PUBLIC QUESTION TIME

There were no Public Questions.

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

There were no items to be discussed behind closed doors.

8. CONFIRMATION OF MINUTES

8.1 ORDINARY MEETING OF COUNCIL – 13 NOVEMBER 2018 (FILE REF: 793)

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.01 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr S Weldon SECONDED: Cr R Prentice

That the Minutes of the Ordinary Meeting of Council held on 13 November 2018, be confirmed as a true and correct record of proceedings.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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8.2 AUDIT AND RISK COMMITTEE MEETING – 13 DECEMBER 2018 (FILE REF: 207)

SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Peter Naylor, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

Minutes of the Audit and Risk Committee meeting which was held on 13 December 2018.

ATTACHMENTS

OMC181213-8.2.A	Minutes of the Audit and Risk Committee Meeting held on 13 December 2018
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APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

An Audit Committee Meeting was held on 13 December 2018 and Council therefore needs to receive the Minutes of this Audit and Risk Committee Meeting and consider the Committee's recommendations to Council.

The recommendations to Council arising from the Audit and Risk Committee Meeting are as follows:

- ARC181213.01** That the Minutes of the Audit Committee Meeting held on 22 February 2018 be confirmed as a true and accurate record of proceedings;
- ARC181213.02** That the Audit and Risk Committee endorse the revised draft Shire of Laverton Risk Management Strategy (Attachment ARC181213-4.1.1.A).
- ARC181213.03** That the Audit and Risk Committee endorse and recommend to the Council the adoption of the Review of Risk Management, Legislative Compliance and Internal Controls shown as Attachment ARC181213-4.1.2.B to meet the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*.

The Minutes of the Audit and Risk Committee Meeting held on 13 December 2018 are now presented (Attachment OMC181213-8.2.A) to Council for consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.
- Sections 7.1.A, B & C - Outline the rules for the establishment and conduct of the Audit and Risk Committee.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications in respect to this report.

STRATEGIC IMPLICATIONS

There are no strategic implications in respect to this report.

CONSULTATION

Nil.

COMMENT

The Audit Committee is comprised of the full Council so it is expected that the recommendations of the Committee will be adopted by Council.

VOTING REQUIREMENTS

Simple majority decision of Council required for Recommendation 1.

Simple majority decision of Council required for Recommendation 2.

Simple majority decision of Council required for Recommendation 3.

OMC181213.02 COUNCIL DECISION/OFFICER RECOMMENDATION 1

MOVED: Cr R Street SECONDED: Cr D Ross

That Council accepts the recommendation of the Audit and Risk Committee as a decision of Council, being:

ARC181213.01 That Council accept the Minutes of the Audit Committee Meeting held on 13 December 2018.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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OMC181213.03 COUNCIL DECISION/OFFICER RECOMMENDATION 2

MOVED: Cr R Street SECONDED: Cr D Ross

That Council accepts the recommendation of the Audit and Risk Committee as a decision of Council, being:

ARC181213.02 That the Audit and Risk Committee endorse the revised draft Shire of Laverton Risk Management Strategy (Attachment ARC181213-4.1.1.A)

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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OMC181213.04 COUNCIL DECISION/OFFICER RECOMMENDATION 3

MOVED: Cr R Street SECONDED: Cr D Ross

That Council accepts the recommendation of the Audit and Risk Committee as a decision of Council, being:

ARC181213.03 That the Audit and Risk Committee endorse and recommend to the Council the adoption of the Review of Risk Management, Legislative Compliance and Internal Controls shown as Attachment ARC181213-4.1.2.B to meet the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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9. PETITIONS/DEPUTATIONS/PRESENTATIONS

There were no petitions/deputations or presentations.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 PRESIDENT'S REPORT (FILE REF: 198)

OMC181213.05 COUNCIL DECISION/PROCEDURAL MOTION

MOVED: Cr D Ross SECONDED: Cr R Prentice

That the President's report (Attachment OMC181213-10.1.A) as tabled, be received.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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10.2 ELECTED MEMBERS' REPORTS (FILE REF: 198)

OMC181213.06 COUNCIL DECISION/PROCEDURAL MOTION

MOVED: Cr D Ross SECONDED: Cr S Weldon

That the Elected Members' Report (Attachment OMC181213-10.2.A) submitted by Cr R Prentice be received.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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05:07pm Mr P Marshall joined the meeting.

11. COUNCIL BUSINESS

11.1 FINANCE AND ADMINISTRATION BUSINESS

11.1.1 ACCOUNTS PAID FOR THE MONTH OF NOVEMBER 2018 (FILE REF: 1276)

SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Natasha Fuamatu, Accounts Payable/Payroll Officer
SENIOR OFFICER:	Phil Marshall, Deputy Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

The presentation of a list of accounts paid in the preceding month in accordance with Council Delegation 21.

ATTACHMENTS

OMC181213-11.1.1.A List of accounts for payment during November 2018

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

In accordance with Delegation 21, the Chief Executive Officer has approved the accounts listed in Attachment OMC181213-11.1.1.A for payment in November 2018.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Reg. 34(2)(c) – Each statement of financial activity is to be accompanied by documents containing such other supporting information as is considered relevant by the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

As reported to last month's Council meeting, this report includes bank fees and charges incurred in previous months as well as those fees and charges applicable to all bank accounts for the month of November 2018.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.07 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr D Ross

That Council acknowledges receipt of the list of payments for the month of November 2018 made under Delegation 21 as per the submitted list totalling \$3,646,601.17 and summarised as follows:

TYPE OF PAYMENT	PAYMENT IDENTIFIERS	PAYMENT AMOUNT
a) Municipal Cheque Numbers	13234-13242	\$7,111.65
b) Municipal EFT Payments	EFT488-EFT639	\$3,400,621.21
c) Direct Debit Payments (Incl. VISA Payments)	DD251.1, 251.2, 258.1, 260.1, 263.1, 265.1, DD297.1 - DD297.6, DD298.1- DD298.6	\$55,695.36
d) Bank Fees	OCTADJ2 & 05301118BF	\$612.03
e) Salary and Wages	061118 & 201118	\$180,343.97
f) Trust Payments	1004 & EFT486-487	\$2,206.95
Total Payments		\$3,646,591.17

SIMPLE MAJORITY ☒ VOTES FOR VOTES AGAINST

11.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2018 (FILE REF: 1270)

SUBMISSION TO: Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST: The author has no financial interest in this matter
OWNER/APPLICANT: Not applicable
AUTHOR: Phil Marshall, Deputy Chief Executive Officer
SENIOR OFFICER: Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE: Not applicable

MATTER FOR CONSIDERATION

To accept the Statement of Financial Activity for the period ended 31 October 2018.

ATTACHMENTS

OMC181213-11.1.2.A Statement of Financial Activity for the period ending 31 October 2018

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the preparation of a statement of financial activity each month, reporting on revenue and expenditure. Material variances (as determined by the Council annually) between actual and budgeted figures must be commented on.

Variances between budgeted and actual expenditure, including the required Material Variances of plus or minus 10% and \$10,000 (which is the limit set as per Council Resolution), should be reported on. This will commence from the November financials when more detailed financial activity is available to be reported on.

STATUTORY ENVIRONMENT

Local Government Act 1995)

Division 3 – Reporting on activities and finance

Section 5.4 – Financial Report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

- (2) The financial report is to –
- (a) be prepared and presented in the manner and form prescribed; and
 - (b) contain the prescribed information.

Local Government (Financial Management) Regulations 1996

Reg. 34(2) – Provides a local government may require such other supporting information as is considered relevant by the local government.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

The Statements of Financial Activity having been generated and prepared by consultants Moore Stephens are presented to Council in their entirety.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.08 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Street SECONDED: Cr R Ryles

That Council in accordance with Clause 34 of the *Local Government (Financial Management) Regulations 1996* receives the Statement of Financial Activity for the period ending 31 October 2018 as shown in Attachment OMC181213-11.1.2.A.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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11.1.3 ORDINARY MEETINGS OF COUNCIL – 2019 MEETING DATES (FILE REF: 307)

SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	Not applicable
OWNER/APPLICANT:	Not applicable
AUTHOR:	Tiffany Farlow, Executive Assistant to the CEO
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	170921.18 & 170921.19 of the Ordinary Meeting of Council held on 21 September 2017

MATTER FOR CONSIDERATION

Council to determine the dates for Ordinary Meetings of Council to be held in 2019.

ATTACHMENTS

Nil

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Council agreed in September 2017 that Ordinary Meetings of Council would be scheduled for the fourth Thursday in the calendar month.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Nil.

COMMENT

There is generally no meeting scheduled for the first month of the year. The Ordinary Meeting of Council in April has been brought forward by one day to Wednesday 24 April 2019 as Thursday 25 April 2019 is ANZAC Day.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.09 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr S Weldon SECONDED: Cr R Prentice

That Council determines that Ordinary Meetings of Council for the Shire of Laverton are to be held at the Council Chambers in Laverton commencing at 5.00pm on the following dates in 2018:

Thu. 28 February 2019	Thu. 27 June 2019	Thu. 24 October 2019
Thu. 28 March 2019	Thu. 25 July 2019	Thu. 21 November 2019
Wed. 24 April 2019	Thu. 22 August 2019	Thu. 12 December 2019
Thu. 23 May 2019	Thu. 26 September 2019	

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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11.1.4	SETTING UP RESERVE TITLED LAKE WELLS ROAD RESERVE (AUSTRALIAN POTASH) (FILE REF: 1289)
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SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Phil Marshall, Deputy Chief Executive Officer
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	OMC181025.18 of Ordinary Meeting of Council held on 25 October 2018

MATTER FOR CONSIDERATION

That the Council consider the setting up a Reserve titled the Lake Wells Road Reserve (Australian Potash).

ATTACHMENTS

Nil

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

The Council, at its Ordinary Meeting on 25 October 2018, passed the following recommendation to enter into an agreement with Australian Potash for the maintenance/upgrade of Lake Wells Road.

OMC181025.18 COUNCIL	DECISION/OFFICER RECOMMENDATION
MOVED: <u>Cr R Prentice</u> SECONDED: <u>Cr S Weldon</u>	
That Council:	
1. Endorses the Chief Executive Officer's actions in entering into a Letter of Agreement on behalf of the Shire of Laverton with Australian Potash.	
2. Endorses the Letter of Agreement between the Shire of Laverton and Australian Potash, and the terms and conditions contained therein, as per Attachment OMC181025-11.3.2.A.	

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Section 6.11 – **Reserve Accounts**

(1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

(2) Subject to subsection (3), before a local government —

(a) changes* the purpose of a reserve account; or

(b) uses* the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.

** Absolute majority required.*

(3) A local government is not required to give local public notice under subsection (2) —

(a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or

(b) in such other circumstances as are prescribed.

(4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.

(5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Local Government (Financial Management) Regulations 1996

Section 8 – **Separate bank etc. accounts required for some moneys**

(1) A local government is to maintain a separate account with a bank or other financial institution for each of the following purposes —

(a) money required to be held in the municipal fund (other than money for which an account is to be established under paragraph (c)); and

(b) money required to be held in the trust fund; and

(c) money required to be held in reserve accounts.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has the following implications for the Council. As discussed at the variances for October and covered in report 11.1.4, the Council's rate income is over what was budgeted for and part of this is the interim rates levied on Australian Potash which total \$321,760.72.

STRATEGIC IMPLICATIONS

Civic Leadership Objective

A financially strong and knowledgeable Shire, leading an empowered community

Community Feedback

The community wants the Shire to be able to advocate for better services and infrastructure, on its behalf.

CONSULTATION

Chief Executive Officer

COMMENT

The purpose of this report is to quantify and ensure that the agreement entered into is met in its entirety. Therefore to preserve the funds, it is recommended that these funds be transferred to a Reserve for the maintenance/upgrade of Lake Wells Road.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.10 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Prentice

That the Council, in accordance with Clause 6.11 of the *Local Government Act 1995*, authorise the Chief Executive Officer to set up a Reserve Account titled - Lake Wells Road Reserve (Australian Potash) and transfer \$321,760.72 from Rates Revenue (General Ledger 3030130 Rates – Rates Levied – Synergy) to this Reserve

ABSOLUTE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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11.1.5	LAVERTON AIRPORT APRON UPGRADE – APPLICATION TO THE REMOTE AIRSTRIP UPGRADE PROGRAM (FILE REF: 1175)
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SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Phil Marshall, Deputy Chief Executive Officer
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

That the Council consider the allocation of \$500,000 in principle consideration to support the grant application to Remote Airstrip Upgrade Program.

ATTACHMENTS

Nil

APPLICANT'S SUBMISSION

Not applicable to this report.

BACKGROUND

The Council was advised at the Councillors' Discussion Forum on 25 October 2018 where the salient points were raised:

- Concern was recently raised by Gold Fields Ltd Granny Smith Mine in relation to the apron capacity at the Airport.
- During recent period of wet weather when they had needed to bring a mine charter plane into Laverton, a problem arose due to the layover of a Skippers Plane.
- Works have begun with Aerodrome Management to construct and design increase in the apron size from the current two bays to four bays.
- Proposed design plans were circulated.
- Mia Hicks (Consultant) was engaged to complete grant applications to both the State Regional Economic Development Grants Scheme and the Regional Airports Development Scheme.

A Grant application is also being prepared on behalf of the Council through the following program:

The Remote Airstrip Upgrade (RAU) Program is part of the Australian Government's Regional Aviation Access Programme (RAAP) and provides funding for upgrades to remote airstrips in isolated outback communities.

The key objective of the RAU program is to enhance the safety and accessibility of aerodromes in remote areas of Australia and facilitate improved delivery of essential goods and services including health care.

Eligible projects can include:

- Upgrading runway surfaces;
- Upgrading storm water drainage;
- Safety equipment such as runway lighting and navigation aids; and
- Other infrastructure such as animal proof fencing.

The Program does not cover landside works including terminals, hangars, buildings or commercial developments.

Applications for funding can be made by airstrip owners, such as community groups, Indigenous organisations and local governments in remote areas that require aerodrome upgrades.

Round Six of the Remote Airstrip Upgrade Program is now open and applications closed at 5pm (AEDT) on 29 November 2018.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Section 6.8 – **Expenditure from municipal fund not included in annual budget**

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

There is no budget allocation in the 2018/19 budget to undertake the Apron Expansion at the Laverton Airport. The Council will consider this aspect during the budget review process and alternatives will be proposed for the Council's consideration including use of surplus funds or borrowings against the airport and utilising the increase in landing fees which should come with the increased traffic through the airport usage with the uptake of mining companies' utilisation.

This application is stand alone for this application and does not prevent the Council to apply through other grant application schemes to limit the overall exposure to Council of this project.

The proposed budget is as follows and this is based upon the application to RAU:

Grant request – 50% of eligible costs	\$254,242.00
Shire Contribution – 50% of eligible costs	\$254,242.00
Shire Contribution of ineligible costs	\$240,420.00
Project Value	\$748,904.00

Eligible expenditure items are:

- costs associated with contractors who undertake project activities
- the portion of employee costs directly related to undertaking **core elements** of the project
- aviation-safety related staff training costs
- capital expenditure for the purchase of assets including power provisions, lighting and control systems, markers and navigational aids, training materials
- materials for airstrip sealing, re-sealing and sheeting, repair, restoration and reconstruction or drainage works
- fencing materials
- the cost of an independent audit of project expenditure (where we request one) up to a maximum of 1 per cent of total eligible project expenditure.

Ineligible expenditure items are:

- costs that cannot be directly linked to improving the safety and accessibility of your aerodrome
- payment of salaries for existing staff or contractors not directly employed on core elements of the project
- aerodrome infrastructure costs such as works on terminals, hangars, commercial developments and aerodrome buildings
- purchase of motor vehicles, heavy plant and equipment
- planning, design, or construction costs of new development proposals

- research or feasibility costs
- costs associated with the introduction, maintenance or expansion of commercial air services to the aerodrome, including fuel storage facilities
- contingency costs
- safety related staff training costs not directly related to aviation safety
- routine operational expenses, including communications, accommodation, office computing facilities, printing and stationery, postage, legal and accounting fees and bank charges
- ongoing routine maintenance activities such as slashing and mowing.

STRATEGIC IMPLICATIONS

The Council community Strategic Plan states:

Economic Objective

Prosperous local economy attracting businesses, opportunities and people

Community Feedback

The Laverton community understands the important role the mining industry plays in the economic prosperity of the district. Member of the community recognise the district is well placed to grow and provide enhanced tourism services and infrastructure, providing it can leverage a range of opportunities and overcome key constraints.

Economic Opportunities Developing infrastructure which leverages off the attributes of the district for the economic prosperity of the community is key to the district's future. With an increase in interest from tourists to visit and travel through the area, development of services and infrastructure to cater for this is necessary. Given the established mining community in the area and potential for growth, encouraging this sector to continue to expand their involvement is viewed as advantageous.

Desired Outcomes and Strategies

The following desired outcomes and strategies have been identified as being required to achieve this objective.

- Outcome 2.2 Improved economic development opportunities
 - 2.2.1 Continue to work with industry for the economic development of the district

CONSULTATION

Chief Executive Officer

COMMENT

The consideration of the amount (\$500,000 approx.) is to support the application and at the same time leverage Councils funds in the best way possible.

This application does not preclude the Council from applying to other sources to mitigate the overall cost to the Council and the amount quoted is considered the worst case scenario for the extension to the apron.

The timing is critical to meet the 28 November deadline and to support the Council's case, The Chief Executive Officer has sent a letter to the RAU program signifying the Council's in principle support to the funding application.

VOTING REQUIREMENTS

Absolute majority decision of Council required.

OMC181213.11 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Ryles SECONDED: Cr R Street

1. That the Council by an absolute majority in accordance with Section 6.8 of the *Local Government Act 1995* make an in principle approval of \$500,000 to support the grant application to the Remote Airstrip Upgrade Program to upgrade the apron at the Laverton Airport.
2. That the Council endorse the actions of the Chief Executive Officer in supplying a letter to the Remote Airstrip Upgrade Program confirming the Council's in principle support to the funding application.

ABSOLUTE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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11.1.6 REVIEW OF POLICY 0221 RISK MANAGEMENT (FILE REF: 0095)

SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	Not applicable
OWNER/APPLICANT:	Not applicable
AUTHOR:	Tiffany Farlow, Executive Assistant to the CEO
SENIOR OFFICER:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

Council to consider reviewing Policy 0221 Risk Management in order to bring it into line with the review of the Shire's Risk Management Strategy.

ATTACHMENTS

- | | |
|--------------------|--|
| OMC181213-11.1.6.A | Current Policy 0221 Risk Management 22-03-2018 |
| OMC181213-11.1.6.B | Draft revised Policy 0221 Risk Management 13-12-2018 |

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

To bring the Shire's Risk Management Strategy and Policy in line with Regulation 17 of the *Local Government (Audit) Regulations 1996* and with the other Shires of the Northern Goldfields Compliance Group.

STATUTORY ENVIRONMENT

Local Government (Audit) Regulations 1996

Regulation 17.1 – requires the CEO to monitor the appropriateness and effectiveness of systems and procedures in regard to risk management, internal controls and legislative compliance.

POLICY IMPLICATIONS

Policy 0221 Risk Management was adopted by Council in March of this year, however recent investigations and work done in conjunction with the Northern Goldfields Compliance Group and Moore Stephens who act as Compliance consultants for this Group, have highlighted amendments that are required to the current Policy.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report is in line with the Shire's Risk Management Strategy.

CONSULTATION

Northern Goldfields Compliance Group.
Moore Stephens Consultants.

COMMENT

Not applicable

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC181213.12 COUNCIL DECISION/OFFICER RECOMMENDATION

MOVED: Cr R Prentice SECONDED: Cr D Ross

That Council agree to replace the current Policy 0221 Risk Management (Attachment OMC181213-11.1.6.A) with the revised draft Policy 0221 Risk Management (Attachment OMC181213-11.1.6.B) in order to comply with Regulation 17 of the *Local Government (Audit) Regulations 1996*.

SIMPLE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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11.2 ENVIRONMENTAL HEALTH/BUILDING BUSINESS

There was no Environmental Health/Building business.

11.3 WORKS AND SERVICES BUSINESS

There was no Works and Services business.

11.4 PLANNING AND DEVELOPMENT BUSINESS

11.4.1	PROPOSED SHORT STAY ACCOMMODATION – RESERVE 38662, LOT 426 (NO 22) CRAIGGIE STREET, LAVERTON (FILE REF: 434)
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SUBMISSION TO:	Ordinary Meeting of Council, 13 December 2018
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Minister for Lands on behalf of WA/Burnna Yurrul Aboriginal Corporation (BYAC)
AUTHOR:	Peter Naylor, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Minute SMC1503-03 Special Meeting 4 March 2015 Minute OMC150404 Ordinary Meeting 23 April 2015 Minute OMC160224 Ordinary Meeting 18 February 2016

MATTER FOR CONSIDERATION

Council to consider a request for financial assistance from the Burnna Yurrul Aboriginal Corporation to assist with works to progress the development of the Proposed Short Stay Accommodation on Reserve 38662, Lot 426 Craiggie Street, Laverton.

ATTACHMENTS

OMC181213-11.4.1.A	Email letter 29/11/2018 BYAC to Shire of Laverton
OMC181213-11.4.1.B	Email letter 30/11/2018 Servegate to Shire of Laverton
OMC181213-11.4.1.C	Minute & attachments SMC 4 March 2015
OMC181213-11.4.1.D	Minute & attachments OMC 23 April 2015
OMC181213-11.4.1.E	Minute & attachments OMC 18 February 2016

APPLICANT'S SUBMISSION

As per attachment OMC181213-11.4.1.A.

BACKGROUND

The Short Stay Accommodation proposal has previously been formally presented to Council on three occasions in 2015 & 2016 with the following resolutions being adopted.

Minute SMC1503-03 of Special Meeting of Council held on 04 March 2015

SMC1503-03 STAFF RECOMMENDATION/COUNCIL DECISION:

Moved Cr B Fuamatu, Seconded Cr S Weldon;

That Council:

- 1. Note that an application has been received to utilise the existing building on Reserve 38662, Lot 426 (No. 22) Craiggie Street, Laverton for short stay accommodation.**
- 2. Resolve to advertise the application for 14 days in accordance with Clause 9.4.2 of the Shire of Laverton Town Planning Scheme No 2. Advertising to include letters to nearby and surrounding landowners, and a notice in the local newspaper.**
- 3. Request the applicant provide additional information and advice during the advertising period as follows:**
 - (i) The maximum length of time (months) a guest will be permitted to stay;**
 - (ii) Consideration of a 2.5 to 3 metre buffer between the carparking area and the western boundary as separation to residential lots. Advise whether the area can be landscaped, or delineated with kerbing or low fencing (eg pine logs);**
 - (iii) Clarify whether health, social and emotional wellbeing programs/ activities are proposed as part of this application, if they are only for the 15 guests (or the broader community) and which part of the building will be used. If these programs are open to the general community advice on maximum attendances is requested;**
 - (iv) Check in/out times for guests and any guest curfew;**
 - (v) Provision of a scaled general carpark layout plan showing 90 degree bays measuring 2.5 metres wide and 5.5 metres in length with a 6 metre reversing area, and an area for on site deliveries (supplies, linen, meals). The Shire requests an area that sufficiently accommodates 20 carparking bays on site however does not propose for the area to be line marked;**
 - (vi) Confirm that meals will only be provided to guests staying in the accommodation.**

Carried 5/0

Minute OMC150404 of Ordinary Meeting of Council held on 23 April 2015

OMC150404 COUNCIL DECISION/STAFF (Consultant Planner) RECOMMENDATION

Proposed Cr G Walder, Seconded Cr B Fuamatu:

That Council:

- 1. Approve the application to utilise the existing building on Reserve 38662, Lot 426 (No. 22) Craiggie Street, Laverton for short-term accommodation and ancillary community purpose (public programs) subject to the following conditions:**

Minute OMC150404 of Ordinary Meeting of Council held on 23 April 2015 (cont'd)

- a. The facility shall accommodate a maximum of fifteen guests at any one time unless otherwise approved in writing by the Chief Executive Officer, and all accommodation shall be fully contained within the existing building at all times. No approval is granted for any caravan or camping areas outside of the building.
- b. This planning approval is for the existing building to be utilised as short term accommodation with no guest accommodated for periods totalling three months in a twelve month period unless otherwise approved by the Chief Executive Officer in writing under special circumstances.
- c. This planning approval includes the ancillary use of the building for provision of preventative health, social and emotional wellbeing programs (community purpose) for a maximum of four months within a twelve month period unless otherwise approved in writing by the Chief Executive Officer.
- d. The maximum number of public attendees to be accommodated in on site programs (community purpose) shall be limited to ten (excluding short stay guests) unless otherwise approved in writing by the Chief Executive Officer. All programs are to be operated within the building at all times.
- e. A landscaping and reticulation or watering plan acceptable to the Shire shall be prepared and submitted to the Shire for separate written approval by the Chief Executive Officer. The plans shall be submitted within six months of the issue of a building licence unless an alternative time period is agreed to in writing by the Shire. The plan shall show by numerical code, the species, quantity and anticipated mature dimensions of all plant types to be planted and shall include:
 - (i) A minimum three metre landscaping strip along the western boundary adjacent to the proposed carpark to provide a buffer to the adjacent residential lots.
- f. Landscaping, plants and reticulation shall be installed in accordance with a landscaping and reticulation plan to be submitted to the City and approved by the Chief Executive Officer and the landscaping shall be maintained to the satisfaction of the Chief Executive Officer.
- g. Vehicle parking, manoeuvring and circulation areas shall be designed, and drained in accordance with the approved plan (20 carbays) and shall be constructed and maintained to a trafficable standard to the satisfaction of the Chief Executive Officer at all times and shall be free from any obstructions (such as trees).
- h. All car parking bays in the car park are to be made available at all times for the parking of vehicles by visitors and employees.
- i. All vehicular access shall be from Craigie Street as shown on the approved plan and no vehicular access is approved to Mikado Way.

Minute OMC150404 of Ordinary Meeting of Council held on 23 April 2015 (cont'd)

- j. The construction and materials of the proposed crossover to Craiggie Street shall comply with the residential crossover provisions contained in the Shire of Laverton Engineering Policy – '8.5 Crossovers' unless agreed to in writing by the Shire.
 - k. All loading and deliveries are to occur within the lot boundaries using the existing concrete driveway (from Craiggie Street). No loading or unloading of vehicles is to occur that interferes with the parking of vehicles in the car park by visitors and employees.
 - l. All stormwater from roofed and paved areas shall be collected and disposed of on site to the satisfaction of the Chief Executive Officer.
 - m. If lighting is installed in the carparking area, all illumination shall be confined within the property boundaries.
 - n. No clothes drying devices shall be erected or clothes dried outside the building in any area which is visible from a street or public place.
 - o. The external walls of the building to be upgraded through replacement of broken and missing cladding, and painting of all external walls within twelve months of the issue of a Building Permit.
 - p. The applicant to submit a detailed colour schedule to be used for painting external walls to the satisfaction of the Chief Executive Officer prior to the issue of a building licence.
 - s. The applicant to submit a detailed signage plan for separate written approval by the Chief Executive Officer. No signage shall be erected unless it is approved separately by the Shire.
 - t. The applicant to submit a detailed fencing plan for separate written approval by the Chief Executive Officer. All boundary fencing to be upgraded/replaced to the satisfaction of the Chief Executive Officer with the exception of the western boundary (shared with residential).
 - u. The plans lodged as part of this application shall form part of the planning approval issued in respect of the application referred to in this approval.
2. Include the following advice notes on the planning approval:
- a. A planning consent is not an approval to commence any works. A building permit must be obtained for all works.
 - b. It is recommended that the applicant contact the Shire's Principal Environmental Health Officer/Building Surveyor to discuss the proposed development in order to:
 - (a) determine whether a building permit is required;
 - (b) register the facility as a Lodging House in accordance with the Shire's Health Local law;
 - (c) determine whether the effluent disposal system is sufficient for the proposed maximum number of persons who could occupy the facility.
3. Note that one submission was received during public advertising as explained in the body of this report, and authorise the Chief Executive Officer to notify the submitter of the Council decision.

Minute OMC160224 of Ordinary Meeting of Council held on 18 February 2016

OMC160224 COUNCIL DECISION/STAFF RECOMMENDATION - BYAC – UPDATE ON LAVERTON INDIGENOUS SHORT STAY ACCOMMODATION FACILITY

Moved Cr R Prentice; Seconded Cr R Ryles:

That Council:

- 1. Commends BYAC on their determination in pursuing their Indigenous Short Stay Accommodation Project;**
- 2. Advise BYAC that it declines to become a ‘key stakeholder’ in the project, however will continue to strongly support, advocate and lobby for this project in all available forums;**
- 3. Suggest to BYAC that they investigate alternative operational models for the short stay facility that may be more economically viable or look at alternative uses that are consistent with the intent of this facility such as an emergency accommodation shelter for at risk youth, which may attract funding.**

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Planning and Development Act 2005

Shire of Laverton Town Planning Scheme No 2

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

Should Council support the request, there will be financial implications as this will be unbudgetted expenditure.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Quinton Tucker, BYAC

Liz Bushby, Shire of Laverton Town Planning Consultant

COMMENT

Whilst the development, as per the previous Council resolutions, hasn't progressed to date the Council approval is still valid and therefore can proceed in accordance with the approvals and conditions detailed in the resolutions.

However should any of the original proposal have changed, it will be necessary to inform Council accordingly and, if necessary, seek an amendment to the planning approval.

In discussions with Mr Tucker it appears that BYAC are very keen to progress with the proposed development.

The Corporation has struck up a partnership with Habitat for Humanity. It has been indicated that they (Habitat for Humanity) are willing to bring to the table trades people and materials, however they need a total of \$15k from BYAC to show their buy in and to cover some initial costs. BYAC advise that they do not have the \$15k, and is seeking Council consideration to assist.

VOTING REQUIREMENTS

Absolute majority decision of Council required.

OMC181213.13 COUNCIL DECISION

MOVED: Cr R Ryles SECONDED: Cr R Weldon

That Council, whilst supportive of the proposal in principle, does not make a financial contribution to the project.

ABSOLUTE MAJORITY	X	VOTES FOR	7	VOTES AGAINST	0
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12. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions from Elected Members of which previous notice had been given.

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

There was no business of an urgent nature to be introduced by decision of the meeting.

14. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS

There were no items listed for consideration behind closed doors.

Items in this section of the Agenda are presented to Council for consideration behind closed doors in accordance with the provisions of Section 5.23 of the *Local Government Act 1995* as listed below:

Section 5.23 of the *Local Government Act 1995* - Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public -
- (a) all council meetings and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.

are to be open to members of the public. Subsection (3) allows that if a meeting is being held by a council or a committee referred to in subsection (1)(b),

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and

- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

15. NEXT MEETING

The next Ordinary Meeting of Council will be held on Thursday, 28 February 2019 at the Shire of Laverton Council Chambers, commencing at 5.00pm.

16. CLOSURE OF MEETING

There being no further business, the President declared the meeting closed at 5:36pm.

17. CERTIFICATION OF MINUTES

I, Patrick Hill, hereby certify that the Minutes of the Ordinary Meeting of Council held on 13 December 2018 are confirmed as a true and correct record, as per the Council resolution of the Ordinary Meeting of Council held on 28 February 2019.

SIGNED:

DATED:

28 FEBRUARY 2019

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**ORDINARY MEETING OF COUNCIL
13 DECEMBER 2018**

ATTACHMENTS

ATTACHMENT NO	DESCRIPTION
OMC181213-8.1.A	Minutes of Ordinary Meeting of Council 13 November 2018 (distributed previously)
OMC181213-8.1.B	Minutes of Audit and Risk Committee Meeting 13 December 2018
OMC181213-10.1.A	President's Report – Cr P Hill
OMC181213-10.2.A	Elected Members' Report – Cr R Prentice
OMC181213-11.1.1.A	Accounts Paid to 30 November 2018
OMC181213-11.1.2.A	Statement of Financial Activity for the period ending 31 October 2018
OMC181213-11.1.6.A	Current Policy 0221 Risk Management 22-03-2018
OMC181213-11.1.6.B	Draft Revised Policy 0221 Risk Management 13-12-2018
OMC181213-11.4.1.A	Email letter 29/11/2018 BYAC to Shire of Laverton
OMC181213-11.4.1.B	Email letter 30/11/2018 Servegate to Shire of Laverton
OMC181213-11.4.1.C	Minute & attachments SMC 4 March 2015
OMC181213-11.4.1.D	Minute & attachments OMC 23 April 2015
OMC181213-11.4.1.E	Minute & attachments OMC 18 February 2016

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Cr Robin Prentice
Elected Member's Report
Ordinary Meeting of Council - 13 December 2018

13/11/2018

- Attended Ordinary Meeting of Council by telephone linkup.

19/11/2018

- Travelled with Peter Naylor (CEO), Patrick Hill (Shire President), Les Vidovich (EMTS), Cr Rex Ryles to Alice Springs to attend the 2018 National Local Roads & Transport Congress.
- On arriving in Alice Springs, we held an Outback Highway Meeting at 11.30am. This meeting was attended by Helen, Patrick, Peter, Rex, Les, Glen and Mayor Damian Ryan (Alice Springs), Mayor Rick Britton (Boulia), Mayor Gavin Baskett (Winton). A decision was reached to hold another meeting as soon as appropriate papers were received.
- Convention Centre Alice Springs. Opening address by ALGA President Mayor David O'Loughlan:

Achievements:

- R 2 R- Increase funding July 2019.
- Election 2019.
- All politics are Local.
 - (1). Financial Assistance Grants.
 - (2). Boost Safety on Local Roads. \$47 billion of Assets.
 - (3). Promote access to Community Services.
 - (4). Protect Community from the impacts of National "Mitigation Program".
 - (5). Strengthen Economy.
 - (6). South Australia 11 per cent.
 - (7). COAG. Michael McCormach.
 - (8). Road toll increasing. 480 people die a year on Local Roads.
- Opposition address by Shadow Minister for infrastructure, Transport, Cities & Regional Development, Anthony Albanese, this was by video link.
- Keynote Address: Integrating People, Land Use & Transport. Alan Garcia. (Tasmania)
- Stepping up Safety on our Local Roads. Presented by Professor Narelle Haworth. Director, Accident Research & Road Safety-Queensland.

- Safety Program Manager, Austroads. David Bobberman. Peter Frazer, President, Safer Australian Roads & Highways. A very touching, personal experience with his daughter's death. Yellow Ribbon "Sarah" "Drive So Others Survive" 3M.
- 5pm. Welcome Reception and Exhibition Opening.

21/11/2018

- State of Assets - 2018 Launch: Speaker: Jeff Roarda, Executive Director, JRA Asset Manager, Surveying & Civil Engineering. JRA is recognised nationally as a leader in Local Government reform in the areas of Asset Management, capacity building and financial management.
- Innovation in Pavement Technology. Jerry Tan. Development of asphalt & bituminous products which include specialist asphalt designs for race tracks, airfields, shipping ports, and in addition recent innovations of 99% Recycled Asphalt & plastiphalt
- Cr Jospeh Haweil. Hume City Council.
- Jan Van de Graffe. Business Relationship Manager. Tyre Stewardship Australia. Theme: Recycled End of Life Tyre Products.
- Planes and Trains - Speaker: Simon Burke. Policy Director Australian Airports Association.
 - Wide range of issues: Aviation Security, economic relations, regional airport infrastructure, border processing, environment issues, airside operations & safety, land use planning, working closely with State & Commonwealth Gov. officials on Legislating & Regulatory reform processes.
 - Infrastructure, Funding, Assets. Roughly 60 percent operate at a loss, national backlog
 - Region Schemes, remote airstrips, airport security changes.
 - Funding: \$25million a year for a further 4 years including Regional Airports. \$200. Mill. \$50mill to Regional Airports. There are 60 odd Regional Airports with an additional 13 Regional Airports.
- Civil Aviation Safety Authority . Overview of Casa Civil Aviation - Changing the Rules.
- David Batic. General Manager of Alice Springs & Tennant Creek Airports - Defence & Civil Aviation.
 - \$18million Upgrade for Alice Springs Airport & Tennant Creek is now certified for more than 36 passenger Aircraft. It is the fastest growing Airport in the World with 64 per cent growth.
 - March 10th 2019, Alice Springs "Queen of the Desert" Celebration Runway Dinner, 2000 people on the Alice Springs Runway.

- Melita Lanigan King. Director of Regional & Industries - Future Freight Challenge. Inland Rail \$8.4 billion to 9.3 billion, Extra 1500kms of Rail between Brisbane and Melbourne.
 - John Carlton. Executive Projects Manager, Moree Plains Shire Councillor. John spoke of the Moree Plains Inland Rail, John Holland Rail. \$ 300mill.
 - (1). Opportunity.
 - (2) Be Prepared.
 - (3) Community. Brisbane to Melbourne.
 - Lunch, kindly sponsored by the Outback Way. Excellent!!!!
 - Cathryn Geiger. General Manager. Land Transport, Dept. of Infrastructure, Regional Development & Cities. Cathryn's Topic was about developing a stronger link between the charges heavy vehicle road users pay, the investment into Roads and the services received on those roads.
 - Technology - Driving change. Jamie French. Tech. Manager Downer. ITS (Integrated Transport Solutions). SCATS. Traffic signals, LED smart street lights etc.
 - John Kananghinis. Topic. Green Motoring, new Technologies & a circular economy space.
 - Mike Brady. General Manager & Infrastructure Services. Toowoomba Regional Council. Civil Engineering, Local Gov. Manager, Queensland Main Roads.
 - Outback Way - Longest Shortcut. Presented by Helen Lewis, (General Manager) and Patrick Hill (Chairman). Both Pat and Helen gave an informative history of the start and progress of the OBHD. Future planning and funding for the completion of the sealing by 2025. Interest points, tourism, opportunities for more to be involved etc.
 - Launch of ALGA's Local Roads & Transport Agenda 2019 - Mayor David O'Loughlan.
 - Government Address. The Hon. Andrew Brand MP. Federal member for Mallee (Infrastructure. Transport & Regional Development Portfolio). A strong advocate for expanded Foreign Trade Agreements, Development across Asia Pacific Region, Andrew works to ensure country people are recognised for their contribution to Australia.
 - To end the official Program, a Congress Dinner was held at The Outback Quarry sponsored by Nissan, the Electric car. Excellent setting, food and an on-the-spot hand painting by Indigenous artist, Tommy Crow, was auctioned and sold for \$1,350.00 which was donated to Peter Frazer's foundation "SARAH". Entertainment was also provided by children of "Drum Atweme", meaning hit the drum in Arrernte Language.
- We got to have a ride in the Electric car which was quite good - I believe one of our Councillors actually drove it.

01/12/2018

Attended Desert Sands Christmas Party at the Sports Club, delicious food, entertainment was fun, all round another great night. Thanks Rex.

05/12/2018

Attended OBHD teleconference in Council Chambers, 7.30 am via phone link up.

Thanks to the Laverton Shire Council for my attendance at this Road & Transport Congress.

Cr. Robin Prentice

A handwritten signature in cursive script, reading "Robin Prentice", followed by a period.

ACCOUNTS PAID FOR MONTH ENDING 31 OCTOBER 2018

Chq/EFT	Date	Name	Description	Payment Amount
13234	06/11/2018	Pivotel Satellite Pty Limited	Satellite phone billing charges from 01-09 to 30-09-2018	\$600.19
13238	22/11/2018	Horizon Power	Street Lights Electricity Charges	\$1,857.35
13239	22/11/2018	Pivotel Satellite Pty Limited	Satellite phone service fee charges for October 2018	\$93.00
13240	22/11/2018	Telstra	Phone and Internet Charges October 2018	\$3,123.77
13241	22/11/2018	Water Corporation	Standpipe at Cox St Water Use Charges	\$50.79
13242	29/11/2018	Pivotel Satellite Pty Limited	Satellite phone charges for October 2018	\$586.55
13243	29/11/2018	Patrick John Hill	2018 Photo Competition - 2nd Prize	\$200.00
13244	29/11/2018	Sabina Heinonen	2018 Photo Competition - 1st Prize	\$500.00
13245	29/11/2018	Melanie O'Donoghue	2018 Photo Competition - 3rd Prize	\$100.00
Sub total				\$7,111.65
DD251.1	01/11/2018	Credit Card Purchases - CEO	OCT DD CC; Blue pod coffee supplies for admin/councillor kitchen; Skippers Aviation - Return flights for auditors, Special Projects Officer, Allied Projects Contractor, M Mearns	\$7,395.18
DD251.2	01/11/2018	Credit Card Purchases - EMTS	OCT DD CC; Accommodation for Cr P Hill, Cr R Prentice & GB Manager to attend ODHC Alice Springs	\$570.00
DD258.1	01/11/2018	Credit Card Purchases - EMTS	OCT DD CC; Rapid Plan, traffic management plan program - synergy PO # 100	\$412.50
DD260.1	01/11/2018	Credit Card Purchases - CEO	DD CC payment advance made for 29 OCT 18; includes airfares - Skippers	\$5,000.00
DD263.1	01/11/2018	Credit Card Purchases - EMTS	OCT DD CC; Flights Perth to Alice Springs OHDC AGM	\$2,664.21
DD265.1	01/11/2018	Credit Card Purchases - EMTS	OCT DD CC; Various Suppliers	\$93.32
DD297.1	20/11/2018	WA Local Government Superannuation	Payroll deductions - F/E 20 Nov 2018	\$18,236.90
DD297.2	20/11/2018	AUSTRALIAN SUPER	Superannuation contributions - F/E 20 Nov 2018	\$2,659.67
DD297.3	20/11/2018	Sunsuper	Superannuation contributions - F/E 20 Nov 2018	\$563.45
DD297.4	20/11/2018	HESTA Super Fund	Superannuation contributions - F/E 20 Nov 2018	\$73.07
DD297.5	20/11/2018	HOST PLUS SUPERANNUATION FUND	Superannuation contributions - F/E 20 Nov 2018	\$131.18
DD297.6	20/11/2018	REST Superannuation	Superannuation contributions - F/E 20 Nov 2018	\$88.55
DD298.1	06/11/2018	WA Local Government Superannuation	Payroll deductions - F/E 6 Nov 2018	\$15,338.24
DD298.2	06/11/2018	AUSTRALIAN SUPER	Superannuation contributions - F/E 6 Nov 2018	\$1,600.13
DD298.3	06/11/2018	Sunsuper	Superannuation contributions - F/E 6 Nov 2018	\$585.53
DD298.4	06/11/2018	HESTA Super Fund	Superannuation contributions - F/E 6 Nov 2018	\$74.73
DD298.5	06/11/2018	HOST PLUS SUPERANNUATION FUND	Superannuation contributions - F/E 6 Nov 2018	\$124.35
DD298.6	06/11/2018	REST Superannuation	Superannuation contributions - F/E 6 Nov 2018	\$84.35
Sub total				\$55,695.36
EFT488	06/11/2018	Shire of Leonora	Health/Building Services 02-10-2018 to 12-10-2018 per contract	\$3,507.50
EFT489	06/11/2018	Goldfields Locksmith	INV 22-08-2018. Horizon Power coded lock and Chrome swing handle assembly to match	\$141.28
EFT490	06/11/2018	Wendy Binks	INV 28-09-2018. Postcards & booklets for Great Beyond Merchandise	\$605.75
EFT491	06/11/2018	Blackwoods	INV 27-08-2018. Supply of concrete for various buildings	\$432.96
EFT492	06/11/2018	Online Business Systems	Install and replace new POS system @ GB	\$842.60
EFT493	06/11/2018	WA Library Supplies	INV 06-09-2018. people counter & scanner for CRC use	\$679.00
EFT494	06/11/2018	Multiple Trades & Maintenance	Unblock toilets @ Leahy Park	\$727.87
EFT495	06/11/2018	ABC Maps & Guidebooks	INV 27-09-2018. Great Beyond Merchandise	\$394.80
EFT496	06/11/2018	Eastern Goldfields Historical Society	Various photographs of Mt Morgans for Dacian Mining	\$220.00
EFT497	06/11/2018	Bucher Municipal	Filter element, seal kit, element return line filter & seal kit	\$173.09
EFT498	06/11/2018	Campbell Contractors	Construct concrete cross over to driveway @ 5 Lancefield St	\$6,400.00
EFT499	06/11/2018	Westcool	Strip, clean and sanitise AC units @ GB	\$720.00
EFT500	06/11/2018	Aerodrome Management Services	Preliminary drafting aircraft parking expansion plus labour	\$1,870.02
EFT501	06/11/2018	Allied Projects Pty Ltd	Project Management Fee for Laverton Community Hub to October 2018	\$10,560.00
EFT502	06/11/2018	Ampac Debt Recovery WA Pty Ltd	INV 14-09-2018. Rates debt recovery charges for period ending 14-09-2018	\$55.00
EFT503	06/11/2018	Anderson Munro & Wyllie	Interim audit for year ended 30 June 2018	\$8,250.00
EFT504	06/11/2018	Armadale Lock & Key Service	Restricted keys, MK rest & Freight Charges	\$1,117.00

ACCOUNTS PAID FOR MONTH ENDING 31 OCTOBER 2018

Chq/EFT	Date	Name	Description	Payment Amount
EFT505	06/11/2018	Atom Supply	Cooler jugs and rigger cloves	\$351.38
EFT506	06/11/2018	Australia's Golden Outback	Advert in 2019 AGO Holiday Planner	\$3,570.25
EFT507	06/11/2018	Bindi Bindi Publishing	Book of Australian Nursery	\$90.00
EFT508	06/11/2018	Bridgestone Australia	Supply tyres for P372 supervisor vehicle	\$48.40
EFT509	06/11/2018	Bunnings Group Limited	INV 15-09-2018. Potting mix, glazed pot & saucer, plant and hammer claw	\$136.48
EFT510	06/11/2018	Canine Control	INV 27-09-2018. Ranger services for Shire of Laverton, 24/09 - 25/09	\$5,500.02
EFT511	06/11/2018	Coca-Cola Amatil (Aust) Pty Ltd	Great Beyond Cafe Goods	\$223.90
EFT512	06/11/2018	Coffee & Tea Supplies	Great Beyond Cafe Goods	\$773.50
EFT513	06/11/2018	COLAS West Australia Pty Ltd	Bitumen sealing work @ Old Laverton Road	\$13,124.30
EFT514	06/11/2018	Complete Services Pty Ltd	Travel to site @ Bandy and fit compressor and regas	\$903.87
EFT515	06/11/2018	Courier Australia	Freight Charges	\$610.47
EFT516	06/11/2018	Covs Auto, Mining & Industrial Supplies	Devcon p/steel putty	\$578.04
EFT517	06/11/2018	Desert Inn Hotel	Catering for council dinner - 19-09-2018	\$325.00
EFT518	06/11/2018	Desert Sands Cartage Contractors	Supply of plant and operators for Laverton WANDRRA 2017 Flood damages	\$75,749.30
EFT519	06/11/2018	Eagle Petroleum (WA) Pty Ltd	Stock of vehicle oil	\$374.00
EFT520	06/11/2018	Eastgold Dairy Distributors	Great Beyond Cafe Goods	\$745.15
EFT521	06/11/2018	Flex Industries Pty Ltd	Exhaust parts, assorted filters and filter kit & synthetic transmission oil	\$2,303.95
EFT522	06/11/2018	Forman Brothers Pty Ltd	Install new RPZD in duct on toilet block - test backflow prevention devices	\$1,848.88
EFT523	06/11/2018	Goldfields Toyota	Fit supplied RHS to single wheel carrier plus dual batteries for CEO Vehicle	\$4,316.02
EFT524	06/11/2018	Goldline Distributors	Great Beyond Cafe Goods	\$804.59
EFT525	06/11/2018	JB Books	Great Beyond Merchandise	\$408.87
EFT526	06/11/2018	Komatsu Australia Pty Ltd	Air compressor for P368 Grader	\$1,265.05
EFT527	06/11/2018	Laverton Supplies	Food items for anti-poverty week	\$219.33
EFT528	06/11/2018	Laverton Supplies Motors	Weekly Newspapers 24-09-2018 to 30-09-2018	\$22.60
EFT529	06/11/2018	Museums Australia Inc.	Membership 2018/19 for Museums/Galleries of Australia	\$272.40
EFT530	06/11/2018	National Pumps & Energy	Sykes Yakka Trailer Pump 01-09-2018 to 30-09-2018	\$5,728.80
EFT531	06/11/2018	Outback Chef	Great Beyond Merchandise	\$621.10
EFT532	06/11/2018	Outback Geek	Configure iPhone email settings for DCEO mobile	\$135.00
EFT533	06/11/2018	Outback Parks & Lodges	Accommodation for HI Construction crew for work 01-10-2018 to 07-10-2018	\$1,080.00
EFT534	06/11/2018	Paradise Lawns	Cut down large gum tree near old pool area and remove	\$1,732.50
EFT535	06/11/2018	Peerless Jal Pty Ltd	Cleaning products for Great Beyond	\$358.83
EFT536	06/11/2018	PFD Food Services Pty Ltd	Great Beyond Cafe Goods	\$1,875.45
EFT537	06/11/2018	Pier Street Medical Pty Ltd	Staff Vaccinations - Hep B: S Rawiri	\$26.62
EFT538	06/11/2018	Pivotel Satellite Pty Limited	Iridium Full Kit: Satellite Mobile Phone to replace lost EMTS phone	\$1,649.00
EFT539	06/11/2018	POZ Minerals Ltd	Rates refund for assessment A10459 E38/03038 MINING TENEMENT LAVERTON WA 6440	\$420.82
EFT540	06/11/2018	PsiTech Pty Ltd	Additional Mailbox (E-Mail) Licenses	\$783.75
EFT541	06/11/2018	PWT Electrical	Supply and install air conditioner for CRC	\$19,799.22
EFT542	06/11/2018	Quick Corporate	Various Stationery Items	\$532.75
EFT543	06/11/2018	The Workers Shop	CRC & Library staff uniforms	\$1,856.00
EFT544	06/11/2018	Town Planning Innovations	Amendment 3 to Shire Town Planning, Scheme 2	\$3,190.00
EFT545	06/11/2018	Truckline	Supply of disc & spring brake chambers, shock bolts, absorbers, spacer and impact wrench	\$1,675.58
EFT546	06/11/2018	Westrac Pty Ltd	Control HTR & Switch	\$685.66
EFT547	06/11/2018	Winc Australia Pty Ltd	Various Stationery Items	\$798.81
EFT548	06/11/2018	WML Consultants Pty Ltd	Project Management Services for GCR Roadworks	\$40,417.99
EFT549	06/11/2018	Wurth Australia	Assorted screws, bolts, washers, etc. - Workshop consumables	\$788.65

ACCOUNTS PAID FOR MONTH ENDING 31 OCTOBER 2018

Chq/EFT	Date	Name	Description	Payment Amount
EFT550	06/11/2018	Moore Stephens	Financial Management Assistance as per contract	\$17,077.50
EFT551	06/11/2018	Shire of Coolgardie	GVROC Delphi Grill Perth - Reimbursement for Councillors and CEO dinner	\$446.12
EFT552	06/11/2018	ESC Engineering	LCH Stage 1 Electrical Design	\$803.00
EFT553	06/11/2018	Phil Marshall	Telephone account 02-09-2018 to 03-10-2018, mobile use for admin operations	\$109.00
EFT554	06/11/2018	Stewart & Heaton Clothing Co. Pty Ltd	Fire fighting protective equipment as per Quote SON-1006875	\$1,147.63
EFT555	06/11/2018	Aerosweep Pty Ltd	FOD*BOSS Aerodrome Sweeper plus freight	\$9,268.60
EFT556	06/11/2018	Market Creations	Initial charges for Wildcard SSL certificate	\$253.00
EFT557	06/11/2018	Laverton District High School Parents & Citizens	Catering - Porsche Rally on 21 May 2018	\$1,250.00
EFT558	06/11/2018	Powerchill	SAI new split system and install power to Records Seat Container @ Depot	\$7,146.70
EFT559	06/11/2018	Bridgestone Service Centre Kalgoorlie	Replace and disposal of tyre for OLA CEO Vehicle	\$283.80
EFT560	06/11/2018	Kalgoorlie Retravisoin	Washing machines, smart drives & 3G Screen	\$3,149.00
EFT561	06/11/2018	C & A Taylor Grading Pty Ltd	Supply of plant & operators for GCR Roadworks per tender 07/17	\$548,204.23
EFT562	15/11/2018	Central Regional Tafe	Course Fees for trainee J Jones, August 2018 to July 2019	\$2,672.50
EFT563	15/11/2018	Australian Potash Limited	Rates refund for assessment A9492 E38/01903 Mining Tenement LAVERTON WA 6440	\$617.58
EFT564	15/11/2018	SANNO MARRACOONDA PERTH AIRPORT HOTEL	Accommodation for Cr P Hill, Cr R Prentice & CEO to attend National Roads & Transport Congress	\$516.00
EFT565	15/11/2018	Australia Post	Postage Charges	\$341.68
EFT566	15/11/2018	Dacian Gold Limited	Rates refund for assessment A10255 P39/05427 MINING TENEMENT LAVERTON WA 6440	\$2,391.21
EFT567	15/11/2018	Department Fire & Emergency Services	2018/19 Fire & Emergency Services Levy ESL) on Shire Properties	\$2,315.09
EFT568	15/11/2018	Desert Sands Cartage Contractors	WANDRRA 2017 Flood Damage White Cliffs Road	\$230,199.75
EFT569	15/11/2018	Focus Minerals (Laverton) Pty Ltd	Rates refund for assessment A9918 P38/03506 Mining Tenement LAVERTON WA 6440	\$939.23
EFT570	15/11/2018	HI Constructions (Aust) Pty Ltd	Old Police house bathroom restoration	\$19,874.80
EFT571	15/11/2018	Outback Parks & Lodges	Accommodation 24-09-2018 to 30-09-2018 for Curtin volunteers	\$1,614.00
EFT572	15/11/2018	Pindan Modular	Design Works for Aged Care Accommodation Proposal	\$51,346.35
EFT575	20/11/2018	COLAS West Australia Pty Ltd	Supply of bitumen sealing services for GCR SLK 385-435, RFT 09/17 endorsed SMC171103	\$1,051,181.68
EFT576	20/11/2018	Pindan Contracting	Construction of Community Hub & Aquatic Centre. Progress Claim 5	\$893,079.00
EFT577	22/11/2018	Vattessa Colbung	Great Beyond Merchandise	\$160.00
EFT578	22/11/2018	Landvision	Explorers Map & Foam Mounted	\$440.00
EFT579	22/11/2018	Michael McGuire	Calendars - GB Merchandise	\$340.00
EFT580	22/11/2018	Maria Resources Pty Ltd	Rates refund for assessment A11009 E69/03518 Mining Tenement LAVERTON WA 6440	\$1,095.23
EFT581	22/11/2018	Borrell Rafferty Associates Pty Ltd ATF The Muzcar Unit Trust	Professional Fees for QS for GBVC	\$1,749.00
EFT582	22/11/2018	Bunnings Group Limited	Storage containers, gloves, bbq fuel, hook utility & standard panel	\$85.91
EFT583	22/11/2018	Chefmaster Australia	Rubbish Bags	\$230.70
EFT584	22/11/2018	Coastal Midwest Transport	Freight charges	\$1,687.66
EFT585	22/11/2018	Coca-Cola Amatil (Aust) Pty Ltd	Great Beyond Cafe Goods	\$219.60
EFT586	22/11/2018	Coffee & Tea Supplies	Great Beyond Cafe Goods	\$343.95
EFT587	22/11/2018	Cooper Fluid Systems	Magnum diaphragm	\$204.60
EFT588	22/11/2018	Courier Australia	Freight Charges	\$4,588.70
EFT589	22/11/2018	Eastgold Dairy Distributors	Great Beyond Cafe Goods	\$139.80
EFT590	22/11/2018	Fairfax Media Publications P/L	Advert for Laverton in September Travel Lift Out - feature Goldfields Wild Flowers	\$218.07
EFT591	22/11/2018	Goldline Distributors	Items for youth resources/activities	\$18.73
EFT592	22/11/2018	Goldrush Tours	October bus charges (invoiced 31 October 2018)	\$1,659.20

ACCOUNTS PAID FOR MONTH ENDING 31 OCTOBER 2018

Chq/EFT	Date	Name	Description	Payment Amount
EFT593	22/11/2018	Harvey Norman	Purchase of camera & HDMI cord, warranty, micro SD, tripod, etc. for Youth Services	\$3,701.40
EFT594	22/11/2018	Laverton Supplies	Food items for youth services	\$12.95
EFT595	22/11/2018	Office National	Financial Year Planners	\$19.10
EFT596	22/11/2018	Outback Highway	Guide books to Outback Way HEMA Atlas & Guide	\$1,320.00
EFT597	22/11/2018	PFD Food Services Pty Ltd	Great Beyond Cafe Goods	\$133.60
EFT598	22/11/2018	Pier Street Medical Pty Ltd	Drug & alcohol screen and medical assessment	\$206.00
EFT599	22/11/2018	Winc Australia Pty Ltd	A3 Laminating pouches	\$60.76
EFT600	22/11/2018	WML Consultants Pty Ltd	WANDRRA 2017 Flood Damage	\$8,624.00
EFT601	22/11/2018	Workwear Group	Uniforms per council policy 05.06 - R Wikeepa	\$674.85
EFT602	22/11/2018	Laverton Post Office	Phone Credits for CDC officer phones	\$80.00
EFT603	22/11/2018	Remote Roads	Supervision of flood damage repairs for AGRN 743 from 05-10-2018 to 30-10-2018	\$26,134.57
EFT604	22/11/2018	T & R Homes	Construction of Lot 231 Lancefield St, DCEO House	\$90,151.96
EFT605	22/11/2018	Robyn Smith	Travel allowance, travel & meal costs for Synergy training	\$1,523.95
EFT606	22/11/2018	Earth Australia Contracting	Excavations @ Tip plus mobilisation & demobilisation	\$7,700.00
EFT607	22/11/2018	Transponder Technologies	TWeb set up & Subscription fees	\$1,375.00
EFT608	22/11/2018	Jasmine Bonning	National Police Clearance/Pre Employment	\$54.30
EFT609	22/11/2018	Kevin Naidu	Youth Centre Activities, Stationery items for CDC, Fuel for Bus Excursion, Kal excursion dinner McDonalds	\$1,327.24
EFT610	29/11/2018	Vanessa Australia	Great Beyond Merchandise	\$539.61
EFT611	29/11/2018	Artback NT Inc	Mamanta Performance Workshop	\$275.00
EFT612	29/11/2018	Bobcat-Attach	Conversion of P328 to suit JCB P376 & supply chrome pins	\$671.00
EFT613	29/11/2018	Gold road (Gruyere) Pty Ltd	Rates refund for assessment A9865 E38/01932 MINING TENEMENT LAVERTON WA 6440	\$213.22
EFT614	29/11/2018	Daphne Florist Kalgoorlie	Wreaths for Remembrance Day 2018	\$352.00
EFT615	29/11/2018	Deanne Ross	Gratuity Payment - Nurses incentive per policy 9.08 13-11-2017 to 13-05-2018	\$1,430.00
EFT616	29/11/2018	Desert Sands Cartage Contractors	Supply of bulldog pit water access from 27-10-2018 to 27-11-2018	\$26,127.75
EFT617	29/11/2018	Duketon Mining Ltd	Rates refund for assessment A6731 P38/03893 MINING TENEMENT LAVERTON WA 6440	\$427.26
EFT618	29/11/2018	Eagle Petroleum (WA) Pty Ltd	Purchase of 33,053 Litres of diesel fuel @ \$1.5053	\$55,104.15
EFT619	29/11/2018	Eastgold Dairy Distributors	Great Beyond Cafe Goods	\$328.60
EFT620	29/11/2018	Goldfields Toyota	Workshop sundries and waste disposal plus servicing of P359 DCEO vehicle	\$566.90
EFT621	29/11/2018	Goldline Distributors	Food items for NAIDOC 2018 Seniors Dinner	\$192.59
EFT622	29/11/2018	National Pumps & Energy	Hire of Sykes Yakka Trailer Pump 01-10-2018 to 31-10-2018	\$13,749.12
EFT623	29/11/2018	Outback Parks & Lodges	Accommodation booked under Norman (HI Constructions) for 29-10-2018 to 01-11-2018	\$892.00
EFT624	29/11/2018	PsiTech Pty Ltd	Purchase of dell laptop 3590	\$1,754.50
EFT625	29/11/2018	PWT Electrical	Replace fluoro tube and alter switches to lights in Admin/Shire Council Chamber	\$1,383.39
EFT626	29/11/2018	Reece Pty Ltd	Vada commercial macerator	\$1,660.49
EFT627	29/11/2018	Town Planning Innovations	General planning services; 1 Hill St, Lots 190-191 Cox St	\$309.38
EFT628	29/11/2018	Remote Roads	Supply of supervisor for various road works 05-10-2018 to 30-10-2018	\$12,804.66
EFT629	29/11/2018	BOC Limited	Gas Charges 28-09-2018 to 28-10-2018	\$269.55
EFT630	29/11/2018	Rubek Automatic Doors	Installation of Rubek automatic sliding doors	\$11,759.00
EFT631	29/11/2018	Phil Marshall	Mobile phone usage - administration operations	\$109.00
EFT632	29/11/2018	Laurinda Anne Hill	Meals in Kalgoorlie at training courses	\$201.37
EFT633	29/11/2018	Johanna McGuire	Purchase of items for 2018 Staff Christmas gifts & party	\$444.50
EFT634	29/11/2018	Powerchill	Horizon power charges for disconnection/power at Youth Centre and Pool	\$1,649.00
EFT635	29/11/2018	Cadgroup Australia Pty Ltd	Autodesk subscription renewal for Technical Services	\$1,661.00
EFT636	29/11/2018	Bridgestone Service Centre Kalgoorlie	Various tyres for trailers stored at Depot	\$27,500.00

ACCOUNTS PAID FOR MONTH ENDING 31 OCTOBER 2018

Chq/EFT	Date	Name	Description	Payment Amount
EFT637	29/11/2018	Kevin Naidu	Items for CDC office & youth resources for different activities	\$143.44
EFT638	29/11/2018	Thompson Signs	Supply sign stickers for front door Trading Hours" with SOL logo plus freight charges"	\$121.00
EFT639	29/11/2018	Jesamine Thomas	Pre-employment checks, Police Clearance	\$54.30
				\$3,400,621.21
1004	06/11/2018	Building & Construction Industry Training Fund	DDCT PTY LTD, DES CANNONS, ABORIGINAL AFFAIRS & GRUYERE MANAGEMENT LEVIES	\$1,200.00
EFT486	06/11/2018	Building Commission/DMIRS	DDCT PTY LTD, DES CANNONS, ABORIGINAL AFFAIRS PLANNING AUTHORITY & GRUYERE MANAGEMENT	\$986.95
EFT487	06/11/2018	Shire of Laverton Municipal Account	COMMISSION FOR BSL SEPTEMBER 2018	\$20.00
				\$2,206.95

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Statement of Financial Activity for the Period Ended 30 October 2018

MOORE STEPHENS

Mr Peter Naylor
The Chief Executive Officer
Shire of Laverton
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Dear Peter

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COMPILATION REPORT TO THE SHIRE OF LAVERTON

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Laverton, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 October 2018. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF LAVERTON

The Shire of Laverton are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Laverton we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Laverton provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Laverton. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

OTHER MATTERS

The amount of restricted municipal cash is \$3,146,570 as at the 31st October 2018 as disclosed at Note 2 of the attached Statement of Financial Activity for the Shire of Laverton. These restricted funds represent monies held for the purpose of the Community Hub Project. The actual balance of the investment is \$2,161,132 as per the statement from the WA Treasury Corporation and represents a material variation to the attached statements of \$985,438.

Moore Stephens (WA) Pty Ltd

Moore Stephens (WA) Pty Ltd
Chartered Accountants



RUSSELL BARNES
DIRECTOR

20 November 2018

SHIRE OF LAVERTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 November 2018

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

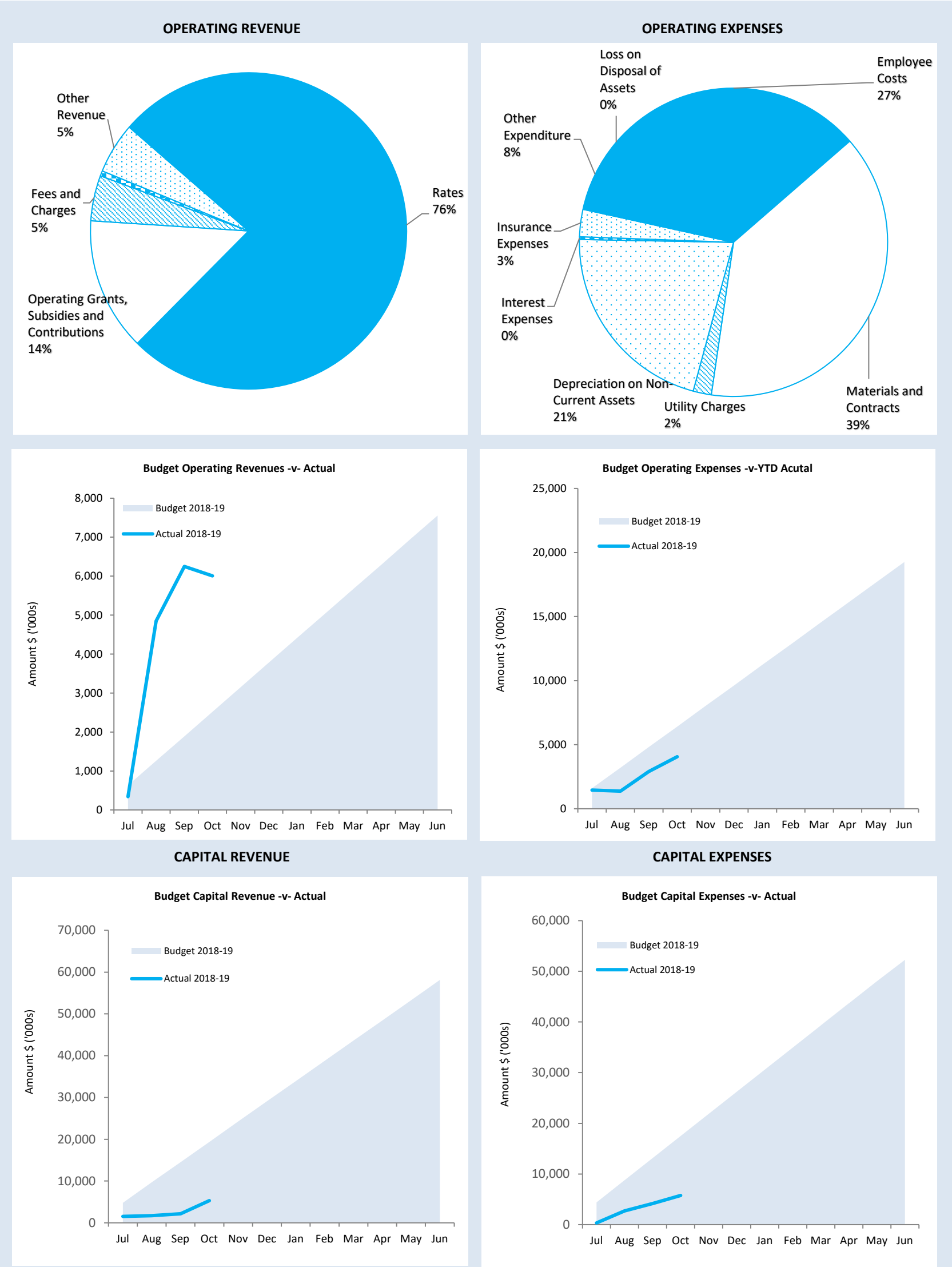
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018

SUMMARY GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

STATUTORY REPORTING PROGRAMS

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

	ACTIVITIES
GOVERNANCE	Administration and operation facilities and services to members of Council. Other costs that relate to the tasks of assessing Elected Members and Ratepayers on matters which do not concern specific Council Services.
GENERAL PURPOSE FUNDING	Rates, General Purpose Government Grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	Supervision of various laws, fire prevention, emergency services and animal control.
HEALTH	Food control, maintenance of child health clinics and health administration, and the retention of a full time doctor in Laverton.
EDUCATION AND WELFARE	Maintenance of pre-school facilities, day care centre, donations to school and assistance to welfare groups and the Youth Development Program are reported under this objective.
HOUSING	Provision of staff housing as well as private housing for the retention of professionals in Laverton.
COMMUNITY AMENITIES	Rubbish collection services, operation of rubbish tip site, noise control, administration of town planning, operation of cemeteries and maintenance of public conveniences.
RECREATION AND CULTURE	Provision of public hall, swimming pool, recreational facilities, various reserves, operation of library together with television and radio re-broadcasting facilities.
TRANSPORT	Construction and maintenance of roads, drainage, footpaths, parking facilities, traffic signs, street cleaning and operation of Laverton Airport.
ECONOMIC SERVICES	Community development, tourism and area promotion, heritage development and maintenance, Great Beyond Visitor Centre & Explorer's Hall of Fame, community resource centre and building control.
OTHER PROPERTY AND SERVICES	Private works, community bus, technical services, administration, plant operations control and miscellaneous services not able to be classified elsewhere.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	3,384,183	3,384,183	3,885,345	501,162	14.81%	
Revenue from operating activities							
General Purpose Funding - Rates	5	4,266,180	1,422,060	4,567,472	3,145,412	221.19%	▲
General Purpose Funding - Other		1,327,956	442,628	483,311	40,683	9.19%	
Law, Order and Public Safety		15,880	5,280	763	(4,517)	(85.55%)	
Health		107,800	35,932	53,818	17,886	49.78%	▲
Education and Welfare		298,150	99,376	65,426	(33,950)	(34.16%)	▼
Housing		150,000	49,992	114,583	64,591	129.20%	▲
Community Amenities		135,000	44,992	98,298	53,306	118.48%	▲
Recreation and Culture		117,600	39,192	4,304	(34,888)	(89.02%)	▼
Transport		663,215	221,060	455,820	234,760	106.20%	▲
Economic Services		355,050	118,332	150,145	31,813	26.88%	▲
Other Property and Services		119,000	39,656	13,210	(26,446)	(66.69%)	▼
		7,555,831	2,518,500	6,007,150			
Expenditure from operating activities							
Governance		(565,365)	(188,432)	(148,829)	39,603	21.02%	▲
General Purpose Funding		(516,595)	(172,176)	(291,246)	(119,070)	(69.16%)	▼
Law, Order and Public Safety		(168,340)	(56,084)	(75,117)	(19,033)	(33.94%)	▼
Health		(316,973)	(105,628)	(108,062)	(2,434)	(2.30%)	
Education and Welfare		(708,413)	(236,024)	(179,085)	56,939	24.12%	▲
Housing		(182,105)	(59,984)	(169,180)	(109,196)	(182.04%)	▼
Community Amenities		(492,446)	(164,056)	(186,140)	(22,084)	(13.46%)	▼
Recreation and Culture		(1,024,643)	(341,296)	(302,040)	39,256	11.50%	▲
Transport		(13,650,065)	(4,549,720)	(2,459,292)	2,090,428	45.95%	▲
Economic Services		(1,438,548)	(479,268)	(411,443)	67,825	14.15%	▲
Other Property and Services		(194,898)	(64,852)	269,233	334,085	515.15%	▲
		(19,258,391)	(6,417,520)	(4,061,201)			
Operating activities excluded from Actual							
Add Back Depreciation		2,143,100	714,332	855,863	141,531	19.81%	▲
Adjust (Profit)/Loss on Asset Disposal	6	171,571	57,184	12,937	(44,247)	(77.38%)	▼
Adjust Provisions and Accruals		0	0	(2,113)	(2,113)		
Amount attributable to operating activities		(9,387,889)	(3,127,504)	2,812,636			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	57,171,623	19,057,196	5,282,372	(13,774,824)	(72.28%)	▼
Proceeds from Disposal of Assets	6	164,000	28,182	28,182	0	0.00%	
Capital Acquisitions	7	(52,261,917)	(17,420,472)	(5,757,905)	11,662,567	66.95%	▲
Amount attributable to investing activities		5,073,706	1,664,906	(447,351)			
Financing Activities							
Proceeds from New Debentures		800,000	0	0	0		
Transfer from Reserves	9	830,000	0	0	0		
Repayment of Debentures	8	(200,000)	33,057	(33,057)	(66,114)	200.00%	
Transfer to Reserves	9	(500,000)	0	0	0		
Amount attributable to financing activities		930,000	33,057	(33,057)			
Closing Funding Surplus(Deficit)	1(b)	0	1,954,642	6,217,573			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2018-19 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	1(b)	3,384,183	3,384,183	3,885,345	501,162	14.81%
Revenue from operating activities						
Rates	5	4,266,180	1,422,060	4,567,472	3,145,412	221.19%
Operating Grants, Subsidies and Contributions	10	2,361,041	786,968	817,221	30,253	3.84%
Fees and Charges		420,700	140,188	279,065	138,877	99.06%
Interest Earnings		175,000	58,324	31,403	(26,921)	(46.16%)
Other Revenue		331,000	110,324	311,989	201,665	182.79%
Profit on Disposal of Assets	6	1,910	636	0	(636)	(100.00%)
		7,555,831	2,518,500	6,007,150		
Expenditure from operating activities						
Employee Costs		(3,961,536)	(1,320,180)	(1,105,513)	214,667	16.26%
Materials and Contracts		(11,720,935)	(3,905,940)	(1,571,577)	2,334,363	59.76%
Utility Charges		(257,550)	(85,572)	(77,630)	7,942	9.28%
Depreciation on Non-Current Assets		(2,143,100)	(714,332)	(855,863)	(141,531)	(19.81%)
Interest Expenses		(88,000)	(29,332)	(11,646)	17,686	60.30%
Insurance Expenses		(153,009)	(50,880)	(115,965)	(65,085)	(127.92%)
Other Expenditure		(760,780)	(253,464)	(310,070)	(56,606)	(22.33%)
Loss on Disposal of Assets	6	(173,481)	(57,820)	(12,937)	44,883	77.63%
		(19,258,391)	(6,417,520)	(4,061,201)		
Operating activities excluded from Actual						
Add back Depreciation		2,143,100	714,332	855,863	141,531	19.81%
Adjust (Profit)/Loss on Asset Disposal	6	171,571	57,184	12,937	(44,247)	(77.38%)
Adjust Provisions and Accruals		0	0	(2,113)	(2,113)	
Amount attributable to operating activities		(9,387,889)	(3,127,504)	2,812,636		
Investing activities						
Non-operating grants, subsidies and contributions	10	57,171,623	19,057,196	5,282,372	(13,774,824)	(72.28%)
Proceeds from Disposal of Assets	6	164,000	28,182	28,182	0	0.00%
Capital acquisitions	7	(52,261,917)	(17,420,472)	(5,757,905)	11,662,567	66.95%
Amount attributable to investing activities		5,073,706	1,664,906	(447,351)		
Financing Activities						
Proceeds from New Debentures		800,000	0	0	0	
Transfer from Reserves	9	830,000	0	0	0	
Repayment of Debentures	8	(200,000)	33,057	(33,057)	(66,114)	200.00%
Transfer to Reserves	9	(500,000)	0	0	0	
Amount attributable to financing activities		930,000	33,057	(33,057)		
Closing Funding Surplus (Deficit)	1(b)	0	1,954,642	6,217,573		

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits (Continued)

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

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

PROVISIONS

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

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

INVENTORIES

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

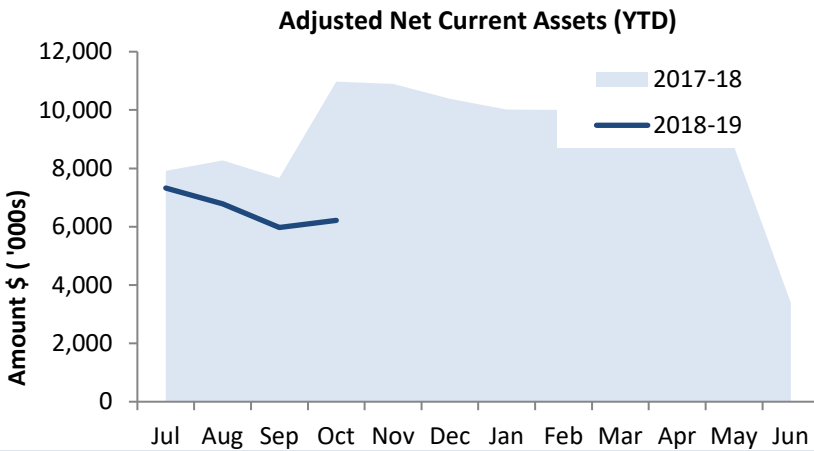
Adjusted Net Current Assets	Ref Note	Last Years Closing 30 Jun 2018	This Time Last Year 31 Oct 2017	Year to Date Actual 31 Oct 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,195,028	1,520,974	1,582,838
Cash Restricted	2	5,912,906	8,735,913	5,912,906
Rates outstanding	3	261,743	1,182,762	1,439,317
Sundry debtors	3	2,464,293	467,527	3,926,359
GST receivable	3	0	0	273,737
Other receivables	3	0	0	155,813
Provision for doubtful debts	3	(336,838)	(329,000)	(336,838)
Accrued income	3	19,081	0	19,081
Inventories		175,760	146,809	175,760
		10,691,973	11,724,985	13,148,973
Less: Current Liabilities				
Payables	4	(893,722)	(729,903)	(1,018,493)
Provisions - employee		(295,410)	(471,644)	(295,410)
Long term borrowings		(140,087)	0	(107,030)
		(1,329,219)	(1,201,547)	(1,420,933)
Unadjusted Net Current Assets		9,362,754	10,523,438	11,728,040
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	2	(5,912,906)	(3,286,309)	(5,912,906)
Add: Long term borrowings		140,087	0	107,030
Add: Provisions - employee		295,410	471,644	295,410
Adjusted Net Current Assets		3,885,345	7,708,773	6,217,574

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



This Year YTD
Surplus(Deficit)

\$6.22 M

Last Year YTD
Surplus(Deficit)

\$7.71 M

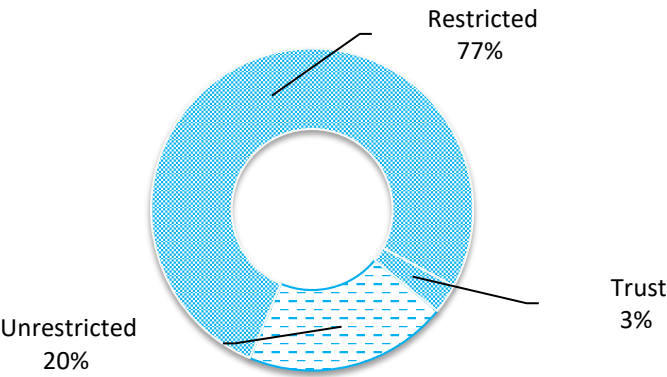
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

Description	Type	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Bank Account	Cheque	80,638			80,638	NAB	0.00%	ongoing
Municipal Investment Account	Term deposi	1,500,000			1,500,000	NAB	1.98%	5/11/2018
Petty Cash & Cash On Hand - Administration	Petty cash	1,700			1,700	Cash on hand	0.00%	ongoing
Petty Cash & Cash On Hand - Great Beyond Visitor Centre	Petty cash	500			500	Cash on hand	0.00%	ongoing
Reserve Bank Account	Investment	0	2,766,336		2,766,336	NAB	2.75%	31/12/2018
Restricted Cash; Other	Investment	0	3,146,570		3,146,570	WATC	1.45%	ongoing
Trust Cash at bank	Cheque	0		49,393	49,393	NAB	n/a	ongoing
Trust Cash at Bank Outback Highway	Cheque	0		6,539	6,539	NAB	n/a	ongoing
Trust investment Outback Highway	Term deposi	0		171,026	171,026	NAB	2.70%	27/03/2019
Total		1,582,838	5,912,906	226,958	7,545,137			

KEY INFORMATION

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



Total Cash	Unrestricted
\$7.55 M	\$1.58 M

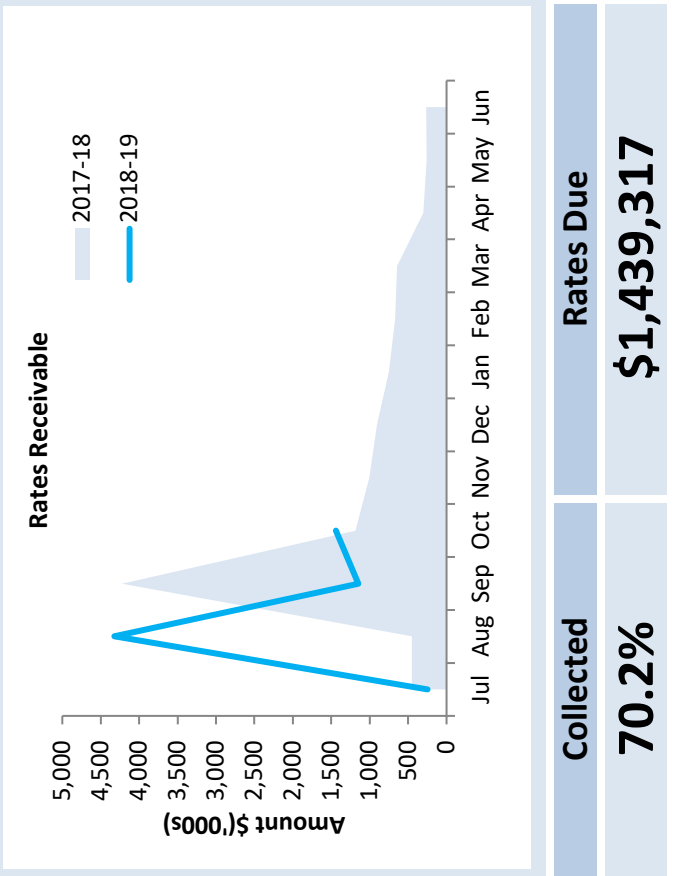
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

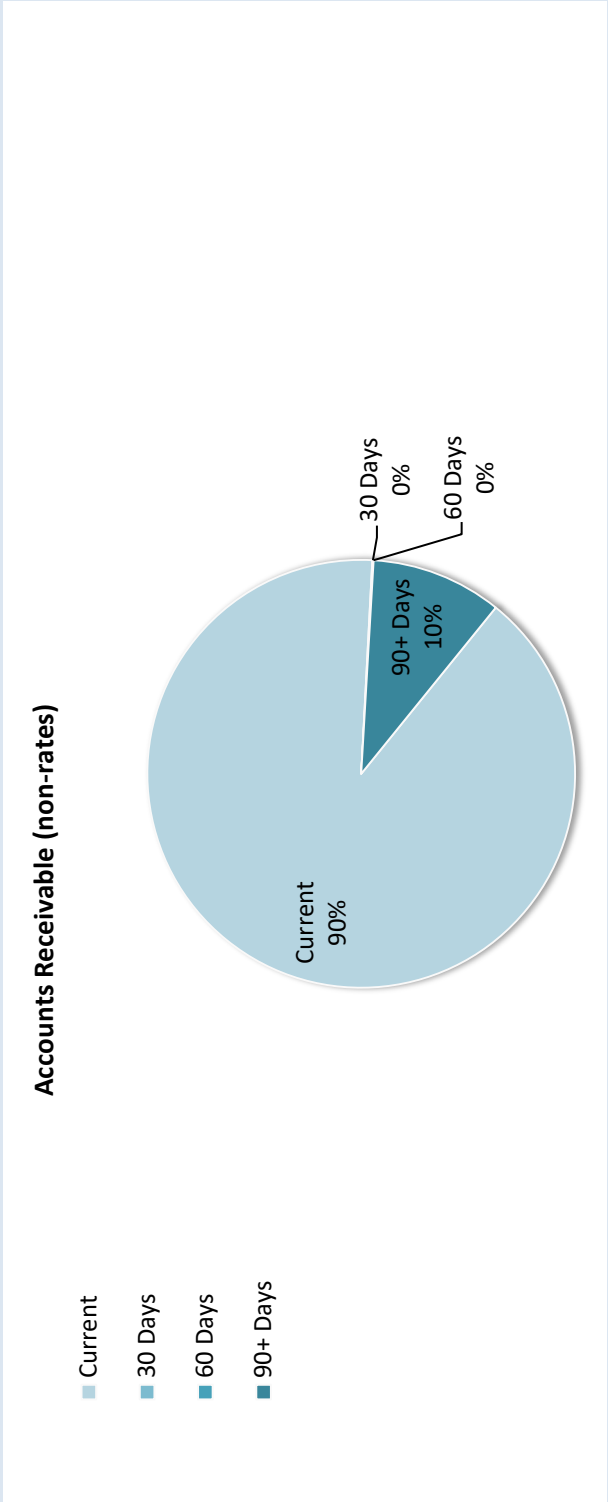
Rates Receivable	30 Jun 2018	31 Oct 18
Opening Arrears Previous Years	\$ 473,729	\$ 261,743
Levied this year	0	4,567,472
Less Collections to date	(211,986)	(3,389,898)
Equals Current Outstanding	261,743	1,439,317
Net Rates Collectable	261,743	1,439,317
% Collected	44.7%	70.2%

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ 0	\$ 3,533,591	\$ 3,368	\$ 428	\$ 388,972	\$ 3,926,359
Percentage	0%	90%	0.1%	0%	9.9%	
Balance per Trial Balance						
Sundry debtors						3,926,359
GST receivable						273,737
Other receivables						155,813
Provision for doubtful debts						(336,838)
Accrued income						19,081
Total Receivables General Outstanding						4,038,152
Amounts shown above include GST (where applicable)						



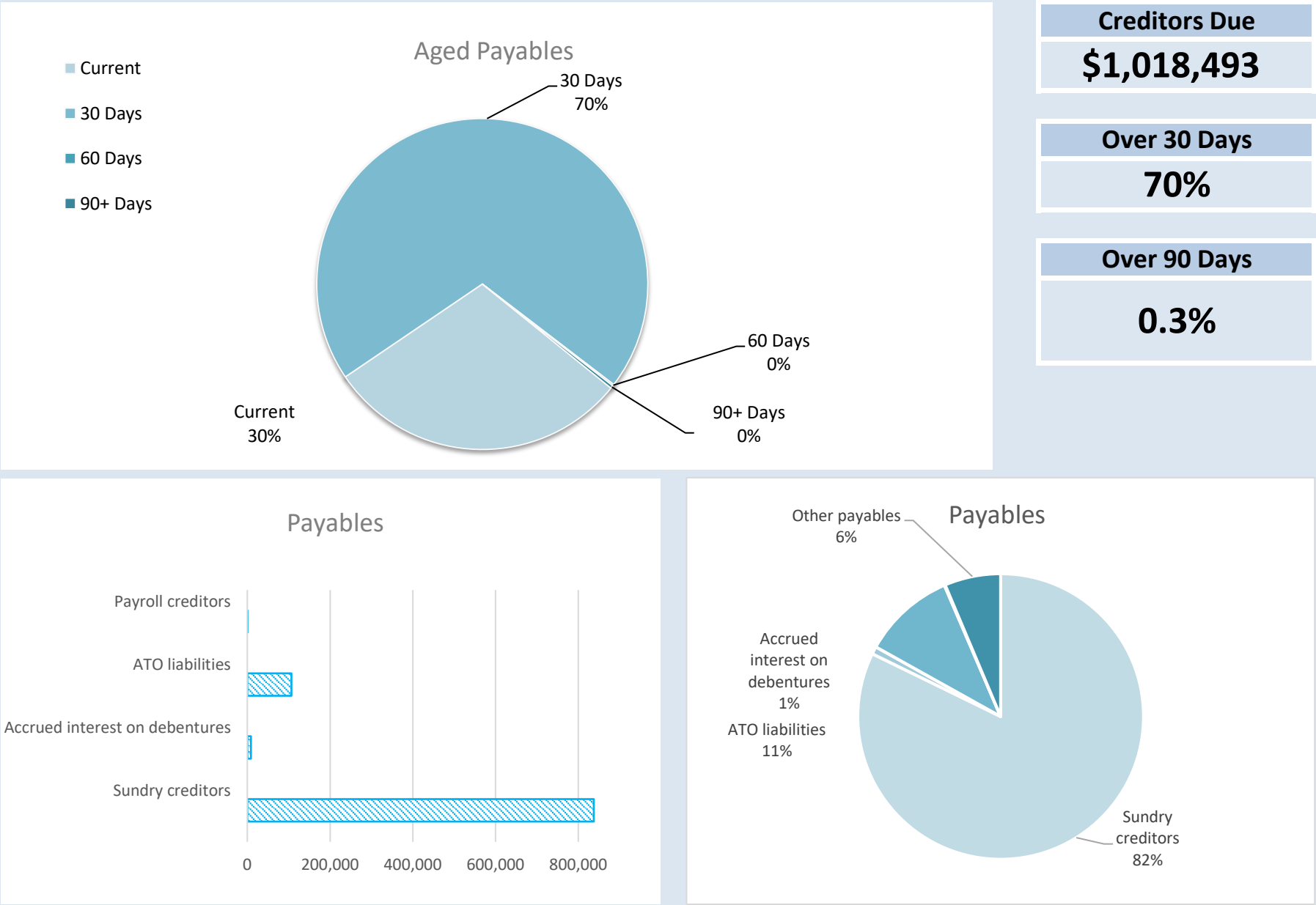
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 4
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	248,587	585,350	1,277	2,356	837,570
Percentage	0%	29.7%	69.9%	0.2%	0.3%	
Balance per Trial Balance						
Sundry creditors						837,570
Accrued interest on debentures						8,772
ATO liabilities						106,476
Payroll creditors						985
Other payables						64,690
Total Payables General Outstanding						1,018,493
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



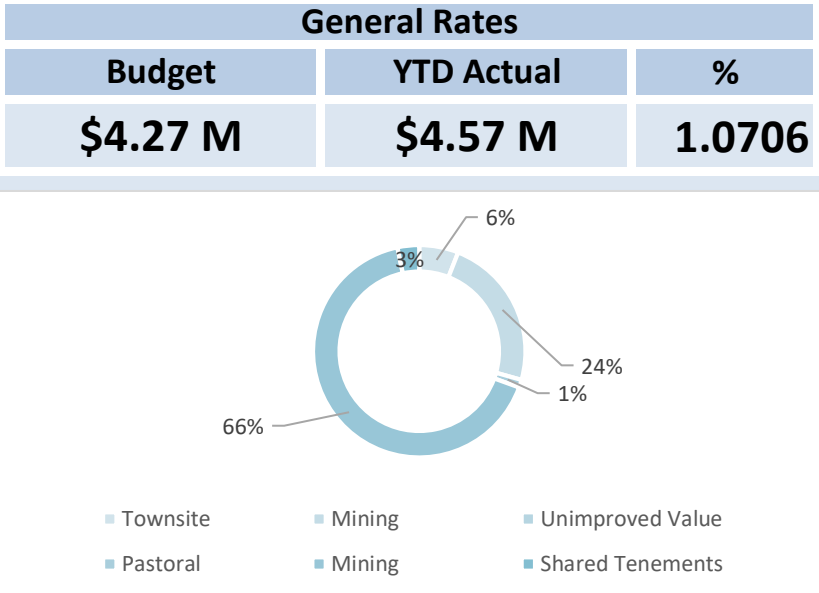
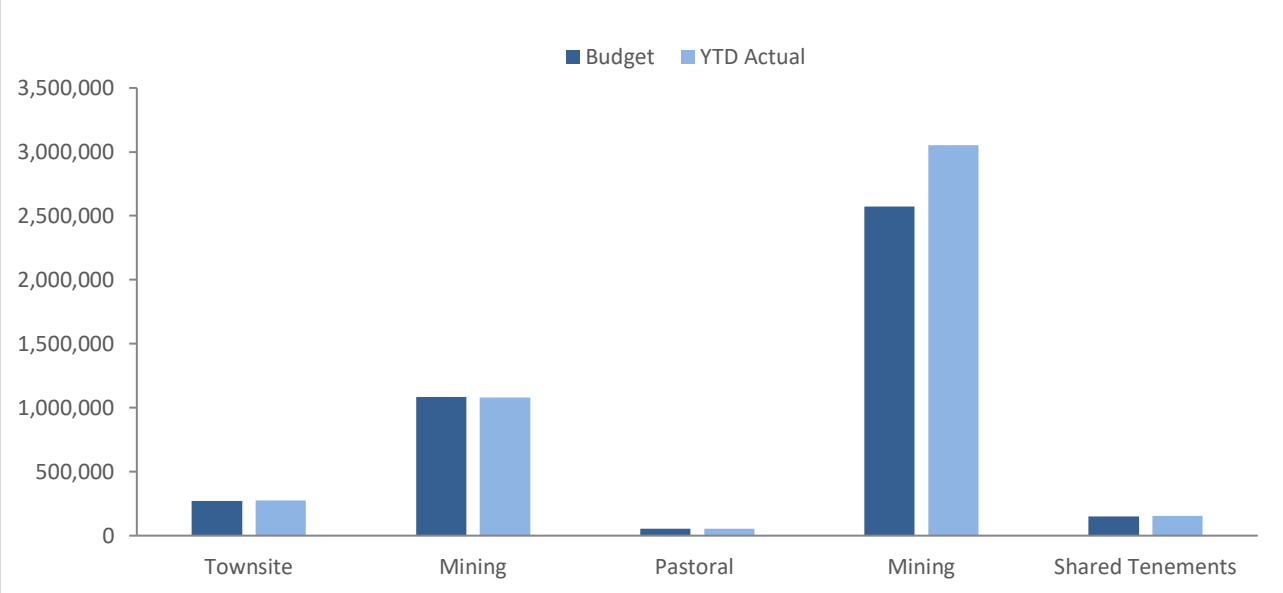
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General Rate Revenue		Budget						YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
Townsite	0.111600	178	2,447,628	273,155	0	0	273,155	273,157	2,438	0	275,595
Mining	0.086200	12	12,580,457	1,084,435	0	0	1,084,435	1,084,439	(5,772)	0	1,078,667
Unimproved Value											
Pastoral	0.094100	17	581,775	54,745	0	0	54,745	54,745	0	0	54,745
Mining	0.159200	734	16,169,962	2,574,258	0	0	2,574,258	2,589,286	464,337	(747)	3,052,876
Shared Tenements	0.159200	28	948,462	150,995	0	0	150,995	150,995	1,383	0	152,378
Sub-Total		969	32,728,284	4,137,588	0	0	4,137,588	4,152,622	462,386	(747)	4,614,261
Minimum Payment											
Minimum \$											
Gross Rental Value											
Townsite	304	49	16,767	14,896	0	0	14,896	13,192	0	0	13,192
Mining	304	1	20	304	0	0	304	304		0	304
Unimproved Value											
Pastoral	304	3	3,000	912	0	0	912	912	0	0	912
Mining	304	349	336,320	106,096	0	0	106,096	104,272	0	0	104,272
Shared Tenements	304	21	13,343	6,384	0	0	6,384	1,672	0	0	1,672
Sub-Total		423	369,450	128,592	0	0	128,592	120,352	0	0	120,352
Discount											(167,141)
Amount from General Rates							4,266,180				4,567,472
Total General Rates							4,266,180				4,567,472

KEY INFORMATION

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

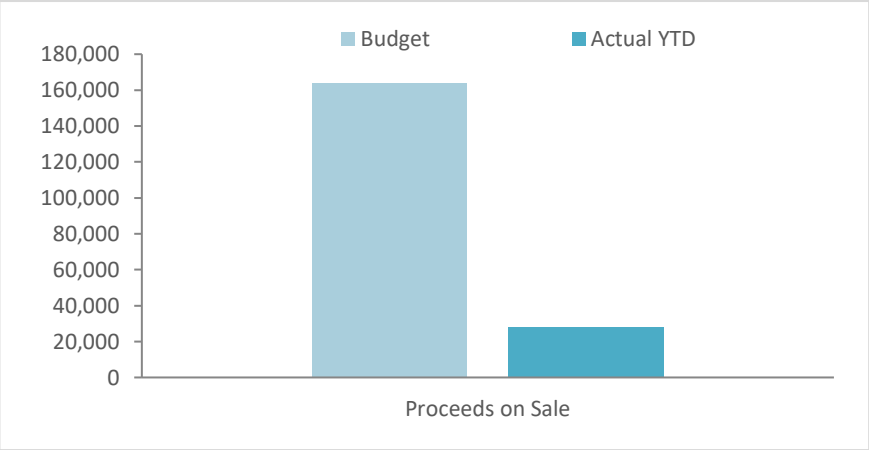


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Recreation and culture								
	P300 Ford Ranger 4x4	16,143	10,000	0	(6,143)			0	0
	Transport								
	40032 Maintenance trailer accomm #1	1,045	2,000	955	0			0	0
	P260 Maintenance trailer accomm #2	1,045	2,000	955	0			0	0
	P272 Cat CS64 vibe roller	168,077	45,000	0	(123,077)			0	0
	P294 Prime mover	71,219	55,000	0	(16,219)			0	0
	P335 Nissan Patrol T/back	11,570	10,000	0	(1,570)			0	0
	P338 Nissan Navara Ute	21,841	10,000	0	(11,841)			0	0
	Other property and services								
	P297 Toyota Prado Admin EMCCS	44,631	30,000	0	(14,631)	41,119	28,182	0	(12,937)
		335,571	164,000	1,910	(173,481)	41,119	28,182	0	(12,937)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$164,000	\$28,182	17%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

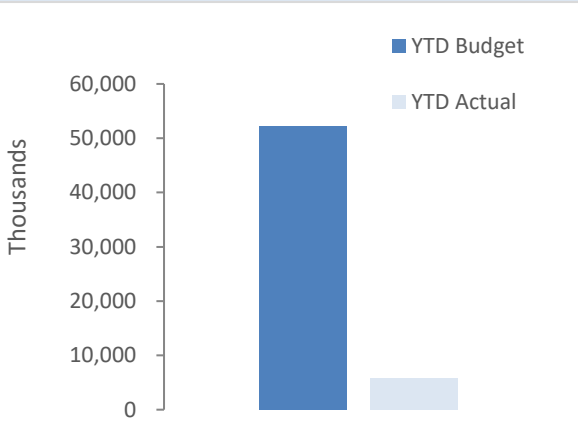
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	30,000	10,000	0	(10,000)
Land & Buildings	4,323,790	1,441,232	1,110,406	(330,826)
Furniture & Fittings	128,123	42,696	83,569	40,873
Plant & Equipment	790,400	263,448	78,905	(184,543)
Infrastructure Roads	43,400,808	14,466,872	3,662,939	(10,803,933)
Infrastructure Other	3,504,894	1,168,264	799,546	(368,718)
Infrastructure Parks & Ovals	50,000	16,660	22,540	5,880
Infrastructure Footpaths & Cycleways	33,902	11,300	0	(11,300)
Capital Expenditure Totals	52,261,917	17,420,472	5,757,905	(11,662,567)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	57,171,623	19,057,196	5,282,372	(13,774,824)
Borrowings	800,000	0	0	0
Other (Disposals & C/Fwd)	164,000	28,182	28,182	0
Cash Backed Reserves				
Aquatic facilities reserve	125,000		0	0
Great Beyond reserve	30,000		0	0
Council building reserve	560,000		0	0
Economic development reserve	30,000		0	0
Coach house renovation reserve	85,000		0	0
Contribution - operations	(6,703,706)	(1,664,906)	447,351	2,112,257
Capital Funding Total	52,261,917	17,420,472	5,757,905	(11,662,567)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

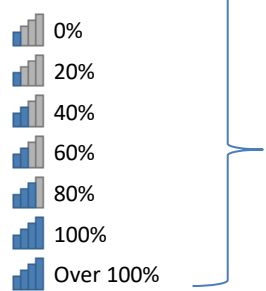


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$52.26 M	\$5.76 M	11%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$57.17 M	\$5.28 M	9%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators



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

% of
Completion # *Level of completion indicator, please see table at the end of this note for further detail.*

#		Level of completion indicator, please see table at the end of this note for further detail.	Adopted				
			Budget	YTD Budget	YTD Actual	Variance (Under)/Over	
Capital Expenditure							
Land & Buildings							
0.00		4050210	ANIMAL - Building; Capital	5,000	1,664	0	1,664
0.91		4080210	PRESCHOOL - Building; Capital	50,000	16,656	7,915	8,741
0.03		4080310	OTHERED - Building; Capital	50,000	16,656	491	16,165
0.00		4080410	COM DEV - Building; Capital	52,000	17,332	57	17,275
4.44		4090110	STF HOUSE - Building; Capital	448,000	149,332	192,763	-43,431
1.52		4110110	HALLS - Building; Capital	720,000	240,000	702,257	-462,257
0.25		4110210	SWIM - Building ; Capital	2,803,790	934,596	184,541	750,055
2.68		4120110	ROADC - Building; Capital	20,000	6,664	4,852	1,812
0.13		4130310	HERITAGE - Building; Capital	175,000	58,332	6,841	51,491
1.00		4130410	GREAT BEYOND - Building; Capital	0	0	4,985	-4,985
1.00		4140410	ADMIN - Building; Capital	0	0	5,705	-5,705
3.36		Land & Buildings Total		4,323,790	1,441,232	1,110,406	330,826
Plant & Equipment							
0.00		4110330	REC OTHER - Plant & Equipment; Capital	40,000	13,332	0	13,332
0.07		4120330	PLANT - Plant & Equipment; Capital	665,000	221,656	15,120	206,536
1.48		4120430	AERO - Plant & Equipment; Capital	8,150	2,716	8,426	-5,710
0.00		4130530	CRC - Plant & Equipment; Capital	10,245	3,412	0	3,412
0.00		4140230	PWOH - Plant & Equipment; Capital	7,005	2,332	0	2,332
1.57		4140430	ADMIN - Plant & Equipment; Capital	60,000	20,000	55,359	-35,359
0.43		Plant & Equipment Total		790,400	263,448	78,905	184,543
Infrastructure Other							
2.52		4050380	OLOPS - Infrastructure Other	20,000	6,664	4,772	1,892
0.00		4080480	COM DEV - Infrastructure Other	18,200	6,064	0	6,064
0.00		4100380	COM AMEN - Infrastructure Other; Capital	30,000	9,992	0	9,992
1.73		4110280	SWIM - Infrastructure Other; Capital	3,000,000	1,000,000	633,973	366,027
1.91		4110380	TV - Infrastructure Other	15,000	5,000	10,500	-5,500
0.00		4110580	REC OTHER - Infrastructure Other	10,000	3,332	0	3,332
0.00		4120173	ROADC - Infrastructure Other	136,694	45,548	50	45,498
1.61		4120480	AERO - Infrastructure Other	170,000	56,664	150,250	-93,586
0.00		4130180	ECON DEV - Infrastructure Other	75,000	25,000	0	25,000
0.00		4130280	TOURISM - Infrastructure Other	30,000	10,000	0	10,000
2.17		Infrastructure Other Total		3,504,894	1,168,264	799,546	368,718
Furniture & Fittings							
0.00		4110420	LIBRARIES - Furniture & Fittings	5,000	1,664	0	1,664
0.00		4130420	GREAT BEYOND - Furniture & Fittings; Capital	53,000	17,664	0	17,664
1.26		4130520	CRC - Furniture & Fittings	5,000	1,664	8,020	-6,356
1.40		4140420	ADMIN - Furniture & Fittings; Capital	65,123	21,704	75,549	-53,845
2.04		Furniture & Fittings Total		128,123	42,696	83,569	-40,873
Infrastructure Parks & Ovals							
3.83		4110570	REC OTHER - Infrastructure Parks & Gardens; Capital	50,000	16,660	22,540	-5,880
3.83		Infrastructure Parks & Ovals Total		50,000	16,660	22,540	-5,880
Infrastructure Roads							
0.00		4120141	ROADC - Sealed; Council Funded	166,815	55,596	0	55,596
0.99		4120148	ROADC - Gravel; Roads to Recovery Funded	1,830,055	610,004	302,949	307,055
0.29		4120151	ROADC - Sealed; Regional Road Group Funded	40,500,000	13,500,000	3,039,815	10,460,185
3.03		4120152	ROADC - Gravel; Regional Road Group Funded	467,572	155,840	232,695	-76,855
0.00		4120158	ROADC - Gravel; Black Spot Funded	289,700	96,560	0	96,560
2.27		4120165	ROADC - Gravel; Other Grant Funding	146,666	48,872	87,480	-38,608
0.34		Infrastructure Roads Total		43,400,808	14,466,872	3,662,939	10,803,933
Infrastructure Footpaths & Cycleways							
0.00		4120172	ROADC - Footpaths	33,902	11,300	0	11,300
0.00		Infrastructure Footpaths & Cycleways Total		33,902	11,300	0	11,300
Land							
0.00		4130109	ECON DEV - Land; Capital	30,000	10,000	0	10,000
0.00		Land Total		30,000	10,000	0	10,000
0.49		Grand Total		52,261,917	17,420,472	5,757,904	11,662,568

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	01-07-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 79B Executive Housing	90,187			33,057	30,000	57,130	60,187	10,192	6,000
Loan 81 Burt St Group Housing	261,950				40,000	261,950	221,950		16,000
Loan 82 Staff Housing			250,000		20,000		230,000		20,000
Recreation and culture									
Loan 83 Swimming Pool			550,000		30,000		520,000		30,000
Economic services									
Loan 80 Underground Power	396,057				80,000	396,057	316,057	1,454	16,000
	748,194	0	800,000	33,057	200,000	715,137	1,348,194	11,646	88,000
Total	748,194	0	800,000	33,057	200,000	715,137	1,348,194	11,646	88,000

All debenture repayments were financed by general purpose revenue.

New Borrowings 2018-19

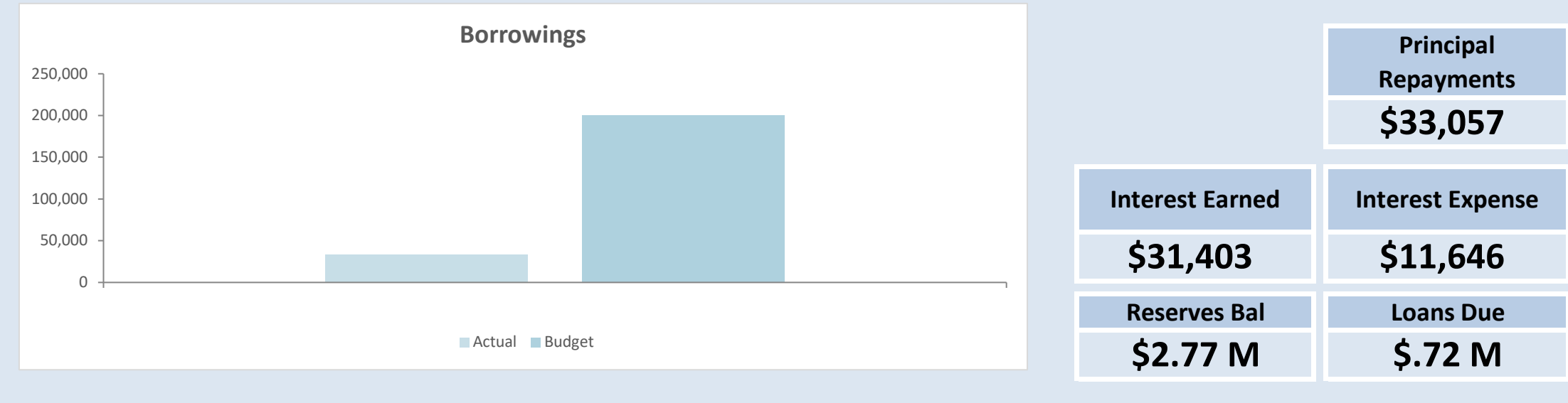
Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Budget							Actual	Budget	
	\$					\$	%	\$	\$	\$
Loan 82 staff housing	250,000		WATC	Debenture	10		3		250,000	
Loan 83 swimming pool	550,000		WATC	Debenture	10		3		550,000	
	800,000					0		0	800,000	0

Unspent Borrowings

Particulars	Date Borrowed	Unspent Balance 30-06-2018	Borrowed During Year	Expended During Year	Unspent Balance 31/10/2018
		\$	\$	\$	\$
Loan 83 Laverton Community Hub Project stage 1	2018	95,355	0	0	95,355
		95,355	0	0	95,355

KEY INFORMATION

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



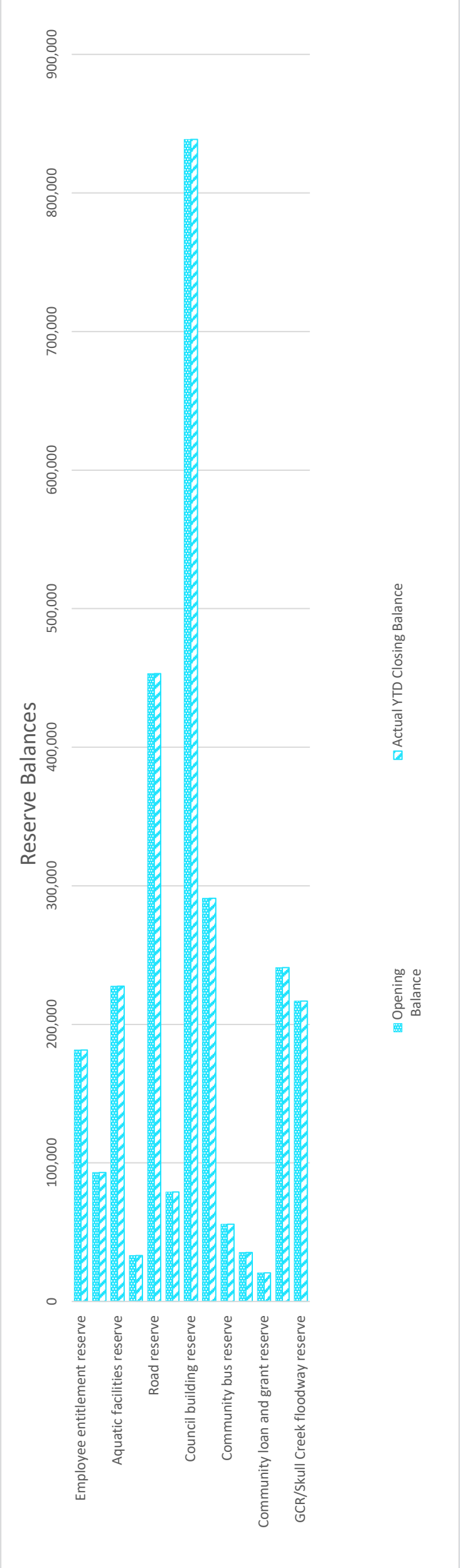
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	181,379							181,379	181,379
Plant replacement reserve	93,014			200,000				293,014	93,014
Aquatic facilities reserve	227,645					(125,000)		102,645	227,645
Aerodrome reserve	33,223			100,000				133,223	33,223
Road reserve	453,085							453,085	453,085
Great Beyond reserve	79,066					(30,000)		49,066	79,066
Council building reserve	838,718			200,000		(560,000)		478,718	838,718
Economic development reserve	291,006					(30,000)		261,006	291,006
Community bus reserve	55,656							55,656	55,656
Town site revitalisation reserve	35,358							35,358	35,358
Community loan and grant reserve	20,638							20,638	20,638
Coach house renovation reserve	240,825					(85,000)		155,825	240,825
GCR/Skull Creek floodway reserve	216,722							216,722	216,722
	2,766,335	0	0	500,000	0	(830,000)	0	2,436,335	2,766,335

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 10
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Grant Provider	Operating	Capital	YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
	\$	\$	\$				\$
General purpose funding							
WA Grants Commission - General Grant	752,483	0	250,824	752,483	0	752,483	189,626
WA Grants Commission - Road Grant	379,173	0	126,388	379,173	0	379,173	90,424
Rates - Reimbursement of debt collection costs	20,000	0	6,664	20,000	0	20,000	410
Law, order, public safety							
DFES operational grant	2,380	0	792	2,380	0	2,380	470
Other contributions	2,000	0	664	2,000	0	2,000	0
Health							
Preventions - Reimbursements	2,500	0	832	2,500	0	2,500	0
Other contributions	105,000	0	35,000	105,000	0	105,000	52,020
Education and welfare							
Youth Services Contributions	0	0	0	0	0	0	618
Youth Services Grants	125,000	0	41,664	125,000	0	125,000	61,549
Community Development Contributions	41,200	0	13,732	41,200	0	41,200	0
Community Development Grants	116,950	0	38,980	116,950	0	116,950	0
Youth Services Reimbursements	15,000	0	5,000	15,000	0	15,000	0
Housing							
Staff rental reimbursements	20,000	0	6,664	20,000	0	20,000	4,394
Housing grants	100,000	0	33,332	100,000	0	100,000	100,000
Recreation and culture							
Halls grants	0	678,272	226,088	678,272	0	678,272	0
Swimming Pools operating grant	0	3,850,000	1,283,332	3,850,000	0	3,850,000	1,000,000
TV Radio reimbursements	5,000	0	1,664	5,000	0	5,000	2,637
Other contributions	110,000	0	36,664	110,000	0	110,000	0
Transport							
Regional Roads Group (MRWA)	0	311,174	103,724	311,174	0	311,174	124,470
Roads to Recovery	0	1,615,660	538,552	1,615,660	0	1,615,660	167,500
Black Spot Grant	0	193,133	64,376	193,133	0	193,133	77,253
Other Grants - Roads/Streets	0	40,500,000	13,500,000	40,500,000	0	40,500,000	2,288,825
Remote access roads	86,666	0	28,888	86,666	0	86,666	77,090
Flood damage	0	9,946,384	3,315,460	9,946,384	0	9,946,384	1,624,323
Road contribution income	111,200	0	37,064	111,200	0	111,200	0
Direct Road Grant MRWA	108,439	0	36,144	108,439	0	108,439	176,244
Aero grants	25,000	0	8,332	25,000	0	25,000	0
Economic services							
Economic development reimbursements	50	0	16	50	0	50	0
Tourism reimbursements	3,000	0	1,000	3,000	0	3,000	0
Heritage grants	0	60,000	20,000	60,000	0	60,000	0
Great Beyond grants	0	17,000	5,664	17,000	0	17,000	0
CRC contributions	130,000	0	43,332	130,000	0	130,000	58,777
CRC grants	5,000	0	1,664	5,000	0	5,000	0
Other property and services							
Fuel Tax Credits Grant Scheme	95,000	0	31,664	0	0	0	2,961
TOTALS	2,361,041	57,171,623	19,844,164	59,437,664	0	59,437,664	6,099,593
SUMMARY							
Operating grants, subsidies and contributions	2,361,041	0	786,968	2,266,041	0	2,266,041	817,221
Non-operating grants, subsidies and contributions	0	57,171,623	19,057,196	57,171,623	0	57,171,623	5,282,372
TOTALS	2,361,041	57,171,623	19,844,164	59,437,664	0	59,437,664	6,099,593

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2018

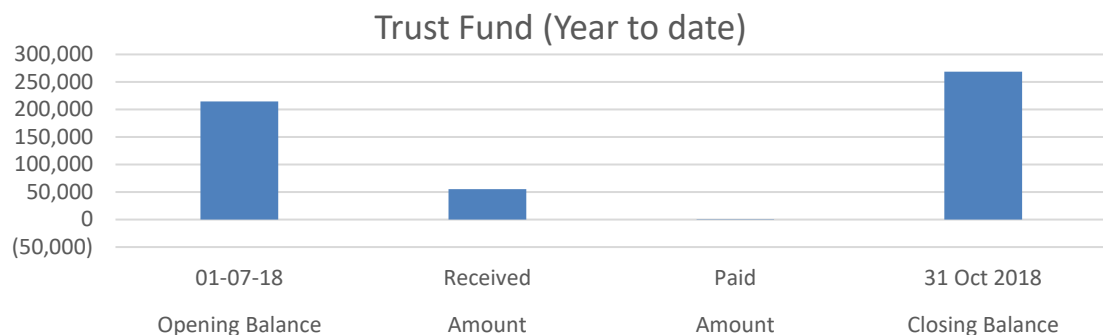
NOTE 11 TRUST FUND

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

Description	Opening Balance 01-07-18	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	\$	\$	\$	\$
Housing bonds	2,660		(860)	1,800
BCITF	0	1,200		1,200
Unclaimed monies	1,000			1,000
Youth advisory committee	1,029			1,029
Clubs and discos	1,530			1,530
North East Goldfields LCDC	14,333			14,333
Sport & recreation grant funds	6,000			6,000
Donations received	9,044			9,044
Outback Highway development fund	176,366			176,366
Department of Transport	0	52,872		52,872
Builders Services Levy	2,384	1,007		3,391
	214,346	55,079	(860)	268,565

KEY INFORMATION

The discrepancy between trust liability accounts in the general ledger and the bank statements and investments held is \$41,607.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

**NOTE 12
BUDGET AMENDMENTS**

KEY INFORMATION

There has been no amendments to the original budget since budget adoption.

SHIRE OF LAVERTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2018

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 November 2018

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

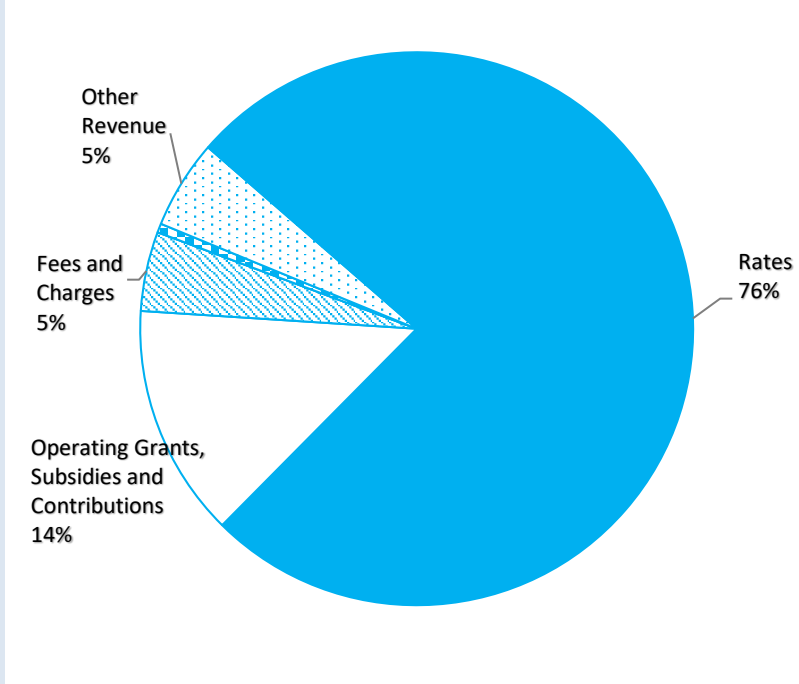
ROUNDING OFF FIGURES

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

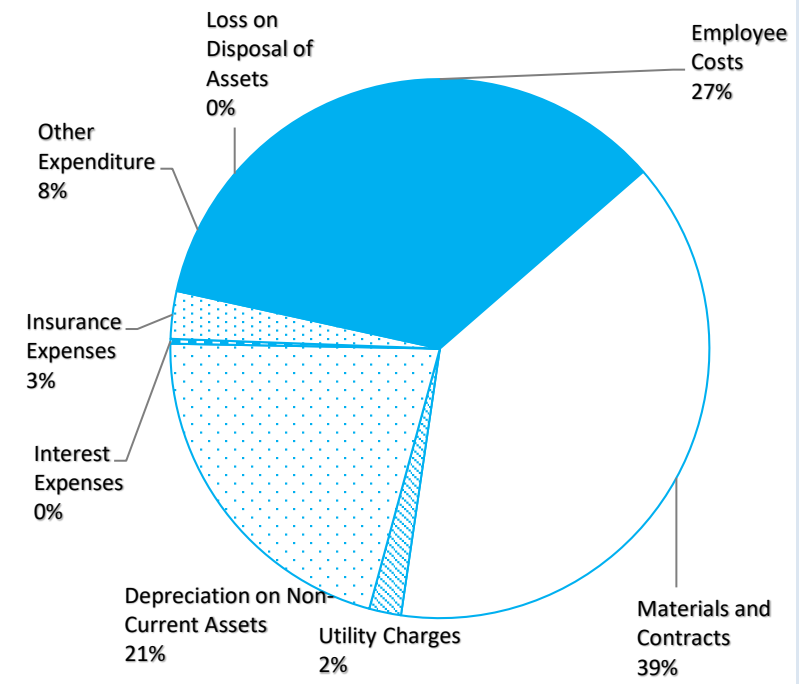
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2018

SUMMARY GRAPHS

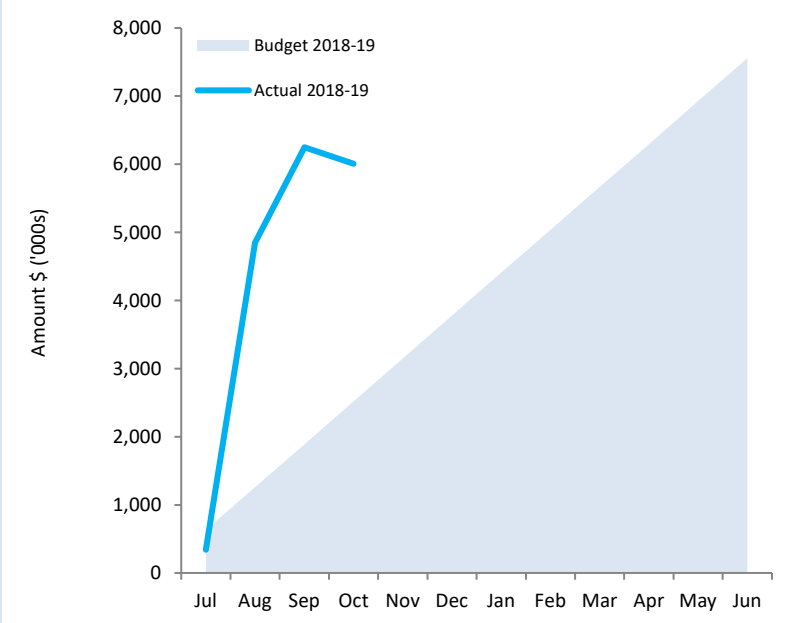
OPERATING REVENUE



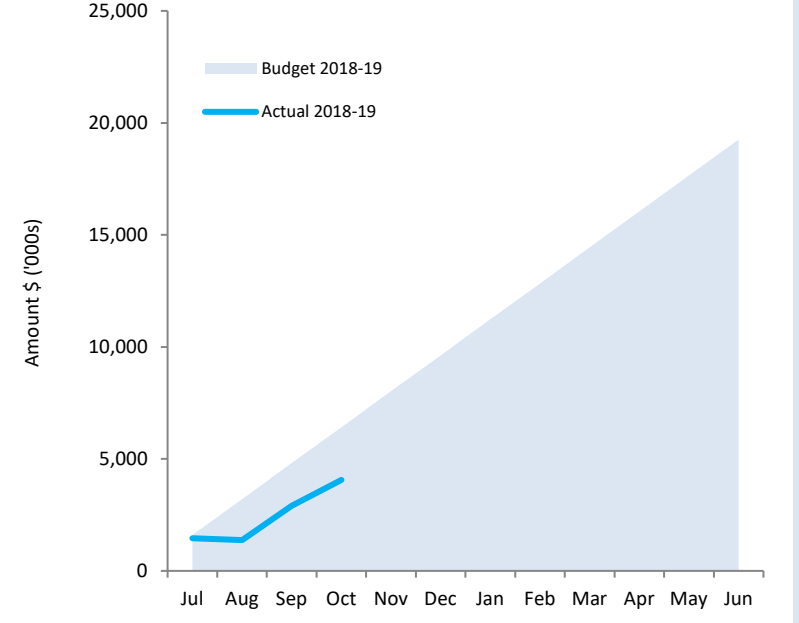
OPERATING EXPENSES



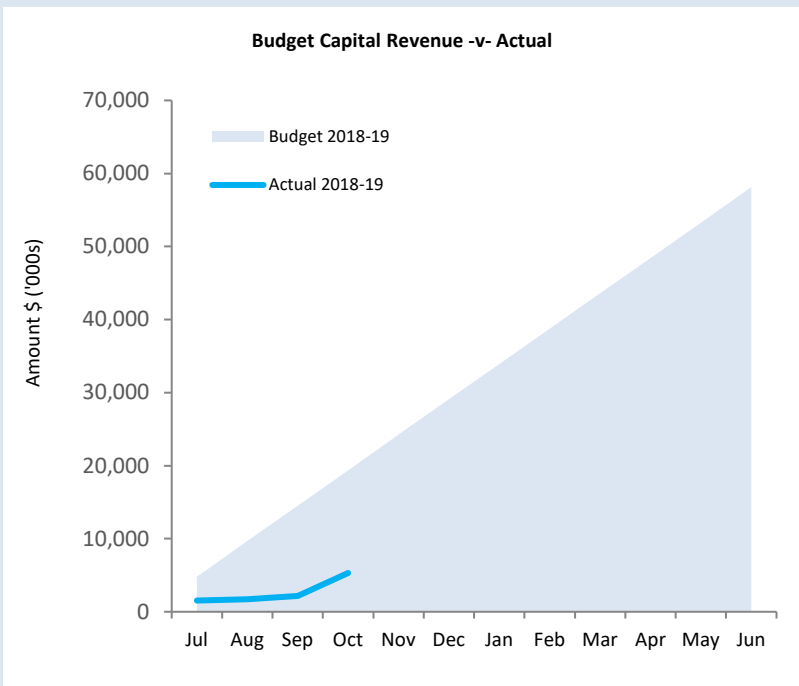
Budget Operating Revenues -v- Actual



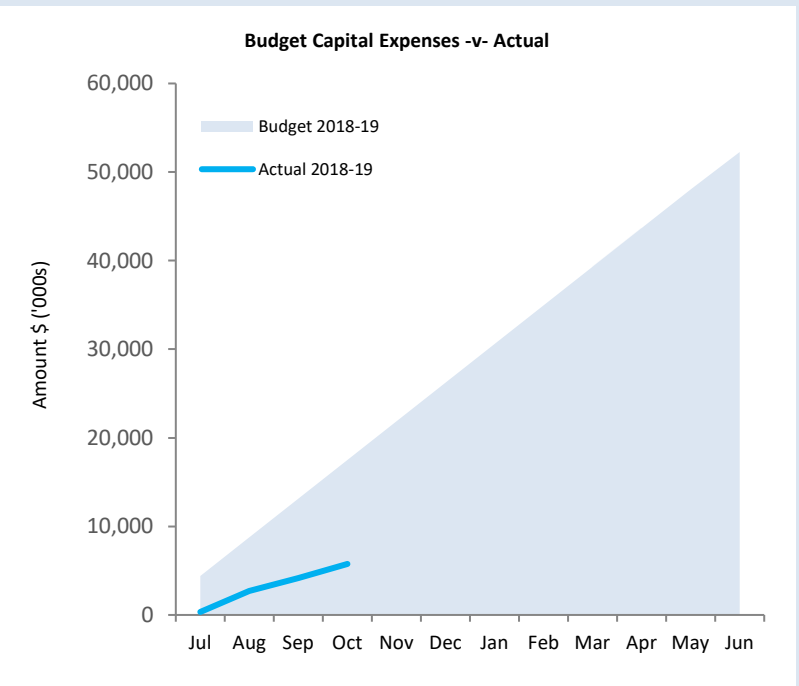
Budget Operating Expenses -v-YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

STATUTORY REPORTING PROGRAMS

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

	ACTIVITIES
GOVERNANCE	Administration and operation facilities and services to members of Council. Other costs that relate to the tasks of assessing Elected Members and Ratepayers on matters which do not concern specific Council Services.
GENERAL PURPOSE FUNDING	Rates, General Purpose Government Grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	Supervision of various laws, fire prevention, emergency services and animal control.
HEALTH	Food control, maintenance of child health clinics and health administration, and the retention of a full time doctor in Laverton.
EDUCATION AND WELFARE	Maintenance of pre-school facilities, day care centre, donations to school and assistance to welfare groups and the Youth Development Program are reported under this objective.
HOUSING	Provision of staff housing as well as private housing for the retention of professionals in Laverton.
COMMUNITY AMENITIES	Rubbish collection services, operation of rubbish tip site, noise control, administration of town planning, operation of cemeteries and maintenance of public conveniences.
RECREATION AND CULTURE	Provision of public hall, swimming pool, recreational facilities, various reserves, operation of library together with television and radio re-broadcasting facilities.
TRANSPORT	Construction and maintenance of roads, drainage, footpaths, parking facilities, traffic signs, street cleaning and operation of Laverton Airport.
ECONOMIC SERVICES	Community development, tourism and area promotion, heritage development and maintenance, Great Beyond Visitor Centre & Explorer's Hall of Fame, community resource centre and building control.
OTHER PROPERTY AND SERVICES	Private works, community bus, technical services, administration, plant operations control and miscellaneous services not able to be classified elsewhere.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	3,384,183	3,384,183	3,885,345	501,162	14.81%	
Revenue from operating activities							
General Purpose Funding - Rates	5	4,266,180	1,422,060	4,567,472	3,145,412	221.19%	▲
General Purpose Funding - Other		1,327,956	442,628	483,311	40,683	9.19%	
Law, Order and Public Safety		15,880	5,280	763	(4,517)	(85.55%)	
Health		107,800	35,932	53,818	17,886	49.78%	▲
Education and Welfare		298,150	99,376	65,426	(33,950)	(34.16%)	▼
Housing		150,000	49,992	114,583	64,591	129.20%	▲
Community Amenities		135,000	44,992	98,298	53,306	118.48%	▲
Recreation and Culture		117,600	39,192	4,304	(34,888)	(89.02%)	▼
Transport		663,215	221,060	455,820	234,760	106.20%	▲
Economic Services		355,050	118,332	150,145	31,813	26.88%	▲
Other Property and Services		119,000	39,656	13,210	(26,446)	(66.69%)	▼
		7,555,831	2,518,500	6,007,150			
Expenditure from operating activities							
Governance		(565,365)	(188,432)	(148,829)	39,603	21.02%	▲
General Purpose Funding		(516,595)	(172,176)	(291,246)	(119,070)	(69.16%)	▼
Law, Order and Public Safety		(168,340)	(56,084)	(75,117)	(19,033)	(33.94%)	▼
Health		(316,973)	(105,628)	(108,062)	(2,434)	(2.30%)	
Education and Welfare		(708,413)	(236,024)	(179,085)	56,939	24.12%	▲
Housing		(182,105)	(59,984)	(169,180)	(109,196)	(182.04%)	▼
Community Amenities		(492,446)	(164,056)	(186,140)	(22,084)	(13.46%)	▼
Recreation and Culture		(1,024,643)	(341,296)	(302,040)	39,256	11.50%	▲
Transport		(13,650,065)	(4,549,720)	(2,459,292)	2,090,428	45.95%	▲
Economic Services		(1,438,548)	(479,268)	(411,443)	67,825	14.15%	▲
Other Property and Services		(194,898)	(64,852)	269,233	334,085	515.15%	▲
		(19,258,391)	(6,417,520)	(4,061,201)			
Operating activities excluded from Actual							
Add Back Depreciation		2,143,100	714,332	855,863	141,531	19.81%	▲
Adjust (Profit)/Loss on Asset Disposal	6	171,571	57,184	12,937	(44,247)	(77.38%)	▼
Adjust Provisions and Accruals		0	0	(2,113)	(2,113)		
Amount attributable to operating activities		(9,387,889)	(3,127,504)	2,812,636			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	57,171,623	19,057,196	5,282,372	(13,774,824)	(72.28%)	▼
Proceeds from Disposal of Assets	6	164,000	28,182	28,182	0	0.00%	
Capital Acquisitions	7	(52,261,917)	(17,420,472)	(5,757,905)	11,662,567	66.95%	▲
Amount attributable to investing activities		5,073,706	1,664,906	(447,351)			
Financing Activities							
Proceeds from New Debentures		800,000	0	0	0		
Transfer from Reserves	9	830,000	0	0	0		
Repayment of Debentures	8	(200,000)	33,057	(33,057)	(66,114)	200.00%	
Transfer to Reserves	9	(500,000)	0	0	0		
Amount attributable to financing activities		930,000	33,057	(33,057)			
Closing Funding Surplus(Deficit)	1(b)	0	1,954,642	6,217,573			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2018-19 year is \$10,000 or 10.00% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2018

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	1(b)	3,384,183	3,384,183	3,885,345	501,162	14.81%
Revenue from operating activities						
Rates	5	4,266,180	1,422,060	4,567,472	3,145,412	221.19%
Operating Grants, Subsidies and Contributions	10	2,361,041	786,968	817,221	30,253	3.84%
Fees and Charges		420,700	140,188	279,065	138,877	99.06%
Interest Earnings		175,000	58,324	31,403	(26,921)	(46.16%)
Other Revenue		331,000	110,324	311,989	201,665	182.79%
Profit on Disposal of Assets	6	1,910	636	0	(636)	(100.00%)
		7,555,831	2,518,500	6,007,150		
Expenditure from operating activities						
Employee Costs		(3,961,536)	(1,320,180)	(1,105,513)	214,667	16.26%
Materials and Contracts		(11,720,935)	(3,905,940)	(1,571,577)	2,334,363	59.76%
Utility Charges		(257,550)	(85,572)	(77,630)	7,942	9.28%
Depreciation on Non-Current Assets		(2,143,100)	(714,332)	(855,863)	(141,531)	(19.81%)
Interest Expenses		(88,000)	(29,332)	(11,646)	17,686	60.30%
Insurance Expenses		(153,009)	(50,880)	(115,965)	(65,085)	(127.92%)
Other Expenditure		(760,780)	(253,464)	(310,070)	(56,606)	(22.33%)
Loss on Disposal of Assets	6	(173,481)	(57,820)	(12,937)	44,883	77.63%
		(19,258,391)	(6,417,520)	(4,061,201)		
Operating activities excluded from Actual						
Add back Depreciation		2,143,100	714,332	855,863	141,531	19.81%
Adjust (Profit)/Loss on Asset Disposal	6	171,571	57,184	12,937	(44,247)	(77.38%)
Adjust Provisions and Accruals		0	0	(2,113)	(2,113)	
Amount attributable to operating activities		(9,387,889)	(3,127,504)	2,812,636		
Investing activities						
Non-operating grants, subsidies and contributions	10	57,171,623	19,057,196	5,282,372	(13,774,824)	(72.28%)
Proceeds from Disposal of Assets	6	164,000	28,182	28,182	0	0.00%
Capital acquisitions	7	(52,261,917)	(17,420,472)	(5,757,905)	11,662,567	66.95%
Amount attributable to investing activities		5,073,706	1,664,906	(447,351)		
Financing Activities						
Proceeds from New Debentures		800,000	0	0	0	
Transfer from Reserves	9	830,000	0	0	0	
Repayment of Debentures	8	(200,000)	33,057	(33,057)	(66,114)	200.00%
Transfer to Reserves	9	(500,000)	0	0	0	
Amount attributable to financing activities		930,000	33,057	(33,057)		
Closing Funding Surplus (Deficit)	1(b)	0	1,954,642	6,217,573		

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits (Continued)

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

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

PROVISIONS

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

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

INVENTORIES

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

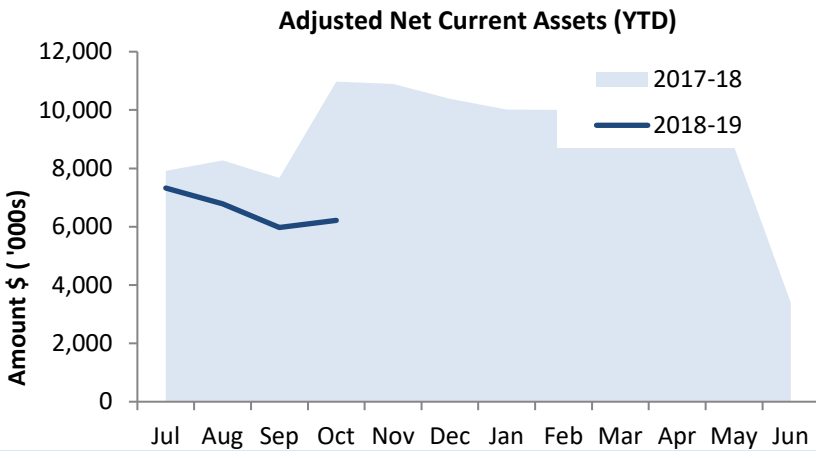
	Ref	Last Years Closing 30 Jun 2018	This Time Last Year 31 Oct 2017	Year to Date Actual 31 Oct 2018
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,195,028	1,520,974	1,582,838
Cash Restricted	2	5,912,906	8,735,913	5,912,906
Rates outstanding	3	261,743	1,182,762	1,439,317
Sundry debtors	3	2,464,293	467,527	3,926,359
GST receivable	3	0	0	273,737
Other receivables	3	0	0	155,813
Provision for doubtful debts	3	(336,838)	(329,000)	(336,838)
Accrued income	3	19,081	0	19,081
Inventories		175,760	146,809	175,760
		10,691,973	11,724,985	13,148,973
Less: Current Liabilities				
Payables	4	(893,722)	(729,903)	(1,018,493)
Provisions - employee		(295,410)	(471,644)	(295,410)
Long term borrowings		(140,087)	0	(107,030)
		(1,329,219)	(1,201,547)	(1,420,933)
Unadjusted Net Current Assets		9,362,754	10,523,438	11,728,040
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	2	(5,912,906)	(3,286,309)	(5,912,906)
Add: Long term borrowings		140,087	0	107,030
Add: Provisions - employee		295,410	471,644	295,410
Adjusted Net Current Assets		3,885,345	7,708,773	6,217,574

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



This Year YTD
Surplus(Deficit)

\$6.22 M

Last Year YTD
Surplus(Deficit)

\$7.71 M

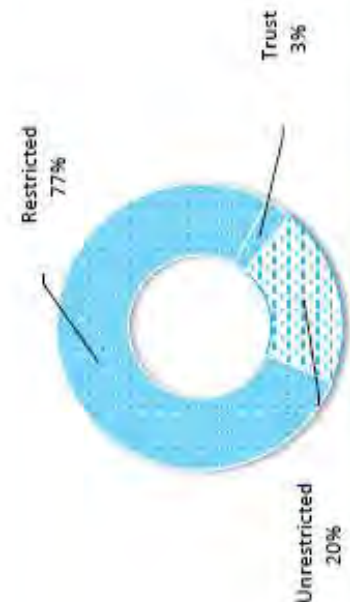
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

Description	Type	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Bank Account	Cheque	80,638			80,638	NAB	0.00%	ongoing
Municipal Investment Account	Term deposit	1,500,000			1,500,000	NAB	1.98%	5/11/2018
Petty Cash & Cash On Hand - Administration	Petty cash	1,700			1,700	Cash on hand	0.00%	ongoing
Petty Cash & Cash On Hand - Great Beyond Visitor Centre	Petty cash	500			500	Cash on hand	0.00%	ongoing
Reserve Bank Account	Investment	0	2,766,336		2,766,336	NAB	2.75%	31/12/2018
Restricted Cash; Other	Investment	0	3,146,570		3,146,570	WATC	1.45%	ongoing
Trust Cash at bank	Cheque	0		49,393	49,393	NAB	n/a	ongoing
Trust Cash at Bank Outback Highway	Cheque	0		6,539	6,539	NAB	n/a	ongoing
Trust investment Outback Highway	Term deposit	0		171,026	171,026	NAB	2.70%	27/03/2019
Total		1,582,838	5,912,906	226,958	7,545,137			

KEY INFORMATION

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



Total Cash	Unrestricted
\$7.55 M	\$1.58 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

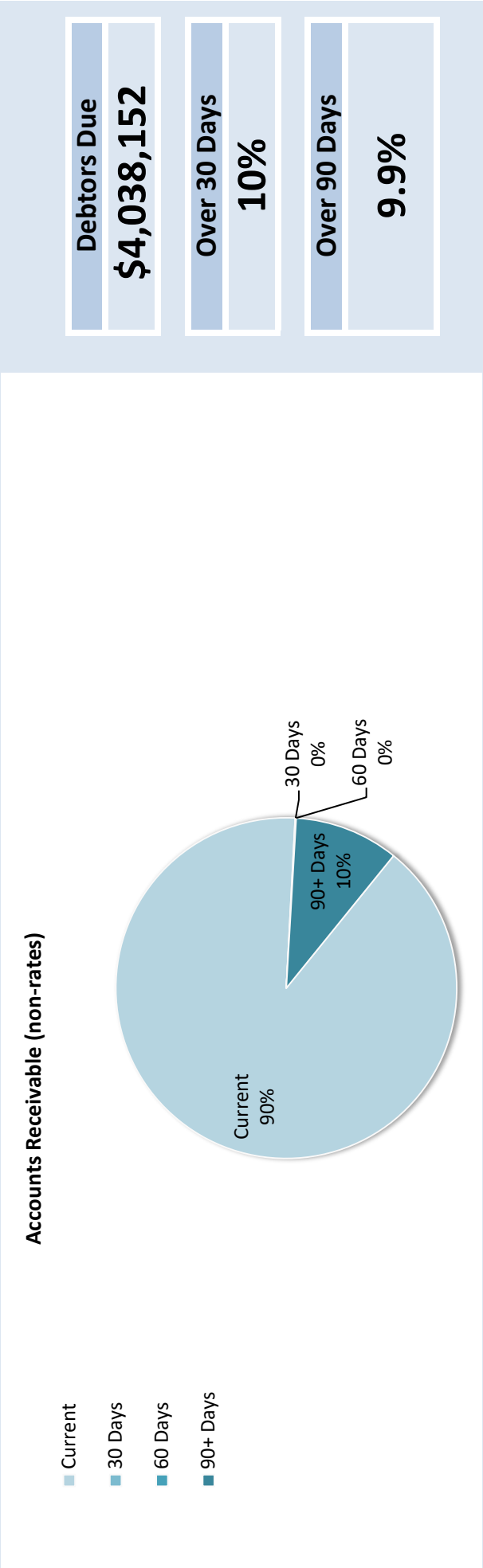
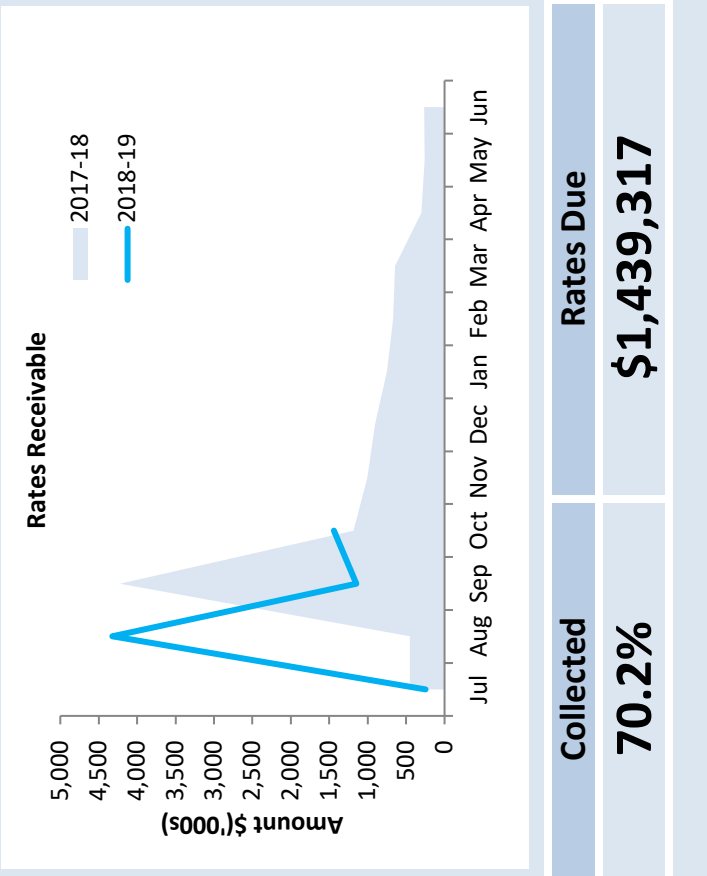
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 Jun 2018	31 Oct 18
Opening Arrears Previous Years	\$ 473,729	\$ 261,743
Levied this year	0	4,567,472
Less Collections to date	(211,986)	(3,389,898)
Equals Current Outstanding	261,743	1,439,317
Net Rates Collectable	261,743	1,439,317
% Collected	44.7%	70.2%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ 0	\$ 3,533,591	\$ 3,368	\$ 428	\$ 388,972	\$ 3,926,359
Percentage	0%	90%	0.1%	0%	9.9%	
Balance per Trial Balance						
Sundry debtors						3,926,359
GST receivable						273,737
Other receivables						155,813
Provision for doubtful debts						(336,838)
Accrued income						19,081
Total Receivables General Outstanding						4,038,152
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



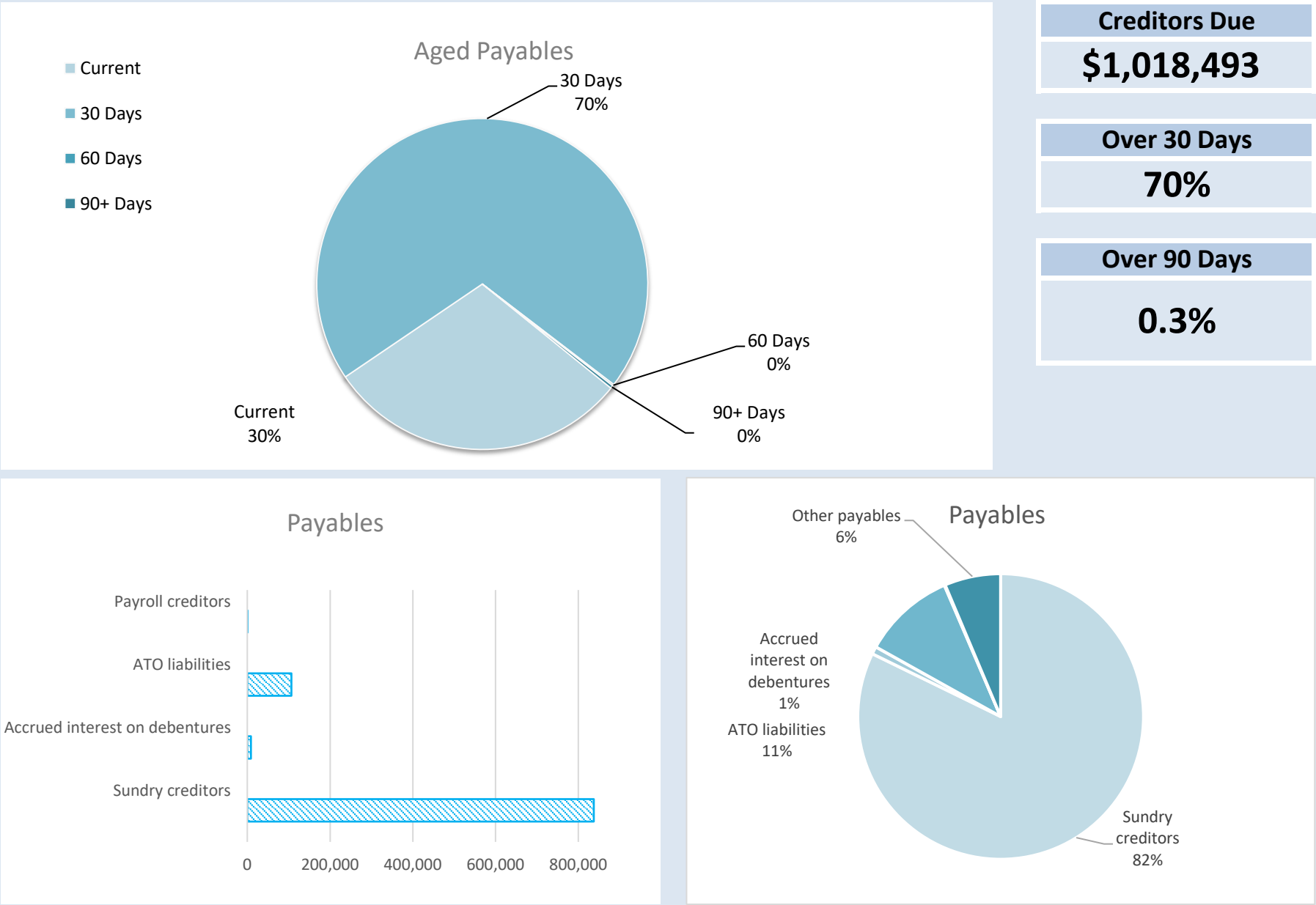
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 4
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	248,587	585,350	1,277	2,356	837,570
Percentage	0%	29.7%	69.9%	0.2%	0.3%	
Balance per Trial Balance						
Sundry creditors						837,570
Accrued interest on debentures						8,772
ATO liabilities						106,476
Payroll creditors						985
Other payables						64,690
Total Payables General Outstanding						1,018,493
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



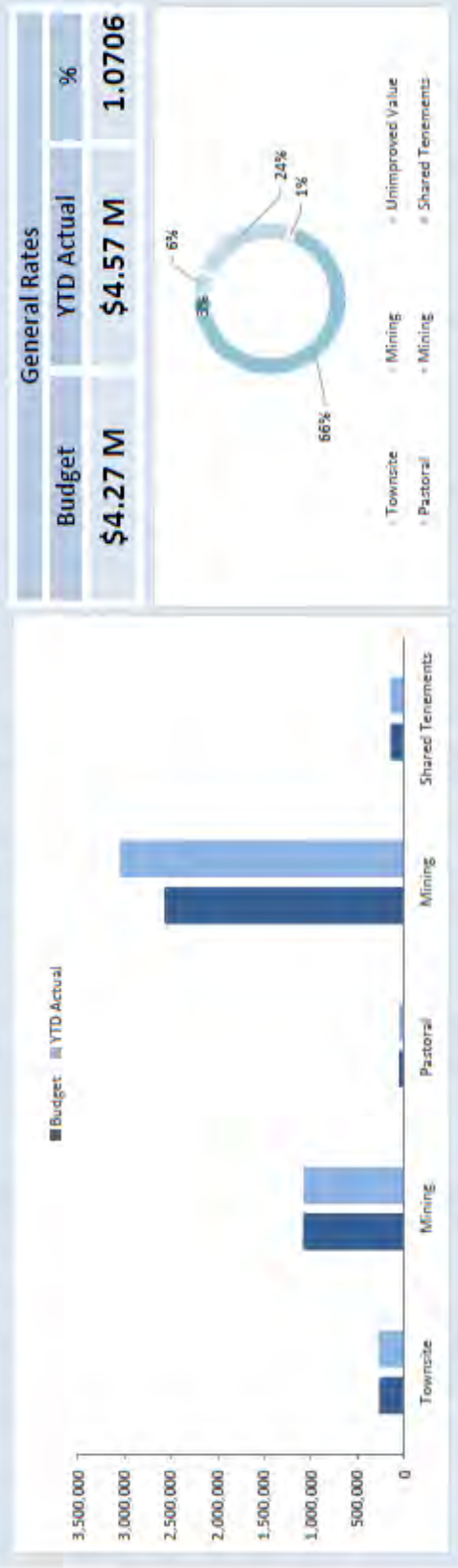
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General Rate Revenue											
		Budget					YTD Actual				
Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
\$		\$	\$	\$	\$	\$	\$	\$	\$	\$	
RATE TYPE											
Differential General Rate											
Gross Rental Value											
0.111600	178	2,447,628	273,155	0	0	273,155	273,157	2,438	0	275,595	
0.086200	12	12,580,457	1,084,435	0	0	1,084,435	1,084,439	(5,772)	0	1,078,667	
Unimproved Value											
0.094100	17	581,775	54,745	0	0	54,745	54,745	0	0	54,745	
0.159200	734	16,169,962	2,574,258	0	0	2,574,258	2,589,286	464,337	(747)	3,052,876	
0.159200	28	948,462	150,995	0	0	150,995	150,995	1,383	0	152,378	
Sub-Total		32,728,284	4,137,588	0	0	4,137,588	4,152,622	462,386	(747)	4,614,261	
Minimum Payment											
Gross Rental Value											
304	49	16,767	14,896	0	0	14,896	13,192	0	0	13,192	
304	1	20	304	0	0	304	304	0	0	304	
Unimproved Value											
304	3	3,000	912	0	0	912	912	0	0	912	
304	349	336,320	106,096	0	0	106,096	104,272	0	0	104,272	
304	21	13,343	6,384	0	0	6,384	1,672	0	0	1,672	
Sub-Total		369,450	128,592	0	0	128,592	120,352	0	0	120,352	
Discount										(167,141)	
Amount from General Rates						4,266,180					
Total General Rates						4,266,180	4,567,472				

KEY INFORMATION

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

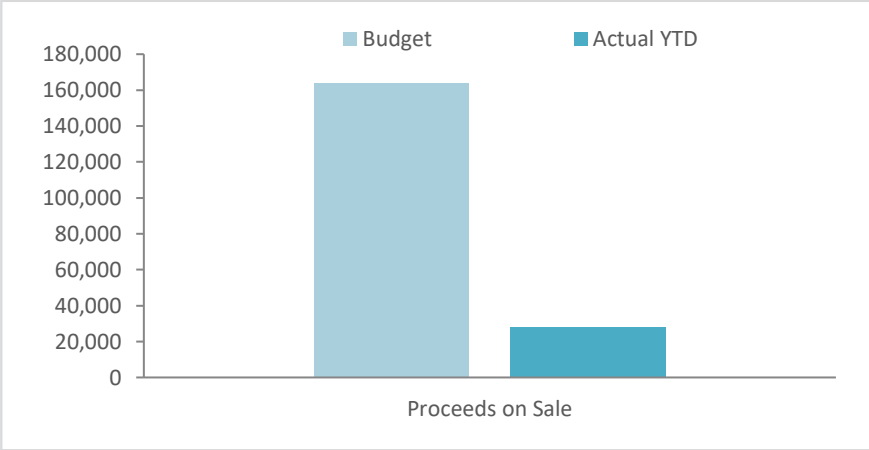


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Recreation and culture								
	P300 Ford Ranger 4x4	16,143	10,000	0	(6,143)			0	0
	Transport								
	40032 Maintenance trailer accomm #1	1,045	2,000	955	0			0	0
	P260 Maintenance trailer accomm #2	1,045	2,000	955	0			0	0
	P272 Cat CS64 vibe roller	168,077	45,000	0	(123,077)			0	0
	P294 Prime mover	71,219	55,000	0	(16,219)			0	0
	P335 Nissan Patrol T/back	11,570	10,000	0	(1,570)			0	0
	P338 Nissan Navara Ute	21,841	10,000	0	(11,841)			0	0
	Other property and services								
	P297 Toyota Prado Admin EMCCS	44,631	30,000	0	(14,631)	41,119	28,182	0	(12,937)
		335,571	164,000	1,910	(173,481)	41,119	28,182	0	(12,937)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$164,000	\$28,182	17%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

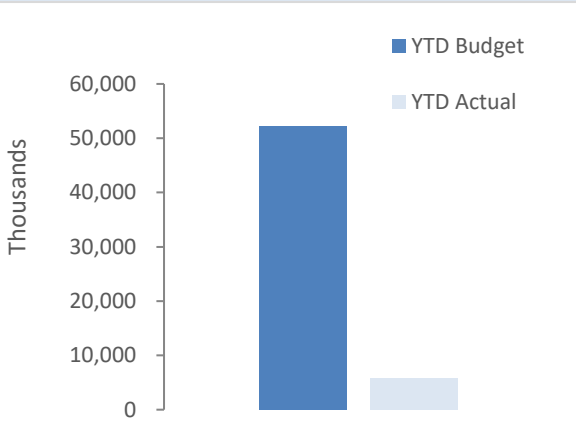
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	30,000	10,000	0	(10,000)
Land & Buildings	4,323,790	1,441,232	1,110,406	(330,826)
Furniture & Fittings	128,123	42,696	83,569	40,873
Plant & Equipment	790,400	263,448	78,905	(184,543)
Infrastructure Roads	43,400,808	14,466,872	3,662,939	(10,803,933)
Infrastructure Other	3,504,894	1,168,264	799,546	(368,718)
Infrastructure Parks & Ovals	50,000	16,660	22,540	5,880
Infrastructure Footpaths & Cycleways	33,902	11,300	0	(11,300)
Capital Expenditure Totals	52,261,917	17,420,472	5,757,905	(11,662,567)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	57,171,623	19,057,196	5,282,372	(13,774,824)
Borrowings	800,000	0	0	0
Other (Disposals & C/Fwd)	164,000	28,182	28,182	0
Cash Backed Reserves				
Aquatic facilities reserve	125,000		0	0
Great Beyond reserve	30,000		0	0
Council building reserve	560,000		0	0
Economic development reserve	30,000		0	0
Coach house renovation reserve	85,000		0	0
Contribution - operations	(6,703,706)	(1,664,906)	447,351	2,112,257
Capital Funding Total	52,261,917	17,420,472	5,757,905	(11,662,567)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

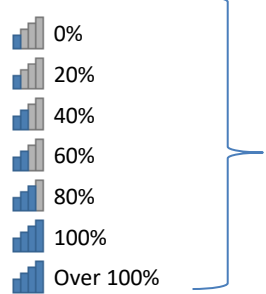


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$52.26 M	\$5.76 M	11%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$57.17 M	\$5.28 M	9%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators



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

% of
Completion # *Level of completion indicator, please see table at the end of this note for further detail.*

# Level of completion indicator, please see table at the end of this note for further detail.			Adopted				
Account Description			Budget	YTD Budget	YTD Actual	Variance (Under)/Over	
Capital Expenditure							
Land & Buildings							
0.00		4050210	ANIMAL - Building; Capital	5,000	1,664	0	1,664
0.91		4080210	PRESCHOOL - Building; Capital	50,000	16,656	7,915	8,741
0.03		4080310	OTHERED - Building; Capital	50,000	16,656	491	16,165
0.00		4080410	COM DEV - Building; Capital	52,000	17,332	57	17,275
4.44		4090110	STF HOUSE - Building; Capital	448,000	149,332	192,763	-43,431
1.52		4110110	HALLS - Building; Capital	720,000	240,000	702,257	-462,257
0.25		4110210	SWIM - Building ; Capital	2,803,790	934,596	184,541	750,055
2.68		4120110	ROADC - Building; Capital	20,000	6,664	4,852	1,812
0.13		4130310	HERITAGE - Building; Capital	175,000	58,332	6,841	51,491
1.00		4130410	GREAT BEYOND - Building; Capital	0	0	4,985	-4,985
1.00		4140410	ADMIN - Building; Capital	0	0	5,705	-5,705
3.36		Land & Buildings Total		4,323,790	1,441,232	1,110,406	330,826
Plant & Equipment							
0.00		4110330	REC OTHER - Plant & Equipment; Capital	40,000	13,332	0	13,332
0.07		4120330	PLANT - Plant & Equipment; Capital	665,000	221,656	15,120	206,536
1.48		4120430	AERO - Plant & Equipment; Capital	8,150	2,716	8,426	-5,710
0.00		4130530	CRC - Plant & Equipment; Capital	10,245	3,412	0	3,412
0.00		4140230	PWOH - Plant & Equipment; Capital	7,005	2,332	0	2,332
1.57		4140430	ADMIN - Plant & Equipment; Capital	60,000	20,000	55,359	-35,359
0.43		Plant & Equipment Total		790,400	263,448	78,905	184,543
Infrastructure Other							
2.52		4050380	OLOPS - Infrastructure Other	20,000	6,664	4,772	1,892
0.00		4080480	COM DEV - Infrastructure Other	18,200	6,064	0	6,064
0.00		4100380	COM AMEN - Infrastructure Other; Capital	30,000	9,992	0	9,992
1.73		4110280	SWIM - Infrastructure Other; Capital	3,000,000	1,000,000	633,973	366,027
1.91		4110380	TV - Infrastructure Other	15,000	5,000	10,500	-5,500
0.00		4110580	REC OTHER - Infrastructure Other	10,000	3,332	0	3,332
0.00		4120173	ROADC - Infrastructure Other	136,694	45,548	50	45,498
1.61		4120480	AERO - Infrastructure Other	170,000	56,664	150,250	-93,586
0.00		4130180	ECON DEV - Infrastructure Other	75,000	25,000	0	25,000
0.00		4130280	TOURISM - Infrastructure Other	30,000	10,000	0	10,000
2.17		Infrastructure Other Total		3,504,894	1,168,264	799,546	368,718
Furniture & Fittings							
0.00		4110420	LIBRARIES - Furniture & Fittings	5,000	1,664	0	1,664
0.00		4130420	GREAT BEYOND - Furniture & Fittings; Capital	53,000	17,664	0	17,664
1.26		4130520	CRC - Furniture & Fittings	5,000	1,664	8,020	-6,356
1.40		4140420	ADMIN - Furniture & Fittings; Capital	65,123	21,704	75,549	-53,845
2.04		Furniture & Fittings Total		128,123	42,696	83,569	-40,873
Infrastructure Parks & Ovals							
3.83		4110570	REC OTHER - Infrastructure Parks & Gardens; Capital	50,000	16,660	22,540	-5,880
3.83		Infrastructure Parks & Ovals Total		50,000	16,660	22,540	-5,880
Infrastructure Roads							
0.00		4120141	ROADC - Sealed; Council Funded	166,815	55,596	0	55,596
0.99		4120148	ROADC - Gravel; Roads to Recovery Funded	1,830,055	610,004	302,949	307,055
0.29		4120151	ROADC - Sealed; Regional Road Group Funded	40,500,000	13,500,000	3,039,815	10,460,185
3.03		4120152	ROADC - Gravel; Regional Road Group Funded	467,572	155,840	232,695	-76,855
0.00		4120158	ROADC - Gravel; Black Spot Funded	289,700	96,560	0	96,560
2.27		4120165	ROADC - Gravel; Other Grant Funding	146,666	48,872	87,480	-38,608
0.34		Infrastructure Roads Total		43,400,808	14,466,872	3,662,939	10,803,933
Infrastructure Footpaths & Cycleways							
0.00		4120172	ROADC - Footpaths	33,902	11,300	0	11,300
0.00		Infrastructure Footpaths & Cycleways Total		33,902	11,300	0	11,300
Land							
0.00		4130109	ECON DEV - Land; Capital	30,000	10,000	0	10,000
0.00		Land Total		30,000	10,000	0	10,000
0.49		Grand Total		52,261,917	17,420,472	5,757,904	11,662,568

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	01-07-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 79B Executive Housing	90,187			33,057	30,000	57,130	60,187	10,192	6,000
Loan 81 Burt St Group Housing	261,950				40,000	261,950	221,950		16,000
Loan 82 Staff Housing			250,000		20,000		230,000		20,000
Recreation and culture									
Loan 83 Swimming Pool			550,000		30,000		520,000		30,000
Economic services									
Loan 80 Underground Power	396,057				80,000	396,057	316,057	1,454	16,000
	748,194	0	800,000	33,057	200,000	715,137	1,348,194	11,646	88,000
Total	748,194	0	800,000	33,057	200,000	715,137	1,348,194	11,646	88,000

All debenture repayments were financed by general purpose revenue.

New Borrowings 2018-19

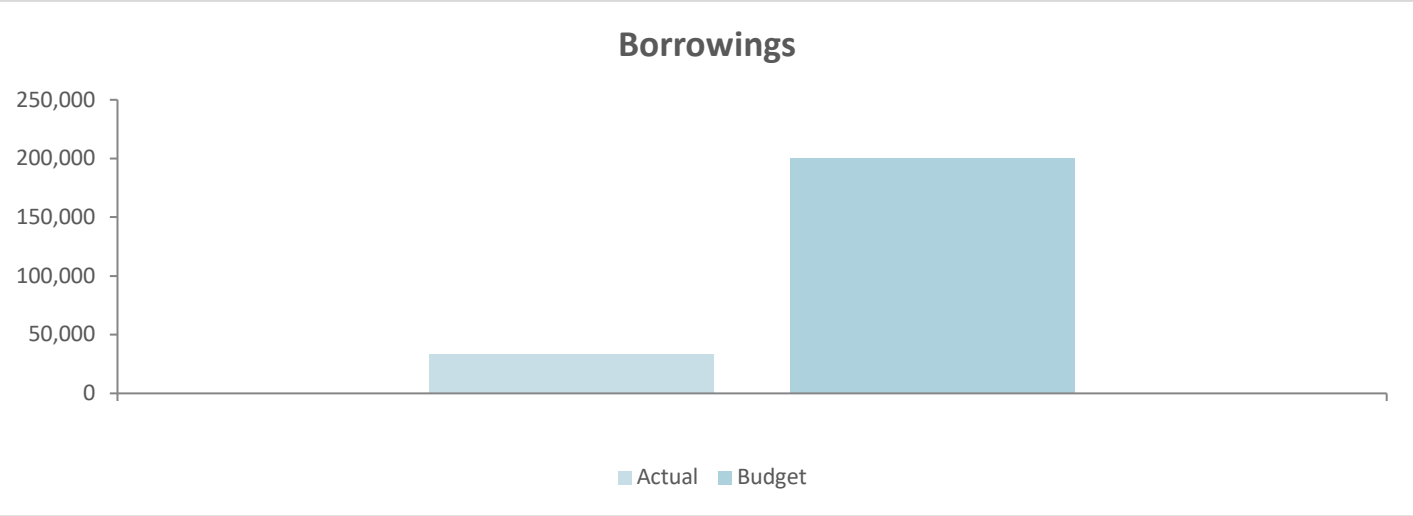
Particulars	Amount Borrowed		Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Budget							Actual	Budget	
	\$					\$	%	\$	\$	\$
Loan 82 staff housing	250,000		WATC	Debenture	10		3		250,000	
Loan 83 swimming pool	550,000		WATC	Debenture	10		3		550,000	
	800,000					0		0	800,000	0

Unspent Borrowings

Particulars	Date Borrowed	Unspent Balance 30-06-2018	Borrowed During Year	Expended During Year	Unspent Balance 31/10/2018
		\$	\$	\$	\$
Loan 83 Laverton Community Hub Project stage 1	2018	95,355	0	0	95,355
		95,355	0	0	95,355

KEY INFORMATION

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



Principal Repayments	
\$33,057	
Interest Earned	Interest Expense
\$31,403	\$11,646
Reserves Bal	Loans Due
\$2.77 M	\$.72 M

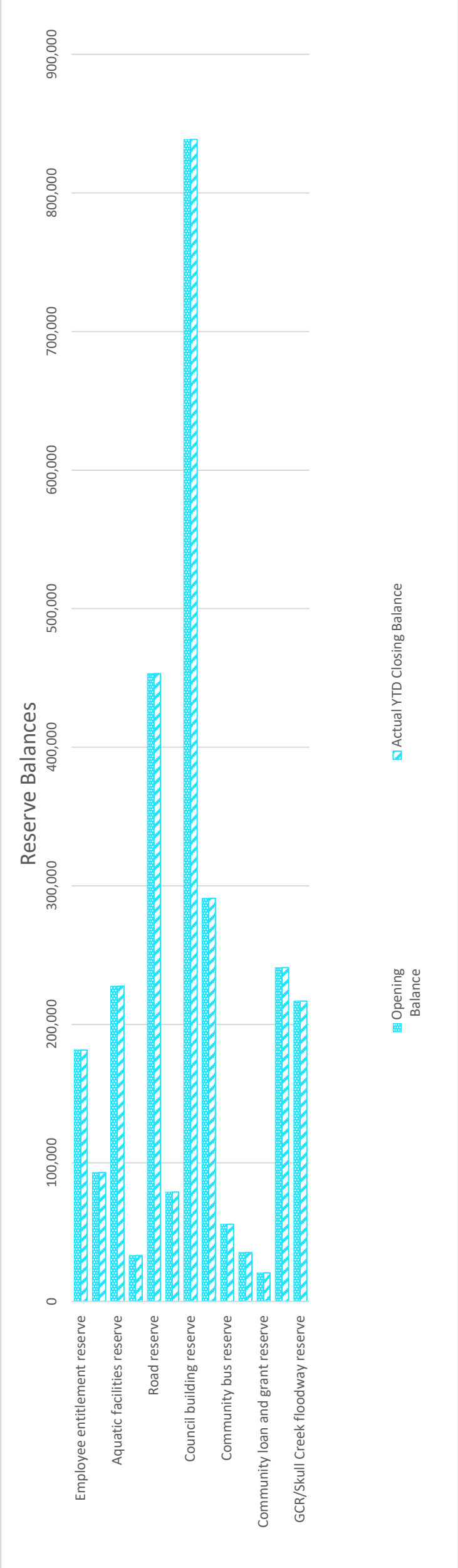
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	181,379							181,379	181,379
Plant replacement reserve	93,014			200,000				293,014	93,014
Aquatic facilities reserve	227,645					(125,000)		102,645	227,645
Aerodrome reserve	33,223			100,000				133,223	33,223
Road reserve	453,085							453,085	453,085
Great Beyond reserve	79,066					(30,000)		49,066	79,066
Council building reserve	838,718			200,000		(560,000)		478,718	838,718
Economic development reserve	291,006					(30,000)		261,006	291,006
Community bus reserve	55,656							55,656	55,656
Town site revitalisation reserve	35,358							35,358	35,358
Community loan and grant reserve	20,638							20,638	20,638
Coach house renovation reserve	240,825					(85,000)		155,825	240,825
GCR/Skull Creek floodway reserve	216,722							216,722	216,722
	2,766,335	0	0	500,000	0	(830,000)	0	2,436,335	2,766,335

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 10
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Grant Provider	Operating	Capital	YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
	\$	\$	\$				\$
General purpose funding							
WA Grants Commission - General Grant	752,483	0	250,824	752,483	0	752,483	189,626
WA Grants Commission - Road Grant	379,173	0	126,388	379,173	0	379,173	90,424
Rates - Reimbursement of debt collection costs	20,000	0	6,664	20,000	0	20,000	410
Law, order, public safety							
DFES operational grant	2,380	0	792	2,380	0	2,380	470
Other contributions	2,000	0	664	2,000	0	2,000	0
Health							
Preventions - Reimbursements	2,500	0	832	2,500	0	2,500	0
Other contributions	105,000	0	35,000	105,000	0	105,000	52,020
Education and welfare							
Youth Services Contributions	0	0	0	0	0	0	618
Youth Services Grants	125,000	0	41,664	125,000	0	125,000	61,549
Community Development Contributions	41,200	0	13,732	41,200	0	41,200	0
Community Development Grants	116,950	0	38,980	116,950	0	116,950	0
Youth Services Reimbursements	15,000	0	5,000	15,000	0	15,000	0
Housing							
Staff rental reimbursements	20,000	0	6,664	20,000	0	20,000	4,394
Housing grants	100,000	0	33,332	100,000	0	100,000	100,000
Recreation and culture							
Halls grants	0	678,272	226,088	678,272	0	678,272	0
Swimming Pools operating grant	0	3,850,000	1,283,332	3,850,000	0	3,850,000	1,000,000
TV Radio reimbursements	5,000	0	1,664	5,000	0	5,000	2,637
Other contributions	110,000	0	36,664	110,000	0	110,000	0
Transport							
Regional Roads Group (MRWA)	0	311,174	103,724	311,174	0	311,174	124,470
Roads to Recovery	0	1,615,660	538,552	1,615,660	0	1,615,660	167,500
Black Spot Grant	0	193,133	64,376	193,133	0	193,133	77,253
Other Grants - Roads/Streets	0	40,500,000	13,500,000	40,500,000	0	40,500,000	2,288,825
Remote access roads	86,666	0	28,888	86,666	0	86,666	77,090
Flood damage	0	9,946,384	3,315,460	9,946,384	0	9,946,384	1,624,323
Road contribution income	111,200	0	37,064	111,200	0	111,200	0
Direct Road Grant MRWA	108,439	0	36,144	108,439	0	108,439	176,244
Aero grants	25,000	0	8,332	25,000	0	25,000	0
Economic services							
Economic development reimbursements	50	0	16	50	0	50	0
Tourism reimbursements	3,000	0	1,000	3,000	0	3,000	0
Heritage grants	0	60,000	20,000	60,000	0	60,000	0
Great Beyond grants	0	17,000	5,664	17,000	0	17,000	0
CRC contributions	130,000	0	43,332	130,000	0	130,000	58,777
CRC grants	5,000	0	1,664	5,000	0	5,000	0
Other property and services							
Fuel Tax Credits Grant Scheme	95,000	0	31,664	0	0	0	2,961
TOTALS	2,361,041	57,171,623	19,844,164	59,437,664	0	59,437,664	6,099,593
SUMMARY							
Operating grants, subsidies and contributions	2,361,041	0	786,968	2,266,041	0	2,266,041	817,221
Non-operating grants, subsidies and contributions	0	57,171,623	19,057,196	57,171,623	0	57,171,623	5,282,372
TOTALS	2,361,041	57,171,623	19,844,164	59,437,664	0	59,437,664	6,099,593

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2018

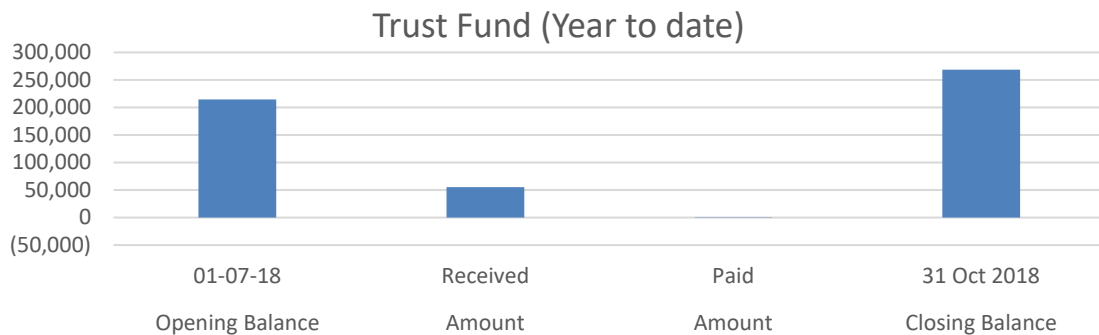
NOTE 11 TRUST FUND

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

Description	Opening Balance 01-07-18	Amount Received	Amount Paid	Closing Balance 31 Oct 2018
	\$	\$	\$	\$
Housing bonds	2,660		(860)	1,800
BCITF	0	1,200		1,200
Unclaimed monies	1,000			1,000
Youth advisory committee	1,029			1,029
Clubs and discos	1,530			1,530
North East Goldfields LCDC	14,333			14,333
Sport & recreation grant funds	6,000			6,000
Donations received	9,044			9,044
Outback Highway development fund	176,366			176,366
Department of Transport	0	52,872		52,872
Builders Services Levy	2,384	1,007		3,391
	214,346	55,079	(860)	268,565

KEY INFORMATION

The discrepancy between trust liability accounts in the general ledger and the bank statements and investments held is \$41,607.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

NOTE 12
BUDGET AMENDMENTS

KEY INFORMATION

There has been no amendments to the original budget since budget adoption.

02. ADMINISTRATION

02.21 Risk Management

To commit to organisation wide risk management principles, systems and processes that ensure consistent, efficient and effective assessment of risk in all planning, decision making and operational processes.

1. Definition of Risk:

1.1 AS/NZA ISO 31000:2009 defines risk as the ‘effect of uncertainty of objectives.’

1.2 A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected. An objective may be financial, related to health and safety or defined in other terms.

2. Definition of Risk Management:

2.1 The application of coordinated activities to direct and control an organisation with regard to risk.

3. Principles – Framework – Process

3.1 The Shire considers risk management to be an essential management function in its operations. The responsibility for managing specific risk lies with the person who has the responsibility for the function, service or activity that gives rise to that risk.

3.2 The Council is committed to the principles, framework and process of managing risk as outlined in AS/NZA ISO 31000:2009.

3.3 The Shire will manage risk continuously using a process involving the identification, analysis, evaluation, treatment, monitoring and review of risks. It will be applied to decision making through all levels of the organisation in relation to planning or executing any function, service or activity.

3.4 In particular it will be applied to:

- a. Strategic planning;
- b. Expenditure of large amounts of money;
- c. New strategies and procedures;
- d. Management of projects, tenders and proposals;
- e. Introduction of significant change; and
- f. The management of sensitive issues.

3.5 The objectives of risk management are:

- a. the achievement of organisational goals and objectives;
- b. the ongoing health and safety of all employees within the workplace;
- c. to ensure that public safety within Council's jurisdiction is not compromised;
- d. limit loss or damage to property and other assets;
- e. limit interruption to business continuity;
- f. to promote a positive public perception of Council and the Shire; and

BIBLIOGRAPHY

Adopted	22/03/2018						

02. ADMINISTRATION

02.21 Risk Management cont'd

- g. Ensure equal opportunity principles are implanted throughout the workforce and community.

4. Responsibilities

- 4.1 The CEO, managers and supervisors have the responsibility and accountability for ensuring that all staff manage the risks within their own work areas. Risk should be anticipated and reasonable protective measures taken;
- 4.2 All managers will encourage openness and honesty in the reporting and escalation of risks;
- 4.3 All staff will be encouraged to alert management to the risks that exist within their area without fear of recrimination;
- 4.4 All staff will, after appropriate training, adopt the principles of risk management and comply with all policies, procedures and practices relating to risk management;
- 4.5 All staff and employees will, as required, conduct risk assessments during the performance of their daily duties;
- 4.6 The level of detail of the risk assessment will be commensurate with the scope of the task and the associated level of risk identified;
- 4.7 Failure by staff to observe reasonable directions from supervisors regarding the management of risks and/or failure of staff to take reasonable care in identifying and treating risks in the workplace may result in disciplinary action; and
- 4.8 The Council is committed to the concept and resourcing of risk management.

5. Monitor & Review

- 5.1 The Shire will implement a robust reporting and recording system that will be regularly monitored to ensure close out of risks and identification of ongoing issues and trends.
- 5.2 Significant or extreme risk will be reported to the Audit Committee and reviewed to determine appropriate treatment or whether to continue with the activity or service from which the risk arises.

BIBLIOGRAPHY

Adopted	22/03/2018						

02. ADMINISTRATION

02.21 Risk Management

Objective

To encourage an integrated, effective and organisation wide approach to risk management within the Shire of Laverton, facilitating value creation and protection.

Policy Statement

Council is committed to the use of risk management in the course of achieving its strategic objectives and delivery of services to the community. Management of risk is considered the responsibility of all elected members, employees and contractors, and is to be integrated throughout the Shire.

A *Risk Management Strategy* is to be maintained and implemented utilising the Principles, Framework and Process as defined within *AS/NZS ISO 31000:2018 Risk management - Guidelines*.

Risk Tolerance and Appetite:

Risk tolerance or risk appetite refers to the amount and type of risk that the Shire is willing to take in order to meet its strategic objectives. As a public body, there is an expectation the Shire will maintain an inherent low appetite for risk and as a consequence adopt policies and maintain systems and procedures to create value and protect, the Shire, and its stakeholders.

Council's risk tolerance and appetite is articulated within the *Risk Management Strategy* and any change to the level of risk tolerance and appetite within the Strategy can only be made with Council approval.

Risk Management Commitment:

Council will maintain a continual commitment to risk management through the appropriate allocation of resources to facilitate application of the principles, framework and process as defined within *AS/NZS ISO 31000:2018*, through the '*Risk Management Strategy*'. The *Risk Management Strategy* will assist the organisation to integrate risk management into decision making and operational activities, across the organisation. This commitment will work towards:

- Aligning the objectives, culture and strategy of the Shire with risk management;
- Addressing and recognising all obligations (including voluntary commitments) of the Shire;
- Communicating the risk appetite of the Shire to guide the establishment of risk criteria, to all employees, contractors and elected members and stakeholders;
- Promoting and conveying the value of risk management across the Shire;

BIBLIOGRAPHY

Adopted	22/03/2018						
Revised	13/12/2018						

02. ADMINISTRATION

02.21 Risk Management cont'd

- Encouraging methodical monitoring of risks;
- Ensuring that the *Risk Management Strategy* remains relevant to and considers the context of the organisation.

This policy is to remain in force until otherwise determined by Council.

DRAFT

BIBLIOGRAPHY

Adopted	22/03/2018						
Revised	13/12/2018						

Peter Naylor

From: Quinton Tucker <quinton@byac.com.au>
Sent: Thursday, 29 November 2018 12:52 PM
To: Peter Naylor; Quinton Tucker
Cc: Barbara Grace Hollin; leigh.coleman@servegate.com.au
Subject: RE: Laverton Aboriginal Heritage and Resource Centre (LAHRC) Briefing note from Quinton Tucker - planning information - TPI

Hi Peter,

Thanks for the call the other day. It was good to have a general chat about the overall issues confronting our mob traveling between destinations. As noted Laverton is the first stop over for families traveling from the lands through to Kal or Perth for medical issues. Families were also coming into Laverton during the summer period.

I believe all of this information is now common knowledge about the travel commitments and the reasons for the travel and stopover in Laverton.

The Craggie Street hostel as a short stay was tabled and discussed over a couple of years. The support from the Aboriginal people in town and from the lands has been great, and support from the hospital and the police was also encouraging.

I have been involved with discussions with Jo Morgan and have participated in a couple of the 'themed workshops'. The housing theme is coming up again (so I am told from Jo), however that will not take place until the new year.

We are still keen to getting the facility renovated and have struck up a partnership with Habitat for Humanity. This organisation is willing to bring to the table trades people and materials, however they need a total of \$15k from our organization to show our buy in and to cover some initial costs. Our organisation does not have \$15k, is this something the shire can help us with for such a worthy and worthwhile course?

I'm sure that once the facility is renovated , other ongoing costs to running the facility can be discussed with a view to creating employment for the locals in the town.

I look forward talking further with you about this topic, and other topics relating to availability of space for an Aboriginal stopover in Laverton.

Kind regards

Quinton

From: Peter Naylor <ceo@laverton.wa.gov.au>
Sent: Thursday, 11 October 2018 12:41 PM
To: Quinton Tucker <quinton@byac.com.au>
Subject: RE: Laverton Aboriginal Heritage and Resource Centre (LAHRC) Briefing note from Quinton Tucker - planning information - TPI

Peter Naylor

From: leigh.coleman@servegate.com.au
Sent: Friday, 30 November 2018 8:03 AM
To: Peter Naylor
Cc: 'Barbara Grace Hollin'; 'Quinton Tucker'
Subject: RE: Laverton Aboriginal Heritage and Resource Centre (LAHRC) Briefing note from Quinton Tucker - planning information - TPI

Hi Peter

I am a long-time colleague and friend of Quinton and the Tuckers. I have run a number of NFP Civil Sector organisations in the past. Including Many Rivers who worked a lot in the Northern Goldfields assisting with micro enterprise start-ups, development including financing which we underwrite but use Westpac Bank.

I have been able to get a commitment out of the Habitat for Humanity people who will renovate the hostel on the proviso that there is a local contribution of \$15K towards the renovation. They will supply a builder and two trades people and the material. They just want some local skin in the game. The \$ will be used towards the transport costs to get the crew there and the material.

Could you possibly mobilise a local commitment for the \$15K and the work can get started asap.

Warmly

Leigh Coleman
Chief Executive Officer
ServeGate Australia



Unit 11, 169 Newcastle Street
Fyshwick ACT 2609

Phone: +61 (0)2 6210 0292
Mobile: +61 (0)411 468 194
Email: leigh.coleman@servegate.com.au
Web Site: www.servegate.com.au

From: Quinton Tucker <quinton@byac.com.au>
Sent: Thursday, 29 November 2018 3:52 PM
To: Peter Naylor <ceo@laverton.wa.gov.au>; Quinton Tucker <quinton@byac.com.au>
Cc: Barbara Grace Hollin <gracehollin@icloud.com>; leigh.coleman@servegate.com.au
Subject: RE: Laverton Aboriginal Heritage and Resource Centre (LAHRC) Briefing note from Quinton Tucker - planning information - TPI

Hi Peter,

Thanks for the call the other day. It was good to have a general chat about the overall issues confronting our mob traveling between destinations. As noted Laverton is the first stop over for families traveling from the lands through to Kal or Perth for medical issues. Families were also coming into Laverton during the summer period.

I believe all of this information is now common knowledge about the travel commitments and the reasons for the travel and stopover in Laverton.

5.4 PLANNING APPLICATION – PROPOSED SHORT STAY ACCOMMODATION – RESERVE 38662, LOT 426 (NO 22) CRAIGGIE STREET, LAVERTON (FILE REF: 434)
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SUBMISSION TO:	Special Meeting of Council, 04 March 2015
DISCLOSURE OF INTEREST:	Gray & Lewis receive planning fees for advice to the Shire, therefore, declare a Financial Interest – Section 5.65 of <i>Local Government Act 1995</i>
OWNER/APPLICANT:	Minister for Lands on behalf of State of WA/Burnna Yurrul Aboriginal Corporation (BYAC)
AUTHOR:	Liz Bushby, Gray & Lewis Landuse Planners
SENIOR OFFICER:	Steven Deckert, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

To consider a planning application lodged to utilise the existing building for short stay accommodation on Reserve 38662, Lot 426 (No. 22) Craiggie Street, Laverton.

ATTACHMENTS

SMC1503-5.4.A	Schedule 6 – Form of Application for Planning Approval
SMC1503-5.4.B	Letter 01/12/2014 – BYAC to Shire of Laverton
SMC1503-5.4.C	Overview
SMC1503-5.4.D	Plans
SMC1503-5.4.E	Scope of Works by Stages
SMC1503-5.4.F	Letter of Support 25/11/2015 <i>[sic]</i> – Kidney Health Australia
SMC1503-5.4.G	Letter of Support 11/11/2014 – Marnta Media

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Land Details

The subject land is a reserve (No 38662) and there is a Management Order to the BYAC stipulating that the purpose of the reserve is for the '*use and benefit of aboriginal inhabitants*'.

There is an existing building located on the lot which has been specifically designed for accommodation. The lot has an area of 3600m² and has road frontage to Craiggie Street and Mikado Way.

The applicant advises that the building was historically used as a government run education hostel, established in 1984, for indigenous school aged children.

The planning application form has been signed by the Department of Lands on behalf of the Minister for Lands (for the State of WA).



Facility Management

The Burnna Yurrul Aboriginal Corporation (BYAC) is a 100% indigenous owned and not for profit organisation which has been operating since 1994.

BYAC advises they have received grant funding from the Department of the Prime Minister and Cabinet to refurbish the existing building as short stay accommodation for indigenous people visiting Laverton.

On 16 October 2014, BYAC entered into a long term collaborative partnership with Red Cross Australia to manage and operate the facility.

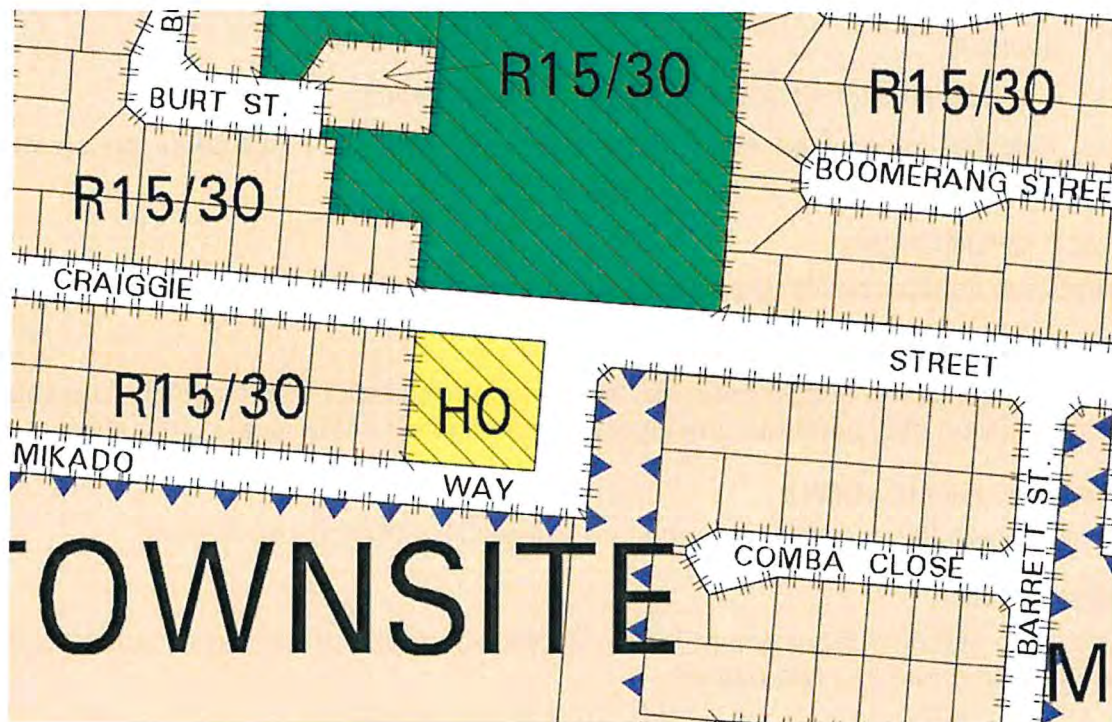
Red Cross will manage the day to day running of the facility using a service model adopted from the successful operation of it's Boulder short stay facility. The Boulder facility opened in 2012 and was the first of it's kind in Western Australia.

Red Cross will provide access to its extensive resources including technology, information systems, learning, policies and procedures.

STATUTORY ENVIRONMENT:

Shire of Laverton Town Planning Scheme No. 2 ("the Scheme") – relevant Scheme requirements are included below.

The subject land is reserved 'Public Purpose – Hostel' under the Scheme.



Any development or use of a local reserve requires planning approval under Clause 3.4.1 of the Scheme.

There are no specific site requirements for new development, such as setbacks, however under Clause 3.4.2 of the Scheme it states the local government is to have due regard to 'the ultimate purpose intended for the reserve' and 'the matters set out in Clause 10.2'.

Clause 10.2 of the Scheme sets out general planning matters that Council can consider as part of any application, including and not limited to:

- The compatibility of a use or development with its setting;
- Any social issues that may have an effect on the amenity of the locality;
- The preservation of the amenity of the locality;
- The relationship of the proposal to development on adjoining land or on other land in the locality including and not limited to, the likely effect of the height, bulk, scale, orientation or appearance of the proposal;
- Whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;
- The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;

- The potential loss of any community service or benefit resulting from the planning approval;
- Any relevant submission received on the application;
- Potential impacts on noise, dust, light, risk and other pollutants on surrounding landuses.

POLICY IMPLICATIONS

Council has no local planning policies relative to the application.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council. The short stay accommodation may generate employment opportunities in the local community.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

There is no statutory requirement for the application to be advertised for public comment. The Shire therefore has two options:

1. Determine the application without advertising; or
2. Advertise the application for public comment.

In accordance with Clause 9.4.2 of the Scheme, the local government has discretion to advertise any application.

Gray & Lewis recommends Option 2 as the lot is surrounded by residential development. Advertising allows the wider community to be informed regarding proposed development in the locality and provides opportunity for neighbours to comment.

Under Clause 9.4.3 the minimum advertising period is for 14 days. Council has discretion to advertise through one of three ways including letters to surrounding landowners, newspaper advertising and /or a sign on site.

Gray & Lewis recommends advertising include letters to surrounding landowners and a newspaper advertisement.

COMMENT

Description of Proposed Landuse and Operation

The building is proposed to be used for short stay accommodation for indigenous people travelling from the western desert regions and areas surrounding Laverton, visiting Laverton or passing through Laverton on their way to Kalgoorlie and beyond for medical appointments and personal business.

The applicant advises the facility will provide low cost accommodation in a safe, clean, welcoming and culturally appropriate environment.

There will be a maximum of five rooms available for short stay accommodation and the facility will accommodate a maximum of 15 guests as summarised below:

Room description	Maximum No of beds per room	Maximum No of persons per room
Bedroom 1	2 single beds	2 guests
Bedroom 2	1 double bed, 1 single bed & 1 single trundle bed	4 guests
Bedroom 3	2 single beds	2 guests
Bedroom 4	1 double bed, 1 single bed & 1 single trundle bed	4 guests
Bedroom 5	2 single beds & 1 single trundle bed	3 guests
Sub Total – Guests Only		15 guests
Bedroom 6	2 single beds – staff members only	Maximum of 2 staff however application states one staff member will stay overnight
Total number of people		17 people (including staff)

The applicant anticipates employing 7 staff members including one full time manager. There will be a minimum of two staff on duty daily, and one staff member will be rostered to stay at the facility overnight.

The Manager will take bookings for accommodation and ensure efficient day to day running of the facility. Staff will provide support to families and ensure children attend school. The staff will also make beds, change linen, replace bath towels, and clean the building.

Staff will also keep the external areas and the grounds clean and tidy. The facility provides a separate kitchen, bedroom, office, bathroom and toilet facilities for staff.

The applicant proposes that low cost breakfast and dinners be provided to guests. BYAC is having discussions with the WA Country Health Service about Laverton Hospital potentially preparing evening meals for guests.

Small items such as tea towels and bathmats will be laundered on site, however BYAC is also looking at external laundry services for bed linen and towels and is in discussion with the WA Country Health Service about this issue.

The applicant mentions running health, social and education programs. Gray & Lewis needs to clarify with the applicant whether those activities are proposed as part of this application, if they are only for guests (or the broader community) and which part of the building will be used.

Description of Building Works

The applicant proposes external and internal upgrading of the existing building and has provided a list of works.

External upgrading includes repairing / replacing any damaged wall cladding, windows, doors and fly screens, weather proofing windows, repairing / replacing front and rear steps, and painting all external walls. Any damaged eaves will be repaired and damaged gutters and downpipes replaced.

Extensive internal upgrading is also proposed. Minor floor plan changes are proposed to provide bedrooms with direct access to common areas, bathrooms will be modified / upgraded and the door to Bedroom 3 will be widened to cater for wheelchair access.

The applicant also proposes to replace the existing front steel arc fence with a similar type of 1.5 metres high. The internal picket fence will be removed to allow vehicles to park in the western part of the lot.

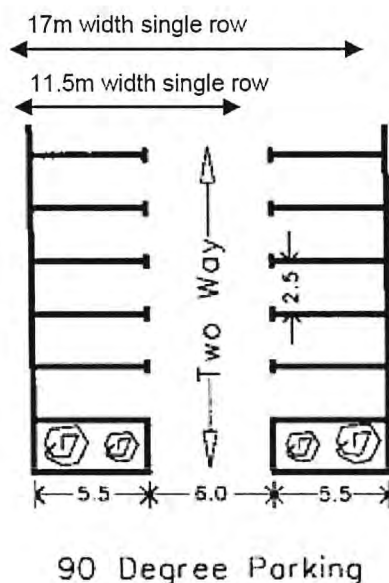
The eastern boundary wood fence is proposed to be replaced with a 1.8 metre colorbond fence.

Parking

The accommodation will cater for a maximum of 15 guests. Carparking on site needs to adequately cater for guests, staff parking and on site loading (for meal, supplies or linen deliveries).

There is a 20 metre by 60.9 metre area located between the existing driveway off Craiggie Street and the western boundary. The applicant advises a minimum of 15 car parking bays can be installed.

A 17 metre wide area can accommodate two rows of 90 degree carparking bays (5.5m length) and a standard 6 metre isle – refer layout below (sourced from City of Belmont Town Planning Scheme).



Based on the parking area dimensions, Gray & Lewis is of the view that 20-40 carparking bays can be accommodated on site depending on the carpark design (single row or double row carparking).

It is recommended that the Shire request the applicant to provide 20 on site carparking bays to cater for guests, staff shift changes (overlap of 4 staff), and the manager. Twenty bays will cater for the 'worst case' scenario.

It is also recommended that the applicant be requested to provide a carparking layout plan on the site plan, and a designated on site loading area for deliveries that will not interfere with carparking. The carparking layout plan should show trees to be removed or retained in the carpark.

The 'scope of works' provided by the applicant includes '*construct car park area for vehicles using crusher dust*'.

Gray & Lewis considers it is undesirable for car parking to be constructed hardup against the western boundary shared with a residential property.

It is recommended that the applicant consider providing a 2.5 to 3 metre setback between the carpark edge and the western boundary. It is also recommend that the applicant consider whether the 2.5 to 3 metre setback area can be landscaped, or delineated with a kerbline or low fencing (eg pine logs).

A 2.5 to 3 metre setback to the western boundary would still allow for 2 rows of carparking, and would provide separation to adjacent residential lots.

Hours of operation

It is recommended that the applicant be requested to clarify check in and check out times for guests, and whether there is a guest curfew time.

VOTING REQUIREMENTS

Simple majority decision of Council required.

The remainder of this page has been left intentionally blank

SMC1503-03 STAFF RECOMMENDATION/COUNCIL DECISION:

Moved Cr B Fuamatu, Seconded Cr S Weldon;

That Council:

- 1. Note that an application has been received to utilise the existing building on Reserve 38662, Lot 426 (No. 22) Craiggie Street, Laverton for short stay accommodation.**
- 2. Resolve to advertise the application for 14 days in accordance with Clause 9.4.2 of the Shire of Laverton Town Planning Scheme No 2. Advertising to include letters to nearby and surrounding landowners, and a notice in the local newspaper.**
- 3. Request the applicant provide additional information and advice during the advertising period as follows:**
 - (i) The maximum length of time (months) a guest will be permitted to stay;**
 - (ii) Consideration of a 2.5 to 3 metre buffer between the carparking area and the western boundary as separation to residential lots. Advise whether the area can be landscaped, or delineated with kerbing or low fencing (eg pine logs);**
 - (iii) Clarify whether health, social and emotional wellbeing programs/ activities are proposed as part of this application, if they are only for the 15 guests (or the broader community) and which part of the building will be used. If these programs are open to the general community advice on maximum attendances is requested;**
 - (iv) Check in/out times for guests and any guest curfew;**
 - (v) Provision of a scaled general carpark layout plan showing 90 degree bays measuring 2.5 metres wide and 5.5 metres in length with a 6 metre reversing area, and an area for on site deliveries (supplies, linen, meals). The Shire requests an area that sufficiently accommodates 20 carparking bays on site however does not propose for the area to be line marked;**
 - (vi) Confirm that meals will only be provided to guests staying in the accommodation.**

Carried 5/0

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ATTACHMENT SMC1503-5.4.A

SCHEDULE 6 - FORM OF APPLICATION FOR PLANNING APPROVAL

APPLICATION FOR PLANNING APPROVAL

OWNER DETAILS:

Name MINISTER FOR LANDS
Address 140 WILLIAM STREET, PERTH, W.A. Post Code 6000
Phone (work) 6552-4604 (home) Fax E-Mail kevin.emrose@lands.wa.gov.au
Contact Person MR KEVIN EMROSE ASST MANAGER PMS DEPT. LANDS
Signature [Signature] Date 27/11/2014
Signature AS ACKNOWLEDGEMENT OF AND TO FACILITATE ONLY THE PROCESSING
of the Application under the Building Act 2011 - Signed for the State of WA
The signature of the landowner(s) is required on all applications. This application will not proceed without that signature. for and on behalf of the Minister for Lands.

APPLICANT DETAILS:

Name BURNNA YURRUL ABORIGINAL CORPORATION
Address 24 KALAMUNDA RD, SOUTH GUNDFORD Post Code 6055
Phone (work) 9378-2961 (home) Fax 9378-2954 E-Mail evonne@byac.com.au
Contact Person for correspondence EVONNE SARICH
Signature [Signature] Date 6/11/2014

PROPERTY DETAILS:

Lot No 476 House/Street No 22 Location No
Diagram or Plan No 185993 Certificate of Title No LR 3024 Folio 241
Diagram or Plan No Certificate of Title No Folio
Title Encumbrances (eg, easements, restrictive covenants)
Street Name CRAIGGIE STREET Suburb LAVERTON, W.A.
Nearest Street Intersection MIKADO WAY, LAVERTON, W.A.
Existing Building/Land Use HOSTEL
Description of proposed development and/or use SHORT STAY ACCOMMODATION
FOR INDIGENOUS PEOPLE
Nature of any existing buildings and/or use AS ABOVE
Approximate cost of proposed development \$200,000.00
Estimated time of completion 31 OCTOBER 2015

OFFICE USE ONLY	
Acceptance Officer's Initials	Date Received
local government Reference No.	

ATTACHMENT SMC1503-5.4.B



PO Box 216, Guildford WA 6935
24 Kalamunda Road, South Guildford WA 6055
Ph: 08 9378 2961
ABN: 17 721 216 476

Mr Steve Deckert
Chief Executive Officer
Shire of Laverton
PO Box 42
Laverton WA 6440

FILE REF:	1434
CEO	<i>[Signature]</i>
02 DEC 2014	
EMTS	
EMCCS	<i>[Signature]</i>

Dear Steve

**Planning Application - BYAC and Red Cross Australia
Laverton Short Stay accommodation**

The purpose of this letter is to seek Application for planning approval from the Shire of Laverton for repairs and refurbishment to the existing hostel at 22 Craiggie Street, Laverton.

As you are aware, the hostel in Laverton was established in 1984 as a government-run education hostel for indigenous school-age children. It was officially transferred to Burnna Yurrul Aboriginal Corporation's (BYAC) care in 2003, subject to a Management Order placed on it by the Department of Lands, to ensure it was used for the benefit of Aboriginal people. Therefore, the approval of the Minister for Lands as the legal owner of the property is required to the Schedule 6 – Form of Application for Planning Approval. I am pleased to advise that this approval was obtained on 27 November 2014.

In 2013, BYAC applied for and received grant funds of \$165,000.00 (including GST) from the Department of the Prime Minister and Cabinet to refurbish the facility as short stay accommodation for indigenous people visiting Laverton.

On 16 October 2014, BYAC entered into a long-term collaborative working partnership with Red Cross Australia to operate and manage the facility. Our two organisations share the same vision and have a common understanding in respect to the depth of the problem caused by the lack of suitable short term accommodation for transient indigenous people in Laverton. Red Cross will manage the day to day running of the facility using a service model adopted from the successful operation of its Boulder short stay facility. Red Cross have agreed to provide access to its extensive resources including technology, information systems, learning, policies and procedures. The partnership with Red Cross provides economies of scale and continuity in service delivery to the regional communities as visitors pass through Laverton to Kalgoorlie and back to their home lands.

Purpose of Facility

The building will be used for short stay accommodation for indigenous people travelling from the western desert regions and areas surrounding Laverton, visiting Laverton or passing through Laverton on their way to Kalgoorlie and beyond for medical appointments and personal business. The facility will provide low cost accommodation in a safe, clean, welcoming and culturally appropriate environment.

ATTACHMENT SMC1503-5.4.B



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It is also intended that preventative health programs, such as prevention of kidney disease, drug, alcohol and substance misuse prevention programs and other social and emotional wellness programs will be facilitated from the facility. The facility can also be used as a “cultural hub” and coordinate resources relating to the recording of family history, culture and heritage by elders and other community members.

Up to a maximum of 5 rooms can be let and the facility will be able to accommodate up to a maximum of 15 individuals daily. A separate bedroom has been designated for staff accommodation.

Red Cross will manage the day to day operations of the facility. The facility will employ up to seven indigenous people either full-time or part-time, in a professional and support capacity and the facility will be manned on a 24 hours per day 365 days a year. There will be a minimum of two staff members on duty at the facility daily, with one staff member staying at the facility overnight. The team of up to seven staff members will work on a roster, with the full time manager being responsible for supervising the day to day operations of the facility and its staff.

There will be no Alcohol or drugs permitted on this site.

Staff facilities

The facility also provides a separate kitchen, bedroom, office, bathroom and toilet facilities for the staff.

Meals for Visitors

It is envisaged that breakfast and a cooked evening meal will be provided at low cost to visitors staying at the facility.

Meal Alternative

BYAC is looking at entering into an agreement with the WA Country Health Service where Laverton hospital will prepare a cooked evening meal for the visitors at the facility. Preliminary discussions have been held, however, more detailed discussions will be held as the project progresses.

Laundry Services

Small items of linen such as tea towels and bath mats will be done on the premises by the facility's support staff.

Laundry Services - Alternative

BYAC is looking at entering into an agreement with the WA Country Health Service where Laverton hospital will process all the bed linen and bath towels for the short stay facility. Preliminary discussions have been held, however, more detailed discussions will be held as the project progresses.

ATTACHMENT SMC1503-5.4.B



PO Box 216, Guildford WA 6935
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ABN: 17 721 216 476

Accommodation Layout

Maximum number of Bedrooms: 6
5 Bedrooms for visitors
1 Bedroom for Staff

Bedroom configuration:

Bedroom 1 - 2 Single Beds (Max 2 people)
Bedroom 2 - 1 Double Bed, 1 Single bed and 1 single trundle bed (Max 4 people).
Bedroom 3 - 2 Single beds (Max 2 people).
Bedroom 4 - 1 Double Bed, 1 Single bed and 1 single trundle bed (Max 4 people).
Bedroom 5 - 2 Single Beds and 1 single trundle bed (Max 3 people).
Maximum number of people that can be accommodated: **15 people**

Bedroom 6 - Designated as the Staff Bedroom - 2 Single beds.

Proposed Number of Staff at Facility – 7

1 Full time Manager
6 Support staff

Operation of Facility

The Manager will take bookings for accommodation and ensure the efficient day to day operations of the facility and its staff. A team of support staff will assist with the operation of the facility, including preparing breakfast and dinner for guests. Staff will provide support to families with children and ensure that the children attend school. The staff will also clean the facility, make beds, change and replace bed linen, replace bath towels, ensure all rooms, bathrooms, toilets and internal spaces in the facility are clean and hygienic at all times.

Staff will also ensure all external areas of the facility and its surrounding grounds are clean and tidy at all times. They will also ensure any outdoor equipment, furniture, facilities and amenities within the perimeter of the site are in good working order e.g. BBQ, patio, garden etc.

Staff Accommodation

Bedroom 6 has been designated for staff accommodation. There will be 2 Singles beds placed on Bedroom 6. There will be a minimum of 2 staff members on duty daily. One staff member will be rostered to stay at the facility overnight.

Proposed changes to original floor plan

Bedroom 2 and 4 will have a new internal wall, creating a corridor from the door way of bedrooms 1 and 3 providing direct access from the bedrooms to the common areas of the facility.

ATTACHMENT SMC1503-5.4.B



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The doorway to Bedroom 3 will be widened to minimum of 870 mm to enable wheelchair access. The corridor leading to Bedroom 3 will also be modified to the correct width to allow wheelchair access. Bedroom 3 will be the designated bedroom for disabled guests.

Bathroom 2 will be modified to comply with the Australian Standards and to meet the Shire of Laverton's building requirements to provide for disable and wheelchair access. These include modifications to the water closet (the internal wall will be removed), shower, hand basin and doorway and appropriate hand rails and grab rails will be installed.

The shower recesses in Bathroom 1 will be modified and two separate shower modules installed each with individual doors for privacy.

The bath in the staff bathroom will be removed and a shower installed.

External

Broken and missing cladding will be replaced and the external walls will be repainted. All broken windows and glass window panes will be replaced. No other changes will be made to the external building facades.

Parking

On the right hand side of the lot between the concrete driveway and the western boundary fence, a 20 meter by 60.9 meters clear space exists from the front of the site to the rear fence. Parking will be allowed within this space and provision will be made to accommodate up to 15 vehicles to be parked on the site. (See Site diagram with proposed parking spaces). The size of the parking spaces will be in accordance with the Shire's requirements.

Upgrading works

The Eastern boundary wooden fence will be replaced with a post and rail colour bond fence 1.8 meters high. The fence will be similar in colour and height to the western boundary fence to comply with the Shire's fencing regulations.

The internal wooden picket fence dividing the existing building from the rest of the site will be removed to allow more efficient use of the space around the facility and to allow for parking vehicles on the western side of the lot.

The front steel arc fence will be replaced with a similar type to meet the Shire's requirements of 1.5 meters in height.

The items listed above are the proposed main changes to the building, grounds and fencing to comply with the Australian Building Standards and the Shire of Laverton's building requirements as indicated and based on our many discussions regarding the requirements for this project over the past 12 months.

ATTACHMENT SMC1503-5.4.B



PO Box 216, Guildford WA 6935
24 Kalamunda Road, South Guildford WA 6055
Ph: 08 9378 2961
ABN: 17 721 216 476

Please do not hesitate to contact either myself or Evonne Sarich at BYAC's head office on (08) 9378 2961 or myself on 0417 968 786 or Evonne on 0400 144 180 if you have any further questions or if you require more information.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Quinton Tucker', is written over a faint, larger version of the signature.

Quinton Tucker
Chief Executive Officer

1 December 2014
Encl.

ATTACHMENT SMC1503-5.4.C

BYAC/Red Cross Short Stay Facility, 22 Craiggie Street, Laverton

Overview

BYAC and Red Cross have entered into a long-term partnership to develop and manage a short stay facility for indigenous people visiting or passing through Laverton on their way to Kalgoorlie or beyond for medical appointments or personal business. The provision of the facility will resolve some issues relating to unmanaged itinerant camping that causes social, health and environmental issues in Laverton town site. Red Cross will manage the day to day operations of the facility using a service model currently being used at its Boulder short stay facility and have agreed to provide access to its extensive resources including technology, information systems, learning, policies and procedures. The partnership with Red Cross provides economies of scale and continuity in service delivery to the regional communities as visitors pass through Laverton to Kalgoorlie and back to their home lands.

Key Objectives of the Facility

- Provide accommodation for up to 15 individuals and small family groups daily. The site has the capacity to expand in the future if required.
- Contribute to improved community safety by reducing overcrowding in residential homes when relatives visit or camping by large family groups on the outskirts of town and reduce the incidences of family tensions and anti-social behaviour that arises from such living arrangements.
- Provide low cost accommodation in a managed, safe, clean and culturally welcoming environment.
- Managed on 24 hours 365 days a year basis, as an alcohol and drug free facility.

Jobs

- Employ on a full-time or part-time basis up to 7 local indigenous people at the facility.
- BYAC/Red Cross will recruit and train responsible people who are well known and respected in the community to operate the facility.
- Create additional employment opportunities at Laverton Hospital through an agreement to provide a cooked meal and laundry services to the short stay.
- Provide employment, training and skills development opportunities for indigenous people and RJCP job seekers over the life of the facility.

Children and Schooling

- The facility's support staff will ensure school aged children staying at the facility attend school.
- Provide "outside the school gate activities" such as homework support, after school and holiday activities.

Culture

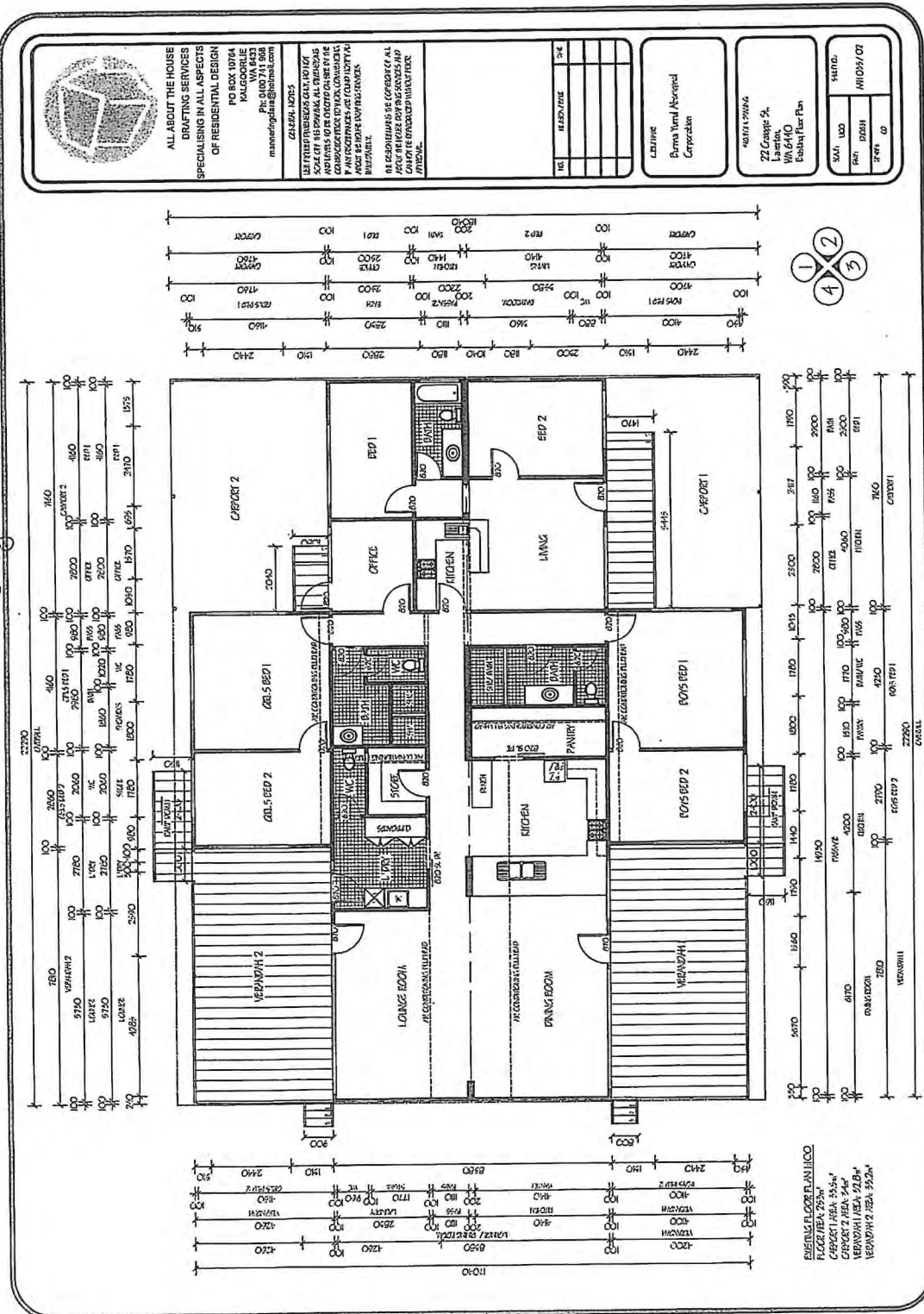
- The facility will support elders and community members to maintain culture and language.
- The facility will be the "hub" and co-ordinate resources relating to recording of family history, culture and heritage by elders and other community members.

Health and Wellness

- Preventative health programs such as prevention of kidney disease, drug, alcohol and substance misuse prevention programs and other social and emotional wellness programs will be facilitated, held or coordinated from the facility.
- The facility is recognised as a culturally safe meeting place to coordinate activities that support the indigenous community.

ATTACHMENT SMC1503-5.4.D

Original Floor Plan



ATTACHMENT SMC1503-5.4.E

Scope of Works by Stages
Updated – 1 November 2014

External Items

GETS Supervised (RJCP Activity – Gets supplies Labour)

1. External Cladding cement wall panels – Weatherboard style - Repair any damaged, cracked or missing external wall cladding.
2. All broken and cracked window panes to be replaced.
3. All windows to be weatherproof and any damaged Flyscreens to be replaced.
4. Check front and back ramps for termite damage repair and reboard.
5. Repair and rebuild back and side steps.
6. Replace Eastern Boundary Fence (identical to western boundary fence)
7. Replace Front Fence. Similar to existing type, and raises to correct maximum height – In accordance with the Shire of Laverton's requirements.
8. Remove internal picket fence.
9. External Walls to be painted.
New Item: Construct parking area for vehicles using Crusher Dust.
New Item: Check and repair timber slat floors on front and back verandas if required.
New Item: Supply and install rotary clothes line in rear yard.
BYAC to pay for all materials plus Machinery Hire and freight costs.

Air Conditioning and Electricals – PWT Electrical

1. Assess operational status of external Air conditioner units.
2. Service, repair or replace as required.
3. Assess electrical supply to building.
4. Repair any faulty electrical wiring repairs and upgrading works as required.
Undertake the following works:
 - Rectify Main distribution board on facility to comply with current standards.
 - Check all lights and supply and replace any lights, fluros, switches and all power points.
 - Smoke alarms supply, replace and test.
 - Exhaust Fan supply, replace and test.
 - Range hood supply, replace, install and test.
 - TV Point of Supply, install and test.
 - TV Digital areal supply, install and test.
 - Remove old perimeter lights and replace with new Vanda lights.
 - Remove old Photo Sensor cell, replace with new and test.
 - Supply and install Vandal proof light to outside perimeter.
 - Supply and replace all external Vanda lights on premises.
 - Service and replace Thermostat & elements in Solar Hot Water System.
 - Obtain Certificate of Compliance from Office of Energy. (PWT Electrical)
 - New Item: Cabling for communication data point connections for computers, printers and telephones to Office.

Hot Water system and Solar Panels

1. Replace and repair Roof Solar panels.
2. Repair Solar Hot Water system as required to ensure it is in good working order. (Plumbing specialist)

ATTACHMENT SMC1503-5.4.E

Kalgoorlie Boulder Building Company – Fred Skeers

Builder to undertake

1. Repair any damaged eaves.
2. Replace external doors to the Front and Back of the facility. Require secure and purposed designed doors, with a minimum of 870mm (for wheelchair access).
3. Replace flyscreens on front and back doors.
4. Roof decking to be assessed to eliminate source of water damage in places.
5. All flashings on roof need to be removed, cleaned and refitted and sealed.
6. Skylights need to be removed, cleaned and resealed around flashings. (Builder)
7. Clean and replace damaged gutters and down pipes. (Builder)

Internal Items (Builder to undertake)

1. Ensure any water damage on Ceilings is repaired.
2. Check ceiling bulkheads for ducted air conditioning.
3. Repair any damaged internal walls.
4. Repair and replace any damaged internal doors.
5. All Bedroom doors to be self-closing.
6. Check all bedroom door handles are working.
7. Supply new lockable door handles to Office and Bedroom 6.
8. Ensure all glass sliding doors are in good working order and lockable.
9. New internal walls in bedroom 2 and 4 to provide a direct exit from each room to the passage way.
10. Existing doorways to bedroom 3 and 4 to be a minimum of 870mm (for wheelchair access).
11. Supply and replace electric room heaters in all bedrooms.
12. Paint all internal walls and ceilings.

Bathroom 1 - (Old Girls Dormitory)

1. Shower recess – modified into two separate modules with doors installed on each shower recess for privacy.
2. Replace any missing wall and floor tiles in bathrooms.
3. Replace any missing taps to hand basin, showers and ensure all taps are in good working order.
4. Check toilet cistern and ensure it is in good working order.
5. Check and replace extractor fan in bathrooms if necessary.
6. Check all plumbing to ensure no leaks, blockages and in good working order.

Bathroom 2 - (Old Boys Dormitory)

1. Bathroom and toilet construction to be modified for disable and wheelchair access.
2. Modify bathroom door for wheelchair access. Minimum of 870 mm. Self-closing door.
3. Remove wall separating toilet from bathroom.
4. Supply and install grab rails to shower and toilet.
5. Supply and install disable basin with lever taps.
6. Supply and install disable taps to shower.
7. Replace any missing wall and floor tiles in all bathrooms.
8. Replace any missing wall and floor tiles in all bathrooms.
9. Check toilet cistern and ensure it is in good working order.
10. Check and replace extractor fan in bathrooms if necessary.
11. Check all plumbing to ensure no leaks, blockages and in good working order

ATTACHMENT SMC1503-5.4.E

Bathroom 3 – Staff Bathroom

1. Remove bath and replace with a shower module.
2. Replace any missing wall and floor tiles in bathroom.
3. Replace any missing taps to hand basin and ensure all taps are in good working order.
4. Check toilet cistern and ensure it is in good working order.
5. Check and replace extractor fan in bathrooms if necessary.
6. Check all plumbing to ensure no leaks, blockages and in good working order.

All Bedrooms

1. Paint all bedroom walls and ceilings.
2. Ensure corridors to Bedroom 3 and 4 are a minimum of 900mm to allow for wheelchair access.

Common Kitchen

1. Repair damaged benches, drawers, cupboards and shelves.
2. Repair any faulty taps and ensure all taps are in working order.
3. Check stove and cooktop and ensure they are in good working order. (May need to be replaced)
4. Paint walls and ceilings.

Dry Goods Pantry

1. Repair sliding door.
2. Repair damaged benches, drawers, cupboards and shelves.
3. Paint walls and ceilings.

General Laundry

1. Repair timber bench attached to large laundry trough.
2. Replace any missing floor to wall flashing tiles.
3. Repair any damaged shelves in linen cupboard.

Toilet in Laundry Room

1. Check toilet cistern and ensure it is in good working order.
2. Check and replace extractor fan in toilet if necessary.
3. Check all plumbing to ensure no leaks, blockages and in good working order.

ATTACHMENT SMC1503-5.4.F



Victoria
125 Cecil Street
South Melbourne VIC 3205
GPO Box 9993
Melbourne VIC 3001

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**KIDNEY
HEALTH
AUSTRALIA**

Patron-in-Chief
His Excellency General
The Honourable Sir Peter Cosgrove AK MC
(Retd)

Patrons
Lady Margaret Brabham
Mr Normie Rowe AM

25 November 2015

Dear Sir/Madam,

I am writing to provide a letter of support for the Burnna Yurrul Aboriginal Corporation (BYAC) with their grant application for the refurbishment and operational cost of the Laverton short stay facility.

BYAC aims to empower young Aboriginal people by creating employment and business opportunities in Perth, the Goldfields and the Pilbara regions. BYAC is well recognised and highly integrated within the community and with local providers.

BYAC have entered into a long-term partnership for Red Cross to manage a much needed short stay facility for Aboriginal people visiting or passing through Laverton on their way to Kalgoorlie or beyond for medical treatment.

We are aware that a significant proportion of these people will be seeking treatment to manage chronic kidney disease (CKD). Aboriginal and Torres Strait Islander people are four (4) times more likely to have CKD and develop end-stage kidney disease (ESKD) requiring renal dialysis treatment.

The short stay facility is vital to ensure that Aboriginal people are able to receive medical treatment closer to home, thereby minimising the dislocation from family and community so often experienced by many having renal dialysis treatment.

In addition, this worthy initiative will see employment for local Aboriginal people to work with and support other vulnerable Aboriginal people.

Kidney Health Australia is happy to assist and support BYAC to raise awareness of kidney disease and prevention for Aboriginal and Torres Strait Islander people in remote and rural regions.

Working with Aboriginal and Torres Strait Islander kidney consumers and Indigenous organisations to improve the health outcomes and quality of life for our First Nation's people is a priority of Kidney Health Australia.

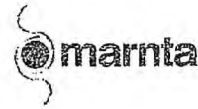
We look forward to working with BYAC in the future.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Anne Wilson'.

Anne Wilson
Managing Director an

ATTACHMENT SMC1503-5.4.G



Marnta Media Pty Ltd
PO Box 13
Leonora,
W.A. 6438

Mr Quinton Tucker
Chief Executive Officer
Burnna Yurrul Aboriginal Corporation
PO Box 216
Guildford WA 6935

Dear Quinton

LETTER OF SUPPORT

Thank you for your letter of 11 November 2014, informing me about the proposed BYAC/Red Cross short stay facility in Laverton.

As we discussed previously, it is a very worthwhile project which will provide a valuable service in Laverton for the visitors from the Ngaanyatjurra lands and the surrounding areas and many benefits for the people in Laverton.

I am happy to be associated with BYAC and provide my support to the Laverton short stay project. Marnta Media has been involved in community development, community based research, employment and breaking the cycle initiatives in Leonora and Laverton. We are able to offer our knowledge and expertise to assist BYAC to coordinate the resources and activities associated with recording of family history, language and culture and heritage at the facility in due course.

I wish you every success in your efforts to source funding for this worthy project.
Please keep me informed of your progress.

Yours sincerely,

Kado Muir
Director

11 November 2014

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FINANCIAL IMPLICATIONS

Rescission of the wording in Column 3, Schedule 4 *Building Regulations 2012* will result in the requirement for building applications to be submitted for Class 1-9 buildings in the whole of the Shire, not just the Laverton townsite, with corresponding building permit fees collected.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Noe applicable.

COMMENT

As such, staff believe that Council needs to revisit this issue by writing to the Building Commission again, requesting rescission of the wording in Column 3 of Schedule 4, *Building Regulations 2012*.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC150403 COUNCIL'S DECISION/STAFF RECOMMENDATION

Moved Cr D Cannons, Seconded Cr G Walder;

That Council request staff to again write to the Building Commission requesting an amendment/rescission of the *Building Regulations 2012* by deleting the words "Whole district other than townsites" in Column 3, Schedule 4 in respect to Laverton as mentioned in Column 1 of that Schedule.

CARRIED 4/0

11.1.2 PLANNING APPLICATION – RESERVE 38662, LOT 426 (NO 22) CRAIGGIE STREET, LAVERTON (FILE REF: 434)

SUBMISSION TO:	Ordinary Meeting of Council, 23 April 2015
DISCLOSURE OF INTEREST:	Gray & Lewis receive planning fees for advice to the Shire, therefore, declare a Financial Interest – Section 5.65 of <i>Local Government Act 1995</i>
OWNER/APPLICANT:	Minister for Lands on behalf of State of WA/Burnna Yurrul Aboriginal Corporation (BYAC)
AUTHOR:	Liz Bushby, Gray & Lewis Landuse Planners
SENIOR OFFICER:	Steven Deckert, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Minute SMC1503-03 Special Meeting 4 March 2015

MATTER FOR CONSIDERATION

To consider a planning application lodged to utilise the existing building for short term accommodation and ancillary community purpose (public programs) on Reserve 38662, Lot 426 (No. 22) Craiggie Street, Laverton.

ATTACHMENTS

OMC1504-11.1.2.A Additional information by applicant
OMC1504-11.1.2.B Submission received 15 April 2015

APPLICANT'S SUBMISSION

Refer to Attachment OMC1504-11.1.2.A.

BACKGROUND

Previous Council Consideration.

This application was initially considered at the Special Council Meeting held on 4 March 2015.

Council resolved to advertise the application for public comment and sought additional information from the applicant, which has now been provided. Please refer to Attachment OMC1504-11.1.2.A.

Land Details

The subject land is a reserve (No 38662) and there is a Management Order to the BYAC stipulating that the purpose of the reserve is for the '*use and benefit of aboriginal inhabitants*'.

There is an existing building located on the lot which has been specifically designed for accommodation. The lot has an area of 3600m² and has road frontage to Craiggie Street and Mikado Way.

Facility Management

The Burnna Yurrul Aboriginal Corporation (BYAC) is a 100% indigenous owned and not for profit organisation which has been operating since 1994.

BYAC advises they have received grant funding from the Department of the Prime Minister and Cabinet to refurbish the existing building as short term accommodation for indigenous people visiting Laverton.

On the 16 October 2014, BYAC entered into a long term collaborative partnership with Red Cross Australia to manage and operate the facility.

Red Cross will manage the day-to-day running of the facility using a service model adopted from the successful operation of its Boulder short stay facility. The Boulder facility opened in 2012 and was the first of its kind in Western Australia.

Red Cross will provide access to its extensive resources including technology, information systems, learning, policies and procedures.

Required Council Consideration

Submissions closed on Wednesday 15 April 2015, with one submission being received (please refer to Attachment 11.1.2.B). Council is now required to consider the planning application and in doing so must take into due consideration any relevant matters raised in the submissions received.

STATUTORY ENVIRONMENT

Shire of Laverton Town Planning Scheme No. 2 (*the Scheme*) – relevant Scheme requirements are included below.

The subject land is reserved 'Public Purpose – Hostel' under the Scheme. Any development or use of a local reserve requires planning approval under Clause 3.4.1 of the Scheme.

There are no specific site requirements for new development, such as setbacks, however under Clause 3.4.2 of the Scheme it states the local government is to have due regard to '*the ultimate purpose intended for the reserve*' and '*the matters set out in Clause 10.2*'.

Clause 10.2 of the Scheme sets out general planning matters that Council can consider as part of any application, including and not limited to:

- The compatibility of a use or development with its setting;
- Any social issues that may have an effect on the amenity of the locality;
- The preservation of the amenity of the locality;
- The relationship of the proposal to development on adjoining land or on other land in the locality including and not limited to, the likely effect of the height, bulk, scale, orientation or appearance of the proposal;
- Whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;
- The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- The potential loss of any community service or benefit resulting from the planning approval;
- Any relevant submission received on the application;
- Potential impacts on noise, dust, light, risk and other pollutants on surrounding landuses.

POLICY IMPLICATIONS

Council has no local planning policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council. The short term accommodation may generate employment opportunities in the local community.

STRATEGIC IMPLICATIONS

The development of this facility fits within Strategy 1.3.1 of the Strategic Community Plan which provides *“Facilitate the provision of appropriate infrastructure and facilities to service the health and social needs and requirements of residents”*.

CONSULTATION

The application has been advertised for public comment and one submission was received. The submission lodged by Mr. Peter Hill states that he has no objection to the development, however recommends that camping by relatives should not be allowed on vacant land to the south of the hostel.

Gray & Lewis recommends that a condition be imposed to require all accommodation to be contained within the building, as is proposed by the applicant.

COMMENT

Description of Proposed Landuse and Operation

The building is proposed to be used for short term accommodation for indigenous people travelling from the western desert regions and areas surrounding Laverton, visiting Laverton or passing through Laverton on their way to Kalgoorlie and beyond for medical appointments and personal business.

The applicant advises the facility will provide low cost accommodation in a safe, clean, welcoming and culturally appropriate environment.

The applicant anticipates employing seven staff members including one full time manager. There will be a minimum of two staff on duty daily, and one staff member will be rostered to stay at the facility overnight.

There will be a maximum of five rooms available for short term accommodation and the facility will accommodate a maximum of 15 guests as summarised below.

ROOM DESCRIPTION	MAXIMUM NO OF BEDS PER ROOM	MAXIMUM NO OF PERSONS PER ROOM
Bedroom 1	2 single beds	2 guests
Bedroom 2	1 double bed, 1 single bed & 1 single trundle bed	4 guests
Bedroom 3	2 single beds	2 guests
Bedroom 4	1 double bed, 1 single bed & 1 single trundle bed	4 guests
Bedroom 5	2 single beds & 1 single trundle bed	3 guests
SUB-TOTAL – GUESTS ONLY		15 guests
Bedroom 6	2 single beds – staff members only	Maximum of two staff however application states one staff member will stay overnight
TOTAL NUMBER OF PEOPLE		17 people (including staff)

Additional information provided by applicant

The applicant has provided additional information as requested by Council – refer Attachment OMC1504-11.1.2.A.

The additional advice is summarised below for ease of reference;

- (i) It is expected that the accommodation will mainly cater for short stay between 3 and 7 days. There may be cases where guests stay for up to three months if needed for medical treatment or waiting the birth of their baby. The intention is that the facility provides short term accommodation only and is not a long term housing option.
- (ii) BYAC will construct a 3 meter buffer between the car parking area and the western boundary as separation to the residential lot.
- (iii) It is intended that preventative health, social and emotional wellbeing programs can be run from the facility, for both guests and the wider Laverton community, between April and September each year. The programs will be held in the staff lounge area with a maximum attendance of eight to ten persons.
- (iv) It is expected that the majority of guests will arrive and depart during daylight hours. As the facility will be staffed 24 hours a day, it may be possible by prior arrangement for guests' check in and out times to vary according to needs and circumstances.
- (v) Guests will be provided with access to three healthy meals each day, as part of the facility's service. Meals will not be provided to the general community on demand. However, it may be appropriate from time to time to provide the occasional visitor with a meal.

Officer Comment

The proposed development is consistent with the purpose of the Public Purpose reservation under the Shire of Laverton Town Planning Scheme No 2.

The development will result in upgrading of the existing building, adequate on site carparking is proposed and no major issues were raised during public consultation.

The applicant has confirmed that in addition to short term accommodation there is potential for some programs to be provided to the public albeit on a small scale. The programs are construed as 'community purpose' which *'means the use of any premises designed or adapted primarily for the provision of educational, social or recreational facilities by organisations involved in activities for community benefit'*.

Council has discretion to approve the 'community purpose' use and it is noted it is only proposed as an ancillary use to the main short term accommodation facility.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC150404 COUNCIL DECISION/STAFF (Consultant Planner) RECOMMENDATION

Proposed Cr G Walder, Seconded Cr B Fuamatu:

That Council:

- 1. Approve the application to utilise the existing building on Reserve 38662, Lot 426 (No. 22) Craigie Street, Laverton for short-term accommodation and ancillary community purpose (public programs) subject to the following conditions:**
 - a. The facility shall accommodate a maximum of fifteen guests at any one time unless otherwise approved in writing by the Chief Executive Officer, and all accommodation shall be fully contained within the existing building at all times. No approval is granted for any caravan or camping areas outside of the building.**
 - b. This planning approval is for the existing building to be utilised as short term accommodation with no guest accommodated for periods totalling three months in a twelve month period unless otherwise approved by the Chief Executive Officer in writing under special circumstances.**
 - c. This planning approval includes the ancillary use of the building for provision of preventative health, social and emotional wellbeing programs (community purpose) for a maximum of four months within a twelve month period unless otherwise approved in writing by the Chief Executive Officer.**
 - d. The maximum number of public attendees to be accommodated in on site programs (community purpose) shall be limited to ten (excluding short stay guests) unless otherwise approved in writing by the Chief Executive Officer. All programs are to be operated within the building at all times.**
 - e. A landscaping and reticulation or watering plan acceptable to the Shire shall be prepared and submitted to the Shire for separate written approval by the Chief Executive Officer. The plans shall be submitted within six months of the issue of a building licence unless an alternative time period is agreed to in writing by the Shire. The plan shall show by numerical code, the species, quantity and anticipated mature dimensions of all plant types to be planted and shall include:**
 - (i) A minimum three metre landscaping strip along the western boundary adjacent to the proposed carpark to provide a buffer to the adjacent residential lots.**
 - f. Landscaping, plants and reticulation shall be installed in accordance with a landscaping and reticulation plan to be submitted to the City and approved by the Chief Executive Officer and the landscaping shall be maintained to the satisfaction of the Chief Executive Officer.**
 - g. Vehicle parking, manoeuvring and circulation areas shall be designed, and drained in accordance with the approved plan (20 carbays) and shall be constructed and maintained to a trafficable standard to the satisfaction of the Chief Executive Officer at all times and shall be free from any obstructions (such as trees).**
 - h. All car parking bays in the car park are to be made available at all times for the parking of vehicles by visitors and employees.**
 - i. All vehicular access shall be from Craigie Street as shown on the approved plan and no vehicular access is approved to Mikado Way.**

- j. The construction and materials of the proposed crossover to Craiggie Street shall comply with the residential crossover provisions contained in the Shire of Laverton Engineering Policy – ‘8.5 Crossovers’ unless agreed to in writing by the Shire.
 - k. All loading and deliveries are to occur within the lot boundaries using the existing concrete driveway (from Craiggie Street). No loading or unloading of vehicles is to occur that interferes with the parking of vehicles in the car park by visitors and employees.
 - l. All stormwater from roofed and paved areas shall be collected and disposed of on site to the satisfaction of the Chief Executive Officer.
 - m. If lighting is installed in the carparking area, all illumination shall be confined within the property boundaries.
 - n. No clothes drying devices shall be erected or clothes dried outside the building in any area which is visible from a street or public place.
 - o. The external walls of the building to be upgraded through replacement of broken and missing cladding, and painting of all external walls within twelve months of the issue of a Building Permit.
 - p. The applicant to submit a detailed colour schedule to be used for painting external walls to the satisfaction of the Chief Executive Officer prior to the issue of a building licence.
 - s. The applicant to submit a detailed signage plan for separate written approval by the Chief Executive Officer. No signage shall be erected unless it is approved separately by the Shire.
 - t. The applicant to submit a detailed fencing plan for separate written approval by the Chief Executive Officer. All boundary fencing to be upgraded/replaced to the satisfaction of the Chief Executive Officer with the exception of the western boundary (shared with residential).
 - u. The plans lodged as part of this application shall form part of the planning approval issued in respect of the application referred to in this approval.
2. Include the following advice notes on the planning approval:
- a. A planning consent is not an approval to commence any works. A building permit must be obtained for all works.
 - b. It is recommended that the applicant contact the Shire’s Principal Environmental Health Officer/Building Surveyor to discuss the proposed development in order to:
 - (a) determine whether a building permit is required;
 - (b) register the facility as a Lodging House in accordance with the Shire’s Health Local law;
 - (c) determine whether the effluent disposal system is sufficient for the proposed maximum number of persons who could occupy the facility.
3. Note that one submission was received during public advertising as explained in the body of this report, and authorise the Chief Executive Officer to notify the submitter of the Council decision.

CARRIED 4/0

ATTACHMENT OMC1504-11.1.2.A

BYAC and Red Cross Australia – Laverton Short Stay accommodation

Shire of Laverton – Planning Application

Request for additional information

3.

(vi) The maximum length of time (months) a guest will be permitted to stay.

This would be for consultation with the community but the intention is that the facility provides short term accommodation only and is not a long term housing option. Similarly, the rules at Boulder Short Stay enables guests to stay for a maximum of 3 months. In practice, guests rarely stay for this length of time unless they are staying for medical treatment or awaiting the birth of their baby. It is not envisaged that this will be the case at Laverton and it is therefore expected that the average length of stay at Laverton will be between 3 and 7 days.

(vii) Consideration of a 2.5 to 3 meter buffer between the car parking area and the western boundary as separation to the residential lot.

BYAC will construct a 3 meter wide garden bed to be created using pine logs or kerbing and plant medium size native trees in that garden bed along the entire length of the western boundary fence to act as a buffer between the parking area and the residential lot next door.

(viii) Clarify whether health, social and emotional wellbeing programs are proposed as part of this application, if they are only for the 15 guests (or the broader community) and which part of the building will be used. If these programs are open to the general community advice on maximum attendance is requested.

It is intended that preventative health, social and emotional wellbeing programs can be run from the facility, for both guests and the wider Laverton community. These programs will only be run if demand for accommodation at the facility is low and the staff are able to facilitate the programs. These programs will predominantly be held in the off peak season – between April and September each year. The programs will be held in the staff lounge area of the short stay with a maximum attendance of eight to ten persons.

In addition, other service providers may be invited to provide relevant programs from the facility adding significant value to the guests' experience and promoting the facility as a place for learning and personal development, as well as a warm, welcoming, safe and respectful place to stay.

(ix) Check in/Check out times for guests and any guest curfew.

Bookings for the Laverton Short Stay will generally be taken during business hours so as to enable facility staff to prepare for guests arriving and accommodate any special needs. As the facility will be staffed 24 hours a day, it may be possible by prior arrangement for guests' check in and out times to vary according to needs and circumstances. However, it is expected that the majority of guests will arrive and depart during daylight hours.

ATTACHMENT OMC1504-11.1.2.A

Guest curfew is generally not required in Boulder Short Stay, although in practice the main gate to the facility is closed at sundown and opened as needed during the evening to enable guests to enter and exit. There will be a visitors' policy, which will require visitors to leave by a reasonable time in the evening, as well as follow the rules for the facility in similarity with guests. At Boulder Short Stay experience shows that most guests retire to bed early and awake early and operating time reflect this. Staff are awake on duty from 6 am to 10 pm each day and asleep on call from 10 pm to 6 am.

Critical to the effective management and provision of the facility is the process by which the rules are determined and managed, with the full involvement of the community. By creating a sense of ownership and a 'home away from home', in similarity with Boulder Short Stay, it is expected that any potential guest problems will be minimised and the community will feel a strong sense of ownership and pride in the facility.

- (x) **Provision for a scaled general carpark layout plan showing 90 degree bays measuring 2.5 meter wide and 5.5 meters in length and a 6 meter reversing area and an area for onsite deliveries (supplies, linen and meals). The Shire requests the area allow up to 20 car parking bays on site but does not propose that the area be line marked.**

A modified scaled general carpark layout is attached showing 20 carpark bays at 90 degrees.

Each bay is 2.5 meters wide (a total of 50 meters wide). The site is 60.9 meters long, therefore more than sufficient space is available to accommodate 20 bays.

Each Bay is 5.5 meters long with a 7.5 meters reversing area.

Deliveries of supplies will come up the existing concrete driveway and delivered to the office via carport 2 at the back of the building.

- (xi) **Confirm that meals will only be provided to guests staying in the accommodation.**

Guests will be provided with access to 3 healthy meals each day, as part of the facility's service. Meals will not be provided to the general community on demand. However, it may be appropriate from time to time to provide the occasional visitor with a meal. For example, an elderly family member visiting a guest may wish to enjoy a meal with them and where this is in the interests of the guest this will be accommodated. In similarity, it may from time to time be appropriate for facility staff to have a meal with guests so as to promote a 'homely', sociable and enjoyable environment. All meals provided for guests will be diabetic friendly and promote a healthy, balanced diet.

ATTACHMENT OMC1504-11.1.2.B

Stevens J Parkhurst
Chief Executive Officer
Shire of Laverton
Laverton.

Laverton
13th April 2015

Dear Steve,

In reply to your letter of 7th April 2015 regarding lot 426 H022 Traggi Street Laverton the undersigned has no objections for the development of a short stay accommodation for indigenous people visiting Laverton, one exception being that no camping by relatives be allowed on vacant land south of the hostel at any one time.

Yours Sincerely
Rob Webb

FILE REF:	1	1434
CEO	✓	
15 APR 2015		
EMTS		
EMCCS		

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13.4	BYAC – UPDATE ON LAVERTON INDIGENOUS SHORT STAY ACCOMMODATION FACILITY (FILE REF: 434)
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SUBMISSION TO:	Ordinary Meeting of Council, 18 February 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Steven Deckert, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Minute SMC1503-03 Special Meeting 4 March 2015 Minute OMC150404 Ordinary Meeting 23 April 2015

MATTER FOR CONSIDERATION

BYAC has written to the President providing an update on their proposal to develop an Indigenous Short Stay Accommodation Facility at the old Hostel in Craiggie Street. BYAC is inviting Council to become a key stakeholder in the project.

ATTACHMENTS

OMC1602-13.4.A	Letter from BYAC to the President dated 19 January 2016
OMC1602-13.4.B	Emails between CEO and BYAC on 19 and 25 January 2016
OMC1602-13.4.C	Proposed Operational Model for the Facility

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

At the Ordinary Meeting of Council on 23 April 2015, Council gave conditional planning approval to BYAC's application to redevelop the old hostel in Craiggie Street into an Indigenous Short Stay Accommodation facility. In effect Council was providing a clear message that it supported the intent of BYAC's proposal.

BYAC has had good success in sourcing funds to renovate the building, however due to an inability to fund its proposed operations, the project is now at a standstill. In order to progress the project, BYAC has written to the President (Attachment OMC1602-13.4.A) providing an update and "*formally inviting the Shire of Laverton to join BYAC and Red Cross as a key stakeholder in the Laverton Indigenous short stay project.*" Their letter goes on to say "*Council's contribution by way of input in respect to the specific impact the facility will have on the Laverton community and its contribution to the development of policy and the strategic direction for the facility going forward will be invaluable.*" In essence BYAC is inviting the Shire to be a stakeholder to provide strong support and advocacy for the project, however is not seeking any financial commitment.

Council is requested to consider the invitation from BYAC.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies;
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district; and

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council. The short term accommodation may generate employment opportunities in the local community.

STRATEGIC IMPLICATIONS

The development of this facility fits within Strategy 1.3.1 of the Strategic Community Plan which provides “Facilitate the provision of appropriate infrastructure and facilities to service the health and social needs and requirements of residents”.

CONSULTATION

Nil.

COMMENT

Upon receiving the correspondence (Attachment OMC1602-13.4.A) from BYAC, the CEO requested information from them on their proposed operational model, as it was this aspect that has stopped the project. BYAC provided a response (Attachment OMC1602-13.4.B) including a proposed operational model for the facility (Attachment OMC1602-13.4.C).

It is clear that this is an ambitious project that is never likely to be self-sufficient from an operational aspect and will require ongoing financial support to keep it functioning.

The request for the Shire to become a key stakeholder has merit due to the potential positive outcomes from the project, however Council needs to be mindful that it is difficult to become a ‘key stakeholder’ in every project that is proposed in the Shire, due to constraints on resources.

In this instance, it is recommended that the Shire advise BYAC that it strongly supports their project and the Shire will continue to advocate and lobby for this project in all the forums that it can, however declines to become a ‘key stakeholder’ at this time.

It is also recommended that due to the high operational costs as outlined in their operational model, Council suggests to BYAC that it may be prudent to review their proposal to make it more economically viable. This could include a reduced service level as a short-stay facility or looking at alternative uses that are consistent with the intent of this facility, such as an emergency accommodation shelter for at risk youth, which may attract funding.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OMC160224 COUNCIL DECISION/STAFF RECOMMENDATION - BYAC – UPDATE ON LAVERTON INDIGENOUS SHORT STAY ACCOMMODATION FACILITY

Moved Cr R Prentice; Seconded Cr R Ryles:

That Council:

1. Commends BYAC on their determination in pursuing their Indigenous Short Stay Accommodation Project;
2. Advise BYAC that it declines to become a 'key stakeholder' in the project, however will continue to strongly support, advocate and lobby for this project in all available forums;
3. Suggest to BYAC that they investigate alternative operational models for the short stay facility that may be more economically viable or look at alternative uses that are consistent with the intent of this facility such as an emergency accommodation shelter for at risk youth, which may attract funding.

CARRIED 5/0

13.5 PROPOSAL TO USE EXTERNAL PROJECT MANAGEMENT SERVICES FOR MAIN STREET PROJECT (FILE REF: 566)
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SUBMISSION TO:	Ordinary Meeting of Council, 18 February 2016
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Not applicable
AUTHOR:	Steven Deckert, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Minute OMC151125 Ordinary Meeting 19 November 2015.

MATTER FOR CONSIDERATION

To consider the endorsement of a Request for Quotation (RFQ) Brief, with or without amendment, for the purposes of advertising, inviting submissions for project management services to complete the Laverton Main Street Upgrade, Stage 1.

ATTACHMENTS

OMC1602-13.5.A Draft RFQ Brief incorporating proposed selection criteria (Section 7)

APPLICANT'S SUBMISSION

Not applicable.

ATTACHMENT OMC1602-13.4.A



Burnna Yurrul Aboriginal Corporation
PO Box 216, Guildford WA 6935
24 Kalamunda Road, South Guildford WA 6055
Ph: 08 9378 2961
Main Email: Evonne@byac.com.au
ABN: 17 721 216 476

Mr Patrick Hill
President
Shire of Laverton
PO Box 42
Laverton WA 6440

Dear Patrick

The purpose of this letter is to provide you with an update on the Burnna Yurrul Aboriginal Corporation and Red Cross proposed Laverton Indigenous short stay accommodation facility.

As you are aware, BYAC has been working tirelessly on getting this project up and running for a number of years and has spent much of 2015, trying to source a substantial shortfall in the refurbishment and fit out costs for the hostel of about \$100,000.00. The refurbishment costs increased from the original estimates primarily due to ensuring the building met the Shire's requirements for disable and wheelchair access to and within the building and the need to modify a bathroom to accommodate wheelchair access.

The shortfall in the refurbishment and fit out cost was subsequently found through grants from the Royalties for Regions Program (Regional Grants Scheme) and the Minara Community Foundation, both approved in June 2015. However, the funds from both the above organisations were conditional on BYAC securing recurrent funding for the ongoing operational costs of the facility.

During the second half of 2015, I met with the following State government Ministers and Director Generals to provide them with further information about the project and its benefits to the region and to seek their support for the facility.

Hon. Peter Collier – Minister for Aboriginal Affairs
Hon. Colin Holt – Minister for Housing
Hon Kim Hames – Minister for Health
Mr Cliff Weeks – Department of Aboriginal Affairs
Mr Ralph Addis – Department for Resources and Regional Development
Ms Emma White – Department for Child Protection and Family Support

I also wrote to the Hon Helen Morton, Minister for Disability Services and Child Protection about the project.

During the year, I was fortunate to meet with the Hon. Wendy Duncan on a number of occasions to explain the difficulties the project had encountered. Wendy has been a strong advocate of the project from the outset. However, due to the bleak position of the State budget, none of the relevant Ministers or agencies I spoke to could offer a solution.



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While all parties contacted acknowledged the importance and value the accommodation facility would provide by way of a vital service to the northern goldfields region including much needed employment opportunities to the people in Laverton, a committed funding source for the on-going operating cost of the hostel of approximately \$600,000.00 per annum could not be found.

As a result of this, the grant from the Royalties for Regions Program (Regional Grants Scheme) has lapsed and is no longer available at this point in time. BYAC will need to reapply for a new grant in due course.

The situation with the Minara Community Foundation grant is uncertain at this point in time.

BYAC and Red Cross have entered into a long term commitment to advance the project. Both our organisations have been acutely aware for many years that there is a requirement for an indigenous short stay facility in Laverton to accommodate the transient movement of people passing through Laverton from the Ngaanyatjarra lands. From our discussions with you, other representatives from the Shire, various government agencies and members of the Laverton community have confirmed this fact.

In particular, we believe the need for the facility will increase when the new Laverton Primary Health and Aged Care facility is operational and it is anticipated that people from the lands with less severe illnesses will be able to obtain treatment at the new hospital and reduce the need for them to travel to Kalgoorlie or Perth for treatment. Patients, carers and their families will need somewhere safe, clean and appropriate to stay and the short stay facility will provide that service.

BYAC has previously written and spoken to both the Chief Executive Officer of the NG Council and the Chief Executive Officer of NG Health Service to seek their support to the project and to obtain a commitment from both organisations to utilise the facility throughout the year when it is operational.

However, I now believe that BYAC will need to forge a closer working relationship with both the NG Council and NG Health Service at the earliest opportunity, during the planning and development phase of the project to demonstrate to government that there is a definite demand for this facility and widespread support from key organisations in the region that will utilise the service.

At this point in time, it has become apparent that as the Shire is the peak community organisation in Laverton and as the facility will become a significant long term community asset providing a service to the region and employment opportunities in the town, the Shire's participation as a key stakeholder in this project would be most beneficial.

I am formally inviting the Shire of Laverton to join BYAC and Red Cross as a key stakeholder in the Laverton Indigenous short stay project. It would be appreciated if you could present this request to Council for consideration at the next Council meeting.



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It is BYAC's intention that Red Cross will run the day to day operations of the facility based on their considerable expertise in this area and the success of their Kalgoorlie and Boulder short stay facilities. However, the Council's contribution by way of input in respect to the specific impact the facility will have on the Laverton community and its contribution to the development of policy and the strategic direction for the facility going forward will be invaluable.

BYAC believes it will be in a stronger position to negotiate with organisations like the NG Council, the NG Health Service, as well as the State and Federal Government agencies with the Shire's support and involvement in this project.

Please do not hesitate to call me on 0417 968 786 if you require more information or wish to discuss this matter further.

Yours sincerely,

Quinton Tucker
Chief Executive Officer
19 January 2016

cc Cr Shaneane Weldon – Deputy President - Shire of Laverton
cc Mr Steve Deckert – Chief Executive Officer – Shire of Laverton

ATTACHMENT OMC1602-13.4.B

From: Evonne Sarich [<mailto:Evonne@byac.com.au>]
Sent: Monday, 25 January 2016 1:16 PM
To: Steven Deckert
Cc: Quinton Tucker
Subject: RE: BYAC - Laverton Indigenous Short Stay Accommodation Project

Hi Steve

Thank you for confirming that you had received a copy of Quinton's letter to Patrick Hill dated 19 January 2016.

In response to your questions below:

- We estimate that it will cost approximately \$250,00.00 to get the building to the required standard.
- A further \$50,000.00 is required for fit-out.

The estimated annual Operating Cost for the facility was compiled with input from Red Cross and based on the cost to run their Boulder short stay facility.

Laverton short stay will operate on a 24 hour and 365 days basis and up to seven full-time and part-time staff will be needed to run the facility.

Therefore, the bulk of the Operating cost relates to wages.

I have attached for your information a document of the Proposed Operating Model relating to Facility staff and management.

Please do not hesitate to call me if you require any further information. I only work at BYAC on Monday and Tuesdays.

Regards
Evonne

Evonne Sarich
Grants Officer

Burnna Yurrul Aboriginal Corporation

24 Kalamunda Road, South Guildford WA 6055
LPO 216, Guildford WA 6935
T: +61 8 9378 2961 / F: +61 8 6278 2954 / M: 0400 144 180
W: www.byac.com.au



Please consider the environment before printing this email.

From: Steven Deckert [<mailto:ceo@laverton.wa.gov.au>]
Sent: Tuesday, 19 January 2016 5:00 PM
To: Evonne Sarich
Cc: wshaneane@gmail.com; Quinton Tucker; pthill@bigpond.com
Subject: RE: BYAC - Laverton Indigenous Short Stay Accommodation Project

OMC1602-13.3.B

Thanks Evonne,

I'm sure Pat will be in to see me at some stage in the near future to discuss this.

I note that you are looking at the Shire being a strategic partner, not necessarily a financial partner which is a good start. I would however be interested in looking at your operational model, the indicative cost of \$600,000 is a real 'challenge'. Do you have anything documented on how you propose to operate the facility?

What is your current estimate of the capital cost to get the facility to the required standard?

Just a few questions the President or Council might ask!

Cheers,

Steve



STEVEN DECKERT
CHIEF EXECUTIVE OFFICER

P: (08) 9031 1202 M: 0427 082 173 F: (08) 9031 1340
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NOTICE: The Shire of Laverton advises that precautions have been taken to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks on any attachment to this email. The Shire of Laverton does not accept liability for any loss or damage caused by software viruses.

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From: Evonne Sarich [<mailto:Evonne@byac.com.au>]
Sent: Tuesday, 19 January 2016 1:08 PM
To: pthill@bigpond.com
Cc: wshaneane@gmail.com; Steven Deckert; Quinton Tucker
Subject: BYAC - Laverton Indigenous Short Stay Accommodation Project

Hello Patrick

Please find attached a letter from Quinton Tucker, CEO (BYAC).

The letter provides an overview of the project to date and formally extends an invitation to the Shire of Laverton to join BYAC and Red Cross as a key stakeholder in the project.

The original of the letter will be posted to you today.

A copy of the letter has also been sent to Cr Shaneane Weldon and Mr Steve Deckert for their information.

Please do not hesitate to call Quinton on 0417 968 786 if you have any questions or wish to discuss this matter further.

Regards

Evonne Sarich
Grants Officer

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ATTACHMENT OMC1611-13.4.C

Facility Staff

There will be 24 hour staffing at the Facility to ensure the safety and security of residents and maximise access to Facility services and supports. Staffing for the Facility is proposed as follows:

Facility Manager	Accommodated in BYAC owned housing in Laverton, close to the Facility. The Manager will have day to day responsibility for all aspects of Facility management and for the management and support of Facility staff and volunteers.
Facility staff	There will initially be two staff on duty at the Facility at all times, preferably one man and one woman, providing 24 hour coverage at the Facility for 7 days a week. Ongoing staff coverage requirements will be reviewed based on operating experience and be adjusted to meet specific Facility needs and occupancy levels.
Facility volunteers	Community volunteers who provide a range of supports and services to support residents and help manage the Facility.

Example of how the staffing and a regular day at the Facility might be structured

Time	Activity
6.00 am	<ul style="list-style-type: none"> Facility is opened and residents can gain access to, or book into the Facility
6.00 – 8.30 am	<ul style="list-style-type: none"> Finalisation of night shift duties, handover information and preparations for the day ahead Taking early morning bookings, enquiries and requests Setting up and provision of breakfast for residents Supporting residents who are leaving the Facility early in the morning Ensuring children and young people who are staying at the facility are ready for and transported to school Preparing rooms for new arrivals
By 8.30 am	<ul style="list-style-type: none"> Handover with the Facility Manager and incoming Facility staff
8.30 am – 5.00 pm	<ul style="list-style-type: none"> Facility Manager plus two staff members on duty Facility Manager, staff and volunteers provide activities, coordinate Facility services and activities, receive bookings, welcome and orientate new arrivals, manage departures and undertake the range of Facility management tasks Residents attend appointments and participate in a range of activities, either at the Facility or in the community
By 5.00 pm	<ul style="list-style-type: none"> Facility Manager and staff handover to incoming evening staff
5.00 pm – 10.00 pm	<ul style="list-style-type: none"> Evening activities provided, including dinner, supported by staff and volunteers Facility Manager is off duty but available on call in the event of an emergency or incident occurring that requires management support or intervention Two staff on duty throughout out the evening

10.00 pm	<ul style="list-style-type: none">• Facility closes for the night
10.00 pm – 6.00 am	<ul style="list-style-type: none">• Two staff at the facility overnight to respond to any concerns, emergencies or security issues
6.00 am	<ul style="list-style-type: none">• Facility re-opens

Facility staff will have experience, knowledge and skills in managing hostel style accommodation and in working alongside and supporting local Aboriginal people. Every possible effort will be made to employ local Aboriginal people and additional support, training and mentoring will be provided for staff, as needed. All staff will undergo an appropriate recruitment screening process and be required to have a National Police Check and Working with Children card.

Resident support

Not all residents at the Facility will need support, or require the same level of support. In order to determine with the resident any support that is needed or requested, a process for yarning with residents to identify their support needs whilst staying at the Facility will be put in place. This will be documented in a support plan, which the resident can keep and refer to. The plan will help with tracking supports, recording appointments, reviewing supports and appropriate referrals. Collectively the plans will assist with the coordination of services and activities at the Facility.

Subject to discussions with the Advisory Group and key stakeholders, it may be possible for resident support plans to be developed in communities and faxed or emailed to the Facility ahead of the resident arriving at the Facility. This may be particularly suitable for residents whose ongoing support needs have not changed significantly since their last visit e.g. ongoing health needs.

Residents will be able to review their plans with Facility staff on a regular basis so that they can track their progress and make any necessary changes. The support plans will include individual supports required, strategies for these (referrals, behaviour changes etc.) and group activities.

Informed consent

Informed consent to share information and make referrals to services and programs will always be sought and residents will need to agree to the release of personal information between staff and other service providers. However, where there is a serious risk of harm to the resident or another person, disclosure will be made in accordance with legislative requirements. All personal information provided by residents staying at the Facility will be handled confidentially and will be treated, recorded and stored in accordance with privacy requirements.

Resident Service Charter

The Facility will have a Resident Service Charter, which sets out a commitment to providing the best possible standard of service, details residents' rights and what they can expect when staying at the Facility. All residents will be provided with information about and a copy of the Resident Service Charter and where necessary, different versions of the Charter can be developed to better explain expectations.

Facility Management

Management of the Facility will include the following:

1. Establishment of the Facility Advisory Group. Regular Advisory Group meetings to discuss Facility matters and identify appropriate strategies, in order to ensure a well-managed, safe Facility is provided.
2. Regular meetings with key Facility stakeholders and partners.
3. The Facility line management staffing structure. All staff will receive regular supervision and support from their line manager, participate in performance reviews and staff development activities and attend team meetings.
4. Effective management and support of Facility volunteers, ensuring they feel valued and are able to make a positive and rewarding contribution to the Facility and its residents.
5. Development of appropriate promotional plans and activities for the Facility.

Management of the facility will also include (but is not limited to) robust and easy to use systems and processes for:

1. Making accommodation bookings
2. Residents checking in and out of the Facility
3. Orientation and introduction to the Facility
4. Facility visitors
5. Dealing with emergencies and crises, including health issues
6. Protecting children and young people
7. Out of hours responses
8. Maintaining inventories of stocks and stores
9. Ordering and replenishing stocks and stores
10. Maintenance checks and organising and checking on repairs
11. Regular health and safety checks, including fire and safety equipment
12. Issue and return of any keys
13. Issue and return of any equipment
14. Vehicle maintenance and checks, fuel cards and log books
15. Cash handling, including petty cash and residents' cash
16. Cleaning and storage of potentially dangerous chemicals
17. Resident belongings

Data collection

Data will be collected to satisfy reporting requirements and to assist with the review and evaluation of the Facility in meeting the needs for which it has been established. The Internet-based SRS data management system, tailored to the needs of the Facility, will be used to capture resident and Facility information and generate regular Facility reports.

Disability access and inclusion plan

A disability access and inclusion plan will be prepared for the Facility and regularly reviewed.

ALIGNMENT WITH THE INDIGENOUS ADVANCEMENT STRATEGY OUTCOMES

Jobs, Land and Economy

The Facility will:

- Generate and create secure employment for up to 7 Aboriginal people in Laverton and ensure retention beyond 26 weeks.
- Provide employment, training and build skills for Aboriginal people in Laverton, including for young people of working age.

Children and Schooling

The Facility will:

- Support regular school attendance and the achievement of educational outcomes.
- Support pathways to training and education.
- Encourage Aboriginal families in to engage with school and other education providers.
- Provide 'outside the school gate' activities, which support the capacity building of parents and care-givers who are staying at the Facility, such as homework support, after school activities and holiday activities.
- Target, engage and support the most disadvantaged children and families and link them with suitable supports.

Safety and Wellbeing

The Facility will:

- Support and contribute to the health, social and emotional wellbeing of Aboriginal children and families.
- Provide a safe, alcohol and drug free environment for people visiting Laverton for personal business.
- Contribute to improved community safety by reducing the impacts of people having to camp or sleep rough in Laverton, as a result of a lack of suitable, affordable accommodation options.

Culture and Capability

The Facility will:

- Support Elders and community members to maintain culture and language and provide activities that support the cultural wishes and needs of communities.
- Enable BYAC to provide strong governance for services and activities that support the Aboriginal community.
- Ensure Aboriginal people make decisions over matters which affect them.