

# Notice of Meeting

Councillors: Please be advised that the next meeting of the

## Kulin Shire Council

will be held on **Wednesday 18 October 2017**

Concept Forum	1:00pm
<i>Ordinary Council Meeting to follow</i>	
Afternoon Tea	3.30pm
Council Meeting Resumes	4.00pm
Swearing in of Elected Councillors	5.30pm

Noel Mason  
Chief Executive Officer  
13 October 2017



**DISCLAIMER:** The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations, which have not yet been adopted by Council.

## ORDER OF BUSINESS

- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS - COUNCIL CHAMBERS**  
Gemma Boxall 5.30pm to receive CRC Traineeship Certificate  
Mary Lucchesi JP, Brad Smoker & Michael Lucchesi – Swearing in of new Councillors
- 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3 PUBLIC QUESTION TIME**
- 4 APPLICATIONS FOR LEAVE OF ABSENCE**
- 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
  - 5.1 Shire of Kulin Ordinary Meeting – 20 September 2017
  - 5.2 Shire of Kulin Occupational Safety & Health Meeting – 31 August 2017 Attachment 1
  - 5.3 Kulin Bush Races Meetings – 14, 21 & 28 September 2017 Attachment 2
  - 5.4 Roe Tourism Association Meeting – 21 August 2017 Attachment 3
- 6 MATTERS REQUIRING DECISION**
  - 6.1 List of Accounts – September 2017 Attachment 4
  - 6.2 Financial Reports – September 2017 Attachment 5
  - 6.3 Loc. 18895 Doyle Rd Kulin West – Telstra Tower Development Application Attachment 6
  - 6.4 Proposed Shire of Kulin Heritage List
  - 6.5 Rates – Sale of Land
  - 6.6 Approval – Letter of Exclusivity (LoE) – Lease for Solar Farm Cropping Attachment 7  
Paddock
- 7 COMPLIANCE**
  - 7.1 Compliance Reporting - General & Financial Compliance September 2017 Attachment 8
  - 7.2 Compliance Reporting – Delegations Exercised September 2017
- 8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 9 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
- 10 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**
- 11 DATE AND TIME OF NEXT MEETING**
- 12 CLOSURE OF MEETING**

## **6 MATTERS REQUIRING COUNCIL DECISION**

### **6.1 List of Accounts – September 2017**

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**RESPONSIBLE OFFICER:** DCEO  
**FILE REFERENCE:** 12.06  
**AUTHOR:** DCEO  
**STRATEGIC REFERENCE/S:** 12.01  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Attached is the list of accounts paid during the month of September 2017 for Council's consideration.

**BACKGROUND & COMMENT:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That September payments being cheque No's 237 (Trip Fund), 369 - 373 (Trust Fund) 2012 – 2025 (Bush Races), 36851 - 36864 (Municipal), EFT No's 13201 - 13316, DD6269.1 - DD6289.9 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$393,478.89 be received.

**VOTING REQUIREMENTS:**

Simple majority required.

Attachment 4

### **6.2 Financial Reports – September 2017**

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**RESPONSIBLE OFFICER:** DCEO  
**FILE REFERENCE:** 12.01  
**AUTHOR:** DCEO  
**STRATEGIC REFERENCE/S:** 12.01  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Attached is the financial report for the period ending 30th September 2017.

**BACKGROUND & COMMENT:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STATUTORY AND PLANNING IMPLICATIONS:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**  
Nil

**OFFICER'S RECOMMENDATION:**  
That Council endorse the monthly financial statement for the periods ending 30th September 2017.

**VOTING REQUIREMENTS:**  
Simple majority required.

Attachment 5

### 6.3 Loc. 18895 Doyle Road, Kulin West - Telstra Tower – Development Application

**NAME OF APPLICANT:** Deighton Pty Ltd on behalf of TELSTRA  
**FILE REFERENCE:** 08.03 Telecommunications  
**STRATEGIC REFERENCE/S:** Strategic Community Plan – 2.1.3 Telecommunications Infrastructure  
**AUTHOR:** CEO

**SUMMARY:**

Council has received a development application from Deighton Pty Ltd on behalf of Telstra for the construction of an emergency services and mobile phone base station at Lot 18895, Doyle Road, Kulin West as part of the Black Spot Program.

Approval for the DA is requested. The CEO is not able to approve the development application by delegation under the TPS2 as Telecommunication facilities in rural areas require a Council decision.

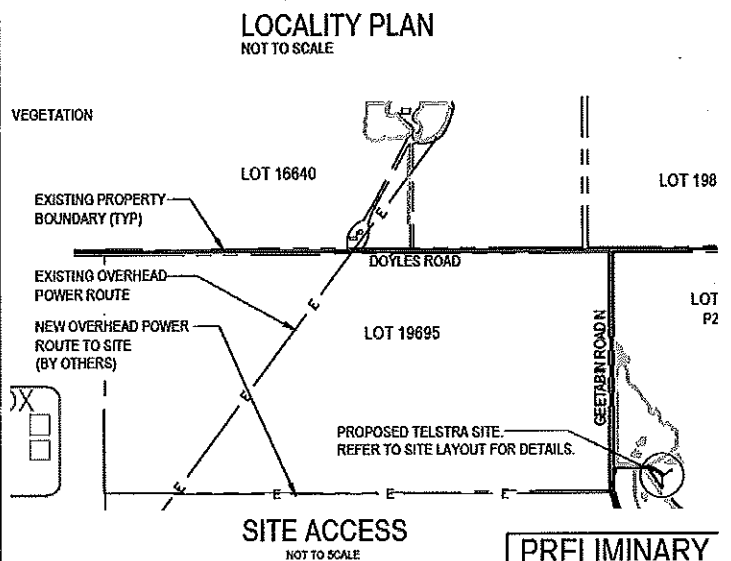
**BACKGROUND & COMMENT:**

The proposal is to install a new 60m guyed tower to accommodate 6 Argus PRX310B-v1 panel antennas at the top level and 9RRU's located behind the antennas and two parabolic dishes. An equipment room will be located at the base of the structure.

The documentation has been lodged with the Shire (see attached letter, DA and plan). The applicant has provided an EME report, which indicates the facility does not result in an adverse impact on any residential or commercial developments within close proximity of the tower, the nearest residence is located 1.6km from the location of the facility.

As such, there are no objections to the installation of the new tower on the Doyle land or the extension of electricity grid to service the facility.

Notwithstanding the above, according to DFES mapping, the subject land (area of land comprising the tower) is identified within a bushfire prone area (shaded pink below). As such, the Shire should advise the proponent to undertake a BAL assessment to ensure that the works/facilities will not cause or be impacted by bushfire.



**FINANCIAL IMPLICATIONS:**

The President has indicated that Council committed to undertake ground works for the power line and clearing some years ago and the Shire is now advised that the power line access road will be in a direct line from the paddock. For this reason the Shire will be required to clear the powerline through the bush to the site.

This is estimated to be 5 hours of dozer (5@ \$231) totalling \$1155. (includes 2 hours travel)

**STATUTORY AND TOWN PLANNING IMPLICATIONS:**

Requires development consent from the Shire of Kulin. No conditions in relation to DA consent are recommended but BAL assessment by the proponent is recommended.

**WORKFORCE IMPLICATIONS:**

Nil

**RECOMMENDATION:**

That Council approve the development application of Deighton Pty Ltd on behalf of Telstra for the construction of an emergency services and mobile phone base station at Lot 18895, Doyle Road, Kulin West as part of the Black Spot Program with NIL listed conditions. The proponent be advised that according to DFES mapping, the subject land (area of land comprising the tower) is identified within a bushfire prone area. As such, the proponent should undertake a BAL assessment to ensure that the works/facilities will not cause or be impacted by bushfire.

**VOTING REQUIREMENTS:**

Simple majority required

Attachment 6

## **6.4 Proposed Shire of Kulin Heritage List**

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<b>NAME OF APPLICANT:</b>	Shire of Kulin
<b>LOCATION:</b>	Shire of Kulin Municipal District
<b>ATTACHMENTS:</b>	Nil
<b>REPORTING OFFICERS:</b>	Mr Joe Douglas - Consultant Town Planner (Exurban Rural & Regional Planning); CEO
<b>DATE OF REPORT:</b>	10 October 2017

**SUMMARY:**

This report recommends that Council authorise the Shire Administration to proceed with preparation of a new Heritage List comprising buildings, places and objects previously identified by Council as being of cultural heritage significance to provide for their long term protection under the Shire's new town planning framework.

**BACKGROUND & COMMENT:**

Under the terms of the *Heritage of Western Australia Act 1990* and *Planning and Development Act 2005* all local government authorities throughout the State are required to identify and provide for the protection of buildings, places and objects of cultural heritage significance for the benefit of future generations.

The *Heritage of Western Australia Act 1990* requires all local government authorities to prepare an inventory of buildings, places and objects within its district, which in its opinion are, or may become, of cultural heritage significance. In March 1997 the Shire of Kulin adopted a Municipal Heritage Inventory containing 134 buildings, places and objects identified by Council as being of cultural heritage significance to the local community.

It should be noted there are no legal implications or consequences associated with any listing contained in the Shire's Municipal Heritage Inventory, particularly with regard to the future development and/or use of land containing buildings, places and objects of cultural heritage significance. As such it has little effect beyond requiring Council to acknowledge the heritage value of those places listed.

In order to give legal effect to the Shire's Municipal Heritage Inventory and facilitate the long term protection of heritage values, Part 5 of the original version of the Shire of Kulin Town Planning Scheme No.2 contained provisions which provided for the automatic adoption of the Shire's Municipal Heritage Inventory as the Shire's Heritage List. Consequently any person or organisation seeking to develop and/or use any one of the 134 properties included in the Shire's Heritage Inventory and List was required to prepare and submit a development application seeking Council's formal approval prior to proceeding.

Following the recent introduction by the State Government of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the Minister for Planning's final approval to the new consolidated version of the Shire of Kulin Town Planning Scheme No.2, the Shire's Municipal Heritage Inventory is no longer able to be automatically adopted and used as the Shire's Heritage List. As such the Shire must now prepare a new independent, standalone Heritage List identifying buildings, places and objects within its municipal district that are of cultural heritage significance and worthy of protection. Such protection is afforded through specific heritage provisions contained in the new Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which all local government authorities throughout the State are now required to consider and apply when dealing with development applications involving any property included in their respective Heritage Lists.

The proposed Shire of Kulin Heritage List will only include those properties identified in the Shire's Municipal Heritage Inventory as requiring the highest levels of protection under the new planning framework (i.e. Category 1 and 2). A review of the Shire's Heritage Inventory has confirmed a total of **sixteen (16) properties** have been assigned a Category 1 or 2 classification. As such the heritage controls afforded to Council under the planning framework will only apply to these properties in the event of any future development and/or change of use and not all 134 properties currently listed in the Shire's Heritage Inventory as was previously the case under the Shire's previous, now superseded version of Town Planning Scheme No.2.

When preparing a new Heritage List the Shire will need to have due regard for the following statutory requirements:

1. The Heritage List:

- (a) must set out a description of each place and the reason for its entry in the Heritage List; and
- (b) must be available, with the Scheme documents, for public inspection during business hours at the offices of the local government; and
- (c) may be published on the website of the local government.

2. The local government must not enter a place in, or remove a place from, the Heritage List or modify the entry of a place in the Heritage List unless the local government:

- (a) notifies in writing each owner and occupier of the place and provides each of them with a description of the place and the reasons for the proposed entry; and
- (b) invites each owner and occupier to make submissions on the proposal within 21 days of the day on which the notice is served or within a longer period specified in the notice; and
- (c) carries out any other consultation the local government considers appropriate; and
- (d) following any consultation and consideration of the submissions made on the proposal, resolves that the place be entered in the Heritage List with or without modification, or that the place be removed from the Heritage List.

3. If the local government enters a place in the Heritage List or modifies an entry of a place in the Heritage List the local government must give notice of the entry or modification to:

- (a) the Heritage Council of Western Australia; and
- (b) each owner and occupier of the place.

Having regard for Council's statutory obligation to identify and provide for the protection of buildings, places and objects of cultural heritage significance in the Shire's municipal district for the benefit of future generations, it is recommended the Shire Administration be authorised to proceed with preparation of a new Heritage List comprising all Category 1 and 2 properties listed in the Shire's Municipal Heritage Inventory for formal consideration and final adoption by Council.

**STATUTORY ENVIRONMENT:**

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulations 2015
- Heritage of Western Australia Act 1990 (as amended)
- Shire of Kulin Town Planning Scheme No.2

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Each owner and occupier of any place proposed to be entered in the Shire's new Heritage List will be notified of the proposed listing and invited to provide comment to the Shire within a twenty one (21) days of the day on which the notice is served on them. It is likely the period for submissions will be extended to forty two (42) days to provide all affected owners, occupiers and other government agencies with sufficient time to evaluate individual listings and the draft Heritage List as a whole and provide a written response.

**FINANCIAL IMPLICATIONS:**

The total cost to prepare the Shire's proposed new Heritage List, undertake the required public advertising, assess all submissions received and prepare a report to Council regarding final adoption is estimated to be in the order of \$6,500.00 excluding GST. The total cost of the project can only be met through funding allocations in Council's budget for the 2018/2019 financial year.

The Shire's previous consultant that did the original work has indicated that the estimate would be reasonably accurate.

**STRATEGIC IMPLICATIONS:**

Preparation and implementation of the proposed Shire of Kulin Heritage List is consistent with the Shire of Kulin 2017 Strategic Community Plan as it applies specifically to the following objectives and strategies:

- Social
  - *Invite and promote the community to take a proactive role in improving the aesthetics of each town site.*
- Economic
  - *Support and promote a collaborative Shire wide approach to heritage, our stories and tourism;*
  - *Support and deliver projects that encourage and facilitate the celebration and protection of our rural history.*
- Civic Leadership
  - *Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance.*

**RECOMMENDATION:**

That Council authorise the Shire Administration to proceed with preparation of a new Heritage List comprising all Category 1 and 2 properties listed in the Shire of Kulin Municipal Heritage Inventory in accordance with the procedural requirements of Part 3 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for formal consideration and final adoption by Council.

**VOTING REQUIREMENTS:**

Simple majority required.

**6.5 Rates – Sale of Land**

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**NAME OF APPLICANT:** DCEO  
**RESPONSIBLE OFFICER:** DCEO  
**FILE REFERENCE:** 25.03  
**AUTHOR:** DCEO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Sale of Land – recovery of rates in arrears for a period of three or more years.

**BACKGROUND:**

There are currently 3 properties that have rates outstanding by three or more years for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing. In each instance, a written notification has been directed to the last known postal address of the ratepayer's property advising that it will be our intention to refer the matter to Council with a recommendation to sell property in order to recover the outstanding balance.

Each of these properties have been referred to our debt collection agency and the bailiff has served a general procedure claim to the ratepayer advising them of the intention to sell their property if the rates are not paid immediately. The ratepayer has not been in contact with Council and we now wish to proceed to the next step and issue the rate payer with a Property Sale & Seizer Order (PSSO).

**COMMENT:**

Assessment	A829
Zoning	Rural UV
Period Outstanding	2013/2014 – 2017/2018
Amount Outstanding	\$ 17,570.61
Last Payment	24/04/2017 (partial)
Recovery Action	- Letter sent in accordance with Council policy - Final Notice Sent - General Procedure Claim served
Assessment	A1427
Zoning	Rural UV
Period Outstanding	2013/2014 – 2017/2018
Amount Outstanding	\$ 25,688.66
Last Payment	24/04/2017 (partial)
Recovery Action	- Letter sent in accordance with Council policy - Final Notice Sent - General Procedure Claim served
Assessment	A122
Zoning	Commercial GRV
Period Outstanding	2015/2016 – 2017/2018
Amount Outstanding	\$ 3,220.25
Last Payment	24/04/2017 (partial)
Recovery Action	- Letter sent in accordance with Council policy - Final Notice Sent - General Procedure Claim served

**STATUTORY ENVIRONMENT:**

S6.64 OF THE Local Government Act 1995 states:

- 1.) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and –
  - (a) From time to time lease the land;
  - (b) Sell the land;
  - (c) Cause the land to be transferred to the Crown; or
  - (d) Cause the land to be transferred to itself.
- 2.) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- 3.) Where payment of rates or service charges in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land and may withdraw caveats so lodged by it.

**FINANCIAL IMPLICATIONS:**

The sale of this land will equate to a decrease in the level of outstanding rates of \$ 46,479.25



**Options**

**Option 1 – exercise the provisions of Section 6.64 of the Local Government Act 1995**

- Given the level of debt, and the amount of time that has been afforded to enable to ratepayers to either clear or reduce their debt, it is appropriate to apply the relevant section of the Local Government Act 1995 empowering the sale of land provisions in relation to the unpaid rates and charges.

**Option 2 – Exercise the provisions of Section 6.74 of the Local Government Act 1995**

- Apply to the Minister to have the land re-vested in the Crown in the right of the State.

**Option 3 – Make application for the land to be vested in the local government.**

**RECOMMENDATION:**

That Council pursuant to Section 6.64(1)(b) of the Local Government Act 1995, proceed to sell the properties listed hereunder which have rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balances which total \$46,479.25.

**6.6 Approval – Letter of Exclusivity (LoE) - Lease for Solar Farm - Cropping Paddock**

**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 05.19 Lease of Land  
**AUTHOR:** CEO  
**STRATEGIC REFERENCE/S:** CSP – Environment – Sustainable alternate energy solutions  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

In May 2017, Blue Planet Developments (BPD) in association with EPMS Consultants PL requested the Shire of Kulin consider in-principle support for the development of a 4-5MW Solar PV project at Kulin. In principle support was given in Resolution 08/0517.

Blue Planet are now in a position to move ahead on the project and are seeking Shire commitment to provide them with security over the land so that they may finalise an application to Western Power.

The Shire's commitment can be provided by a Letter of Exclusivity (LoE) which would require us to sign an Option to Lease Deed which locks the Shire into signing a Lease for the land. Clause 2.2(a) of the Option to Lease allows the Shire to list those items that would be "requirements" prior to the final Lease being signed (approved DA, WAPC long term lease approval, Aboriginal Heritage clearance and Western Power grid plan approval).

The security over land will allow BPD to continue with the Western Power Grid and the Shire of Kulin planning Development Application in parallel. The CEO has already submitted a request to WAPC asking about long term lease approval requirements.

As this recommendation commits the Shire to a long term lease (if option exercised by BPD) – approval by absolute majority required.

**BACKGROUND & COMMENT:**

The May 2017 resolution was enacted by staff.

**08/0517**

**Moved Cr Duckworth Seconded Cr Taylor that the Shire of Kulin offer in principle support for the development of a solar PV farm proposal on leased Shire land by Blue Planet Developments/EPMS subject to;**

- Finalising agreement with the Kulin Kondinin Football Club for the use of 25ha of the cropping paddock prior to the completion of the existing agreement as depicted on the attached plan;
- Approval of a Development Application (DA) by the Shire, submitted by the proponent addressing planning/other development and community issues as detailed in this report;
- Finalisation of a lease agreement with the Shire being completed for the proposed land;
- State Planning Commission approval for the creation of a lease with a longer life than 20 years;
- Western Power support for the proposal, with the proponent obtaining approvals to develop the project and connect to the grid network.

Carried 9/0

**Dot Point One** – Jay Robertson presented all the information (submitted by BPD and the Shire Agenda Item) to the KKFC Committee who have indicated support for the proposal. Not expecting any complications in relation to the lease area once crop removed this year.

**Dot Point Two** – BPD upon receipt of security over the land are committing to providing a Development Application within 6 months.

**Dot Point Three** – Copy of a proposed Lease has been provided with current information.

**Dot Point Four** – State Planning Commission have been forwarded all information in regards to the long term lease. WAPC will respond soon.

**Dot Point Five** – BPD are required to put to Western Power a proposal outlining their project – which again will be completed once land holdings have been secured.

**Exclusivity Letter (LoE) (Attached)**

The Exclusivity agreement binds the Shire to BPD for the next 3 years during which time it is expected Western Power will make the ultimate call as to whether the solar power generation project proposal can proceed. No known impediments exist preventing the Shire from committing to this requirement for both the land and any other solar service provider.

The proposal to lease and exclusivity arrangements will terminate if BPD is not able to proceed with the project or fail to give notice of the project

**Exclusivity**

For a period of three years from today, you will not accept or solicit an offer from any other person or company to acquire or create or agree to grant any interest or right in the Proposed Lease Area. This will allow us to undertake our due diligence and seek all necessary governmental and other approvals to advance the project.

In addition, during that three year period, you will not (and will ensure any related entity to you will not) grant any interest or right in any area of land falling within 5 km of the boundary of the Proposed Lease Area in favour of any person or company that directly or indirectly conducts or has a commercial interest in any business of electricity generation or renewable energy.

Committing to the “exclusivity” letter effectively commits the Shire to the Option to Lease (conditions precedent) and then the long term lease for the Land on the detailed terms and conditions.

**Option to Lease**

The proposed Option to Lease Deed terms is attached. The Option to Lease Deed would be exercised as soon as “Notice” is provided, the trigger for this would be a firmer commitment from BPD that a project is likely following discussions and submission of proposal to Western Power following the signing of the Exclusivity letter (LoE). The Deed is very much a standard Deed and of modern form obviously written for WA law and would be acceptable to the Shire.

NOTE: The Deed contains a “confidential” Clause that requires the Shire not to disclose any sensitive information other than that needed to meet our legislative and consultation requirements. It is important therefore that Councillors and staff not disclose detail of the documents other than that required to meet our advertising and consultations requirements.

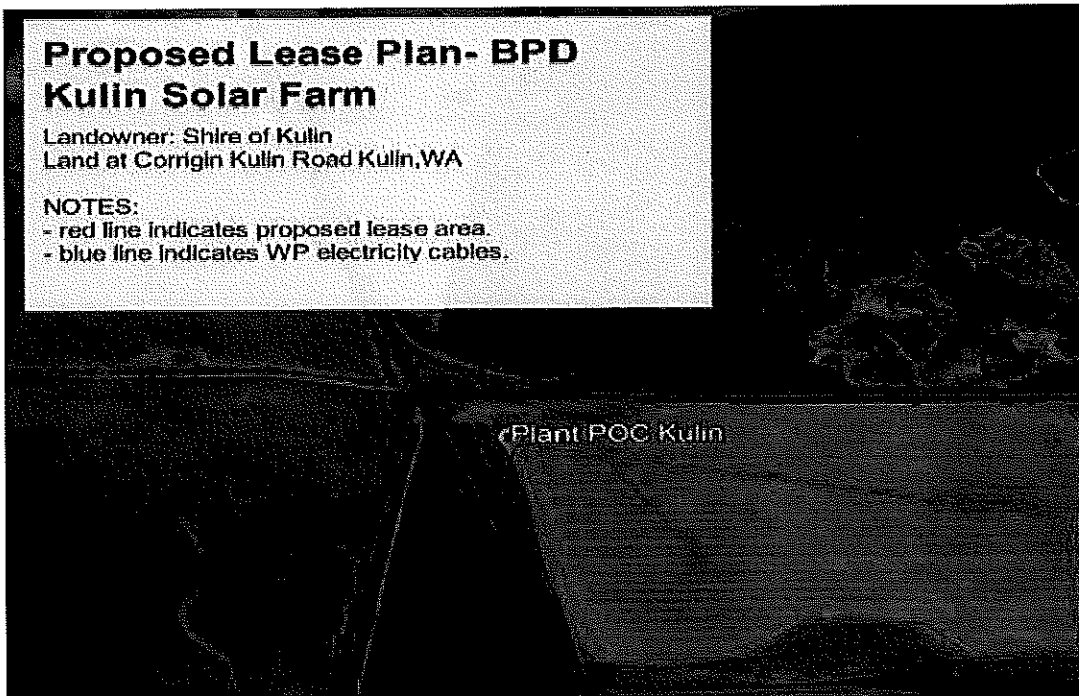
**Deed of Lease agreement**

Proposed Deed of Lease agreement terms are outlined below. The Deed of Lease would be completed within 3 years of the signing of the Exclusivity letter (LoE) is very much a standard deed of modern form and would be acceptable to the Shire. This documentation is clearly written for WA laws.

**Lease Terms**

Lease Area:	The Proposed Lease Area which is approximately 13.5 hectares [or any lesser area within the original Proposed Lease Area as notified in writing by BPD]
Term of Lease:	An initial term of 25 years and 6 months.
Annual Rent:	A\$800 per hectare of Lease Area.
Outgoings	The Lessee will also pay to the Lessor all rates and taxes payable by the Lessor to any governmental authority in respect of the Lease Area (and in the case of land tax, calculated on the basis that the Lease Area is the only land owned by the Lessor). The Lessee will be responsible for all water, gas and other utilities provided to the Lease Area.
Use of the Lease Area:	The construction and operation by the Lessee of a Solar power generation project.
Rent Review:	The Annual Rent will be subject to an annual rent increase on the anniversary of the commencement date by reference to the CPI, and annually thereafter.
Option to renew:	The Lessee will have 3 successive options to renew the lease each for a further term of 5 years.
Exclusivity area	During the term of the lease (and any further term), the lessor will not (and will ensure any related entity to the lessor will not) grant any interest or right in any area of land falling within 5 km of the boundary of the Lease Area in favour of any person or company that directly or indirectly conducts or has a commercial interest in any business of electricity generation or renewable energy.

The land in question being Lot 9002 on the corner of Davies & Corrigin-Kulin Roads, Kulin is currently classified 'Rural' zone in TPS No.2.



**FINANCIAL IMPLICATIONS:**

Council currently receives \$10pa for the cropping paddock "if charged" and the land is not rateable under Shire ownership.

The Lease is proposing \$800 (GST Incl) per hectare per annum for the 13.5ha. This equates closely to \$700ha (minus GST and rates) which it could be argued is 70% of the current purchase price for the rural land in question. The Lease proposal also includes CPI increases on anniversary date.

The total annual payment is \$10,400 (GST Inclusive) with the total 25 year lease being \$265,200. If the 15 years of options are exercised; the total lease return then expands to \$421,200 or \$31,200ha over life.

As a separate landholding the lease could attract minimum rates (Rural \$417) but it is not recommended to pursue rating as to survey, separate and obtain a valuation would cost close to 15 years of rate income.

This is a very favourable return for land only ever likely to be cropped into the future. The land under the lease arrangements will always be owned by the Shire.

**STATUTORY AND PLANNING IMPLICATIONS:**

As agreed with BPD, a Development Application would be required for the proposal. BPD have now indicated that the DA would be presented within 6 months of the agreement over the land.

TPS 2 Clause 18 (4) allows Council to consider a development "use" not specifically mentioned in the zoning table and in this case Lot 9002 is zoned rural and Solar Farms or 4-5MW Solar PV projects are not listed as a use in the TPS2 zoning tables. Council would be required to consider the matter which may or may not include a requirement to advertise, following receipt of the DA.

It is likely that the development would include a small plant and equipment building and according to DFES mapping, the subject land (area of land comprising the tower) is identified within a bushfire prone area (shaded pink below). As such, the Shire should advise the proponent to undertake a BAL assessment to ensure that the works/facilities will not cause or be impacted by bushfire.



**STRATEGIC & POLICY IMPLICATIONS:**

Proposed Lease – Table of Contents - The lease has been read and no significant adverse requirements are evident.

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**COMMUNITY/CONSULTATION:**

In the planning process any Development Application (DA) received will be required to be advertised for public comment for the minimum required period of 14 days before Council considers it.

As the land fronts Corrigin-Kulin Road the Shire must also refer the proposal to Main Roads WA (MRWA) for review and comment. Under the Planning Regulations, MRWA will have up to 42 days to provide a formal response to the Shire's request for comment. As such Council is unable to make a final decision on any development application received until the 42 day period has expired.

**WORKFORCE IMPLICATIONS:**

Nil

**RECOMMENDATION:**

That the Shire of Kulin approve of and sign the Letter of Exclusivity (EoL) for Blue Planet Developments;

- acknowledge that signing the LoE commits the Shire to the Option to Lease;
- the Option to Lease Clause 2.2(a) be populated to include the following pre-conditions; DA approval, WAPC long term lease approval, Aboriginal Heritage clearance approval and Western Power grid plan approval required prior to a Deed of Lease being signed;
- the Development Application (DA) presented to the Shire would require advertising and comment periods which the proponent acknowledges, and
- the final signing of a Deed of Lease for a portion of Lot 9002 Kulin would be in accordance with the Deed and the stated Lease terms.

**VOTING REQUIREMENTS:**

As this recommendation commits the Shire to a long term lease if the option is exercised by BPD – approval by absolute majority is required.

Attachment 7 - Letter of Exclusivity and Option to Lease documents

## **7 COMPLIANCE**

### **7.1 Compliance Reporting – General & Financial Compliance – September 2017**

**NAME OF APPLICANT:** CEO  
**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 12.05 Compliance 12.06 – Accounting Compliance  
**STRATEGIC REFERENCE/S:** CBP 4.1 Civic Leadership, 4.1.8 Compliance methods  
**AUTHOR:** CEO/DCEO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

This report addresses General and Financial Compliance matters for September 2017. This process is not definitive, each month additional items and/or actions may be identified that are then added to the monthly checklist. Items not completed each month e.g. quarterly action - will be notations.

The report provides a guide to the compliance requirements being addressed as part of staff workloads and demonstrates the degree of internal audit being completed.

**BACKGROUND & COMMENT:**

The Compliance team and works staff commence the monthly compliance effort immediately after the Shire meeting each month. At that time, the executive support officer will email the assigned staff member their compliance requirements for the coming month.

As the month progresses, staff in conjunction with their manager, the CEO or DCEO will determine the extent of work/action needed to complete items. During Agenda week, the Compliance Team again meets to ensure the monthly report/list is reviewed and that compliance items are completed. In preparing the Agenda report, the CEO or DCEO will sign off on completed items.

Prior month items not completed previously will be reported in the following month so Council remains aware of what items are still outstanding. *(Refer to Table attached)*  
*All items completed in August.*

Items still outstanding in September 2017;

<i>FOI Statement</i>	<i>- to be finalised for Nov Meeting with Annual Report</i>
<i>Record Keeping Plan Compliance</i>	<i>- to be finalised for Nov Meeting with Annual Report</i>
<i>Bushfire Firebreak Inspections</i>	<i>- will be completed after 1 Nov</i>
<i>Firebreak Reminders</i>	<i>- will be completed after 1 Nov</i>
<i>Bushfire Protective Clothing</i>	<i>- currently taking orders for respirators – next month finalised</i>
<i>Transport R2R Annual</i>	<i>- soon – with Annual Accounts completed – soon</i>
<i>Audit Committee with Auditor</i>	<i>- planned for Nov meeting day</i>
<i>ABS return</i>	<i>- to be completed after Annuals confirmed</i>
<i>Cat Dog registration renewals</i>	<i>- by 15<sup>th</sup> Oct</i>

**FINANCIAL IMPLICATIONS:**

In the generation of the report, nil in terms of meeting compliance. There may be items that require additional administrative effort to complete or require external assistance to resolve. In those cases, individual financial implications will be reported.

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Identified as necessary – this report Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council receive the General & Financial Compliance Reports for September 2017 and note the matters of non-compliance.

**VOTING REQUIREMENTS:**

Simple majority required.

Attachment 8 – General & Financial Checklist for August

**7.2 Compliance Reporting – Delegations Exercised – September 2017**

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**NAME OF APPLICANT:** CEO  
**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 12.05 - Compliance  
**STRATEGIC REFERENCE/S:** CBP 4.1 Civic Leadership, 4.1.8 Compliance methods  
**AUTHOR:** CEO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

To report back to Council actions performed under delegated authority for the period ending 1 October 2017.

To provide a comprehensive report listing of the delegations able to be exercised following adoption of a more substantial array of delegations in June 2017.

**BACKGROUND & COMMENT:**

This report is prepared for Council detailing actions performed under delegated authority by the respective officers under each of the delegation headings:

**ADMINISTRATION**

<b>Policy</b>	<b>Delegation</b>	<b>Officers</b>
A1	Acting Chief Executive Officer	(CEO)
A2	Agreements for Payments of Debts to Council	(CEO/DCEO)
A3	Casual Hirer's Liability	(CEO)
A4	Complaint Handling	(CEO)
A5	Fees & Charges – Discounts	(CEO/DCEO/MW/MLS/CRC Mgr.)
A6	Investment of Surplus Funds	(CEO/DCEO)
A7	IT & Social Media – Use Of	(CEO)

AGENDA OF ORDINARY MEETING TO BE HELD 18 OCTOBER 2017

A8	Legal Advice, Representation & Cost Reimbursement	(CEO)
A9	Payments from Municipal and Trust Funds	(CEO – to numerous staff for Orders)
A10	Use of Common Seal	(CEO)
A11	Writing Off Debts	(CEO)
A12	Housing	(CEO)
A13	Procedure for Unpaid Rates Finance	(CEO)

**GOVERNANCE**

G1	Applications for Planning Consent	(CEO)
G2	Building Licences and Swimming Pools	(EHO/Building Surveyor)
G3	Cemeteries Act 1986	(CEO)
G4	Health Act 1911 Provisions	(EHO)

**HUMAN RESOURCES**

H1	Grievance Procedures	(CEO)
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**COMMUNITY SERVICES**

C1	Bushfire Control – Shire Plant for Use of	(CEO)
C2	Bushfire Control – Plant Use for Adjoining Shires	(CEO)
C3	Bushfire Prohibited / Restricted Burning Periods – Changes	(Shire President/CEO)
C4	Bushfire Training Administration	(CEO)
C5	Cat Ownership Limit – Cat Control	(CEO)
C6	Dog Control – Attacks	(CEO)
C7	Dog Ownership Limit – Dog Control	(CEO)
C8	Sea Containers Use of – Town Planning	(CEO)
C9	Second Hand Dwellings	(CEO)
C10	Temporary Accommodation	(CEO)
C11	Unauthorised Structures – Building Control	(CEO)
C12	Kulin Bush Races	(Kulin Bush Races Committee)
C13	Freebairn Recreation Club Committee	(FRC Club Committee)
C14	Kulin Child Care Centre Management Committee	(Kulin CCC Management Committee)
C15	General – Community Services Practices	(CEO)

**WORKS**

W1	Gravel Supplies	(MW)
W2	Roads – Clearing	(CEO)
W3	Roads – Damage to	(MW)
W4	Roads – Roadside Markers – Management of	(MW)
W5	Stormwater Drainage	(MW)
W6	Street Trees	(CEO)
W7	Streetscape – Improvements	(CEO)
W8	Roadside Burning	(MW)
W9	Temporary Road Closures	(MW)
W10	General – Works Practices Approvals	

**COMMENT:**

The following details the delegations exercised within the Shire relative to the delegated authority for the month and are submitted to Council for information (excluding delegations under A9, Payments – refer to individual order and payment listed in Accounts paid)

**A2 Agreements for Payments of Debts to Council**

(CEO/DCEO)

CEO Approved a payment plan for J Nichols -73 Johnston Street - Rates

**G2 Building Licences (CEO)**

Approved Building Application for Kulin Bush Races (Owner Luccia Pty Ltd) – Lot 7759 Jilakin Rock Rd for Transportable - estimated value \$2500.

**STATUTORY ENVIRONMENT:**

*Building Act 2011*

*Bushfires Act 1954*

*Cemeteries Act 1986*

*Health (Asbestos) Regulations 1992;*

*Health (Miscellaneous Provisions) Act 1911;*

*Local Government Act 1995*

*Public Health Act 2016  
Shire of Kulin TPS2  
Town Planning Development Act  
Town Planning Scheme  
Trustees Act, Part III,  
Criminal Procedure Act 2004;*

**FINANCIAL IMPLICATIONS:**

Nil in terms of exercising delegation and reporting to Council though there may be financial implications in the case of each delegation exercised.

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

There are no known policy implications relating to this report.

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council receive the Delegation Exercised Report for September 2017.

**VOTING REQUIREMENTS:**

Simple majority required.

**8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**9 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

**10 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**

Nil





# Shire of Kulin

## Minutes of OCCUPATIONAL SAFETY & HEALTH MEETING

Thursday 31<sup>st</sup> August 2017

Meeting Room

Michael Robins opened the meeting at 4:33pm

### 1. RECORD OF ATTENDANCE

Sarah Reader, Bob Lockyer, Denis Brandis, Judd Hobson, Simone Lockyer, Michael Robins

### 2. APOLOGIES

Rod Diery, Cassi-Dee Vandenberg

### 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

a. Shire of Kulin Occupational Safety & Health Meeting Tuesday 11th April 2017.

b. Shire of Kulin Toolbox Meeting held 22nd June 2017 at the Shire Depot.

Confirmed Simone Lockyer, Seconded Denis Brandis

### 4. MATTERS ARISING FROM PREVIOUS MINUTES

Nil

### 5. CHANGES TO SAFETY COMMITTEE REPRESENTATIVES

Len Hobson has been replaced on the committee by Judd Hobson.

Grant Jenks has been elected as Health and Safety Representative.

### 6. ACCIDENT / INCIDENT REPORTS

NAME	DATE OF INCIDENT	DESCRIPTION	COMMENTS	COST
SEDGWICK Milton	26/4/2017	Reversed rubber roller into hamm roller bending tyre scrapers	SWMS has been developed for working around machinery	\$250
DIERY Rod	26/5/2017	Slipped off spare tyre on truck and hurt ribs	3 points of contact procedures SWMS has been completed	
THOMAS Darren	9/6/2017	Strained back when lifting chairs onto truck	LTI (2 days)	\$400
WHITEHEAD Garry	13/6/2017	Bucket dropped while transporting loader propelling driver into windscreen breaking windscreen and hyd ram	Seatbelts to be worn when using FE Loaders outside of pit areas	\$8000
MASON Noel	16/6/2017	Contractor failed to correctly seal gas connection enabling a gas leak	Plumber informed of error. Corrected by cabinetmaker.	
HERWIG Simon	22/6/2017	Cracked mirror while cutting up sides	Is aware of problem. Unavoidable at times.	\$150
LOCKYER Bob	27/6/2017	Rolled ankle while erecting fence		
WHITEHEAD Garry	17/7/2017	Reversing truck/trailer on uneven ground tore off mudguard	Ensure trailers matched to trucks	\$750
READER Sarah	9/8/2017	Squashed finger between chair and table		

HERWIG Simon	8/8/2017	Injured shoulder and broke cab door in gust of wind when opening	LTI SWMS for entering and exiting vehicles and plant to be completed SWMS has been completed	\$2000 +
HERWIG Sue	14/8/2017	Observed hazard at depot involving drain requiring filling after a colleague tripped	Drain filled.	
JENKS Grant	15/8/2017	Hit a kangaroo	Roo bar fitted	\$5000
ROBINS Michael	15/8/2017	Hit a kangaroo	Roo bar to be fitted. Fitted.	\$6000
BOWEY Robbie	21/8/2017	Football dugouts blew over trapping two spectators	Sporting clubs encouraged to ask shire staff prior to use. Ensure adequately secured.	

## 7. GENERAL BUSINESS

### SWMS completed for:

Winter grading  
 Whipper snipper usage  
 Water binding roads  
 Pushing gravel  
 Service machinery  
 Gravel sheeting  
 Traffic management  
 Working around plant and machinery

New versions of Induction Manual and Safety Manual have been completed and are available. Public disclosure document included.

MSDS's to be updated. Suppliers should supply these when asked for.

## 8. ROUND THE TABLE

Sarah inquired about the mosquito control. Not considered WHS issue but will be undertaken when rains ease. Dams have been treated in Kulin and Dudinin fogging to shortly commence in Kulin. Random drug and alcohol testing can occur at any time. To be raised as an item at next toolbox meeting. Look at costing an alcohol breath tester for crib room.

## 9. CLOSURE OF MEETING

There being no further business the meeting was closed at. 4:52pm

Next meeting December 2017.



## Roe Tourism Association

Incorporating Bruce Rock, Corrigin, Kondinin, Kulin, Lake Grace, Narembeen & Quairading

# MINUTES

## General Meeting

Monday 21 August 2017, at Shire of Kulin

### 1. MEETING OPENED

President Garry Gregan opened the meeting at 10.45am and welcomed Marcus Falconer, Chief Executive Officer, Australia's Golden Outback, and Fraser Job, organiser for Eastern Districts Display at the 2017 Perth Royal Show

### 2. ATTENDENCE RECORD

#### 2.1. Attendees:

**President:** Garry Gregan (Narembeen)  
**Executive Officer:** Apology  
**Shire Representatives:**  
**Bruce Rock:** Nil  
**Corrigin:** Ruth Owen  
**Kondinin:** Tory Young  
**Kulin:** Kate Bishop; Cr Robbie Bowey  
**Lake Grace:** Cr Allan Marshall  
**Narembeen:** Nil  
**Quairading:** Nil  
**Non-Shire CRC's:** Nil  
**Other Members:** Harold Proud and Pam King (Kulin)

#### 2.2. Apologies:

Mikaela Knill (Executive Officer)  
 Ashleigh Waight (Bruce Rock)  
 Cr Bevan Thomas, Narembeen (Vice President)  
 Jen Gmeiner (Bruce Rock)  
 Cr Gerard Lynch, Kondinin  
 Cr Deb Clarke, Lake Grace

#### 2.3. Guests:

Marcus Falconer, Chief Executive Officer, Australia's Golden Outback  
 Fraser Job, Corrigin

### 3. PREVIOUS MINUTES

#### 3.1. Confirmation – General Meeting

##### RESOLUTION

**Moved:** Tory Young

**Seconded:** Kate Bishop

That the Minutes of the Roe Tourism Association General Meeting held in Shire of Corrigin on 19 June 2017 be

confirmed as a true and accurate record of proceedings.

**CARRIED 6/0**

### 3.2. Business Arising from Previous Minutes

#### 3.2.1. Auditor

**Comment:** I approached Bendigo Bank Kulin regarding being our Auditor this year to undertake the financial review. It was suggested I contact Andrena from Kulin branch as she has done financial reviews for community groups. Andrena is not qualified to undertake a proper audit but is very happy to do a financial review, which is all we require.

#### RESOLUTION

**Moved:** Cr Robbie Bowey

**Seconded:** Cr Allan Marshall

That the Roe Tourism Association endorse Andrena Mullian to undertake this years financial review.

**CARRIED 6/0**

## 4. CORRESPONDENCE

### 4.1. Inwards

- 4.1.1. WDC – Grant Invoice
- 4.1.2. Shire of Bruce Rock – Financial Contribution 17/18
- 4.1.3. CWVC – Walk Through WA Exhibit (Perth Royal Show)
- 4.1.4. NewTravel – Walk Through WA Exhibit (Perth Royal Show)
- 4.1.5. CWVC – Wildflower Update
- 4.1.6. Hello Perth – WA Map Update
- 4.1.7. CWVC – Brochure Request
- 4.1.8. Cooks Tours – Advertising Beautiful South
- 4.1.9. WDC – Grant Quarterly Update
- 4.1.10. WEROC & NewTravel – WDC Grant Quarterly Update
- 4.1.11. Toodyay Chamber of Commerce & Industry Inc – Avon/Chittering Vally Regional Forum
- 4.1.12. Geoparks WA – Process for Incorporation
- 4.1.13. CIAWA – 17/18 Membership
- 4.1.14. CWVC – AGO Cooperative Marketing new advert
- 4.1.15. Tammy Scott – Have a Go News - Ads
- 4.1.16. Bendigo Bank (Jocelyn) – Auditor
- 4.1.17. Bendigo Bank (Andrena) - Auditor

### 4.2. Outwards

- 4.2.1. WDC – Grant Invoice
- 4.2.2. Shire CEO's – Tourism Council Update (Industry Downturn)
- 4.2.3. Cooks Tours – Advertising Beautiful South
- 4.2.4. WEROC & NewTravel – WDC Grant Quarterly Update
- 4.2.5. Toodyay Chamber of Commerce & Industry Inc - Avon/Chittering Vally Regional Forum
- 4.2.6. Geoparks WA – Process for Incorporation
- 4.2.7. CIAWA – 17/18 Membership
- 4.2.8. Tammy Scott – Have a Go News - Ads
- 4.2.9. Bendigo Bank (Jocelyn) – Auditor
- 4.2.10. Bendigo Bank (Andrena) - Auditor

#### RESOLUTION

**Moved:** Cr Robbie Bowey

**Seconded:** Tory Young

That the Roe Tourism Association inward correspondence and outward correspondence be endorsed.

<b>CARRIED 6/0</b>
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#### 4.3. Business Arising from Correspondence

### 5. FINANCIAL REPORT

#### 5.1. Financial Report June 2017 – July 2017

(As Attached)

<p><b>RESOLUTION</b></p> <p><b>Moved:</b> Cr Robbie Bowey</p> <p><b>Seconded:</b> Tory Young</p> <p>That the Roe Tourism Association financial report for June 2017 to July 2017 be accepted as a true and accurate report.</p> <p style="text-align: right;"><b>CARRIED 6/0</b></p>
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### 6. Presentations

Fraser Job gave a presentation on the Eastern Districts display at the Perth Royal Show and sought assistance from Roe Tourism Association to provide regional tourist information.

Marcus Falconer gave an update on tourism from an Australia's Golden Outback perspective.

### 7. REPORTS

#### 7.1. Presidents Report

President Garry Gregan gave a verbal report on the following matters:

- His recent trip to the Pilbara, Murchison and Gascoyne
- Regional Tourism Conference in Albany 11-13 September
- He attended the Toodyay Chamber of Commerce and Industry Tourism and economic Forum
- Shire budget support. At the time of meeting, only NB, BK, KN and KU Shires had budgeted to contribute to Roe Tourism.
- Wheatbelt Development Commission Tourism Strategy presentation on 12 September. Clashes with regional tourism conference
- Ben Robins left WDC on 14 August to take up a new position with the Shire of Northam.
- Great Southern Caravan and Camping Show will be held in Albany on 14-15 October 2017
- Latest research from Caravan Industry Association of WA
- 2016 Census results and the outcomes for Roe Tourism region
- 2017 Perth Royal Show – RASWA would like to see more destination displays in future years.

#### 7.2. Website Sub Committee

Branding ideas and logo presented to the committee. Discussion had and feedback provided to discuss with Daniela;

- 'Pathways to Wave Rock' – this to be the dominant text, rather than Roe Tourism
- Consideration of Wave Rock to be included in the graphics of the logo
- Greater emphasis on 'outback'
- Greater emphasis on Hyden
- Darker bolder colours, i.e. red dirt colour, stronger green colour that picks up on eucalyptus leaves.

### 8. GENERAL BUSINESS

#### 8.1. WDC GRANT

**Comment:** The first milestone report for the amended WDC grant has been submitted. A copy of the report will be available at the meeting.

<b>RESOLUTION</b>
-------------------

**Moved:** Cr Allan Marshall  
**Seconded:** Kate Bishop  
 That the Roe Tourism Association receive the milestone report.

**CARRIED 6/0**

President's note: At the request of the Wheatbelt Development Commission, an amended milestone report was submitted on 29 August 2017 showing financial details.

**8.2. EXECUTIVE OFFICER POSITION DESCRIPTION**

**Comment:** Executive Officer Position Description has been reviewed and updated. Committee to approve the PD and appoint subcommittee of the President and two other members to present recommended applicant to October Meeting.

**Attachment:** Executive Officer Position Description

**RESOLUTION**  
**Moved:** Cr Robbie Bowey  
**Seconded:** Tory Young

1. RTA Committee approve the Executive Officer position description as presented.
2. Appoint Garry Gregan (President), Kate Bishop (proxy Tory Young) and Cr Deb Clarke (proxy Cr Allan Marshall) to present a recommended applicant for the position at the October meeting.
3. Seek expressions of interest for the role from Roe CRC's and Visitor Centres;
4. Advertise the position in each Shire's community paper and set a closing date of 15 September 2017 for applications.

**CARRIED 6/0**

**8.3. GEOPARKS WA – PROCESS FOR INCORPORATION**

**Comment:** Contacted by Alan Briggs from GeoParks . regarding Geoparks WA membership – aim to establish an incorporated body that will address Geotrails, Geotourism, and Geoparks (3Gs) in WA. Want to work with groups to further the causes associated with the 3Gs. To become incorporated they need 6 'financial' members. Membership fee has not been established for 17/18. RTA to discuss the possibility of becoming a member.

*Note: Item withdrawn by President due to advice received that Geoparks has the 6 members to satisfy incorporation requirements. RTA to reconsider in 2018.*

**8.4. CIAWA 17/18 Membership**

**Comment:** Membership Renewal is due for Caravan Industry Association WA. Last year we became Associate Members and worked closely with CIAWA in promoting the Roe Region. Associate Membership is \$550.

**RESOLUTION**  
**Moved:** Cr Allan Marshall  
**Seconded:** Cr Robbie Bowey  
 Roe Tourism Association to continue our membership with Caravan Industry Association WA as Associate Member at all the cost of \$550.00

**CARRIED 6/0**

**8.5. RADIO ADVERTISING – COOLGARDIE DAY**

**Comment:** As discussed at our last meeting. Application to hold a stall has been submitted if we would like to attend. Radio Advertising was also discussed and proposal for this prepared by Triple M. Further information to be provided at meeting.

*Note: Item withdrawn by President due to short timeframe until Coolgardie Day. RTA to reconsider in 2018.*

**8.6. PUBLIC LIABILITY INSURANCE**

**Comment:** Stated in the grant agreement it is a requirement that Roe Tourism Association have the appropriate insurance for the project we are undertaking. Also for RTA to attend events, to have a stall (eg. Coolgardie Day), Public Liability Insurance is required.

**Quotes:**

1. Local Community Insurance Services (LCIS) - \$790.47
2. Bendigo Bank (ansvar insurance) - \$600.00

**Attachment:** ansvar Quote

**RESOLUTION**

**Moved:** Kate Bishop

**Seconded:** Cr Allan Marshall

Roe Tourism to purchase Public Liability Insurance through Bendigo Bank (ansvar insurance) at the cost of \$600.00.

**CARRIED 6/0**

**8.7. ORGANISATIONAL DEVELOPMENT GRANT**

**Comment:** In planning to develop an RTA Strategic Plan, Executive Officer Mikaela Knill investigated the available grants to assist in this process. Lotterywest has available an Organisational Development grant to assist organisations in moving forward and being more effective. Caroline Robinson (WBN) was approached to provide a proposal to assist RTA in the development of a strategic plan.

**Attachment:** Proposal – Caroline Robinson WBN

**RESOLUTION**

**Moved:** Cr Allan Marshall

**Seconded:** Tory Young

That the RTA Committee authorise the Executive Officer to make application to LotteryWest for an Organisational Development grant that includes a commitment from Roe Tourism Association to contribute 50% towards the cost of the development based on the quote received from Wheatbelt Business Network.

**CARRIED 6/0**

**9. MEMBER SHIRE REPORTS**

- 9.1. Bruce Rock: Nil
- 9.2. Corrigin: Letterbox dog sculptures competition; Corrigin Show 9 September
- 9.3. Kondinin: Repair work commenced at the Breakaways; Pioneer wall; Arts show 6-8 October
- 9.4. Kulin: Kulin Bush Races 6-8 October with Eskimo Joe
- 9.5. Lake Grace: New LG Visitor Centre manager appointment underway; noted there was increased exposure of Tin Horse Highway
- 9.6. Narembeen: Nil
- 9.7. Quairading: Nil

- 10. NEXT MEETINGS: Annual General Meeting: Monday 16 October 2017 – Kondinin commencing at 9.30am  
Ordinary Meeting: Monday 16 October 2017 – Kondinin commencing after AGM

- 11. CLOSE OF MEETING Meeting closed at 1.05pm

## Kulin Bush Races General Meeting

14<sup>th</sup> September 2017

### KULIN HOTEL MINUTES

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**Present:** Sharyn McAdam, Tom Murphy, Tracey Noble, Jack Wilson, Michael Wilson, Graeme Robertson (chair), Rynelle Smoker, Nick Grant, Robbie Bowey, Kate Bishop, Luke Tyson, Rob Doust, John Munro

**Apologies:** Janna Lockyer, Fiona Jasper, Simone Lockyer, Laney Duckworth, Brendan Sloggett, Annette Lewis, Matt Syred, Brendan Savage, Jarron Noble,

**Meeting Opened:**

The Chairman declared the meeting open at 7.08pm

**Confirmation of Previous Minutes dated 5/9/2017 (circulated 9<sup>th</sup> Sept):-** Please note a correction to the Minutes in General Business point 2.

**ACTION:** Janna please amended to say that the "Narrogin Cleaners is a total of \$600 for two cleans (Friday and Sunday)" not "\$600 each clean":

**Moved** Rynelle Smoker

**Second** Robbie Bowey

That the minutes of the meeting held on Tuesday 5<sup>th</sup> September 2017 be confirmed as a true and correct record

**All in Favour**

**Carried**

**BUSINESS ARISING from previous Minutes:**

- 2. Mary Lucchesi may have spoken to Dynamic Cleaning from Kondinin, information to be advised.

**ACTION:** Graeme will advise Noel that Sue Knapp is not required for cleanings services at Camp Kulin over KBR weekend and Mary will advise who has the contract for the cleaning ASAP.

- EFTPOS has been sorted between the Bank and Shire of Kulin and a Waiver of Fees has been approved by the Bank
- Graeme confirmed the proposal that the Shire of Kulin being a significant in kind sponsor could be the sponsor for the additional race 7
- Early Bird Tickets sold to date is 619, hoping to double by the end of the month
- Robbie enquired "is there a limit to ticket sales" given the licensed area is for 2200 people.

**ACTION:** This will be monitored as time gets closer and ticket sales can be monitored and reported back to committee by Nick



- Tracey suggested that Radio Advertising and facebook to emphasise for attendees to get their tickets in advance.
- Nick suggested Sunday 1<sup>st</sup> Oct (Early Bird finishes Sat 30<sup>th</sup> Oct) until Tuesday 3<sup>rd</sup> Oct (Camping begins Wed 4<sup>th</sup> Oct) KBR considers a \$55 2<sup>nd</sup> wave Ticket Price. Up to 1000 people may still be buying tickets at the gate so overall we are hoping for 1500 online tickets to be sold - 1350 adults/150 kids plus volunteer and complimentary tickets.
- Kate advised that radio advertising will begin 18<sup>th</sup> Sept and it will be promoting people should go to the KBR website. The KBR poster will also be featuring in West Magazines on 18<sup>th</sup> September. A KBR interview with Kate will air on Triple M 15<sup>th</sup> September.
- Rynelle advised that all souvenirs and merchandise is here. It was all transported via volunteers to save freight costs.
- Graeme was pleased with the Horse Nominations and the trial of opening the Nominations for a limited period online has been very successful and has been oversubscribed by one full race.
- Laney is bringing the USB to Nick this week to do the mail out the Horse Race competitors. Kate suggested a 4 day window for payment plus the nominees will need to return all their paperwork (including statutory declaration)
- Graeme added that rider and horse checks plus payments of fees will qualify horse starters
- Robbie added an idea that when the new KBR Constitution so prepared it should allow for electronic payments

#### **FINANCE:**

Move accounts to be paid/Payment Schedule presented by Nick Grant at the meeting are approved for payment.

**Moved** Nick Grant

**Second** Robbie Bowey

**All in favour**

**CARRIED**

#### **AROUND THE TABLE:**

- Michael/Jack- Have some ideas and suggestions regarding content and look of the website that they will discuss directly with Nick.
- Rob- Has begun discussions and arrangements with Blazing Swan regarding the container/compound. Blazing Swan to fund the paint, shade cloth and fencing required to secure and camouflage their equipment. Kate suggested an arts grant may be attainable to cover the cost of a mural, and/or members of Kulin Arts may be keen to paint a mural.

ACTION: Rob will arrange to move the equipment/container as per the mutual arrangement. Graeme Robertson has paint that may be able to be used for this project.

- Kate- in 2016, 2000 Event Guides were printed. Kate has begun working of the production of the Event Guide which is the same size as last years and the printing is outsourced. CRC will be printing the Race Book. The Gate Prize entry will not be done like previous years as an entry form in the Event Guide, this year Tom will be doing the Gate Prize and attendees can enter at the Community Bank trade stall. Kate is getting a quote for 1500, 2000 and 2500 Event Guides. The PA announcements are going well. Kate has spoken to Renae Eva the Sponsors Coordinator and had some preliminary discussions about Sponsors. Tom/Community Bank has 20 tickets/capacity in the Sponsors Area. Tracey added that if the Sponsors area needed to be enlarged that maybe it could be extended out of the marquee and a few umbrellas plus shade from the marquee may be satisfactory in improving both the size and profile of the sponsors area, rather than taking another bay under the inside of the marquee, Nick added that reasonable prices for hire equipment, furniture, arches, fences are another option to consider to enhance and mark off the areas such as the sponsors area. Nick can share with Equipment Hire Director if this is required. Kate advised that Brookfield Rail is a Kids Area sponsor for 2017. Kate enquired as to the development for the THH Competition judging. Confirmation is that there will be a judge/s who will judge the THH. There will also be a secondary, smaller money prize given for the THH people's choice and attendees can vote for their choice by putting gold coins into adjoining tins which can be situated and attached to each Tin Horse. The most votes (i.e. coins) wins and the gold coin money raised goes to RFDS. Kate and Robbie both had suggestions for back up judges should a judge not be able to be confirmed from Wendy who has begun enquires with Erin Bailey as per last minutes

TIN HORSE COMPETITION is not suitable to be under the Merchandise Directorship of Rynelle Smoker, all those in attendance agreed that it is better suited under Kate in the Promotions banner.

ACTION: Janna please amend this in the Directorship chart as per above.

ACTION: Kate requires the in kind sponsor information from Graeme & Kate will decide on how Event Guides to print.

- Robbie- Suggested that Bernie Havenstein may have been willing and able to run the Gymkhana. Enquired about the invoice for the wedding for Wez. It is \$1800. Robbie said that the main bar padlock had no key or was broken so some new padlocks need to be purchased, which is OK.

ACTION: Robbie to buy the padlocks required

- Nick advised the most viewed website pages were Accommodation, Event Plan and Checkout (Tickets). The website needs some improvement with the accuracy of content for example the THH comp poster says the entries closed 31/8/2017, Barrel Racing closes this Friday 15/9/2017 (but so far there has only been 7 entries, Camp Hart information has been in the process of being collected and checked and that info will go up soon, The Weekend Events (Event Plan) needs to be reviewed and

updated again (Saturday bar opens at 11am, more details about camping rules/regulations). Food information from Tracey needs to be put on the website

ACTION: Tracey to get the information to Nick ASAP

ACTION: Janna can you please email all Directors/Coordinators and ask if there are any problems, resources, support that they need then please report it asap so the Committee is made aware and actions can be put in place to resolve it asap.

ACTION: Janna can you please email to Complimentary Ticket spreadsheet to Nick ASAP so electronic tickets can be issued ASAP

- Michael added that the parking and camping spaces will be marked out and signage at the gate needs to be changed to reflect pricing etc, Kathy is doing this.
- Rynelle showed the group some of the kids merchandise and Rynelle will need to do an order 2 weeks before the KBR to ensure replacement stock arrives for the event

ACTION: Rynelle will post again on the KBR Committee page to encourage locals to get into the CRC and buy their merchandise now to guarantee you will get what you want

- Tracey suggested that Zina collecting information as to where a volunteer works should not be mandatory when buying the tickets at the Post Office. Many different ideas floated and discussed as alternatives or solutions, although this was discussed at length at a previous meeting where it was decided it was reasonable to request some information including an email address
- Tracey gave an update about the Food. Tracey needs to speak to Simone to confirm if there are 2 or 3 Food Vans. This will assist her to work out the overall catering requirements. Kalexpress/Quality Transport will transport in kind and cart whatever is required for KBR. WAMMCO is also an in kind sponsor again for 2017 (as they offer a discounted price for lamb shanks). Nick added that expenses and income for in kind should be reflected in the Financials as then the actual cost can be accounted. Rob Doust required some goods from McIntosh & Sons, Tracey has put on her account/paid for these items so this will be reimbursed from KBR. Nick suggested an expenditure approved post purchase which is subsequently presented at the following General Meeting is not preferred so noted that the impending KBR Constitution could give Directors a limit of spending and Directors can send in quotes to him also and that can be documented for projected expenditure records/financials too. Tracey asked if there is a Disabled Toilet/Shower at the KBR.

ACTION: Locate (Main bar, Popo?) and publicise/advertise the Disabled Toilet/Shower on the website/facebook & Event Guide/Event Map. Not allocated to a person at the meeting. This must be followed up

- Tom advised that the Transportable building will be approved today and in the future if there were a studded dividing wall installed eventually it could be a multipurpose venue for Ambulance and Merchandise. The Risk Management Plan has been approved. Fireworks to be approved, Licensing to be finalised. Site/Track inspection with Noel and Health Inspector scheduled for 27<sup>th</sup> September. Noel will be checking the Electrical sign off. Hire items/Equipment is tagged, tested and certified before it arrives on site. Michael Robbins has tagged and tested items at the site. Frank

Mitchell or local Brenton Mullan may be able to sign off. TBA. For KBR Volunteers to be covered by insurance then the volunteers name and some details need to be collected. After a round table discussion we concluded that Directors/Coordinators will each have a Register to capture this data. Directors/Coordinators will have a Volunteer/Emergency/Security Contact Information lists (small version for Lanyard) and the lists will be placed around the site near all fire extinguishers. Tom progressing with the 5 Pallet Bars and 10 kegs with tops as coffee tables for Family Area/Chill out Zone

ACTION: Tom please send Final Risk Mge document (including Incident Report documentation) to Robbie

ACTION: Janna please email out to Directors/Coordinators and request they reply if a new Lanyard is required ASAP

ACTION: Kate/Sharyn to prepare a Volunteer Info/Welcome Pack ASAP

ACTION: Janna please email the contact phone numbers on the excel sheet to Gemma and Nick

ACTION: Graeme to work on the Event Plan/Weekend Events (presently on the website, but required also for the Event Guide) as it is subject to some changes and re-scheduling. Fiona, Janna, Simone (what are the names of the other two Saturday entertainment/bands), Laney/Graeme have the information so it needs to be collated and the document needs to be updated ASAP and given to Nick & Kate

ACTION: Graeme to get your Chairman's report to Kate

ACTION: Nick & Michael to sort out the process/arrangement (electronic or not) for the Volunteer Tickets

ACTION: Juvenile area may require some seating (a suggestion that the FRC silver tier/grandstand seating may be suitable, pending approval etc)

ACTION: Moon rising Thurs 5.52pm, Fri (full) 6.55pm & Sat 8pm. Sharyn to work on the plan for Marquee "Happy/Sausage Sizzle Hour" on Thurs 5<sup>th</sup>

### **Next Meeting 21<sup>st</sup> Sept 7pm**

Meeting Closed 10.13pm

# Kulin Bush Races General Meeting

21<sup>st</sup> September 2017

7.00PM

## KULIN HOTEL MINUTES

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**Present:** Graeme Robertson, Rob Doust, Mike Wilson, Jack Wilson, Rynelle Smoker, Sarah Gangell, John Munroe, Fiona Jasper, Nick Grant, Jarron Noble, Tracey Noble, Sharyn McAdam, Brendan Sloggett, Anne-Marie Sloggett, Annette Lewis, Laney Duckworth, Kate Bishop

**Apologies:** Robbie Bowey, Tom Murphy, Mary Luchessi, Simone Locker, Brendon Savage, Matt Syred

**Meeting Opened:**

The Chairman declared the meeting open at 7.09pm

**Confirmation of Previous Minutes:**

The requirement for fireworks application needs to be adjusted as this has been completed some months ago. The race name for race seven needs to be changed to Tin Horse Hustle/

Moved: Tracey Noble, Seconded: Sharyn McAdam

That the minutes of the meeting held on Wednesday, 14<sup>th</sup> September 2017 be confirmed as a true and correct record.

**Carried**

**BUSINESS ARISING from previous Minutes:**

No business from previous minutes were presented.

**FINANCE:**

No outgoing finances have occurred since 14<sup>th</sup> September meeting. Nick has moved money from Paypal account for the amount of \$30,000. There are some payments to be made in the coming week.

Moved: Jarron Noble, Seconded: Brendan Sloggett

That the financials be accepted as a true and correct record as at 21<sup>st</sup> September 2017.

**Carried**

**CORRESPONDENCE:** No correspondence was received or sent.

**Inwards:**

**Outwards:**

## **GENERAL BUSINESS**

1. Souvenirs: Sales are going well and looking at past performance of sales, Sarah and Rynelle are planning on doing a follow up order. Going on past orders there is a requirement for seven of each size and style. Looking at the more popular items, there is an order which would require a further \$12,000 to be spent.

Moved: Rynelle Smoker, Seconded: Nick Grant  
That a further \$12,000 be allocated to the Souvenir budget.

**Carried**

2. Gary McIntosh from the pipeband has requested that committee consider complimentary meals. There are many young guys and they are trying to reduce the cost on them. Committee were in agreeance that we do not want to start a precedence and were not willing to give meal vouchers.

### **Around the Table:**

#### **Nick**

- Ticket sales are going well with a current total of 831 tickets sold online. This does not include volunteer tickets.
- Coloured bags for banking – we have new bags, each area has been marked and can be easily seen.
- Tracey mentioned a numbering system so you know when each bag was collected. Different bags for different areas and times.
- TAB 45min between races but 1hour for cup race, communication will be better
- Need to put Disable access onto the website, drop off points will be mentioned to each enquiry about it.
- Jack has been helping with Volunteer tickets.

#### **Brendan**

- New building has been signed off and to be used for the Ambos. We only require half the space. The other half will need some consideration on its use in to the future.
- Electrical for food van requirements are all sorted and Brendan will be onsite with help. There is also 3 phase available for the ice truck.

#### **Annette**

- RFD fund raising application has been approved.
- Liquor license has been approved with a few small changes. There is a four drink per person maximum. Souvenir wine approved.
- Picnic race application has been approved.
- Prize money and float completed.
- Requesting that looking to the future, could we trial of ticket sales at bank and whole event being ticketed. This would reduce float amount required and would remove special clearance requirement for the bank. This idea was briefly discussed looking at other options. This included the possibility for EFTPOS facilities for all areas or cashless system (similar to Adventure World) where money goes onto your wrist band and this can be scanned at each outlet.
- Weather Insurance: Looking at the 28 day forecast there is a High risk of rain Friday, medium chance on Saturday and Sunday. Do we take out insurance? Committee requested that Annette get a quote and flick out in an email for a vote.

- Camp Kulin: We are looking at spending \$4,000 plus on bedding and cleaning. Cleaning is also an ongoing issue as more cleaners are required in the time frame available to clean between bookings. Janna to follow up with Mary, Noel and Tanya. To bring to the next meeting.

### **Sharyn**

- Wanting to host a Happy hour Sausage sizzle for Thursday night. People in attendance to pay \$2 for each sausage. This will be advertised. Many of the people with horses are expected to come that day so may pay to follow up with them. Sharyn to get previous year numbers off Mike.
- Volunteer Welcome Pack – Sharyn has been working on a pack to be given to each Volunteer containing important information. This information will help for insurance compliance, and great information for people already volunteering and those new to the bush races.
- Rosters: compiling for outside info, sharing
- Pegasus is not working out. Give it a miss this year.

### **Tracey**

- Donuts to be available on the Friday from 4.00pm. The AOOBS will be in the Sugar Shack.
- Busy Bee food, are we doing lunches? Committee were in agreeance that some evening meals will be provided, however volunteers are to bring their own lunch.
- Volunteer ticket: there seemed to be some confusion on who could purchase these. Past volunteers and local seniors are able to purchase Volunteer tickets. Janna to inform Zina at the Post Office.
- Food Vans: Two vans this year are Indian and Mexican. The pizza van is a no this year. Contracts are still required. They do sell some things that KBR also sell, like cool drink and water. We have not restricted this and it is too late to do so. We will have to see ow this plays it out this year.

### **Jarron**

- Currently we have 20 security coming. Our license requires us to have 23 for 2200 patrons in bar area. This will be increased dependent on ticket sales.
- We require persons with RSA in a Fluro shirt to walk through the crowd again this year.
- We hope that most people are going to be in the Main Bar area for Eskimo Joe and depending on the crowd, the Wine bar may close at 9pm.

### **Fiona**

- To date we have only received eight nominations for Barrel Racing, one junior and seven open. This is not enough to run the event. We require a minimum of 20.
- Will follow up for referrals from the applications received and from the racing nominations.
- In its current state, we would run them all in one event but they would still have their category winners.
- Graeme suggested to ring the ABC early morning radio to do a spiel on the Barrel Racing.

**Kate**

- Eskimo Joe were to do an interview on Triple M. This was done this morning and they mentioned the races. According to those that heard it, it went well.
- Sponsors will be announced on Facebook in the coming weeks.
- We have received a quote for race book for \$1,500. We will go with this and final document will be sent next Tuesday.
- Shire of Kulin have officially come on board as an in-kind sponsor.

**Rynelle**

- Planning on a follow up order, going on past orders we require seven of each size and style.

**Rob**

- Busy bee went well
- Barrel Racing area – need size and shape area marked so ground can be prepared. Fiona to follow up with this.

**Jack**

- There are large amounts of Double G throughout the course and camp grounds.

**Mike**

- With the recent weather the Marquee is currently intact.
- The running rail needs repair as the winds have blown sections over.

**Laney**

- Heather is doing colours again this year for the racing.
- How are the winnings given? These are given in a sealed envelope with race and place written on them.

**Graeme**

- Fire pits not being used for wedding as they thought they could use under the marquee. Instead they will be able to use the chuffers.
- We need to decide whether we scale back the big fire or fire pits along the side, so wood can be added more easily. Need to ensure the fires are not too close to band.
- Verandah needs to be added to the stage for misty rain. This will need some thought.
- Saturday and Sunday busy bee. 9.00am start Sat 10am Sun
- Would it be possible to have Gangell's trailer and film races live and play in marquee, Troy to work it out but will need someone on the day, maybe Ian Bailey, Paul Jorgeson,

**Meeting Closed:**

There being no further business the Chairman declared the meeting closed at 9.04pm.

***Next Meeting to be held:***

*To be held Thursday 28<sup>th</sup> September 2017, 7.00pm at the Kulin Hotel.*



# **Kulin Bush Races General Meeting**

28<sup>th</sup> September 2017

7.00PM

Kulin Hotel  
MINUTES

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**Present:** Graeme Robertson, Tracey Noble, Annette Lewis, Brendan Sloggett, Tom Murphy, Nick Grant, Robbie Bowey, Rynelle Smoker, Sharyn McAdam, John Munroe, Kate Bishop, Luke Tyson, Mike Wilson, Jack Wilson, Brendon Savage, Kath Wilson

**Apologies:** Simone Lockyer, Laney Duckworth, Fiona Jasper, Matt Syred, John Bowey, Jarron Noble.

## **Meeting Opened:**

The Chairman declared the meeting open at 7.10pm

## **Confirmation of Previous Minutes:**

Moved: Janna Lockyer, Seconded: Sharyn McAdam

That the minutes of the meeting held on Wednesday, 21<sup>st</sup> September 2017 be confirmed as a true and correct record.

**Carried**

## **BUSINESS ARISING:**

- Weather Insurance – following up from the last meeting, the weather has changed somewhat and the outlook is favourable and we no longer need to look at taking out insurance
- Busy Bee Catering – Clarification on lunches for the upcoming busy bees, volunteers will need to supply their own lunches for the weekend and lunch will be provided on Wednesday, Thursday and Friday.

## **CORRESPONDENCE:**

No correspondence was received or sent.

**Inwards:** N/A

**Outwards:** N/A

## **FINANCE:**

Note: Another \$20,000 has been moved from the Paypal account from ticket sales. To date we have received \$32,500 in sponsorship and sold approximately \$6,000 in souvenirs.

Nick Grant tabled financials as at 28 September 2017 presenting cheque numbers 2019 – 2025 and a Direct Deposit.

As at the 28 September 2017 Kulin Bush Races Cheque account balance is:  
\$152,957.57

As at the 28 September 2017 Kulin Bush Races Term Deposit balance is:  
\$100,297.09

Moved: Nick Grant, Seconded: Brendon Savage

That the financial statements for the period ending 28 September 2017 be accepted.

**Carried**

## **GENERAL BUSINESS**

1. Volunteer Welcome Pack – this document has been created to give more information for all volunteers. The document will be sent out through the CRC email contacts once completed. Sharyn to follow up with Noel on the language required for insurance purposes.  
Committee to read and send through feedback for the Volunteer Welcome Pack for consideration at the next meeting.
2. Merchandise Location – It would be ideal to know the best place to have the merchandise set up to help with planning for the space. Will look at this with Graeme in the days leading up to the event. The Friday night entertainment are going to be outside weather permitting. Merchandise is going into demountable for storage overnight.
3. Gate List – Mike, Laney is wondering if it would be easier for Gate to have a list. We have already had some horse people try to get more than one ticket per horse. – Tickets have names on but those with multiple horses have complimentary tickets. A list of all tickets sold or complimentary are on a database located at the gate, allowing any checks.

4. Camp Kulin Linen – We didn't resolve as to how much we were willing to get and therefore spend on getting Doona covers and mattress protectors. For your consideration.

Quote from Kulin Hardware:

Commercial Grade 50/50 Poly Cotton Single Quilt Cover set (includes pillowcase) with press studs. \$29.95 RRP \$39.95

Mattress Protector Options:

Commercial Grade strapped \$19.70 RRP \$25.95

Commercial Grade fitted \$26.30 RRP \$34.95

Commercial Grade ecoguard waterproof \$39.95 RRP \$52.95

Moved: Janna Lockyer, Seconded: Brendon Savage

That we purchase the Doona Covers and the Commercial Grade fitted mattress protectors.

**Carried**

5. Fires in Camping Area – We have received a number of requests to have fires in the camping area. Yes we are allowing fires at this years event. Rules are outlined in the Event book, they are to be small attended campfires and must bring your own wood.
6. Cleaning Wednesday, Thursday and Friday morning – Mary requires some helpers to clean the toilet/shower blocks. Information will be put up on Volunteers page requesting more help.
7. KBR shirt – Gemma has her last day at the CRC on Friday 6<sup>th</sup> October and has stayed on till Bush Races. Her help and hard work is greatly appreciated. Committee resolved to gift Gemma a KBR shirt.

## **AROUND THE TABLE**

### **Nick**

- 1151 tickets sold to date, there has been an increase in sales in the past couple of days.
- Feedback received on the Website has been positive.
- Thanks to Mike for all his help.
- Tickets available for purchase at the gate. It was suggested to create 1000 in advance and have ready to scan. This will help with final numbers for the event.
- We have had a small number of people that have found buying online a little difficult. We will have 10 tickets in shire for purchase but this will not be encouraged as an option.

## Kate

- Sponsors List
  - Kulin Community Bank – Naming Rights Sponsor and Race 4
  - Country Wide Insurance Brokers – Premier Sponsor Race 3
  - IRON JACK (Lion) – Premier Sponsor Race 1
  - McIntosh & Son – Premier Sponsor Race 2
  - Shire of Kulin – In-Kind Sponsor Race 7
  - Kulin CRC – In-Kind Sponsor Race 5
  - WAMMCO – In-Kind Sponsor Race 6
- Entertainment Sponsors
  - Consult Ag – Eskimo Joe
  - Aussie Stockyards – Tin Horse Races
  - Arc Infrastructure – Kids Tent
  - RSM – Fireworks
  - Balco – Barrel Racing
  - Kulin IGA – Big Breakfast
  - CBH – Tin Horse Competition and Shuttle Bus
  - Westcoast Group – Blue Gene
  - Dyson Jones – Matt Hough
  - Eastways – Pipe Band
  - Nationals – Kids Entertainment
  - Keystart – Open Air Concert with Tom and Russel
- The Event guide is online
- Discussion was held on the wording for the sponsor of Eskimo Joe to change to contribution rather than Sponsored
- Have been in contact with the Vet
- Social media – was trying to get a promo video from last year up onto Facebook but it hasn't worked out to date so will look at doing this after the event.
- In the past week the Facebook page has ad
  - 316 page visits
  - 20,000 people reached
  - 1,000 post engagements
  - 90% response rate
  - 36 minute response times
  - 3700 likes
- Mike's video is performing well, for another in the week
- Police will have 11 officers in attendance for Saturday night. Kate will continue to have regular meetings with the local Police.
- Liquor License will be present over the event.

### **Brendon**

- Avon waste will start on the Wednesday.
- Flowers are on board again this year and we will request some from Camp Hart to help out doing arrangements.
- Horse yards have been repaired.
- Small marquee is currently stored in the Sugar shack at the end of the event. As it is difficult to shift, could we have a trailer (approximately 6m long) to keep the marquee on? It would then require some shed space to be parked in. Will follow up on some trailer prices/
- Local security is sorted, any other new names would be great.
- Looking at our upcoming AGM, any thoughts on succession would be great.

### **Sharyn**

- Require more paint for POPO block
- Have ordered 200 sausages for the Thursday evening.
- Update this week looks awesome and am so grateful for all the help that the girls at the CRC have been able to give.
- I have secured a photographer – we require a lanyard for Sarah Kemp
- Videography – Ian and Red not available to do it. Will follow up with Paul Jorguson
- Hope to get large numbers for Busy Bees this weekend. It will be a 9am start on Saturday and finish up at 12. Sunday to start at 10am.
- Gangells screen used for sponsors and video clips

### **Rynelle**

- Stock is selling well
- Follow up order has been placed and should be here in plenty of time for the Event.
- EFTPOS facilities are available at the CRC for the merchandise purchases.
- Very grateful to have the girls at the CRC. Thank you

### **Robbie**

- Souvenir wine has arrived
- Alcohol has arrived and bar packing will be this week
- Carpet in wine bar is wet after the rain on the weekend. To ensure it dries out, it will be pulled up and placed out in the sun
- Rosters and registers almost done.
- Signage has been completed
- Would like to have a KBR newsletter sent out next week. This will be in email format only and will contain rosters and other relevant information.
- AFL holiday is scheduled for middle weekend of holidays in 2018. To date the last weekend seems to be working better.
- The full length mirror has been found and is being shifted with couches
- A new tin of chalk paint is in the cupboard
- Have purchased some new chalk pens and are now in the red bag

### **Tom**

- Have had meeting at the track with Julienne and Noel
- Main Roads block is on wheels and needs to have better chocks in place
- If we have a bigger crowd, the current sewage system will not cope – If this is the case we will increase the number of sewage dump truck pickups.
- We have renegotiated the Form 4 to allow up to 4,000 people for the event.
- Scheduled for another meeting with Noel on Monday
- We require an electrical signoff – Brendan Sloggett will get this from Andy as soon as he arrives.
- All Risk management will be finalised by Wednesday
- Mikey to test and tag
- Will present the Risk and Emergency Management Plans overview next week.
- Have completed five bars and have started on the keg covers

### **Tracey**

- Jarron has increased the Security to 23
- Security tickets will be left at the gate.
- Meal vouchers will be colour coded
- Food vans – sorted
- Food organised for busy bee
- Donuts will be available on Friday from 3pm
- Bar freezer is located at the FRAC, see Sim
- Gangells cool room, sorted
- Food prep certificate is required for all coordinators of the kitchen.

### **Annie**

- The Woolshed will be open for Bush Races weekend, Bryan has been unwell.
- Thank you Gab Savage's mum for the colour coded bags for banking.
- Floats have all been organised and most can be collected Thursday
- Bank will be open from 3pm on Friday, we will assess how this goes and if we continue this into the future.
- Security will be in place Friday for the bank.

## **Graeme**

- Sim has box of Fluro vests for the local security
- Wristbands are ready and one needs to be available at the gate for Barry Todd, Mike will arrange this.
- Fire in the Main Bar area
  - Smaller fire will have to do
  - Will organise this at the busy bee this weekend
  - Depending on the weather (wind) the location within the area may change
- Merchandise – on the Saturday will be located under Cooke's marquee. This will have to go up on the Wednesday.
- Portable Sheep Yards – we require some to go around the fire pits located in the family area. Jarron Noble may have some we can use.
- Curtin Volunteers painted the Blazing Swan containers, however they ran out of paint. Blazing Swan will purchase more so the remainder can be spray painted. It is hoped that a mural can be painted on this one day
- RAC has the opportunity to have a mural funded. Kate will put in for this funding and this may go on either the Blazing Swan container or the container we will use as a powder room.

## **Meeting Closed:**

There being no further business the Chairman declared the meeting closed at 9.08pm.

## ***Next Meeting to be held:***

*To be held Wednesday 4<sup>th</sup> October 2017, 7.00pm at the Kulin Hotel.*

## Shire of Kulin

EFT &amp; Chq Listing for period ended 30 September 2017

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
<b>TRIP</b>			
237	14/09/2017	SARAH READER	\$2,500.00
		Refund Request from Trip Fund	
<b>TRUST</b>			
369	11/09/2017	F FARRELL & C VAN BURGEL	\$1,356.48
		Refund Request from Trust Fund	
370	11/09/2017	JONATHON WILSON	\$514.09
		Refund Request from Trust Fund	
371	19/09/2017	SARAH READER	\$1,436.00
		Refund Request from Trust Fund	
372	28/09/2017	DARREN THOMAS	\$661.66
		Refund Request from Trust Fund - Balance Owing	
373	28/09/2017	SHIRE OF KULIN	\$12,818.40
		Rates Payments from Trust Fund	
<b>BUSH RACES</b>			
Direct Deposit	31/08/2017	G & K TRIMMERS	\$2,886.00
		Marquee Repairs	
Direct Deposit	7/09/2017	ESKIMO RECORDINGS PTY LTD	\$684.00
		Return Flight	
2012	14/09/2017	CATERALL EQUIPMENT HIRE	\$1,616.45
		Equipment for Food Preparation - 50% Deposit	
2013	14/09/2017	KULIN HARDWARE	\$129.75
		Rubbish Bins	
2014	14/09/2017	TLS PRODUCTIONS PTY LTD	\$275.00
		Hire of Lights	
2015	14/09/2017	TELSTRA	\$85.18
		Telephone Lines	
2016	14/09/2017	RISK ID	\$550.00
		Risk Management Plan	
2017	14/09/2017	JAMIE LEDWITH	\$565.92
		Online Nominations, Merchandise and Subscriptions	
2018	14/09/2017	MICHAEL ROBINS	\$190.50
		Printers	
2019	15/09/2017	SHIRE OF KULIN	\$159.35
		Building Licence - Classroom	
Direct Deposit	26/09/2017	MR SHOWBAGS	\$943.05
		Showbags	
2020	26/09/2017	WENDY GANGELL	\$51.95
		Reimbursement Trophy Engraving	
2021	26/09/2017	ASB MARKETING	\$18,254.01
		Souvenir Purchase	
2022	26/09/2017	CONNELLY IMAGES	\$198.00
		Signage - Dress Standards	
2023	26/09/2017	HORSELAND MIDLAND	\$116.39
		Horse Rug for Cup	
2024	26/09/2017	ROCKLIFFE WINES PTY LTD	\$7,536.00
		Wine Purchase	
2025	26/09/2017	REECE'S HIRE	\$4,702.50
		Table & Chair Hire	
<b>MUNICIPAL</b>			
EFT13201	06/09/2017	AIR LIQUIDE WA	\$20.68
		Oxygen Cylinder Rent	
EFT13202	06/09/2017	ALL-WAYS FOODS	\$507.15
		Cleaning Supplies	
EFT13203	06/09/2017	AUSTRAL WINDSCREENS AND TINTING	\$407.50
		Parts & Repairs	
EFT13204	06/09/2017	A J CLEVERLEY	\$392.60
		Camp Kulin, Fuel Reimbursement	



# Shire of Kulin

EFT & Chq Listing for period ended 30 September 2017

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT13205	06/09/2017	BOC GASES Various Cylinders Rent	\$78.47
EFT13206	06/09/2017	BEST OFFICE SYSTEMS Photocopying Fee	\$2,603.81
EFT13207	06/09/2017	AXIS HIRE 2015 Isuzu Giga & 2015 Cat 12M Lease	\$16,060.00
EFT13208	06/09/2017	COUNTRY WIDE FRIDGE LINES PTY TLD Alcohol Freight	\$244.18
EFT13209	06/09/2017	COURIER AUSTRALIA Freight	\$83.02
EFT13210	06/09/2017	CORRIGIN MEDICAL CENTRE Doctors Consultation, Simon Herwig	\$85.10
EFT13211	06/09/2017	LANDGATE Rural UV'S Chargeable	\$116.10
EFT13212	06/09/2017	JULIE DALL Embroidery, Shire Logo on Safety Clothing	\$456.00
EFT13213	06/09/2017	DAN TURNER Check Details and Certify Plan	\$110.00
EFT13214	06/09/2017	EDWARDS MOTORS PTY LTD New Holden Trailblazer Wagon, Camp Kulin	\$14,234.45
EFT13215	06/09/2017	DEPARTMENT OF FIRE AND EMERGENCY SERVICES ESLB 1st Qtr. Contribution	\$12,033.40
EFT13216	06/09/2017	FEGAN BUILDING SURVEYING Building Services	\$792.00
EFT13217	06/09/2017	G & M DETERGENTS Cleaning Supplies	\$25.00
EFT13218	06/09/2017	GARPEN PTY LTD Parts & Repairs	\$275.00
EFT13219	06/09/2017	JUDD RYAN HOBSON Reimbursement, Purchase BBQ for Holt Rock Depot. Fuel	\$332.56
EFT13220	06/09/2017	HARRIS ZUGLIAN ELECTRICS Electrical Work, 9 Rankin Street House	\$6,080.17
EFT13221	06/09/2017	JR & A HERSEY PTY LTD Depot & Road Maintenance Supplies	\$1,582.08
EFT13222	06/09/2017	KULIN HOTEL/MOTEL Catering, Roe Tourism Meeting	\$570.00
EFT13223	06/09/2017	KULIN IGA Camp Kulin Catering	\$3,771.54
EFT13224	06/09/2017	KULIN LIBRARY, POST OFFICE AND MAIL Library Service Fee	\$1,323.30
EFT13225	06/09/2017	STATE LIBRARY OF WESTERN AUSTRALIA Library Cost, Better Beginnings Program	\$55.00
EFT13226	06/09/2017	TRINITEQ INTERNATIONAL PTY LTD Quarterly IT Support, FRAC	\$247.50
EFT13227	06/09/2017	LINKWEST 2017 conference Registration for Linkwest, Kate Bishop	\$440.00
EFT13228	06/09/2017	MARKETFORCE Tender Advertising for Loader	\$416.50
EFT13229	06/09/2017	A. NOBLE & SON LTD Parts & Repairs	\$593.91
EFT13230	06/09/2017	RISKID LG PEOPLE HR Support Services	\$1,914.00
EFT13231	06/09/2017	REPLAS RECYCLED PLASTIC PRODUCTS Speed Hump Sections & Bitumen Spikes for FRAC	\$1,115.25
EFT13232	06/09/2017	SHIRE OF KONDININ Reimbursement, Works Supervisor's	\$391.82
EFT13233	06/09/2017	SPYKER BUSINESS SOLUTIONS APC Backup Tapes, FRAC	\$288.20
EFT13235	06/09/2017	TAMORA PLUMBING AND GAS Supply and Install Hot Water System, Neville Williams	\$1,934.91
EFT13236	06/09/2017	OFFICEWORKS BUSINESS DIRECT Various Stationery	\$262.28

# Shire of Kulin

EFT & Chq Listing for period ended 30 September 2017

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT13237	06/09/2017	WESTRAC PTY LTD Parts & Repairs	\$1,563.65
EFT13238	06/09/2017	WILSON MACHINERY Parts & Repairs	\$1,177.44
EFT13239	06/09/2017	WA CONTRACT RANGER SERVICES Ranger Services	\$595.00
EFT13240	19/09/2017	AVON WASTE Rubbish Service	\$11,241.54
EFT13241	19/09/2017	AUSTRALIA POST- MAILWEST Postage	\$1,210.33
EFT13242	19/09/2017	ALL-WAYS FOODS Cleaning Supplies	\$441.31
EFT13243	19/09/2017	AUSTRAL MERCANTILE COLLECTIONS PTY LTD Bad Debt Expenses	\$27.50
EFT13244	19/09/2017	ALLEASING PTY LTD IT Equipment Lease	\$6,706.19
EFT13245	19/09/2017	BLACKWOODS Depot Supplies & Parts & Repairs	\$120.68
EFT13246	19/09/2017	COURIER AUSTRALIA Freight	\$797.22
EFT13247	19/09/2017	CAMP KULIN CHARITIES INC Initial Camp Kulin Charities Inc. Set-Up Payment	\$550.00
EFT13248	19/09/2017	DIG IT PROPERTY MAINTENANCE Retic Controller, 3 Hodgson Street House	\$478.00
EFT13249	19/09/2017	ENGINE PROTECTION EQUIPMENT PTY LTD Parts & Repairs	\$548.19
EFT13250	19/09/2017	FAIRFAX MEDIA PUBLICATIONS PTY LIMITED Advertising, Cat Loader, Farm Weekly	\$40.48
EFT13251	19/09/2017	GANGELLS AGSOLUTIONS Various Building & Depot Supplies & Protective Clothing	\$8,382.33
EFT13252	19/09/2017	GREAT SOUTHERN FUEL SUPPLIES Distillate & Unleaded Fuel	\$1,214.76
EFT13253	19/09/2017	HARRIS ZUGLIAN ELECTRICS Electrical Work, FRAC	\$1,593.35
EFT13254	19/09/2017	JR & A HERSEY PTY LTD Parts & Repairs	\$119.90
EFT13255	19/09/2017	HOST CATERING SUPPLIES HEAD OFFICE Cleaning Supplies	\$61.60
EFT13256	19/09/2017	IT VISION Adjustment to Rate Notice Template	\$242.00
EFT13257	19/09/2017	JASON SIGNMAKERS Various Signage	\$646.80
EFT13258	19/09/2017	KULIN HARDWARE & RURAL Various Building & Depot Supplies	\$5,373.87
EFT13259	19/09/2017	KLEENHEAT GAS Gas Supplies & Yearly Facility Fees	\$1,960.06
EFT13260	19/09/2017	KULIN HOTEL/MOTEL FRAC Catering, WA Farmers Meeting	\$35.00
EFT13261	19/09/2017	KULIN IGA Office Statement	\$555.76
EFT13262	19/09/2017	MCINTOSH & SON Parts & Repairs	\$363.62
EFT13263	19/09/2017	NOORDEMAN DIESEL PTY LTD Parts & Repairs	\$222.01
EFT13264	19/09/2017	EXURBAN RURAL & REGIONAL PLANNING Town Planning Consulting Services	\$913.58
EFT13265	19/09/2017	PRACSYS - SYSTEM EDGE MANAGEMENT SERVICES PTY LTD Services to Assist Preparation of BBRF	\$8,120.75
EFT13266	19/09/2017	RAW CREATIVE Business Cards, Taryn Scadding	\$310.00
EFT13267	19/09/2017	SWAN BREWERY COMPANY PTY LTD Alcohol Purchase	\$1,494.41

# Shire of Kulin

EFT & Chq Listing for period ended 30 September 2017

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
EFT13268	19/09/2017	SYRED MECHANICAL SERVICES Oils & Grease	\$1,538.68
EFT13269	19/09/2017	SPYKER BUSINESS SOLUTIONS IT Support Services	\$1,593.08
EFT13270	19/09/2017	SNAP BURSWOOD Tin Horse Highway Brochures	\$779.90
EFT13271	19/09/2017	TONI CREATIVE Logo and Poster for Camp Kulin Run	\$300.00
EFT13272	19/09/2017	WESTRAC PTY LTD Parts & Repairs	\$4,997.22
EFT13273	19/09/2017	WA CONTRACT RANGER SERVICES Ranger Services	\$550.37
EFT13274	20/09/2017	CHILD SUPPORT AGENCY Payroll Deduction	\$223.39
EFT13275	20/09/2017	KULIN SOCIAL CLUB Payroll Deduction	\$190.00
EFT13276	20/09/2017	KULIN SHIRE TRIP FUND Payroll Deduction	\$850.00
EFT13277	20/09/2017	KULIN SHIRE TRUST FUND Payroll Deduction	\$965.00
EFT13278	28/09/2017	CHILD SUPPORT AGENCY Payroll Deduction	\$221.93
EFT13279	28/09/2017	KULIN SOCIAL CLUB Payroll Deduction	\$200.00
EFT13280	28/09/2017	KULIN SHIRE TRIP FUND Payroll Deduction	\$870.00
EFT13281	28/09/2017	KULIN SHIRE TRUST FUND Payroll Deduction	\$905.00
EFT13282	29/09/2017	A.R.M SECURITY FRAC Alarm Monitoring Charges	\$100.10
EFT13283	29/09/2017	AUSTRALIAN TAXATION OFFICE BAS Statement August 2017	\$32,291.00
EFT13284	29/09/2017	AUSTRALIA PACIFIC VALUERS PTY LTD Valuation of Land & Building Assets - Final Payment	\$658.90
EFT13285	29/09/2017	BEST OFFICE SYSTEMS Photocopying Fee	\$1,555.19
EFT13286	29/09/2017	COUNTRY WIDE FRIDGE LINES PTY TLD Freight on Bar Purchase	\$223.98
EFT13287	29/09/2017	COCA-COLA AMATIL (AUST) PTY LTD Bar Purchase	\$504.45
EFT13288	29/09/2017	COURIER AUSTRALIA Freight	\$272.17
EFT13289	29/09/2017	CORRIGIN MEDICAL CENTRE Doctors Consultation, Simon Herwig	\$143.10
EFT13290	29/09/2017	JULIE DALL Embroidery, Shire Logo on Safety Clothing	\$12.00
EFT13291	29/09/2017	EASTWAY FOOD SUPPLY Catering Supplies for October Camps, Camp Kulin	\$751.29
EFT13292	29/09/2017	EMBROIDEME Camp Kulin Camper T Shirts	\$635.25
EFT13293	29/09/2017	ENGINE PROTECTION EQUIPMENT PTY LTD Parts & Repairs	\$582.28
EFT13294	29/09/2017	FEGAN BUILDING SURVEYING Building Services	\$792.00
EFT13295	29/09/2017	KR GILES & CO Septic Tank Pumpout, Pingaring Amenities	\$682.27
EFT13296	29/09/2017	JR & A HERSEY PTY LTD Guide Post, Red & White Road Delineator	\$6,479.00
EFT13297	29/09/2017	JASON SIGNMAKERS Various Signage	\$863.95
EFT13298	29/09/2017	KULIN IGA Camp Kulin Catering Supplies	\$1,354.93

# Shire of Kulin

EFT & Chq Listing for period ended 30 September 2017

CHQ/ EFT No.	DATE	DESCRIPTION	AMOUNT
EFT13299	29/09/2017	KULIN TYRE SERVICE Various Tyres, Tubes & Batteries	\$2,222.00
EFT13300	29/09/2017	METROCOUNT Roadpod VT 5900	\$3,707.00
EFT13301	29/09/2017	MJB INDUSTRIES 375mm Class 2 Concrete Pipe & Dia Rubber Ring	\$3,729.00
EFT13302	29/09/2017	A. NOBLE & SON LTD Parts & Repairs	\$25.78
EFT13303	29/09/2017	NEWDEGATE STOCK & TRADING CO Distillate & Unleaded Fuel	\$44,462.11
EFT13304	29/09/2017	IXOM OPERATIONS PTY LTD Chlorine Gas Cylinders	\$888.80
EFT13305	29/09/2017	POLY PIPE TRADERS Corrugated Pipe 375mm	\$7,128.00
EFT13306	29/09/2017	REDBOURNE GROUP Kindcare Software Annual License - Child Care Centre	\$935.00
EFT13307	29/09/2017	REPLAS RECYCLED PLASTIC PRODUCTS Outdoor Settings - Tourism Project	\$2,076.14
EFT13308	29/09/2017	SHIRE OF KONDININ Reimbursement, Electricity Allen Rock Bore	\$346.03
EFT13309	29/09/2017	SOUTHERN'S WATER TECHNOLOGY Sprinklers for Oval	\$1,423.75
EFT13310	29/09/2017	SPORTS TURF ASSOCIATION (WA) INC Annual Membership	\$275.00
EFT13311	29/09/2017	SARAH WALKER Camp Kulin Registration Refund	\$375.00
EFT13312	29/09/2017	TAMORA PLUMBING AND GAS Clear Blocked Sewer at 21 Bull Street	\$1,055.34
EFT13313	29/09/2017	ULTIMO PARTNERS PTY LTD Hire of Mulcher	\$2,262.69
EFT13314	29/09/2017	OFFICEWORKS BUSINESS DIRECT Various Stationery	\$433.34
EFT13315	29/09/2017	WESTRAC PTY LTD Parts & Repairs	\$136.09
EFT13316	29/09/2017	WA CONTRACT RANGER SERVICES Ranger Services	\$607.75
36851	06/09/2017	BUNBURY MUFFLER TOWBAR & 4WD Parts & Repairs	\$1,200.00
36852	06/09/2017	DEPARTMENT OF TRANSPORT Registration Renewal Suzuki P/Van	\$368.10
36854	06/09/2017	EB & OM SLOGGETT Supply and Install Two Fujitsu Air Conditioners	\$7,878.66
36855	06/09/2017	WATER CORPORATION Standpipe Water Usage & Rates	\$172.71
36856	06/09/2017	SYNERGY Various Buildings Electricity Usage	\$13,006.70
36857	19/09/2017	LENNE WILSON Reimbursement, Solar Educational Kits for Camp Activities	\$190.25
36858	19/09/2017	MICHAEL ROBINS Reimbursement, Purchase of Morningstar	\$150.00
36859	19/09/2017	TELSTRA Various Phone Line Usage	\$2,080.00
36860	19/09/2017	WATER CORPORATION Water Usage & Rates	\$499.49
36861	19/09/2017	SYNERGY Street Light Electricity Usage	\$1,616.60
36862	29/09/2017	KATE BISHOP Reimbursement, Travel Expenses, Accommodation, Parking	\$1,879.98
36863	29/09/2017	TELSTRA Various Mobile Phone Usages	\$372.97
36864	29/09/2017	SYNERGY Various Building Electricity Usage	\$5,741.15

# Shire of Kulin

EFT & Chq Listing for period ended 30 September 2017

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
DD6269.1	12/09/2017	BENDIGO BANK	\$5,301.13
		Interest and Principal Payment	
DD6279.1	10/09/2017	WA LOCAL GOVT SUPERANNUATION PLAN	\$10,079.46
		Superannuation Contributions	
DD6279.2	10/09/2017	BT SUPER FOR LIFE	\$188.31
		Superannuation Contributions	
DD6279.3	10/09/2017	AMP	\$238.26
		Superannuation Contributions	
DD6279.4	10/09/2017	AUSTRALIAN SUPERANNUATION	\$315.42
		Superannuation Contributions	
DD6279.5	10/09/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	\$134.09
		Superannuation Contributions	
DD6279.6	10/09/2017	REST SUPERANNUATION	\$276.92
		Superannuation Contributions	
DD6279.7	10/09/2017	PRIME SUPERANNUATION	\$364.08
		Superannuation Contributions	
DD6279.8	10/09/2017	MLC MASTERKEY SUPERANNUATION	\$384.54
		Superannuation Contributions	
DD6279.9	10/09/2017	BENDIGO SUPERANNUATION PLAN	\$153.71
		Superannuation Contributions	
DD6289.1	24/09/2017	WA LOCAL GOVT SUPERANNUATION PLAN	\$10,488.97
		Superannuation Contributions	
DD6289.2	24/09/2017	BT SUPER FOR LIFE	\$175.96
		Superannuation Contributions	
DD6289.3	24/09/2017	AMP	\$238.26
		Superannuation Contributions	
DD6289.4	24/09/2017	AUSTRALIAN SUPERANNUATION	\$297.63
		Superannuation Contributions	
DD6289.5	24/09/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	\$134.09
		Superannuation Contributions	
DD6289.6	24/09/2017	REST SUPERANNUATION	\$276.92
		Superannuation Contributions	
DD6289.7	24/09/2017	PRIME SUPERANNUATION	\$364.08
		Superannuation Contributions	
DD6289.8	24/09/2017	MLC MASTERKEY SUPERANNUATION	\$379.89
		Superannuation Contributions	
DD6289.9	24/09/2017	BENDIGO SUPERANNUATION PLAN	\$158.02
		Superannuation Contributions	
<b>Sub-total: EFT &amp; Chq Payments</b>			<b>\$380,893.09</b>
Transfers to Investments (30 Day+ Deposits)			
Bank Fees & Charges			\$149.14
Fuel Facility			\$277.15
CHA Loan Repayment			\$5,301.13
Direct Debits - Freebairn Recreation Centre Beverage			\$5,967.25
Other Direct Debits - Westnet			\$489.63
Ricoh Photocopier Lease			\$401.50
<b>Sub-total: Other Payments Processed</b>			<b>\$12,585.80</b>
<b>TOTAL PAYMENTS FOR MONTH ENDING 30 September 2017</b>			<b>\$393,478.89</b>

**Bendigo Business Credit Card**




Date	Transaction	Withdrawals	Payments	Balance
<b>Opening balance</b>				<b>\$4,592.60</b>
7 Sep 17	DMIRS - GATEWAY, PER TH AUS RETAIL PURCHASE 05/09 CARD NUMBER 552638XXXXXXXX426 1	High Risk Work Licence Darren Thomas 48.00	E143150	4,640.60
8 Sep 17	DMIRS - GATEWAY, PER TH AUS RETAIL PURCHASE 06/09 CARD NUMBER 552638XXXXXXXX426 1	Frank Farrell 48.00	E143150	4,688.60
9 Sep 17	WILSON PARKING PER11 3, PERTH AUS RETAIL PURCHASE 08/09 CARD NUMBER 552638XXXXXXXX194 1	AS Man FRACSYS PARKING 31.24	E042042	4,719.84
9 Sep 17	AUSTRALIAN REFRIGERA, BOX HILL AUS RETAIL PURCHASE 08/09 CARD NUMBER 552638XXXXXXXX426 1	Licence Renewal Denis Brandis 461.00	E122121-31	5,180.84
14 Sep 17	PERIODIC TFR 00074214151201 00000000000	Refrigerant Trading Authorisation	4,592.60	588.24
14 Sep 17	CALTEX CANNINGTON, C-ANNINGTON AUS RETAIL PURCHASE 12/09 CARD NUMBER 552638XXXXXXXX194 1	CEO Fuel 69.87	MV27 0152 728	658.11
19 Sep 17	BETTER CHOICE ROLE3, ROLEYSTONE AUS RETAIL PURCHASE 17/09 CARD NUMBER 552638XXXXXXXX194 1	CEO Fuel 54.38	U	712.49
24 Sep 17	Shire Of Bruce Rock, Bruce Rock AUS RETAIL PURCHASE 22/09 CARD NUMBER 552638XXXXXXXX194 1	Licensing Crash Trailer 52.35	E123100-31	764.84
26 Sep 17	WW PETROL, Greenwood AUS RETAIL PURCHASE 23/09 CARD NUMBER 552638XXXXXXXX426 1	OCEO Fuel 72.46		837.30


...continued overleaf &gt;

[www.bendigobank.com.au](http://www.bendigobank.com.au)

Paid \_\_\_ / \_\_\_ / \_\_\_ Amount \$ \_\_\_\_\_

**Bendigo Business Credit Card - Payment options**

-  **Pay in person:** Visit any Bendigo Bank branch to make your payment.
-  **Pay by post:** Mail this slip with your cheque to -  
**PO Box 480  
Bendigo VIC 3552.**  
If paying by cheque please complete the details below.
-  **Internet banking:** Pay your credit card using ebanking 24 hours a day, 7 days a week.  
[www.bendigobank.com.au](http://www.bendigobank.com.au)
-  **Register for Internet or Phone Banking** call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.


**Bill code: 342949**  
**Ref: 691211254**

 Bank@Post™ Pay at any Post Office by Agency Banking  
 Bank@Post® using your credit card.

**Bendigo Business Credit Card**

BSB number	633-000
Account number	691211254
Customer name	SHIRE OF KULIN
Minimum payment required	\$25.35
Closing Balance on 30 Sep 2017	\$845.30
Payment due	14 Oct 2017

Number	Chq No	BSB	Account No	\$	¢

Date \_\_\_\_\_ Payment amount \_\_\_\_\_

**Bendigo Business Credit Card (continued)**

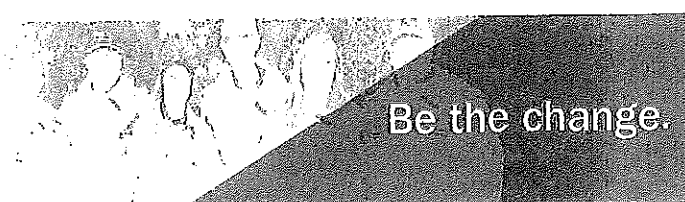
Date	Transaction	Withdrawals	Payments	Balance
29 Sep 17	CARD FEE 2 @ \$4.00	8.00		845.30
<b>Transaction totals / Closing balance</b>		<b>\$845.30</b>	<b>\$4,592.60</b>	<b>\$845.30</b>

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED  
FOR YOUR ACCOUNT.

Bendigo Bank suggests you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions are to be promptly reported to your branch. It is important that you notify Bendigo Bank of any disputed transactions as soon as possible as Bendigo Bank's ability to investigate disputed transactions and to subsequently process a chargeback in your favour is restricted by the time limits imposed under the operating rules of the applicable credit card scheme. If you wish to obtain further information about this product (including your chargeback rights) or you have a question or concern about your account or its operation please contact your local Bendigo Bank Branch (details supplied on the front of the statement).

862BH301 / E-1375 / S-3177 / I-6353 / 0007421415001025

**Supporting our emergency services Australia wide.**



**Be the change.**



## Shire of Kulin

### MONTHLY FINANCIAL REPORT

For the period ended 30 September 2017

Presented to Ordinary Council Meeting

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Shire of Kulin  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
For the period ended 30 September 2017

	Annual Budget	YTD Budget	YTD Actual	Var.	Var.	
	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
General Purpose Funding	980,290	245,055	259,100	14,044	5.42%	▲
Governance	53,128	13,275	36,009	22,734	63.13%	▼
Law, Order and Public Safety	37,425	9,348	391	(8,957)	(2289.27%)	▼
Health	0	0	0	0		
Education and Welfare	251,580	62,889	51,732	(11,157)	(21.57%)	▼
Housing	129,016	32,253	30,001	(2,252)	(7.51%)	▼
Community Amenities	93,251	23,310	86,190	62,880	72.98%	▲
Recreation and Culture	223,850	55,572	57,744	2,172	3.76%	▼
Transport	1,156,432	289,101	256	(288,845)	(112671.49%)	▼
Economic Services	1,398,490	343,344	213,541	(129,803)	(60.79%)	▼
Other Property and Services	95,916	23,973	32,684	8,711	26.65%	▲
<b>Total (Excluding Rates)</b>	<b>4,419,378</b>	<b>1,098,120</b>	<b>767,647</b>	<b>(330,473)</b>		
<b>Operating Expense</b>						
General Purpose Funding	81,112	20,271	15,805	4,466	28.25%	▼
Governance	253,866	104,024	89,457	14,567	18.28%	▼
Law, Order and Public Safety	140,090	52,818	37,017	15,801	42.68%	▼
Health	112,325	28,062	24,466	3,596	14.70%	▼
Education and Welfare	287,480	71,832	58,719	13,113	22.33%	▼
Housing	178,941	44,688	42,524	2,164	5.09%	▼
Community Amenities	351,304	87,738	54,927	32,811	59.74%	▼
Recreation and Culture	1,138,980	311,019	198,533	112,486	56.66%	▼
Transport	3,592,133	897,993	633,493	264,500	41.75%	▼
Economic Services	1,622,137	414,794	297,742	117,052	39.31%	▼
Other Property and Services	60,367	21,933	(90,606)	112,539	(124.21%)	
<b>Total</b>	<b>7,818,725</b>	<b>2,055,172</b>	<b>1,362,078</b>	<b>693,094</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,810,664	702,630	0	(702,630)	(100.00%)	
Adjust (Profit)/Loss on Asset Disposal	96,000	0	0	0		
Adjust Non-Current Asset Reclass				0		
Adjust Provisions and Accruals				0		
<b>Net Operating</b>	<b>(492,683)</b>	<b>(254,422)</b>	<b>(594,431)</b>	<b>(340,009)</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	0	0	0	0		
Proceeds from New Debentures	500,000	0	0	0		
Proceeds from Sale of Investments	0	0	0	0		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	0	0	0	0		
Proceeds From Sale of Assets	258,000	7,500	118,484	0		
Transfer from Reserves	385,000	96,255	0	96,255	(100.00%)	
<b>Total</b>	<b>1,143,000</b>	<b>103,755</b>	<b>118,484</b>	<b>96,255</b>		
<b>Capital Expenses</b>						
Land Held for Resale	0	0	0	0		
Land and Buildings	1,005,800	251,448	68,667	182,781	266.19%	▲
Plant and Equipment	900,000	225,000	36,126	188,874	522.82%	▼
Furniture and Equipment	10,000	2,499	0	2,499	100.00%	▼
Infrastructure Assets - Roads	1,667,028	416,760	140,418	276,342	196.80%	▼
Infrastructure Assets - Other	125,760	31,440	5,001	26,439	528.64%	▼
Purchase of Investments	0	0	0	0		
Repayment of Debentures	106,814	26,703	28,159	(1,456)	(5.17%)	
Advances to Community Groups	0	0	0	0		
Transfer to Reserves	202,005	50,502	0	50,502	100.00%	▼
<b>Total</b>	<b>4,017,407</b>	<b>1,004,352</b>	<b>278,371</b>	<b>725,961</b>		
<b>Net Capital</b>	<b>2,874,407</b>	<b>900,597</b>	<b>159,887</b>	<b>822,236</b>		
<b>Total Net Operating + Capital</b>	<b>3,367,090</b>	<b>1,155,019</b>	<b>754,318</b>	<b>482,227</b>		
Rate Revenue	1,896,822	1,961,698	1,919,011	(42,687)	(2.22%)	
Opening Funding Surplus(Deficit)	1,528,224	1,528,224	1,568,025	39,801	2.54%	
<b>Closing Funding Surplus(Deficit)</b>	<b>57,956</b>	<b>2,334,903</b>	<b>2,732,719</b>	<b>479,342</b>		

Shire of Kulin  
STATEMENT OF EQUITY  
For the period ended 30 September 2017

COA	Description	Balance \$	YTD Actual \$	Total Actual \$
	<b>CURRENT ASSETS</b>			
	<b>Cash at Bank</b>			
0A01101	CASH AT BANK	167,571	1,086,882	1,254,454
0A01102	PETTY CASH FLOAT	1,100	0	1,100
0A01103	TILL FLOAT	3,100	0	3,100
0A01104	Cash at Bank - Bush Races	67,159	0	67,159
0A01106	BUSH RACES - TERM DEPOSIT	100,297	0	100,297
0A01108	CASH AT BANK - FREEBAIRN CLUB	56,870	43,822	100,692
0A01115	CASH AT BANK - SPECIFIC GRANTS	0	0	0
0A01116	MUNICIPAL INVESTMENTS	1,743,598	(875,000)	868,598
	<b>Sub-total Cash at Bank</b>	<b>2,139,695</b>	<b>255,704</b>	<b>2,395,400</b>
	<b>Cash at Bank Reserves &amp; Restricted Funds</b>			
0A01105	FREEBAIRN SPORTSPERSON SCHOLARSHIP RESERVE	11,847	0	11,847
0A01107	FREEBAIRN RECREATION CENTRE RESERVE	169,983	0	169,983
0A01111	INSURANCE RESERVE	0	0	-
0A01112	PLANT RESERVE	482,548	0	482,548
0A01113	LSL & AL RESERVE	274,566	0	274,566
0A01114	BUILDING RESERVE	477,095	0	477,095
0A01117	ADMIN EQUIPMENT RESERVE	71,735	0	71,735
0A01118	NATURAL DISASTER RESERVE	134,820	0	134,820
0A01119	JOINT VENTURE HOUSING RESERVE	90,697	0	90,697
0A01123	FRC SURFACE & EQUIP REPLACEMENT RESERVE	124,786	0	124,786
0A01125	TOWN PLANNING RESERVE	0	0	0
0A01127	Land Rebates held on deposit	0	0	-
0A01128	GENERAL PURPOSE RESERVE	0	0	-
0A01131	SANDHURST FUND - REFUNDABLE DEPOSIT ON LAND	0	0	-
0A01132	CAMP KULIN RESERVE	25,000	0	25,000
	<b>Sub-total Cash at Bank Reserves &amp; Restricted Funds</b>	<b>1,838,078</b>	<b>0</b>	<b>1,838,078</b>
	<b>Sundry Debtors</b>			
0A01120	SUNDRY DEBTORS	223,901	(87,565)	136,335
0A01122	LOAN KULIN BUSH RACES	0	0	0
0A01150	PENSIONER REBATES ALLOWED	0	11,705	11,705
	<b>Sub-total Sundry Debtors</b>	<b>223,901</b>	<b>(75,860)</b>	<b>148,041</b>
	<b>Sundry Debtors - Rates</b>			
0A01121	SUNDRY DEBTORS - RATES	85,811	604,908	690,719
0A01126	Provision for Doubtful Debts - Rates	0	0	0
	<b>Sub-total Sundry Debtors - Rates</b>	<b>85,811</b>	<b>604,908</b>	<b>690,719</b>
	<b>Prepaid Assets</b>			
0A01130	PREPAID ASSETS	0	0	0
	<b>Sub-total Prepaid Assets</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Stock on hand</b>			
0A01190	STOCK ON HAND DISTILLATE	23,702	(2,165)	21,537
0A01191	STOCK ON HAND FREEBAIRN	11,185	(2,905)	8,280
0A01193	STOCK ON HAND ULP	10,573	(5,535)	5,037
0A01192	STOCK RECEIVED CONTROL	(0)	0	0
	<b>Sub-total Stock on hand</b>	<b>45,459</b>	<b>(10,605)</b>	<b>34,854</b>
	<b>TOTAL CURRENT ASSETS</b>	<b>4,332,943</b>	<b>774,148</b>	<b>5,107,091</b>
	<b>Current Liabilities</b>			
0L01233	REFUNDABLE DEPOSITS - SALE OF LAND	0	0	0
0L17120	Rec Vehicle Liability to Other Shires	0	0	0
0L17150	Social Club	0	0	0
	<b>Sub-total Current Liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>

## STATEMENT OF EQUITY

COA	Description	Balance	YTD Actual	Total Actual
		\$	\$	\$
<b>Sundry Creditors</b>				
0L01215	SUNDRY CREDITORS	(308,576)	307,934	(642)
0L01226	Restricted Creditors	0	0	0
	<b>Sub-total Sundry Creditors</b>	<b>(308,576)</b>	<b>307,934</b>	<b>(642)</b>
<b>Accruals</b>				
0L01220	ANNUAL LEAVE ACCRUAL	(202,646)	0	(202,646)
0L01213	GENERAL CLEARING ACCOUNT	(1,037)	859	(178)
0L01203	MEU CLEARING ACCOUNT	0	0	0
0L01222	PAYROLL SUSPENSE ACCOUNT	(91,269)	91,120	(149)
0L01227	Accrued Wages	1,387	0	1,387
0L01228	Accrued Expenses	0	0	0
	<b>Sub-total Accruals</b>	<b>(293,566)</b>	<b>91,979</b>	<b>(201,586)</b>
<b>LSL - Current</b>				
0L01221	LSL ACCRUAL - CURRENT	(96,704)	0	(96,704)
	<b>Sub-total LSL - Current</b>	<b>(96,704)</b>	<b>0</b>	<b>(96,704)</b>
<b>GST Clearing Account</b>				
0A01140	GST PAID CLEARING ACCOUNT	28,829	(14,684)	14,145
0L01202	TAXATION CLEARING ACCOUNT	(71,484)	27,622	(43,862)
0L01210	GST COLLECTED CLEARING ACCOUNT	(16,179)	(513)	(16,692)
0A01141	FUEL TAX REBATE RECEIVABLE	2,478	0	2,478
0L01211	FBT SUSPENSE ACCOUNT	(2,780)	0	(2,780)
	<b>Sub-total: GST Clearing Account</b>	<b>(59,136)</b>	<b>12,425</b>	<b>(46,711)</b>
<b>Loan Interest Accrual</b>				
0L01225	LOAN INTEREST ACCRUAL	0	0	0
	<b>Sub-total: Loan Interest Accrual</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Loan Commitment - Current</b>				
0L01217	LOAN LIABILITY-CURRENT	(111,326)	0	(111,326)
E091110	PRINCIPAL ON LOANS 55 & 58	0	28,159	28,159
E112200	PRINCIPAL ON SWIMMING POOL LOAN L60	0	0	0
E113800	PRINCIPAL ON LOAN 57	0	0	0
	<b>Sub-total: Loan Commitment - Current</b>	<b>(111,326)</b>	<b>28,159</b>	<b>(83,167)</b>
<b>ESL Collection</b>				
0L01230	ESL LEVIED	(801)	(33,117)	(33,918)
0L01231	ESL CONTROL ACCOUNT	2,661	13,267	15,928
0L01232	ESL PENSIONER REBATE	0	1,167	1,167
	<b>Sub-total: ESL Collection</b>	<b>1,860</b>	<b>(18,682)</b>	<b>(16,822)</b>
<b>Rates Paid in Advance</b>				
0L01223	EXCESS RATE RECEIPTS	(3,304)	(3,110)	(6,415)
0L01224	RATE REFUND SUSPENSE ACCOUNT	42	0	42
	<b>Sub-total: Rates Paid in Advance</b>	<b>(3,262)</b>	<b>(3,110)</b>	<b>(6,373)</b>
	<b>TOTAL CURRENT LIABILITIES</b>	<b>(870,710)</b>	<b>418,704</b>	<b>(452,005)</b>
	<b>NET CURRENT ASSETS</b>	<b>3,462,233</b>	<b>1,192,853</b>	<b>4,655,086</b>
<b>NON-CURRENT ASSETS</b>				
<b>Work in Process</b>				
0A01195	WORK IN PROCESS	0	0	0
E042410	Office Relocation L & B	0	0	0
E042450	Office Relocation L & B	0	0	0
E091100	STAFF HOUSING CONSTRUCTION	0	0	0
E092100	RETIREMENT HOMES CONSTRUCTION (CAPITAL)	0	0	0
E092110	Joint Venture Housing Project	0	0	0
E092130	Construction of FRC Mgr House	0	0	0
E092135	CONSTRUCTION LOT 22 PRICE STREET	0	0	0
E092140	Construction Lot 40 Ellson Street	0	0	0
E092145	Construction Lot 73 Day Street	0	0	0

## STATEMENT OF EQUITY

COA	Description	Balance	YTD Actual	Total Actual
		\$	\$	\$
E106110	Residential Subdivision	0	0	0
E113920	TOWN DAM	0	0	0
E132500	HOSTEL CAPITAL	0	0	0
E132600	CARAVAN PARK CAPITAL	0	0	0
	<b>Sub-total Work in Process</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Land &amp; Buildings</b>			
0A01510	Land & Buildings	23,811,587	0	23,811,587
0A01511	Accumulated Dep'N Land & Buildings	0	0	0
0A01590	Land for Resale	1,491,000	0	1,491,000
E042410	OFFICE RELOCATION	0	0	0
E042450	OFFICE RELOCATION - KULIN	0	0	0
E091100	STAFF HOUSING CONSTRUCTION	0	0	0
E091101	STAFF HOUSING CONSTRUCTION - 3 HODGSON	0	30,857	30,857
E091102	STAFF HOUSING CONSTRUCTION - LOT 108 RANKIN	0	33,879	33,879
E122230	HOLT ROCK DEPOT UPGRADE	0	540	540
E132600	CARAVAN PARK CAPITAL	0	0	0
E113905	Freebairn Rec Centre Capital L & B	0	0	0
E117200	Bowling Club Conversion	0	0	0
E121570	Kulin Depot	0	0	0
E136055	Kulin Depot Upgrade	0	0	0
E051200	Project Expenses	0	0	0
E116400	COMMUNITY GARDEN	0	3,914	3,914
E134500	Resource Centre Capital L & B	0	59	59
E136116	LOT 20 ON DEPOSITED PLAN 60758 (PROUD'S)	0	0	0
	<b>Sub-total Land &amp; Buildings</b>	<b>25,302,587</b>	<b>69,248</b>	<b>25,371,835</b>
	<b>Construction other than Buildings</b>			
0A01560	Other Than Buildings	653,727	0	653,727
0A01561	Accumulated Dep'N Other Buildings	0	0	0
	<b>Sub-total Construction other than Buildings</b>	<b>653,727</b>	<b>0</b>	<b>653,727</b>
	<b>Plant &amp; Equipment</b>			
0A01520	Plant & Equipment	2,907,708	0	2,907,708
0A01521	Accumulated Dep'N Plant & Equipment	(687,592)	0	(687,592)
I123299	Accumulated Dep'N Plant & Equipment	0	(118,484)	(118,484)
E102050	Rubbish Tip Relocation	0	0	0
E077080	Capital Purchase Defibulator	0	0	0
E106120	Regional Fuel Facility	0	0	0
E112100	Swimming Pool Capital	0	0	0
E112101	Swimming Pool Construction	0	0	0
E143310	Key Alike System	0	0	0
E121600	Plant / Asset Construction	0	0	0
E123100	Plant & Equipment Purchases	0	279	279
	<b>Sub-total Plant &amp; Equipment</b>	<b>2,220,116</b>	<b>(118,206)</b>	<b>2,101,910</b>
	<b>Furniture &amp; Equipment</b>			
0A01530	Furniture & Equipment	138,602	0	138,602
0A01531	Accumulated Dep'N Furniture & Equipment	(8,895)	0	(8,895)
E041200	Council Photos	0	0	0
E042400	Administration Equipment	0	0	0
E077100	Administration Equipment	0	0	0
E084100	Centre Capital Upgrade F & E	0	0	0
E111061	Hall Capital - F&E	0	0	0
E111063	FREEBAIRN REC CENTRE CAPITAL	0	0	0
E113700	Freebairn Carpark	0	1,088	1,088
E113900	Freebairn Rec Centre Capital F & E	0	0	0
E114300	Television Rebroadcasting	0	0	0
E117040	Pingaring Golf Club Capital	0	0	0
E123110	Capital Purchases - Furniture & Equipment	0	0	0
E130750	Camp Kulin Furniture & Equipment	0	0	0
E134505	Resource & Centre Capital F & E	0	0	0
	<b>Sub-total Furniture &amp; Equipment</b>	<b>129,707</b>	<b>1,088</b>	<b>130,794</b>

## STATEMENT OF EQUITY

COA	Description	Balance \$	YTD Actual \$	Total Actual \$
	<b>Motor Vehicles</b>			
0A01550	Motor Vehicles	1,044,760	0	1,044,760
E053710	SES Vehicle	0	0	0
0A01582	Regional Health Scheme Assets	0	0	0
0A01551	Accumulated Dep'n Motor Vehicle Esl	(99,625)	0	(99,625)
E142100	Community Bus Upgrade	0	0	0
E123105	Motor Vehicle Purchases	0	35,847	35,847
	<b>Sub-total Motor Vehicles</b>	<b>945,135</b>	<b>35,847</b>	<b>980,982</b>
	<b>Infrastrucutre</b>			
0A01570	Infrastructure Assets	87,615,745	0	87,615,745
0A01571	Accumulated Dep'n Infrastructure	(36,343,096)	0	(36,343,096)
0A01574	Infrastructure Assets - Roads	0	0	0
0A01575	Accumulated Dep'n Infrastructure Roads	0	0	0
E102050	Rubbish Tip Relocation	0	0	0
E107100	Dual Use Footpath	0	0	0
E136020	Regional Fuel Facility	0	0	0
E111065	Memorial Hall Engineer Report	0	0	0
E113600	Oval Lights Towers	0	0	0
E136045	Water Supply Infrastructure	0	0	0
E136046	Standpipe Construction	0	0	0
E113341	Bowling Greens	0	0	0
E113901	Bowling Greens	0	0	0
E117110	Playground Johnston Street	0	0	0
E117400	Sporting Club Contributions	0	0	0
E121500	Major Road Construction	0	26,748	26,748
E121550	Minor Road Construction	0	0	0
E121590	Kulin Town Streetscape	0	0	0
E121592	Dudinin Streetscape	0	0	0
E121525	Grain Freight Project	0	0	0
E121520	Roads To Recovery Construction	0	113,671	113,671
E121750	Blackspot Funding	0	0	0
E132444	Visitor Discovery Zone	0	0	0
E137444	Visitor Discovery Zone	0	0	0
E132700	Tourism Projects	0	3,333	3,333
	<b>Sub-total Infrastructure</b>	<b>51,272,650</b>	<b>143,751</b>	<b>51,416,401</b>
	<b>Non-current Assets - Other</b>			
0A01375	Shares - Kulin (Bendigo) Bank	5,000	0	5,000
	<b>Sub-total Non-current Assets - Other</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL NON-CURRENT ASSETS</b>	<b>80,528,921</b>	<b>131,728</b>	<b>80,660,649</b>
	<b>NON CURRENT LIABILITIES</b>			
0L01710	LOAN LIABILITY Non Current	(1,337,212)	0	(1,337,212)
0L01715	LSL ACCRUAL - NON CURRENT	(64,820)	0	(64,820)
0L01720	Bush Races Liability	0	0	0
0A01110	Cash at Trust Bank	21,699	(12,943)	8,756
0A01109	Cash at Trip Bank	39,670	(1,070)	38,600
E001009	Homeswest Effluent Scheme Expense	0	0	0
E001016	TRUST EXPENSE - CAMP HART	0	0	0
E137100	Police Licencing Payments	0	0	0
I001001	Housing Bonds Income	0	(2,500)	(2,500)
E001001	Housing Bonds Expense	0	640	640
I001002	Rates Paid in Advance Income	0	(4,505)	(4,505)
E001008	Roadwise Committee Grant Expense	0	0	0
E001002	Rates Paid in Advance Expense	0	18,081	18,081
E001003	Kulin Pistol Club Expense	0	0	0
E001006	Tidy Towns Expense	0	0	0
E001010	Health Centre Expense	0	0	0
I001010	Health Centre Income	0	0	0
I001013	Trip Fund Income	0	(5,450)	(5,450)
I001016	TRUST INCOME - CAMP HART	0	0	0
I001014	Kulin Softball Club	0	0	0

## STATEMENT OF EQUITY

COA	Description	Balance	YTD Actual	Total Actual
		\$	\$	\$
E001013	Trip Fund Expense	0	8,020	8,020
E001014	Kulin Softball Club	0	0	0
I001018	TRUST INCOME - FRC COURT RESURFACING	0	0	0
I001019	TRUST INCOME - KULIN CRICKET CLUB	0	0	0
I001020	TRUST INCOME - ST JOHN AMBULANCE	0	(273)	(273)
I137100	Police Licencing Receipts	0	0	0
L001001	Trust Liability	(61,368)	0	(61,368)
	<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>(1,402,032)</b>	<b>0</b>	<b>(1,402,032)</b>
	<b>NET ASSETS</b>	<b>82,589,123</b>	<b>1,324,581</b>	<b>83,913,703</b>
	<b>ACCUMULATED RESERVES</b>			
OL01801	INSURANCE RESERVE ACCUMULATION	0	0	0
OL01802	PLANT RESERVE ACCUMULATION	482,548	0	482,548
OL01803	LSL & AL RESERVE ACCUMULATION	274,566	0	274,566
OL01804	BUILDING RESERVE ACCUMULATION	477,095	0	477,095
OL01805	ADMIN EQUIPMENT RESERVE	71,735	0	71,735
OL01807	JOINT VENTURE HOUSING RESERVE	90,697	0	90,697
OL01808	FRC SURFACE & EQUIP REPLACEMENT RESERVE	124,786	0	124,786
OL01810	FREEBAIRN ESTATE RESERVE ACCUMULATION	11,847	0	11,847
OL01811	Freebairn Recreation Reserve Accumulation	169,983	0	169,983
OL01812	NATURAL DISASTER RESERVE	134,820	0	134,820
OL01813	GENERAL PURPOSE RESERVE ACCUMULATION	0	0	0
OL01814	TOWN PLANNING RESERVE ACCUMULATION	0	0	0
OL01815	CAMP KULIN RESERVE ACCUMULATION	25,000	0	25,000
	<b>TOTAL ACCUMULATED RESERVES</b>	<b>1,838,078</b>	<b>0</b>	<b>1,838,078</b>
	<b>ACCUMULATED SURPLUS</b>			
0A01600	ASSET REVALUATION - INFRASTRUCTURE	21,711,519	0	21,711,519
0A01601	ASSET REVALUATION - PROPERTY, PLANT & EQUIPMENT	1,192,820	0	1,192,820
OL01800	ACCUMULATED SURPLUS	42,115,914	0	42,115,914
I042510	TRANSFER FROM ADMIN EQUIP RESERVE	0	0	0
I042515	Transfer from LSL & AL Reserve	0	0	0
I042520	TRANSFER FROM INSURANCE RESERVE	0	0	0
I091510	Transfer from Building Reserve	0	0	0
I092520	TRANSFER FROM GENERAL PURPOSE RESERVE	0	0	0
I092510	TRANSFER FROM JOINT VENTURE HOUSING RESERVE	0	0	0
I103510	TRANSFER FROM DEEP SEWAGE RESERVE	0	0	0
I106300	TRANSFER FROM TOWN PLANNING RESERVE	0	0	0
I113910	TRANSFER FROM FREEBAIRN RECREATION CENTRE RESERVE	0	0	0
I119110	TRANSFER FROM FREEBAIRN SPORTSPERSON SCHOLARSHIP	0	0	0
I121510	TRANSFER FROM ROAD REPLACEMENT RESERVE	0	0	0
I130700	TRANSFER FROM CAMP KULIN RESERVE	0	0	0
I143510	TRANSFER FROM LSL & AL RESERVE	0	0	0
I144510	Transfer from Plant Reserve	0	0	0
0A01602	ASSET REVALUATION - LAND & BUILDINGS	15,730,792	0	15,730,792
E042510	Transfer to Admin Equip Reserve	0	0	0
E042520	TRANSFER TO INSURANCE RESERVE	0	0	0
E091510	Transfer to Building Reserve	0	0	0
E092520	TRANSFER TO GENERAL PURPOSE RESERVE	0	0	0
E092510	TRANSFER TO JOINT VENT HOUSING RESERVE	0	0	0
E113930	TRANSFER TO FRC SURFACE & EQUIP REPLACEMENT RESERVE	0	0	0
E106105	TRANSFER TO TOWN PLANNING RESERVE	0	0	0
E113910	TRANSFER TO FREEBAIRN REC CENTRE RESERVE	0	0	0
E119010	TRANSFER TO FREEBAIRN SPORTSPERSON SCHOLARSHIP RE	0	0	0
E121510	Transfer to Road Replacement Reserve	0	0	0
E122300	TRANSFER TO NATURAL DISASTER RESERVE	0	0	0
E144510	Transfer to Plant Reserve	0	0	0
E143510	Transfer to LSL & AL Reserve	0	0	0
	<b>TOTAL ACCUMULATED SURPLUS</b>	<b>80,751,045</b>	<b>0</b>	<b>80,751,045</b>
	Net Change in Assets Resulting from Operations			(1,324,581)
	<b>TOTAL EQUITY</b>	<b>82,589,123</b>	<b>0</b>	<b>83,913,703</b>

Shire of Kulin  
STATEMENT OF OPERATING  
(Statutory Reporting Program)  
For the period ended 30 September 2017

COA	Description	Current Budget	YTD Budget	YTD Actual	Var.	Var.	Explanation of variances
		\$	\$	\$	\$	%	
<b>GENERAL PURPOSE FUNDING</b>							
<b>Rates</b>							
I030001	General Rate - GRV	177,059	177,059	177,059	0		
I030101	General Rate - UV	1,765,548	1,765,548	1,766,280	732	0%	
I030105	Interim Rates - GRV/UV	500	123	486	363		
I030131	Minimum Rates- GRV	10,440	10,440	10,440	0	0%	
I030133	Minimum Rates - UV	7,934	7,934	7,934	0	0%	
I030140	Interest on Instalments	1,000	249	1,023	774	311%	
I030141	PENALTY INTEREST	8,000	1,998	1,879	(119)	-6%	
I030142	Admin Charge for Instalments	700	174	385	211	121%	
I030150	EX GRATIA RATES	22,341	22,341	22,341	0	0%	
I030160	Information & Search Fees	1,300	324	0	(324)	-100%	
I030170	LEGAL FEES RECOVERED	0	0	1,198	1,198		
	<b>Total Revenue</b>	<b>1,994,822</b>	<b>1,986,190</b>	<b>1,989,025</b>	<b>2,835</b>		
E030100	Discount Allowed on Rates	85,000	21,249	65,526	(44,277)	208%	
E030110	RATES WRITTEN OFF	2,000	498	3	495	-98%	
E030130	TITLE SEARCHES	500	123	0	123	-100%	
E030140	Valuation Expenses	8,200	2,049	427	1,622	-79%	
E030150	Printing & Stationery	500	126	0	126	-100%	
E030999	General Admin Allocated	37,401	9,348	8,085	1,263	-14%	
	<b>Total Expenditure</b>	<b>133,601</b>	<b>33,393</b>	<b>74,041</b>	<b>(40,648)</b>		
	<b>Sub-total Rates</b>	<b>(1,861,221)</b>	<b>(1,952,797)</b>	<b>(1,914,983)</b>	<b>(37,814)</b>		
<b>General Purpose Grants</b>							
I031100	Grants Commission	907,285	226,821	249,896	23,075	10%	
	<b>Total Revenue</b>	<b>907,285</b>	<b>226,821</b>	<b>249,896</b>	<b>23,075</b>		
E031100	Grants Return	0	0	0	0		
E031999	General Admin Allocated	0	0	97	(97)		
	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>97</b>	<b>(97)</b>		
	<b>Sub-total General Purpose Grants</b>	<b>(907,285)</b>	<b>(226,821)</b>	<b>(249,798)</b>	<b>22,877</b>		
<b>General Financing</b>							
I032100	Interest on Municipal	26,000	6,249	4,719	(1,530)	-24%	
I032110	INTEREST ON PLANT RESERVE	9,650	2,412	0	(2,412)	-100%	
I032120	Interest on LSL & AL Reserve	5,491	1,371	0	(1,371)	-100%	
I032130	Interest on Building Reserve	9,542	2,385	0	(2,385)	-100%	
I032140	Interest on Admin Equip Reserv	1,434	357	0	(357)	-100%	
I032145	Interest on Insurance Reserve	0	0	0	0		
I032150	Interest on Freebairn Recreation Centre Reserve	3,400	849	0	(849)	-100%	
I032160	Interest on Joint Venture Reserve	1,814	453	0	(453)	-100%	
I032170	INTEREST ON FRC SURFACE & EQUIP REPLACEMENT	2,496	624	0	(624)	-100%	
I032180	INTEREST ON NATURAL DISASTER RESERVE	2,441	609	0	(609)	-100%	
I032185	INTEREST ON FREEBAIRN SPORTSPERSON SCH	237	57	0	(57)	-100%	
I032190	INTEREST ON TOWN PLANNING RESERVE	0	0	0	0		
I032196	INTEREST ON CAMP KULIN RESERVE	500	123	0	(123)	-100%	
	<b>Total Revenue</b>	<b>62,005</b>	<b>15,489</b>	<b>4,719</b>	<b>(10,647)</b>		
E032100	BANK CHARGES	3,150	766	487	299	-38%	
E032150	Interest	300	75	108	(33)	44%	
E032999	General Admin Allocated	31,061	7,764	6,600	1,164	-15%	
	<b>Total Expenditure</b>	<b>34,511</b>	<b>8,625</b>	<b>7,195</b>	<b>1,430</b>		
	<b>Sub-total General Financing</b>	<b>(27,494)</b>	<b>(6,864)</b>	<b>2,476</b>	<b>(9,217)</b>		
	<b>TOTAL GENERAL PURPOSE FUNDING</b>	<b>(2,796,000)</b>	<b>(2,186,462)</b>	<b>(2,162,306)</b>	<b>(24,054)</b>		
<b>GOVERNANCE</b>							
<b>Members of Council</b>							
I041041	NOMINATION FEES RECEIVED	320	78	320	242	310%	
I041045	Reimbursements	0	0	344	344		
I041050	REBATES RECEIVED	0	0	0	0		
	<b>Total Revenue</b>	<b>320</b>	<b>78</b>	<b>664</b>	<b>586</b>		
E041020	MEMBERS TRAVELLING	7,266	1,818	0	1,818	-100%	
E041030	CONFERENCE EXPENSES	14,925	9,731	8,305	1,426	-15%	
E041040	Election Expenses	3,500	873	0			
E041041	Nomination Refunds	320	78	0	78	-100%	
E041050	SITTING FEES	24,000	6,000	0	6,000	-100%	
E041060	PRESIDENTIAL ALLOWANCE	5,000	1,248	0	1,248	-100%	
E041070	DRESS SHIRTS FOR COUNCILLORS	500	123	57	66	-53%	
E041075	FBT EXPENSE	8,000	2,000	2,780	(780)		
E041085	TELEPHONE	0	0	252	(252)		
E041110	REFRESHMENTS & GOODWILL	16,060	4,014	2,393	1,621	-40%	
E041111	MEAL ENTERTAINMENT	3,000	750	382	368	-49%	
E041120	ENTERTAINMENT SUBJECT TO FBT	0	0	0	0		
E041150	INSURANCES	3,390	3,390	3,390	(0)	0%	
E041160	Subscriptions & Donations	21,248	18,247	17,248	999	-5%	
E041161	Printing & Stationery	2,000	498	130	368	-74%	
E041165	Advertising	500	123	0	123	-100%	
E041180	Chamber Maintenance	3,200	798	0	798	-100%	
E041190	FACILITATORS	0	0	0	0		

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
E041220	ATO PENALTY AND INTEREST	0	0	0	0		
E041270	Community Contributions	16,800	4,200	3,895	305	-7%	
E041298	Depreciation	3,694	921	0	921	-100%	
E041999	General Admin Allocated	67,655	16,911	14,627	2,284	-14%	
	<b>Total Expenditure</b>	<b>201,059</b>	<b>71,723</b>	<b>53,460</b>	<b>17,990</b>		
	<b>Sub-total Members of Council</b>	<b>200,739</b>	<b>71,645</b>	<b>52,796</b>	<b>17,976</b>		
	<b>General Administration</b>						
I042040	SUNDRY INCOME	31,500	7,875	25,042	17,167		
I042045	REIMBURSEMENTS	5,200	1,299	1,665	366	28%	
I042046	CONTRIBUTION TO VEHICLES	8,008	2,001	2,436	435	22%	
I042050	STAFF RENT ADMIN	0	0	680	680		
I042297	PROFIT ON SALE OF ASSET	6,000	1,500	0	(1,500)	-100%	
I042390	Traineeship	0	0	0	0		
I042391	REIMBURSEMENTS - INSURANCE	2,000	498	5,490	4,992	1002%	
I042440	PHOTOCOPYING & PRINTING	100	24	32	8	34%	
	<b>Total Revenue</b>	<b>52,808</b>	<b>13,197</b>	<b>35,345</b>	<b>22,148</b>		
E042010	SALARIES	585,069	146,265	115,669	30,596	-21%	
E042015	Admin Long Service Leave	0	0	4,919	(4,919)		
E042020	SUPERANNUATION	70,764	17,691	18,085	(394)	2%	
E042025	Administration Sundries	200	48	0	48	-100%	
E042030	INSURANCE	10,929	2,733	7,461	(4,728)	173%	
E042035	STAFF UNIFORMS	3,700	924	115	809	-88%	
E042040	STAFF TRAINING	11,300	2,826	800	2,026	-72%	
E042041	CONFERENCES	7,425	1,857	3,389	(1,532)	83%	
E042042	MEETING EXPENSES	3,758	939	0	939	-100%	
E042045	RELOCATION COSTS	5,000	1,248	0	1,248	-100%	
E042046	STAFF HOUSING	62,392	15,597	29,734	(14,137)	91%	
E042047	Depreciation CEO Housing	4,613	1,152	0	1,152	-100%	
E042048	Depreciation DCEO Housing	4,613	1,152	0	1,152	-100%	
E042049	CEO UTILITIES	3,000	747	719	29	-4%	
E042050	OFFICE MAINTENANCE	5,100	1,272	940	332	-26%	
E042060	MEMBERSHIPS & SUBSCRIPTIONS	1,680	420	474	(54)	13%	
E042070	Printing and Stationery	13,200	3,300	4,260	(960)	29%	
E042075	FBT EXPENSE	0	0	0	0		
E042080	TELEPHONE	8,596	2,148	2,201	(53)	2%	
E042090	Postage and Freight	4,500	1,125	1,569	(444)	40%	
E042100	ADVERTISING	5,000	1,248	527	721	-58%	
E042110	Office Equipment Maintenance	800	188	0	188	-100%	
E042115	Bad Debts Expense	3,000	750	652	98	-13%	
E042120	Cleaning	30,332	7,581	4,682	2,899	-38%	
E042130	Computer Maintenance	25,500	25,500	24,717	783	-3%	
E042135	IT Support	29,000	7,251	14,566	(7,315)	101%	
E042140	Staff Amenities	2,400	600	420	180	-30%	
E042160	OTHER EXPENSES	500	123	70	53	-43%	
E042170	CONTRACT EMPLOYMENT	113,000	28,251	15,549	12,702	-45%	
E042180	UTILITIES	5,800	1,449	1,946	(497)	34%	
E042190	KEY TO KULIN	3,000	750	540	210	-28%	
E042200	Audit Fees	20,000	4,998	0	4,998	-100%	
E042297	LOSS ON SALE OF ASSET	4,000	999	0	999	-100%	
E042298	Office Depreciation	13,000	3,249	0	3,249	-100%	
E042999	General Admin Allocated	(1,008,363)	(252,090)	(218,006)	(34,084)	-14%	
	<b>Total Expenditure</b>	<b>52,808</b>	<b>32,301</b>	<b>35,997</b>	<b>(3,686)</b>		
	<b>Sub-total General Administration</b>	<b>(0)</b>	<b>19,104</b>	<b>652</b>	<b>18,452</b>		
	<b>TOTAL GOVERNANCE</b>	<b>200,738</b>	<b>90,748</b>	<b>53,448</b>	<b>36,428</b>		
	<b>LAW, ORDER &amp; PUBLIC SAFETY</b>						
	<b>Fire Prevention</b>						
I051100	FIRE CONTRIBUTIONS	0	0	0	0		
I051105	SALE OF FIRE MAPS	0	0	0	0		
I051200	PROJECT FUNDING	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E051040	OFFICE EXPENSES	1,500	375	191	184	-49%	
E051050	FIRE INSURANCE	24,144	23,856	17,796	6,060	-25%	
E051055	Protective Clothing	3,700	924	0	924	-100%	
E051060	Communication Maintenance	645	159	0	159	-100%	
E051070	Sundry Fire Prevention Costs	1,100	273	0	273	-100%	
E051080	FIRE PREVENTION - RANGER	0	0	0	0		
E051298	Depreciation	54,156	13,539	0	13,539	-100%	
E051700	Plant Operation Costs	200	48	0	48	-100%	
E051999	General Admin Allocated	11,428	2,856	2,471	385	-13%	
	<b>Total Expenditure</b>	<b>96,873</b>	<b>42,030</b>	<b>20,457</b>	<b>21,573</b>		
	<b>Sub-total Fire Protection</b>	<b>96,873</b>	<b>42,030</b>	<b>20,457</b>	<b>21,573</b>		
	<b>Animal Control</b>						
I052100	GRANT INCOME	0	0	0	0		
I052410	Contributions	0	0	0	0		
I052400	FINES AND PENALTIES	175	42	0	(42)	-100%	
I052430	CAT REGISTRATION FEE INCOME	500	123	200	77		
I052420	DOG REGISTRATION FEES	1,000	249	191	(58)	-23%	
	<b>Total Revenue</b>	<b>1,675</b>	<b>414</b>	<b>391</b>	<b>(23)</b>		
E052010	Dog Control Costs	6,500	2,124	3,012	(888)	42%	
E052020	CAT CONTROL COSTS	12,500	3,126	452	2,674	-86%	
E052040	Pest Control	0	0	298	(298)		



COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
E052999	General Admin Allocated	4,207	1,050	910	140	-13%	
	<b>Total Expenditure</b>	<b>25,207</b>	<b>6,300</b>	<b>4,671</b>	<b>1,629</b>		
	<b>Sub-total Animal Control</b>	<b>23,532</b>	<b>5,886</b>	<b>4,280</b>	<b>1,606</b>		
	<b>Other Law &amp; Order</b>						
I053010	ESL Bush Fires Allocation	29,550	7,986	0	(7,366)	-100%	Firs instalment paid in October
I053020	ESL SES Allocation	0	0	0	0		
I053030	ESL ADMINISTRATION	4,000	999	0	(999)	-100%	
I053050	SALE OF PROTECTIVE CLOTHING	2,200	549	0	(549)	-100%	
I053610	Government Grants	0	0	0	0		
	<b>Total Revenue</b>	<b>35,750</b>	<b>8,934</b>	<b>0</b>	<b>(8,934)</b>		
E053010	ESL BUSH FIRE BRIGADES	3,300	822	3,469	(2,647)	322%	Building repair wages, fixing ceiling. Will be covered by ESL grant
E053020	ESL SES UNIT	600	150	73	77	-52%	
E053030	SES EMERGENCIES	0	0	9	(9)		
E053051	EMERGENCY BUILDING MAINTENANCE	2,505	621	2,891	(2,270)	366%	Building repair wages, fixing ceiling. Will be covered by ESL grant
E053060	Law & Order Other	200	48	0	48	-100%	
E053298	Depreciation	9,500	2,373	0	2,373	-100%	
E053700	Plant Operation Costs	0	0	5,035	(5,035)		
E053999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>18,010</b>	<b>4,488</b>	<b>11,889</b>	<b>(7,401)</b>		
	<b>Sub-total Other Law &amp; Order</b>	<b>(17,740)</b>	<b>(4,446)</b>	<b>11,889</b>	<b>(16,335)</b>		
	<b>TOTAL LAW,ORDER &amp; PUBLIC SAFETY</b>	<b>102,665</b>	<b>43,470</b>	<b>36,626</b>	<b>6,844</b>		
	<b>HEALTH</b>						
	<b>Preventative Services</b>						
I074410	OTHER LICENSES	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E074040	GROUP/REGIONAL SCHEME	36,840	9,210	8,760	450	-5%	
E074100	OTHER EXPENDITURE	1,000	249	0	249		
E074999	General Admin Allocated	3,095	771	669	102	-13%	
	<b>Total Expenditure</b>	<b>40,935</b>	<b>10,230</b>	<b>9,429</b>	<b>801</b>		
	<b>Sub-total Other Law &amp; Order</b>	<b>40,935</b>	<b>10,230</b>	<b>9,429</b>	<b>(801)</b>		
	<b>Mosquito Control</b>						
E075020	Mosquito Control	2,306	576	0	576	-100%	
E075999	General Admin Allocated	1,895	471	410	61	-13%	
	<b>Total Expenditure</b>	<b>4,201</b>	<b>1,047</b>	<b>410</b>	<b>637</b>		
	<b>Sub-total Other Mosquito Control</b>	<b>4,201</b>	<b>1,047</b>	<b>410</b>	<b>637</b>		
	<b>Analytical Expenses</b>						
E076020	ANALYTICAL EXPENSES	850	213	491	(278)	131%	
E076999	General Admin Allocated	1,935	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>2,785</b>	<b>687</b>	<b>903</b>	<b>(216)</b>		
	<b>Sub-total Other Analytical Expenses</b>	<b>2,785</b>	<b>687</b>	<b>903</b>	<b>(216)</b>		
	<b>Medical Centre</b>						
I074100	OTHER INCOME	0	0	0	0		
I077080	REIMBURSEMENTS & GRANTS	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E077010	COMMUNITY NURSES	1,000	249	0	249	-100%	
E077020	MEDICAL CENTRE	58,890	14,715	12,611	2,104	-14%	
E077030	AMBULANCE SERVICES	150	36	162	(126)	351%	
E077298	Depreciation	0	0	0	0		
E077999	General Admin Allocated	4,395	1,098	950	148	-13%	
	<b>Total Expenditure</b>	<b>64,435</b>	<b>16,098</b>	<b>13,724</b>	<b>2,374</b>		
	<b>Sub-total Medical Centre</b>	<b>64,435</b>	<b>16,098</b>	<b>13,724</b>	<b>2,374</b>		
	<b>TOTAL HEALTH</b>	<b>112,325</b>	<b>28,062</b>	<b>24,466</b>	<b>1,994</b>		
	<b>EDUCATION &amp; WELFARE</b>						
	<b>Education</b>						
I080100	REIMBURSEMENT FROM SCHOOL	2,000	498	0	(498)	-100%	
	<b>Total Revenue</b>	<b>2,000</b>	<b>498</b>	<b>0</b>	<b>(498)</b>		
E080100	Contribution to School	2,200	546	756	(210)	38%	
E080105	Contribution to Smartstart Program	0	0	0	0		
E080110	DONATIONS	1,000	249	33	216	-87%	
E080130	KULIN DHS PROMOTION	2,000	498	0	498	-100%	
E080999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>7,105</b>	<b>1,767</b>	<b>1,201</b>	<b>566</b>		
	<b>Sub-total Education</b>	<b>5,105</b>	<b>1,269</b>	<b>1,201</b>	<b>68</b>		
	<b>Community Aged Care</b>						
E082280	MINOR WELFARE EXPENDITURE	500	123	0	123		
E082999	General Admin Allocated	4,207	1,050	910	140	-13%	
	<b>Total Expenditure</b>	<b>4,707</b>	<b>1,173</b>	<b>910</b>	<b>263</b>		

## STATEMENT OF OPERATING

CDA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
	<b>Sub-total Community Aged Care</b>	<b>4,707</b>	<b>1,173</b>	<b>910</b>	<b>263</b>		
	<b>Other Welfare</b>						
E083100	Care Group Donations	4,000	999	0	999	-100%	
E083999	General Admin Allocated	9,068	2,265	1,961	304	-13%	
	<b>Total Expenditure</b>	<b>13,068</b>	<b>3,264</b>	<b>1,961</b>	<b>1,303</b>		
	<b>Sub-total Other Welfare</b>	<b>13,068</b>	<b>3,264</b>	<b>1,961</b>	<b>1,303</b>		
	<b>Child Care Services</b>						
I084010	Fees & Charges	140,920	35,229	33,406	(1,823)	-5%	
I084020	Family & Childrens Grant	54,660	13,665	14,008	343	3%	
I084030	TRAINEESHIPS	0	0	2,500	2,500		
I084040	FUNDRAISING - GST	3,000	750	0	(750)	-100%	
I084041	FUNDRAISING - GST FREE	0	0	0	0		
I084050	SPECIAL PROJECTS	0	0	0	0		
I084085	OTHER INCOME	1,000	249	1,818	1,569	630%	
I084100	Various Grants	50,000	12,498	0	(12,498)	-100%	
I084060	Staff Rent & Utility Reimbursement	0	0	0	0		
	<b>Total Revenue</b>	<b>249,580</b>	<b>62,391</b>	<b>51,732</b>	<b>(10,659)</b>		
E084010	Salaries	170,698	42,675	32,934	9,741	-23%	
E084011	Salaries - Building Maintenance	3,000	750	389	361	-48%	
E084012	SALARIES - GARDENING	3,500	873	238	636	-73%	
E084013	SUPERANNUATION	12,166	3,039	2,895	144	-5%	
E084014	CLEANING SALARIES	9,360	2,340	1,295	1,045	-45%	
E084016	Insurance - Workers Comp	4,077	1,017	4,519	(3,502)	344%	
E084020	ACCREDITATION	1,500	375	359	16	-4%	
E084025	Advert/Printing/Promotion	800	198	0	198	-100%	
E084030	Computer Exp	2,000	498	850	(352)	71%	
E084035	EQUIPMENT UPGRADES	3,000	750	108	642	-86%	
E084040	ELECTRICITY/GAS/WATER	4,000	996	1,093	(97)	10%	
E084045	Gardening	5,000	1,248	579	669	-54%	
E084050	Insurance	1,787	444	893	(449)	101%	
E084055	Subscriptions	1,000	249	0	249	-100%	
E084060	BUILDING LEASE	600	150	555	(405)	270%	
E084061	STAFF HOUSING	0	0	0	0		
E084065	Postage & Stationery	1,000	249	919	(670)	269%	
E084070	REPAIRS & MAINTENANCE	4,500	1,125	116	1,009	-90%	
E084075	STAFF EXPENSES	7,000	1,749	800	949	-54%	
E084080	TELEPHONE	1,200	300	72	228	-76%	
E084085	Sundry & Other	2,500	624	0	624	-100%	
E084086	FUNDRAISING	0	0	0	0		
E084090	Consumables	0	0	608	(608)		
E084095	CLEANING CONSUMABLES	3,000	750	1,117	(367)	49%	
E084150	SPECIAL PROJECTS	1,000	249	0	249	-100%	
E084298	Depreciation	0	0	0	0		
E084999	General Admin Allocated	19,922	4,980	4,307	673	-14%	
	<b>Total Expenditure</b>	<b>262,610</b>	<b>65,628</b>	<b>54,647</b>	<b>10,981</b>		
	<b>Sub-total Child Care Services</b>	<b>13,030</b>	<b>3,237</b>	<b>2,915</b>	<b>322</b>		
	<b>TOTAL EDUCATION &amp; WELFARE</b>	<b>35,910</b>	<b>8,943</b>	<b>6,987</b>	<b>1,956</b>		
	<b>HOUSING</b>						
	<b>Housing - Other</b>						
I092100	RENTAL - OTHER HOUSING	3,384	846	0	(846)	-100%	
I092110	Rental - GEHA Housing	65,728	16,431	16,613	182	1%	
I092130	RENTAL - COMMUNITY BANK HOUSE	0	0	1,080	1,080		
I092150	RENTAL - JOINT VENTURE	59,904	14,976	12,308	(2,668)	-18%	
I092391	Reimbursements - General	0	0	0	0		
	<b>Total Revenue</b>	<b>129,016</b>	<b>32,253</b>	<b>30,001</b>	<b>(2,252)</b>		
E092020	INTEREST ON HOUSING LOANS 55 & 58	43,261	10,815	684	10,131	-94%	
E092050	OTHER HOUSING MAINTENANCE	7,600	1,893	2,860	(967)	51%	
E092055	GENERAL MAINTENANCE	0	0	7,536	(7,536)		
E092060	KULIN RETIREMENT HOMES	0	0	1,985	(1,985)		
E092148	GEHA HOUSING - COSTS	23,868	5,955	10,786	(4,831)	81%	
E092150	JOINT VENTURE HOUSING - COSTS	67,784	16,920	15,499	1,421	-8%	
E092160	Depreciation - Joint Venture	0	0	0	0		
E092170	COMMUNITY BANK HOUSE COSTS	0	0	2,265	(2,265)		
E092180	Depreciation Community Bank Hs	6,000	1,248	0	1,248	-100%	
E092298	Depreciation	27,221	6,804	0	6,804	-100%	
E092999	General Admin Allocated	4,207	1,053	910	143	-14%	
	<b>Total Expenditure</b>	<b>178,941</b>	<b>44,688</b>	<b>42,524</b>	<b>2,164</b>		
	<b>Sub-total Housing - Other</b>	<b>49,925</b>	<b>12,435</b>	<b>12,523</b>	<b>(88)</b>		
	<b>TOTAL HOUSING</b>	<b>49,925</b>	<b>12,435</b>	<b>12,523</b>	<b>(88)</b>		
	<b>COMMUNITY AMENITIES</b>						
	<b>Sanitation - Household Refuse</b>						
H01400	CHARGES - REFUSE REMOVAL	63,713	15,927	71,795	55,868	351%	
	<b>Total Revenue</b>	<b>63,713</b>	<b>15,927</b>	<b>71,795</b>	<b>55,868</b>		
E101020	DOMESTIC REFUSE COLLECTION	95,089	23,763	15,782	7,981	-34%	Avon Waste are a month behind in their invoicing
E101021	DUDININ REFUSE COLLECTION	8,699	2,169	691	1,478	-68%	
E101022	PINGARING REFUSE COLLECTION	4,710	1,179	992	187	-16%	

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
E101030	REFUSE SITE MAINTENANCE	37,257	9,312	7,153	2,159	-23%	
E101040	ROEROC	15,000	3,750	0	3,750	-100%	
E101050	Recycling Depot	790	195	397	(202)	103%	
E101298	Depreciation	1,940	483	0	483	-100%	
E101999	General Admin Allocated	4,207	1,050	910	140	-13%	
	<b>Total Expenditure</b>	<b>167,672</b>	<b>41,901</b>	<b>25,924</b>	<b>15,977</b>		
	<b>Sub-total Sanitation - Household Refuse</b>	<b>163,959</b>	<b>25,974</b>	<b>(45,871)</b>	<b>71,845</b>		
	<b>Sanitation - Other</b>						
H02030	Drum Muster Reimbursement	3,000	750	0	(750)	-100%	
H02050	Grants - Transfer Station	0	0	0	0		
H02410	CHARGES - REFUSE REMOVAL	19,938	4,986	13,970	8,984	180%	Avon Waste are a month behind in their invoicing
H02420	Sale of Bins	400	99	0	(99)	-100%	
	<b>Total Revenue</b>	<b>23,338</b>	<b>5,835</b>	<b>13,970</b>	<b>8,135</b>		
E102020	Commercial Refuse Collection	55,981	13,992	10,546	3,446	-25%	
E102030	Drum Muster	3,460	864	405	459	-53%	
E102298	Depreciation	5,791	1,446	0	1,446	-100%	
E102420	PURCHASE OF BINS	400	99	155	(56)	56%	
E102999	General Admin Allocated	4,207	1,050	910	140	-13%	
	<b>Total Expenditure</b>	<b>69,839</b>	<b>17,451</b>	<b>12,015</b>	<b>5,436</b>		
	<b>Sub-total Sanitation - Other</b>	<b>46,501</b>	<b>11,616</b>	<b>(1,955)</b>	<b>13,571</b>		
	<b>Sewage</b>						
H03005	Deep Sewerage Contract	0	0	0	0		
H03440	Septic Tank Assessment Fees	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E103010	DEEP SEWERAGE CONTRIBUTION	0	0	0	0		
E103999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>1,905</b>	<b>474</b>	<b>412</b>	<b>62</b>		
	<b>Sub-total Sewage</b>	<b>1,905</b>	<b>474</b>	<b>412</b>	<b>62</b>		
	<b>Urban Stormwater Drainage</b>						
E104010	Urban Stormwater Drainage	5,900	1,473	1,741	(268)	18%	
E104999	General Admin Allocated	2,672	666	566	100	-15%	
	<b>Total Expenditure</b>	<b>8,572</b>	<b>2,139</b>	<b>2,308</b>	<b>(169)</b>		
	<b>Sub-total Urban Stormwater Drainage</b>	<b>8,572</b>	<b>2,139</b>	<b>2,308</b>	<b>(169)</b>		
	<b>Protection of Environment</b>						
H05200	Grant Income	0	0	0	0		
H05220	Income Other	0	0	45	45		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>45</b>	<b>45</b>		
E105051	Reinstatement of Gravel Pits	5,360	1,338	0	1,338	-100%	
E105100	Landcare	0	0	0	0		
E105200	TREE PLANTING - WATER CATCHMENT OFFSET	4,800	1,197	0	1,197	-100%	
E105999	General Admin Allocated	1,905	474	404	70	-15%	
	<b>Total Expenditure</b>	<b>12,065</b>	<b>3,009</b>	<b>404</b>	<b>2,605</b>		
	<b>Sub-total Protection of Environment</b>	<b>12,065</b>	<b>3,009</b>	<b>358</b>	<b>2,651</b>		
	<b>Town Planning</b>						
H06110	Planning Approvals	1,000	249	0	(249)	-100%	
H06100	Sale of Rural Lots	0	0	0	0		
H06297	Profit on Sale Rural Lots	4,000	999	0	(999)		
	<b>Total Revenue</b>	<b>5,000</b>	<b>1,248</b>	<b>0</b>	<b>(249)</b>		
E106020	Town Planning Advice	11,000	2,751	2,958	(207)	8%	
E106030	Town Planning Other	3,200	798	893	(95)	12%	
E106040	INTEREST ON SUBDIVISION LOAN 59	0	0	0	0		
E106297	Loss on Sale of Asset	0	0	0	0		
E106999	General Admin Allocated	6,757	2,187	1,893	294	-13%	
	<b>Total Expenditure</b>	<b>22,957</b>	<b>5,736</b>	<b>5,745</b>	<b>(9)</b>		
	<b>Sub-total Town Planning</b>	<b>17,957</b>	<b>4,488</b>	<b>5,745</b>	<b>(258)</b>		
	<b>Other Community Amenities</b>						
H07010	Public Toilets Kulin	0	0	0	0		
H07400	Charges - Cemetery Fees	1,200	300	380	80	27%	
H07420	GRANT COMMUNITY GARDEN	0	0	0	0		
H07060	WAR MEMORIAL GRANT	0	0	0	0		
H07410	CONTRIBUTION TO CEMETERIES	0	0	0	0		
	<b>Total Revenue</b>	<b>1,200</b>	<b>300</b>	<b>380</b>	<b>80</b>		
E107031	KULIN CEMETERY	11,071	2,760	1,504	1,256	-46%	
E107032	DUDININ CEMETERY	2,080	516	0	516	-100%	
E107033	Pingaring Cemetery	1,580	393	0	393	-100%	
E107050	PUBLIC CONVENIENCES	16,991	4,245	3,822	423	-10%	
E107051	Public Notice Boards	1,400	345	0	345	-100%	
E107052	PUBLIC CONVENIENCES DUDININ	3,035	750	477	273	-36%	
E107053	PUBLIC CONVENIENCES PINGARING	9,337	2,328	308	2,020	-87%	
E107060	WAR MEMORIAL	3,700	918	48	870	-95%	
E107298	Depreciation	10,032	2,508	0	2,508	-100%	
E107999	General Admin Allocated	9,068	2,265	1,961	304	-13%	
	<b>Total Expenditure</b>	<b>68,294</b>	<b>17,028</b>	<b>8,120</b>	<b>8,908</b>		

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
	<b>Sub-total Other Community Amenities</b>	<b>67,094</b>	<b>16,728</b>	<b>7,740</b>	<b>8,988</b>		
	<b>TOTAL COMMUNITY AMMENITIES</b>	<b>258,053</b>	<b>64,428</b>	<b>(31,263)</b>	<b>96,690</b>		
	<b>RECREATION &amp; CULTURE</b>						
	<b>Sports Facilities - Various</b>						
I113334	GRANTS - SPORTING PROJECTS	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>			
E110298	Depreciation	60,366	15,087	0	15,087	-100%	
E110999	General Admin Allocated	5,920	1,479	1,280	199	-13%	
E113331	BOWLING GREENS	548	135	53	82	-61%	
E113332	OVAL	78,064	19,509	7,196	12,313	-63%	
E113333	GOLF TENNIS PAVILION	12,851	3,213	1,637	1,576	-49%	
E113334	Golf Course	7,760	1,935	8,458	(6,523)	337%	
E113701	Plant Operation Costs	1,000	249	2,023	(1,774)	713%	
	<b>Total Expenditure</b>	<b>166,489</b>	<b>41,607</b>	<b>20,647</b>	<b>20,960</b>		
	<b>Sub-total Sports Facilities - Various</b>	<b>166,489</b>	<b>41,607</b>	<b>20,647</b>	<b>20,960</b>		
	<b>Public Halls</b>						
I111021	MEMORIAL HALL DONATIONS/GRANTS	1,468	0	0	0		
I111022	RENTAL FROM MEMORIAL HALL	0	0	0	0		
	<b>Total Revenue</b>	<b>1,468</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E111021	MEMORIAL HALL	10,775	2,685	1,175	1,510	-56%	
E111031	PINGARING HALL	6,730	1,674	564	1,110	-66%	
E111032	DUDININ HALL	8,910	2,226	784	1,442	-65%	
E111033	JITARNING HALL	270	66	299	(233)	353%	
E111298	Depreciation	34,426	8,604	0	8,604	-100%	
E111999	General Admin Allocated	5,920	1,479	1,280	199	-13%	
	<b>Total Expenditure</b>	<b>67,031</b>	<b>16,734</b>	<b>4,102</b>	<b>12,632</b>		
	<b>Sub-total Public Halls</b>	<b>65,563</b>	<b>16,734</b>	<b>4,102</b>	<b>12,632</b>		
	<b>Swimming Pools</b>						
I112100	GRANT FOR SWIMMING POOL	0	0	0	0		
I112360	Government Grants	0	0	0	0		
I112405	Pool Admission - Adults	6,400	1,599	0	(1,599)	-100%	
I112410	Pool Admission - Children	4,000	999	0	(999)	-100%	
I112450	Pool Slide Income	13,900	3,474	0	(3,474)	-100%	
I112480	SEASON PASS	8,500	2,124	0	(2,124)	-100%	
I112485	SWIM SCHOOL INCOME	0	0	0	0		
I112491	REIMBURSEMENTS	0	0	0	0		
I112600	EVENTS	1,050	261	0	(261)	-100%	
I112610	PROGRAMMING	0	0	0	0		
I112510	STAFF RENT	1,553	387	0	(387)	-100%	
	<b>Total Revenue</b>	<b>35,403</b>	<b>8,844</b>	<b>0</b>	<b>(8,844)</b>		
E112021	Salaries	65,086	16,272	3,589	12,683	-78%	
E112022	Superannuation	4,998	1,248	0	1,248	-100%	
E112023	CHEMICALS	5,500	1,374	888	486	-35%	
E112024	ELECTRICITY	33,500	8,376	715	7,661	-81%	
E112025	WATER	10,500	2,625	706	1,919	-73%	
E112026	MAINTENANCE	48,650	12,159	14,470	(2,311)	19%	
E112027	INSURANCE	12,970	12,970	13,567	(597)	5%	
E112028	OTHER MINOR EXPENDITURE	3,730	930	718	212	-23%	
E112029	STAFF HOUSING	0	0	0	0		
E112030	TELEPHONE	500	123	64	59	-48%	
E112035	SWIMMING POOL RECREATIONAL EQUIPMENT	0	0	0	0		
E112040	INTEREST ON SWIMMING POOL LOAN 60	0	0	0	0		
E112298	Depreciation	89,272	22,317	0	22,317	-100%	
E112600	EVENTS	1,500	375	0	375	-100%	
E112610	PROGRAMMING	0	0	0	0		
E112999	General Admin Allocated	10,242	2,559	2,214	345	-13%	
	<b>Total Expenditure</b>	<b>286,448</b>	<b>81,328</b>	<b>36,930</b>	<b>44,398</b>		
	<b>Sub-total Swimming Pools</b>	<b>251,045</b>	<b>72,484</b>	<b>36,930</b>	<b>35,554</b>		
	<b>Freebairn Recreation Centre</b>						
I113100	Memberships - Adult	11,050	2,760	3,665	905	33%	
I113110	Memberships - Children	500	123	18	(105)	-85%	
I113120	Memberships - Social	1,650	411	43	(368)	-90%	
I113130	MEMBERSHIPS - SHORT TERM	0	0	0	0		
I113140	Bank Charges recouped	300	75	66	(9)	-12%	
I113150	EVENTS	1,550	387	0	(387)	-100%	
I113200	Sponsorships	0	0	0	0		
I113270	REIMBURSEMENT	0	0	0	0		
I113277	STAFF RENTAL	0	0	0	0		
I113300	Hire - Indoor Courts	500	123	14	(109)	-89%	
I113320	Hire - Kitchen	3,500	873	1,232	359	41%	
I113330	DONATIONS FOR FREEBAIRN REC GE NTRE	1,500	375	0	(375)	-100%	
I113338	COMMUNITY CONTRIBUTIONS - SPECIFIC	12,000	3,000	6,524	3,524	117%	
I113336	Hire - Equipment	0	0	0	0		
I113350	Hire - Golf Course	0	0	0	0		
I113380	Hire - Golf/Tennis Pavilion	480	120	105	(15)	-13%	
I113390	Hire - Function Rooms	1,000	249	503	254	102%	
I113393	GYMNASIUM INCOME	450	111	0	(111)	-100%	

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
I113420	RAFFLE INCOME	0	0	0			
I113440	Grant CSRFF Bowling Greens	0	0	0	0		
I113394	Pool Table Income	0	0	0	0		
I113395	Catering Income	0	0	32	32		
I113400	Bingo Sales	0	0	0	0		
I113410	SUNDRY DONATIONS	0	0	0	0		
I113500	BAR SALES	130,000	32,499	42,628	10,129	31%	
I113501	INTERNAL BAR SALES	3,000	750	0	(750)	-100%	
I113502	EFTPOS CASHOUT	0	0	0	0		
I113505	Canteen Sales	3,000	750	1,505	755	101%	
I113510	Reimbursements	0	0	0	0		
I113590	MISC INCOME	0	0	0	0		
	<b>Total Revenue</b>	<b>170,460</b>	<b>42,606</b>	<b>56,333</b>	<b>13,727</b>		
E113060	Advertising and Promotion	1,000	249	0	249	-100%	
E113100	BANK CHARGES	500	123	208	(65)	69%	
E113104	Catering Costs	0	0	32	(32)		
E113107	Committee Costs	200	48	0	48	-100%	
E113110	Bingo Costs	0	0	0	0		
E113120	Cleaning Supplies	5,000	1,251	1,295	(44)	3%	
E113130	IT MAINTENANCE	3,500	873	1,198	(325)	37%	
E113137	Dam Expenses	0	0	0	0		
E113140	Depreciation- Freebairn Centre	0	0	0	0		
E113180	ELECTRICITY	25,000	6,249	6,971	(722)	12%	
E113190	FREIGHT - NON-BAR	100	24	0	24	-100%	
E113210	GAS SUPPLIES	3,300	825	1,081	(256)	31%	
E113218	Minor Equipment	500	123	120	3	-3%	
E113200	Gardening Supplies	0	0	0	0		
E113220	INSURANCE	22,250	22,250	19,095	3,155	-14%	
E113230	INTEREST ON LOAN 57	0	0	0	0		
E113240	LICENCING COSTS	1,710	426	524	(98)	23%	
E113243	Kitchen Consumables	800	198	820	(622)	314%	
E113247	GRANTS / PROJECTS	0	0	0	0		
E113250	Printing, Stationery and Post	2,500	624	193	431	-69%	
E113260	Pool Costs	200	48	0	48	-100%	
E113270	REPAIRS AND MAINTENANCE	46,390	11,588	8,593	3,055	-26%	
E113272	Security Costs	450	111	100	11	-10%	
E113280	Superannuation	9,417	2,352	1,774	578	-25%	
E113285	STAFF TRAINING	4,350	1,089	0	1,089	-100%	
E113290	TELEPHONE	3,500	876	753	123	-14%	
E113295	UNIFORMS	800	198	0	198	-100%	
E113298	Depreciation	135,388	33,846	0	33,846	-100%	
E113300	Wages - Centre Manager	21,103	5,274	9,105	(3,831)	73%	
E113305	WAGES - BAR ADMIN (MANAGER)	0	0	0	0		
E113310	Wages - Bar Staff Casuals	35,198	8,789	9,968	(1,169)	13%	
E113315	EVENTS	5,000	1,248	0	1,248	-100%	
E113320	WAGES - CLEANER	19,750	4,935	6,853	(1,918)	39%	
E113325	WAGES - GYM CLASSES ETC.	0	0	0	0		
E113330	OTHER COSTS	400	99	0	99	-100%	
E113335	KIDSPORT	500	123	0	123	-100%	
E113350	WORKERS COMPENSATION	4,646	1,161	2,581	(1,420)	122%	
E113410	Sundry Equipment Purchases	3,700	924	26	898	-97%	
E113499	INTERNAL BAR PURCHASES	2,000	498	0	498	-100%	
							Purchases are over budget as income is over budget. Simone is looking in to the margin on purchases to ensure budget figures compare.
E113500	Bar Purchases	52,000	12,999	25,826	(12,827)	99%	
E113501	Ice and Sundry Supplies	1,000	249	177	72	-29%	
E113502	FREIGHT ON BAR PURCHASES	2,400	600	794	(194)	32%	
E113505	Canteen Purchases	500	123	263	(140)	114%	
E113510	Bar Glassware	500	123	0	123	-100%	
E113540	STOCK WRITTEN OFF	600	150	0	150	-100%	
E113999	General Admin Allocated	9,300	2,325	2,011	314	-14%	
	<b>Total Expenditure</b>	<b>425,453</b>	<b>123,011</b>	<b>100,359</b>	<b>22,652</b>		
	<b>Sub-total Freebairn Recreation Centre</b>	<b>254,973</b>	<b>80,405</b>	<b>44,026</b>	<b>36,379</b>		
	<b>Television Re-broadcasting</b>						
I114310	Television Charges	1,400	348	1,410	1,062	305%	
	<b>Total Revenue</b>	<b>1,400</b>	<b>348</b>	<b>1,410</b>	<b>1,062</b>		
E114280	EQUIPMENT MAINTENANCE	0	0	0	0		
E114290	CONT TO VARLEY RADIO	2,000	498	0	498	-100%	
E114298	Depreciation	1,824	453	0	453	-100%	
E114999	General Admin Allocated	2,631	657	569	88	-13%	
	<b>Total Expenditure</b>	<b>6,454</b>	<b>1,608</b>	<b>569</b>	<b>1,039</b>		
	<b>Sub-total Television Re-broadcasting</b>	<b>5,054</b>	<b>1,260</b>	<b>(842)</b>	<b>2,102</b>		
	<b>Other Culture</b>						
I116300	Grant - Railway Station	15,000	3,750	0	(3,750)	-100%	
	<b>Total Revenue</b>	<b>15,000</b>	<b>3,750</b>	<b>0</b>	<b>(3,750)</b>		
E116100	KULIN MUSEUM	150	36	5	31	-87%	
E116110	KULIN MUSEUM SOCIETY GRANT	0	0	0	0		
E116200	HERITAGE	0	0	285	(285)		
E116300	Railway Station Maintenance	19,100	4,773	0	4,773	-100%	
E116999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>21,155</b>	<b>5,283</b>	<b>701</b>	<b>4,582</b>		
	<b>Sub-total Other Culture</b>	<b>6,155</b>	<b>5,283</b>	<b>701</b>	<b>4,582</b>		

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
<b>Other Sport &amp; Recreation</b>							
I117050	STORM WATER REUSE SCHEME	0	0	0	0		
I117056	OTHER SPORTING CLUBS	0	0	0	0		
I117440	CONTRIBUTIONS & REIMBURSEMENTS	0	0	0	0		
I117430	Kulin Squash Courts	100	24	0	(24)	-100%	
	<b>Total Revenue</b>	<b>100</b>	<b>24</b>	<b>0</b>	<b>(24)</b>		
E117020	HOSTEL	0	0	0	0		
E117010	Wages	0	0	0	0		
E117029	OFFICE GARDENS	18,100	4,521	3,527	994	-22%	
E117030	PUBLIC PARKS GDNS & RESERVES	58,260	14,559	17,685	(3,026)	21%	
E117031	RESERVES - OTHER	18,500	4,623	7,666	(3,043)	66%	
E117042	KULIN SQUASH COURTS	200	48	0	48	-100%	
E117050	STORM WATER REUSE SCHEME	0	0	53	(53)		
E117053	HOLT ROCK TENNIS CLUB	0	0	0	0		
E117052	DUDININ SPORTSGROUND	900	225	199	26	-12%	
E117054	Dudinín Tennis Club	1,935	483	2,333	(1,850)	383%	
E117056	OTHER SPORTING CLUBS	2,000	498	0	498	-100%	
E117058	SKATE PARK & PLAYGROUND	1,940	490	40	440	-92%	
E117298	Depreciation	23,850	5,961	0	5,961	-100%	
E117500	VARLEY DISTRICT CONTRIBUTIONS	2,000	498	0	498	-100%	
E117520	Pingaring Golf Club	1,445	357	1,051	(694)	194%	
E117999	General Admin Allocated	12,820	3,204	2,771	433	-13%	
	<b>Total Expenditure</b>	<b>141,950</b>	<b>35,457</b>	<b>35,224</b>	<b>233</b>		
	<b>Sub-total Other Sport &amp; Recreation</b>	<b>141,850</b>	<b>35,433</b>	<b>35,224</b>	<b>209</b>		
<b>Recreation Co-ordinator</b>							
I118112	Kulin Junior Sports Camp	0	0	0	0		
I118070	STAFF RENTAL	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E118010	Wages	23,970	5,991	0	5,991	-100%	
E118020	Superannuation	0	0	0	0		
E118120	Clinics / Special Programs	0	0	0	0		
	<b>Total Expenditure</b>	<b>23,970</b>	<b>5,991</b>	<b>0</b>	<b>5,991</b>		
	<b>Sub-total Recreation Co-ordinator</b>	<b>23,970</b>	<b>5,991</b>	<b>0</b>	<b>5,991</b>		
	<b>TOTAL RECREATION &amp; CULTURE</b>	<b>915,109</b>	<b>259,197</b>	<b>140,789</b>	<b>118,408</b>		
<b>TRANSPORT</b>							
<b>Roadworks</b>							
I121500	Regional Road Group	392,000	97,998	0	(97,998)	-100%	Main Roads not yet invoiced
I121505	MISC INCOME	0	0	256	256		
I121520	Roads to Recovery	646,650	161,661	0	(161,661)	-100%	Timing
I121750	BLACK SPOT	0	0	0	0		
	<b>Total Revenue</b>	<b>1,038,650</b>	<b>259,659</b>	<b>256</b>	<b>(259,403)</b>		
E121298	Depreciation	1,046,018	261,504	0	261,504	-100%	
E121250	Black Spot Submission Costs	0	0	0	0		
E121602	Traffic Signs	8,700	2,172	4,418	(2,246)	103%	
	<b>Total Expenditure</b>	<b>1,054,718</b>	<b>263,676</b>	<b>4,418</b>	<b>259,258</b>		
	<b>Sub-total Roadworks</b>	<b>16,068</b>	<b>4,017</b>	<b>4,161</b>	<b>(144)</b>		
<b>Road Maintenance</b>							
I122020	Flood Damage - Opening Up	0	0	0	0		
I122022	FLOOD DAMAGE - NORMAL	0	0	0	0		
I122360	Government Grants	112,782	28,194	0	(28,194)	-100%	Main Roads not yet invoiced
I122500	Miscellaneous Income	0	0	0	0		
	<b>Total Revenue</b>	<b>112,782</b>	<b>28,194</b>	<b>0</b>	<b>(28,194)</b>		
E122010	ROAD MAINTENANCE	1,152,457	288,114	471,582	(163,468)	64%	Timing, winter grading underway so maintenance work is high. When construction starts this will even out.
E122020	FLOOD DAMAGE - OPENING UP	0	0	0	0		
E122022	FLOOD DAMAGE - NORMAL	0	0	0	0		
E122120	Insurance - Contract Works	0	0	893	(893)		
E122121	KULIN DEPOT	49,305	12,327	14,932	(2,605)	21%	
E122122	HOLT ROCK DEPOT	7,125	1,776	1,311	465	-26%	
E122140	Footpath Maintenance	6,800	1,695	1,167	528	-31%	
E122150	STREET LIGHTING	21,160	5,289	3,005	2,284	-43%	
E122160	Street Cleaning	11,300	2,823	1,592	1,231	-44%	
E122161	DUDININ CLEANING	5,040	1,257	63	1,194	-95%	
E122180	Street Trees	24,300	6,072	5,404	668	-11%	
E122190	Streetscape Maintenance	49,500	12,389	16,831	(4,462)	36%	
E122200	Roman Road System	6,000	1,500	7,085	(5,585)	372%	
E122298	Depreciation	609,710	152,427	0	152,427	-100%	
E122999	General Admin Allocated	470,521	117,630	101,848	15,782	-13%	
	<b>Total Expenditure</b>	<b>2,413,218</b>	<b>603,279</b>	<b>625,713</b>	<b>(22,434)</b>		
	<b>Sub-total Road Maintenance</b>	<b>2,300,436</b>	<b>575,085</b>	<b>625,713</b>	<b>(59,628)</b>		
<b>Road Plant Purchases</b>							
I123297	Profit on Sale of Asset	5,000	1,248	0	(1,248)	-100%	

STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
I123299	PROCEEDS ON SALE OF ASSET	0	118,484	118,484	0	0%	Asset disposal needs to be posted, this will not be done until audit is complete and asset register rolled forward in to new financial year.
	<b>Total Revenue</b>	<b>5,000</b>	<b>1,248</b>	<b>0</b>	<b>(1,248)</b>		
E123297	Loss on Sale of Asset	107,000	26,748	0	26,748	-100%	Timing, purchases expected later in the year.
E123999	General Admin Allocated	12,292	3,072	2,658	415	-13%	
	<b>Total Expenditure</b>	<b>119,292</b>	<b>29,820</b>	<b>2,658</b>	<b>27,163</b>		
	<b>Sub-total Road Plant Purchases</b>	<b>114,292</b>	<b>28,572</b>	<b>2,658</b>	<b>25,915</b>		
	<b>Aerodomes</b>						
E126280	Airstrip Maintenance	3,000	744	293	451	-61%	
E126298	Depreciation	0	0	0	0		
E126999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>4,905</b>	<b>1,218</b>	<b>705</b>	<b>513</b>		
	<b>Sub-total Aerodomes</b>	<b>4,905</b>	<b>1,218</b>	<b>705</b>	<b>513</b>		
	<b>TOTAL TRANSPORT</b>	<b>2,435,701</b>	<b>608,892</b>	<b>633,237</b>	<b>(24,345)</b>		
	<b>ECONOMIC SERVICES</b>						
I130100	GRANT FUNDING	15,000	3,750	5,000	1,250	33%	
I130200	DONATIONS SCHOOL HOLIDAY/LOCAL PROGRAM	0	0	10,000	10,000		
I130210	DONATIONS CAMPS	55,000	13,749	1,399	(12,350)	-90%	
I130220	DONATIONS SCHOOL CAMPS	0	0	0	0		
I130223		0	0	0	0		
I130240	DONATIONS GENERAL	140,000	35,001	4,850	(30,151)	-86%	
I130300	USER CHARGES SCHOOL HOLIDAY/LOCAL PRO	2,500	624	(655)	(1,279)	-205%	
I130310	USER CHARGES CAMPS	80,000	15,000	8,797	(6,203)	-41%	
I130320	USER CHARGES SCHOOL CAMPS	30,000	7,500	6,273	(1,227)	-16%	
I130330	USER CHARGES CORPORATE CAMPS	3,000	750	798	48	6%	
I130400	MERCHANDISE SALES	1,500	375	552	177	47%	
I130500	RENTAL REIMBURSEMENTS	0	0	1,583	1,583		
I130500	REIMBURSEMENTS AND OTHER INCOME	0	0	8,814	8,814		
I130700	TRANSFER FROM CAMP KULIN RESERVE	25,000	6,249	0	(6,249)	-100%	
	<b>Total Income</b>	<b>332,000</b>	<b>76,749</b>	<b>47,410</b>	<b>(39,735)</b>		
E130100	FACILITATORS WAGES	193,317	48,327	45,495	2,832	-6%	
E130110	FACILITATORS SUPERANNUATION	18,365	4,590	4,374	216	-5%	
E130180	VOLUNTEER SUPPORT	1,000	249	0	249	-100%	
E130120	FACILITATORS INSURANCE	0	0	0	0		
E130130	FACILITATORS OTHER EMPLOYMENT EXPENSES	0	0	0	0		
E130150	SUPERVISION WAGES	0	0	0	0		
E130160	SUPERVISION SUPERANNUATION	0	0	0	0		
E130170	SUPERVISION OTHER EMPLOYMENT EXPENSES	0	0	224	(224)		
E130200	ACTIVITY COSTS - SCHOOL HOLIDAY/LOCAL PRO	6,000	1,500	314	1,186	-79%	
E130210	ACTIVITY COSTS - CAMPS	5,000	1,248	13	1,235	-99%	
E130220	ACTIVITY COSTS - SCHOOL CAMPS	200	48	70	(22)	46%	
E130230	ACTIVITY COSTS - CORPORATE CAMPS	200	48	0	48	-100%	
E130300	TRANSPORTATION FOR SCHOOL HOLIDAY/LOCA	0	0	0	0		
E130310	TRANSPORTATION FOR CAMPS	18,000	4,500	2,368	2,132	-47%	
E130320	TRANSPORTATION FOR SCHOOL CAMPS	0	0	0	0		
E130330	TRANSPORTATION FOR CORPORATE CAMPS	0	0	0	0		
E130335	HOUSING COSTS	12,100	3,021	0	3,021	-100%	
E130400	ACCOMMODATION SCHOOL HOLIDAY/LOCAL PR	0	0	0	0		
E130410	ACCOMMODATION CAMPS	0	0	0	0		
E130420	ACCOMMODATION SCHOOL CAMPS	0	0	0	0		
E130430	ACCOMMODATION CORPORATE CAMPS	0	0	0	0		
E130500	CATERING SCHOOL HOLIDAY/LOCAL PROGRAMS	500	123	1,812	(1,689)	1373%	
E130510	CATERING CAMPS	20,000	4,998	5,111	(113)	2%	
E130520	CATERING SCHOOL CAMPS	4,000	999	0	999	-100%	
E130530	CATERING CORPORATE CAMPS	0	0	0	0		
E130600	ADVERTISING SCHOOL HOLIDAY/LOCAL PROGRA	0	0	0	0		
E130610	ADVERTISING CAMPS	200	48	0	48	-100%	
E130620	ADVERTISING SCHOOL CAMPS	0	0	0	0		
E130630	ADVERTISING CORPORATE CAMPS	0	0	0	0		
E130670	ADVERTISING, MARKETING GENERAL	1,000	249	300	(51)	20%	
E130700	MERCHANDISE COSTS	5,000	1,248	1,048	201	-16%	
E130710	BUILDING MAINTENANCE	0	0	0	0		
E130760	COMPUTER MAINTENANCE & IT SUPPORT	0	0	0	0		
E130800	CAMP KULIN ADMINISTRATION COSTS	24,500	6,126	9,684	(3,558)	58%	
E130810	CAMP KULIN STAFF DEVELOPMENT & TRAINING	2,500	624	0	624	-100%	
E130820	INCORPORATION EXPENSES	0	0	500	(500)		
E130999	GENERAL ADMINISTRATION ALLOCATED	15,125	3,780	3,205	575	-15%	
E132040	KULIN HOSTEL	49,432	12,357	9,734	2,623	-21%	
	<b>Total Expenditure</b>	<b>376,439</b>	<b>94,083</b>	<b>84,253</b>	<b>7,207</b>		
	<b>Sub-total Camp Kulin</b>	<b>44,439</b>	<b>17,334</b>	<b>36,843</b>			
	<b>Rural Services</b>						
I131100	OTHER INCOME	0	0	25	25		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>25</b>		
E131040	Noxious Weeds/Pest Plants	7,400	1,848	5,025	(3,177)	172%	
E131050	Vermin Control	900	222	0	222	-100%	
E131280	DROUGHT ASSISTANCE EXPENSES	0	0	0	0		
E131298	Depreciation	75	18	0	18	-100%	
E131999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>10,280</b>	<b>2,562</b>	<b>5,437</b>	<b>(2,875)</b>		

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
<b>Sub-total Rural Services</b>		<b>10,280</b>	<b>2,562</b>	<b>5,413</b>	<b>(2,851)</b>		
<b>Tourism &amp; Area Promotion</b>							
I132100	Grants	1,700	426	0	(426)	-100%	
I132103	MACROCARPA ART PROJECT	0	0	0	0		
I132406	HOSTEL INCOME CAMP KULIN	0	0	0	0		
I132409	HOSTEL CHARGES	500	123	0	(123)	-100%	
I132410	Caravan Park Charges	15,000	3,750	3,715	(35)	-1%	
I132411	SALE OF HISTORY BOOKS - DUDININ	0	0	0	0		
I132420	Sale of Maps	100	24	0	(24)	-100%	
I132430	SALE OF HISTORY BOOKS - KULIN	100	24	0	(24)	-100%	
I132440	DONATIONS WAR MEMORIAL & OPEN DOORS	0	0	0	0		
I132444	GRANT - TIN HORSE HIGHWAY - UPGRADE	0	0	0	0		
I132450	SALE OF THH SOUVENIRS	1,000	249	594	345	138%	
<b>Total Revenue</b>		<b>18,400</b>	<b>4,596</b>	<b>4,308</b>	<b>138</b>		
E132030	CARAVAN PARK	21,506	5,373	6,821	(1,448)	27%	
E132050	INFORMATION BAY	1,600	393	29	364	-93%	
E132060	Tidy Towns	0	0	0	0		
E132100	Tourism & Area Promotion	31,750	7,925	8,662	(727)	9%	
E132102	BRAND KULIN	0	0	0	0		
E132103	MACROCARPA ART PROJECT	0	0	0	0		
E132111	Herbarium Costs	0	0	0	0		
E132120	District Maps	200	48	0	48	-100%	
E132130	Donations	0	0	0	0		
E132400	SALARIES	0	0	0	0		
E132410	SUPERANNUATION	0	0	629	(629)		
E132298	Depreciation	65,000	16,248	0	16,248	-100%	
E132420	KULIN HOSTEL OTHER	0	0	0	0		
E132999	General Admin Allocated	34,193	8,523	7,373	1,150	-13%	
<b>Total Expenditure</b>		<b>154,159</b>	<b>36,520</b>	<b>23,514</b>	<b>15,006</b>		
<b>Sub-total Tourism &amp; Area Promotion</b>		<b>135,759</b>	<b>33,924</b>	<b>19,205</b>	<b>15,145</b>		
<b>Building Control</b>							
I133410	BUILDING PERMITS	4,000	999	683	(316)	-32%	
I133420	BCITF LEVY COLLECTION	2,000	498	305	(193)	-39%	
I133425	BUILDING SERVICES LEVY COLLECTION	960	240	332	92	38%	
<b>Total Revenue</b>		<b>6,960</b>	<b>1,737</b>	<b>1,319</b>	<b>(418)</b>		
E133010	Group Building Scheme	18,000	4,500	3,870	630	-14%	
E133420	BCITF levy payment	2,000	498	0	498	-100%	
E133425	BUILDING SERVICES LEVY PAYMENT	960	240	130	110	-46%	
E133999	General Admin Allocated	3,166	789	684	105	-13%	
<b>Total Expenditure</b>		<b>24,126</b>	<b>6,027</b>	<b>4,685</b>	<b>1,342</b>		
<b>Sub-total Building Control</b>		<b>17,166</b>	<b>4,290</b>	<b>3,365</b>	<b>925</b>		
<b>Kulin Resource Centre</b>							
I134010	Business Memberships	0	0	64	64		
I134030	Single Membership	0	0	0	0		
I134060	Organisations Membership	0	0	0	0		
I134070	Photocopying	3,600	900	419	(481)	-53%	
I134080	BINDING, STAPLING & FOLDING	0	0	0	0		
I134090	FAXING, SCANNING & EMAILING	200	46	40	(8)	-17%	
I134100	Computer Usage	800	198	31	(167)	-85%	
I134110	WORD PROCESSING	0	0	0	0		
I134120	Desktop Publishing	1,440	360	0	(360)	-100%	
I134130	KULIN UPDATE	9,000	2,250	2,743	493	22%	
I134135	DYE SUBLIMATION	0	0	0	0		
I134140	Laminating	1,300	324	88	(236)	-73%	
I134150	Equipment Hire	200	48	0	(48)	-100%	
I134160	CONSUMABLE SALES	1,000	249	101	(148)	-59%	
I134165	SOUVENIRS	0	0	0	0		
I134170	BUILDING HIRE	1,200	300	255	(45)	-15%	
I134180	PUBLIC TRAINING/COURSES	1,800	450	0	(450)	-100%	
I134190	Commissions	4,000	999	4,882	3,883	389%	
I134200	GRANTS - OTHER	0	0	0	0		
I134210	TELECENTRE DONATIONS	0	0	0	0		
I134215	KODAK SCANNING & PHOTOSHOP	1,200	300	61	(239)	-80%	
I134220	OTHER INCOME	2,040	510	6,311	5,801	1137%	Gen Ag income
I134270	COMMUNITY CONTRIBUTION REIMBURSEMENT	4,800	1,200	0	(1,200)	-100%	
I134300	Reimbursements	6,000	1,500	2,277	777	52%	
I134500	GRANTS - CRC OPERATIONAL	99,941	24,984	29,837	4,853	19%	
<b>Total Revenue</b>		<b>138,521</b>	<b>34,620</b>	<b>47,107</b>	<b>12,467</b>		
E134010	Wages	92,213	23,052	23,426	(374)	2%	
E134020	Superannuation	8,760	2,190	1,430	760	-35%	
E134030	INSURANCE	12,500	12,500	10,361	2,139	-17%	
E134040	UNIFORMS	800	198	0	198	-100%	
E134050	STAFF TRAINING	1,000	249	400	(151)	61%	
E134060	TELEPHONE	2,000	498	351	147	-29%	
E134065	WATER	800	201	0	201	-100%	
E134070	ELECTRICITY	0	0	1,924	(1,924)		
E134080	Printing & Stationery	9,000	2,250	3,783	(1,533)	68%	
E134085	DYE SUBLIMATION MACHINE	0	0	0	0		
E134090	Postage and Freight	840	210	0	210	-100%	
E134095	STAFF AMENITIES	500	123	0	123	-100%	
E134100	Advertising and Promotion	2,500	624	1,625	(1,001)	180%	
E134105	SOUVENIR EXPENSE	0	0	0	0		



## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
E134110	IT MAINTENANCE & SUPPORT	9,000	2,250	2,072	178	-8%	
E134115	Cleaning	0	0	0	0		
E134120	CENTRE MAINTENANCE	5,100	1,275	0	1,275	-100%	
E134130	Courses	5,000	1,248	6,981	(5,733)	459%	Gen Ag expenditure, covered by income above.
E134140	Library Freight	400	99	0	99	-100%	
E134150	LIBRARY COSTS	14,953	3,738	2,769	969	-26%	
E134155	Kodak Scanning & Photoshop	0	0	0	0		
E134165	LEADERSHIP GROUP FUNCTIONS & SPONSORS	0	0	0	0		
E134190	KEY TO KULIN	400	99	65	34	-34%	
E134200	GRANT FUNDING EXPENDITURE	2,000	498	0	498	-100%	
E134298	Dopreciation	42,495	10,623	0	10,623	-100%	
E134300	SUNDRY EXPENSES	0	0	0	0		
E134999	General Admin Allocated	12,774	3,192	2,762	430	-13%	
	<b>Total Expenditure</b>	<b>223,035</b>	<b>65,117</b>	<b>57,949</b>	<b>7,168</b>		
	<b>Sub-total Kulin Resource Centre</b>	<b>84,514</b>	<b>30,407</b>	<b>10,842</b>	<b>19,655</b>		
	<b>Other Economic Services</b>						
I136010	SALE OF STANDPIPE WATER	5,200	1,296	25	(1,271)	-98%	
I136020	REIMBURSEMENTS	0	0	0	0		
I136030	GRANTS	80,222	20,055	0	(20,055)	-100%	
I136050	OTHER INCOME	0	0	0	0		
I136115	Community Cropping Program	1,000	249	0	(249)		
	<b>Total Revenue</b>	<b>86,422</b>	<b>21,600</b>	<b>25</b>	<b>(21,326)</b>		
E136030	FUEL FACILITY	0	0	0	0		
E136040	WATER SUPPLY (STANDPIPES)	35,200	8,798	7,305	1,491	-17%	
E136047	Town Water Supply Maintenance	0	0	0	0		
E136050	Farm Water Supplies & Maintenance	4,000	999	0	999		
E136100	OTHER EXPENDITURE	0	0	245	(245)		
E136105	Pingaring Community Centre	4,000	999	0	999	-100%	
E136115	COMMUNITY CROPPING PROGRAM	1,800	441	0	441	-100%	
E136200	ECONOMIC DEVELOPMENT	5,000	1,248	0	1,248	-100%	
E136298	DEPRECIATION	8,950	2,235	0	2,235	-100%	
E136999	General Admin Allocated	1,905	474	412	62	-13%	
	<b>Total Expenditure</b>	<b>60,855</b>	<b>15,192</b>	<b>7,962</b>	<b>7,230</b>		
	<b>Sub-total Other Economic Services</b>	<b>(25,567)</b>	<b>(6,408)</b>	<b>7,937</b>	<b>(14,095)</b>		
	<b>Police Licencing</b>						
E137010	Salaries	0	0	0	0		
E137120	MODEM COSTS	0	0	0	0		
E137999	General Admin Allocated	0	0	0	0		
	<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>Sub-total Police Licencing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>Kulin Bush Races</b>						
I138010	BUSH RACES INCOME	250,000	62,499	0	(62,499)	-100%	
I138020	OTHER RACES INCOME	26,187	6,543	0	(6,543)	-100%	
	<b>Total Revenue</b>	<b>276,187</b>	<b>69,042</b>	<b>0</b>	<b>(69,042)</b>		
E132110	BUSH RACES CONTRIBUTION	0	0	0	0		
E138010	BUSH RACES EXPENDITURE	249,400	62,349	0	62,349	-100%	
E138015	BLAZING SWAN EXPENDITURE	0	0	0	0		
E138020	INSURANCE & LICENSING	3,121	780	1,491	(651)	83%	
E138040	BUSH RACES CONTRIBUTION	32,300	8,070	386	7,684	-95%	
E138298	Depreciation	1,221	303	0	303	-100%	
E138999	General Admin Allocated	14,045	3,510	3,036	474	-13%	
	<b>Total Expenditure</b>	<b>300,086</b>	<b>75,012</b>	<b>4,853</b>	<b>70,159</b>		
	<b>Sub-total Kulin Bush Races</b>	<b>23,899</b>	<b>5,970</b>	<b>4,853</b>	<b>1,117</b>		
	<b>Fuel Facility</b>						
I139010	SALES - PUBLIC	540,000	135,000	113,346	(21,654)	-16%	
I139020	SALES - INTERNAL	0	0	0	0		
I139030	SALES - OTHER	0	0	0	0		
I139080	OTHER INCOME	0	0	0	0		
I139090	REIMBURSEMENTS	0	0	0	0		
	<b>Total Revenue</b>	<b>540,000</b>	<b>135,000</b>	<b>113,346</b>	<b>(21,654)</b>		
E139010	FUEL PURCHASES	440,000	110,001	103,216	5,785	-6%	
E139030	FUEL ACCOUNT SALES	990	246	633	(387)	157%	
E139040	IT MAINTENANCE	2,600	648	555	93	-14%	
E139045	BANK CHARGES	2,400	600	682	(82)	14%	
E139050	MAINTENANCE & REPAIRS	11,700	2,922	681	2,241	-77%	
E139080	SUNDRY EXPENSES	0	0	0	0		
E139298	DEPRECIATION	0	0	0	0		
E139999	GENERAL ADMIN ALLOCATED	15,466	3,864	3,322	542	-14%	
	<b>Total Expenditure</b>	<b>473,156</b>	<b>118,281</b>	<b>109,090</b>	<b>9,191</b>		
	<b>Sub-total Fuel Facility</b>	<b>(66,844)</b>	<b>(16,719)</b>	<b>(4,257)</b>	<b>(12,462)</b>		
	<b>TOTAL ECONOMIC SERVICES</b>	<b>223,647</b>	<b>71,450</b>	<b>84,201</b>	<b>7,432</b>		
	<b>OTHER PROPERTY &amp; SERVICES</b>						
	<b>Private Works</b>						
I141025	MAIN ROADS WORKS	0	0	0	0		
I141410	Private Works	30,000	7,500	14,219	6,719	90%	

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
	<b>Total Revenue</b>	<b>30,000</b>	<b>7,500</b>	<b>14,219</b>	<b>6,719</b>		
E141010	PRIVATE WORKS	30,000	7,695	5,428	2,267	-29%	
E141025	MAIN ROADS WORKS	3,600	897	3,490	(2,593)	289%	
E141999	General Admin Allocated	9,865	2,466	2,133	333	-14%	
	<b>Total Expenditure</b>	<b>44,265</b>	<b>11,058</b>	<b>11,050</b>	<b>8</b>		
	<b>Sub-total Private Works</b>	<b>14,265</b>	<b>3,558</b>	<b>(3,169)</b>	<b>6,727</b>		
	<b>Community Bus</b>						
I142100	Hire of Bus & Trailer	5,700	1,425	2,141	716	50%	
	<b>Total Revenue</b>	<b>5,700</b>	<b>1,425</b>	<b>2,141</b>	<b>716</b>		
E142020	Community Bus Shed	40	9	46	(37)	414%	
E142105	LICENSING & INSURANCE	660	165	0	165	-100%	
E142298	Depreciaton	360	90	0	90	-100%	
E142700	Plant Operation Costs	3,900	972	381	591	-61%	
	<b>Total Expenditure</b>	<b>4,960</b>	<b>1,236</b>	<b>427</b>	<b>809</b>		
	<b>Sub-total Community Bus</b>	<b>(740)</b>	<b>(189)</b>	<b>(1,714)</b>	<b>1,525</b>		
	<b>Public Works Overheads</b>						
I143100	STAFF HOUSING RENTAL	17,716	4,428	3,936	(492)	-11%	
I143390	REIMBURSEMENTS	2,000	498	3,403	2,905	583%	
	<b>Total Revenue</b>	<b>19,716</b>	<b>4,926</b>	<b>7,339</b>	<b>2,413</b>		
E143010	ENGINEERS SALARY	125,000	31,248	43,235	(11,987)	38%	
E143020	ENGINEER SUNDRIES	600	150	0	150	-100%	
E143025	WORKERS COMPENSATION INSURANCE	16,519	4,128	15,336	(11,208)	272%	
E143030	OFFICE EXPENSES	7,660	1,914	2,017	(103)	5%	
E143035	UTILITIES	2,000	498	0	498	-100%	
E143040	Superannuation	158,400	39,600	38,005	1,594	-4%	
E143050	Sick & Holiday Pay	126,000	31,500	35,432	(3,932)	12%	
E143060	Insurance on Works	9,180	9,180	8,935	245	-3%	
E143070	Long Service leave	0	0	19,175	(19,175)		L Hobson, will be covered by a transfer from our leave reserve.
E143075	FBT EXPENSE	1,500	375	0	375	-100%	
E143090	Award Allowances	150,134	37,533	15,586	21,947	-58%	
E143110	Consumable Stores	1,200	300	0	300	-100%	
E143120	PROTECTIVE CLOTHING	5,200	1,289	4,995	(3,696)	285%	
E143125	STAFF HOUSING	61,630	15,408	22,021	(6,613)	43%	Timing, essential works completed immediately.
E143130	Removal Expenses	5,000	1,248	0	1,248	-100%	
E143140	Seminar Expenses	13,800	3,450	6,291	(2,841)	82%	
E143150	Health & Safety Program	14,000	3,495	3,164	331	-9%	
E143152	CONSULTING	5,000	1,248	0	1,248	-100%	
E143155	Apprentice Training	6,000	1,500	0	1,500	-100%	
E143160	CARBON TAX	0	0	0	0		
E143170	General Mice not Allocated	0	0	0	0		
E143180	TRANSFER FROM POC	85,648	21,411	0	21,411	-100%	
E143190	KEY TO KULIN	1,500	375	495	(120)	32%	
E143205	WORKERS COMPENSATION	0	0	0	0		
E143290	ALLOCATED TO WORKS & SERVICES	(914,833)	(228,708)	(210,921)	(17,787)	-8%	
E143297	Loss on Sale of Asset	0	0	0	0		
E143298	Depreciaton	9,000	2,250	0	2,250	-100%	
E143999	General Admin Allocated	129,579	32,394	28,014	4,380	-14%	
	<b>Total Expenditure</b>	<b>19,716</b>	<b>11,786</b>	<b>31,783</b>	<b>(19,987)</b>		
	<b>Sub-total Public Works Overheads</b>	<b>0</b>	<b>6,870</b>	<b>24,444</b>	<b>(17,574)</b>		
	<b>Plant Operation</b>						
I144390	Insurance Claims	0	0	0	0		
I144297	Profit on Sale of Asset	0	0	0	0		
I144100	DIESEL REBATE	40,000	9,999	8,984	(1,015)	-10%	
	<b>Total Revenue</b>	<b>40,000</b>	<b>9,999</b>	<b>8,984</b>	<b>(1,015)</b>		
E144000	Plant Repair Wages	180,000	44,997	25,907	19,090	-42%	
E144005	Tyres & Tubes	66,000	16,500	2,429	14,071	-85%	
E144010	Parts & Repairs	160,000	39,999	33,621	6,378	-16%	
E144015	INSURANCE & LICENCE	58,313	14,577	14,991	(414)	3%	
E144020	Fuel & Oil	385,000	96,249	84,952	11,297	-12%	
E144030	Blades & Tynes	7,500	1,875	0	1,875	-100%	
E144060	Expendable Tools	2,400	600	0	600	-100%	
E144061	TELEPHONE	800	198	95	103	-52%	
E144070	OFFICE EXPENSES	1,140	282	0	282	-100%	
E144080	Relocation Expenses	0	0	0	0		
E144180	Other Minor Expenditure	2,000	498	0	498	-100%	
E144290	ALLOCATED TO WORKS & SERVICES	(880,553)	(220,137)	(187,257)	(32,880)	-15%	
E144291	LESS ALLOCATED TO PLANT OPERATION COSTS	0	0	0	0		
E144297	Loss on Sale of Assel	0	0	0	0		
E144700	PLANT OPERATION COSTS	8,825	2,205	10,036	(7,831)	355%	
	<b>Total Expenditure</b>	<b>(8,675)</b>	<b>(2,157)</b>	<b>(15,225)</b>	<b>13,068</b>		
	<b>Sub-total Plant Operation</b>	<b>(48,675)</b>	<b>(12,156)</b>	<b>(24,209)</b>	<b>12,053</b>		
	<b>Salaries &amp; Wages</b>						
I146390	Workers Compensation	0	0	0	0		
	<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
E146010	Gross Total For Year	2,764,886	691,221	632,721	58,500	-8%	
E146020	Workers Compensation	0	0	725	(725)		

## STATEMENT OF OPERATING

COA	Description	Current Budget \$	YTD Budget \$	YTD Actual \$	Var. \$	Var. %	Explanation of variances
E146200	Salaries & Wages Allocated	(2,764,086)	(691,221)	(632,721)	(58,500)	-8%	
E146400	Unallocated Salaries & Wages	0	0	0	0		
	<b>Total Expenditure</b>	0	0	725	(725)		
	<b>Sub-total Salaries &amp; Wages</b>	0	0	725	(725)		
	<b>Unclassified</b>						
H147360	SALE OF PARTS/SCRAP	500	123	0	(123)	-100%	
	<b>Total Revenue</b>	500	123	0	(123)		
	<b>Sub-total Unclassified</b>	(500)	(123)	0	(123)		
	<b>Public Works Depreciation</b>						
E144298	Depreciaton			0	135,789	-100%	
E148299	LESS DEPRECIATION ALLOCATED	(543,158)	(135,789)	(119,366)	(16,423)	-12%	
	<b>Total Expenditure</b>	0	0	(119,366)	119,366		
	<b>Sub-total Public Works Depreciation</b>	0	0	(119,366)	119,366		
	<b>TOTAL OTHER PROPERTY &amp; SERVICES</b>	(35,549)	(2,040)	(123,289)	121,249		
	<b>GRAND TOTAL</b>	1,502,525	(1,060,896)	(1,324,581)	342,515		

Capital Expenditure Program  
2017/2018 Budget to Actual Comparison

Code	Account Name	Project Description	Period Ended 30/09/2017						Other	Other Details	30/06/2018 Total
			30	41	42	31	40				
E042400	ADMINISTRATION EQUIPMENT	Replacement of IT Equipment 2017-18	-	-	-	5,000	-	-	Computer Replacement Sundry IT Equipment (Contingency)	10,000	
E042400	ADMINISTRATION EQUIPMENT		-	-	-	-	-	-	Not required so far ytd	-	
E042510	Transfer to Admin Equip Reserve	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	-	1,434	Transfer interest earned on Reserve term deposit from municipal account	-	
E042510	Transfer to Admin Equip Reserve		-	-	-	-	-	-	Term Deposit has not yet matured, no interest received	-	
I091510	Transfer from Building Reserve	Transfer funds for the construction of staff housing	-	-	-	-	-	200,000		200,000	
I091510	Transfer from Building Reserve		-	-	-	-	-	-	Final housing project not yet determined, funding not required	-	
I092600	LOAN RAISED	Loan raised to fund the construction of staff housing	-	-	-	-	-	500,000		500,000	
I092600	LOAN RAISED		-	-	-	-	-	-	Final housing project not yet determined, funding not required	-	
E091101	STAFF HOUSING CONSTRUCTION - 3 HODGSON	Complete Construction of 3 Hodgson	3,500	2,800	1,000	39,500	-	-		46,800	
E091101	STAFF HOUSING CONSTRUCTION - 3 HODGSON		4,315	1,395	1,708	23,439	-	-	Front patio yet to be completed	30,857	
E091102	STAFF HOUSING CONSTRUCTION - LOT 108 RANKIN	Complete Construction of 9 Rankin	3,500	2,800	1,000	39,500	-	-		46,800	
E091102	STAFF HOUSING CONSTRUCTION - LOT 108 RANKIN		3,676	2,940	1,114	26,149	-	-	Front patio & decking yet to be completed	33,879	
E091103	STAFF HOUSING PROJECT 3 RESIDENCIES	Construction of 3 staff houses	25,000	20,000	15,000	730,000	-	-		790,000	
E091103	STAFF HOUSING PROJECT 3 RESIDENCIES		-	-	-	-	-	-	Details of project have not yet been defined. Therefore no expenditure	-	

Capital Expenditure Program  
2017/2018 Budget to Actual Comparison

Code	Account Name	Period Ended 30/09/2017 Project Description	2017/2018 Budget to Actual Comparison						30/06/2018 Total
			30	41	42	31	40	Other Details	
			Wages	PWOH	POG	Materials	Other		
E091104	JV HOUSING PROJECT	Assistance provided to assist staff & residents to build locally	-	-	-	50,000	-		50,000
E091104	JV HOUSING PROJECT		-	-	-	-	-	Details of project have not yet been defined. Therefore no expenditure	-
E091110	PRINCIPAL ON LOANS 55 & 58	Assistance provided to assist staff & residents to build locally	-	-	-	-	106,814		106,814
E091110	PRINCIPAL ON LOANS 55 & 58		-	-	-	-	28,159	WATC paid in two instalments, Dec & June. Bendigo loan repaid September	-
E091510	Transfer to Building Reserve	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	9,542	Transfer interest earned on Reserve term deposit from municipal account	9,542
E091510	Transfer to Building Reserve		-	-	-	-	-	Term Deposit has not yet matured, no interest received	-
E092510	TRANSFER TO JOINT VENT HOUSING RESERVE	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	1,814	Transfer interest earned on Reserve term deposit from municipal account	1,814
E092510	TRANSFER TO JOINT VENT HOUSING RESERVE		-	-	-	-	-	Term Deposit has not yet matured, no interest received	-
E107131	KULIN CEMETERY CAPITAL	Project in collaboration with the Lions Club to upgrade the cemetery gazebo	-	-	-	25,000	-	Includes fencing, gazebo & fencing	25,000
E107131	KULIN CEMETERY CAPITAL		-	-	-	-	-	Gazebo has been ordered	-
E117300	IRRIGATION TANK TOWN GARDENS	Project in collaboration with the Lions Club to upgrade the cemetery gazebo	5,000	4,000	-	14,500	-	Tank to use water re-use to irrigate town gardens	23,500
E117300	IRRIGATION TANK TOWN GARDENS		-	-	-	-	-	Not started yet	-
E113910	TRANSFER TO FREEBAIRN REC CENTRE RESERVE	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	33,400	\$30k transfer + \$3,400 in interest to be transferred	33,400
E113910	TRANSFER TO FREEBAIRN REC CENTRE RESERVE		-	-	-	-	-	Term Deposit has not yet matured, no interest received. Reserve transfers completed at year end	-

Capital Expenditure Program  
2017/2018 Budget to Actual Comparison

Code	Account Name	Period Ended 30/09/2017 Project Description	2017/2018 Budget to Actual Comparison							30/06/2018 Total
			30 Wages	41 PWOH	42 FOC	31 Materials	40 Other	40 Other Details		
E113930	TRANSFER TO FRC SURFACE & EQUIP REPLACEMENT RESERVE	Transfer Interest earned on Reserve term deposit from municipal account	-	-	-	-	27,496	\$25k transfer + \$2,496 in interest to be transferred	27,496	
E113930	TRANSFER TO FRC SURFACE & EQUIP REPLACEMENT RESERVE		-	-	-	-	-	Term Deposit has not yet matured, no interest received. Reserve transfers completed at year end	-	
E119010	TRANSFER TO FREEBAIRN SPORTSPERSON SCHOLARSHIP RESERVE	Transfer Interest earned on Reserve term deposit from municipal account	-	-	-	-	237		237	
E119010	TRANSFER TO FREEBAIRN SPORTSPERSON SCHOLARSHIP RESERVE		-	-	-	-	-	Term Deposit has not yet matured, no interest received	-	
E122230	HOLT ROCK DEPOT UPGRADE	Replace oven and install airconditioner	-	-	-	5,000	-		5,000	
E122230	HOLT ROCK DEPOT UPGRADE		-	-	-	540	-		540	
E122300	TRANSFER TO NATURAL DISASTER RESERVE	Transfer Interest earned on Reserve term deposit from municipal account	-	-	-	-	2,441		2,441	
E122300	TRANSFER TO NATURAL DISASTER RESERVE		-	-	-	-	-		-	
E123105	MOTOR VEHICLE PURCHASES	MV27 (CEO Vehicle)	-	-	-	15,000	-		15,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	-	-		-	
E123105	MOTOR VEHICLE PURCHASES	MV30 (Works Manager Vehicle)	-	-	-	15,000	-		15,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	-	-		-	
E123105	MOTOR VEHICLE PURCHASES	MV120 (Deputy CEO Vehicle)	-	-	-	15,000	-		15,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	-	-		-	

Capital Expenditure Program  
2017/2018 Budget to Actual Comparison

Code	Account Name	Period Ended 30/09/2017 Project Description	2017/2018 Budget to Actual Comparison							30/06/2018 Total
			30	41	42	31	40	Other Details		
			Wages	PWOH	FOC	Materials	Other			
E123105	MOTOR VEHICLE PURCHASES	Misc Plant	-	-	-	27,000	-		27,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	3,370	-	Road Counters only	3,370	
E123105	MOTOR VEHICLE PURCHASES	MV26 (Isuzu Dual Cab)	-	-	-	25,000	-		25,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	-	-		-	
E123105	MOTOR VEHICLE PURCHASES	MV54 (Camp Kulin Vehicle)	-	-	-	15,000	-		15,000	
E123105	MOTOR VEHICLE PURCHASES		-	-	-	12,909	-		12,909	
E123100	PLANT & EQUIPMENT PURCHASES	Grader (Lease)	-	-	-	230,000	-		230,000	
E123100	PLANT & EQUIPMENT PURCHASES		-	-	-	279	-		279	
E123100	PLANT & EQUIPMENT PURCHASES	Prime Mover (Lease)	-	-	-	70,000	-		70,000	
E123100	PLANT & EQUIPMENT PURCHASES		-	-	-	-	-		-	
E123100	PLANT & EQUIPMENT PURCHASES	PPE46 (Cat Loader)	-	-	-	140,000	-		140,000	
E123100	PLANT & EQUIPMENT PURCHASES		-	-	-	-	-		-	
E123100	PLANT & EQUIPMENT PURCHASES	PPE27 (Ammann Roller)	-	-	-	120,000	-		120,000	
E123100	PLANT & EQUIPMENT PURCHASES		-	-	-	-	-		-	

Capital Expenditure Program  
2017/2018 Budget to Actual Comparison

Code	Account Name	Period Ended 30/09/2017 Project Description	2017/2018 Budget to Actual Comparison							30/06/2018 Total
			30	41	42	31	40	Other Details		
			Wages	PWCH	POC	Materials	Other			
E132700	TOURISM PROJECT CAPITAL	Holl Rock RV Parking	1,500	1,200	-	16,000	-		18,700	
E132700	TOURISM PROJECT CAPITAL		245	196	310	-	-		750	
E130910	TRANSFER TO CAMP KULIN RESERVE	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	500		500	
E130910	TRANSFER TO CAMP KULIN RESERVE		-	-	-	-	-	Term Deposit has not yet matured, no interest received	-	
E136045	WATER SUPPLY INFRASTRUCTURE	Pingarling Dam	12,000	9,600	3,000	101,160	-		125,760	
E136045	WATER SUPPLY INFRASTRUCTURE		-	-	-	-	-		-	
H43510	TRANSFER FROM LSL & AL RESERVE	Transfer to cover LSL leave taken throughout the year	-	-	-	-	35,000		35,000	
H43510	TRANSFER FROM LSL & AL RESERVE		-	-	-	-	-	Will be processed towards year end, this will allow us to put off if the funds are not required	-	
H44510	Transfer from Plant Reserve	Transfer to cover LSL leave taken throughout the year	-	-	-	-	150,000		150,000	
H44510	Transfer from Plant Reserve		-	-	-	-	-	Will be processed towards year end, this will allow us to put off if the funds are not required	-	
E143510	Transfer to LSL & AL Reserve	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	5,491		5,491	
E143510	Transfer to LSL & AL Reserve		-	-	-	-	-	Term Deposit has not yet matured, no interest received	-	
E144510	Transfer to Plant Reserve	Transfer interest earned on Reserve term deposit from municipal account	-	-	-	-	119,650	\$110k to plant reserve and \$9,650 Interest	119,650	
E144510	Transfer to Plant Reserve		-	-	-	-	-	Term Deposit has not yet matured, no interest received. Transfer to reserve will be processed towards the end of the year	-	



Code	Account Name	Project Description	Capital Expenditure Program 2017/2018 Budget to Actual Comparison						30/06/2018 Total
			30	41	42	31	40	Other Details	
		<u>Period Ended 30/09/2017</u>							
		Budget Total	50,500	40,400	20,000	1,702,660	- 176,181		
		Budget Actual	8,235	4,531	3,131	71,685	28,159		

## Shire of Kulin

Road Replacement Program for the 17/18 financial year

30/06/2018

A	Road Name	Description	Length (km)	Wages	O/heads	POC	Sub Total	Contract	Notes	SUB TOTAL	Depn	TOTAL
B		Per Kilometre (Close run In) 3% increase Per Kilometre (Long run In) 3% increase	1.00 1.00	3100 3600	2480 2880	4300 5000	9880 11480		Plant Hire/km 1450		40.00% 80.00%	
<b>ROADS TO RECOVERY (E121520)</b>												
A	Large Road (Budget)	Reconstruct & Gravel Sheet (1.8km) SLK 6.80 - 7.20, 9.20 - 9.50, 10.24 - 13.20	3.00	9,300	7,440	12,900	20,640	500	signs, posts plant hire	34,490	5,160	39,650
RR24	Large Road (Actual)			8,275	6,620	19,344		0				34,239
A	Kukerin Road (Budget)	Reconstruct & Gravel Sheet (2.0km) SLK 9.00 - 11.00	2.00	6,200	4,960	8,600	19,760	500	signs, posts plant hire	23,160	3,440	26,600
RR15A	Kukerin Road (Actual)			0	0	0		0				0
A	Jilakin Rock Road (Budget)	Reconstruct & Gravel Sheet (3.6km) SLK 4.10 - 7.88	3.60	11,160	8,928	15,480	35,568	500	2 pipes, signs, posts plant hire	41,288	5,192	47,480
RR37A	Jilakin Rock Road (Actual)			0	0	0		0				0
A	Southeast Road (Budget)	Reconstruct & gravel sheet (2.75km) SLK 0.00 - 2.75	2.75	8,525	6,820	11,625	27,170	500	signs, posts plant hire	31,650	4,730	36,380
RR40	Southeast Road (Actual)			0	0	0		0				0
B	Magee Road (Budget)	Install pipe Reconstruct & gravel sheet (2.5km) SLK 9.20 - 11.51 Install pipe at SLK 0.50	2.50	9,000	7,200	12,500	28,700	500	signs, posts plant hire pipes	34,025	5,000	39,025
RR31	Magee Road (Actual)			845	676	2,958		540				5,030
B	Mouritz Road (Budget)	Reconstruct & gravel sheet (2.2km) SLK 8.4 - 8.92, 7.38 - 7.80, 6.48 - 6.66	2.20	7,920	6,336	11,000	25,256	500	3 pipes, signs, posts plant hire	28,945	4,400	33,345
RR02A	Mouritz Road (Actual)			0	0	0		0				0
B	Harvey Road (Budget)	Reconstruct & gravel sheet (2km) SLK 0.00 - 2.00	2.00	7,200	5,760	10,000	22,960	500	signs, posts plant hire	26,360	4,000	30,360
RR62	Harvey Road (Actual)			0	0	0		540				540
B	Difranco Road (Budget)	Reconstruct & gravel sheet (1.5km) SLK 1.40 - 2.70	1.30	4,560	3,744	6,500	14,924	500	signs, posts plant hire	17,309	2,600	19,909
RR38	Difranco Road (Actual)			1,094	875	4,066		1,885				8,054
A	Hopkins Road (Budget)	Reconstruct & gravel sheet (2.5km) SLK 14.21 - 16.64	2.50	7,750	6,200	10,750	24,700	500	signs, posts plant hire	28,825	4,300	33,125
RR20	Hopkins Road (Actual)			0	0	0		1,080				1,080
B	Pingaring Varley Road (Holl Rock) (Budget)	Reconstruct & gravel sheet (2.5km) SLK 0.00 - 2.50	2.50	9,000	7,200	12,500	28,700	500	signs, posts plant hire	32,625	5,000	37,625
RR05D	Pingaring Varley Road (Holl Rock) (Actual)			0	0	0		0				0
B	Darvelagh Road (Budget)	Reconstruct & gravel sheet (2km) SLK 6.00 - 7.50, 8.00 - 8.50	2.00	7,200	5,760	10,000	22,960	500	signs, posts plant hire	26,360	4,000	30,360

## Shire of Kulin

Road Replacement Program for the 17/18 financial year

30/06/2018

Road Name	Description	Length (km)	Wages	Overheads	POC	Sub Total	Contract	Notes	SUB TOTAL	Depn	TOTAL
RR43 Daylagin Road (Actual)			1,153	922	4,368		0	plant hire			6,443
(Continued) ROADS TO RECOVERY (E121520)											
B Kay Road (Budget)	Reconstruct & gravel sheet (1.5km) SLK 0.00 - 1.36	1.50	5,400	4,320	7,500	17,220	500	signs, posts plant hire	19,895	3,000	22,895
RR88 Kay Road (Actual)			0	0	0		0	plant hire			0
B Stewart Kenny Road (Budget)	Install pipes, Reconstruct & gravel sheet (4km) SLK 0.00 - 4.00, install pipes at 3.38 and 5.00	4.00	14,400	11,520	20,000	45,920	500	signs, posts plant hire pipes	66,220	8,000	64,220
RR77 Stewart Kenny Road (Actual)			6,661	5,469	16,571		1,000	plant hire			32,000
B Kalgarin South (Budget)	Reconstruct & gravel sheet (3.6km) SLK 16.20 - 21.20	3.00	10,800	8,640	15,000	34,440	500	signs, posts plant hire	39,290	6,000	45,290
RR75 Kalgarin South (Actual)			5,480	7,568	24,263		1,601	plant hire			42,873
B Nolley Road (Budget)	Reconstruct & gravel sheet (2.5km) SLK 0.00 - 2.30	2.50	9,000	7,200	12,500	26,700	500	signs, posts plant hire	32,825	5,000	37,825
RR20 Nolley Road (Actual)			0	0	0		0	plant hire			0
B Kuhn Hill Hock Road (Budget)	Reconstruct & gravel sheet (3.2km) SLK 11.00 - 14.20	3.20	11,520	9,216	16,000	36,736	500	signs, posts plant hire Bitumen	46,876	6,400	53,276
RR163 Kuhn Hill Hock Road (Actual)			19,684	15,507	35,320		16,274	plant hire			65,785
B Commonwealth Road (Budget)	Reconstruct & gravel sheet (3.2km) SLK 45.20 - 48.42	3.20	11,520	9,216	16,000	36,736	500	signs, posts plant hire	41,876	6,400	48,276
RR06D Commonwealth Road (Actual)			0	0	0		0	plant hire			0
Yealaring Road (Budget)								signs, posts plant hire	0	0	0
RR04 Yealaring Road (Actual)			0	0	0		357				357
<b>TOTAL ROADS TO RECOVERY</b>			<b>150,675</b>	<b>120,460</b>	<b>209,055</b>	<b>480,090</b>	<b>8,500</b>		<b>683,028</b>	<b>83,622</b>	<b>646,650</b>
											<b>214,402</b>

## Shire of Kulin

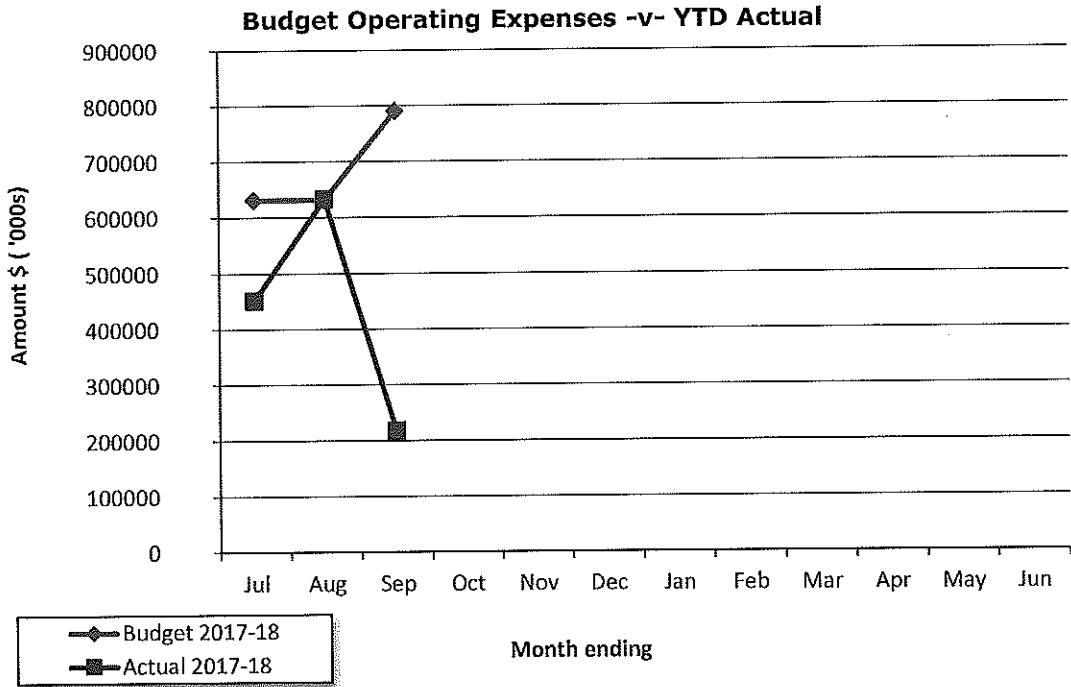
Road Replacement Program for the 17/16 financial year

30/06/2016

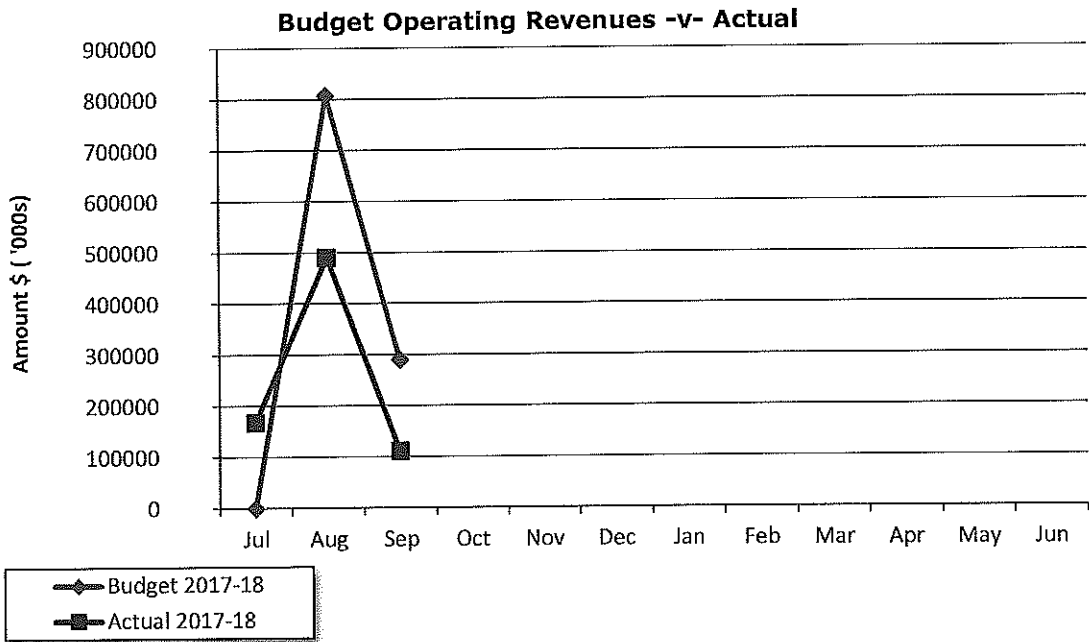
Road Name	Description	Length (km)	Wages	Overheads	POC	Sub Total	Contract	Notes	SUB TOTAL	Depn	TOTAL
<b>REGIONAL ROAD GROUP (E121600)</b>											
KU5A Holt Rock Road (Budget)	Reconstruct & seal to 7.0m wide SLK 43.18 - 47.68	4.50	62,820	50,256	139,380	252,456	95,000	Bitumen Metal Precast Truck fibre Signs & Posts Pipes	432,656	111,504	644,160
RG163 Kulin Holt Rock Road (Actual)			12,405	8,924	29,392		1,747				53,466
B Allon Rocks Road (Budget)	Reconstruct & gravel sheet (2.5km) SLK 0.00 - 2.50	2.50	15,750	12,600	21,875	50,225	500	signs, posts Pipes	51,725	17,500	69,225
RG14A Allon Rocks Road (Actual)			0	0	0	0	1,000	Pipes			0
<b>TOTAL REGIONAL ROAD GROUP</b>			<b>78,570</b>	<b>62,856</b>	<b>161,255</b>	<b>302,681</b>	<b>95,500</b>		<b>484,381</b>	<b>129,004</b>	<b>613,385</b>
			<b>12,405</b>	<b>8,924</b>	<b>29,392</b>	<b>0</b>	<b>1,747</b>		<b>0</b>	<b>0</b>	<b>53,466</b>
<b>OWN RESOURCES</b>											
A Jarring North Road (Budget)	Reconstruct & Gravel Sheet (6km) SLK 0.00 - 1.70, 1.70 - 6.00	6.00	43,200	34,560	51,600	69,280	500	signs, posts	69,780	41,280	101,060
KU1B Jarring North Road (Actual)			0	0	0	0	0				0
A Gregson Road (Budget)	Reconstruct & Gravel Sheet (2.4km) SLK 3.7 - 6.10	2.40	14,880	8,952	20,640	23,712	500	signs, posts	24,212	16,512	40,724
KU29A Gregson Road (Actual)			0	0	0	0	0				0
A Harvey Road (Budget)	Reconstruct & Gravel Sheet (1.50km) SLK 0.00 - 1.50	1.50	9,300	7,440	12,900	14,820	500	signs, posts	15,320	10,320	25,640
KU62 Harvey Road (Actual)			0	0	0	0	0				0
<b>TOTAL OWN RESOURCES</b>			<b>67,380</b>	<b>47,952</b>	<b>65,140</b>	<b>97,012</b>	<b>1,500</b>		<b>89,312</b>	<b>68,112</b>	<b>167,424</b>
<b>MAINTENANCE</b>											
<b>TOTAL MAINTENANCE (Budget)</b>			<b>321,600</b>	<b>257,280</b>	<b>249,600</b>	<b>828,380</b>	<b>102,000</b>		<b>935,380</b>	<b>184,500</b>	<b>1,119,880</b>
<b>TOTAL MAINTENANCE (Actual)</b>	E122010		<b>143,976</b>	<b>91,049</b>	<b>205,769</b>	<b>40,206</b>	<b>40,206</b>				<b>494,923</b>
<b>TOTAL ROAD WORKS</b>			<b>618,125</b>	<b>486,548</b>	<b>704,950</b>	<b>1,708,963</b>	<b>207,500</b>		<b>2,077,101</b>	<b>465,238</b>	<b>2,542,339</b>

Shire of Kulin  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the period ended 30 September 2017

**Note 1 - Graphical Representation - Source Statement of Financial Activity**



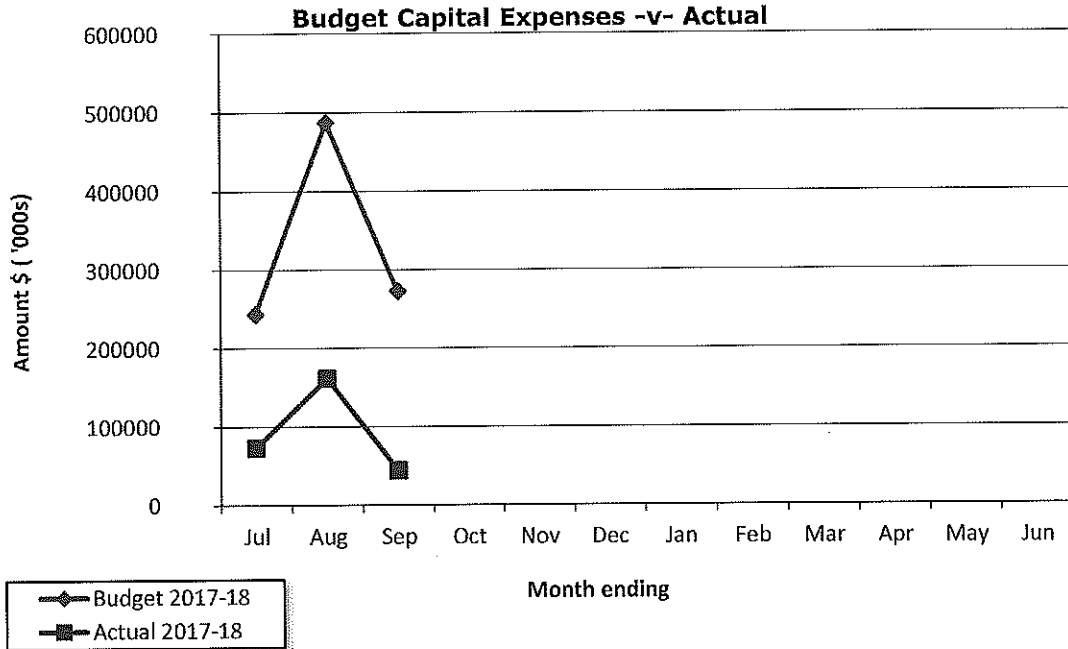
**Comments/Notes - Operating Expenses**



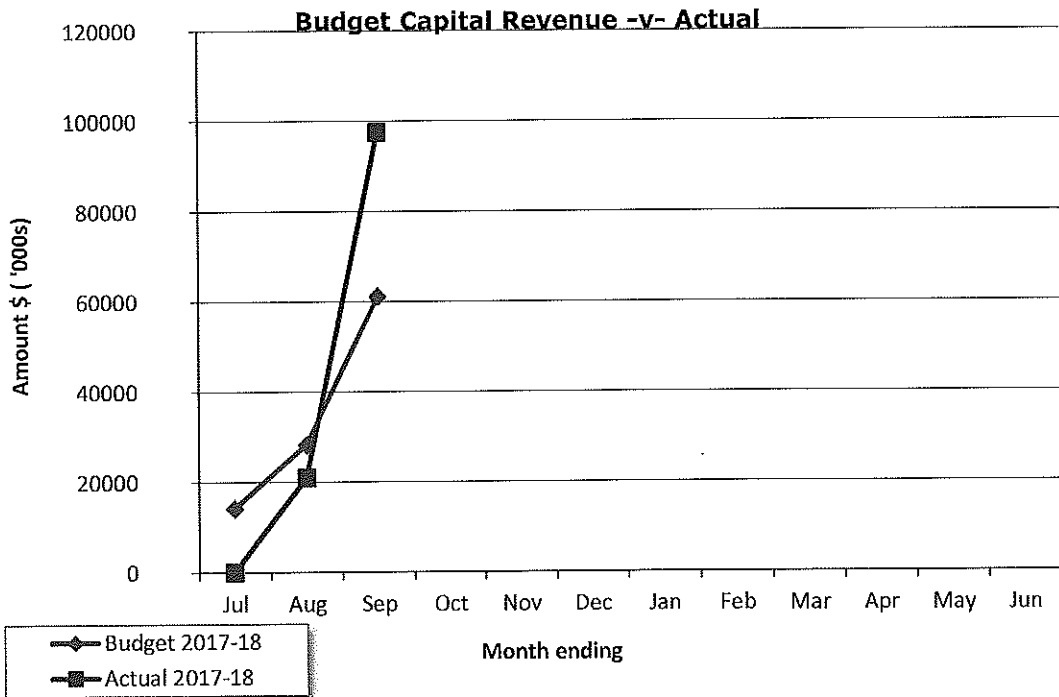
**Comments/Notes - Operating Revenues**

Shire of Kulin  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the period ended 30 September 2017

**Note 1 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**



**Comments/Notes - Capital Revenues**

**Shire of Kulin**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the period ended 30 September 2017

**Note 2: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>						
Municipal		1,146,109	0	1,146,109	Bendigo	
Freebairn		100,692	0	100,692	Bendigo	
(b) <b>Cash on Hand</b>						
Petty Cash Float		500		500	On Hand	
Till Float		3,100		3,100	On Hand	
(c) <b>Term Deposits</b>						
1807302	2.70%		1,703,852	1,703,850	Bendigo Treasury	Various
(d) <b>Investments</b>						
At Call	1.50%	719,308	0	1,143,598	Bendigo Treasury	
90 Day Deposit	1.75%	500,000		253,677	Bendigo Treasury	
<b>Total</b>		<b>2,469,709</b>	<b>1,703,852</b>	<b>4,351,526</b>		

**Comments/Notes**  
Kulin Bush Races cash & investments have been excluded from this report  
**Cash Deposits**  
**Term Deposits**

	Previous Balance \$	% of Total Reserve	Interest Earnt \$	Transfers In/Out \$	Current Balance \$
<b>Reserve</b>					
Plant	470,875	21%	6,866	-	477,742
Leave	243,529	11%	3,551	-	247,080
Building	1,010,293	45%	12,049	550,000	472,342
Admin Equipment	70,000	3%	1,021	-	71,021
Town Planning	7,722	0%	113	-	7,835
Joint Venture	88,503	4%	1,291	-	89,794
FRC Surface Replacement	48,583	2%	708	-	49,292
FRC Sportsperson	11,562	1%	169	-	11,731
Freebairn Recreation	141,476	6%	2,063	-	143,539
Insurance	0	0%	-	-	-
Natural Disaster	131,558	6%	1,918	-	133,477
<b>Total</b>	<b>2,224,102</b>	<b>100%</b>	<b>29,749</b>	<b>- 550,000</b>	<b>1,703,852</b>

<b>Net Current Assets Composition</b>	
<b>Current Assets</b>	
Cash at Bank	2,227,944
Debtors	838,760
Stock on Hand	34,854
<b>Current Liabilities</b>	
Creditors	17,465
Accruals & Employee Provisions	298,290
GST	46,711
Excess Rates Received	6,373
<b>Total</b>	<b>2,732,719</b>

Shire of Kulln  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the period ended 30 September 2017

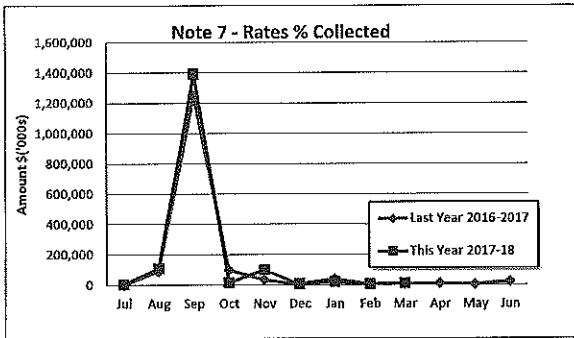
**Note 5: RECEIVABLES**

Receivables - Rates and Rubbish

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

Current 2017-18	Previous	Total
\$	\$	\$
	85,167	85,167
2,019,339		2,019,339
1,381,755	22,518	1,404,273
637,584	62,649	700,233
		700,233
		-65.73%

Net Rates Collectable  
 % Collected



**Comments/Notes - Receivables Rates and Rubbish**

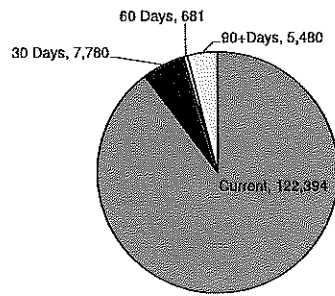
Receivables - General

Current	30 Days	60 Days	90+ Days
\$	\$	\$	\$
122,394	7,780	681	5,480
			136,335

Total Outstanding

Amounts shown above include GST (where applicable)

**Note 7 - Accounts Receivable (non-rates)**



**Comments/Notes - Receivables General**

\$87,428 - Evasham Farms (Plant Purchase & Private Works) \$24,750 - William Keys & Sons (Plant Purchase).



Shire of Kulin  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the period ended 30 September 2017

**Note 6: GRANTS AND CONTRIBUTIONS**

Program Details GL	Provider	Approval	Date Approved	Amount	2017-18 Budget	Variations Additions (Deletions)	Revised Grant	Recover Status		Accruals Due	Date Acquired	Comments
								Received	Not Received			
				\$	\$	\$	\$	\$	\$			
<b>GENERAL PURPOSE FUNDING</b>												
Financial Assistance Grants				1,687,877	1,686,888		1,686,888	1,687,877	0			
<b>GOVERNANCE</b>							0		0			
<b>LAW, ORDER, PUBLIC SAFETY</b>												
Est. Operating Grant				24,793	29,530		29,530	24,793	0			SES Grant reduced
<b>EDUCATION AND WELFARE</b>												
Sustainability Funding				55,370	54,660		54,660	55,370	0			
<b>HEALTH</b>												
<b>EDUCATION AND WELFARE</b>												
<b>HOUSING</b>												
<b>COMMUNITY AMENITIES</b>												
							0	0	0			
							0	0	0			
<b>RECREATION AND CULTURE</b>												
Swimming Pool				32,000	30,000		30,000	32,000	0			
<b>TRANSPORT</b>												
Main Roads Direct Grant				191,941	191,941		191,941	191,941	0			
Main Roads Regional Road Group				340,000	340,000		340,000	340,000	0			
Main Roads Black Spot				405,168	405,168		405,168	405,168	0			
Roads to Recovery				1,127,545	1,091,639		1,091,639	1,127,545	0			
<b>ECONOMIC SERVICES</b>												
							0	0	0			
							0	0	0			
							0	0	0			
<b>OTHER PROPERTY &amp; SERVICES</b>												
		Yes					0	0	0			
<b>TOTALS</b>				<b>3,864,694</b>	<b>3,829,846</b>	<b>0</b>	<b>3,829,846</b>	<b>3,864,694</b>	<b>0</b>			

Comments - Grants and Contributions

**Shire of Kulin**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the period ended 30 September 2017

**Note 7: TRUST FUND**

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

Description	Opening Balance 1-Jul-17	Amount Received	Amount Paid	Closing Balance 30-Jun-18
	\$	\$	\$	\$
Housing Bonds	21,240	2,700	(840)	23,100
Rates	19,147	3,145	(18,081)	4,211
Miscellaneous	9,489	273	0	9,762
Trip Fund	13,405	5,450	(8,020)	10,835
	0			0
	0			0
	<b>51,602</b>	<b>11,568</b>	<b>(26,941)</b>	<b>47,908</b>

Shire of Kulin  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the period ended 30 September 2017

**Note 8: FINANCIAL RATIOS**

<b>2</b>	<b>CURRENT RATIO</b>	<b>YTD ACTUAL</b>
----------	----------------------	-----------------------

**Current assets** means the total current assets as shown in the balance sheet  
**Restricted assets** means assets that are committed or set aside (e.g., Unspent grants)  
**Current liabilities** means the total current liabilities as shown in the balance sheet  
**Liabilities associated with restricted assets** means the lesser value of a current liability or the cash component of restricted assets held to fund that liability

Calculated using the following formula;

<u>current assets - restricted assets</u>	<u>3,071,216</u>
current liabilities - liabilities associated with restricted assets	84,743

**Ratio Measure:**

short term obligations, where a ratio of **LESS THAN 1** indicates that Council may have a short term funding issue.

<b>Ratings:</b>	0.00 - 0.75	Very concerning
	0.75 - 1.00	Vulnerable
	1.00 - 1.25	Acceptable
	1.25 - 2.00	Good
	2.00+	Excellent

Financial Ratio Results	36.24
Comments	EXCELLENT

<b>2</b>	<b>UNTIED CASH TO TRADE CREDITORS RATIO</b>	<b>YTD ACTUAL</b>
----------	---------------------------------------------	-----------------------

**Untied Cash** means cash available for immediate use  
**Unpaid Trade Creditors** means outstanding creditors

Calculated using the following formula;

<u>untied cash</u>	<u>2,206,830</u>
unpaid trade creditors	1

**Ratio Measure:**

immediate obligations, where a ratio of **LESS THAN 1** indicates that Council may have funding issues in the immediate future.

<b>Ratings:</b>	0.00 - 0.75	Very concerning
	0.75 - 1.00	Vulnerable
	1.00 - 1.25	Acceptable
	1.25 - 2.00	Good
	2.00+	Excellent

Financial Ratio Results	2,206,829.57
Comments	EXCELLENT

**3 DEBT RATIO**YTD  
ACTUAL

**Total Liabilities** includes both current and non-current liabilities

**Total Assets** includes both current and non-current assets

Calculated using the following formula;

<b>Total Liabilities</b>	1,854,037
<b>Total Assets</b>	85,767,741

**Ratio Measure:**

Generally, the **LOWER** the ratio, the greater the capacity an organisation has to borrow.

<b>Ratings:</b>	<b>0.00 - 0.025</b>	Excellent
	<b>0.025 - 0.50</b>	Good
	<b>0.05 - 0.08</b>	Acceptable
	<b>0.08 - 1.20</b>	Vulnerable
	<b>1.20+</b>	Very concerning

<b>Financial Ratio Results</b>	0.022
<b>Comments</b>	EXCELLENT

**4 DEBT SERVICE RATIO**YTD  
ACTUAL

**Debt Service Cost** means principal payments and interest costs on borrowings

**Available Operating Revenue** means operating revenue, plus contributions towards self supporting loans, less grants/contribution/donations of a capital nature.

Calculated using the following formula;

<b>Debt Service Cost</b>	684
<b>Available Operating Revenue</b>	-1,178,035

**Ratio Measure:**

Generally, the **LOWER** the ratio, the greater the capacity an organisation has to borrow funds.

<b>Ratings:</b>	<b>0.00 - 0.025</b>	Excellent
	<b>0.025 - 0.50</b>	Good
	<b>0.05 - 0.08</b>	Acceptable
	<b>0.08 - 1.20</b>	Vulnerable
	<b>1.20+</b>	Very concerning

<b>Financial Ratio Results</b>	0.00
<b>Comments</b>	EXCELLENT

**5 GROSS DEBT TO REVENUE RATIO**YTD  
ACTUAL

**Gross Debt** means current and non-current loan and lease liabilities  
**Total Revenue** means operating revenue less specific purpose grants

Calculated using the following formula;

<b>Gross Debt</b>	<u>1,420,379</u>
<b>Total Revenue</b>	<u>2,686,658</u>

**Ratio Measure:**

Illustrates the Council's ability to cover its gross debt with its revenue in any given year. The **LOWER** the % of the ratio, the greater the ability to cover the gross debt.

<b>Ratings:</b>	<b>0.00 - 0.20</b>	Excellent
	<b>0.20 - 0.35</b>	Good
	<b>0.35 - 0.50</b>	Acceptable
	<b>0.50 - 0.75</b>	Vulnerable
	<b>0.75+</b>	Very concerning

**Financial Ratio Results**

0.53

**Comments**

VULNERABLE

**6 GROSS DEBT TO ECONOMICALLY REALISABLE ASSETS RATIO**YTD  
ACTUAL

**Gross Debt** means current and non-current loan and lease liabilities  
**Economically Realisable Assets** means all assets other than Infrastructure

**Ratio Measure:**

Illustrates the amount of actual borrowings against available tangible assets. In other words, it illustrates the amount of assets which would be committed to debt retirement in the event this action was required. Ratios up to 30% are considered to be strong and manageable.

Calculated using the following formula;

<b>Gross Debt</b>	<u>1,420,379</u>
<b>Economically Realisable Assets</b>	<u>29,239,249</u>

<b>Ratings:</b>	<b>0.00 - 0.10</b>	Excellent
	<b>0.10 - 0.20</b>	Good
	<b>0.20 - 0.30</b>	Acceptable
	<b>0.30 - 0.50</b>	Vulnerable
	<b>0.50+</b>	Very concerning

**Financial Ratio Results**

0.05

**Comments**

EXCELLENT

## 7 RATE COVERAGE RATIO

Net Rate Revenue = Rates, plus interest and other charges, less any discounts, concessions or rates written off during the year

Operating Revenue = all revenue for the financial year

### Ratio Measure:

The higher the ratio, the higher the dependency on rates and less dependant the Shire is on government grants and other funding sources. It is argued that Councils with a higher rate coverage ratio find it easier to cope with unforeseen funding requirements and have more flexibility with their budget options because they have greater control over their revenue base via rate increases.

Calculated using the following formula;

<b>Net Rate Revenue</b>	1,923,499
<b>Operating Revenue</b>	2,686,658

<b>Ratings:</b>	<b>0.00 - 0.20</b>	Too Low
	<b>0.20 - 0.30</b>	Acceptable
	<b>0.30 - 0.40</b>	Good
	<b>0.40 - 0.50</b>	Desirable
	<b>0.50+</b>	Excellent

### Financial Ratio Results

0.72

### Comments

EXCELLENT

## 7 OUTSTANDING RATES RATIO

YTD  
ACTUAL

**Rates Outstanding** means rates still remaining unpaid

**Rates Collectable** means all rates raised during the current financial year, plus any previous outstanding rates brought forward from prior years.

### Ratio Measure:

Shows Councils effectiveness in rate collection. When analysing the ratio the amount of rates written off during the year should also be taken into consideration.

Calculated using the following formula;

<b>Rates Outstanding</b>	62,649
<b>Rates Collectable</b>	2,104,506

<b>Ratings:</b>	<b>0.00 - 0.02</b>	Excellent
	<b>0.02 - 0.05</b>	Good
	<b>0.05 - 0.10</b>	Acceptable
	<b>0.10 - 0.25</b>	Vulnerable
	<b>0.25+</b>	Very concerning

### Financial Ratio Results

0.03

### Comments

GOOD

# Deighton Pty. Ltd.

ABN39 220 486 601 ACN 009 001 076

P.O. Box 81  
NORTH DANDALUP WA 6207  
Telephone: (08) 9530 1550  
Email: srb@southwest.com.au

26 September, 2017

Our Ref: Blackspot – Kulin West 030

The Chief Executive Officer,  
Shire of Kulin,  
P.O. Box 125,  
KULIN WA 6365

Dear Sirs/Madam,

**Development/Planning Application for the Black Spot Government Funded Project**  
**Proposed Emergency Services and Mobile Phone Base Station**  
**Lot 18895 Doyles Road Kulin West**

Telstra is working on a Commonwealth Government and State Government funded project to put emergency services and mobile telephone communications in areas where current coverage is deficient and is proposing a site at the above location. This program is known as the Black Spot Program and Telstra has been contracted to undertake the construction of the sites

Deighton Pty Ltd, act on behalf of Aurecon in regard to the above matter. Aurecon have been instructed by their client Telstra Corporation Limited to prepare and lodge a proposal for the installation.

Following intensive investigations between Government Emergency Services Agencies and Telstra utilizing radio frequency engineers, property and planning consultants and general engineering expertise Telstra has identified a location for the construction of a site under the above project.

We have undertaken significant consultation with the land owner and the Shire President to identify the best location for the site and the proposal is to install a new 60m guyed structure on the above site, together with an equipment room at the base of the structure. Discussions with your Shire President indicate that community is very supportive of the proposal as they see the addition of mobile telephone technology to the area as an important safety improvement for communications for the community.

The proposal is to install a 60m free Guyed structure to accommodate six (6) Argus RPX310B-v1 panel antennas at the top level, nine (9) RRU's located behind the antennas and two (1) 600mm Parabolic Dish to provide the communications links for the site.

An equipment room is to be located at the base of the structure all as shown on drawings W108521 Sheet S3 and S1 and S1-1 Issue 1.

Additionally the lower area of the structure is to be reserved for the Emergency Services Organisations for potential future requirements.

This Application has been prepared having regard for the Planning Laws and Regulations encompassed within Town Planning Scheme administered by Council that apply to the proposed site.

As a Licensed Carrier under the Commonwealth Telecommunications Act 1997, Telstra is also obliged to comply with the Industry Code on the Deployment of Radiocommunications Infrastructure (the Code) in relation to this proposal. Sections 5.1 and 5.2 of the Code are relevant to the preparation of this Development/Planning Application.

Selection of the site has been made utilising the policy provisions encompassed within the WAPC Statement of Planning Policy No 5.2.

With regard to Section 5.3 of the above policy we advise the following:

- **Proposed Materials and Colour** – It is proposed that the antennas be installed utilising the colour as supplied by the manufacturer.
- **Fencing** – As per drawing.

#### **Telstra and EME**

- Telstra places high importance on effective and responsible management of EME issues.
- Telstra acknowledges some people are genuinely concerned about possible health effects from the EME generated by radio frequency technology and is committed to addressing these concerns responsibly.
- Telstra's responsible approach to EME is demonstrated through compliance with relevant radio frequency standards and comprehensive policies and procedures to protect the health and safety of the community and employees.
- Telstra operates responsibly in the design, operation and management of mobile base stations in order to minimise community impact and comply with the industry code of practice (ACIF Code) for base station deployment and operation.
- Telstra also maintains a comprehensive EME research program, monitors international research developments and provides assistance to other research institutions on Australian research into EME. This enables Telstra to have accurate and substantiated scientific information to guide its actions.

#### **EME Safety Standard**

In Australia, the EME safety standard is set by ARPANSA and regulated by the Australian Communications Authority (ACA) – the independent regulator of the nation's telecommunications industry.



It is based on careful analysis of the scientific literature (both thermal and non-thermal effects) and is designed to offer protection against identified health effects of EME with a large in-built safety margin. The standard covers EME emissions from all antennas on a single tower, or group of towers.

Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

Further information on EME can be obtained through the ARPANSA Website [www.arpansa.gov.au](http://www.arpansa.gov.au)

A copy of the ACMA EME fact sheet is available at [www.acma.gov.au/consumer/info/fact\\_sheets/consumer\\_fact\\_sheets/fsc91.htm](http://www.acma.gov.au/consumer/info/fact_sheets/consumer_fact_sheets/fsc91.htm) and a copy of the ACMA EME and Health Video is available at [www.acma.gov.au/csds\\_compliance/electromagnetic\\_radiation/emr\\_videos/index.htm](http://www.acma.gov.au/csds_compliance/electromagnetic_radiation/emr_videos/index.htm)

Telstra confirms that it has applied the Precautionary Approach in selecting the proposed site at the above location in accordance with Section 5.1 of the Code. Further, that the Precautionary Approach has also been applied to the design of this proposed monopole installation in accordance with Section 5.2 of the Code.

If council advise the amount of the fees for this application I will arrange a transfer of funds to cover the DA application fee.

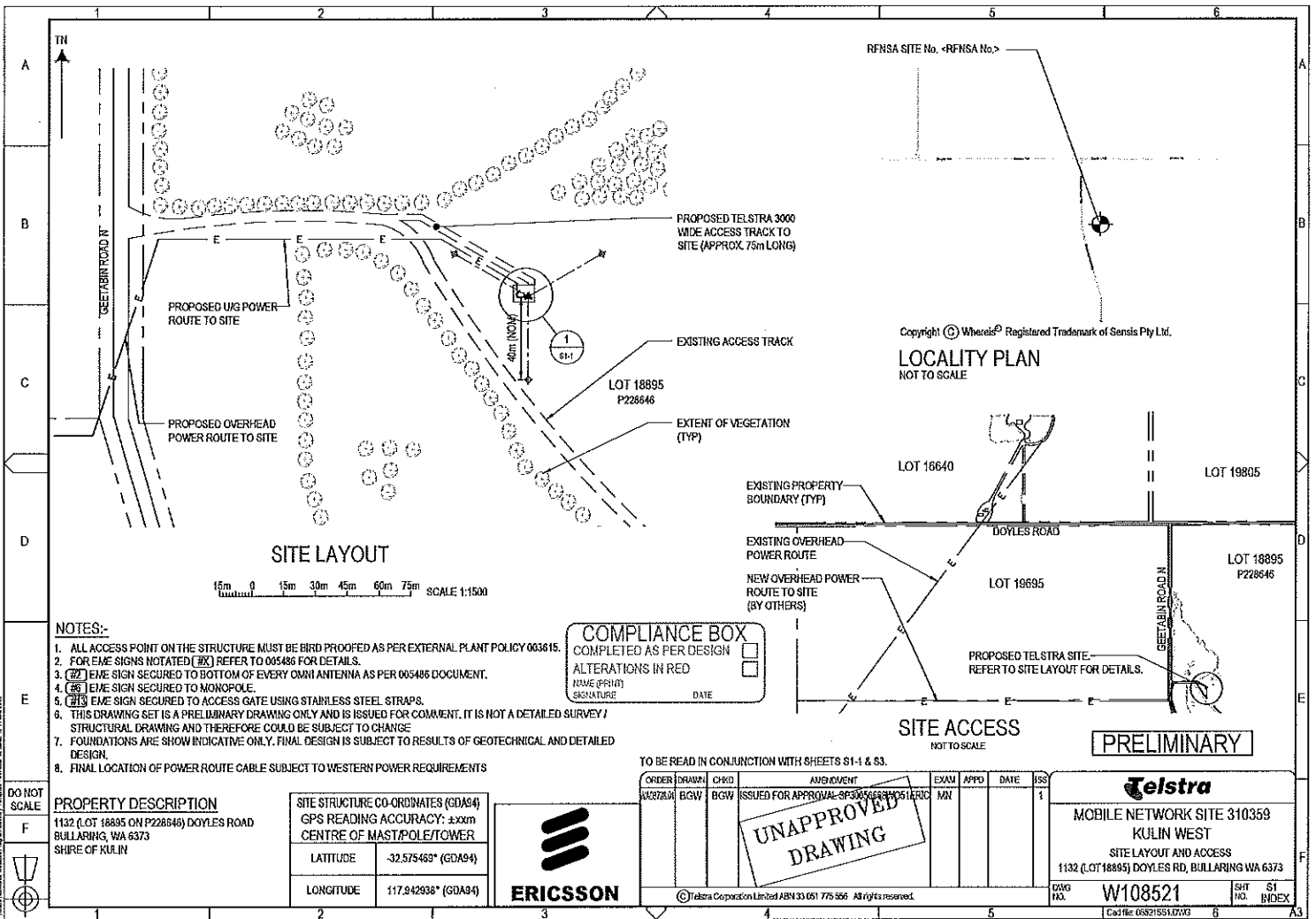
Should you wish to discuss this proposal please do not hesitate to contact the undersigned.

Yours faithfully,

.....  
Steve Bruce,  
DIRECTOR

DEIGHTON PTY LTD

Enclosures



**NOTES:-**

1. ALL ACCESS POINT ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
2. FOR EME SIGNS NOTATED (XX) REFER TO 005486 FOR DETAILS.
3. (XX) EME SIGN SECURED TO BOTTOM OF EVERY OMNI ANTENNA AS PER 005486 DOCUMENT.
4. (XX) EME SIGN SECURED TO MONOPOLE.
5. (XX) EME SIGN SECURED TO ACCESS GATE USING STAINLESS STEEL STRAPS.
6. THIS DRAWING SET IS A PRELIMINARY DRAWING ONLY AND IS ISSUED FOR COMMENT. IT IS NOT A DETAILED SURVEY / STRUCTURAL DRAWING AND THEREFORE COULD BE SUBJECT TO CHANGE.
7. FOUNDATIONS ARE SHOW INDICATIVE ONLY. FINAL DESIGN IS SUBJECT TO RESULTS OF GEOTECHNICAL AND DETAILED DESIGN.
8. FINAL LOCATION OF POWER ROUTE CABLE SUBJECT TO WESTERN POWER REQUIREMENTS

<b>COMPLIANCE BOX</b>	
COMPLETED AS PER DESIGN	<input type="checkbox"/>
ALTERATIONS IN RED	<input type="checkbox"/>
ISSUE (P/RI/)	
SIGNATURE	DATE

DO NOT SCALE

**PROPERTY DESCRIPTION**

1132 (LOT 18895 ON P228646) DOYLES ROAD  
BULLARING, WA 6373  
SHIRE OF KULIN

**SITE STRUCTURE CO-ORDINATES (GDA94)**

GPS READING ACCURACY: ±xxxm	
CENTRE OF MAST/POLE/TOWER	
LATITUDE	-32.575469° (GDA94)
LONGITUDE	117.842938° (GDA94)



TO BE READ IN CONJUNCTION WITH SHEETS S1-1 & S3.

ORDER	DRAWN	CHKD	APPROVED	EXAM	APPD	DATE	ISS
W02723	BGW	BGW	ISSUED FOR APPROVAL - SP3066288051616	MAH			1

**UNAPPROVED DRAWING**

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**PRELIMINARY**



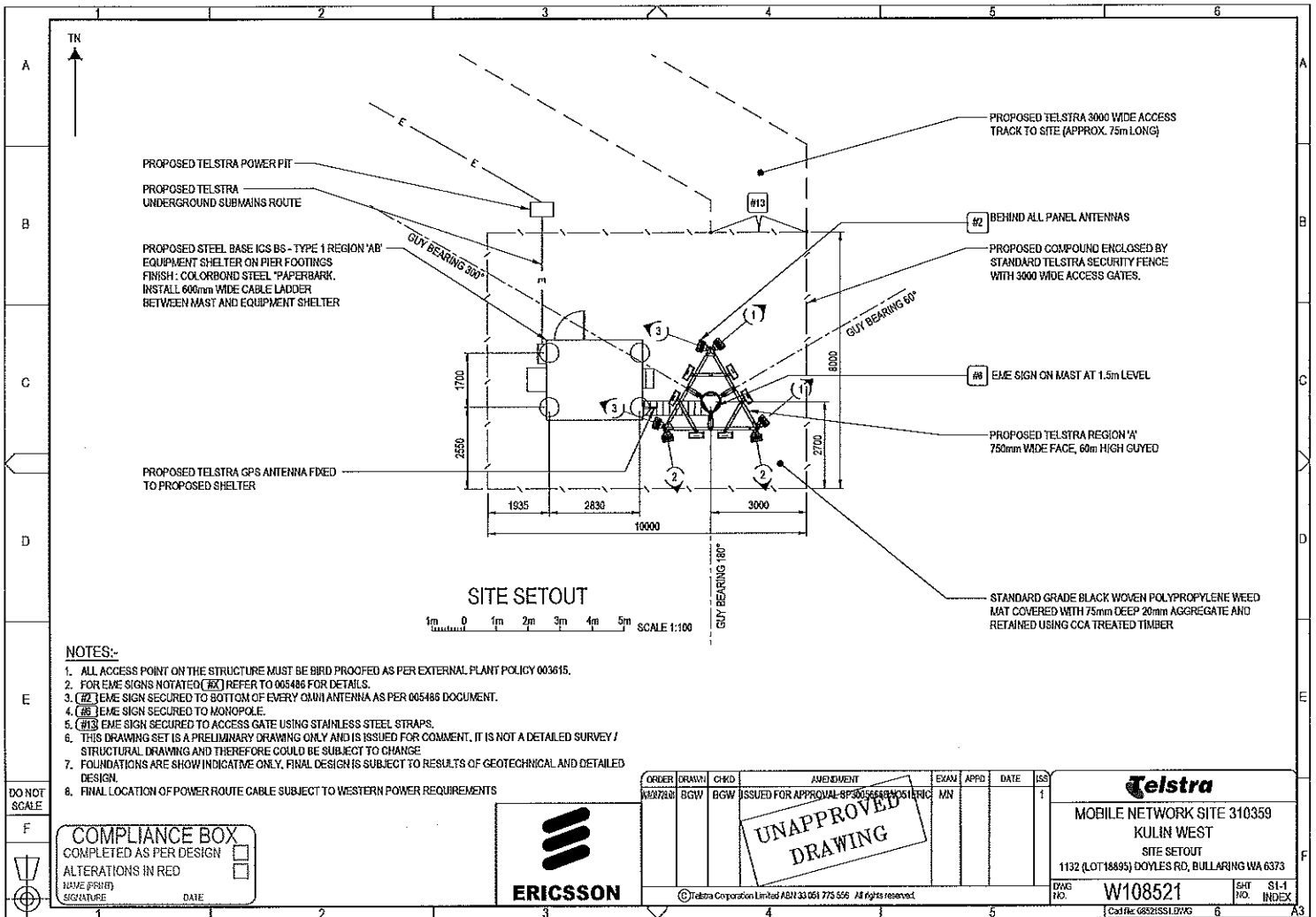
**MOBILE NETWORK SITE 310359**  
**KULIN WEST**  
SITE LAYOUT AND ACCESS  
1132 (LOT 18895) DOYLES RD, BULLARING WA 6373

DWG NO.	<b>W108521</b>	SIT NO.	SI
		BDEX	BDEX

Telstra Network Services Program Delivery - Telehub - 07/06/2015 - Issue 11.04.2015

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Docfile: 05821551.DWG



**NOTES:-**

1. ALL ACCESS POINT ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
2. FOR EME SIGNS NOTATED (#Z) REFER TO 005486 FOR DETAILS.
3. (#Z) EME SIGN SECURED TO BOTTOM OF EVERY OMNI ANTENNA AS PER 005486 DOCUMENT.
4. (#E) EME SIGN SECURED TO MONOPOLE.
5. (#B) EME SIGN SECURED TO ACCESS GATE USING STAINLESS STEEL STRAPS.
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DO NOT SCALE

**COMPLIANCE BOX**  
 COMPLETED AS PER DESIGN   
 ALTERATIONS IN RED   
 NAME (PRINT) \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
W10728	BGW	BGW	ISSUED FOR APPROVAL BY 30055684051816	MN			1

**Telstra**  
 MOBILE NETWORK SITE 310359  
 KULIN WEST  
 SITE SETOUT  
 1132 (LOT 188895) DOYLES RD, BULLARING WA 6373  
 DWG NO. **W108521** SHEET NO. 6 OF 6  
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**UNAPPROVED DRAWING**

# TELSTRA ANTENNA CONFIGURATION TABLE

ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	PHYSICAL ANTENNA BEARING (x°T)	SECTOR NO. & TECHNOLOGY
A1	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	50°	S1: WCDMA850/LTE700 S1: WCDMA850/LTE700
A2	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	50°	S1: LTE700 S1: LTE700
A3	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	170°	S2: WCDMA850/LTE700 S2: WCDMA850/LTE700
A4	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	170°	S2: LTE700 S2: LTE700
A5	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	290°	S3: WCDMA850/LTE700 S3: WCDMA850/LTE700
A6	ARGUS RPX310B-V1 PANEL 2533 x 353 x 209mm	INSTALL	59.50m	290°	S3: LTE700 S3: LTE700
A200	ERICSSON-KRE 101 2082/1 GPS ANTENNA	INSTALL	3.5m	0°	LTE700 GPS
A7	ANDREWS HSX4-107-D3A-A	INSTALL	TBC	-	-

### NOTES:-

- ALL ACCESS POINT ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
- FOR EME SIGNS NOTATED (#X) REFER TO 005486 FOR DETAILS.
- (#2) EME SIGN SECURED TO BOTTOM OF EVERY OMNI ANTENNA AS PER 005486 DOCUMENT.
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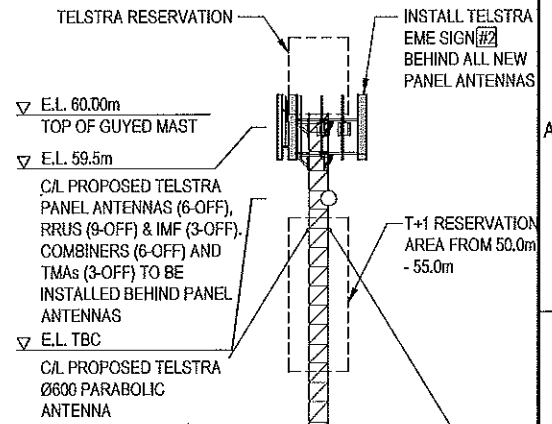
**COMPLIANCE BOX**

COMPLETED AS PER DESIGN

ALTERATIONS IN RED

NAME (PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



PROPOSED TELSTRA REGION 'A' 750mm WIDE FACE, 60m HIGH GUYED MAST

PROPOSED STEEL BASE ICS BS - TYPE 1 REGION 'AB' EQUIPMENT SHELTER ON PIER FOOTINGS FINISH : COLORBOND STEEL \*PAPERBARK. INSTALL 600mm WIDE CABLE LADDER BETWEEN MAST AND EQUIPMENT SHELTER

PROPOSED COMPOUND ENCLOSED BY STANDARD TELSTRA SECURITY FENCE WITH 3000 WIDE ACCESS GATES.

E.L. 0.0m GROUND LEVEL

40m nom.

## SOUTH ELEVATION

2m 0 2m 4m 6m 8m 10m SCALE 1:200

**FOR CONSTRUCTION**

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
W108521	BGW	BGW	ISSUED FOR APPROVAL-SP30056663W/OSTERIC	MN			1



MOBILE NETWORK SITE 310359  
KULIN WEST  
SITE ELEVATION  
1132 (LOT18895) DOYLES RD, BULLARING WA 6373

**ERICSSON**

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DWG NO. **W108521**

SHT NO. **S3**  
INDEX

A3V

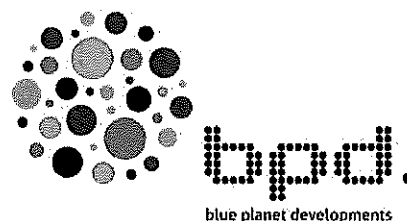
SHIRE OF KULIN  
LOCAL PLANNING SCHEME NO. 2

APPLICATION FOR DEVELOPMENT APPROVAL



<b>Owner Details</b> - Attach a separate sheet where there are more than two landowners		
Name/s: PETER GREGORY DOYLE		
ABN (if applicable): 69 991 394 166		
Address: 1132 DOYLE ROAD DUNLAPING WA 6365 Postcode:		
Phone: (work) (home) (08) 9580 4048 (mobile) 0427 809 044	Fax:	E-mail:
Contact person: PETER GREGORY DOYLE		
Signature:		Date: 16 Aug 17
Signature:		Date:
<small>NOTE: The signature of a registered owner/s is required on all applications. This application will not proceed without the required signature/s. For the purposes of signing this application an owner includes the person referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 8(2).</small>		
<b>Applicant Details</b>		
Name: DEIGHTON PTY LTD		
Address: P.O. BOX 81 NORTH DUNDALUP WA 6207 Postcode:		
Phone: (work) (08) 9530 1530 (home) (mobile) 0447 372 558	Fax:	E-mail:
Contact person for correspondence: STEVE BRUCE		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property Details - Details must match those shown on the Certificate of Title		
Lot No:	18895	House/Street No:
Diagram or Plan No:	DP 226640	Location No:
Certificate of Title Volume No:	1709/490	Folio No:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:	BOYLE	Suburb:
		BULLARING
Nearest street intersection:		
<b>Proposed Development:</b>		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use)		
<input type="checkbox"/> Use (Change of use of land with no construction works)		
<input type="checkbox"/> Works and Use		
NOTE: If the proposal involves advertising signage, the Additional Information for Development Approval for Advertisements form must be completed and submitted with this application.		
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works		
<input type="checkbox"/> Use		
Description of proposed works and/or land use:		
MOBILE TELEPHONE BASE STATION FOR EMERGENCY SERVICES AND TETRA		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use:		
FARMING		
Approximate cost of proposed development:		
\$130,000		
Estimated time of completion:		
APPROXIMATELY NINETY DAYS FROM APPROVAL		
<b>OFFICE USE ONLY</b>		
Responsible Officer's initials:	Date received:	
Local government reference no:		



Shire of Kulin  
 PO Box 125  
 38 Johnston Street,  
 Kulin  
 WA 6365

06/10/ 2017

Dear Barry,  
 Dear Noel,

## **Exclusivity for Lease arrangements**

As discussed, Blue Planet Developments Ltd (**BPD**) is in the business of building and operating solar power generation projects (and selling the electricity generated by that project) and is very actively taking steps to expand its business into Western Australia.

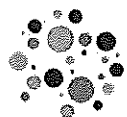
The Shire of Kulin is the owner of the land at Corrigin Kulin Road identified in the plan attached to this letter as "Proposed Lease Area".

This letter confirms our agreement with respect to the proposed leasing arrangements for the Proposed Lease Area which would be used by BPD for a solar power project.

### **Exclusivity**

For a period of three years from today, you will not accept or solicit an offer from any other person or company to acquire or create or agree to grant any interest or right in the Proposed Lease Area. This will allow us to undertake our due diligence and seek all necessary governmental and other approvals to advance the project.

In addition, during that three year period, you will not (and will ensure any related entity to you will not) grant any interest or right in any area of land falling within 5 km of the boundary of the Proposed Lease Areal in favour of any person or company that directly or indirectly conducts or has a commercial interest in any business of electricity generation or renewable energy.



**blue planet developments ltd.**  
 Citypoint - 9<sup>th</sup>.Floor  
 One Ropemaker Street  
 London EC2Y 9HT

Tel: +44 (0) 20 365 725 65  
[www.blueplanetdevelopments.com](http://www.blueplanetdevelopments.com)  
 Company No. 08258137  
 VAT Registration No. 203869112



### **Option / Agreement for Lease**

During that three year period, if we ask, you will promptly sign a formal option to lease or agreement for lease (or similar) with us, or our nominee, in which you agree you will grant us or our nominee a lease of the Proposed Lease Area in the form of lease attached to that agreement when we give notice after confirming that certain conditions are satisfied (which will relate to our due diligence, approvals, finance and other matters needed by us to be able to commence the project). The option or agreement for lease will terminate if BPD does not give that notice within the three year period described in this letter (or any longer period you may agree).

The option for lease and the lease will be on reasonable commercial terms. The lease will reflect the lease terms attached to this letter and must give the tenant exclusive possession of the Proposed Lease Area (or any lesser area BPD may require) during the lease term.

If the Proposed Lease Area is mortgaged, if we ask you will promptly seek an acknowledgement from the mortgagor that it consents to the arrangements in this letter and will be subject to them.

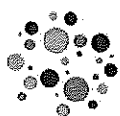
### **Terminating this arrangement**

BPD are to apply for a Planning Permission within 6 months of the signing of this Letter of Exclusivity. If this has not been done than the Shire of Kulin can withdraw from this arrangement.

If we, acting reasonably, decide that we will not proceed with the project, we will promptly give you written notice and this arrangement will cease on the date we give you that notice.

You acknowledge receipt from us of \$10 as consideration for your promises in this letter.

This letter is a deed and is executed by each of us as a deed. This letter may be signed and delivered in counterparts (including electronically and delivered by facsimile or by email including in ".pdf" or "portable document format" form). This has the same effect as if the signatures on the counterparts were on a single copy of this letter.



**blue planet developments ltd.**  
Citypoint - 9<sup>th</sup>.Floor  
One Ropemaker Street  
London EC2Y 9HT

Tel: +44 (0) 1709 555343  
[www.blueplanetdevelopments.com](http://www.blueplanetdevelopments.com)  
Company No. 08258137  
VAT Registration No. 203869112





Yours faithfully,

\_\_\_\_\_  
Director  
Derek Doyle  
Blue Planet Developments Ltd.

Date: 26/09/2017

\_\_\_\_\_  
Witness  
Name: Scott Newhouse  
Address: 13 Morthen Road, Rotherham, UK  
Occupation: Director BPD

Date: 06/10/2017

Executed by the Shire of Kulin

\_\_\_\_\_  
Director  
Name:

\_\_\_\_\_  
Director / secretary  
Name:

Date:



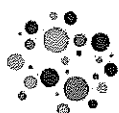
**blue planet developments ltd.**  
Citypoint - 9<sup>th</sup> Floor  
One Ropemaker Street  
London EC2Y 9HT

Tel: +44 (0) 1709 555343  
**www.blueplanetdevelopments.com**  
Company No. 08258137  
VAT Registration No. 203869112



## Lease Terms

Lease Area:	The Proposed Lease Area which is approximately <b>13.5</b> hectares (or any lesser area within the original Proposed Lease Area as notified in writing by BPD)
Term of Lease:	An initial term of <b>25 years and 6 months</b> .
Annual Rent:	<b>A\$800</b> per hectare of Lease Area.
Outgoings	The Lessee will also pay to the Lessor all rates and taxes payable by the Lessor to any governmental authority in respect of the Lease Area (and in the case of land tax, calculated on the basis that the Lease Area is the only land owned by the Lessor). The Lessee will be responsible for all water, gas and other utilities provided to the Lease Area.
Use of the Lease Area:	The construction and operation by the Lessee of a Solar power generation project.
Rent Review:	The Annual Rent will be subject to an annual rent increase on the anniversary of the commencement date by reference to the CPI, and annually thereafter.
Option to renew:	The Lessee will have <b>3</b> successive options to renew the lease each for a further term of <b>5</b> years
Exclusivity area	During the term of the lease (and any further term), the lessor will not (and will ensure any related entity to the lessor will not) grant any interest or right in any area of land falling within <b>5</b> km of the boundary of the Lease Area in favour of any person or company that directly or indirectly conducts or has a commercial interest in any business of electricity generation or renewable energy.



# Option to lease

Dated

2017

[Owner]

and

[Grantee]

# Option to lease

Dated 2017 between:

- 1 [Owner name] [ACN \*\*\* \*\*] of [address]  
(Owner)
- 2 Blue Planet Developments Ltd, a company incorporated under the laws of England, of Citypoint – 9<sup>th</sup> Floor, One Ropemaker Street, London EC2Y 9HT, England.  
(BPD)

## Background

- A The Owner is the registered proprietor of the Land and is authorised to grant a lease of the Land.
- B BPD is in the business of building and operating solar power electricity generation projects (and selling the electricity generated by that project). It leases the land on which it constructs its projects.
- C Prior to leasing land to construct the project, BPD must obtain all necessary permits, approvals, licences and finance to construct and operate the project. The grantee requires the option to lease to secure sufficient tenure to enable it to invest in seeking those permits, approvals, licences and finance.
- D The Owner grants BPD an option to lease the Land on the terms of this deed.

It is agreed as follows:

---

## 1 Definitions and interpretation

### 1.1 Definitions

In this deed:

**Encumbrance** means an interest or power:

- (a) reserved in or over an interest in any asset;
- (b) created or otherwise arising in or over any interest in any asset under a bill of sale, mortgage, charge, lien, pledge, trust or power,

by way of, or having similar commercial effect to, security for the payment of a debt, any other monetary obligation or the performance of any other obligation, and includes but is not limited to, any agreement to grant or create any of the above.

**Land** means the land described in [the Schedule].

**Option** means the option to lease the Land granted by the Owner in favour of BPD under clause 2.1.

**Option Period** means the period commencing on the date of this deed and ending at 11.59pm on the third anniversary of the date of this deed.



**Lease** means the lease to be granted by the Owner to BPD in the Lease Form and completed in accordance with the requirements of clause 3.2(b),

**Lease Form** means the form of lease annexed to this deed as Annexure A.

**Landgate** means the governmental authority that administers land titles in Western Australia, known as Landgate.

## 1.2 Interpretation

In this deed, headings and bold type are for convenience only and do not affect the interpretation of this deed and, unless the context requires otherwise:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing gender include any gender;
- (c) other parts of speech and grammatical forms of a word or phrase defined in this deed have a corresponding meaning;
- (d) a reference to 'include' or 'in particular' does not limit the generality of the preceding words, or exclude anything not expressly included or particularised unless this deed expressly provides otherwise;
- (e) a reference to any thing (including any right) includes a part of that thing but nothing in this clause 1.2(e) implies that performance of part of an obligation constitutes performance of the obligation;
- (f) a reference to a clause, party, attachment, exhibit or schedule is a reference to a clause of, and a party, attachment, exhibit and schedule to, this deed and a reference to this deed includes any attachment, exhibit and schedule;
- (g) a reference to a statute, regulation, proclamation, ordinance or by-law includes all statutes, regulations, proclamations, ordinances or by-laws amending, consolidating or replacing it, whether passed by the same or another Government Agency with legal power to do so, and a reference to a statute includes all regulations, proclamations, ordinances and by-laws issued under that statute;
- (h) a reference to a document includes all amendments or supplements to, or replacements or novations of, that document;
- (i) a reference to a party to any document includes that party's successors and assigns;
- (j) a reference to an agreement other than this deed includes an undertaking, deed, agreement or legally enforceable arrangement or understanding whether or not in writing;
- (k) a reference to an asset includes all property of any nature, including a business, and all rights, revenues and benefits;
- (l) a reference to a document includes any agreement in writing, or any certificate, notice, deed, instrument or other document of any kind;
- (m) no provision of this deed may be construed adversely to a party solely on the ground that the party was responsible for the preparation of this deed or that provision;



- (n) a reference to a body, other than a party to this deed (including an institute, association or authority), whether statutory or not:
- (i) which ceases to exist; or
  - (ii) whose powers or functions are transferred to another body,
- is a reference to the body which replaces it or which substantially succeeds to its powers or functions.
- 

## 2 Option to lease

### 2.1 Grant of option

- (a) In consideration of the payment of the option fee described in clause 2.1(b), the Owner irrevocably grants to BPD an exclusive option to lease the Land on the terms set out in the Lease.
- (b) BPD must pay an option fee of \$10.00 to the Owner. By signing this deed, the Owner acknowledges receipt of the option fee from BPD.
- (c) Subject to the further provisions of this deed, if BPD exercises the Option in the Option Period, the Owner grants to BPD the Lease and BPD agrees to take the Lease.

### 2.2 [Condition precedent to exercise of Option]

- (a) [BPD may not exercise the Option unless and until *[insert any condition that the law would require to be done before this deed or the lease can commence – for example, WAPC consent to the Lease if any area is part of a lot in a title]*].
- (b) The Owner will use its best endeavours to satisfy the condition set out in clause 2.2(a) as soon as possible after execution of this deed.
- (c) [The Lessor] must promptly give to BPD notice of the satisfaction of the condition set out in clause 2.2(a).

### 2.3 How to exercise the option

- (a) BPD may exercise the Option by delivering to the Owner a completed and executed notice substantially in the form set out in Schedule 2 at any time during the Option Period. The notice is irrevocable once given.
  - (b) BPD may exercise the option only once in respect of all of the Land.
  - (c) The Option automatically lapses on the expiry of the Option Period but without prejudice to any rights of the parties that have accrued before that time.
- 

## 3 Binding Lease upon exercise of Option

### 3.1 Binding Lease

- (a) If BPD exercises the Option in accordance with clause 2.3(a) then the Lease is binding on the Owner and the Lessee from the time BPD exercises the Option in accordance with clause 2.3(a) (**Lease Commencement Date**) and the Lease will commence on, and be treated as commencing on, the Lease



Commencement Date (**Lease Commencement Date**) and with effect from the Lease Commencement Date, the Owner and BPD:

- (i) must comply with;
- (ii) will be subject to; and
- (iii) will be entitled to all rights,

as if the Lease had been duly completed, executed and delivered by the Owner and BPD on the Lease Commencement Date.

- (b) The parties acknowledge and agree that on and from the Lease Commencement Date, BPD is in possession of the Land on the terms of the Lease.
- (c) The Lease is binding on the Owner and BPD even if the Owner does not comply with clause 3.3 but nothing in this clause 3.1(c) limits the right of BPD to enforce compliance by the Owner with clause 3.3.

### **3.2 Completion of registrable lease**

- (a) Subject to the further provisions of this clause 3.2, BPD's solicitors must as soon as practicable after the Lease Commencement Date, prepare a lease of the Land in accordance with the Lease Form.
- (b) The lease of the Land will be prepared in accordance with the Lease Form subject to the following provisions:
  - (i) the commencement date of the Lease will be the Lease Commencement Date (or such other date as agreed by the parties and inserted into the Lease);
  - (ii) subject to the express terms of the Lease Form, the term of the lease will be 25 years from and including the Lease Commencement Date;
  - (iii) appropriate dates will be inserted in the description of the further terms specified in the Lease;
  - (iv) the Lease will be prepared in registrable form and any necessary amendments will be made to the Lease to enable registration by Landgate.
  - (v) the Lease will be granted subject to any easement or restrictive covenant or other interest registered against the Land as at the date of this deed, and any registered mortgage.
  - (vi) any items or blanks in the Lease will be completed as is appropriate in the circumstances.
  - (vii) Any other additions or alterations will be completed as are necessary to give effect to this deed.
- (c) The Owner and BPD each irrevocably authorise BPD's solicitors to complete the Lease and make any additions or alterations to the Lease required under sub-clause (b).



### **3.3 Document execution and registration**

- (a) The Lessee must execute and deliver to the Owner three original copies of the Lease prepared in accordance with clause 3.2 within 15 Business Days of the date of delivery of the Lease to BPD.
- (b) Subject to prior execution by the Lessee, the Owner must execute and deliver to BPD (or its solicitors) the three originals of the Lease prepared in accordance with clause 3.2 within 15 Business Days of presentation to the Owner for execution.
- (c) The Lease will be registered at Landgate (electronically if required at that time) against the certificates of title to the Land as soon as is practicable following execution by BPD and the Owner in accordance with clauses 3.3(a) and 3.3(b).
- (d) The Owner will do all things necessary to secure registration of the Lease, including but not limited to obtaining the consent of any mortgagee of the Land to the Lease and, if applicable, complying with any requirements for electronic registration of the Lease.
- (e) BPD will pay any registration fee required to register the Lease at Landgate.

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## **4 Dealing with the Land and Exclusivity**

### **4.1 Dealing with the Land**

Subject to any Encumbrance over the Land as at the date of this deed which has been notified in writing to BPD by the Owner before the date of this deed, the Owner agrees that it will not during the Option Period deal with, sell or otherwise part with possession of, or permit any Encumbrance or other interest to exist over, all or any part of the Land other than with the prior written consent of BPD.

### **4.2 Assistance of Owner to BPD to obtain any permits or approvals**

The Owner will, upon request by BPD and at the cost of BPD, consent to all applications, give all information and sign any documents as may reasonably be required by BPD to enable applications to be made concerning its proposed solar power electricity generation project on the Land and any application required to the local council or any other authority to use the Land for the purpose of that project.

### **4.3 Exclusivity Area**

- (a) The Owner agrees that during the Option Period it will not accept or solicit an offer from any other person or company to acquire or create or agree to grant any interest or right in the Land.
- (b) In addition, during the Option Period, the Owner agrees it will not (and will ensure any related entity to it will not) grant any interest or right in any area of land falling within 5 km of the boundary of the Land in favour of any person or company that directly or indirectly conducts or has a commercial interest in any business of electricity generation or renewable energy.





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## 5 Warranties by Owner

### 5.1 Warranties

- (a) The Owner warrants to BPD that:
  - (i) it is the legal and beneficial owner of the Land; and
  - (ii) the Owner's execution, deliver and performance of this deed does not constitute a breach of any law or obligation, or cause or result in a default under any agreement or Encumbrance by which the Owner is bound and which would prevent it from entering into and performing its obligations under this deed; and
  - (iii) it has full power and capacity to enter into and perform its obligations under this deed; and
  - (iv) it enters into and performs this deed on its own account and not as trustee for any other person
- (b) The warranties given in this clause 5.1:
  - (i) survive the execution of this deed; and
  - (ii) are regarded as repeated on each date during the Option Term with regard to the facts and circumstances then subsisting.
- (c) The Owner acknowledges that BPD has entered into this deed and agreed to take part in the transactions contemplated by this deed in reliance on the warranties made or repeated in this clause.
- (d) The Owner indemnifies BPD against any loss, claims, demands, damages, costs and expenses suffered or incurred by BPD as a result of its breach of this deed.

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## 6 Costs and expenses

- (a) The Owner and BPD must pay its own legal and other costs and expenses in relation to the negotiation, preparation, execution and delivery of this deed.
- (b) Any action to be taken by the Owner or BPD in performing its obligations under this deed must be taken at its own cost and expense.

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## 7 Confidentiality

Each party (**Recipient**) must during the Option Period and thereafter keep secret and confidential, and must not divulge or disclose any information relating to the other party or its business (which is disclosed to the Recipient by the other party, its representatives or advisers), this deed or the terms of the Option or the Lease other than to the extent that:

- (a) the information is in the public domain as at the date of this deed or subsequently becomes in the public domain other than by breach of any obligation of confidentiality binding on the Recipient;



- (b) the Recipient is required to disclose the information by applicable law or the rules of any recognised stock exchange on which its shares or the shares of any of its related bodies corporate are listed or proposed to be listed, provided that the Recipient has to the extent possible having regard to the required timing of the disclosure consulted with the provider of the information as to the form and content of the disclosure;
- (c) the disclosure is made to the Recipient's employees, officers, related bodies corporate, representatives or agents to the extent the disclosure is necessary to carry out any obligations under this deed or are reasonably relevant to BPD progressing its project on the Land;
- (d) the disclosure is made by the Recipient to the financiers or advisers of the Recipient or any prospective bona fide financier or purchaser or bona fide potential purchaser of the Recipient (directly or indirectly) or the Land (and that purchaser or potential purchaser has agreed to comply with this clause 7) or is necessary or reasonable to disclose to any authority or other person to obtain any permit, authorisation or approval necessary for the project or the transactions contemplated by this deed;
- (e) the disclosure is required for use in legal proceedings regarding this deed or the Option; or
- (f) the party to whom the information relates has consented in writing before the disclosure.

Each Recipient must ensure that its directors, officers, employees, agents, representatives and related bodies corporate comply in all respects with the Recipients obligations under this clause.

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## 8 Notices

### 8.1 Form of Notice

A notice or other communication to a party relating to or given under this deed (**Notice**) must be in writing and in English signed (in the case of a company) by a director or authorised signatory of the party and addressed to that party in accordance with the following details (or any alternative details nominated to the sending party by a Notice):

- (a) *if to the Owner:*

Delivery address:

Postal address:

Fax:

Attention:

[Email: xxx]

- (b) *if to BPD:*

Delivery address:

Postal address:



Fax:

Attention:

[Email: xxx]

## **8.2 How a Notice must be given and when Notice is received**

In addition to any other lawful means, a communication may be given by being:

- (a) personally delivered;
- (b) left at the party's current delivery address for notices;
- (c) sent to the party's current postal address for notices by pre-paid airmail; or
- (d) [sent by fax to the party's current fax number for notices];
- (e) [to consider email delivery]

## **8.3 Delivery**

- (a) Subject to sub-paragraph (c), a Notice is given [10 days] after posting.
- (b) Subject to sub-paragraph (c), a Notice is given if sent by fax, when the sender's fax machine produces a report that the fax was sent in full to the addressee.
- (c) If a Notice is given after 5.00pm in the place of receipt or is given on a day that is a Saturday, Sunday or bank or public holiday in the place of receipt, it is taken as having been given at 9:00am on the next day which is not a Saturday, Sunday or a bank or public holiday in that place.

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# **9 General**

## **9.1 Governing law**

- (a) This deed is governed by the law in force in Western Australia.
- (b) Each party irrevocably submits to the non-exclusive jurisdiction of courts exercising jurisdiction in Western Australia and court of appeal from them in respect of any proceedings arising out of or in connection with this deed. Each party irrevocably waives any objection to the venue of any legal process in these courts on the basis that the process has been brought in an inconvenient forum.

## **9.2 Waiver**

- (a) No party to this deed may rely on the words or conduct of any other party as a waiver of any right unless the waiver is in writing and signed by the party granting the waiver.
- (b) A failure or delay in exercise, or partial exercise, of a right under or arising from a breach of this deed does not result in a waiver of that right.



- (c) A party is not entitled to rely on a delay in the exercise or non-exercise of a right arising from a breach of this deed or on a default under this deed as constituting a waiver of that right.

**9.3 No merger**

A provision of this deed which has not been complied with and has not been waived does not merge with the Lease on execution and the Lease Commencement Date.

**9.4 Variation**

A variation of any term of this deed must be in writing and signed by the parties.

**9.5 Further actions**

Each party must, at its own expense, do all things and execute all documents necessary or reasonably requested by the other party to give full effect to this deed and the transactions contemplated by it.

**9.6 Entire agreement**

This deed states all the express terms of the agreement between the parties in respect of its subject matter. It supersedes all prior discussions, negotiations, understandings, arrangements and agreements, express or implied, in respect of its subject matter.

**9.7 Counterparts**

This deed may be executed and delivered to a counter party electronically and in any number of counterparts (including delivery by facsimile or by electronic mail in "portable document format" / ".pdf" form). This has the same effect as if the signatures on the counterparts were on a single copy of this deed. The date on which the last counterpart is executed will be the date of the deed.



## Schedule 1 Land

The land situated at [address], Western Australia and being:

- (a) Lot xx on Diagram xx, and being the whole of the land comprised in Certificate of Title Volume xx Folio xx;
- (b) Lot xx on Diagram xx, and being the whole of the land comprised in Certificate of Title Volume xx Folio xx; and
- (c) Lot xx on Diagram xx, and being the whole of the land comprised in Certificate of Title Volume xx Folio xx,

[and identified on the attached plan].



## Schedule 2 Notice of exercise of option

**To:** [Owner]

**From:** Blue Planet Developments Ltd

Any term used in this notice which is defined in the deed entitled 'Option to Lease' dated [insert] between [Owner] and Blue Planet Developments Ltd has the same meaning as in that deed.

Under clause 2.1 of the deed, Blue Planet Developments Ltd gives notice that it exercises the Option for the Land.

Date: \_\_\_\_\_

Signed for and on behalf of Blue Planet Developments Ltd:

Sign here \_\_\_\_\_

Print name \_\_\_\_\_



**Executed as a deed**

Executed by xxx in accordance with section 127 of the Corporations Act 2001:

\_\_\_\_\_  
Signature of director

\_\_\_\_\_  
Signature of director/secretary

\_\_\_\_\_  
Name of director

\_\_\_\_\_  
Name of director/secretary

\_\_\_\_\_  
**Signed, sealed and delivered** by xxx in the presence of:

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Signature of xxx

\_\_\_\_\_  
Name of witness

\_\_\_\_\_  
Address of witness

\_\_\_\_\_  
Occupation of witness

[Insert BPD execution block]



Annexure A:  
Lease Form





# GENERAL COMPLIANCE CHECKLIST - SEPTEMBER 2017

Class	Task	Date	Frequency	Detail	Yes/No
Governance	Int Plan - Corporate Business Plan Quarterly Report	31/08/2017	Quarterly	Review CPB actions and report to Council meeting	Completed Sept
Governance	Wreath for Vet's service Bush Races	Sept	Annual	Determine which Cr or community member will be laying wreath	Completed
Governance	FOI Statement	Sept	Annual	Send FOI Statement to Commissioner when produced in Annual Report	Not yet - Annual Report to be finalised
Governance	Record Keeping Plan Compliance	1/07/2017	Annual	Comment in Annual Report	Not yet - Annual Report to be finalised
Governance /WM	Bushfire Firebreak Inspections	1/09/2016	Annual	Firebreak / clean-up reminders to townsite properties. Remind residents to slash grass and clean up	Inspections due after 1 Nov
Governance/ SAO	Election Timeline	Sept	Biennial	Open nominations, complete owners & occupiers roll. Electoral Officers Declarations - sign & submit	Completed
Governance/ SAO	Election Timeline	Sept	Biennial	CEO to certify Owners & Occupiers roll before 36th day. Complete consolidated roll by 22 day	Completed
Bushfire Governance	Bushfire Firebreaks	1/09/2016	Annual	Send out firebreak reminder to rural property owners - Advertise in Update	Due after 1 Nov
Bushfire Governance	Bushfire Permit To Burn Books	1/09/2016	Annual	Check stocks of Permit books	Yes Completed
Bushfire Governance	Bushfire Protective Clothing	1/09/2016	Annual	Check stocks of firefighting protective clothing and place order	Orders taken for full face respirators
Bushfire Governance	Bushfire Restricted Burning Period commencement	1/09/2016		Provides the power to vary the closure of the restricted burning period or the associated prescribed conditions by up to 14 days (or further periods of up to 14 days) and prescribes advertising requirements.	Not this year - same days apply
CEO	Transport R2R	September	Annual	Roads to Recovery Reporting. Annual report for R2R due (unaudited)	Not yet - Annual Report to be finalised
Governance/ CEO	Audit Committee to Meet Quarterly	September	Quarterly	Include agenda for September Council Meeting	Being planned for Nov Meeting
DCEO	Financial Statements - submit to Auditor	30/09/2016	Annual	Last date for submission to Auditor and selection of Audit date - Council preferred AEM in November	Audit completed Sept
DCEO	ABS return - Submit annual return	30/09/2016	Annual	Submit Annual Statistical Return to ABS	Not yet - Annuals to be finalised
DCEO	Recover Insurance costs from Bush Races	Sept	Annual	Recover LGIS costs for Insurance - Debtors Invoice	Completed
DCEO/CSO	Cat Registration Tags	30/09/2016	Annual	Check sufficient tags of correct year - reorder	Completed
DCEO/CSO	Dog/Cat License Renewals due	30/09/2016	Annual	Licenses expire 31 October - reminders early in month for known late payers	To be completed b 15 <sup>th</sup> Oct

DCEO/SAO	Retirement homes – request write off of rates		Annual	Agenda Item and letter	Completed Sept
SFO	CBH Ex Gratia Rates	30/09/2016	Annual	Invoice CBH	Completed Sept
SFO	DrumMuster - Monthly Forms	1/09/2016	Monthly	Send in DrumMuster Forms on a monthly basis	Completed
WM	Check town blocks for wild oats	30/09/2016	Annual	Send notice to clean up as required	Mowing completed prior to KBR
WM/TO	R2R Annual report	30/09/2016	Annual	Audited R2R Annual Report Due by end of Month if not completed with Audit	Not yet – to be completed with Annuals
WM/TO	Road Construction & Maintenance Review	01/09/16	Monthly	Review previous month road construction and maintenance - complete recoups, MRD line marking requests, MRD Form 8 etc. as required - Advise DCEO of invoices required for MRD and private works recovery - complete report to CEO/Council	Completed
TO	Kerbside Rubbish Collection	30/09/2016	Annual	Advertise and organise collection	Completed
TO	Occupational Health Safety Meeting	31/09/2016	Quarterly	Occ Health Safety Committee meeting - review all incidents accidents and commence 1/2 yearly inspections - make recommendations for Budget	Completed Sept
CRC	Updating of Town Notice Board/Website		Weekly		Completed
FRC	Monthly Stock on Hand		Monthly	Report to DCEO	Completed
SPM	Swimming pool water sampling due once a month in opening season		Oct>Apr		Pumps still being repaired – end of Oct
EHO	Waste Authority Annual Waste Census due by September	1/09/2016	Annual		Completed
EHO	Food Act - Annual report on testing	28/10/2016	Annual	Annual report on food sampling testing	Completed

**SHIRE OF KULIN**  
**END OF MONTH PROCEDURES**  
**For month ending September 2017**

	Responsible	Completed
<b>1. UPDATE POSTING PERIOD</b>		
1.1 Ensure that on the first day of each new month, the posting period is updated for Synergy Soft.	Cassi	Y
<b>2. RECEIPTS</b>		
2.1 First thing in the morning of the first day of a new month: Receipt any deposits that have been placed into bank account in month that is closing (from Internet Banking).	Nick	Y
<b>3. COMPLETE BANK RECONCILIATION</b>		
3.1 Ensure that the general ledger account balances to the bank reconciliation:		
Municipal Account A01101	Cassi	Y
Bush Races Cash at Bank A01104	Cassi	Y/N
Bush Races Term Deposit A01106	Cassi	Y/N
Cash at Bank Freebairn Club A01108	Nick	Y/N
Municipal Investments A01116	Cassi	Y
Trust Account A01110	Cassi	Y
Trip Account A01109	Cassi	Y
<b>4. RESERVE ACCOUNTS &amp; INVESTMENTS</b>		
4.1 Ensure that interest is calculated and allocated to the reserve accounts:		
4.2 Update investment register <u>..\\Investments\12-13\investment Register 12-13.xls</u>	Cassi	Y
4.3 Process interest transactions through Reserve program	Cassi	Y
4.4 Ensure the municipal investments equal the corresponding equity account: Municipal Investments A01116	Cassi	Y
4.5 Ensure that reserve bank accounts equal the corresponding equity account:		
Plant reserve A01112 equals L01802	Cassi	Y
LSL & AL Reserve A01113 equals L01803	Cassi	Y
Building Reserve A01114 equals L01804	Cassi	Y
Admin Equipment Reserve A01117 equals L01805	Cassi	Y
Joint Venture Housing A01119 equals L01807	Cassi	Y
Freebairn Estate Reserve A01105 equals L01810	Cassi	Y
Freebairn Recreation Reserve A01107 equals L01811	Cassi	Y
Insurance Reserve A01111 equals L01801	Cassi	Y
FRC Surfance replacement Reserve A01123 equals L01808	Cassi	Y
<b>5. TRUST &amp; TRIP FUND</b>		
5.1 Ensure that all trust fund entries balance. Opening balances of trust plus and minus movements equals ending balance. This amount must equal the Trust Liability report.	Cassi	Y
5.2 Process any refunds from trust		
Housing Bonds	Cassi	Y
Other	Cassi	Y
5.3 Ensure that all trip fund movements are reconciled and that individual balances equals the total of the trip bank account.	Cassi	Y
5.4 Ensure that the total of the Trust bank and Trip bank equal the trust liability and the movements for the year.	Cassi	Y
<b>6. DEBTORS</b>		
6.1 Ensure that all debtors entered for month		
Sundry & Private Works Debtors	Nick	Y/N
Recurrent Debtors	Nick	Y/N
Bank House Gardening Hours - DCEO to print monthly hours E092170	Nick	Y/N
Freebairn Debtors	Nick	Y/N
Resource Debtors	Nick	Y/N
6.2 Follow up outstanding debtors as per Outstanding Debtors Policy	Nick	Y/N
Print Statements and send reminders if 30 days overdue	Nick	Y/N
Send letter if 60 days overdue	Nick	Y/N
Send summons at 90 days overdue	Nick	Y/N
6.3 Print Debtors Trial Balance (Ensure reconciled to Debtors Control Account A01120) (Use "Debtors Balancing Aid") <u>..\\Debtors\11-12\Debtor Balancing Trial Balance to GL 11 12.xls</u> Print above spreadsheet and proof of all balances and file.	Nick	Y/N
<b>7. PAYROLL</b>		
7.1 "Gross total for the year" (E146010) to equal "Salaries & Wages Allocated" (E146200) <u>..\\Human Resources\Payroll\Payroll spreadsheets\PAYROLL BALANCE.xls</u>	Nick	Y/N
7.2 Run "Payroll Balancing Aid" - you are required to enter a prior pay run date that has been balanced	Nick	Y/N
7.3 Unallocated Wages account (E146400) should equal \$Nil	Nick	Y/N
7.4 Payroll Creditors have been reconciled to the Pays that have been performed during the month and appropriate cheques have been raised (ie, Payroll Creditors to be nil balance and Payroll Deductions Accounts have been cleared).	Nick	Y/N
7.5 Superannuation remittance advice have been produced for month, reconciled with creditor payments and creditor payments raised	Nick	Y/N
<b>8. COMPLETE MONTHLY WORKERS COMPENSATION CLAIM</b>	Nick	Y/N

<b>9. BALANCE RATES</b>			
9.1	Write off any small balances under \$5.00. Go to write of small balances > Date last day of month > cut off \$5.00 > tick write of credit balances > ref: End Month Year > Posting Period (month to be written off) > write off account 1E0301100.01 > Batch leave blank > OK. Print Batch. Get DCEO to sign off. Update batch.	Nick	(Y)
9.2	Raise interest charges. Go to Raise interest charges > reference: Interest Month Year > Posting period month raising interest for > Interest run date : last day of month > Select calculate, update and print interest on all properties > start interest calculation.	Nick	(Y)
9.3	Print 2 copies of the Rates Outstanding Debtors Report (Rates > Rates Reports) - this is useful for balancing to the GL for individual control accounts. This must be printed on the 1st week day of each month and a copy given to DCEO	Nick	(Y)
9.4	Print an Overdue Rates report and follow up outstanding rates as per outstanding rates Policy. (Rates > Rates Reports) Final Notice at end of due date Letter issued after 21 days of Final Notice Summons After 14 days from Summons - Debt Collector	Nick	(Y) G/Y/N G/Y/N G/Y/N (Y)
9.5	Run "Rates Balancing Aid" (note that this can only be run if the initial run, the sub-ledger, was balanced). view the report looking for any assessments that have open items out of balance. These need to be corrected via the Property Maintenance, Maintain Open Items button.	Nick	(Y)
9.6	Balance rates ledger to general ledger. ..\\Rates\Balancing\Rates Balancing 2012-13.xls Print spreadsheet and proof of all balances including Rates Outstanding debtor report, rates summary trial balance and GL balances and file.	Nick	(Y)
9.7	Pensioner Rebate Claims that are outstanding (Claims made on the system but monies not yet received) to be compared with the Pensioners Claim Control Account. (Can be done towards end of month)	Nick	(Y)
9.8	Balance general ledger to Pensioner reports ..\\Rates\Balancing\Rates Balancing 2012-13.xls Print spreadsheet and proof of all balances and file.	Nick	(Y)
9.9	Valuation Register Valuations have been updated as per the schedules from Landgate Register has been updated and balances Print register spreadsheet and proof of all balances and file. Interim rates have been raised/refunded as a result of the valuation changes	Nick	(Y)
9.10	Mining Tenement Register is up to date and balance Valuations have been updated as per the schedules from Landgate Register has been updated and balances Print register spreadsheet and file. Interim rates have been raised/refunded as a result of the valuation changes	Nick	(Y)
<b>10. CREDITORS</b>			
10.1	Print Creditors Trial Balance and ensure reconciled to Creditors Control Account (L01215). Run "Creditors Balancing Aid" ..\\Creditors\Balancing\Creditor Balancing Trial Balance to GL 11 12.xls Print spreadsheet and proof of all balances and file.	Annette	(Y)N
<b>11. GENERAL CLEARING ACCOUNT</b>			
11.1	Ensure that a running balance of the general clearing account is maintained and balances to the general ledger account L01213 -print and file	Cassi	(Y)N
<b>12. RETIREMENT HOMES</b>			
12.1	Print off retirement homes expenses for month and monitor -print and file spreadsheet	Cassi	(Y)N
<b>13. COMPLETE FUEL SHEETS &amp; CEMENT SHEETS</b>			
13.1	Fuel sheets entered into Daily usage spreadsheet ..\\Fuel\12 13\Fuel Usage Iemised Daily 12 13.xls	Annette	(Y)N
13.2	Total plant usage and receipts are entered into Fuel spreadsheet ..\\Fuel\12 13\Fuel 12-13.xls Stocktake is entered into above spreadsheet and balances	Annette Annette	(Y)N (Y)N
13.3	Balanced stock usage and receipts entered into SynergySoft Stores	Nick	(Y)N
13.4	Diesel Fuel Rebate Calculated for BAS	Nick	(Y)N
13.5	Ensure FRC stock balanced	Cassi	(Y)N
<b>14. BCITF &amp; BRB LEVIES</b>			
14.1	Ensure that Building Licences issued for the month reconcile to the General Ledger and remit any monies. Check general ledger account for any newly issued licences I133425	Cassi	(Y)N
<b>15. RUN AUTOMATIC PLANT RECOVERIES</b>			
15.1	GL, Clearing & On Cost Journal Processing, process and update batch	Cassi	(Y)N
<b>16. RUN ADMIN CLEARING JOURNALS FOR PERIOD</b>			
16.1	GL, Clearing & On Cost Journal Processing, process and update batch	Cassi	(Y)N
<b>17. ASSET RECONCILIATION</b>			
17.1	Add all new assets to the asset register and journal to the correct asset general ledger account.	Cassi	(Y)N
17.2	Dispose of any assets that were sold during the month	Cassi	(Y)N
17.3	Run depreciation for the month	Cassi	(Y)N
17.4	Ensure that the Asset Register report by Class equals the Asset general ledger accounts for both asset value and accumulated depreciation	Cassi	(Y)N

**18. PREPAID ASSETS ACCOUNT**

18.1 Ensure that a running balance of the prepaid asset account is maintained and balances to the general ledger account A01130 Cassi Y/N **NA**

**19 GL TRIAL BALANCE (Total Should be Zero)**

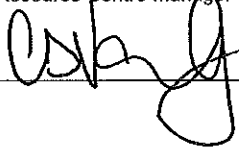
19.1 GL, GL Reports, Trial Balance, enter Year and Period Cassi **0**/N

**20 COMPLETE BUSINESS ACTIVITY STATEMENT**

20.1 Print GST Report & Ledgers and check for errors. Cassi Y/N  
20.2 Complete Journals Cassi Y/N  
20.3 Input Tax Credits & GST Payable Cassi Y/N  
20.4 PAYG Account Cassi Y/N  
20.5 Fringe Benefits Tax quarterly Cassi Y/N  
20.6 Fuel Claim Cassi Y/N  
20.7 BAS Payable/ Receivable Cassi Y/N

**21 DISTRIBUTE FINANCIALS TO MANAGERS**

20.1 Print & Email Child Care Centre Manager Cassi Y/N  
20.2 Print & Email Freebairn Recreation Centre Manager Cassi Y/N  
20.3 Print & Email Works Manager Cassi Y/N  
20.4 Print & Email Camp Kulin Manager Cassi Y/N  
20.6 Print & Email Resource Centre Manager Cassi Y/N

  
Deputy CEO

Date 13/10/2017