



AGENDA

ORDINARY MEETING OF COUNCIL

27th November 2019
Commencing at 3:30pm

Council Chambers
28 Yougenup Road, Gnowangerup WA 6335

COUNCIL'S VISION

Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity

Shire of Gnowangerup

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Gnowangerup will be held on Wednesday 27th November 2019, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm

Signed: _____

Bob Jarvis
CHIEF EXECUTIVE OFFICER

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that:

*(a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and
(b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.*

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.



SHIRE OF GNOWANGERUP

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Gnowangerup for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Gnowangerup disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

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

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Gnowangerup during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Gnowangerup.

The Shire of Gnowangerup advises that anyone who has any application lodged with the Shire of Gnowangerup shall obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Gnowangerup in respect of the application.

These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed: _____

Bob Jarvis
CHIEF EXECUTIVE OFFICER



DECLARATION OF INTEREST FORM

To: Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
GNOWANGERUP WA 6335

I,(1) _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on (2) _____

Agenda Item(3) _____

The **type** of Interest I wish to declare is (4).

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The **nature** of my interest is (5) _____

The **extent** of my interest is (6) _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

Signed

Date

Notes:

1. Insert your name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 & 5.69 of the Act)..

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)

A Member, who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting that will be attended by the Member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a) Preside at the part of the Meeting, relating to the matter or;
- b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
- 4. If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

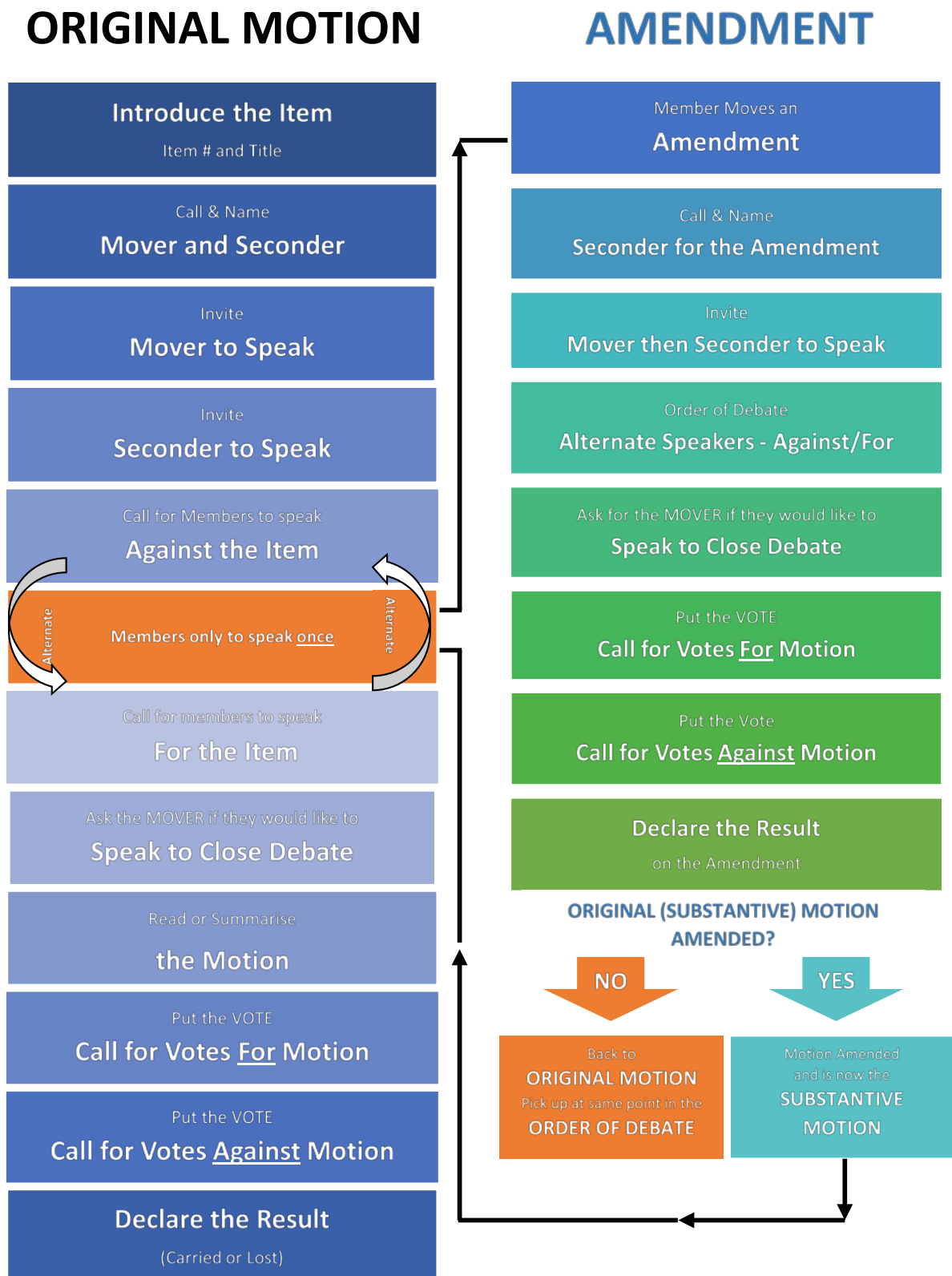
DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'. A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY DISCLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

Process of Motions



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Secnder. The Minor amendment must be minuted.

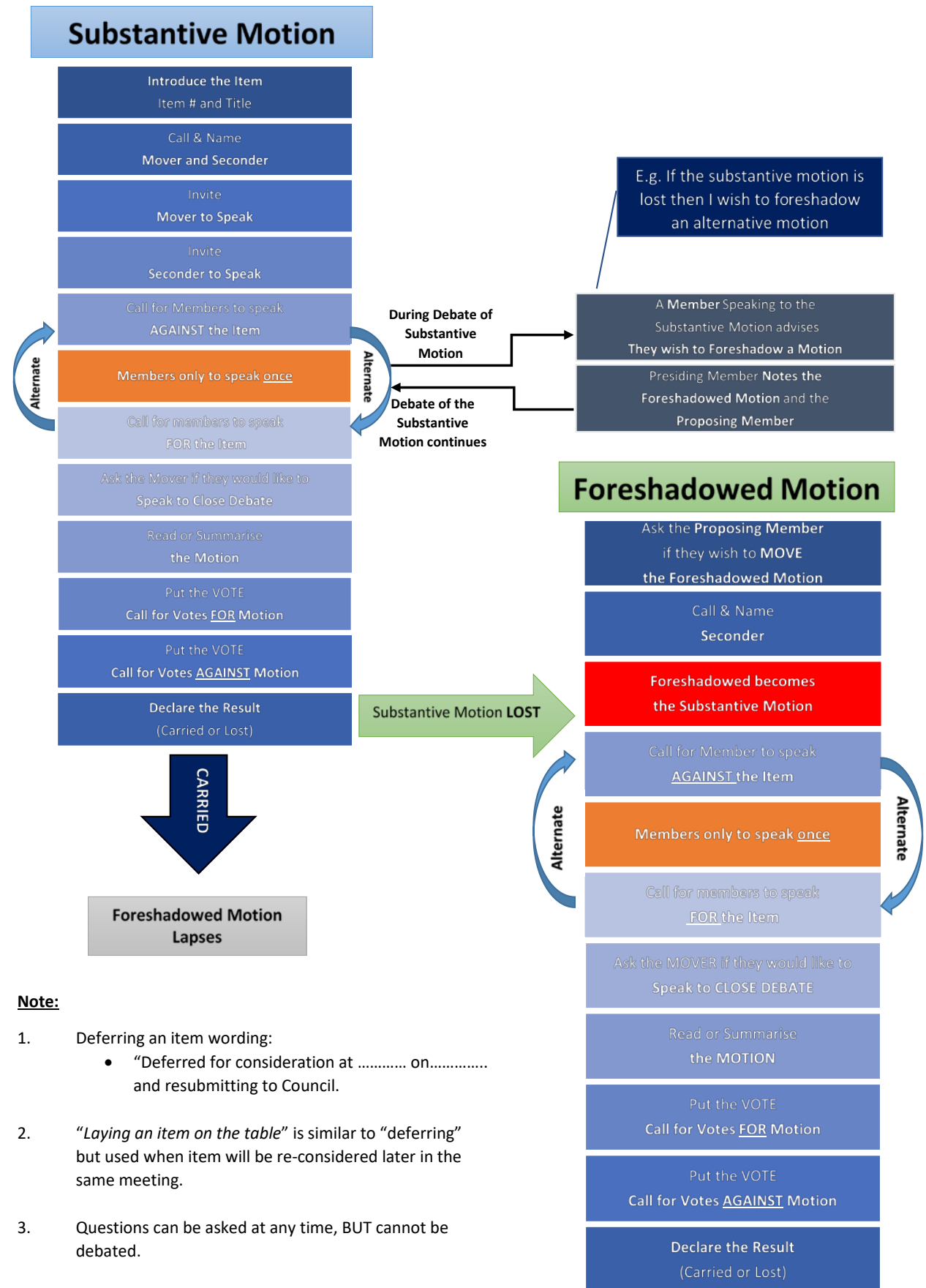


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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Fiona Gaze welcomed Councillors, staff and visitors and opened the meeting at _____pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3.1 ATTENDANCE

3.2 APOLOGIES

3.3 APPROVED LEAVE OF ABSENCE

4. APPLICATION FOR LEAVE OF ABSENCE

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

8.2 DEPUTATIONS

8.3 PRESENTATIONS

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 23rd OCTOBER 2019

OFFICER RECOMMENDATION:

1119. That the minutes of the Ordinary Council Meeting held on 23rd October 2019 be confirmed as a true record of proceedings.

9.2 SPECIAL MEETING OF COUNCIL MINUTES 23RD OCTOBER 2019

OFFICER RECOMMENDATION:

- 1119. That the minutes of the Special Council Meeting held on 23rd October 2019 be confirmed as a true record of proceedings.**

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 27th November 2019

Councillors: Various

Attended the following meetings/events

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL

Nil

12. STRATEGY AND GOVERNANCE

The CEO advises that Agenda Item 12.1 was presented to Council at the Ordinary Meeting of 23rd October 2019. The item was deferred and resubmitted for consideration at this Ordinary Council Meeting to enable staff to provide more information about staff housing requirements and costs, and status of the two houses under construction through the Great Southern Houses Initiative, and the timetable for the 2 GROH houses reverting to the Shire.

12.1 SALE OF PROPERTY

Location: 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup

Proponent: Tim & Priscilla Dowell

File Ref: A1260 & A1097

Date of Report: 9th October 2019

Business Unit: Strategy and Governance

Officer: V Fordham Lamont – Deputy Chief Executive Officer

Disclosure of Interest: Nil

ATTACHMENTS

- Letter from proponents
(CONFIDENTIAL - details will become public if the recommendations of officers are passed by Council)
- Aerial display of subject property
- Valuation Report from OPTEON SOLUTIONS dated 30th January 2019
- Email from OPTEON SOLUTIONS dated 17th October 2019

PURPOSE OF THE REPORT

For Council to consider the offer from the proponents to purchase the property located at 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup.

BACKGROUND

On 25th September 2019, the Shire received a letter from the proponents (see Attachment 1) offering to purchase 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup. The property is currently rented to Garry and Caroline Richardson on a periodic tenancy basis. Clause 41 below pertains to the ending of the lease:

41. If this agreement is a periodic agreement it may be ended:
- 41.1 by agreement in writing between the lessor and the tenant; or
 - 41.2 by either the lessor or the tenant by giving written notice of termination to the other party. The notice may be given at any time. The lessor must give at least 60 days' notice and the tenant must give at least 21 days' notice.

The proponents' offer allows for the current tenants to remain at the property for as long as they wish. The tenants are renting this property while they wait for their new house to be built.

COMMENTS

Section 3.58 of the *Local Government Act 1995* (the Act) provides for several different methods of disposing of Council property.

Subsection (2) states that:

Except as stated in this section, a local government can only dispose of property to —

- (a) the highest bidder at public auction; or
- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

Subsection (3) states that:

A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the Council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

Recently, Council disposed of a property in Ongerup using the method described in section 3.58(3) of the Act. Officers recommend that Council uses this method for the sale of 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup.

CONSULTATION

The proponents have confirmed verbally that they are aware that full details of their offer will appear in the public advertisement, including the cash offer amount, if Council approves the officers recommendations.

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Section 3.58 Disposing of Property

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council has not budgeted for the sale of this property, so the proceeds less costs will be surplus to the budget. These funds should be placed in the Land Development Reserve.

The 2019/2020 budget includes the following operating expenditure relating to the subject property:

- Account 23192 Building Maintenance \$2,490
- Account 23202 Building Operations \$9,499

The 2019/2020 budget also includes the following income relating to the subject property:

- Account 23013 Rental \$13,000

A portion of all these income and expenditure items will be forfeited if the subject property is sold. The net result would be a non-material budget variance.

It is recommended that any future offer and acceptance should stipulate the purchaser pay all costs associated with the transaction.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Financial Sustainability

Objective: Effective management to conduct business in a financially sustainable manner

Strategic Initiative: Manage liabilities and assets through a planned, long-term approach

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can choose not to dispose of 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup. This is not recommended as the property is considered surplus to the Shire's needs.

CONCLUSION

Council is currently constructing two houses for key worker accommodation. It will also have access to two other Shire houses (12 and 40 Corbett Street, Gnowangerup), which come out of long-term leases with GROH in 2022 (2023 if a 1-year option is exercised), and OPTEON SOLUTIONS have advised that the valuation provided in January 2019 is in the region of its current market value.

Officers believe the offer that has been made by the proponents represents a fair price for the subject property and recommend that the offer be advertised.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

1119. That Council

1. Authorises the CEO to

- **Advertise the offer to purchase 3396-3410 Broomehill-Gnowangerup Road, Gnowangerup, pursuant to section 3.58(3) of the Local Government Act 1995; and**
- **advise the proponent that Council will consider any submissions regarding the advertisement before making the decision on whether to sell.**

2. Resolves that the valuation for the property prepared by OPTeon SOLUTION in January 2019 is believed to be still a true indication of the value of the property pursuant to section 3.58(4)(c)(ii), and will be included in the advertisement referred to in (1) .





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Valuation Report

Units 9 and 11 Broomehill-Gnowangerup Road
Gnowangerup, Western Australia 6335

File Ref: 9289824

VALUATION REPORT



Lots 9 and 11 Broomehill-Gnowangerup Road Gnowangerup, Western Australia 6335

Prepared For	Shire of Gnowangerup
Report Purpose	Pre-sale purposes
Valuation Date	30 January 2019
Our Reference	9289824
Client Reference	A1097 & A1260 / Purchase Order No. 15256

Opteon (Albany & Great Southern WA)
ABN 31 644 615 833
P.O. Box 5270 Albany WA 6332

P (08) 98417744 E albany.instructions@opteonsolutions.com
F (08) 98417761 W www.opteonsolutions.com

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Liability limited by a scheme approved under Professional Standards Legislation

1.0 Valuation Summary

1.1 Instructions

Instructing Party	Phil Shephard Shire of Gnowangerup
Client / Authorised Party	Shire of Gnowangerup
Client Reference	A1097 & A1260 / Purchase Order No. 15256
Valuation Purpose	Pre-sale purposes

1.2 Property Details

Property Address	Lots 9 and 11 Broomehill-Gnowangerup Road, Gnowangerup, Western Australia 6335
Property Description	Residence and detached garage/carport on two lots

Title Reference	Tenure	Registered Proprietor	Title Area
Lot 9 on Diagram 36223 Volume 146 Folio 12A	Freehold	Shire of Gnowangerup	890 sqm
Lot 11 on Diagram 42059 Volume 1883 Folio 165	Freehold	Shire of Gnowangerup	890 sqm
Total Site Area			1,780 sqm

Encumbrances	None apparent
Zoning	General Agriculture

1.3 Assumptions and Recommendations

Key Assumptions	<ul style="list-style-type: none">The instructions and information supplied contain a full disclosure of all information that is relevant.
Recommended Documents to Sight	None recommended
Expected Selling Period	6 months - The anticipated sales time is due to a narrow market segment

1.4 Valuation Details

Market Value As Is **\$280,000 (Two Hundred and Eighty Thousand Dollars)**

Interest Valued	Fee simple vacant possession
Date of Inspection	30 January 2019
Date of Valuation	30 January 2019
Date Issued	31 January 2019
Currency of Valuation	90 days from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.
Pecuniary Interest	We confirm that the valuer does not have any pecuniary interest that would conflict with the proper valuation of the property.

Signatories



Ian Rae
 Senior Valuer
 AAPI CPV
 API No: 64815 WA Lic No: 373
Inspecting Valuer

Important	<i>This Executive Summary must be read in conjunction with the remainder of this report. The Executive Summary is only a synopsis designed to provide a brief overview and must not be acted upon in isolation to the contents of the valuation report.</i>
Third Party Disclaimer	<i>This report has been prepared for the private and confidential use of our client, Shire of Gnowangerup for the specified purpose. It should not be reproduced in whole or part without the express written authority of Opteon (Albany & Great Southern WA) or relied upon by any other party for any purpose and the valuer shall not have any liability to any party who does so. Our warning is registered here, that any party, other than those specifically named in this paragraph should obtain their own valuation before acting in any way in respect of the subject property.</i>
Digital Copies of Reports	<i>Where a report has been provided in digital copy and has not been received directly via our firm, the report contents, especially the valuations and critical assumptions, should be verified by contacting the issuing office to ensure the contents are bona fide. In particular if the reader of this report has suspicions that the report appears to be tampered or altered then we recommend the reader contact the issuing office.</i>
Reliance on Whole Report	<i>This valuation should be read in its entirety, inclusive of any summary and annexures. The valuer and valuation firm does not accept any responsibility where part of this report has been relied upon without reference to the full context of the valuation report.</i>

2.0 Location

The subject property is situated on the western side of Broomehill-Gnowangerup Road within the Gnowangerup town site. The subject property is located in a well-established residential neighbourhood, comprising predominantly dwellings of varying age and style. The Gnowangerup Central Business District is about 1.5 kilometres to the south.

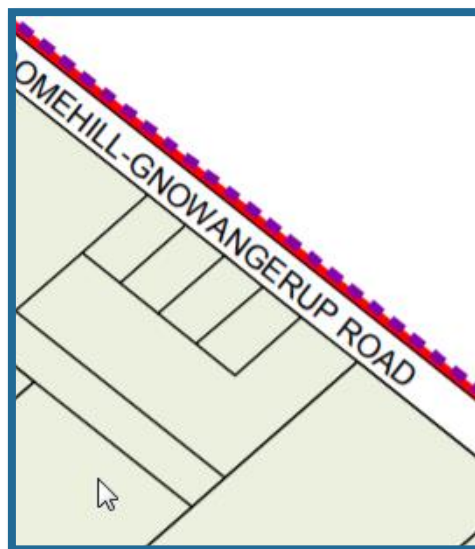
Gnowangerup is the district centre for the Gnowangerup Shire, having a population of approximately 1,500 people and being located approximately 155.00 kilometres north east of Albany, 350.00 kilometres south east of Perth and 60.00 kilometres south east of Katanning. The town has a district high school and primary school, a small hospital, recreational facilities, service industries and shops. The nearest major centre is Katanning, to the north east of Gnowangerup, which is a major stock selling for the Great Southern Region. Albany, to the south, is the main regional centre for the Great Southern and South Coastal Regions of Western Australia and provides the major services to the region. The town of Gnowangerup provides all the services expected of a district centre including primary and high school facilities, local shopping, a hospital and recreational facilities.

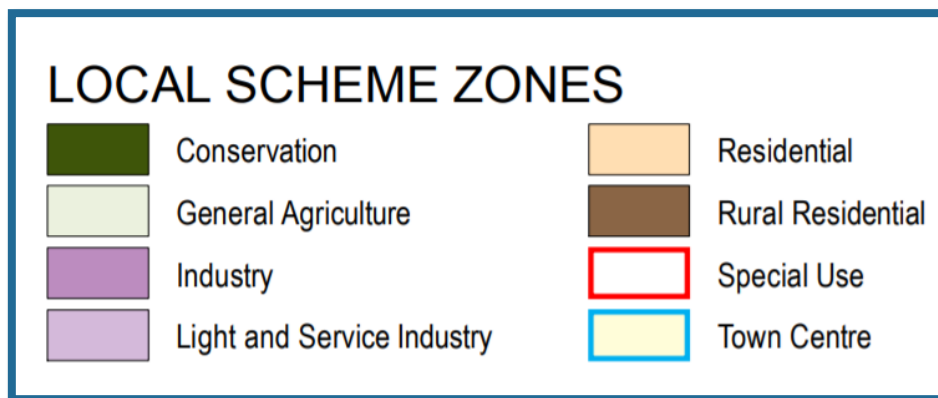
Location Map



Sourced from Landgate

3.0 Planning





Sourced from Department of Planning, Lands and Heritage

Local Government Area	Shire of Gnowangerup
Planning Scheme	Town Planning Scheme No. 2
Current Zoning	General Agriculture
Overlays	This property is not subject to any overlay controls
Existing Use	Residential
Zoning Effect	Existing use conforms
Heritage Issues	Not applicable

4.0 Site

Dimensions (metres)	Frontage: 44 metres Depth: 40 metres
Site Area	Approximately 1,780 sqm
Topography	Regular shaped inside allotment that is generally level throughout. The property provides no significant view.
Access	The subject is located on the south western side of the road, having good sealed road access.
Identification	Title search statement in conjunction with online cadastral plan and physical inspection.

4.1 Services

Services	Electricity, telephone, town water, bottled gas and septic tank
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5.0 Improvements

5.1 Main Building



Front



Rear



Car accommodation



Ensuite



Kitchen



Bathroom



Laundry

Main Building Type	Conventional single storey dwelling
Attachment	Detached
Street Appeal	Good
Accommodation	4 bedrooms, 2 bathrooms, entry/foyer, lounge/dining, kitchen/meals, family room, study, separate toilet, laundry
Car Accommodation	None
Construction:	
Floors	Concrete
Main External Walls	Hardiplank
Window Frames	Aluminium
Roof	Iron
Main Interior Linings	Plasterboard
Construction Year	Circa 1997
Additions	None
Prime Cost Items	Double bowl sink, dishwasher, wall oven, electric cooktop, rangehood, shower, vanity, toilet, ensuite: shower+ vanity and toilet, single bowl laundry tub, built in laundry cabinets, solar hot water service, ducted reverse cycle air conditioning, slow combustion wood heater
Features & Fixtures	Good quality fit out, fair condition, tiled wet areas, walk in wardrobe to master, built in wardrobes to minor bedrooms
Interior Layout	Functional
Building Areas:	
Living	243 sqm
Outdoor	94 sqm
Condition:	
Internal Condition	Good
External Condition	Good

Ancillary Improvements

Significant	Detached garage/carport.
Secondary	Established gardens.

5.2 Repairs

Essential Repairs	None apparent
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6.0 Environmental Issues

Environmental Issues	We note that the property is designated as being located within a designated "Bushfire Prone Area". This has been put in place to ensure that any proposed development, be it construction of new dwellings or extensions, ensures best practices for increased protection in the event of a bushfire. This designation has little practical effect on existing buildings, however if the building is destroyed and requires reconstruction a new construction would require abiding by regulations put in place. We recommend the lender has adequate reinstatement insurance for the term of the loan for the improvements as listed.
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7.0 General Comments

A generally well presented older style home of comfortable design which, together with ancillary improvements, is located on two adjoining lots situated on the outskirts of town.

To the best of our knowledge there have been no recent sales in the immediate locality to provide direct value comparison.

8.0 Market Commentary

8.1 Level of Market Activity

Marketability	Average
Market Activity	Moderate to low volume turnover

8.2 Market Commentary

Prevailing local demand for property of this nature is fair to poor, consistent with broader market trends.

9.0 Market Evidence

9.1 Sales Evidence

In forming our opinion of value we have had regard to various sales transactions, a selection of which are detailed below.

Address	Sale Date	Sale Price
7 Hughes Street, Gnowangerup, Western Australia	04-Oct-18	\$253,000
Brief Description	A 1,012 sqm site with good quality 2013 hardiplank and colorbond 4 bed, 2 bath home of 174 sqm plus double garage and alfresco.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Similar accommodation. Comprises a smaller dwelling. Superior dwelling quality. On balance, considered indicative of the market value of the subject property.	
17 Railway Crescent, Gnowangerup, Western Australia	18-Sep-17	\$237,000
Brief Description	A 1,987 sqm site with modern hardiplank and colorbond 3 bed home of average size plus verandahs and detached double garage.	
Transaction Status	Settled	
Comparison to Subject	Comprises a similar size allotment. Inferior accommodation. Appears to comprise a smaller dwelling. Inferior dwelling quality. On balance, considered inferior to the subject property.	
35 McDonald Street, Gnowangerup, Western Australia	22-Feb-16	\$277,500
Brief Description	A 1,012 sqm site with good quality colorbond clad and roofed 4 bedroom, 2 bathroom home with living area of approximately 185 sqm plus verandah with deck, rear patio and tandem carport under main roof, plus double garage accessed from rear lane.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Similar accommodation. Comprises a smaller dwelling. Similar dwelling quality. Similar added value of ancillary improvements. On balance, considered indicative of the market value of the subject property.	
48 McDonald Street, Gnowangerup, Western Australia	15-Nov-18	\$210,000
Brief Description	A 951 sqm site with 1994 hardiplank and iron 3 bed, 2 bath home of average size, in original condition, plus double garage and small shed.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Slightly inferior accommodation. Appears to comprise a smaller dwelling. Inferior dwelling quality. On balance, considered inferior to the subject property.	

15 Lancaster Road, Jerramungup, Western Australia	31-Aug-18	\$220,000
Brief Description	A 1,222 sqm site with a good quality 3 bed 1 bath hardiplank and colorbond residence of 151 sqm with a detached garage, workshop and patio.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Inferior accommodation. Comprises a smaller dwelling. On balance, considered inferior to the subject property.	
36 Derrick Street, Jerramungup, Western Australia	31-May-18	\$305,000
Brief Description	A 1,214 sqm allotment comprising a partly renovated 4 bed, 2 bath brick and tile dwelling of 206 sqm in living area together with a double carport UMR and detached shed. The dwelling is very well presented. It is noted this offer was negotiated without the intervention of a real estate agent and the dwelling was not exposed to the open market for sale. In our opinion the offer price does appear above market value for this location.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Similar accommodation. Comprises a smaller dwelling. Superior dwelling quality. On balance, considered superior to the subject property.	
25 Braeside Road, Katanning, Western Australia	16-Apr-18	\$290,000
Brief Description	The property comprises a renovated 1975 built, dwelling, of brick construction, with a tile roof. Accommodation comprises 3 bedrooms, 1 renovated bathroom, entry/foyer, lounge, renovated kitchen, meals, renovated laundry, porch, large pitched patio with cafe blinds and decking and detached garage for 1 vehicles. Ancillary items include workshop, studio, garden shed, hardstand areas, established gardens, full boundary fencing, concrete driveway, concrete paths and paving. Site area 1012 sqm. Well presented.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Preferred location. Inferior accommodation. Similar dwelling quality. Superior added value of ancillary improvements. On balance, considered superior to the subject property.	
49 Braeside Road, Katanning, Western Australia	23-Feb-18	\$320,000
Brief Description	The property comprises a 1970 built, dwelling, of brick veneer construction, with a tile roof. Accommodation comprises 3 bedrooms, 2 bathrooms, entry/foyer, lounge, kitchen, meals, family room, laundry, porch, patio and garage under main roof line for 1 vehicle. Ancillary items include security shutters, retaining walls, garden shed, hardstand areas, rain water tank, established gardens, full boundary fencing, concrete driveway, concrete paths and paving. Site area 769 sqm.	
Transaction Status	Settled	
Comparison to Subject	Comprises a smaller allotment. Preferred location. Slightly inferior accommodation. Appears to comprise a smaller dwelling. Similar dwelling quality. Similar added value of ancillary improvements. On balance, considered superior to the subject property.	

10.0 Valuation Methodology

Primary Methodology Direct Comparison

Secondary Methodology Summation

11.0 Valuation

11.1 Market Value - As Is

Market Value \$280,000 (Two Hundred and Eighty Thousand Dollars)

Interest Valued Fee simple vacant possession

Date of Inspection 30 January 2019

Date of Valuation 30 January 2019

Date Issued 31 January 2019

Signatories



Ian Rae
Senior Valuer
AAPI CPV
API No: 64815 WA Lic No: 373
Inspecting Valuer

Important

This valuation is subject to the definitions, qualifications and disclaimers and other comments contained within this report.

12.0 Assumptions, Conditions and Limitations

Condition/Structural Disclaimer	<i>This report is not a condition or structural survey and no advice is given in any way relating to condition or structural matters. Any opinion given as to the condition of the structure or improvements on the property is not given in the capacity as an expert. A condition or structural report on the building and/or its plant and equipment has not been sighted, and nor have we inspected unexposed or inaccessible portions of the premises. Therefore we cannot comment on the structural integrity, any defects, rot or infestation (or damage from pest infestation) of the improvements, any use of asbestos or other materials now considered hazardous or areas of non-compliance with the Building Code of Australia, other than matters which are obvious and which are noted within this report. This valuation assumes the building is structurally sound; that building services are adequate and appropriately maintained; the building complies with applicable Council, building, fire, health and/or safety regulations, laws, rules, licences, permits, rulings and/or bylaws; and is free of asbestos or other defects, unless specified otherwise. Should an expert's report establish that there are any defects of this kind then we reserve the right to review this valuation.</i>
Digital Copies of Reports	<i>Where a report has been provided in digital copy and has not been received directly via our firm, the report contents, especially the valuations and critical assumptions, should be verified by contacting the issuing office to ensure the contents are bona fide. In particular if the reader of this report has suspicions that the report appears to be tampered or altered then we recommend the reader contact the issuing office.</i>
Environmental Disclaimer	<i>This report is not an environmental audit and no advice is given in any way relating to environmental matters. Any comment given as to environmental factors in relation to the property are not given in the capacity as an expert. This assessment of value (unless specified otherwise) is made on the basis that the property is free of contamination or environmental issues affecting the property not made known to the valuer. In the event the property is found to contain contamination the matter should be referred to this office for comment. Given contamination issues can have a significant impact on the Market Value of the property, we reserve the right to review and if necessary vary our valuation if any contamination or other environmental hazard is found to exist.</i>
Full Disclosure Disclaimer	<i>Whilst we have attempted to confirm the veracity of information supplied, the scope of work did not extend to verification of all information supplied or due diligence. Our valuation and report has been prepared on the assumption the instructions and information supplied has been provided in good faith, is not in any way misleading or deceptive, contains a full disclosure of all information that is relevant, there are no undisclosed agreements in place that affect the property. The valuer and valuation firm does not accept any responsibility or liability whatsoever in the event the valuer has been provided with insufficient, false or misleading information.</i>
Future Value	<i>Any comments are made in relation to future values are based on general knowledge and information currently available. These comments should not be construed as a prediction of future value levels or a warranty of future performance as the property market is susceptible to potential rapid and unexpected change caused by multiple factors. Ultimately current expectations as to trends in property values may not prove to be accurate. Due to possible changes in the property market, economic conditions, occupancy status and property specific factors, we recommend the value of the property be reassessed at regular intervals.</i>
Geotechnical Assumption	<i>We have not sighted a geotechnical engineers' survey of the property. We are not experts in the field of civil or geotechnical engineering and we are therefore unable to comment as to the geotechnical integrity of the ground and soil conditions. It is specifically assumed that there are no adverse geotechnical conditions that compromise the utility of the property for the current or highest and best use. In the event there is found to be adverse ground conditions we recommend the matter be referred to this Company for comment.</i>
GST	<i>Valuations of residential property are undertaken on the basis that GST is not applicable. This valuation is prepared on the assumption that the subject property does not constitute a 'new residential premises' as defined under ATO Ruling GSTR 2003/3. Further it is assumed that the subject property will transact as a residential property between parties not registered (and not required to be registered) for GST. The market valuation herein reflects a market transaction to which GST may not be applicable. The client should satisfy themselves of the GST position of the parties involved.</i>
Heritage Disclaimer	<i>Our valuation has been assessed having regard to the nature of any buildings on the property and any known heritage listings. However we have not obtained formal confirmation of heritage listings beyond what is available in the public domain and identified in this report. Our valuation assumes, unless otherwise specified, that any heritage issues (including Aboriginal) do not impact on the continued and/or highest and best use of the property. If there is doubt in relation to such issues we recommend written application be made to the relevant authorities.</i>
Inconsistencies in Assumptions	<i>If there is found to be any variance, inconsistency or contradiction in any of the above assumptions then there may be a variation in the valuation assessed.</i>

Information Availability (Market Evidence)	<i>In preparing this valuation we have undertaken those investigations reasonably expected of a professional valuer having regard to normal industry practice so as to obtain the most relevant, available, comparable market evidence. Whilst we believe the market evidence information and any other information provided to be accurate, not all details can and have been formally verified. Due to privacy laws, confidentiality agreements and other circumstances beyond our control, the valuer may not have had access to: personal details of parties involved in transactions (including the relationship of the parties); information on recent transactions that are yet to become public knowledge; and copies of leases or contracts to confirm rents or prices and to ascertain whether or not rents or prices are inclusive or exclusive of GST.</i>
Land and Building Area Disclaimer	<i>In the event actual surveyed areas of the property are different to the areas adopted in this valuation the survey should be referred to the valuer for comment on any valuation implications. We reserve the right to amend our valuation in the event that a formal survey of areas differs from those detailed in this report.</i>
Market Change Disclaimer	<i>This valuation is current as at the Date of Valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Where the valuation is being relied upon for mortgage purposes, without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 90 days from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation. We recommend the valuation be reviewed at regular intervals.</i>
Market Value	<i>The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.</i>
Native Title Assumption	<i>We are not experts in native title or the property rights derived there from and have not been supplied with appropriate expert advice or reports. Therefore, this valuation is made assuming there are no actual or potential native title interests affecting the value or marketability of the property.</i>
Planning Disclaimer	<i>Town planning and zoning information was informally obtained from the relevant local and State Government authorities and is assumed to be correct. This information does not constitute a formal zoning certificate. Should the addressee require formal confirmation of planning issues then we recommend written application be made to the relevant authorities to obtain appropriate current zoning certificates.</i>
Professional Standards	<i>Our valuation has been assessed in accordance with applicable International Valuation Applications and Technical Information Papers of the International Valuation Standards Committee and the Australian Property Institute Practice Standards and Guidance Notes.</i>
Publication of Report	<i>The publication of the valuation or report in whole or any part, or any reference thereto, or the names and professional affiliations of the valuers is prohibited without the prior written approval of the valuer as to the form and context in which it is to appear.</i>
Reliance on Whole Report	<i>This valuation should be read in its entirety, inclusive of any summary and annexures. The valuer and valuation firm does not accept any responsibility where part of this report has been relied upon without reference to the full context of the valuation report.</i>
Scope of Work Undertaken	<p><i>The scope of work undertaken by the valuer in completing the valuation has included:</i></p> <ul style="list-style-type: none"> • <i>Collation of information from relevant parties regarding the subject property;</i> • <i>Undertaking our own research regarding the subject property;</i> • <i>An inspection of the property and measurement of buildings where required;</i> • <i>Undertaking market research in terms of values and/or costs of similar properties;</i> • <i>Preparation of valuation calculations; and</i> • <i>Preparation of this report.</i>
Site Survey Disclaimer	<i>This report is not a site survey and no advice is given in any way relating to survey matters. Any comments given in relation to the property are not given in the capacity as an expert, however, are based on our inspection of the property and review of the Certificate of Title plans. Should the addressee require absolute certainty in relation to site area, dimensions or possible encroachments we recommend that a surveyor be engaged to provide appropriate advice and a survey of the property if considered necessary. In the event there are any fundamental inconsistencies between any site survey undertaken and site detail adopted in this valuation, the survey should be referred to the valuer for comment on any valuation implications (including amendment of our valuation if considered necessary).</i>

Third Party Disclaimer	<i>This report has been prepared for the private and confidential use of our client, Shire of Gnowangerup for the specified purpose. It should not be reproduced in whole or part; or any reference thereto; or to the valuation figures contained herein; or to the names and professional affiliation of the Valuer(s) without the express written authority of Opteon (Albany & Great Southern WA) or relied upon by any other party for any purpose and the valuer shall not have any liability to any party who does so. Our warning is registered here, that any party, other than those specifically named in this paragraph should obtain their own valuation before acting in any way in respect of the subject property.</i>
Title Assumption	<i>Our valuation assumes the property would be offered for sale subject to encumbrances noted on the Title but otherwise unencumbered by mortgages, caveats, or priority notices etc which would prevent transfer of the property.</i>
Unregistered Instruments	<i>If there are any encumbrances, encroachments, restrictions, leases or covenants which are not noted in this report, they may affect the assessment of value. If any such matters are known or discovered, we should be advised and asked as to whether they affect our assessment of value.</i>

APPENDIX 1

INSTRUCTIONS

Shire of Gnowangerup

ABN: 71 892 627 607

Council Office: 28 Yougenup Road,
Gnowangerup WA 6335
Telephone: (08) 9827 1007
Facsimile: (08) 9827 1377
Office Hours: Mon - Fri 9.00am - 4.30pm

PURCHASE ORDER

Order Number must be quoted on all packing slips and invoices
ANY INVOICE WITHOUT AN ORDER NUMBER WILL NOT BE PAID

SUPPLIER COPY

CREDITOR NO. 93595

PURCHASE ORDER NO. 15256

To : OPTEON
PO BOX 5270
ALBANY WA 6332

DATE 23/01/2019
PAGE 1 of 1
REQUIRED BY
REQUESTED BY ANITA FINN

Please supply the following in accordance with instructions:

Qty	Description	Unit Value	Line Value
1.00	VALUATION LOT 9 AND 11, BROOMEHILL-GNOWANGERUP RD, GNP	\$880.0000	\$880.00
	YOUR QUOTE 9289824		
	OUR REFERENCE NO: A1097 & A1260		
		Sub-Total	\$800.00
		GST	\$80.00
		Total	\$880.00

Purchasing Officer Signature:
Approved for payment


EXECUTIVE ASSISTANT

APPENDIX 2
QUOTE ACCEPTANCE

From: Phil.Shephard@gnowangerup.wa.gov.au
Sent: Wednesday, 23 January 2019 11:45:42 AM
To: albany.instructions@opteonsolutions.com
Subject: RE: Quote: (Client Ref: A1097 & A1260) Lots 9 And 11, Broomehill-Gnowangerup Road Gnowangerup.
 Requested by: Phil Shephard

Hi Fiona & Ian

Please find attached Council Purchase Order for your valuation as set out in your quote (9289824). Please quote the Purchase Order No when submitting the account for payment. We look forward to receiving your valuation report shortly. Should you have any further questions please don't hesitate to contact the undersigned. I am available in the Shire Office on Wednesday's.

Kind Regards,
Phil Shephard |Town Planner
 28 Yougenup Rd, Gnowangerup WA 6335 | Shire of Gnowangerup



T (08) 9827 1007
 F (08) 9827 1377
 E Phil.Shephard@gnowangerup.wa.gov.au
 W www.gnowangerup.wa.gov.au

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APPENDIX 3
CERTIFICATES OF TITLE

WESTERN



AUSTRALIA

REGISTER NUMBER 9/D36223	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 3/10/2002

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **146** FOLIO **12A**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 9 ON DIAGRAM 36223

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF GNOWANGERUP OF GNOWANGERUP

(T I246192) REGISTERED 25/9/2002

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 146-12A (9/D36223)
 PREVIOUS TITLE: 1084-270
 PROPERTY STREET ADDRESS: 3396 BROOMEHILL-GNOWANGERUP RD, GNOWANGERUP.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF GNOWANGERUP

INDEXED

LL
Transfer A92897
Volume 1084 Folio 270

WESTERN



AUSTRALIA

REGISTER BOOK
VOL. 146 FOL. 12A

Certificate of Title

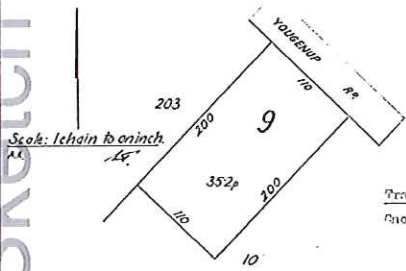


UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

Trevor Wellstead, of Gnowangerup, Grader Driver, is now the proprietor of an estate in fee simple subject to the easements and encumbrances notified hereunder in: the natural surface and therefrom to a depth of two hundred feet of all that piece of land delineated and coloured green on the map hereon containing thirty-five and two-tenths perches or thereabouts, being portion of Gnowangerup Lot 200 and being Lot 9 on Diagram 36223.

Dated the 16th day of October, 1968.

Superseded - Copy for Sketch Only



[Signature]
REGISTRAR OF TITLES.

Transfer 1570742 to Johannes Eric Ackermann of 37 Bellfield Street, Gnowangerup, Building Contractor. Registered 10th August, 1970 at 9.00 o'clock.



Transfer C29757 to Donald Fraser Ross, Building Contractor and Adriana Ross, Married Woman, both of 75 Yougenup Road, Gnowangerup, as joint tenants. Registered 20th November, 1980 at 9.02 o'clock.



Transfer E413203 to Mark Baden Warren of 27 House Street, Gnowangerup. Registered 27th July, 1990 at 15.32 hrs.



Transfer G832916 to Grant Jeffrey Wallis of 2 Quinn Street, Gnowangerup. Registered 29th June 1998 at 11.41 hrs.



The correct name of the proprietor is Grant Jeffrey Wallis. By Application Dated 13th November, 1998 at 8.17 hrs.



For encumbrances and other matters affecting the land see back

EASEMENTS AND ENCUMBRANCES REFERRED TO

Mortgage G950587 to National Australia Bank Ltd. Registered 13th November, 1998 at 8.17 hrs.



Superseded - Copy for Sketch Only

CERTIFICATE OF TITLE

VOL. 146 FOL. 12A

CT 0146 0012A B



WESTERN



AUSTRALIA

REGISTER NUMBER 11/D42059	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 3/10/2002

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1883** FOLIO **165**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 11 ON DIAGRAM 42059

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF GNOWANGERUP OF GNOWANGERUP

(T I246192) REGISTERED 25/9/2002

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
 * Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
 Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1883-165 (11/D42059)
 PREVIOUS TITLE: 1748-600
 PROPERTY STREET ADDRESS: 3410 BROOMEHILL-GNOWANGERUP RD, GNOWANGERUP.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF GNOWANGERUP



Application E412996
Volume 1748 Folio 600

WESTERN



AUSTRALIA

1883 165

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 27th July, 1990

REGISTRAR OF TITLES



PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

ESTATE AND LAND REFERRED TO

Estate in fee simple in portion of Gnowangerup Lot 200 and being Lot 11 on Diagram 42059, delineated on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 60.96 metres.

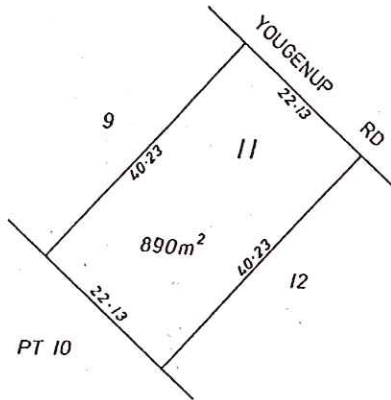
FIRST SCHEDULE (continued overleaf)

~~Shirley Margaret Firth of Flat 4, 21 Sixty Street, Armadale.~~

SECOND SCHEDULE (continued overleaf)

NIL

THIRD SCHEDULE



SCALE 1:750

Superseded - Copy for Sketch Only

Page 1 (of 2 pages) 1883 165

FOL. 165





VOL. 1883

NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

E67590/3/83-20M-L/4654

FIRST SCHEDULE (continued) NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS

Superseded Copy for Skeletal Only

INSTRUMENT NATURE	INSTRUMENT NUMBER	REGISTERED	TIME	SEAL	CERT. OFFICER
Transfer	E412997	27.7.90	14.40		
Transfer	G832916	29.6.98	11.41		

Mark Baden Warren, of 27 House Street, Gnowangerup.
 Grant Jeffery Wallis of 2 Quinn Street, Gnowangerup.

SECOND SCHEDULE (continued) NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS

INSTRUMENT NATURE	INSTRUMENT NUMBER	PARTICULARS	REGISTERED	TIME	SEAL	CERT. OFFICER	REGISTERED OR LODGED	NUMBER	CANCELLATION	SEAL	CERT. OFFICER

CERTIFICATE OF TITLE VOL. 1883 FOL. 165

From: [Bob Jarvis](#)
To: [Anita Finn](#)
Subject: FW: Lot 9 & 10 Broomehill - Gnowangerup Road, Gnowangerup
Date: Thursday, 17 October 2019 10:11:04 AM
Attachments: [opteon-logo-email-inline_98c9da8d-0b73-4743-a75a-b7cfb411b9ae.png](#)
[telephone_2bb4ac4a-fb91-442c-8e2c-9d4c64e09486.png](#)
[globe_7abd079f-f5f2-441e-96d3-3933bc67319e.png](#)

From: Grant Solomon <grant.solomon@opteonsolutions.com>
Sent: Thursday, 17 October 2019 9:56 AM
To: Bob Jarvis <Bob.Jarvis@gnowangerup.wa.gov.au>
Subject: Lot 9 & 10 Broomehill - Gnowangerup Road, Gnowangerup

Good morning Mr Jarvis,

Following our recent conversation in relation to the above property and having reviewed the recent sales evidence and the previous valuation report of January this year we are of the opinion that the value as reported in January is in the region of its current market value. Please be aware that the valuer has not inspected the property and therefore this opinion is based on a previous inspection by another valuer who has since retired.

Kind regards,

Grant Solomon | DIP Ag, FAPI CPV
Partner



M. 0427 417 744
E. grant.solomon@opteonsolutions.com
A. Suite 3, 91-93 Aberdeen Street, Albany, WA 6330 Australia

 **08 9841 7744**  [OPTEONSOLUTIONS.COM](http://opteonsolutions.com)

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Please consider the environment before printing

12.2	EXTENSION OF LEASE: ONGERUP TOWN HALL
Location:	42 Eldridge St, Ongerup
Proponent:	N/A
File Ref:	ADM0421
Date of Report:	6 th November 2019
Business Unit:	Corporate Services and Community Development
Officer:	V Fordham Lamont – Deputy Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Current lease
- Email from CRC confirming its desire to exercise option to extend lease

PURPOSE OF THE REPORT

For Council to endorse the extension of the existing lease of the Ongerup Town Hall to Yongergnow-Ongerup Community Resource Centre Inc (the CRC) for another 12-month period.

BACKGROUND

In late 2018, the Shire approached the CRC in respect to managing the Ongerup Town Hall, including the coordination of bookings. The Shire has no administrative presence in Ongerup and the Ongerup Library has been relocated from the Ongerup Town Hall to the Yongergnow Centre. It was thought that the CRC might be able to derive additional income from hall hire fees while the Shire could benefit from community members in Ongerup experiencing a more efficient booking process.

The CRC and the Shire reached agreement on this matter and the corresponding lease agreement was executed in December 2018.

COMMENTS

The current lease expires on 31st December 2019 but includes an option to extend for an additional 12 months, to be exercised by Council at its sole discretion.

Officers are happy to exercise the abovementioned option and confirmation has been received from the CRC that it, too, would like the lease to be extended.

The arrangements appear to have worked well over the past 12 months and a more in-depth review is expected to be undertaken towards the end of the extended lease period.

CONSULTATION

Yongergnow-Ongerup Community Resource Centre Inc

LEGAL AND STATUTORY REQUIREMENTS

The CEO has delegated authority (Delegation 1.2.6) to enter into leases but the delegation does not make any reference to exercising an option to extend a lease. Any option that is exercised, therefore, must be approved by Council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Community

Objective: Assist in building the sustainable management of local organisations and community groups

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can choose not to exercise the 12-month option of the current lease of the Ongerup Town Hall to the CRC. Officers, however, can see no benefit in talking that course of action. The decision to enter into the current lease was taken to assist the Shire, the CRC and the Ongerup Community. All parties are satisfied with the arrangements and there does not appear to be a reason to change them.

CONCLUSION

As all parties are satisfied with the current arrangements, it seems appropriate that they continue for another year.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

1119. That Council

- Exercises its option to extend its lease of the Ongerup Town Hall to the Yongergnow-Ongerup Community Resource Centre Inc for an additional 1-year term.
- Authorises the CEO to take the necessary steps to ensure the appropriate documentation is drafted and executed.

Heart of the Stirlings



SHIRE OF GNOWANGERUP

LEASE

Dated the 1st day of January 2019

BETWEEN:

SHIRE OF GNOWANGERUP
("the Lessor")

and

**YONGERGNOW-ONGERUP COMMUNITY RESOURCE CENTRE,
INCORPORATED**
("the Lessee")

This **LEASE** is made on _____
(date)

Between:

Shire of Gnowangerup of 28 Yougenup Road, Gnowangerup, Western Australia ('the **Lessor**')

AND

Yongerknow-Ongerup Community Resource Centre Inc. of Lot 260 Jaekel Street, Ongerup, Western Australia ('the **Lessee**')

RECITALS

- A. The Lessor is the registered proprietor of the Land
- B. The Lessor has agreed to lease and the Lessee has agreed to take on lease from the Lessor that part of the Land being the leased Premises for the Term and upon the terms and conditions contained in this Lease.

OPERATIVE PART

1. DEFINITIONS AND INTERPRETATIONS

1.1 Definitions

In this Lease, unless there is something inconsistent in the subject or context, the following applies:

Capital Items means all existing carpet, painting, drainage, lighting and electrical installations and all other fixtures and fittings on the Premises at the Commencement Date;

Commencement Date means 1 January 2019;

CRC means the Lessee, Yongerknow-Ongerup Community Resource Centre Inc.;

CRC Staff means all employees, contractors or agents directly employed by CRC;

Expiration Date means 31 December 2019;

Hall means the Ongerup Town Hall located on the Land

Land means the land described in Item 1 of the Schedule;

Lease means this lease agreement and includes any extension, renewal or variation agreed between the Lessor and Lessee;

Lessee's Covenants means those terms and covenants and conditions, including but not limited to those set out at clause 4, contained in this Lease to be observed and performed by the Lessee;

Permitted Use means the use described in Item 2 of the Schedule;

Premises means the Ongerup Town Hall and all its improvements, fixtures and fittings located on the Land;

Premises Facilities means the function rooms, old library and kitchen facilities of the Premises;

Rent means the rent described in Item 3 of the Schedule;

Schedule means the schedule to this lease;

Shire means the Lessor, the Shire of Gnowangerup;

Shire Staff means all employees, contractors or agents directly employed by the Shire;

Term means the term contained in Item 4 of the Schedule commencing on the Commencement Date and terminating on the Expiration Date;

Asset & Waste Management Coordinator means the Asset & Waste Management Coordinator appointed by the Shire.

1.2 Interpretations

In this Lease, headings are for convenience only and do not affect interpretation, and unless the context indicates the contrary intention:

- 1.2.1 words importing the singular include the plural (and vice versa) and words denoting a given gender include all other genders and shall also have application to corporations;
- 1.2.2 a reference to a clause or schedule is a reference to a clause or schedule of this Lease;
- 1.2.3 where any word or phrase is given a defined meaning, any other part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning;
- 1.2.4 this Lease must be construed in accordance with and governed by the laws of Western Australia; and
- 1.2.5 references to statutes shall include all statutes amending the statutes referred to or passed in lieu thereof.

2. GRANT OF LEASE

The Lessor hereby leases to the Lessee who hereby takes on lease from the Lessor all the leased Premises at the Rent for the Term and on and subject to the covenants, conditions and stipulations contained in this Lease.

3. RENT

The Lessee will pay to the Lessor during the Term of this Lease the Rent at the rate per annum and payable at the times specified in Items 3 of the Schedule.

4. LESSEE'S COVENANTS

The Lessee covenants with the Lessor as follows:

4.1 Rates, Taxes and Outgoings

The Lessee will not be accountable for any charges towards rates, taxes and outgoings in relation to the Premises.

4.2 Maintenance and Repairs

4.2.1 To keep and maintain the Premises in the condition presented to the Lessee on the Commencement Date to a standard acceptable to the Lessor, allowing for instances of general wear and tear to Capital Items, over the Lease Term.

4.2.2 To promptly report to the Shire's Asset & Waste Management Coordinator any damage to the Premises or any maintenance requirements in relation to Capital Items on the Premises.

4.2.3 To promptly replace all consumables, including light globes and batteries, across the Premises as and when required.

4.3 Cleaning

At the Lessee's own expense during the Term and at all times to a standard acceptable to the Lessor:

4.3.1 keep and maintain the Premises to a clean and sanitary standard, well drained and free from rubbish and material of any kind.

4.4 Entry by Lessor to View

To permit the Lessor, its officers, members or agents at all reasonable times with or without workmen or others to enter the Premises to view the state of repair and condition of the Premises and to forthwith carry out repairs, cleaning, painting or other works for which the Lessee is responsible under this Lease in accordance with any notice in writing given to the Lessee or left in the Premises by the Lessor.

4.5 Abatement of Nuisances

(a) Not to do or leave undone any act, matter or thing which may be or be deemed to be a nuisance within the meaning of the *Local Government Act*, the *Factories and Shops Act* or any other Act or under any local laws or regulations applicable to the Premises or the use or occupation of the Premises by the Lessee and immediately to abate any such nuisance or alleged nuisance

(b) To ensure that the Premises are not used in any manner which may be, or become a nuisance, disturbance or annoyance to the quiet and comfort of any occupier of any land in the vicinity of the Premises and on being required to do so by the Lessor or any officer of the Lessor to immediately abate any such nuisance, disturbance or annoyance.

4.6 Disorderly Behaviour

To prevent disorderly behaviour and indecent language in the Premises at all times during the day and night.

4.7 Compliance with Statutes and Licences

- 4.7.1 At its own expense to comply with, carry out and perform the requirements of the *Local Government Act*, the *Health Act* and all other Acts, town planning schemes, local laws or regulations or any requisitions or orders under them applicable to the Premises or the use or occupation of the Premises.
- 4.7.2 To take out and keep current any licences required in connection with any activities carried on from the Premises.

4.8 Permitted Use

To use the Premises solely for the Permitted Use set out in Item 2 of the Schedule.

4.9 Prohibited Use

Not to use the Premises for any illegal or immoral purpose as defined by any Commonwealth or State of Western Australia Statute or law or Local Law.

4.10 Insurance

- (a) To affect such Insurances as necessary, including Insurances for all Lessee owned items classed as contents, as well as such other Insurances to indemnify both the Lessee & the Lessor against demands, claims, and legal actions for any matters in connection with the permitted use of the Premises. The minimum levels of Public Liability insurance shall be not less than \$20,000,000 The Lessee must provide the Shire with a copy of its Public Liability Insurance Certificate of Currency upon renewal each year.
- (b) The Lessee is not to do or permit to be done anything whereby any policy of insurance in respect of the Premises may become void or voidable or by which the rate or premium on it may be increased.
- (c) Before the Commencement Date, the Lessee must produce to the Lessor certificates of currency for all insurances required by the Lessor under this Agreement and for each year following the Commencement Date (if applicable).

4.11 Indemnity

To indemnify the Lessor and the Minister of Lands from and against all demands, claims, legal actions, at any time made or brought against the Lessor by any person or persons in relation to any damage, loss, or injury suffered by such person or persons, or to the property of such person or persons, in connection with the permitted use of the Premises during the period of this Agreement.

4.12 Alterations and Improvements

Not without the prior written consent of the Lessor to erect or suffer to be erected any building or structure on the Premises nor to make or suffer to be made any alteration in or additions to any building or any other improvements to the Premises nor to remove any such improvements or to cut, maim or injure or suffer to be cut, maimed or injured any of the walls or timbers of the Premises.

4.13 Fixtures, Fittings and Furniture

Not without the prior written consent of the Lessor to erect, install or place any fixtures in or upon the Premises.

4.14 Assignment or Subletting

The Lessee must not assign, sub-let, mortgage, charge or encumber the Premises or any part of the Premises without the consent of the Minister of Lands and the Lessor in writing previously had and obtained.

4.15 Signs

Not without prior written consent of the Lessor to affix or exhibit or permit to be affixed to or exhibited upon any part of the exterior of the Premises or in any place visible from beyond the Premises any placard, sign, poster, hoarding or advertisement.

4.16 Delivery up of Possession

At the expiry or sooner determination of the Term peaceably and quietly to deliver up possession of the Premises and all furniture, fixtures and fittings belonging to the Premises in such good and tenantable repair, order and condition as shall be consistent with the covenants contained in this Lease provided that immediately upon the expiry or sooner determination of the Term, the Lessee shall remove any tenant's fixtures and fittings and shall make good any damage caused to the Premises in doing so.

4.17 Removal of Trees etc.

Unless the Lessee has the prior written consent of the Lessor in each case (which consent the Lessor shall have the unrestricted right to refuse) the Lessee shall not:

- (a) remove or agree to or permit the removal from the Premises of any fixtures, fittings or other improvements or any rock, stone, gravel, earth or minerals comprised therein;
- (b) cut or permit to be cut any trees on the Premises or remove or permit the removal of any timber from the Premises.

4.18 Fire

- 4.18.1 The Lessee will comply with its legislative obligations in relation to emergency planning and management for the Town Hall including emergency evacuations.
- 4.18.2 To use and adopt all proper measures and precautions against the outbreak or spread of fire upon from or to the Premises and to comply with the Bushfires Act 1954 and with all by-laws, orders, regulations, requisitions, orders and notices made or given thereunder or pursuant thereto.
- 4.18.3 The Lessee shall be responsible for ensuring that all equipment and appliances used and operated by the Lessee on the Premises shall be tested and checked on an annual basis to ensure compliance with the Building Code of Australia (as varied from time to time).

4.19 Promoting Use

To make best endeavours to promote the usage of the Hall by the general public.

4.20 Use of the Hall

- 4.20.1 The CRC is to assume responsibility for all bookings of the Hall.
- 4.20.2 Have an approved Hall Hiring Agreement in place.
- 4.20.3 Upon request to assist members of the public in making reservations to use Premises Facilities.

- 4.20.4 To set appropriate charges in relation to the hire and use of Premises Facilities and equipment on the Premises by visitors to the Hall.
- 4.20.5 The CRC is to retain all income generated from hiring out the Hall.
- 4.20.6 Provide an Annual Report to the Shire detailing the usage of the Hall.
- 4.20.7 Have signed Disclaimer Forms for people using the gym.
- 4.20.8 Give the Shire at least 30 days' notice for cleaning in the case of a major event.

5. LESSOR'S COVENANTS

The Lessor covenants with the Lessee as follows:

5.1 Quiet Possession

That the Lessee paying the Rent reserved by this Lease and observing and performing the covenants expressed and implied by this Lease and on the Lessee's part to be observed and performed shall during the Term and any extension of the Term quietly enjoy the use and occupation of the Premises without interruption by the Lessor or any person lawfully claiming through or under the Lessor.

5.2 Financial

- 5.2.1 To take out and keep in force during the Term a policy of insurance for all buildings, erections or other improvements comprised in the Premises including any plate glass in the Premises (if any) with an insurance company against fire, storm, tempest, earthquake, malicious damage and such other risks as the Lessor shall determine.
- 5.2.2 To ensure that a minimum of \$20,000,000.00 of public liability insurance is held.
- 5.2.3 To take out and keep in force throughout the Term a contents insurance policy to cover all goods on the Premises owned by the Lessor.
- 5.2.4 To pay 100% of cost of all electricity, water, gas and rubbish removal charges relating to the Premises.
- 5.2.5 To pay 100% of the cleaning costs of the Hall (i.e. kitchen facilities, toilets, foyer and reception areas, etc) as per the following:
 - 5.2.5.1 Once a week for Hall toilets and showers;
 - 5.2.5.2 Once a month for main Hall area and toy library;
 - 5.2.5.3 One a year for old library;
 - 5.2.5.4 Prior to events at the Hall that the Shire has been notified of, ideally at least a month in advance.
- 5.2.6 Allow for up to 10 hours additional cleaning to be done and to be paid for by the Shire in a financial year.

5.3 Management

- 5.3.1 To keep and maintain Capital Items on the Premises to a standard acceptable to the Lessor.
- 5.3.2 To ensure servicing is conducted for all air conditioning units across the Premises to a standard acceptable to the Lessor, if applicable.

- 5.3.3 To obtain approval from the CRC for any after-hours access required by the Shire to the Premises.
- 5.3.4 The Lessor shall be responsible for all firefighting equipment, including bi-annual maintenance of such equipment and maintenance of the building and in accordance with the Building Code of Australia or any Building Act or any similar legislation as required from time to time.
- 5.3.5 Assist the CRC with the development of a suitable Hall Hiring Agreement, which includes a Booking Form.
- 5.3.6 Shire to provide the CRC with a full set of keys for all cupboards and doors on the Premises.
- 5.3.7 Shire to provide a new lock system for external doors.

6. MUTUAL AGREEMENTS

6.1 Default by Lessee

If:

- (a) the Lessee breaches any of the Lessee's Covenants and the breach continues for fourteen (14) days after notice has been served on the Lessee by the Lessor; or
- (b) the Lessee goes into liquidation or ceases to be an incorporated body whether compulsory or voluntary (except for the purpose of amalgamation or reconstruction) or receiver or manager is appointed; or
- (c) any mortgage of the Lessee's property enters into possession of the Premises; or
- (d) any execution or process is made against the property of the Lessee; or
- (e) the Lessee' being a natural person shall commit an act of bankruptcy; or
- (f) the Lessee abandons or vacates the Premises;

then and in any such cases (but subject to the *Bankruptcy Act 1966*) the Lessor may at its option at any time after the event and without notice or demand enter and repossess the Premises and as a result of that the Term and the estate and interest of the Lessee in the Premises will immediately determine but without prejudice to any other of the rights and remedies of the Lessor under this Lease and without releasing the Lessee from liability in respect of the Lessee's Covenants.

6.2 Destruction of Premises

- (a) Subject to clause 6.2(b), if the Premises or any part of the Premises shall be burned down destroyed or damaged by fire so as to render the same unfit for purpose permitted by the Lease then in such case (unless the insurance of the Premises shall have been forfeited or become null and void or the payment of any moneys payable under such insurance be refused or withheld through any act or default of the Lessee or its members, agents, servants, invitees or licensees), the Rent shall cease to be payable until the Premises shall have been rebuilt and rendered fit for the purpose permitted by this Lease. In case of difference touching this paragraph such difference shall be referred to the award of a single arbitrator if the parties can agree upon one and otherwise to two arbitrators one to be appointed by the Lessor and the other by the Lessee and their umpire (to be appointed before proceeding with the arbitration) and in either case in accordance with the provisions of the Commercial Arbitration Act 2012 or any re-enactment thereof for the time being in force providing that in the event of such difference no part of the Rent shall be allowed by the Lessor to the Lessee as

aforesaid but the Lessee shall continue to pay the Rent in full until the date of the award of such arbitrator at which time the Lessor shall refund to the Lessee free of interest any Rent which according to such award shall have been overpaid. In any such arbitration each party shall be entitled to be represented by a duly qualified legal practitioner and this clause shall be deemed to be the agreement in writing referred to in Section 7 of the Commercial Arbitration Act 2012 in respect of such representation.

- (b) If the Premises or any substantial part thereof be burnt down, destroyed or damaged so as to be wholly unfit for occupation or use this Lease may at the option of the Lessor (such option to be declared in writing within twenty eight (28) days after such destruction) be determined the Lessee in that event paying the rental hereby reserved up to such determination and all moneys paid or payable under any policy of insurance effected in respect of the Premises shall belong to the Lessor absolutely.

6.3 Entry by Lessor

If the Lessee shall fail to duly and punctually observe or perform any of the Lessee's Covenants the Lessor shall be entitled to carry out the observance or performance of such covenant, condition or agreement and for such purpose the Lessor or the Lessor's agents' workmen or architects may if necessary enter the Premises or any part of the Premises and the cost and expense incurred in such observance or performance shall be at the Lessee's cost and expense.

6.4 Structural Alterations

Notwithstanding anything contained in clauses 4.2 (Maintenance and Repairs), 4.3 (Cleaning), 4.7 (Compliance with Statutes and Licences) and 4.12 (Alterations and Improvements) of this Lease, the Lessee shall not be liable to effect any structural alterations of the Premises unless the same shall be necessitated or occasioned by reason of any default of the Lessee.

6.5 Service of Notices

That all notices, consents and approvals or any demand to be given to or made upon the Lessee shall be in writing and may be signed by the Lessor or its solicitors or agents and all such notices or demands shall be considered as having been properly served upon the Lessee if delivered to the Lessee or posted to the Lessee by prepaid registered post addressed to the Premises or to the address of the Lessee and if served by post shall be conclusively deemed to be served upon and be received by the Lessee at the expiration of the next day following the day when the same shall be posted.

6.6 Headings

That the headings appearing in to this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of the clauses of this Lease nor in any way affect this Lease.

6.7 Holding Over

If the Lessee holds over the Premises at the expiry of the Term:

- (a) A tenancy from year to year shall not thereby be presumed but the tenancy shall in such event be and continue to be a tenancy from month to month;
- (b) Subject to paragraph (c) of this clause, the tenancy shall be upon the terms and conditions contained in this Lease insofar as they are applicable and shall be determined at the expiration of one month's notice by either party to the other at any time;
- (c) The Lessee shall pay rent to the Lessor in advance by equal monthly instalments, with such rent being 110% of the Rent payable immediately prior to the expiry of the Term;

- (d) The Lessor may give to the Lessee notice in writing at any time specifying a rent being an amount greater than the rent referred to in Item 3 of the Schedule and the Lessee shall commence paying the rent specified in the notice at the commencement of the month following the receipt of the notice.

7. ESSENTIAL TERMS

The covenants by the Lessee contained in this Lease to pay Rent and insurance in respect of the Premises at the time and in the manner therein respectively prescribed and to only use the Premises for the Permitted Use are essential terms of this Lease and any breach of any of these covenants shall be regarded by the Lessor and the Lessee as a fundamental breach by the Lessee of this Lease. Should the Lessor determine this Lease following such a breach then (without prejudicing or limiting any other right or remedy of the Lessor arising from such breach or otherwise under this Lease) the Lessor shall be entitled to recover from the Lessee and the Lessee covenants to pay to the Lessor as and by way of liquidated damages for such breach the Rent and insurance which would have been payable by the Lessee for the unexpired residue of the Term after making allowance for the Rent and insurance which the Lessor by taking reasonable steps to relet the Premises obtains or could reasonably be expected to obtain by reletting the Premises for such unexpired residue of the Term on reasonable terms as to the rent and otherwise provided that:

- (a) any such reletting shall not be required to be on like terms as are expressed and implied in this Lease;
- (b) the Lessor's entitlement to recover damages as aforesaid shall not be prejudiced or limited if:
 - (i) the Lessee abandons or vacates the Premises;
 - (ii) the Lessor elects to re-enter the Premises or to determine this Lease;
 - (iii) the Lessor accepts the Lessee's repudiation of this Lease; or
 - (iv) the parties' conduct constitutes a surrender by operation of law;
- (c) the Lessor shall be entitled to institute proceedings to recover damages either before or after any of the events or matters referred to in sub-paragraph (b)
- (d) any conduct by the Lessor to mitigate damages shall not of itself constitute acceptance of the Lessee's breach or repudiation or a surrender by operation of law; and
- (e) nothing expressed or implied in this Lease shall be construed to mean that no other covenant in this Lease on the part of the Lessee to be observed or performed may be an essential term.

8. ADDITIONAL TERMS

All (if any) of the additional terms, covenants and conditions contained in the Schedule are incorporated into and apply to this Lease.

EXECUTION

The Common Seal of the)
Shire of Gnowangerup was)
hereunto affixed in the presence of:)



Keith House
Shire President's Signature

KEITH HOUSE
Shire President:

Shelley Pike
Shire Chief Executive Officer's Signature

Shelley Pike
Shire Chief Executive Officer:

Nancy Dewar
Community Resource Centre Inc.
Chairperson Signature

NANCY DEWAR
Community Resource Centre Inc.
Chairperson

Michelle Thompson
Community Resource Centre Inc.
Vice Chairperson Signature

Michelle Thompson
Community Resource Centre Inc.
Vice Chairperson

From: Ongerup CRC <ongerup@crc.net.au>
Sent: Wednesday, 6 November 2019 12:13 PM
To: Vin Fordham Lamont <vin@gnowangerup.wa.gov.au>
Subject: RE: [EXT] - RE: [EXT] - Lease of Ongerup Town Hall

No it doesn't need to go to a meeting I sent an email around and they have all confirmed they are happy to go ahead.

Kind regards,

Rebecca Brady

Centre Manager/Finance Officer



Yongergnow-Ongerup Community Resource Centre

Lot 260 [Jaekel St, Ongerup WA 6336](#)

PO Box 20, Ongerup WA 6336

P: 08 9828 2325 **F:** 08 9828 2326 **E:** ongerup@crc.net.au

www.ongerup.crc.net.au

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From: Vin Fordham Lamont [<mailto:vin@gnowangerup.wa.gov.au>]
Sent: Wednesday, 6 November 2019 11:57 AM
To: Ongerup CRC
Subject: [EXT] - RE: [EXT] - Lease of Ongerup Town Hall

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Thanks Rebecca. I assume you are saying that it doesn't need to go to your committee for endorsement?

Kind Regards,

Vin Fordham Lamont | Deputy Chief Executive Officer
28 Yougenup Rd, Gnowangerup WA 6335 | Shire of Gnowangerup



T (08) 9827 1007
F (08) 9827 1377
E Vin.FordhamLamont@gnowangerup.wa.gov.au
W www.gnowangerup.wa.gov.au



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From: Ongerup CRC <ongerup@crc.net.au>
Sent: Wednesday, 6 November 2019 10:22 AM
To: Vin Fordham Lamont <vin@gnowangerup.wa.gov.au>
Subject: RE: [EXT] - Lease of Ongerup Town Hall

Hi Vin,

Yes we would like to take up this offer and are happy to commit to another year.

Kind regards,

Rebecca Brady

Centre Manager/Finance Officer



Yongergnow-Ongerup Community Resource Centre

Lot 260 [Jaekel St, Ongerup WA 6336](#)

PO Box 20, Ongerup WA 6336

P: 08 9828 2325 F: 08 9828 2326 E: ongerup@crc.net.au

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From: Vin Fordham Lamont [<mailto:vin@gnowangerup.wa.gov.au>]

Sent: Wednesday, 6 November 2019 9:36 AM

To: Ongerup CRC

Cc: Anrie Van Zyl

Subject: [EXT] - Lease of Ongerup Town Hall

Importance: High

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Good morning Rebecca. We have noticed that the current lease to the CRC expires on 31 December this year. While the initial lease was only for 12 months, there is an option for a 1 year extension. As I need to take this matter to the December Council meeting, can you please advise asap if the CRC

wants to take up this option. Does this have to go through your Committee and, if so, when is their next meeting?

I look forward to your earliest response.

Kind Regards,

Vin Fordham Lamont | Deputy Chief Executive Officer
28 Yougenup Rd, Gnowangerup WA 6335 | Shire of Gnowangerup



T (08) 9827 1007
F (08) 9827 1377
E Vin.FordhamLamont@gnowangerup.wa.gov.au
W www.gnowangerup.wa.gov.au



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12.3	LOCAL GOVERNMENT INSURANCE SERVICE – PAYMENT OF SHARE OF SURPLUS FOR THE SHIRE
Location:	N/A
Proponent:	N/A
File Ref:	ADM0105
Date of Report:	18 th November 2019
Business Unit:	Corporate Services and Community Development
Officer:	B Jarvis – Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Written advice from Local Government Insurance Services (attachment to an e-mail, dated 23rd October 2019, from the President of the West Australian Local Government Association (WALGA)
- Copy of e-mail

PURPOSE OF THE REPORT

Council's decision on the use of funds received as a share of a surplus from Local Government Insurance Services (LGIS).

BACKGROUND

In August 2019, the President of WALGA advised the Shire that a Dividend would be forthcoming from Local Government Insurance Services as a result of a surplus for the fund, and that the Shire would be notified in due course of the amount for Gnowangerup.

At its October Information & Briefing Session, Council discussed the dividend in anticipation of it being received and there was a consensus that the funds should go into the Future Fund Reserve.

On the 23rd October 2019 the WALGA President again e-mailed the Shire and included an attachment which was a formal advice from LGIS that the Shire of Gnowangerup's share of the surplus is \$15,429. WALGA also advised: *"Your Local Government can choose to receive its surplus distribution: as an immediate refund via electronic transfer; opt for LGIS to retain the funds to offset your contribution next year; or for LGIS to hold the amounts in trust for risk mitigation activities."* The e-mail also offered an opportunity for WALGA and LGIS to meet with the Executive team and Council to discuss its services and benefits.

COMMENTS

Given the sentiment of the Council at the discussion in September, the recommendation is that LGIS be requested to send the funds to the Shire for transfer to the Future Fund. It is, however, recognised that the discussion was held prior to the Local Government elections in October and

that there are now two new councillors who may have a different view. LGIS have suggested that the Shire might wish for the funds to be retained for future risk mitigation activities or to offset its premium next year, and the Shire also has the option of asking for the funds to be sent to the Shire for a different activity than was discussed in September.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

The Shire's 2019/2020 budget will need to be amended to reflect the receipt of the funds and the transfer to reserve if that is what Council resolves.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The funds will be held in Reserve for a future decision of Council.

STRATEGIC IMPLICATIONS

Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Positive – increase in available funds

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can choose an alternative purpose for the funds if it wishes or allow the funds to be retained by LGIS for future Risk Mitigation.

CONCLUSION

The transfer of the funds to the Future Fund seems a logical use for a windfall such as this as it was not anticipated and is discretionary untied funds.

It may be an appropriate opportunity for the Shire to invite WALGA and LGIS to send representatives to the Shire to meet with Councillors and senior staff to discuss services and other matters of interest, including issues which the Council might wish WALGA to pursue.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION:

1119. That Council

- 1. Chooses to receive its surplus distribution of \$15,429 from Local Government Insurance Services as an immediate refund via electronic transfer.**
- 2. Transfers the Funds to the Future Fund reserve.**
- 3. Amends the 2019/2020 budget to reflect the receipt of the funds and transfer to reserve.**
- 4. Invites the President of WALGA to arrange for a visit by WALGA and LGIS to the Shire to discuss services, the Shire's priorities, and matters of mutual interest, at a time mutually convenient.**

Health and wellbeing services

The LGIS Health and Wellbeing Program is another popular Scheme benefit; it's designed to improve the health awareness and outcomes of WA local government workers through:



Providing education and awareness raising sessions to improve the health and wellbeing of staff and prevent or delay the onset of illness, disease and injury.



Providing screening programs that assist to identify risk factors that may require further health management.

Healthy workers are reported to be more productive than unhealthy workers, record fewer injuries, sick days, and work-related injury claims. Improving the health and wellbeing of workers can also lead to:

- Increased worker engagement and morale
- Improved safety performance
- Decreased musculoskeletal injury
- Increased worker retention
- Decreased absenteeism and presenteeism

Making the most of your membership

2018/19 Shire of Gnowangerup health and wellbeing benefits taken

Corporate massage	-
Exercise program	-
Flu vaccinations	-
Health assessment (basic/short)	-
Health assessment (long/executive)	-
Injury prevention	-
Health seminars	-
Health lifestyle challenge	-
Hearing tests	-
Online mental health tool	-
Skin screens	-

Your 2019/20 health & wellbeing funding balance: \$3,300.00

Cover tailored to local government

LGIS membership provides the best cover which meets the needs of modern progressive local governments. In 2018/19 our members benefited from unique cover tailored to local government needs which allowed them to get on with delivering valued community services.

Building cladding



No exclusions in to Liability arising from your building surveyors surveyors, planning and cladding risks. This is a significant benefit in the current environment and in particular where buildings have been identified within a local government's area in the state wide cladding audit.

Flood damage



Assets are automatically covered for flood damage under LGIS Property, not an optional extra for additional cost. We believe protection for the community's assets against flood risk is essential for 'local government with exposure.

Molestation



No sexual abuse and molestation exclusion.

Catastrophic events



Appropriate limits of protection for local government, as modelled by actuarial consultants, that are necessary if a catastrophic events occur.

Unique cover



Unique local government covers such as costs to run evacuation centres, upgrade green assets and dilapidation.

Appropriate liability



Appropriate limits of \$600M for local government liability exposures, as modelled by actuarial consultants, that is available without sublimit on significant risks such as bushfire liability.

Nil deductible



Nil deductible on all public liability claims. This removes member's burden of responsibility to seek their own legal advice and defence, including legal fees and settlement amounts.

Cover simplified



Liability protection is provided under a broad-form policy to prevent the inevitable complications arising from competing insurers (e.g. where a claim could trigger both public liability and professional indemnity covers).

Stable workers' comp



Members of the Scheme are not subject to the ongoing instability and increases of the WorkCover WA gazetted rate which has increased 42% over the past two years.

What you told us

At the beginning of 2019 we asked our members – elected members, CEO's, executives and operational staff – what we were doing well and where we can improve.

What you think about us

You gave us a score out of 5 for the following:



4/5 service quality (79% of respondents)



4/5 for success achieved (71% of respondents)



4.5/5 for trust (90% of respondents)

The importance of risk services



of CEO's agreed that complimentary risk services support better practices, reducing claims, ensuring sustainability of their Scheme



were satisfied that LGIS provides the right complimentary risk services to meet their requirements



of elected members rated risk management programs and services to protect their local government organisation, its people and the community as important.

Our focus to improve in 2019/20

- Increase communication with elected members
- Focus on high quality member services
- More regular visits to smaller members
- Present at more council meetings.



Shire of Gnowangerup Local governments working together

We help our members build better communities by containing costs, providing the best cover and helping them manage risks, through a member-owned mutual insurance model

LGIS is local governments working together:

- We make sure that our members have the best cover and if disaster strikes we get the member, and their community, back on their feet as soon as possible.
- We understand local government and we're here for the long term to share knowledge and tailor services to minimise the total cost of risk for our membership.



Your surplus share 2019
\$15,429

Contact Details

Please feel free to contact us if you have any further questions about your membership.

Jordan Reid
Account Chair
LGIS
T: 08 9483 8829
jordan.reid@lgiswa.com.au

David Wood
Account Manager
LGIS
T: 08 9483 8828
david.wood@lgiswa.com.au

2018/19 LGISWA Annual Report



Now available in the website Member Centre at lgiswa.com.au or contact your Account Manager for a hard copy.



2018 Surplus share
(received as 2019/20 contribution credit)

\$10,840



Your total Scheme surplus share to date

\$94,968



Your LGIS Scheme members equity

\$78,732

excludes GST

“**100%**
of WALGA
Members are
LGIS Members”

Over the past few years a number local governments have sought to test the value of the LGIS WA Scheme. It's a testament to the enduring value of the mutual model that the City of Kalamunda, Shire of Wiluna and Shire of Coolgardie have returned, and those who went to tender have remained with the Scheme.



Returning members: City of Kalamunda, Shire of Wiluna and Shire of Coolgardie



100% of WALGA members are LGIS members

LGIS performance in 2018/19

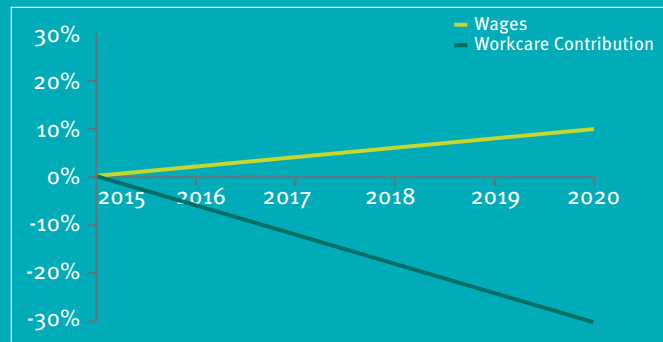
The financial performance of the Scheme remained robust this year, despite competitive pressures in the market where commercial insurers offered unsustainable, discounted premiums to achieve growth in the short term. LGIS membership was strong in 2018/19 and continues to be in 2019/20, demonstrating that WA local governments understand that the mutual Scheme remains the best option for sustainable, long term and appropriate cover for the WA sector.

The surplus for 2019 is well in excess of budget and, combined with the previous year's allocation, has allowed the Scheme Board to declare a distribution of \$6 M to members.

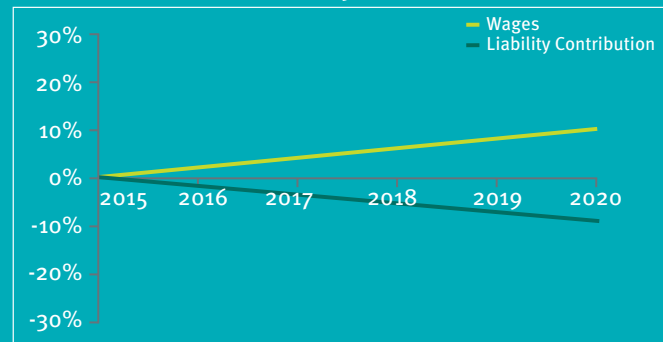
Our solid financial year performance can be attributed to a number of factors – our proactive and collaborative approach to risk management which contributed significantly to containing claims; and solid returns on our investments.

The graphs below demonstrate that member contributions have remained stable even with local government risk profiles evolving.

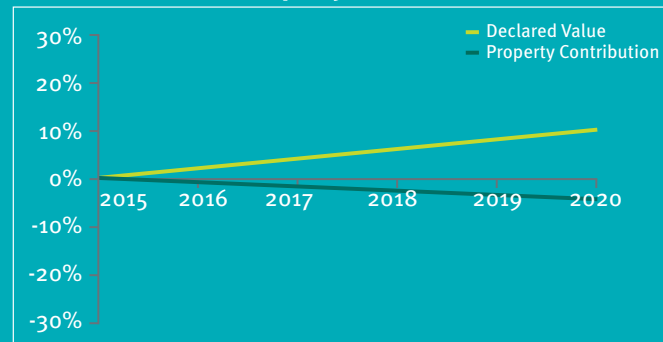
5 Year Trend – Members Declared Wages vs WorkCare Contributions



5 Year Trend – Members Declared Wages vs LGIS Liability Contributions



5 Year Trend – Members Declared Assets vs LGIS Property Contributions



LGIS WA Annual Report

The LGISWA Annual Report is now available in the members' centre of the LGISWA website for more information on the performance of your Scheme in 2018/19.

Agenda

Protecting members and your community

The true value of your protection is only realised in times of adversity and we've helped our members back on their feet after some significant losses. We consider the sector when handling claims and always look to defend local government members from future issues.

The reductions in contribution enjoyed by our members in recent times are not a one year 'special'. They are the result of prudential management of the Scheme and a strategic decision by the Board to re-distribute surpluses to members.

Your Scheme by the numbers – 2018/19



1,721 New liability and property claims managed by LGIS



\$7M Property claims incurred in 2018/19



17,000 Bushfire volunteers covered (including significant expansion of benefits)



\$13.7M in Workers' Compensation claims incurred in 2018/19

Receiving your surplus share

Following last year's surplus allocation, all members were informed of a contribution credit plan, whereby members would share in credits in the order of \$4.5 M each year until 2021 to contain their membership costs. Your share of \$4.5 M was duly credited off your 2019/20 Scheme membership costs.

This year, as well as the increased surplus amount each member will be given a choice to take their share of the surplus as a credit off next years membership renewal contributions, as a dividend payment or held in trust for funding risk management initiatives.

How is my share of the surplus calculated?

Each member's share of the surplus is assessed on a formula which reflects their respective contributions and incurred claims costs over a four year time horizon.



How do I know that LGIS has 'enough in the pot' to cover claims?

The 'pot' (i.e. prudential reserves) is determined considering development factors. 'Development factors' is an insurance term for 'things that are likely to happen given previous trends'. We engage PwC actuaries to independently model and assess our reserves, which determines how much needs to be collected in contributions.

Locally managed claims

LGIS handled 2,473 claims across the property, liability, WorkCare and bushfire volunteer personal accident portfolios in 2018/19. Each claim was handled by the member's dedicated specialist claims consultant who managed the process from beginning to end.

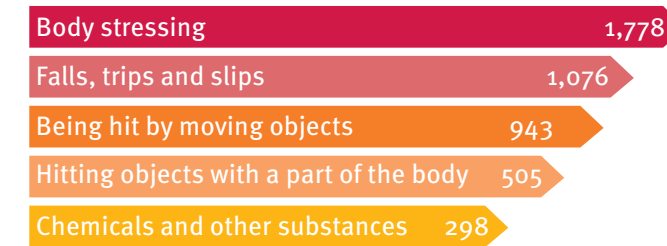
Claims hotspots



Over the past five years we've seen some consistent trends in claims from our local government members.

WorkCare

Causation hotspots last 5 years (all members)



Mental stress catching up



Although not in the top five claims areas mental stress isn't far behind. Claims costs for mental stress are increasing, making it an area to watch for the WA local government sector.

Proactive on workers' compensation

Looking for ways to reduce the number of workers' compensation claims for your local government? Claims analysis highlights four key areas which need focus across LGIS members:



Fit for purpose. Employ people who are right for the role, ensure that employees are physically capable of fulfilling the responsibilities of the job.



HR Process. Review your HR practices and make sure that managers are trained and supported.



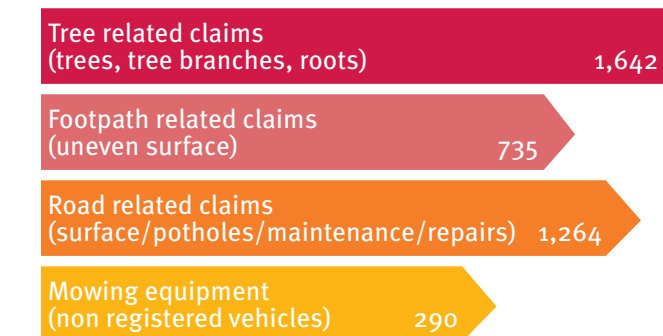
Aging workforce. Over 50% of claims are from the 40-60 age group of local government workers. Review tasks and physical requirements; make sure the individual is able to work within their capacity.



Manual handling and job dictionaries. Job dictionaries document the physical requirements of a role; coupled with manual handling training and guidelines they help to match an individual to a role and work within their capacity to reduce injury.

Liability

Causation hotspots past 5 years (all members)



Proactive on liability

Looking for ways to reduce local government's liability exposure? Claims analysis highlights four key areas which need focus across LGIS members:



Trees. Review lists of recommended trees for verges and public places selecting breeds with non-invasive roots. Review complaint handling process to make sure appropriate action is taken.



Footpaths. Audit/review and action to footpaths and areas which attract large amount of footfall to be repaired or section of area replaced. Lack of lighting is also an issue and planning around this is paramount.



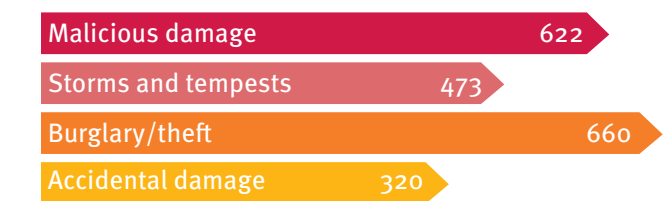
Roadworks. Make sure that pre and post inspections are carried out and documented ensuring that there is evidence that the inspection has occurred. Also make sure that correct signage is used.



Mowing equipment. Make sure signage is clear and the area is free of pedestrians.

Property

Causation hotspots past 5 years (all members)



Simple steps on property protection



Controls. Investigate the benefits of passive controls such as CCTV, vegetation management, lighting which would increase the risk of an offender being sighted.



Maintenance. Improved housekeeping within and around buildings and ensure preventative maintenance is completed on schedule – simple things such as ensuring bins are secured/ gutters are regularly cleaned, no dense foliage encroaching on property.



Contractors. Ensure contractors are appropriately managed and apply your local governments hot works arrangements.



Windows. Consider the value of using window treatments such as plastic microfilm to reinforce glass.

Unique member benefits – managing local government risk together

As the protection partner of choice for WA local governments, we understand the complexity of the sector like no other – we know that cover is only the beginning.

That's why membership of LGIS delivers more than 'insurance' to your local government.

Scheme membership provides an abundance of risk services which align with the priorities of local governments.

In 2018/19 LGIS members received a range of risk and governance services as part of their membership which reduced the number of claims and contained the costs of cover. Of the services offered the '3 Steps to Safety' program (22%) which supports members in creating safe workplaces was the most utilised, closely followed by the general risk program (20%) which assists members in anticipating, identifying and managing their liability and property risk exposures.

Risk services delivered directly to members in 2018/19



Making the most of your membership

2018/19 Shire of Gnowangerup benefits taken

Injury management program	General risk management	✓
HR Risk and preventative stress management	Injury prevention training	✓
Emergency risk management	OSH '3 steps to Safety' and advisory program	✓

From: Lynne Craigie <LCraigie@walga.asn.au>
Sent: Wednesday, 23 October 2019 9:55 AM
To: Bob Jarvis <Bob.Jarvis@gnowangerup.wa.gov.au>
Subject: LGIS 2019 Surplus Distribution

Mr Bob Jarvis
Chief Executive Officer
Shire of Gnowangerup

LGIS 2019 Surplus Distribution

Dear Bob

Further to my previous correspondence in August, I am pleased to advise that the LGIS 2018/19 results have now been finalised and a surplus distribution is available to Member Local Governments.

For the Shire of Gnowangerup, your share of the surplus is \$15,429.

Your Local Government can choose to receive its surplus distribution: as an immediate refund via electronic transfer; opt for LGIS to retain the funds to offset your contribution next year; or for LGIS to hold the amounts in trust for risk mitigation activities.

LGIS is a WALGA service, for which we partner with JLT, and which is governed by a sub-board to State Council. It was the decision of the LGIS board, endorsed by State Council, that each Local Government decide on how they wished to apply their surplus share by determination of Council to ensure that all Elected Members were involved in the process. As such, please advise WALGA or your LGIS account manager once your Council decision has been formalised.

To revisit my previous advice, the surplus this year is a consequence of a lower than anticipated number of claims in Property and WorkCare; a better than expected performance in investments; and a reduced requirement of the capital needed to be carried by the Scheme.

As part of the surplus distribution process, LGIS representatives will meet with your executive team to further discuss the options. This meeting is also an opportunity to discuss how your Local Government can get the most out of your membership, including access to risk mitigation services.

In addition, representatives from WALGA and LGIS are also available to present to a meeting of your Council for a general briefing on your mutual scheme and how it works, which may be of particular interest to Elected Members who are new to the sector.

I would ask that you distribute this information to your newly-elected President through the appropriate channels.

In closing, I would again take the opportunity to thank you for your continued support of this WALGA service and encourage all Elected Members to seek to have an understanding of

this significant investment by their Council and the benefits delivered by the mutual scheme model.

Kind regards,

Lynne

Cr Lynne Craigie OAM | President | WALGA

(p) (08) 9213 2000 | (f) (08) 9213 2077



www.walga.asn.au www.youeveryday.com.au

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

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12.4	GREAT SOUTHERN REGIONAL DEVELOPMENT COMMISSION
Location:	N/A
Proponent:	N/A
File Ref:	ADM0448
Date of Report:	18 th November 2019
Business Unit:	Corporate Services and Community Development
Officer:	B Jarvis – Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Letter from Great Southern Development Commission

PURPOSE OF THE REPORT

Council's consideration of nominations of councillors for two vacancies on the Great Southern Development Commission Board of Management.

BACKGROUND

Council is in receipt of a letter advising that there are two vacancies on the board of Management for the Great Southern Development Commission. Council is advised that the Commission is seeking up to four nominations from local governments in the region to be considered to fill the vacancies. Nominees should have the following qualifications:

- Experience of decision making and planning at local government level;
- Active involvement in, and awareness of economic and social development issues within the region;
- Experience and/or knowledge of public sector governance, finances and risk management;
- Willingness and capacity to devote time and energy to the role.

The eventual choice will be made by the Minister after consultation with Cabinet.

The positions on offer are for a term of up to three years. Nominations are to be on the requisite form and close on the 20th December 2019 at 5:00pm.

COMMENTS

The Development Commission plays an important role in providing a link between the State and the Region for social and economic development.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can choose not to nominate any councillors or a lesser number than four.

CONCLUSION

Representation on the Commission provides an opportunity for councillors to broaden their experience in public affairs and bring their skills to bear on regional rather than local issues

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

1119. That Council

Nominates Councillors: _____ , _____ , _____ , and _____ as nominees to be considered by the Minister for Regional Development for appointment to two vacancies on the Great Southern Regional Development Commission.

Ref: T1:0005
Enquiries: Bruce Manning

Mr Bob Jarvis
Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
Gnowangerup WA 6335

By email: bob.jarvis@gnowangerup.wa.gov.au; anita.finn@gnowangerup.wa.gov.au

6 November 2019

Dear Mr Jarvis



GREAT SOUTHERN DEVELOPMENT COMMISSION BOARD NOMINATIONS

The Great Southern Development Commission is seeking nominations for two local government representative vacancies on its Board of Management. In accordance with the *Regional Development Commissions Act 1993*, nominees for the vacancies must be members of the Council of a local government in the region and are to be nominated by local governments in the region.

All local governments in the Great Southern region are invited to nominate up to four Councillors, who are willing and able to be candidates, for appointments. The Commission is seeking nominations of highly motivated and enthusiastic people, who can help drive economic opportunities in the region and demonstrate the following:

- Experience of decision making and planning at local government level;
- Active involvement in, and awareness of economic and social development issues within the region;
- Experience and/or knowledge of public sector governance, finances and risk management;
- Willingness and capacity to devote time and energy to the role.

Terms of appointment will be for up to three years. The Minister for Regional Development, Hon Alannah MacTiernan MLC will make appointments to the Board after consultation with Cabinet.

Nomination forms can be obtained by contacting gsdc@gsdc.wa.gov.au or by telephone on 9842 4888. All nomination forms must be accompanied by a current CV and marked for the attention of Hon. Alannah MacTiernan MLC, c/o Great Southern Development Commission, PO BOX 280, Albany WA 6331 or emailed to gsdc@gsdc.wa.gov.au.

Closing date is: **5pm Friday 20 December 2019**. Nominations received after this date will not be accepted.

All enquiries must be made to the GSDC office on 9842 4888. We look forward to receiving your nominations.

Yours faithfully

A handwritten signature in black ink that reads "Bruce". The letters are cursive and fluid.

BRUCE MANNING
CHIEF EXECUTIVE OFFICER

A handwritten date in black ink that reads "6/11/19.". The numbers are written in a simple, slightly slanted style.

13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

Nil

14. INFRASTRUCTURE AND ASSET MANAGEMENT

Nil

15. STATUTORY COMPLIANCE

Nil

16. FINANCE

16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – OCTOBER 2019

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM0451
Date of Report: 8th November 2019
Business Unit: Corporate and Community Services
Officer: CA Shaddick – Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENTS

- October 2019 Cheque Listing

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of October 2019.

BACKGROUND

Nil

COMMENTS

The October 2019 cheque list for the period 01/10/2019 to 31/10/2019 is attached as follows:

FUND	AMOUNT
Municipal Fund	\$ 540,173.19
Trust Fund	\$ 7,140.70
Credit Card	\$ 3,866.31
TOTAL	\$ 551,180.20

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

Regulation 12 states that:

- (1) *A payment may only be made from the municipal fund or the trust fund*
-
- (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*

POLICY IMPLICATIONS

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

FINANCIAL IMPLICATIONS

All payments are in line with the Adopted Budget or have been approved by Council as a Budget Amendment.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

1119. That Council

Approves the Schedule of Accounts:

Municipal Fund Cheques 27583 - 27604, EFT 15290 – EFT 15421, Superannuation and Direct Deposits totalling \$540,173.19 and Trust Fund Cheques 950 - 964 totalling \$7,140.70 and Corporate Credit Card totalling \$3,866.31.

Chq/EFT	Date	Name	Description	Amount
950	11/10/2019	DMIRS - BUILDING SERVICES LEVY	BUILDING APPLICATION FOR SEPTEMBER	\$ 113.16
951	11/10/2019	BCITF	BUILDING APPLICATION FOR SEPTEMBER	\$ 164.25
952	11/10/2019	GNOWANGERUP SHIRE	COMMISSION FOR SEPTEMBER	\$ 13.25
953	15/10/2019	DMIRS	BUILDING APPLICATION - CBH	\$ 1,347.52
954	15/10/2019	BCITF	BUILDING APPLICATION - CBH	\$ 1,966.23
955	15/10/2019	GNOWANGERUP SHIRE	BUILDING COMMISSIONS - CBH	\$ 13.25
956	31/10/2019	SHANE ROONEY	REFUND NOMINATION FEE	\$ 80.00
957	31/10/2019	JACQUELINE THOMAS	REFUND NOMINATION FEE	\$ 80.00
958	31/10/2019	MICHAEL CREAGH	REFUND NOMINATION FEE	\$ 80.00
959	31/10/2019	KATE O'KEEFFE	REFUND NOMINATION FEE	\$ 80.00
960	31/10/2019	SHELLEY HMELJAK	REFUND NOMINATION FEE	\$ 80.00
961	31/10/2019	FIONA GAZE	REFUND NOMINATION FEE	\$ 80.00
962	31/10/2019	DMIRS	BUILDING APPLICATIONS FOR OCTOBER	\$ 1,531.29
963	31/10/2019	BCITF	BUILDING APPLICATIONS FOR OCTOBER	\$ 1,480.25
964	31/10/2019	SHIRE OF GNOWANGERUP	BUILDING COMMISSIONS FOR OCTOBER	\$ 31.50
TOTAL TRUST ACCOUNT				\$ 7,140.70
EFT15290	2/10/2019	ADRIENNE JOYCE	GRADER DRIVER RENT FOR 17/10/2019 - 13/11/2019	\$ 520.00 R
EFT15291	2/10/2019	AIR LIQUIDE	CYLINDER HIRE FEE	\$ 144.87
EFT15292	2/10/2019	ALBANY AUTOS	REFUND DOUBLE CONTRIBUTION TO HOLLOW LOG TOURNAMENT	\$ 500.00
EFT15293	2/10/2019	ASHLEIGH ANNE NUTTALL	GRADER DRIVER RENT 22/10/2019 - 18/11/2019 PLUS WATER USAGE	\$ 1,023.75 R

EFT15294	2/10/2019	BEST OFFICE SYSTEMS	TONER FOR LEXMARK MS421 PRINTER	\$	309.00
			DEPOT PHOTOCOPIER PRINTING CHARGE SEPTEMBER	\$	229.37
EFT15295	2/10/2019	BGL SOLUTIONS	GARDEN MAINTENANCE AS PER CONTRACT	\$	10,429.53
			REPLACE GRASS DAMAGED BY CHLORINE AT POOL	\$	709.50
			EXCAVATE ISLAND IN MAIN STREET	\$	435.38
EFT15296	2/10/2019	CITY OF ALBANY	BOOK WEEK PRESENTER FREMANTLE LITERATURE CENTRE	\$	1,130.00
EFT15297	2/10/2019	CJD EQUIPMENT PTY LTD	SIDE TIPPER - HAULMORE - GN.17003 - REPAIRS TO TRAILER LABOUR AND PARTS	\$	4,451.61
EFT15298	2/10/2019	CONWAY HIGHBURY PTY LTD	REVIEW OF SHIRE OF GNP BUSH FIRE BRIGADES LOCAL LAW 2016.	\$	528.00
EFT15299	2/10/2019	CUTTING EDGES EQUIPMENT PARTS	KOMATSU 2013 MOTOR GRADER - GN.0021 20 GRADER BLADES FOR GN 0021 (6 FOOT, 5/8 BOLT 3/4 THICK 8 INCH WIDTH)	\$	2,876.98
EFT15300	2/10/2019	DA & KJ MURRAY	ACCOMODATION AND MEALS FOR EHO 05/09/19 & 19/09/19	\$	140.00
EFT15301	2/10/2019	DIMITY MCMORRAN	DIGITAL AWARENESS COMMUNITY SESSIONS	\$	1,000.00 F
EFT15302	2/10/2019	ENERGY AND WATER OMBUDSMAN (WA) LIMITED	ANNUAL LEVY 2019/2020	\$	53.04
EFT15303	2/10/2019	G & M DETERGENTS	CLEANING SUPPLIES FOR SHIRE PUBLIC TOILETS	\$	364.00
EFT15304	2/10/2019	GNOWANGERUP CRC	ADVERTISEMENT DIGITAL AWARENESS TRAINING	\$	121.00 F
EFT15305	2/10/2019	GNOWANGERUP PHARMACY	FIRST AID SUPPLIES	\$	71.74
EFT15306	2/10/2019	IMPRINT PLASTIC BADGE & SIGN MANUFACTURERS	STAFF BADGE	\$	19.80
EFT15307	2/10/2019	IT VISION	BACK UP OF SYNERGY FOR RATES PURPOSES	\$	247.50
EFT15308	2/10/2019	JASON SIGN MAKERS	CORFLUTE MULTI MESSAGE SIGNS FOR SHOULDER GRADING 12 X GRADER AHEAD (MMS-ADV-12)	\$	458.81
EFT15309	2/10/2019	JOHN GORDON OWENS	POWER CORD SET UP DECODER TO TV GROCOCK STREET	\$	44.00
EFT15310	2/10/2019	JR & A HERSEY PTY LTD	EXPENDABLE TOOLS - VARIETY OF TOOLS 12 X S/GLASSES (9182)	\$	1,048.18

EFT15311	2/10/2019	LANDGATE	RURAL UV CHARGEABLE SCHD R/2019/3	\$	67.85	
EFT15312	2/10/2019	MESSAGEMEDIA	549 MESSAGES SENT SEPTEMBER 2019	\$	90.59	
EFT15313	2/10/2019	METROCOUNT	ROMAN DEVELOPMENT GEN - 3 X 6 VOLT WELDED BATTERIES	\$	99.00	
EFT15314	2/10/2019	OFFICEWORKS	STATIONERY ITEMS AND CLEANING PRODUCTS	\$	1,180.29	
EFT15315	2/10/2019	OLUMAYOKUN OLUYEDE	CASH SUBSIDY AS PER CONTRACT SEPTEMBER 2019	\$	11,000.00	
EFT15316	2/10/2019	ONGERUP CARAVAN PARK	ONGERUP CONTRACT CLEANING SEPTEMBER	\$	348.32	
EFT15317	2/10/2019	ONLINE SAFETY SYSTEMS PTY LTD	PLANT ASSESSOR MONTHLY FOR OCTOBER 2019	\$	528.00	
EFT15318	2/10/2019	ROBERT CHARLES JARVIS	REIMBURSE EXPENSES FOR PLACEMENT MEDICAL - PAID IN ERROR, TO BE REFUNDED BY CEO	\$	165.00	R
EFT15319	2/10/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$	90.04	
EFT15320	2/10/2019	WALGA	2019/20 WALGA SALARY AND WORKFORCE SURVEY SUBSCRIPTION.	\$	1,089.00	
EFT15321	2/10/2019	YONGERGNOW-ONGERUP CRC	OPERATIONAL COSTS - ONGERUP LIBRARY	\$	16,500.00	
EFT15322	9/10/2019	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	90.00	
EFT15323	9/10/2019	ALBANY GOLF CLUB INC	BALLS AND TEES PURCHASED FOR HOLLOW LOG TOURNAMENT	\$	650.00	R
EFT15324	9/10/2019	AUSTRALIA POST	POSTAGE FOR SEPTEMBER 2019	\$	744.22	
EFT15325	9/10/2019	B P HARRIS & SON	ONGERUP PARKS & GARDENS - REPAIRS TO FOOTPATH 3.0MM FLOOR PLATE 1 @ 800X760	\$	267.74	
EFT15326	9/10/2019	BGL SOLUTIONS	TURF AREATION, FERTILIZER AND WETTER - ADMIN AREA, YOUGENUP CENTRE, MEDICAL CENTRE, SWIMMING POOL AREA AND COMMUNITY PARK	\$	2,216.51	
EFT15327	9/10/2019	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	140.00	
EFT15328	9/10/2019	BUNNINGS ALBANY	HOLLOW LOG TOURNAMENT - SPONSOR PRIZES	\$	2,471.92	R

EFT15329	9/10/2019	CORPORATE ENERGY AUSTRALIA PTY LTD	EXPENDABLE TOOLS - BAG OF RAGS	\$	31.79	
EFT15330	9/10/2019	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL 2019/20 FOR SHIRE PROPERTY	\$	2,856.00	
EFT15331	9/10/2019	DEPARTMENT OF WATER AND ENVIRONMENTAL REG	GREASE TRAP CLEANING - TRACKING FORM	\$	132.00	
EFT15332	9/10/2019	DIMITY MCMORRAN	DIGITAL AWARENESS TRAINING WORKSHOPS	\$	500.00	F
EFT15333	9/10/2019	GATEWAY PRINTING	A4 LETTERHEADS-2000	\$	531.30	
EFT15334	9/10/2019	GNOWANGERUP FUEL SUPPLIES	FUEL FOR ADMIN FLEET	\$	583.88	
EFT15335	9/10/2019	GNOWANGERUP GOLF CLUB INC.	REGISTRATION FEES FOR HOLLOW LOG TOURNAMENT	\$	3,200.00	R
EFT15336	9/10/2019	GNOWANGERUP TYRE SERVICE	SUNDRY PLANT - REPLACING WHEELBARROW TYRE 6PLY T&T SET HD BARROW HF202 FITTED - T4.80/4.00-8	\$	120.00	
EFT15337	9/10/2019	JH COMPUTER SERVICES PTY LTD	MECHANIC REPLACEMENT DESKTOP PC	\$	1,309.00	
EFT15338	9/10/2019	LGISWA	2ND INSTALMENT LGIS WORKCARE 30.06.19-30.06.20	\$	31,476.57	
			2ND INSTALMENT LGIS PROPERTY 30.06.19-30.06.20	\$	43,552.07	
			2ND INSTALMENT LGIS LIABILITY 30.06.19-30.06.20	\$	16,218.06	
			SCHEME CONTRIBUTION CREDIT	- \$	5,962.08	
EFT15339	9/10/2019	LGRCEU	PAYROLL DEDUCTIONS	\$	184.50	
EFT15340	9/10/2019	ONGERUP FARM SUPPLIES	VARIOUS HARDWARE ITEMS FOR ONGERUP DEPOT	\$	110.79	
EFT15341	9/10/2019	PHILIPPA JANE MOIR	DIGITAL AWARENESS TRAINING WORKSHOPS	\$	560.00	F
EFT15342	9/10/2019	PRIMARIES GNOWANGERUP	VARIOUS HARDWARE ITEMS FOR GNOWANGERUP DEPOT	\$	897.89	
EFT15343	9/10/2019	SUNNY INDUSTRIAL BRUSHWARE	2 SETS OF BROOMS FOR THE SKID STEER BRRON CAT BAS118C 46 X SEGMENT 32 X 10" PIN DRIVE CONVOLUTED WIRE(BOX 23) ITEM CODE: 84321C"	\$	3,372.60	
EFT15344	9/10/2019	TRAILBLAZERS	OCC HEALTH & SAFETY GEN - BOOTS FOR AWMC	\$	190.00	
EFT15345	9/10/2019	WARREN BLACKWOOD WASTE	BINS PICK UP 05/09, 12/09, 19/09, 26/09	\$	7,260.10	

EFT15346	9/10/2019 WINC. (WORK INCORPORATED)	DEPOT STATIONERY	\$	538.86
EFT15347	17/10/2019 ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	100.00
EFT15348	17/10/2019 AFGRI EQUIPMENT AUSTRALIA PTY LTD	BACKHOE GN.0089 - CARRY OUT VARIOUS TESTS, REMOVE TRANSMISSION FROM BACKHOE, STRIP COMPLETELY AND PREPARE QUOTATION FOR NEW TRANSMISSION	\$	1,848.00
EFT15349	17/10/2019 AUTOSMART (WA) SOUTH WEST & GREAT SOUTHERN	LEATHER CLEANER 5 LITRE	\$	132.32
EFT15350	17/10/2019 BAILEYS ALBANY GUTTER CLEAN	CLEAN GUTTERS ON SHIRE BUILDINGS	\$	3,440.00
EFT15351	17/10/2019 BATTERY WORLD ALBANY	IVECO STRALIS AD500 - GN.0014 - 4X REPLACING BATTERIES - N70ZZ MF YUASA POWER SERIES LIGHT COMMERCIAL BATTERY	\$	756.00
EFT15352	17/10/2019 BEST OFFICE SYSTEMS	REPLACED TONER HOPPER UNIT AND EMPTY WASTE TONER ADMIN PHOTOCOPIER	\$	97.00
EFT15353	17/10/2019 BGL SOLUTIONS	ANZAC PARK - TURF AREATION UP TO 500SQM, PREMIUM PACKAGE TURF AERATION 369SQM TURF AERATION (PLUGS REMOVED AND DISPOSED) ORGANIC FERTILIZER SLOW RELEASE FERTILIZER WETTER AGENT	\$	1,619.36
EFT15354	17/10/2019 BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	140.00
EFT15355	17/10/2019 CAST-TECH GROUP	ROAD MAINTENANCE YOUGENUP ROAD - CONCRETE DELIVERED FOR SCHOOL CROSSING	\$	4,097.50
EFT15356	17/10/2019 CJD EQUIPMENT PTY LTD	SIDE TIPPER - HAULMORE - GN.0050 - TRI AXLE TRAILER INSPECT AXLE COMPONENTS AND REPLACE AS REQUIRED X 21.35 HRS METER - 50,166 KMS LABOUR TRAILER GENERAL REPAIRS	\$	4,123.59
EFT15357	17/10/2019 DL CONSULTING	PREPARE R2R ANNUAL RECONCILIATION, PREPARE MFR AND SYNERGY ISSUE, PREPARE ANNUAL FINANCIAL REPORT	\$	4,675.00
EFT15358	17/10/2019 G & M DETERGENTS	GNP DEPOT BUILDING OPERATION - 2 X CTN FOAM SOAP	\$	785.00
EFT15359	17/10/2019 GNOWANGERUP CRC	HALL HIRE DIGITAL AWARENESS	\$	198.00
		STAFFING FOR LIBRARY	\$	343.98

		INTERNET, CLEANING AND ELECTRICITY	\$ 950.29
EFT15360	17/10/2019 GNOWANGERUP SMASH REPAIRS	MOTOR GRADER GN.0020 - REPLACE GRADER WINDOW	\$ 261.80
EFT15361	17/10/2019 GNOWANGERUP TYRE SERVICE	ISUZU 2018 D-MAX - GN.037LEADING HAND 4 X MICKEY THOMPSON TYRES 265/70 16 INCH RIMMS AT38 INC F&B FREIGHT T/D	\$ 1,240.00
EFT15362	17/10/2019 GNOWANGERUP VOLUNTEER SES UNIT INC	2ND INSTALMENT OPERATING GRANT LESS SHIRE EXPENDITURE	\$ 1,743.39 F
EFT15363	17/10/2019 IAN DAVID BEATON	INVESTIGATE CAUSE OF ISSUES WITH GAS STOVE AND REPLACE REGULATOR FOR GAS CYLINDERS AT COMPLEX	\$ 809.00
EFT15364	17/10/2019 JERRAMUNGUP ELECTRICAL SERVICE	ATTEND AND REPLACE BROKEN LIGHT AND COMPUTER WALL FITTINGS	\$ 286.86
EFT15365	17/10/2019 JH COMPUTER SERVICES PTY LTD	EHO NEW LAPTOP	\$ 3,219.00
EFT15366	17/10/2019 LANDMARK OPERATIONS - GNOWANGERUP	GNOWANGERUP AIRSTRIP MAINTENANCE GEN SPRAYING OF AIRSTRIP SINO ROUNDUP ULTRA MAX 20 LITRE AGNCY @ \$545.16 FMCA HAMMER 400EC 1 LITRE @ \$169.24	\$ 714.40
EFT15367	17/10/2019 LEISURE INSTITUTE OF WESTERN AUSTRALIA AQUATICS	ANDRE AND TARA TRAINING COURSE	\$ 198.00
EFT15368	17/10/2019 LGRCEU	PAYROLL DEDUCTIONS	\$ 184.50
EFT15369	17/10/2019 OFFICE OF THE INFORMATION COMMISSIONER	ATTENDANCE OF DEPUTY CEO AT FREEDOM OF INFORMATION CONFERENCE	\$ 109.00
EFT15370	17/10/2019 OFFICEWORKS	LAMINATOR	\$ 499.97
EFT15371	17/10/2019 RAPID RELIEF TEAM (AU)	CATERING FOR BFB PRE SEASON TRAINING	\$ 240.00 F
EFT15372	17/10/2019 ROB OWEN DECORATING SERVICES	REPAINT CEO HOUSE 4 GROCOCK STREET	\$ 7,771.50
EFT15373	17/10/2019 ROYAL LIFE SAVING SOCIETY WA INC	REQUALIFICATION FEES ANDRE TION	\$ 159.00
EFT15374	17/10/2019 SADLERS BUTCHERS	CATERING FOR SHIRE MEETINGS HELD IN SEPTEMBER	\$ 214.00

EFT15375	17/10/2019	SIGMA CHEMICALS	GNOWANGERUP SWIMMING POOL - 25 X 10KG TUBS POOL MAGIC GRANULAR CHLORINE LOW RESIDUE 70% 1 X 25KG BAG OF CYANURIC ACID (GRANULES) 2 X 25KG BAG SODIUM BICARBONATE	\$	2,230.25	
EFT15376	17/10/2019	STAR SALES & SERVICE	HOLLOW LOG TOURNAMENT GEN - SPONSORSHIP PRIZES	\$	1,100.00	R
EFT15377	17/10/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$	21.45	
EFT15378	17/10/2019	WA CONTRACT RANGER SERVICES	RANGER SERVICES 23/09, 02/10	\$	1,782.00	
EFT15379	17/10/2019	WAUTERS ENTERPRISES	PROGRESS CLAIM 3. PROJECT 349 GNOWANGERUP STAFF HOUSING (RFT2018-3).	\$	142,868.35	P
EFT15380	17/10/2019	WESTRAC EQUIPMENT PTY LTD	CATERPILLAR SKID STEER LOADER - REPAIRS 2 X TRACK AS 372-5798	\$	6,481.58	
EFT15381	17/10/2019	WORKWEAR GROUP	ADMIN STAFF UNIFORMS	\$	797.00	
EFT15382	30/10/2019	AFGRI EQUIPMENT AUSTRALIA PTY LTD	JOHN DEERE 997 MOWER GN.0029 - MOWER BLADES 6 X JD TCU 15882 BLADE	\$	259.05	
EFT15383	30/10/2019	ALBANY LOCK SERVICE SUPERIOR SECURITY	DOOR BUZZER UNIT FOR ADMIN SECURITY UPGRADE FRONT COUNTER	\$	358.90	
EFT15384	30/10/2019	ALBANY V-BELT AND RUBBER	IVECO STRALIS AS500 - GN.0044 - RUBBERSHEETING TANK STRAP 80MM OIL & FUEL REISTANT - ITEM CODE: TS80	\$	30.14	
EFT15385	30/10/2019	BECKS TRANSPORT	ROAD MAINTENANCE SUNDRY - 4 BUNDLES GUIDE POSTS EX JR & A HERSEYS CN 4208	\$	53.85	
EFT15386	30/10/2019	BEST OFFICE SYSTEMS	DEPOT PHOTOCOPYING READING FROM 28/09/2019 - 28/10/2019	\$	237.05	
EFT15387	30/10/2019	BORDEN PAVILION COMMITTEE INC	2019/20 OPERATIONAL ASSISTANCE ALLOCATION HIRE OF PAVILION FOR SAFETY TRAINING	\$	7,079.00 500.00	
EFT15388	30/10/2019	BUNNINGS ALBANY	ROAD MAINTENANCE YOUGENUP ROAD - PEDESTRIAN CROSSING NAIL COLLATED IMPULSE PASLODE - 75X3.06XHDG HDG BX3000 B20569V	\$	316.44	
EFT15389	30/10/2019	CJD EQUIPMENT PTY LTD	TANDEM AXLE DOLLY - GN.17067 VALVE SPRING BRAKE	\$	224.95	

EFT15390	30/10/2019	CURTIN UNIVERSITY	ACT-BELONG-COMMIT RESOURCES	\$	304.00
EFT15391	30/10/2019	EDITH ROBERTSON	REFUND HALL HIRE AS PER COUNCIL RESOLUTION 23RD OCTOBER	\$	260.55
EFT15392	30/10/2019	EDWARDS MOTORS PTY LTD	MAZDA CX-9 AUTO SPORT (DR VEHICLE) - PARTS FOR SERVICE ELEMENT AIR CLEANER PART NO: MZ-PY8W-13-3AO	\$	171.35
EFT15393	30/10/2019	FULTON HOGAN INDUSTRIES WA	SEAL STABILISED PATCHES PRE SEALING ON OLD ONGERUP ROAD	\$	9,010.45
EFT15394	30/10/2019	G & M DETERGENTS	MAT HIRE 06/10/2019-06/10/2020 ANNUAL HYGIENE BIN SERVICE	\$	429.00 \$ 1,590.00
EFT15395	30/10/2019	GATEWAY PRINTING	WITH COMPLIMENTS SLIPS-2000	\$	354.64
EFT15396	30/10/2019	GNOWANGERUP CRC	CATERING AND STAFFING FOR SPORTS FUN INFLATABLES 2/10/19 AND MENTAL HEALTH WEEK CONTRIBUTION FOR SECURITY CAMERAS	\$	251.82 \$ 159.50
EFT15397	30/10/2019	GNOWANGERUP PHARMACY	FIRST AID KIT - ADMIN FLEET	\$	19.95
EFT15398	30/10/2019	GNOWANGERUP TYRE SERVICE	HUSQVARNA MOWER GN.0034 - REPAIR AND PATCH TO TYRE PUNCTURE REPAIR 23-9.50-12	\$	40.50
EFT15399	30/10/2019	GRAZE GREAT SOUTHERN	GRAZING TABLE FOR BLOOM FESTIVAL CLOSING EVENT	\$	350.00
EFT15400	30/10/2019	HANSON CONSTRUCTION MATERIALS	ROAD MAINTENANCE SUNDRY - BITUMEN PATCHING 14 MM AGGREGATE	\$	1,487.20
EFT15401	30/10/2019	HUDSON SEWAGE SERVICES	WASTE WATER RECYCLING SYSTEM SERVICE YOUGENUP RD	\$	180.43
EFT15402	30/10/2019	IMPACT SERVICE PTY LTD	HOURS FOR TRAINEE WEEK ENDING 18/8/19	\$	232.16
EFT15403	30/10/2019	JANE FARMER	DIGITAL AWARENESS WORKSHOP - 01/10/2019	\$	500.00 F
EFT15404	30/10/2019	JERRAMUNGUP ELECTRICAL SERVICE	ATTEND DEPOT AND REPLACE BROKEN EXTERNAL POWER POINT NEAR OIL RECYCLING STATION.	\$	242.00
EFT15405	30/10/2019	JH COMPUTER SERVICES PTY LTD	SETUP LAPTOP ON NETWORK & INSTALL COUNT WA PLUS TRAVEL FOR ELECTION	\$	1,232.00

EFT15406	30/10/2019	JR & A HERSEY PTY LTD	1 X BOX BROWN LENS SAFETY GLASSES ITEM NO: 8H060	\$	291.98
EFT15407	30/10/2019	KIRSTY BUCHANAN	TABLE DECORATIONS FOR EVENTS	\$	129.00
EFT15408	30/10/2019	KLEENHEAT GAS	CYLINDER SERVICE CHARGE ONGERUP HALL	\$	158.40
EFT15409	30/10/2019	LANDGATE	SLIP SUBSCRIPTION 2019/2020	\$	2,318.00
EFT15410	30/10/2019	LEASEIT LTD	COPY MANAGEMENT PLAN BILLING PERIOD	\$	99.08
EFT15411	30/10/2019	OFFICEWORKS	DEPOT STATIONERY AND CLEANING PRODUCTS	\$	773.64
EFT15412	30/10/2019	OLIVIA LETTER	STATIONERY FOR LIBRARY	\$	50.96
EFT15413	30/10/2019	OLUMAYOKUN OLUYEDE	CASH SUBSIDY AS PER CONTRACT OCTOBER 2019	\$	11,000.00
EFT15414	30/10/2019	PHILIPPA JANE MOIR	DIGITAL AWARENESS PROJECT WORKSHOP - 16/10/2019	\$	260.00 F
EFT15415	30/10/2019	SHIRE OF BROOMEHILL-TAMBELLUP	GREAT SOUTHERN TREASURES ANNUAL CONTRIBUTION 2019/20	\$	7,500.00
EFT15416	30/10/2019	STAR SALES & SERVICE	SUNDRY PLANT - WATER PUMP REPAIRS PUMP CASING	\$	282.00
EFT15417	30/10/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$	39.22
EFT15418	30/10/2019	WA CONTRACT RANGER SERVICES	RANGER SERVICES 08/10, 15/10	\$	1,782.00
EFT15419	30/10/2019	WORKWEAR GROUP	UNIFORM ORDER ADMIN STAFF	\$	383.00
EFT15420	30/10/2019	YONGERGNOW AUSTRALIAN MALLEEFOWL CENTRE	DIGITAL AWARENESS WORKSHOP - CATERING - 16/10/2019	\$	107.50 F
EFT15421	30/10/2019	YONGERGNOW-ONGERUP CRC	DIGITAL AWARENESS PROJECT - WORKSHOP SESSIONS ADVERTISING	\$	2,880.00 F \$ 313.30
27583	2/10/2019	ALBANY LEADING EDGE HI-FI	EXPENDABLE TOOLS - PARTS FOR UHF RADIO 5 X SOLDER W/REDUCER	\$	14.75
27584	2/10/2019	DEPARTMENT OF TRANSPORT	SES BOXTOP INSURANCE & REGISTRATION 12 MTHS RENEWAL	\$	48.00 F
27585	2/10/2019	GNOWANGERUP IGA	CONSUMABLES	\$	379.34

27586	2/10/2019	GNP 360 CO-OPERATIVE LTD	COMMUNITY FINANCIAL ASSISTANCE GRANT \$20,000 GNP 360	\$ 22,000.00
27587	2/10/2019	IMPACT SERVICE PTY LTD	PAY FOR TRAINEE WEEK ENDING 22/9/19	\$ 92.86
27588	2/10/2019	SHIRE OF GNOWANGERUP	PETTY CASH REIMBURSEMENT	\$ 295.00
27589	2/10/2019	WRIDGWAYS PTY LTD	FULL CONTAINER LOAD 20' CONTAINER - DOOR TO DOOR AS PER QUOTE NO. 1015816-01 PERTH TO GNP	\$ 3,051.34
27590	9/10/2019	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR SEPTEMBER 2019	\$ 39,530.00
27591	9/10/2019	SYNERGY	SUPPLY PERIOD STREET LIGHTS 31 DAYS	\$ 3,884.58
27592	9/10/2019	T & C SUPPLIES	KOMATSU 2013 MOTOR GRADER - GN.0021- WARNING LIGHTS BEACON LAMP FLASHING 12V MAGNETIC LION LA115GM	\$ 233.91
27593	17/10/2019	DEPARTMENT OF TRANSPORT	12 MONTHS LICENSE RENEWAL AS PER EBA	\$ 44.05
27594	17/10/2019	PGD DEVELOPMENTS PTY LTD	SURRENDER OF 2 ADDITIONAL PARCELS TOTALLING 1,784M2 TO FINALISE THE SUBDIVISION AND SECURE THE BRIDGE/ROAD IN THE SHIRE'S OWNERSHIP	\$ 943.05
27595	17/10/2019	SYNERGY	SUPPLY PERIOD 60 DAYS	\$ 128.96
27596	17/10/2019	TELSTRA	USAGE, SERVICE, EQUIPMENT AND DIRECTORY CHARGES	\$ 1,321.27
27597	30/10/2019	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION GN.7830	\$ 24.00
27598	30/10/2019	ELDERS BORDEN	PIPES FOR DRAINAGE BELL STREET	\$ 6,270.00
27599	30/10/2019	JENELLE MARY MARSH	REFUND BOND FOR 2 ANIMAL TRAPS	\$ 200.00
27600	30/10/2019	M & B BUILDING PRODUCTS	ROAD MAINTENANCE YOUGENUP ROAD - PEDESTRIAN CROSSING SMART FORM LVL - 95X45X6.0	\$ 573.58
27602	30/10/2019	SYNERGY	SUPPLY PERIOD 29 DAYS	\$ 1,393.33
27603	30/10/2019	TELSTRA	MOBILE PLANS AND DATA PACKS	\$ 573.34

27604	30/10/2019	WATER CORPORATION	WATER USAGE	\$	246.73
DD4419.1	2/10/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$	6,033.29
DD4419.2	2/10/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	170.26
DD4419.3	2/10/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$	466.20
DD4419.4	2/10/2019	OASIS SUPERANNUATION MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	\$	90.25
DD4419.5	2/10/2019	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	48.28
DD4419.6	2/10/2019	SMSF	PAYROLL DEDUCTIONS	\$	844.75
DD4419.7	2/10/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	343.43
DD4419.8	2/10/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	795.33
DD4419.9	2/10/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	883.77
DD4427.1	16/10/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$	7,067.99
DD4427.2	16/10/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	170.26
DD4427.3	16/10/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$	463.36
DD4427.4	16/10/2019	OASIS SUPERANNUATION MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	\$	71.25
DD4427.5	16/10/2019	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	59.77
DD4427.6	16/10/2019	SMSF	PAYROLL DEDUCTIONS	\$	844.75
DD4427.7	16/10/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$	331.96
DD4427.8	16/10/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	795.33
DD4427.9	16/10/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	919.91
DD4428.1	30/10/2019	LEASEIT LTD	PHOTOCOPIER LEASE AGREEMENT	\$	1,196.25

DD4436.1	30/10/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 7,002.23
DD4436.2	30/10/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 170.26
DD4436.3	30/10/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 322.72
DD4436.4	30/10/2019	OASIS SUPERANNUATION MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 71.25
DD4436.5	30/10/2019	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 45.98
DD4436.6	30/10/2019	SMSF	PAYROLL DEDUCTIONS	\$ 883.66
DD4436.7	30/10/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 331.96
DD4436.8	30/10/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 795.33
DD4436.9	30/10/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,107.73
DD4438.1	31/10/2019	NATIONAL AUSTRALIA BANK	ITEMISED LISTING BELOW	\$ 0.00
DD4419.10	2/10/2019	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 740.68
DD4419.11	2/10/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 225.17
DD4419.12	2/10/2019	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 114.11
DD4419.13	2/10/2019	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
DD4427.10	16/10/2019	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 740.68
DD4427.11	16/10/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 224.22
DD4427.12	16/10/2019	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 109.15
DD4427.13	16/10/2019	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
DD4436.10	30/10/2019	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 740.68
DD4436.11	30/10/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 224.22

DD4436.12	30/10/2019	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$	109.15
DD4436.13	30/10/2019	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$	210.52
			TOTAL MUNICIPAL ACCOUNT	\$	540,173.19
	2/10/2019	WESTNET	ADMIN & CEO HOME INTERNET	\$	392.83
	23/09/2019	DROPBOX	DCEO DROPBOX PROGRAM	\$	18.69
	27/09/2019	BUFFALO TECHNOLOGY	NATIONAL ANTHEM BANNER	\$	239.40
	4/10/2019	BCF & SUPER CHEAP AUTOS	SPONSORS PRIZES FOR HOLLOW LOG TOURNAMENT	\$	2,839.88
	7/10/2019	CLICK BUSINESS	CEO BUSINESS CARDS	\$	111.65
	10/10/2019	MACQUARIE MINT	CITIZENSHIP AWARDS	\$	45.30
	10/10/2019	TELSTRA	DCEO HOME INTERNET	\$	209.00 R
	10/10/2019	NAB	MONTHLY CARD FEES	\$	9.56
			TOTAL MONTHLY CORPORATE CREDIT CARD	\$	3,866.31

CERTIFICATE OF SENIOR FINANCE OFFICER

I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:

TOTAL FOR MUNICIPAL FUND: EFT 15290 -15421, Cheque 27583 - 27604, DD Super Clearing House = \$540,173.19

TOTAL FOR TRUST FUND: Cheque 950 - 964 = \$7,140.70

TOTAL FOR CREDIT CARD: \$3,866.31

CHIEF EXECUTIVE OFFICER

F	Fully Grant Funded
P	Partial Grant Funded
R	Other Funding (Reimbursements)

16.2	OCTOBER 2019 MONTHLY FINANCIAL REPORT
Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM0451
Date of Report:	13 th November 2019
Business Unit:	Corporate and Community Services
Officer:	D. Long – Finance Consultant C. Shaddick – Senior Finance Officer
Disclosure of Interest:	NIL

ATTACHMENTS

Monthly Financial Statements for the period 01/10/2019 to 31/10/2019 including:

- Statement of Financial Activity
- Report on Material Differences
- Comprehensive Income by Program and Nature & Type
- Statement of Cash Flows
- Current Assets and Liabilities

PURPOSE OF THE REPORT

For Council to receive and accept the Monthly Financial Report to the 31 October 2019, note that figures are subject to change as a result of end of year procedures and the audit process.

BACKGROUND

Nil

COMMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996
Reg. 34 Financial activity statement required each month

POLICY IMPLICATIONS

Reporting Material Differences Policy 4.2
Investment Policy 4.5

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

1119. That Council

Receives and accepts the Monthly Financial Report for October 2019.

SHIRE OF GNOWANGERUP

MONTHLY FINANCIAL REPORT

31-Oct-19

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 31 October 2019

	NOTES	2019-20 ANNUAL BUDGET	2019-20 YTD BUDGET	2019-20 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$	\$	\$
General Purpose Funding		(81,604)	(31,023)	(33,345)
Governance		(937,524)	(355,880)	(328,764)
Law, Order, Public Safety		(377,637)	(129,678)	(87,088)
Health		(372,745)	(126,439)	(88,079)
Education and Welfare		(47,261)	(24,255)	(9,602)
Housing		(54,508)	(16,979)	-9,320.84
Community Amenities		(570,367)	(230,326)	-110,898.42
Recreation and Culture		(1,407,164)	(562,410)	(332,841)
Transport		(3,112,232)	(1,258,337)	(656,230)
Economic Services		(278,899)	(43,645)	(42,898)
Other Property and Services		(585,290)	(297,003)	(141,039)
		(7,825,231)	(3,075,976)	(1,840,105)
REVENUE				
General Purpose Funding		4,649,831	0	4,176,030
Governance		0	727,247	339
Law, Order, Public Safety		69,260	0	2,330
Health		300	0	699
Education and Welfare		11,800	0	400
Housing		86,598	727,247	29,423
Community Amenities		283,139	(1,570,980)	270,256
Recreation and Culture		17,999	0	3,218
Transport		140,886	0	54
Economic Services		52,340	0	7,631
Other Property & Services		119,610	(154,404)	53,948
		5,431,763	(270,889)	4,544,329
<i>Increase/Decrease</i>		(2,393,468)	(3,346,865)	2,704,224
FINANCE COSTS				
General Purpose Funding		0	(5,570)	0
Housing		(24,568)	(8,000)	(5,521)
Community Amenities		0	(50,000)	0
Recreation & Culture		(23,471)	0	(1,569)
Transport		0	0	0
Other Property & Services		(2,015)	0	0
Total Finance Costs		(50,054)	(58,000)	(7,090)
NON-OPERATING REVENUE				
General Purpose Funding		0	(9,346)	0
Law, Order & Public Safety		0	0	20,510
Housing		367,500	(106,134)	0
Community Amenities		300,000	0	0
Recreation & Culture		0	0	0
Transport		699,558	0	149,516
Economic Services		0	0	0
Total Non-Operating Revenue		1,367,058	(115,481)	170,026
PROFIT/(LOSS) ON SALE OF ASSETS				
Law, Order & Public Safety		0	(106,134)	0
Health		0	(1,677,114)	0
Housing		0	0	0
Community Amenities		0	0	0
Recreation & Culture Profit		0	1,811,529	0
Recreation & Culture Loss		0	0	0
Transport Profit		0	3,876,849	0
Transport Loss		(115,943)	5,688,378	0
Other Property & Services Profit		7,521	4,011,264	0
Other Property & Services Loss		0	0	0
Total Profit/(Loss)		(108,422)	13,710,905	0
NET RESULT		(1,184,886)	10,190,560	2,867,160
Other Comprehensive Income				
Changes on revaluation of non-current assets		0	0	0
Total Abnormal Items		0	0	0
TOTAL COMPREHENSIVE INCOME		(1,184,886)	10,190,560	2,867,160

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 31 October 2019

	2019-20 BUDGET	2019-20 ACTUAL
Expenses		
Employee Costs	(2,597,413)	(1,005,017)
Materials and Contracts	(2,222,641)	(525,849)
Utility Charges	(180,080)	(40,934)
Depreciation on Non-Current Assets	(2,182,615)	0
Interest Expenses	(50,054)	(7,090)
Insurance Expenses	(232,304)	(192,458)
Other Expenditure	(410,178)	(75,846)
	(7,875,285)	(1,847,195)
Revenue		
Rates	4,085,295	4,126,288
Operating Grants, Subsidies and Contributions	852,667	0
Fees and Charges	337,229	126,205
Service Charges	0	0
Interest Earnings	68,470	26,642
Other Revenue	88,102	85,665
	5,431,763	4,364,800
	(2,443,522)	2,517,604
Non-Operating Grants, Subsidies & Contributions	1,367,058	349,556
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	7,521	0
Loss on Asset Disposals	(115,943)	0
	1,258,636	349,556
Net Result	(1,184,886)	2,867,160
Other Comprehensive Income		
Changes on revaluation of non-current assets	0	0
Total Other Comprehensive Income	0	0
TOTAL COMPREHENSIVE INCOME	(1,184,886)	2,867,160

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 31 October 2019

	Note	2018-19 ACTUAL \$	2019-20 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		584,969	3,591,508	3,006,539
Restricted Cash & Cash Equivalents		1,994,946	1,760,437	-234,509
Trade and other receivables		2,476,324	1,163,658	-1,312,666
Inventories		29,548	27,773	-1,775
Other assets		0	0	0
Total current assets		5,085,788	6,543,376	1,457,588
Non-current assets				
Trade and other receivables		216,796	181,612	-35,184
LG House Unit Trust		6,186	70,068	63,882
Property, infrastructure, plant and equipment		30,268,914	30,314,337	45,423
Infrastructure Assets		89,714,587	89,847,117	132,529
Total non-current assets		120,206,483	120,413,134	206,651
Total assets		125,292,271	126,956,510	1,664,239
Current liabilities				
Trade and other payables		233,000	299,339	-66,339
Interest-bearing loans and borrowings		1,163,537	113,571	1,049,966
Provisions		324,814	454,011	-129,197
Total current liabilities		1,721,351	866,921	854,431
Non-current liabilities				
Interest-bearing loans and borrowings		749,852	586,221	163,630
Provisions		104,800	54,321	50,479
Total non-current liabilities		854,651	640,542	214,109
Total liabilities		2,576,003	1,507,463	1,068,540
Net assets		122,716,268	125,449,047	2,732,779
Equity				
Retained surplus		43,260,431	42,302,400	-958,031
Net Result		-628,654	2,867,160	3,495,814
Reserve - asset revaluation		78,094,181	78,549,140	454,959
Reserve - Cash backed		1,990,309	1,730,347	-259,962
Total equity		122,716,268	125,449,047	2,732,779

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 October 2019**

Note	2018-19 ACTUAL \$	2019-20 BUDGET \$	2019-20 ACTUAL \$
Cash Flows from operating activities			
Payments			
Employee Costs	(2,322,997)	(2,110,373)	(1,012,031)
Materials & Contracts	(9,288,820)	(5,497,574)	(478,350)
Utilities (gas, electricity, water, etc)	(152,816)	(173,500)	(40,934)
Insurance	(169,375)	(56,054)	(192,458)
Interest Expense	(47,253)	(211,068)	(7,090)
Goods and Services Tax Paid	(300,000)	0	0
Other Expenses	(194,954)	(371,689)	(55,793)
	(12,476,215)	(8,420,258)	(1,786,656)
Receipts			
Rates	3,856,106	4,005,853	3,153,424
Operating Grants & Subsidies	1,216,396	746,003	0
Contributions, Reimbursements & Donations	0	0	0
Fees and Charges	223,463	346,222	126,205
Interest Earnings	103,186	67,420	26,642
Goods and Services Tax	189,811	109,879	(449)
Other	6,759,854	5,591,971	714,139
	12,348,816	10,867,348	4,019,962
Net Cash flows from Operating Activities	9	2,447,090	2,233,306
Cash flows from investing activities			
Payments			
Purchase of Land	(250,688)	(510,000)	0
Purchase of Buildings	(93,045)	(954,930)	(446,215)
Purchase Plant and Equipment	(327,274)	(732,000)	(59,636)
Purchase Furniture and Equipment	(18,739)	(5,000)	0
Purchase Road Infrastructure Assets	(1,218,668)	(1,300,381)	(76,481)
Purchase of Footpath Assets	0	(5,000)	0
Purchase Aerodrome Assets	(3,099)	0	0
Purchase Drainage Assets	0	(9,000)	0
Purchase Sewerage Assets	(45,775)	(50,000)	0
Purchase Parks & Ovals Assets	(4,700)	(4,858)	0
Purchase Solid Waste Assets	0	0	0
Purchase Infrastructure Other Assets	0	(8,000)	0
Receipts			
Proceeds from Sale of Assets	77,809	223,000	0
Non-Operating grants used for Development of Assets	654,212	1,095,672	349,556
	(1,229,968)	(2,260,497)	(232,776)
Cash flows from financing activities			
Repayment of Debentures	(163,109)	(1,163,539)	(50,060)
Advances to Community Groups	0	0	0
Revenue from Self Supporting Loans	26,352	27,433	0
Proceeds from New Debentures	1,000,000	367,500	0
Net cash flows from financing activities	863,243	(768,606)	(50,060)
Net increase/(decrease) in cash held	(494,124)	(582,013)	1,950,470
Cash at the Beginning of Reporting Period	3,074,039	2,579,916	3,401,475
Cash at the End of Reporting Period	9	2,579,915	5,351,945

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 October 2019**

Notes

	2018-19 ACTUAL \$	2019-20 BUDGET \$	2019-20 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - Unrestricted	587,764	1,996,061	3,589,707
Cash at Bank Reserves - Restricted	1,990,309		1,760,438
Cash on Hand	1,842	1,842	1,800
TOTAL CASH	2,579,915	1,997,903	5,351,945
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	-923,476	-1,184,886	2,867,160
Add back Depreciation	2,932,726	2,182,615	0
(Gain)/Loss on Disposal of Assets	23,298	108,422	0
Self Supporting Loan Principal Reimbursements	0	0	0
Contributions for the Development of Assets	-654,212	-1,367,058	-349,556
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	-8,345	0	-6,779
(Increase)/Decrease in Receivables	-1,555,399	2,248,147	-357,440
Increase/(Decrease) in Accounts Payable	-28,471	5,642	73,300
Increase/(Decrease) in Prepayments	0	0	0
Increase/(Decrease) in Employee Provisions	86,480	47,299	6,620
Increase/(Decrease) in Accrued Expenses	0	0	0
Rounding	0	0	0
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	-127,399	2,040,181	2,233,306

**SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 October 2019**

	2019-20 ANNUAL BUDGET	2019-20 YTD BUDGET	2019-20 YTD ACTUAL	MATERIAL VARIANCES %
OPERATING REVENUE	\$	\$	\$	
General Purpose Funding	772,982	262,951	292,146	11.10%
Governance	0	0	339	0.00%
Law, Order Public Safety	69,260	23,771	2,330	(90.20%)
Health	300	0	699	0.00%
Education and Welfare	11,800	3,828	400	(89.55%)
Housing	86,598	31,175	29,423	Variance within % Threshold
Community Amenities	283,139	264,521	270,256	Variance within % Threshold
Recreation and Culture	17,999	1,505	3,218	113.79%
Transport	148,407	140,821	54	(99.96%)
Economic Services	52,340	1,785	7,631	327.56%
Other Property and Services	119,610	47,391	53,948	13.84%
	1,562,435	777,748	660,445	
LESS OPERATING EXPENDITURE				
General Purpose Funding	(81,604)	(31,023)	(33,345)	Variance within % Threshold
Governance	(937,524)	(355,880)	(328,764)	Variance within % Threshold
Law, Order, Public Safety	(377,637)	(129,678)	(87,088)	(32.84%)
Health	(372,745)	(126,439)	(88,079)	(30.34%)
Education and Welfare	(47,261)	(24,255)	(9,602)	60.41%
Housing	(79,076)	(16,979)	(14,842)	(12.58%)
Community Amenities	(570,367)	(230,326)	(110,898)	51.85%
Recreation and Culture	(1,430,635)	(562,410)	(334,410)	40.54%
Transport	(3,228,175)	(1,258,337)	(656,230)	(47.85%)
Economic Services	(278,899)	(43,645)	(42,898)	Variance within % Threshold
Other Property & Services	(587,305)	(297,003)	(141,039)	52.51%
	(7,991,228)	(3,075,976)	(1,847,195)	
<i>Increase(Decrease)</i>	(6,428,793)	(2,298,227)	(1,186,751)	
ADD				
Movement in Employee Benefits (Non-current)	50,764	727,247	0	100.00%
Movement in Deferred Pensioners (Non-current)	0	0	0	
Movement in SS Loan (Non-current)	0	0	0	
Loss on the disposal of assets	115,943	0	0	
(Profit)/ Loss on the disposal of assets	(7,521)	727,247	0	100.00%
Depreciation Written Back	2,182,615	(1,570,980)	0	100.00%
	2,341,801	(116,485)	0	
<i>Sub Total</i>	(4,086,992)	(2,414,713)	(1,186,751)	
LESS CAPITAL PROGRAMME				
Purchase of Land	0			
Purchase Buildings	(839,840)	0	(446,215)	0.00%
Infrastructure Assets - Roads	(1,374,436)	0	(76,481)	0.00%
Infrastructure Assets - Footpaths	(5,000)	0	0	0.00%
Infrastructure Assets - Aerodromes	0	0	0	0.00%
Infrastructure Assets - Drainage	(9,000)	(5,570)	0	100.00%
Infrastructure Assets - Sewerage	(10,000)	(8,000)	0	100.00%
Infrastructure Assets - Parks & Ovals	(5,570)	(50,000)	0	(100.00%)
Infrastructure Assets - Solid Waste	(308,000)	0	0	0.00%
Infrastructure Assets - Other	(58,000)	0	0	0.00%
Purchase Plant and Equipment	(787,000)	0	(59,636)	0.00%
Purchase Furniture and Equipment	0	201,245	0	(100.00%)
Proceeds from Sale of Assets	256,500	(50,059)	0	100.00%
Contributions for the Development of Assets	1,367,058	0	170,026	0.00%
Repayment of Debt - Loan Principal	(194,184)	(9,346)	(50,060)	435.61%
Self Supporting Loan Principal Income	28,557	0	0	0.00%
Transfer to Reserves	(396,991)	(106,134)	(3,539)	96.67%
	(2,335,906)	(27,865)	(465,905)	
Plus Rounding				
<i>Sub Total</i>	(6,422,898)	(2,442,577)	(1,652,655)	
FUNDING FROM				
Transfer from Reserves	330,000	0	0	0.00%
Loans Raised	404,520	0	0	0.00%
Estimated Opening Surplus at 1 July	1,811,529	0	1,799,892	0.00%
Amount Raised from General Rates	3,876,849	3,876,849	3,883,884	Variance within % Threshold
	6,422,898	3,876,849	5,683,776	
NET SURPLUS/(DEFICIT)	0	1,434,272	4,031,121	

NOTE 1			
CURRENT RATIO	Current Assets	2,875,577	3.28
	Current Liabilities	877,088	
Ratios greater than one indicate that Council has sufficient current assets to meet its short term current liabilities.			
NOTE 2 - VARIANCES EXPLAINED			
OPERATING REVENUE		\$ VARIANCE	% VARIANCE
General Purpose Funding			
FAG Grant income more than anticipated for reporting period		29,195	11.10%
Governance			
Anglicare Contribution to the Purple Bench		339	0.00%
Law Order & Public Safety -			
2nd Quarter Operational Grant funding not received from DFES as anticipated		(21,441)	(90.20%)
Health			
Reimbursement of Medical Centre expenditure and Health License fees received		699	0.00%
Education & Welfare			
Education Dept mowing contract received annually not monthly as anticipated		(3,428)	(89.55%)
Housing			
Variance within 10% materiality threshold		(1,752)	Variance within % Threshold
Community Amenities			
Variance within 10% materiality threshold, however Planning applications higher than anticipated		5,735	Variance within % Threshold
Recreation & Culture			
Ongerup Complex reimbursement power costs, Library Grant not anticipated and overcharge for Ongerup Telstra account reimbursed		1,713	113.79%
Transport			
Regional Road Group and Roads to Recovery funds not received as anticipated		(140,767)	(99.96%)
Economic Service			
Building applications higher than anticipated for reporting period		5,846	327.56%
Other Property and Services			
Insurance dividend and reimbursements higher than anticipated		6,557	13.84%
OPERATING EXPENDITURE		\$ VARIANCE	% VARIANCE
General Purpose funding			
		(2,322)	within % Threshold
Governance			
Variance within 10% materiality threshold - Audit fees not expended		27,116	Variance within %
Law Order & Public Safety -			
Depreciation on emergency services plant and buildings to be applied after Audit in October, no monetary impact		42,590	-32.84%
Health			
EHO Salary less than anticipated, depreciation to Medical Centre to be applied following audit, no monetary impact		38,359	(30.34%)
Education & Welfare			
Mowing costs less than anticipated, depreciation of buildings to be applied following Audit, no monetary impact		14,653	60.41%
Housing			
Depreciation to be applied after Audit in October, no monetary impact		2,137	(12.58%)
Community Amenities			
Depreciation to be applied following Audit in October, no monetary impact		119,427	51.85%
Recreation & Culture			
Depreciation to be applied following Audit in October, no monetary impact		228,001	40.54%
Transport			
Road maintenance expenditure less than anticipated for reporting period. Depreciation to be applied following Audit in October, no monetary impact		602,107	(47.85%)
Economic Service			
Variance within 10% materiality threshold		747	within % Threshold
Other Property & Services			
Depreciation to be applied following Audit in October, no monetary impact		155,965	52.51%

CAPITAL REVENUE			
<u>Proceeds on Sale of Assets</u>			
Sale of Vehicle GN00 - NOW DCEO VEHICLE		0	
Sale of Vehicle GN002 - INSURANCE WRITE OFF		0	
Sale of Utility (GN0048)		0	
Sale of Utility GN.037		0	
Sale of Utility GN.0004		0	
Sale of Loader GN.0040		0	
Sale of Backhoe GN.0089		0	
Proceeds - Sale of Land		0	
		<u>0</u>	100.00%
<u>Non-Operating Revenue</u>			
<u>Housing</u>			
Commonwealth Grants BBR Funding		0	
<u>Transport</u>			
Regional Road Group Grants	TIMING	-122,667	
Roads To Recovery Grants	TIMING	-78,578	
		<u>-201,245</u>	0.00%
<u>Transfers from Reserve</u>			
Transfer from Reserve Fund		0	0

CAPITAL EXPENDITURE			
<u>Transfers to Reserve</u>			
Transfers To Reserve Funds - (Inc Interest Earned) - Offset by interest earned on Reserve Term Deposit	TIMING	5,807	
		<u>5,807</u>	96.67%
<u>Furniture & Equipment</u>			
Administration - Computers and monitor replacements		0	
Total (Over)/Under Budget		<u>0</u>	(100.00%)

<u>Land & Buildings</u>			
<u>Housing</u>			
Construction of 2 houses on cnr Quinn & Whitehead Sts	TIMING	(291,484)	
20 McDonald St Renewals		0	
2 Cecil Street Bathroom Renewal		0	
<u>Community Amenities</u>			
Land Development Cuneo Close - Project expenses higher than anticipated for the reporting period		0	
<u>Recreation & Culture</u>			
Swimming Pool Capital Expenditure		0	
Yougenup Community Centre		0	
Gnp Town Hall Capital		0	
Ongerup Town Hall Renewals		0	
Old Swimming Pool Redevelopment		0	
Ongerup Community Centre Capital		0	
Ongerup CWA Building Capital		0	
Ongerup Museum Capital		0	
Gnowangerup Star Building Capital		0	
<u>Transport</u>			
Gnowangerup Works Depot Capital		0	
Ongerup Works Depot Capital		0	
<u>Other Property & Services</u>			
Administration Centre Building Capital	TIMING	(326)	
Total (Over)/Under Budget		<u>(291,811)</u>	0.00%

CAPITAL EXPENDITURE			
<u>Plant & Equipment</u>			
<u>Recreation & Culture</u>			
Purchase Pump and Water Tank - Ongerup oval		0	
<u>Transport</u>			
Purchase Loader GN0040		0	
Purchase Backhoe GN.0089		0	
Minor Plant Purchases		0	
4 Tonne Multi Roller		0	
Purchase of Utility GN.0048		0	
Purchase of Utility GN.037		0	
Purchase of Utility GN.004		0	
Purchase Canopy for Utility (Ranger)		0	
<u>Other Property & Services</u>			
CEO Vehicle	TIMING	(59,636)	
MCS Vehicle		0	
	Total (Over)/Under Budget	<u>(59,636)</u>	0.00%
<u>Road Construction</u>			
<u>Roads to Recovery</u>			
Rabbit Proof Fence Rd - Gravel Sheet	TIMING	30,000	
Salt River Road		0	
Gleeson Road Gravel Sheet SLk 5.00 - 9.00		0	
<u>Regional Road Group</u>			
Tieline Road Reseal		0	
Borden - Bremer Road		0	
Ongerup-Pingrup Road		0	
<u>Municipal Fund Roads</u>			
Sandalwood Road Reseal		0	
Borden Bremer Bay Road		0	
Tieline Rd Resheet		0	
Nightwell Rd		0	
Highdenup Rd Gravel Sheet		0	
	Total (Over)/Under Budget	<u>30,000</u>	0.00%
<u>Footpath Construction</u>			
Footpath Construction		0	
	Total (Over)/Under Budget	<u>0</u>	0.00%
<u>Drainage Infrastructure</u>			
Drainage Renewals		0	
	Total (Over)/Under Budget	<u>0</u>	100.00%
<u>Sewerage Infrastructure</u>			
Ongerup Waste Water Ponds		0	
	Total (Over)/Under Budget	<u>0</u>	100.00%
<u>Parks, Ovals & Reserves Infrastructure</u>			
Community Park Capital	TIMING	5,570	
	Total (Over)/Under Budget	<u>5,570</u>	-100.00%
<u>Other Infrastructure</u>			
Caravan Park Other Infrastructure		0	
Street Banners & Banner Poles		0	
	Total (Over)/Under Budget	<u>0</u>	0.00%
Note: (NB) = No Budget Provision Made			

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 31 OCTOBER 2019

CURRENT ASSET		ACTUAL 31-Oct-19	ACTUAL 30 JUNE 2019
91000	Municipal Fund Bank Account	\$3,589,708	\$1,642,777
91003	Gnp Office Till Float	\$200	\$200
91004	Gnp Office Petty Cash	\$300	\$300
91005	Swimming Pool Float	\$300	\$300
91008	SWIMMING POOL VENDING MACHINE	\$0	\$0
91009	CASH ON HAND - BANKING CHANGE	\$1,000	\$1,000
91010	Restricted Cash - Long Service Leave Reserve	\$115,978	\$115,741
91011	Restricted Cash - Plant Reserve	\$853,411	\$851,666
91014	Restricted Cash - Ongerup Effluent Line Reserve	\$26,828	\$26,773
91017	Restricted Cash - Area Promotion Reserve	\$30,263	\$30,202
91020	Restricted Cash - Borden Community Development Reserve	\$0	\$0
91023	Restricted Cash - Swimming Pool Upgrade Reserve	\$209,603	\$209,174
91025	Restricted Cash - Land Development Reserve	\$190,903	\$190,512
91026	Restricted Cash - Unspent Grants Reserve	\$0	\$0
91027	Restricted Cash - Computer Replacement Reserve	\$7,989	\$7,973
91029	Restricted Cash - Waste Disposal Reserve	\$247,685	\$247,178
91030	Restricted Cash - Royalties for Regions Unspent Grant	\$0	\$0
91031	Restricted Cash - Futures Fund Reserve	\$16,263	\$16,230
91034	RESTRICTED CASH - LIQUID WASTE FACILITY	\$31,423	\$31,359
91070	Restricted Cash - Kidz Sports Grant	\$0	\$0
91071	Restricted Cash - Cat Sterilisation Grant (DLG)	\$0	\$0
91072	Restricted Cash - ICCWA Stay on Your Feet Grant	\$0	\$0
91073	Restricted Cash - CSRFF Grant Swim Pool (DSR)	\$0	\$0
91074	Restricted Cash - CLGF Grant Swim Pool (RDL)	\$0	\$0
91075	Restricted Cash - Workforce Planning Grant (DLG)	\$0	\$0
91076	Restricted Cash - Club Development Officer Grant (DSR)	\$0	\$0
91077	RESTRICTED CASH - STATE EMERGENCY SERVICES GRANT	\$5,150	\$5,150
91078	RESTRICTED CASH - BUSH FIRE SERVICES GRANT	\$15,464	\$15,464
91079	RESTRICTED CASH - CLGF YOUTH DEV SCHOLAR	\$0	\$0
91080	RESTRICTED CASH - CAT TRAP BONDS	\$100	\$100
91081	RESTRICTED CASH - TENANCY HOUSING BONDS	\$9,376	\$9,376
91100	Rates Debtor - Rates	\$1,002,045	\$111,155
91101	Rates Debtor - Specified Area Rates	\$27,633	\$6,450
91102	Rates Debtor - Rubbish Collection	\$12,077	\$5,596
91103	Rates Debtor - Health Act Rate	\$37,342	\$15,531
91104	Rates Debtor - Legal Charges	\$11,293	\$12,286
91105	Rates Debtor - Interest/Admin Charges	\$17,854	\$16,209
91106	Rates Debtor - ESL	\$25,573	\$5,685
91107	Rates Debtor - Sundry Charges	\$0	\$0
91108	Rates Debtor - Recycling Charges	\$10,684	\$4,637
91110	Sundry Debtors Control	\$17,546	\$646,020
91111	Pensioner Rebate Claims - General Rates	\$18,358	\$1,306
91112	Pensioner Rebate Claims - ESL Levy	\$1,535	\$75
91113	PROVISION FOR DOUBTFUL DEBTS	(\$46,624)	(\$46,623.74)
91120	GST Receivable	\$0	\$0
93040	GST Payable	\$0	\$0
93041	GST Claimable	\$0	(\$449)
91130	Accrued Interest on SSL's	(\$216)	(\$216)
91140	Self Supporting Loans (Current)	\$28,558	\$28,890
55022	Less Allocated To Works	\$0	\$0
55032	Fuel & Oils Purchased	\$54,044	\$199,324
55042	Less Fuel & Oils Allocated	(\$47,266)	(\$207,878)
91200	Stock On Hand - Fuel & Oils	\$20,994	\$29,548
91201	Stock On Hand - Materials	\$0	\$0
			\$0
		6,543,376	4,229,020
LESS CURRENT LIABILITIES			
93000	Sundry Creditors Control	(\$160,426)	(\$157,535)
93001	ESL Payable	(\$46,665)	\$4,722
93002	ACCRUED EXPENSES	(\$30,000)	\$0
93003	Part Proceeds - Sale of Land	\$0	\$0
93010	Accrued Interest On Loans	(\$5,348)	(\$5,348)
93020	Accrued Salaries & Wages	\$0	(\$13,634)
	Net Gst Payable/Receivable	\$0	\$0
93004	GRANT REVENUE RECEIVED IN ADVANCE	(\$1,847)	(\$1,847)
93030	Rate Payments Received In Advance	(\$25,524)	\$0
93043	Net Gst Payable/Receivable	\$0	\$0
93050	Net Salaries & Wages	\$0	\$0
93042	GST Liability (Payable)	\$0	\$0
93061	ANIMAL TRAP BONDS	\$0	(\$100)
93062	HOLLOW LOG TOURNAMENT	(\$2,218)	\$0
93063	HOUSING RETENTION MONIES	(\$17,836)	\$0
93064	TENANCY HOUSING BONDS	\$0	(\$9,376)
x2x	Lease Liability	\$0	\$0
x3x	Lease Payment	\$0	\$0
93110	Loan Liability (Current)	(\$113,571)	(\$1,163,630)
80025	WATC SHORT TERM LOAN	\$0	\$0
93200	Provision For Annual Leave (Current)	(\$233,472)	(\$233,472)
93210	Provision For Long Service Leave (Current)	(\$162,424)	(\$155,803)
93220	Provision for Sick Leave Bonus (Current)	(\$58,116)	(\$58,116)
xxxx1	Suspense - Trust	(\$9,476)	\$0
80004	Principal Repayments on Loans	\$0	\$0
80014	WATC SHORT TERM LOAN Principal	\$0	\$1,000,000
		-866,921	-794,139
		5,676,455	3,434,881
SUB-TOTAL			
ADJUSTMENTS			
95100	Reserves Cash backed	(\$1,730,347)	(\$1,726,808)
	Add Back Loan Liability	\$113,571	\$163,630
	Deduct Off Self Supporting Loan Repayments	(\$28,558)	(\$28,890)
	Rounding	\$0	\$0
		\$0	\$0
		\$ 4,031,121	\$ 1,842,814
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES			

17. CONFIDENTIAL ITEMS

Nil

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

20. DATE OF NEXT MEETING

That the next Ordinary Council Meeting will be held on the 18th December 2019.

21. CLOSURE

The Shire President thanked Council and staff for their time and declared the meeting closed at _____ pm.