

11.4 Corporate and Community Services Attachments

ITEM NO	SUBJECT	PAGE
11.4.1	COMPLAINT HANDLING POLICY	1
11.4.2	OPERATIONAL PLAN 2018-19 QUARTER TWO REPORT	10
11.4.3	2018-19 BUDGET REVIEW	74

11.4 Corporate and Community Services

11.4.1 COMPLAINT HANDLING POLICY

Attachment 1 – Policy CCSP29 Complaint Handling

Attachment 2 – Customer Service Charter

CCSP 29 Complaint Handling



August 2018

This policy was adopted by Council to set governing principles in place that align the strategic direction of the organisation with the following Strategic Outcome of the Community Strategic Plan 2036.

5.4 Community and customer focus.

Objectives

To establish a systematic framework for the Shire of Augusta Margaret River to manage complaints received from customers who are dissatisfied with a process, product or service offered by the Shire.

Policy

The Shire of Augusta Margaret River recognises the right of customers to make a complaint. An effective complaints handling system is essential to our business with the organisation benefiting by improved product quality and service delivery, better understanding of customer's needs, greater customer loyalty and improved business reputation.

Complaint Definition

The Shire considers a complaint to be an expression of dissatisfaction with a process or service such as:

- Insufficient information communicated about services or policies
- Customers not receiving a service when they expected it
- Delivery of services which do not meet customer's expectations.

This policy does not apply to complaints involving the following issues:

- An appeal against a decision that is subject to other appeal processes such as dissatisfaction with a planning approval determination by the Shire
- A freedom of information enquiry
- An appeal against an infringement or fine issued for non-compliance of State Acts, Regulations or Local Laws
- Complaints by one member of the community about another member.

Process

The complaint handling process is an organised way of receiving, investigating, resolving and responding to complaints to improve service to customers.

Complaints will be accepted in writing by email and on-line. Complaints are to be lodged on a Customer Feedback Form. In person complaints will be accepted if they are recorded on a Customer Feedback Form completed by the complainant or by a Shire officer on behalf of the complainant, provided the details on the form are verified and signed by the complainant. In exceptional circumstances complaints will be accepted by phone, however, the details of the complaint must be recorded on the Customer Feedback Form and verified verbally by the complainant.

The Shire will acknowledge all complaints received within 2 business days.

Complaints will be directed to the relevant Manager or the CEO depending on the subject of the complaint.

Any further information required to assist with the investigation of a complaint, may be requested by the CEO. The CEO may review the matter in consultation with the Director or Manager of the responsible Business Unit in order to resolve the complaint.

The Shire will provide the complainant with written notification of the decision within 10 working days. Where a complaint outcome is delayed due to the nature of the complaint or associated process, complainants will be provided with a status report.

Where a complaint is unable to be resolved by the CEO, or is considered to have been resolved after the processes above have been followed, the complainant will be advised to seek an independent review from an external body such as the Ombudsman Western Australia or Department of Local Government Sporting and Cultural Industries (DLGSCI).

Guidelines

This policy applies directly to the delivery of services as documented in the Shire of Augusta Margaret River Customer Service Charter.

The Shire will provide customers with a Complaint Handling Information Sheet and Form which includes the process of how to lodge a complaint.

All complaints are confidential and the Shire will adhere to the record keeping requirements of the State Records Act 2000. Incoming records will be registered as Record Type Complaint, File No PRL/1 Complaints about staff and File No PRL/2 Complaints about services.

All complaints as defined above are to be assigned to the CEO. The CEO may investigate a matter in consultation with the Director or Manager of the responsible Business Unit and may choose to establish a complaint panel.

Complaints considered to be anonymous, vexatious or from a habitual complainer are to be assigned to the CEO. The complaint may be managed under the guidelines of the Shire's

Dealing with Difficult Customer Procedure endorsed by the Executive Leadership Team. The decision not to investigate a complaint is at the CEO's discretion.

- Anonymous complaints will only be dealt with if the complaint involves an allegation of misconduct, including official misconduct, or a breach of privacy. Anonymous complaints must be in writing and will be investigated by the CEO
- A complaint may be considered vexatious when its purpose is to harass, annoy, delay or cause detriment to the Shire or its staff. A complainant may lack unreasonable grounds for lodging a complaint or possess insufficient direct interest in the issue complained about
- Habitual complainants are persons who continually and persistently raise vexatious complaints, complain often, abuse the complaints process, persistently refuse to acknowledge the Shire's attempts to resolve their complaint/s and seeks to constantly maintain a position within the complaints process.

Complaints about Elected Members are to be directed to the CEO. The CEO is responsible for the initial investigation, administration and response. Matters that may require disciplinary action are to be referred to the Shire President and dealt with under the guidelines in the Shire's Code of Conduct.

Complaints from Elected Member, Ombudsman, Department of Local Government, Sport and Cultural Industries (DLGSC) or from Members of Parliament, shall be referred to, and dealt with by the CEO unless the complaint relates to the CEO. If the latter is the case, the complaint will be dealt with by a complaints panel to be appointed by the Shire President.

Application

Responsibility for the implementation of this policy rests with the Director Corporate and Community Services. The Policy is to be reviewed every three years.

Document and version control table			
Strategic outcome		5.4 Community and customer focus	
Responsible Directorate		Corporate and Community Services	
Authority of original issue		Council	
Date of original issue		24 January 2019	
Contact officer		Coordinator Revenue and Customer Service	
Date of next review		1 October 2021	
Document No.		AM1442	File No. COR/11
Version	Date issued	Brief description	
1.0	3/8/2018	Initial Release Adopted by Council OM2019/...	
1.1			



Our Customer Service Charter sets out our commitment to you, our customer, on the kind of service you can expect to receive from us at the Shire of Augusta Margaret River. Service is a combination of the level of service provided, the way in which it is delivered and the processes and procedures supporting that service. We aim to provide you with exceptional service.

This Charter details the level of service you should expect to receive from us and what to do if you feel those expectations aren't met. We understand it is important for us to set expectations about the time our processes and services may take. We have included in this brochure the standard timeframes for the services we provide but these will depend on correct and complete information being provided by you.



41 Wallcliffe Rd, Margaret River
T (08) 9780 5255 | F (08) 9757 2512
E amrshire@amrshire.wa.gov.au | amrshire.wa.gov.au



Do you want
this FSC logo?



Customer Service Charter

Levels of Service



amrshire.wa.gov.au

Our promise to you is to:

- Treat you with respect, courtesy and fairness
- Take personal ownership for your customer satisfaction
- Ensure we provide clear, open, fair and friendly communications
- Ensure if you have a disability or come from a non-English speaking background we will work with you to meet your service needs
- Actively listen to you and provide timely feedback
- Ensure your views are taken into account in decision making
- Seek to resolve your requests and complaints as soon as possible
- Act within the time frame set in responding to your requests and keep you informed of progress

When you visit our office we will:

- Greet you and let you know if there are service delays
- Keep waiting time to a minimum
- Ensure you understand documents and forms
- Assist you to contact other officers if required

When you write to us we will:

- Acknowledge your request
- Reply to you promptly by email or letter, depending on your request
- Update you with progress on your request if it can't be resolved immediately

When you phone us we will:

- Answer the phone promptly or enable you to leave a message if we are busy
- Supply you with the most accurate information available
- Try to solve the problem ourselves or refer you quickly to someone who can
- Call you back if we weren't able to take your call in the first instance or could not resolve your query promptly

When you visit our website we will:

- Ensure our information is current and available
- Ensure the security and privacy of information you send to us through our website

Services and timeframes

Service	Timeframe
All Directorates	
Acknowledging your email or letter	2 business days
Responding to your email or letter	10 business days
Responding to your Customer Request	5 business days
Returning your phone message	2 business days
Corporate and Community Services	
FOI application	45 calendar days
Owner information search	14 business days
Rural street number application	14 business days
Refund request	5 business days
Sustainable Development	
Residential domestic rubbish removal	Pick up weekly
Residential recycling collection	Pick up fortnightly
Request for new bin	15 business days
Request for replacement bin	15 business days
Building search request	10 business days
Building application (Certified)	10 business days
Building application (Uncertified)	25 business days
Planning application	60 to 90 calendar days
Planning search request	10 business days
Health application	10 business days
Event application	20 business days
Burial application	24 hours
Abandoned vehicle	24 hours
Illegally dumped rubbish	5 business days
Stock on road	Immediate

Service	Timeframe
Infrastructure Services	
Graffiti removal (Offensive)	48 hours
Graffiti removal (Non-offensive)	14 business days
Dangerous trees	5 business days
Footpath repairs	5 business days to make safe
Road potholes	5 business days
Hazardous/dangerous situations	48 hours to make safe
General works requests	In line with maintenance program
Crossover subsidy rebate application	10 business days

Help us to help you by:

- Treating our staff with courtesy and respect
- Providing accurate and complete information
- Advising us if your details change
- Letting us know if there is anything you don't understand
- Working with us to reach a resolution

Your concerns and feedback

We encourage you to voice your concerns by writing to us or completing an online Feedback Form at our website. We take our customers' feedback seriously as an opportunity to improve or continue the way we do business. We will work towards increasing your customer satisfaction and continually improve our services by responding to any concerns as efficiently and effectively as possible.

Complaint Handling



1 June 2018

Objective

The purpose of this Information Sheet is to provide our Customers with the guidelines on how to lodge a complaint with the Shire of Augusta Margaret River (SAMR) and the processes we will follow to resolve a complaint.

What is a Complaint

The Shire considers a complaint to be an expression of dissatisfaction with a process or service such as:

- Insufficient information communicated about services or policies
- Customers not receiving a service when they expect it
- Delivery of services which do not meet customers expectations

The following is not considered a complaint:

- An appeal against a decision that is subject to other appeal processes such as dissatisfaction with a planning approval determination by the Shire
- A freedom of information enquiry
- An appeal against an infringement or fine issued for non-compliance of State Acts, Regulations or Local Laws
- Complaints by one member of the community about another member

To make a complaint

Complaints can be lodged in writing, in person, online or email by using following methods:

- Attending the Margaret River Civic Administration Centre (MR CAC) or Augusta Office and filling out the Form (Customer Service staff can provide assistance if required)
- Completing the Customer Feedback Form online on our website located at www.amrshire.wa.gov.au/services/customer-service-centre
- Requesting a Form be emailed or posted for return via either of the following methods;
 - Email to amrshire@amrshire.wa.gov.au; or
 - Post to PO Box 61, Margaret River WA 6285; or
 - Drop it into our Offices at Margaret River Civic Administration Centre, 41 Wallcliffe Rd, Margaret River or Augusta Office, 66 Allnut Tce, Augusta.

COMPLAINT HANDLING

**Confidentiality**

We can assure you that your personal information or any personal information of named persons who are the subject of a complaint (including Shire staff), will be protected from public disclosure and only used for the purposes of addressing the complaint.

Responding to Complaints

The Shire will acknowledge your complaint within 48 hours and will endeavor to resolve the complaint and respond within 10 days. Where a complaint outcome is delayed due to the nature of the complaint or associated process, complainants will be provided with an update by the responsible Officer.

If you have any queries, please contact the Shire on 08 9780 5255.

Customer Feedback



1 June 2018

We encourage customers to voice their feedback if you have an appreciation, complaint, concern or suggestion by writing to us, phoning us or completing the form below.

We appreciate and take our customers feedback seriously as an opportunity to improve the way we do Business. We will work towards increasing the satisfaction of our customers and work to continually improve our services by listening and responding to our customer's feedback as efficiently and effectively as possible.

<input type="checkbox"/> Customer Service	<input type="checkbox"/> Septic applications	<input type="checkbox"/> Local Law Permits
<input type="checkbox"/> Public Facilities	<input type="checkbox"/> Food Permit applications	<input type="checkbox"/> Rubbish and Recycling
<input type="checkbox"/> Waste Facilities	<input type="checkbox"/> Building applications	<input type="checkbox"/> Caravan Parks
<input type="checkbox"/> Parks and Gardens	<input type="checkbox"/> Planning applications	<input type="checkbox"/> Community Development
<input type="checkbox"/> Roads, Footpaths & Signs	<input type="checkbox"/> Domestic Animal management	<input type="checkbox"/> Finance and Rates
<input type="checkbox"/> Works	<input type="checkbox"/> Firebreaks	<input type="checkbox"/> Other (please specify)

Name	Signature:	
Postal Address		
Phone No	Email	

☐ Appreciation ☐ Suggestion ☐ Concern ☐ Complaint ☐ Request

Feedback:

CUSTOMER FEEDBACK

11.4 Corporate and Community Services

11.4.2 OPERATIONAL PLAN 2018-19: QUARTER TWO REPORT

Attachment 1 – Operational Plan 2018-19 Quarter Two Report

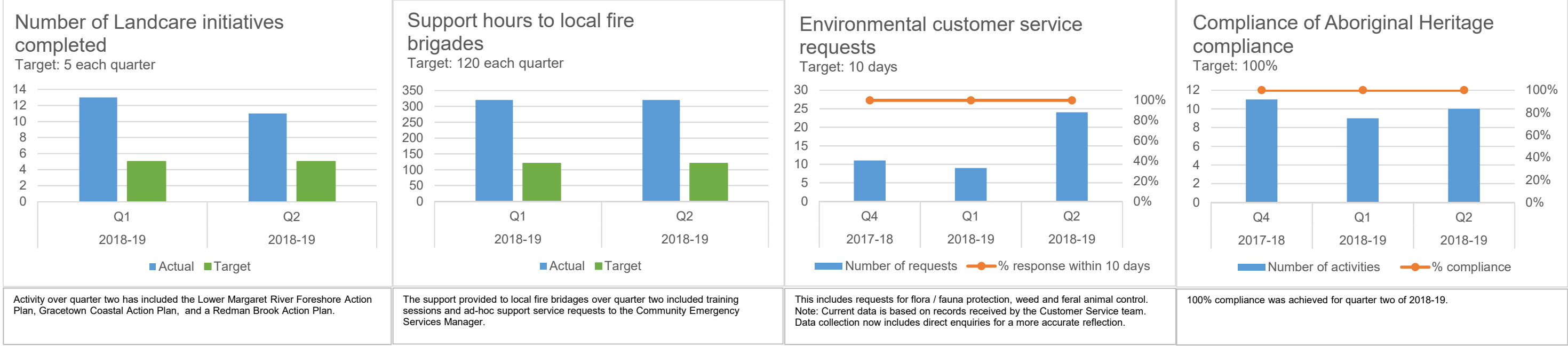
Service tracker dashboard

Print date: 1 February 2019

Shire of Augusta Margaret River

Quarter two: 1 October 2018 to 31 December 2018

Key result area 1: Valuing. Protecting and enhancing the natural environment



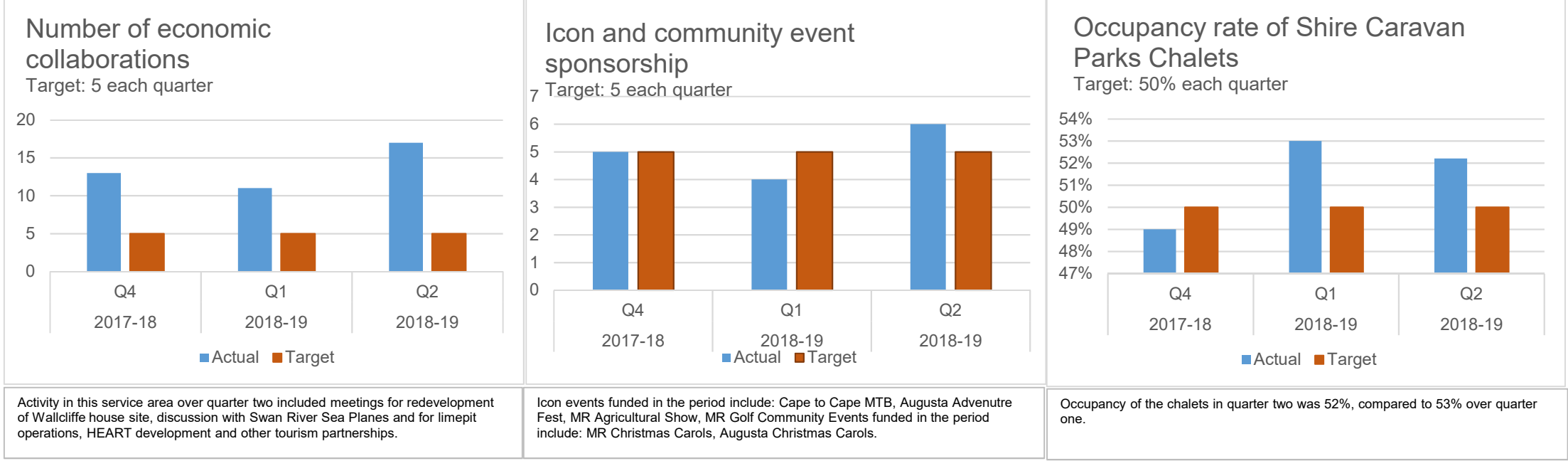
Service tracker dashboard

Print date: 1 February 2019

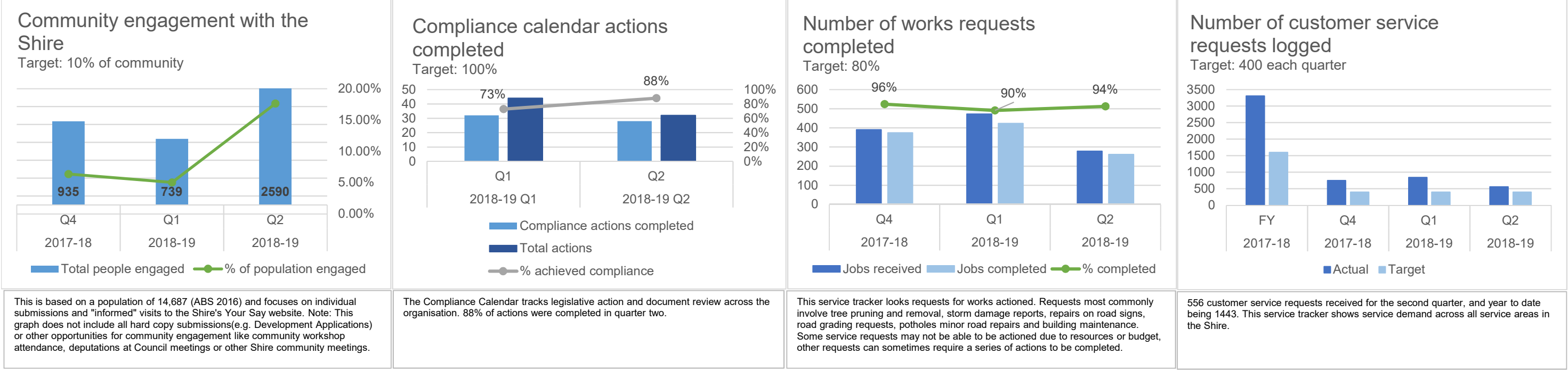
Shire of Augusta Margaret River

Quarter two: 1 October 2018 to 31 December 2018

Key result area 4: Vibrant and diverse economy



Key result area 5: Effective leadership and governance





Operational Plan 2018-19: Quarter two report

Shire of Augusta Margaret River

camms**strategy**

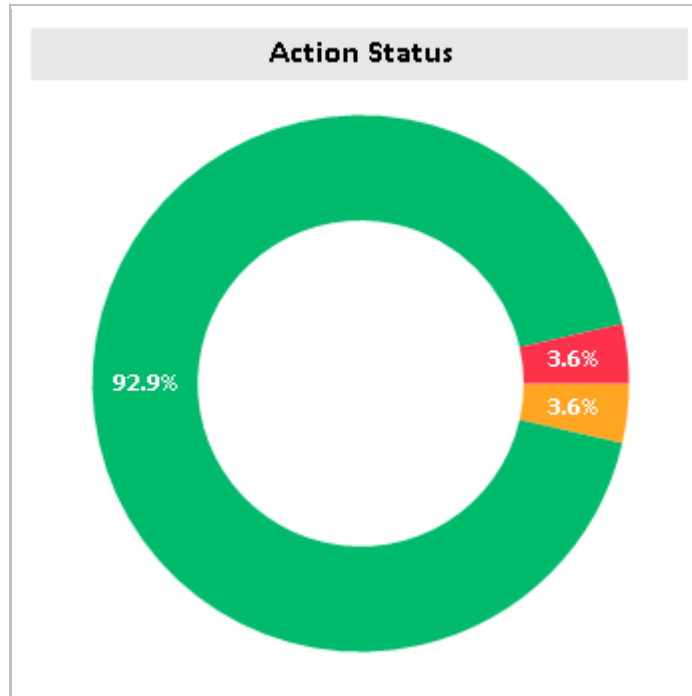
Print Date: 04-Feb-2019



OVERVIEW

Action SUMMARY BY PERFORMANCE

182	On Track
7	Off Track
7	Monitor
0	Not Applicable



ACTION PLANS



GREEN

At least 60% of action target achieved



AMBER

Between 40% and 60% of action target achieved



RED

Less than 40% of action target achieved

—

No target set

* Dates have been revised from the Original dates

Corporate & Community Services

Corporate and Community Services

Community Emergency Services

Action Title: 1.5.2.1 Priority Project: Implement and regularly review the Bushfire Risk Management Plan, including the bushfire risk treatment schedule through consultation with Landcare services

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris Lloyd - Community Emergency Services Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	GREEN

Action Progress Comments:

The Bushfire Risk Management Plan 2017-2022 remains in progress and has been successful in obtaining a further \$322,800 of Mitigation Activity Funding (18/19) from the State Government. Four Shire Reserve planned burns were completed as per the Shire Reserve Burn Program for spring 2018. 40% compliance to spring burn plan. All mitigation activities have been in consultation with key stakeholders including with the Shire's landcare services. A council information session was held on Wednesday 24 October 2018 which detailed the MAF 18/19 works and discussed the treatment strategies which will be utilised. 50% of the agreed treatments planned for MAF 18/19 have been implemented.

Last Updated: 15-Jan-2019


Action Title: 1.5.2.2 Partner with the Department of Fire and Emergency Services, the Office of Bushfire Risk Management and local community groups on bushfire strategies and resourcing including annual test exercises


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris Lloyd - Community Emergency Services Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	GREEN


Action Progress Comments:

The Shire along with Department of Fire and Emergency Services conducted Rural Urban Interface and Street Meet exercise and community information day on November 11, 2018 in Augusta. The DFES Fire Chat and Shire Bushfire Ready Facilitators are continuing to educate the community through targeted street meets and Bushfire Ready Groups. DFES and the Shire's CESM and Recovery Team have met prior to fire season to discuss arrangements, updates, improvements and contacts.

Last Updated: 15-Jan-2019


Action Title: 1.5.2.3 Participate and complete the State Risk Project (local) in conjunction with the Office of Emergency Management						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris Lloyd - Community Emergency Services Manager	In Progress	01-Jul-2018	30-Jun-2022	80.00%	50.00%	 GREEN
Action Progress Comments: The Shire's top 5 hazards have been risk workshopped with the Office of Emergency Management however, the final risk report needs to be compiled and published for the LEMC. An additional hazard (road crash) may also be risk workshopped during 2018/19 if the Police and other stakeholders chose to complete it. No feedback received from LEMC on the Draft Local Risk Register and National Disaster Resilience Program Funding opportunities lost this year due to tight turnaround time and time of year (Applications Close February 2019). Last Updated: 15-Jan-2019						


Action Title: 1.5.2.4 Participate in regular reporting including the annual State Preparedness Report						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris Lloyd - Community Emergency Services Manager	In Progress	01-Jul-2018	30-Jun-2022	25.00%	50.00%	 AMBER
Action Progress Comments: In progress. Will be compiled over the fire season ready to be submitted before June 30, 2019. Data was collected by Rangers over the Restricted Burning Time at the end of 2018. The information will significantly improve current reporting on Private Property mitigation and local law enforcement statistics. Last Updated: 15-Jan-2019						


Action Title: 1.5.2.6 Identify areas of highest fire risk across the shire and develop responses to mitigate risk and improve fire safety						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris Lloyd - Community Emergency Services Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The Bushfire Risk Management Plan 2017-2022 has identified high risk areas across the Shire of which strategies and treatments are prioritised accordingly. The Rangers have also developed an inspection program for compliance to the Bushfire Management Notice 2018/19 based on these identified high risk areas. Fire Response Plans are also in development in conjunction with Department of Fire and Emergency Services. A targeted community education/engagement campaign is being planned for the broader marketing strategy. Advice has been sought by DFES on appropriate treatment options for road reserves located in high risk areas with one road in and one road out such as Gracetown and Prevelly/Gnarabup. Last Updated: 15-Jan-2019						

Corporate and Community Services

Action Title: 4.3.1.1 Priority project: Complete the redevelopment of the Margaret River Cultural Centre and launch the HEART complex						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %


Heather Auld - Manager Of Library Services	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: Construction is nearly complete on Separable Portion 1 ready for opening March 2019. This will include the Multipurpose Theatre/Cinema with retractable seating for 168 people, new toilets, store room, green rooms, stage/dance floor and lobby with art exhibition space. The rest of the project is on track for opening July 2019. This will include main auditorium, foyer, offices, toilets, parent rooms, bar facilities and servery, sound shell and commercial kitchen. Last Updated: 18-Jan-2019						

Action Title: 4.4.4.2 Priority project: participate in the Scott River Region Study						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: Project Control Group meeting held in July with specification updated. Follow up meeting held in November 2018. Due to availability of resources it was agreed that the Shire of Nannup would take the lead role for this project and the Shire will provide funding to Nannup to assist with the engagement of a consultant. Last Updated: 10-Jan-2019						

Action Title: 5.2.4.4 Implement the Risk Management Framework, including convening of tri-annual meetings of the Audit and Risk Management Committee						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Risk Dashboard Reports completed for June and September 2018 and were presented at the October Audit and Risk Management Committee meeting. Last Updated: 10-Jan-2019						


Corporate Services

Customer Services

Action Title: 5.4.1.2 Champion the Customer Service Charter and Customer Service Strategy, and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Vicki Scott - Coordinator Revenue & Customer Service	Completed	01-Jul-2018	30-Jun-2022	100.00%	50.00%	 GREEN
Action Progress Comments: Customer Service Charter and Strategy reviewed and endorsed by ELT						

Last Updated: 18-Jan-2019

Action Title: 5.4.1.3 Champion the Complaint Handling Guide and review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Vicki Scott - Coordinator Revenue & Customer Service	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Complaint Handling Policy to February Council meeting

Last Updated: 01-Feb-2019

Finance

Action Title: 4.4.3.1 Priority Project: Create efficiencies which better enable local businesses to provide contract services for the Shire


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

A number of initiatives have been progressed including introducing a Doing Business with the Shire page on the Internet which includes information relevant to purchasing, refining tender response packs and conducting awareness of upcoming tenders for local suppliers for major projects such as the Margaret River main street redevelopment project.

Last Updated: 29-Oct-2018

Action Title: 4.4.3.2 Regularly review Shire purchasing policies and procedures to ensure equity and effectiveness


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2021	50.00%	50.00%	 GREEN

Action Progress Comments:

Updated Purchasing Policy adopted by Council at their meeting on 28/11/18. Review of procedures is ongoing.

Last Updated: 10-Jan-2019

Action Title: 5.1.3.3 Complete and submit Statutory Compliance Return and re-mediate any errors within time frames


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

Statutory Compliance Return for 2018 commences in January 2019 and is normally completed by March.

Last Updated: 15-Jan-2019

Action Title: 5.2.3.2 Conduct a minor review of the Long Term Financial Plan every year, and a major review every two years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

Conduct of a minor review is being reconsidered due to resourcing issues and the availability of key information for the plan.

Last Updated: 12-Oct-2018

Action Title: 5.2.3.4 Prepare the Shire's Annual Budget in accordance with the Long Term Financial Plan and Corporate Plan


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

Preparation of Annual Budget will commence in 2019.

Last Updated: 12-Oct-2018

Action Title: 5.6.1.3 Arrange review of internal controls, legislative compliance and risk management to comply with Audit Regulation 17

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2021	50.00%	50.00%	 GREEN


Action Progress Comments:


AMD engaged to conduct the review and fieldwork was undertaken during the week commencing 10/12/18. A draft report is expected to be provided in February 2019 and after the report is finalised it will be provided to the Audit and Risk Management Committee. Recent changes to the legislation require these reviews to be completed every 3 years rather than every 2 years. Therefore the results of this review must be provided to the Committee by the end of 2019.


Last Updated: 10-Jan-2019

Action Title: 5.6.1.4 Conduct external audit and interim audit annually and remediate any problems within timeframes


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: External audit of the 2017-18 Annual Financial Report has been completed with the Audit Report received on 9/10/2018. Field work was completed by the auditors from 20/8/18 to 23/8/18 with follow up undertaken from then until the Auditors were satisfied with the financial results. Interim audit is likely to occur in March/April 2019. Last Updated: 10-Jan-2019						


Action Title: 5.6.1.5 Administration of the Shire's investment and loan portfolio						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Loan repayments processed in accordance with schedules and term deposits placed and managed to maximise return to the Shire in accordance with the Investments Policy. Last Updated: 29-Oct-2018						


Action Title: 5.6.1.7 Continue to monitor monthly, year to date and annual financial performance including preparation of the annual financial report						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Andrew Ross - Acting Director Corporate and Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Monthly financial reports are prepared, reviewed and provided to business units for their review prior to being provided to Council in accordance with legislative requirements. Last Updated: 12-Oct-2018						


Information and Communications Technology

Action Title: 5.2.4.2 Review ICT and Records Disaster Recovery Plans						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Mittnacht - Coordinator Information Management	Not Started	01-Jul-2018	30-Jun-2019	0.00%	0.00%	 GREEN
Action Progress Comments: This has been deferred to follow the implementation of the ICT Strategic Framework. Note, there is an existing DRP that is effectively adequate to our current requirements. Last Updated: 10-Oct-2018						


Action Title: 5.7.1.2 Implement the ICT Strategic Framework and review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Mittnacht - Coordinator Information Management	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN
Action Progress Comments: Project has been deferred pending the identification of budget funds to possible engage an external resource Last Updated: 18-Jan-2019						

Action Title: 5.7.1.3 Review the organisations corporate software and implement ongoing improvements to meet the future needs of the organisation						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Mittnacht - Coordinator Information Management	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: This is a continuous ongoing process, with a budgetary planning emphasis at budget time (Q4). Last Updated: 10-Oct-2018						

Action Title: 5.7.1.4 Undertake the hardware maintenance program for the organisation						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Mittnacht - Coordinator Information Management	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The major maintenance program for this FY consists of replacement of the production servers with an HCI system. The evaluation and purchase of the appropriate equipment was started last FY and completed in Q1 of this FY. The installation was completed in Q2, including migration of the old production servers to the DR site with an effective doubling of available storage. Last Updated: 03-Jan-2019						


Records Management

Action Title: 5.2.4.1 Provide record keeping services to the organisation and review the Record Keeping Plan every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Mittnacht - Coordinator Information Management	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The Records Team continues to provide appropriate services to the Shire. A total of 20957 records were created during Q2 for a total of 41022 for the first half of FY 18/19. Last Updated: 03-Jan-2019						

Human and Community Services

Caravan Parks

Action Title: 4.2.4.1 Priority Project: Develop a masterplan for Turner Caravan Park


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nigel Anderson - Manager Human & Community Services	In Progress	01-Jul-2018	30-Jun-2019	90.00%	50.00%	 GREEN

Action Progress Comments:

The draft concept master plan and underpinning business plan have been received and endorsed in principle by Council, with further information to be provided that will assist in setting the staging of the redevelopment in accordance with Council's vision. An EOI has been distributed to existing short and long stay users to determine the level of interest from users to relocate to a purpose built are in the Karri Terrace, which closes on the 25 January 2019.

Last Updated: 08-Jan-2019

Action Title: 4.2.4.2 Develop additional chalets at Turner Caravan Park utilising Caravan Park reserve funds

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nigel Anderson - Manager Human & Community Services	In Progress	01-Jul-2018	30-Jun-2020	10.00%	50.00%	 RED


Action Progress Comments:

The provision of additional chalets at Turner Caravan Park has been included within the draft Concept Master plan based upon the success of the existing chalets which in their year first year (Dec 17-Jun 18) have achieved an average occupancy of 56% compared to the Caravan Industry Association average industry occupancy of 45%. Council are currently considering the chalet initiative as part of the overall master plan redevelopment staging.

Last Updated: 08-Jan-2019

Community Planning and Development

Action Title: 2.1.1.1 Support community groups to develop and deliver inclusive and participatory programs and events

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Support provided for programs and events to the following community organisations:

Nature Conservation MR, LAMP, Artzability, Propel Youth Arts, SW TAFE, Lions Club MR, Yeah The Boys/MRSHS, MR Districts Club, MR Men's Shed, Intercultural Action Group, Zero2Hero, Suicide Prevention Margaret River, Sensorium Theatre, Dementia Friendly working group.

Last Updated: 17-Jan-2019

Action Title: 2.1.1.2 Develop opportunities for multicultural groups to access community events and activities


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

In this quarter we have been working with the Margaret River Intercultural Action Group (IAG) to build their capacity. Some of the programs we are supporting are Hello Margaret River - the creation of a digital/print flyer for new migrants that provides information on the IAG to build their members as well as basic "new to town" information for CALD residents. Other programs they are progressing with include Building Bridges Program to empower the leadership skills of migrants living in Margaret River as well as "Your Story Matters", filming migrant's stories about living in Margaret River. They held their first gathering on Sunday 14th October, with approx.30 attendees. We are also looking at providing capacity building in group governance. Additionally, there was a local multicultural event held at the Organic Garden which we actively promoted. Key members of the IAG also sit on the Community Access and Inclusion Reference Group (CAIRG) this enables feedback and suggestions that considers the needs of these members of our community in Shire projects and plans.

Last Updated: 29-Oct-2018

Action Title: 2.1.2.1 Implement the Creative Blueprint including the Spare Plinth Program and public art policy, and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018 *	30-Jun-2019 *	50.00%	50.00%	 GREEN

Action Progress Comments:

Creative Blueprint and Public Art Policy currently under review. Draft Public Art Policy developed for review. Community workshop currently in development. Zone Room South art wall partnership with SW TAFE completed. Zone Room East art wall in project development.

Last Updated: 17-Jan-2019

Action Title: 2.1.3.1 Priority Project: Develop and implement the Shire's Reconciliation Action Plan


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jess Black - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	25.00%	25.00%	 GREEN

Action Progress Comments:

Year one of two year project.
Discussions with Shire President and CEO to look at how the relationships can be developed.
Meeting with Undalup Association scheduled for January.
CPDC to meet with Metro local Govt RAP committee in Feb.

Last Updated: 18-Jan-2019

Action Title: 2.2.1.1 Facilitate community capacity building activities and events including the Community Development Fund and Thank a Volunteer celebrations each year

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jess Black - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	87.00%	50.00%	 GREEN


Action Progress Comments:

Community Development Fund grant applicants (18 in total) have been contacted regarding the success of their application. Payments have been administered and acquittals are starting to be processed.

Thank a Volunteer event completed successfully. Department of Communities Grant acquittal commenced.

Last Updated: 15-Jan-2019

Action Title: 2.2.1.2 Provide professional advice and support to community groups in line with Asset Based Community Development

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Advice and consultancy provided in this quarter to:

Intercultural Action Group, Augusta Historical Society, MR Men's Shed, MR District Club, Cowaramup Community Garden, MRSHS, Artzability.

Last Updated: 17-Jan-2019

Action Title: 2.2.2.1 Priority Project: Develop and implement a plan for community resilience and regeneration to absorb the Community Safety Plan and include strategies for strengthening volunteerism, community capacity building and addressing disadvantage

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN


Action Progress Comments:

Not planned to begin until second half of 18/19 Financial Year.


Last Updated: 12-Oct-2018

Action Title: 2.3.1.1 Establish Shire lease agreements with community groups to support sustainable financial facility management


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------


Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Lease arrangements in discussion with Cowaramup, Witchcliffe and Karridale Halls. Varying levels of interest in uptake, requiring further consultation and planning to develop suitable partnership agreements Final draft lease currently with Augusta Historical Society for review Last Updated: 17-Jan-2019						


Action Title: 2.3.1.2 Implement the Access and Inclusion Plan (AIP) including community group support and a changing places space (subject to funding), review the AIP every four years and report on it annually to the Department of Communities						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: In this quarter progress on the AIP Implementation Plan has been well underway. This includes holding an event for International Day of People with Disabilities on December 3, as well as promotional displays at the front counters, both libraries and recreation centres; progressing an 8-mth inclusive recreation program with Inclusion Solutions, working with local community recreation groups to ensure they are inclusive; promotion of the beach wheelchair and renewed hire agreement and forms; Support to Sensorium theater at the library, participation in ECU accessible tourism workshop, induction held with new employees. A CAIRG meeting was held on 7 November which included consultation on location for a changing places facility, Gnarabup/Riflebutts coastal pathway and beach access, footpath upgrades, Margaret River Cultural Centre and upcoming events in the region. Also working closely with Margaret River Intercultural Action Group on numerous projects, see Action 2.1.1.2 for details. Last Updated: 16-Jan-2019						


Action Title: 2.5.1.2 Activate the Margaret River Youth precinct through recreational, social support and commercial partnerships						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: LAMP Youth mental health partnership in progress Youth services mapping underway Soggy Bones Commercial partnership completed and café & shop opened Zone Room bookings increased and crossing social services, sports, arts and YAC programs 1 youth mural completed and other youth mural works under development Zone Room upgrade works stage 1 complete Last Updated: 17-Jan-2019						

Action Title: 2.5.1.3 Facilitate activation of the Margaret River Youth Precinct through recreational, social support and commercial partnerships						
---	--	--	--	--	--	--

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Kate Mann - Community Development Trainee	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The Youth precinct has been effectively uses by youth of all ages in the community over this quarter. Soggybones deli open on the 17th of December, encouraging parents to bring kids to the precinct more often. With a variety of offerings including skate shop, it's enticing more social activity in the area. Lamp, a mental health service for youth, officially commenced in October at the Zone room, opening the space 2 days a week in the school term and 3 days a week over the holidays. This has seen a lot of engagement from younger youth and a great use of the Zone room. Lamp are currently completing a map of youth services to further support community and its needs. Last Updated: 16-Jan-2019						

Action Title: 2.5.1.4 Priority Project: Develop long term partnerships to provide youth mental health services across the shire						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: LAMP 3 month service mapping underway for completion by end Jan 2019. School term and Dec/Jan LAMP school holiday program underway from Zone Room and outreach to Augusta and Cowaramup sites. Last Updated: 17-Jan-2019						

Action Title: 2.5.3.1 Implement the Age Friendly Community Plan and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: In November we held a series of events for Seniors Week i.e. Art classes for older residents; morning tea at library with Montessori Primary Choir, hand massages, quiz and library presentation; inter-generational story time and baby rhyme time sessions. There was a total of 87 attendees at these events and feedback was very positive. CDO has been participating in Aged Care Advisory Group Meetings, these are now being held at the Shire but chaired by external community members. CDO has also been working with Alzheimer's WA and local community members on the development of a Dementia Friendly Community project. Community consultations were held on 28 November and were very well attended. The first working group meeting will be held in January. Last Updated: 16-Jan-2019						


Action Title: 2.5.5.1 Implement the Strengthening Youth Plan including youth volunteerism and 15 year Bursary Event, and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Kate Mann - Community Development Trainee	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN 27

Action Progress Comments:

The Youth Advisory Council volunteered at the Margaret River Agricultural Show, the Shire Thank a Volunteer event and the Wash Against Waste Trailer. Talks are currently underway to support the Augusta River festival. School holidays program developed for the youth and the Lamp mental health service have commenced. Other activity has included planning of a YAC camp and a Bursary event to happen in January.

Last Updated: 16-Jan-2019

Action Title: 2.6.4.3 Coordinate the Shire's Internal Emergency Ready Response Group


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

A lot of work has been undertaken this quarter to review and streamline our internal ready response processes. This includes updating our response structure and plans to reflect the new evacuation centre location (Recreation Centre,,), updating duty cards and creating flow charts and resources for use at an evacuation centre. The evacuation centre kits have been updated and a new kit created for the Augusta Office. An internal Ready Response Refresher Session was held on 21 November with internal staff as well as team meetings with customer service staff. Participation in the Welfare Coordination Meeting was held with Dept. Communities. Augusta staff were also trained in the Ready Response process and onsite meetings held at the Augusta Evacuation Centre and Margaret River Evacuation Centre. A team of volunteers were confirmed if required. CDO was also asked to present a webinar along with WALGA and the Office of Emergency Management on best practice "preparing LGs for emergencies" this was well received and many requests for sharing resources have been received since. CDO was also asked by WALGA to develop a best practice example for a new preparedness webpage on the WALGA website.

Last Updated: 16-Jan-2019

Action Title: 2.6.4.4 Coordinate preparedness initiatives and recovery services to support the community in the case of emergencies


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN

Action Progress Comments:

Pre fire season preparedness reviews completed
Recovery centre and community preparedness training complete

Last Updated: 17-Jan-2019

Action Title: 3.2.3.7 Finalise the Community Infrastructure Plan, progressively implement through the Long Term Financial Plan and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Final Draft submitted for review in Jan/Feb 2019.

Last Updated: 17-Jan-2019

Action Title: 4.3.3.1 Convene regular meetings with the Art and Culture Advisory Group and through this group provide support for collaborative creative community projects

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

3 meeting in this period to consult on Public Art Policy and Creative Blueprint Review.

Advisory Group members also involved in public art development for HEART Precinct.

Last Updated: 17-Jan-2019

Action Title: 5.2.1.1 Conduct a minor review of the Community Strategic plan every two years, and a major review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

This project has been deferred, due to staffing resources and waiting on CEO recruitment.

Last Updated: 15-Jan-2019

Action Title: 5.2.1.2 Conduct a minor review of the Shire's Corporate Plan every two years, and a major review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN


Action Progress Comments:


This is scheduled for quarter three of 2018-19.


Last Updated: 29-Oct-2018


Action Title: 5.2.3.3 Develop the Shire's Operational Plan each year in line with the Corporate Plan and Annual Budget





Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

Stacey Hutt - Corporate & Community Planner	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN
Action Progress Comments: This is scheduled for quarter four of 2018-19. Last Updated: 29-Oct-2018						

Action Title: 5.4.2.1 Priority Project: Deliver the Integrated Planning Framework through review of the Shire's Service Levels and Operational Plan in accordance with the annual budget and workforce plan						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN
Action Progress Comments: This project has been deferred, due to staffing resources and waiting on CEO recruitment. Last Updated: 15-Jan-2019						

Action Title: 5.4.4.1 Hold regular meetings with the Augusta Margaret River Community Network group on local social service provision						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Group met on 5 December 2018 – shared with Vasse Human Services Alliance. Work has also been conducted on consultation for Lishman Health Foundation mental health and wellbeing study, and supporting GP Down South / WAPHA Service Mapping. Last Updated: 15-Jan-2019						

Action Title: 5.4.4.2 Hold regular meetings with the Community Access and Inclusion Reference Group with a special focus on improved local infrastructure for those with a disability						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: A CAIRG meeting was held on 7 November which included consultation on location for a changing places facility, Gnarabup/Riflebutts coastal pathway and beach access, footpath upgrades, Margaret River Cultural Centre and upcoming events in the region. Items also discussed included a Socially Inclusive Communities Project, planning for International Day of People with a Disability and Seniors Week events, and discussion on bush fire preparedness for vulnerable groups. Attendees included local disability organisations, senior's representatives and representatives from the Intercultural Action Group. Last Updated: 16-Jan-2019						


Action Title: 5.4.4.3 Hold regular meetings with the Youth Advisory Council and partner to deliver local projects						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Kate Mann - Community Development Trainee	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	
Action Progress Comments: Weekly Wednesday meetings with the Youth Advisory Council continued until the end of November with good attendance rates. Meetings saw an average of 15 members in attendance between the ages of 12 and 16. YAC membership has been majority female however, the number of male members has increased from 1 to 3 over the past school term. The YAC attended a council briefing on the 12th of December with the Climate change group from the high school (MRSHS) to sit in and support those who spoke on the issue. YACers expressed interest in the return of weekly meetings in 2019. Last Updated: 16-Jan-2019						
Action Title: 5.5.1.1 Coordinate annual business planning across the organisation which captures opportunities for cross business unit collaboration and service improvements						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	In Progress	01-Jul-2018	30-Jun-2022	25.00%	25.00%	
Action Progress Comments: Officers have started forward planning budget and key actions for 2019-20. Planning to be completed in quarter three of 2018-19 with review of the Operational Plan. Last Updated: 03-Jan-2019						
Action Title: 5.5.2.1 Implement the Shire's Community and Stakeholder Engagement Framework including Your Say, and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	
Action Progress Comments: Activity over quarter two has included support for Planning Scheme Review, Margaret River HEART, Art and Culture Plan, Turner Caravan Park and management of the Your Say website. An iPad display for Your Say was established at the Margaret River Library to increase accessibility and awareness of consultations. Last Updated: 03-Jan-2019						
Action Title: 5.6.2.1 Deliver quarterly updates to Council and community of progress against the Operational Plan						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Katie Taylor - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	

Action Progress Comments:

Reporting is on track for quarter two of 2018-19.

Last Updated: 16-Jan-2019

Action Title: 5.6.3.1 Deliver the Annual Report each year in line with statutory requirements


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Stacey Hutt - Corporate & Community Planner	Completed	01-Jul-2018	30-Jun-2022	100.00%	75.00%	 GREEN

Action Progress Comments:

The Annual Report for 2017-18 was presented to Council on 28 November 2018 and endorsed at the General Electors Meeting on 12 December 2018.

Last Updated: 03-Jan-2019

Action Title: 5.6.3.3 Participate in the PriceWaterHouseCoopers Australasia Local Government Performance Excellence Program

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jason Cleary - Coordinator Community Planning and Development	Completed	01-Jul-2018	30-Jun-2022	100.00%	100.00%	 GREEN


Action Progress Comments:

Data collection completed on schedule in quarter one of 2018-19.

Last Updated: 29-Oct-2018

Human Resources

Action Title: 5.2.3.1 Conduct a minor review of the Workforce Plan every year, and a major review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nigel Anderson - Manager Human & Community Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

The major review of the current Workforce Plan has been completed and will be provided to the Shire's future CEO for consideration in developing the next Workforce Plan.


Last Updated: 11-Oct-2018

Action Title: 5.3.1.1 Review the Shire's training and development plans


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: No action scheduled to be completed this quarter. TNA templates to be reviewed and sent out for employee and reporting officer completion in Q3 Last Updated: 18-Jan-2019						


Action Title: 5.3.1.2 Review workforce performance plans

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Of the 15 outstanding PES reviews to be completed last quarter, 8 were completed in Q2, with 7 remaining outstanding due to staff being on leave or seasonal worker. The 7 outstanding will be completed upon their return. PES feedback survey created in this quarter for staff to provide feedback on their experiences with the PES survey process, the tool itself and how they receive feedback from their reporting officer on their performance. Following this, the performance plans will be reviewed for every employee Last Updated: 18-Jan-2019						

Action Title: 5.3.2.1 Negotiate the Enterprise Bargaining Agreement renewal every three years and lodge with the Fair Work Commission

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nigel Anderson - Manager Human & Community Services	In Progress	01-Jul-2018	30-Jun-2022	15.00%	50.00%	 RED
Action Progress Comments: Proposed improvements to the EBA are currently being scoped and supporting wage pricing data is being collated to inform the Workforce Plan and Long Term Financial Plan. Last Updated: 08-Jan-2019						


Action Title: 5.3.2.2 Facilitate the employee recognition program

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: In December, a total of 25 recognition awards were presented to teams and individuals in recognition of their contribution to the organization being above and beyond (20 to an individual and 5 to a team). The 25 awards were selected by ELT from 29 nominations being received. Mel Aylett received a record 4 nominations, whilst Garth Baxter received 2 nomination.						

The organisation recognized service milestones for 8 employees in this quarter, including for 2 employees who've given 15 years of service and 1 employee whose given 30 years of service to the Shire.

Last Updated: 18-Jan-2019

Action Title: 5.3.3.1 Implement the Occupational Safety and Health Management Plan


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Garth Baxter - Safety Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Endorsed and signed by CEO (acting) and Safety Rep -
Shires hazard risk register review undertaken and completed by management
Inspection program underway.
Inspections - buildings, Waste services
Work task inspections behind and require completing by end of January.
Training on track
Emergency drills required to be undertaken by end of January.

Last Updated: 17-Jan-2019

Action Title: 5.3.3.2 Implement the employee health program


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Garth Baxter - Safety Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Health Assessments conducted July pax 46 persons
Skin screening completed 80 pax plus

Last Updated: 17-Jan-2019

Action Title: 5.3.3.3 Implement the actions from the Equal Employment Opportunities Plan and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:


No action scheduled to be taken this quarter.

Last Updated: 18-Jan-2019


Action Title: 5.3.3.4 Coordinate OSH Audit AS/NZS4801:2001

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Garth Baxter - Safety Officer	Completed	01-Jul-2018	30-Jun-2019	100.00%	50.00%	 GREEN
<p>Action Progress Comments: LGIS Audit completed November 2019 Achieved 90% average over all and obtained Gold Award under the LGIS scheme. Following scores Management commitment 91% Planning 83% Consultation and reporting 93% Hazard management 93% Training and Supervision 93%</p> <p>Submitted results to Work Safe for evaluation and have 15/01/2019 been informed that we have achieved Platinum status highest award under Work safe Banner.</p> <p>Last Updated: 17-Jan-2019</p>						

Action Title: 5.3.4.2 Implement the Shire Engagement Strategy and Workforce Communication Strategy and review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
<p>Action Progress Comments: The findings from the workforce engagement survey are currently being collated for inclusion in the major workforce plan review in Q3.</p> <p>The communication procedure was updated in this quarter and now sits in draft mode, ready to be adopted.</p> <p>Last Updated: 18-Jan-2019</p>						

Action Title: 5.5.3.1 Provide learning opportunities for young people at the Shire through mentor traineeships, workplace experience and wider community volunteerism opportunities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Nicolae Nitu - Coordinator Human Resources	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
<p>Action Progress Comments: The Shire had two work experience placements at the Recreation Centre in the 2nd Quarter of 2019.</p>						

The Trainee Gardener position is currently being advertised and will start in February 2019 (Q3). There is strong support from TAFE Margaret River who will be providing the Cert III Horticulture certificate to the successful candidate in 2019.


The Community Development Trainee for 2019 was advertised in Q1 and 2 applications were received. Interviews were conducted and Community Development selected Kate Mann as the successful trainee for 2019. The recruitment process was finalized and Kate started with the Shire in January 2019.

Last Updated: 18-Jan-2019

Libraries

Library Services

Action Title: 2.4.1.1 Review the long term needs of library services

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Heather Auld - Manager Of Library Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

The Get Online Week competition and community lunch event was held to promote digital inclusion, funded by Be Connected.


Application lodged for a further grant: Be Connected Building Digital Skills grant to promote digital inclusion for Seniors throughout 2019.

An increase in the use of e-books & e-audio: this quarter there were 34% more downloads than the same quarter of the previous year.

Current number of followers of the library blog: 1,360.

Last Updated: 18-Jan-2019

Action Title: 2.4.1.2 Assess funding arrangements and agreements between state government and Shire libraries

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Heather Auld - Manager Of Library Services	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN

Action Progress Comments:

WA Public Libraries Strategy

Consultation Report has been endorsed by the Library Board and WALGA State Council at their July meetings. The report is available on the SLWA website <http://www.slwa.wa.gov.au/about-us/corporate/wa-public-libraries-strategy>.

Public Libraries Working Group has resolved that implementation of the Strategy will be prioritised according to available resources. The initial focus will be on:

- Progressing work to develop a tiered model to support public library service delivery in WA; examples of how the tiered model could work, emphasising that the goal is to provide autonomy in expenditure for those who meet the standards required by the highest tier, and support if required by libraries on other tiers. The ALIA Guidelines and Standards will be used as a measure.
- New model to support regional and remote libraries: will this continue, or will it be rolled into the new tiered funding model.
- The group also discussed whether the exchanges model is sustainable. If it is, all libraries should participate. An online model may be proposed but there is a lot of work to be done to resolve the mechanics of a new system.
- SLWA/Treasury is well underway in exploring how library funding will be changed from capital funding to recurrent funding.

- Local Government Act is being reviewed and modernised; what this will mean for libraries.

Last Updated: 18-Jan-2019

Action Title: 2.4.2.1 Provide learning events at the libraries

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Heather Auld - Manager Of Library Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

51 events including one-on-one tutoring sessions and engaging with 254 participants. Highlight was Seniors Week celebrations at Augusta and MR Libraries in November.

Number of programs for youth and children: 39

Number of participants: 704

The first sensory storytime was conducted by Sensorium Theatre at Margaret River Library in October.

Last Updated: 18-Jan-2019

Sport and Recreation Services

Recreation Services

Action Title: 2.5.1.1 Provide fitness programs, including Kidsport and Living Longer Living Stronger, that cater for seniors and persons with a disability

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Ongoing reviewing of the Fitness timetable, networking and consultation on the program the centre runs continue to allow us to cater for a wide range of groups and community sectors.

Changes to the kid sport funding are occurring in early 2019 to full online system allowing for easier access to funding for clubs and online acquittal.

Last Updated: 16-Jan-2019

Action Title: 2.5.2.2 Develop and implement a masterplan for infrastructure upgrades to the Recreation Centres in Margaret River and Augusta, as well as beach lifeguard equipment


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

With a majority of major works linked to the LTFP, smaller projects have been identified based on funding. Basketball floors, change-rooms new renovated showers, changing cubicles have all been highlighted. Over the next 6 months the centre aims to redo the flooring in the aquatic facility to bring into line with the other areas. Augusta has been closed for over 4 months for asbestos removal, new roofing, renovated cricket football club, renovated library and Home and community care centre, making the facility like new again. Long term planning for recreation centre infrastructure currently in early phases with Building coordinator to then feed in to the LTFP, Aquatic centre is showing major roof damage to be addressed, and new liner in the next 1 to 2 years. Structural engineer to provide a report to move forward early February 2019

Last Updated: 16-Jan-2019

Action Title: 2.5.2.3 Develop an online booking system for Recreation Services


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	Not Started	01-Jul-2018	30-Jun-2019	0.00%	0.00%	 GREEN

Action Progress Comments:

Due to software developers, this has been deferred until a later date, the centre has implemented some small changes including a self-service kiosk and eftpos integration. Online bookings and memberships will be developed in the next 12 months as per directions from the developers. No change as of Jan 2019

Last Updated: 16-Jan-2019

Action Title: 2.5.4.1 Priority Project: Develop the Shire's outside school hours care facilities to adequately respond to local needs


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN

Action Progress Comments:

The Recreation Centre and Shire does not provide a childcare service as stated. The Recreation Centre provides outside school hours care in the form of before and after school care and vacation care. There remains continued growth for the Outside School Hours Care service and high unmet demands. With the successful CCCF Sustainability funding we aim to increase capacity by 30 positions in accordance with Child Care regulations and legislation. This requires physical space and a business model and plan will be developed. The Centre is working with architects to develop an area at the back of the Centre for a redeveloped OSHC facility that will allow the current service to grow. Concept plans for the area are over 75% completed with costing provided to build facility. Officers to work on a business plan to build the centre and source potential funding.

Last Updated: 16-Jan-2019

Action Title: 2.5.4.2 Partner with swim schools to provide the community with cost effective services


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	Completed	01-Jul-2018	30-Jun-2022	100.00%	50.00%	 GREEN

Action Progress Comments:

Over the last 3 months Lynda Jones has now sold the MRSC to Roberta Williams's owner of Aquatics Academy - as of Jan 2019 there is now only one Private swim school in Margaret river offering services. The centre will continue to work with Roberta to offer the best possible service the centre can for the swim school to operate. The centre is working on assisting with cross posting of advertising for the service to ensure maximum participant in swim for the community

Last Updated: 16-Jan-2019

Action Title: 3.2.3.4 Develop a plan for upgrades to the Margaret River Recreation Centre for infrastructure and ongoing maintenance

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dylan Brown - Recreation Operations Manager	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Ongoing maintenance and infrastructure aligns to the LTFP, Works to maintain the building on a daily yearly basis are ongoing. With the Basketballs for all three courts the next major hurdle as swelling due to the building and lack of water moisture management appearing after many years. This will cause the floor to be drum sanded back to their original state over 30 years ago. This will put the centre back into a standard maintain pattern for the courts. The addition of the new dehumidifier has been a welcome addition to the pool hall reducing chloramines and the humid atmosphere dramatically. Further developments with the building coordinator will occur over the next 12 months for further development of the building

Last Updated: 30-Oct-2018

Infrastructure Services**Asset Services****Asset Management**

Action Title: 1.2.1.4 Work with the Department of Water and Environment Regulation to address recommendations from the Hardy Inlet Water Quality Improvement Plan for Augusta townsite stormwater treatment


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

This project has been deferred pending release of the plan by the Department.

Last Updated: 18-Jan-2019

Action Title: 1.4.1.1 Implement and regularly review the Coastal Hazard Risk Management Adaptation Plan, including monitoring of sea level rise and beach safety.


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Current action includes engagement of a contractor to undertake development of management options for the coastal walkway between Prevelly and Gnarabup, the Gnarabup Boat Ramp, Shire wide beach monitoring and development of Coastal Processes study for Flinders Bay.

Last Updated: 16-Jan-2019

Action Title: 1.4.2.1 Implement the Limestone Cliff Stability Assessment and Landcare Management plans for coastal areas

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:


Procurement of a consultant to refine options for key limestone risk areas is planned.

Additional fencing and access control, plus rehabilitation works including drainage modification has been undertaken near South Point to assist stabilisation of a high risk site. Fencing and brushing of portions of Gnarabup headland have been completed.

Beach Emergency Numbering Signs have been rolled out across the Shire with the Shire successfully applying for \$19,000 to produce 48 signs to be located across Shire, DBCA and DoT managed lands. Signs were installed at Shire locations prior to the summer school holidays.

Last Updated: 16-Jan-2019

Action Title: 1.4.2.2 Implement coastal rehabilitation of the Cape Mentelle to Gas Bay Foreshore Plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Coastal rehabilitation is ongoing including weekly volunteer sessions and a joint session with Margaret River Coastal Residents Association, the Chamber of Commerce, Nature Conservation and the Shire with over 30 people attending and undertaking onground works and learning about the importance of coastal rehabilitation and management. The Shire also funded and arranged the installation of additional fencing at this site to reduce access to key limestone areas.

Seasonal beach fencing has been reinstalled in Gnarabup.

Last Updated: 16-Jan-2019

Action Title: 3.2.1.2 Undertake quality control of developer provided assets


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Input provided to engineering aspects of scheme amendments, structure plans, subdivision applications and development applications, including Witchcliffe Eco Village. Subdivision works inspected as required at Lots 6 & 7 Ashton Street and Reserve on Redgate.

Last Updated: 03-Jan-2019

Action Title: 3.2.3.6 Implement and regularly review the Augusta Interpretation Plan, including interpretive signage and a trail shelter for 2018 - 19


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Oct-2018	30-Jun-2019	40.00%	50.00%	 GREEN

Action Progress Comments:

Councillor briefing conducted on 25 July 2018. Quotations being sought for provision of shelter. Augusta Interpretation Plan CRG to be combined with Augusta Trails CRG.

Last Updated: 03-Jan-2019

Action Title: 3.5.1.1 Implement the Margaret River Townsite District Water Management Strategy and Margaret River Recycled Water Scheme, and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Local Water Management Strategies and Urban Water Management Plans for subdivisions within Margaret River assessed as required. Review of Margaret River Recycled Waste Water Scheme underway.

Last Updated: 03-Jan-2019

Action Title: 3.6.1.1 Finalise the construction of the Winter Diversion Track in alignment with the Working Group Report, including ongoing environmental and cultural management

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	30.00%	50.00%	 GREEN

Action Progress Comments:

Landowners have provided informal agreement on price for sale. Draft contract documentation has been prepared and provided to owners for discussion in late January following their return to Australia.





Engagement of an Indigenous representative has been problematic with the Undalup Association unable or unwilling to provide their services to the project. Shire staff requested the SWB Working Party provide name of a representative on October 24 2018 and names were subsequently provided in December 2018.





It is intended for the Implementation Reference Group to meet in February to finalise the alignment allowing the submission of a Section 18 application under the Aboriginal Heritage Act. Weed control and rehabilitation is ongoing on track margins.

Last Updated: 16-Jan-2019

Action Title: 3.6.1.2 Ongoing implementation of the Cape Leeuwin Trail and tourism precinct plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	20.00%	50.00%	 AMBER
Action Progress Comments: A clearing permit for the trail between Augusta Boat Harbour and Dead Finish has been obtained. A trails consultant has been appointed to determine the detailed designed for Stage 1 and concept alignment for further stages. A meeting of the Augusta Trails Community Reference Group was held on 19 November 2018. Last Updated: 03-Jan-2019						
Action Title: 3.6.1.3 Finalise the Walking and Off-Road Cycling Strategy for Margaret River and commence implementation						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	10.00%	24.00%	 AMBER
Action Progress Comments: Road Safety Audit conducted by consultant on Bussell Hwy between Old Settlement and Carters Road. Request to lower speed limit on Carters Road submitted to MRWA and rejected. Community Reference Group meeting held on 19 December 2018. Terms of Reference of CRG to be expanded to include Margaret River Precinct Masterplan, making this year one of a two year project. Last Updated: 01-Feb-2019						
Action Title: 3.6.1.4 Collaborate with CapeROC to finalise and implement the Regional Trails Strategy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	10.00%	50.00%	 RED
Action Progress Comments: The brief has been prepared and endorsed by CapeROC. A Request for Quotation process was conducted and the project was awarded to Common Ground Trails. Background information provided to consultant. Start-up meeting to be held in January 2019. Project delivery has been delayed due to the availability of the consultant. Last Updated: 01-Feb-2019						
Action Title: 3.6.1.5 Progressive implementation of the recommendations within the Bridle Trails Feasibility Study including development around the Margaret River Pony Club						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2020	15.00%	50.00%	 RED
Action Progress Comments: Plans have been developed to implement trail markers, signage and mapping over quarters three and four of 2018-19. Trail marker posts have been ordered, with map and leaflets to be designed with the pony club. Last Updated: 01-Feb-2019						


Action Title: 3.6.1.6 Implement the Townsites Pathway Plan and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: DoT grant obtained for extension of Bussell Hwy path from MR Senior High School to MR Education Campus. Planning and design underway for delivery of budgeted pathway projects in Gnarabup and Gracetown. Shared pathway constructed by MRWA on John Archibald Drive, between Kingfisher Loop and Darch Trail. Second additional shared pathway on JAD under investigation - from Honeyeater Loop to Woodard Avenue. Last Updated: 03-Jan-2019						
Action Title: 3.6.1.7 Ongoing extension to the Wadandi track in collaboration with the City of Busselton						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	5.00%	5.00%	 GREEN
Action Progress Comments: Councillor briefing conducted on 25 July 2018. Preliminary discussion held with Lotterywest about grant funding opportunities and Shire priorities. Last Updated: 03-Jan-2019						
Action Title: 3.6.1.8 Conduct drainage investigations to identify capacity issues and requirements						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	20.00%	30.00%	 GREEN
Action Progress Comments: Investigations underway into drainage improvements in Ashton Street and Le Souef Street, Margaret River. Design underway for improvements to drainage in Mann Street, Margaret River, to prevent flooding. Last Updated: 03-Jan-2019						
Action Title: 3.6.2.2 Priority Project: Develop a Margaret River Precinct Masterplan, to include Rotary Park, bridge, the weirs and traffic management strategies for Carters Road and the wider precinct						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2020	10.00%	24.00%	 AMBER

Action Progress Comments:

This project has now been scheduled to occur alongside the Walking and Off-Road Cycling Strategy. This is year one of a two year project. Road Safety Audit of Bussell Hwy conducted in this precinct. Preliminary discussions held with consultation consultant about possible community engagement strategies for this project. Walk and Off Road Cycle Trails Community Reference Group has agreed to act as Community Reference Group for this project.

Last Updated: 01-Feb-2019

Action Title: 3.6.2.3 Conduct the Darch Trail extension to the new pedestrian bridge over Darch Brook


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2019	75.00%	50.00%	 GREEN

Action Progress Comments:

Alignment identified and minor clearing of undergrowth undertaken to form narrow trail, from Halcyon Crescent to new pedestrian bridge over Margaret River. Darch Trail south of Riverslea re-opened following opening of MR Perimeter Road. Agreement reached with South West Boojarah Working Party to rename the trail the Wanang Trail (aboriginal word for peppermint tree).

Last Updated: 03-Jan-2019

Action Title: 3.6.2.4 Implement the Capes Region Boating Strategy and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	Completed	01-Jul-2018	30-Jun-2022	100.00%	50.00%	 GREEN

Action Progress Comments:

RBFS grant application for update of Capes Region Boating Strategy (CapeROC project) was unsuccessful, so project will not proceed in 2018-19. RFQ process conducted for construction of universal access floating finger jetty at Ellis Street boat ramp in Augusta. Walcon appointed, design approved, building license obtained and aboriginal monitor appointed. Construction completed in November 2018. Additional pathway constructed to link existing pathway to jetty.

Last Updated: 03-Jan-2019


Action Title: 3.6.3.1 Partner with the Department of Transport and Main Roads Western Australia for improved local outcomes


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:


Assisted MRWA with formation of Community Reference Group for Caves Road Planning Study. Two CRG meetings conducted.

Last Updated: 03-Jan-2019

Action Title: 4.3.2.1 Partner with state government agencies to develop appropriate communication infrastructure in the Shire						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	Completed	01-Jul-2018	30-Jun-2022	100.00%	50.00%	 GREEN
Action Progress Comments: List of mobile phone black spots within the Shire provided to SWDC for consideration in state government Telecommunications Investment Prioritisation Study. Last Updated: 19-Oct-2018						


Action Title: 4.3.2.2 Collaborate with CapeROC to review the use of directional signage in the region and implement actions to support community and visitation						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Sonja Pienaar - Coordinator Asset Management	In Progress	01-Jul-2018	30-Jun-2019	65.00%	50.00%	 GREEN
Action Progress Comments: Final comments have been provided to the City of Busselton on the report: Capes Region Signage Review Report by GHD after a condition review of existing signage along Caves Road and Bussell Highway. Last Updated: 18-Dec-2018						

Action Title: 4.5.2.1 Finalise and implement an adaptation and protection strategy for Gnarabup boat ramp and coastal pathway						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Coastal engineering consultants have provided a series of draft designs for adaptation and relocation of the pathway the ramp and access points. Community consultation on these management options was undertaken for a 4 week period in late 2018. The Shire reference group are reviewing draft designs and results from consultation to provide further direction to the consultants. Last Updated: 16-Jan-2019						

Action Title: 5.2.3.5 Conduct a minor review of the Asset Management Plan every two years, and a major review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Asset revaluations completed. Asset renewal modelling nearing completion. Outcomes will inform update of Asset Management Plan.						


Last Updated: 03-Jan-2019

Action Title: 5.2.3.6 Priority project: Implement the Shire's Asset Management Improvement Plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Last Updated: 03-Jan-2019

Action Title: 5.2.3.10 Undertake a review of the 10 year capital works program


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	35.00%	50.00%	 GREEN

Action Progress Comments:

Review of individual asset based programs has commenced and will be informed by the update of the Asset Management Plan. This project has been delayed by the commencement of the new Assets officer, commencing in January 2019.

Last Updated: 01-Feb-2019

Action Title: 5.2.3.11 Administrate the new asset management information system

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Nicholson - Manager Asset Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Transition to new Assetic asset management system is progressing.

Last Updated: 03-Jan-2019

Community Building Services

Action Title: 2.3.1.5 Deliver upgrades to the Cowaramup District Hall, including structural repairs to ensure it is fit for purpose


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Gunn - Coord Building Assets & Maintenance	In Progress	01-Jul-2018	30-Jun-2022	20.00%	50.00%	 AMBER

Action Progress Comments:


Building Services Tender awarded to TATE CONSTRUCTIONS. Works due to commence February 2019.

Last Updated: 10-Jan-2019


Action Title: 2.3.1.6 Deliver MRYP Hall renewal Project and Zone Room upgrades to enable a diversity of services to operate from the space

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Jess Black - Community Development Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: First stage of Zone Room works complete. Last Updated: 15-Jan-2019						


Action Title: 3.2.3.2 Implement the Asbestos Replacement Program in accordance with the Long Term Financial Plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Gunn - Coord Building Assets & Maintenance	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Asbestos removal currently underway at Margaret River Rec Centre and the Margaret River Cultural Centre. Last Updated: 29-Oct-2018						

Action Title: 3.2.3.3 Finalise and implement the Public Toilet Renewal and Upgrade Program

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Gunn - Coord Building Assets & Maintenance	In Progress	01-Jul-2018	30-Jun-2019	40.00%	50.00%	 GREEN
Action Progress Comments: Upgrade of Cowaramup Hall Public Amenities due to commence in February. Renewal of Gnarabup Public Amenities scheduled for May. Last Updated: 10-Jan-2019						

Action Title: 5.2.3.7 Develop annual schedules for maintenance and renewal of Shire facilities in accordance with the Asset Management Plan and Community Infrastructure Plan


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
David Gunn - Coord Building Assets & Maintenance	In Progress	01-Jul-2018	30-Jun-2022	25.00%	50.00%	 AMBER
Action Progress Comments:						

Transition to new asset management software system on hold until vacant position in Assets Team is filled.

Last Updated: 16-Jan-2019

Landcare Environmental Services

Action Title: 1.1.1.1 Coordinate and implement the delivery of the Environmental Management Fund to deliver improved environmental outcomes including community delivery through grants

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	


Action Progress Comments:

Applications for the Environmental Management Fund Grant scheme have been assessed and projects were endorsed by Council on 14 November 2018. Grant agreements have been signed and projects are underway.

Internal projects were endorsed at the Sustainability Advisory Committee meeting on 20 September 2018 and are now underway.

Last Updated: 16-Jan-2019

Action Title: 1.1.1.2 Maintain partnerships and support community programs run by local community groups who champion the ecological values of the Shire including Nature Conservation Margaret River Region and the Lower Blackwood Landcare District Council


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	

Action Progress Comments:

Regular officer level meetings with Nature Conservation Margaret River Region (NCMRR) and Lower Blackwood Land Care District Council (LCDC) have continued this year to discuss existing and potential collaborative projects and strategic items. Staff also meet with community groups to discuss specific projects and provide technical advice including the Western Ringtail Possum Steering Committee. Memorandums of Understanding are being revised ahead of report to Council seeking endorsement.

Last Updated: 16-Jan-2019

Action Title: 1.1.3.1 Engage the local Wadandi people on cultural heritage issues and appropriate management of capital, community and environmental projects including approvals as required

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	


Action Progress Comments:

Engagement is progressing well with Manager Asset Services attending the South West Boojarah (SWB) Working party meeting on 11 July 2018 to present on a number of items and seek feedback including Main Street upgrade, a Welcome to Country video, revegetation projects and drainage works. The Shire also presented to a SWB Working Party meeting on 24 October 2018 on items including capital programs such as the Leeuwin Trail, road upgrade projects and the Margaret River Protection Strategy.

Undalup Association have been engaged following a RFQ process to deliver cultural awareness training to 50 staff and Councillors in late February.

Last Updated: 16-Jan-2019

Action Title: 1.2.1.1 Priority project: Collaborate with Nature Conservation Margaret River Region and other agencies to develop and implement the Margaret River Protection Strategy in collaboration with the community.


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

A draft protection strategy has been endorsed by the Collaborative River Management Group, and was released for public comment. The draft strategy was also presented to the South West Boorah Working Party meeting on 24 October 2018. The draft report and outcomes of the public comment were presented to Council in a briefing session on 14 November 2018. The Collaborative River Management Group met on December 3, 2018 to commence prioritisation of actions.

Last Updated: 16-Jan-2019

Action Title: 1.2.1.2 Implement projects to deliver healthier streams and waterways


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	40.00%	50.00%	 GREEN

Action Progress Comments:

Two projects were identified under this action and associated funding. Project one relates to improved water quality outcomes in the Margaret River through improving sediment management across building and development sites and improved stormwater management throughout the urban area of the Margaret River townsite. A three year grant application to the State Natural Resource Management Community Grants program was submitted to employ a part time officer to provide training and enforcement, along with auditing and developing Best Practice Management Plan recommendations for existing stormwater outlets in the urban area. The Shire was notified in December 2018 that the grant application was unsuccessful and internal discussions are underway. A draft Local Law has been developed and was endorsed by Council with advertising currently underway. Legal services will continue to progress gazettal following advertising. Project two relates to improving existing high use recreational nodes along the river foreshore that are resulting in poor environmental outcomes through erosion, sedimentation and loss of native vegetation through lack of formalised parking, drainage issues and lack of controls. Procurement of a contractor to develop plans is due to commence shortly.

Last Updated: 01-Feb-2019

Action Title: 1.2.1.3 Finalise and commence implementation of the Margaret River Foreshore Action Plan

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

A draft Margaret River Foreshore Action Plan has been received from the consultants, Nature Conservation Margaret River Region (NCMRR) and was presented to the South West Boorah (SWB) Working Party Meeting on 24 October 2018. A briefing session was held with Council on 14 November 2018 and the plan is being presented to Council for public advertising purposes at

the 23 January meeting.

Last Updated: 16-Jan-2019

Action Title: 1.3.2.1 Develop, implement and review action and management plans for Shire reserves, including targeted weed and feral animal control and bush fire management in priority areas.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
John McKinney - Coordinator Environment/Landcare Services	In Progress	01-Jul-2018	30-Jun-2022	30.00%	50.00%	 GREEN

Action Progress Comments:


The Lower Margaret River Foreshore Action Plan (1.2.1.3) is close to being finalised. Requests for Quote for development of a Gracetown Coastal Action Plan and a Redman Brook Action Plan close on February 4 2018. Contract documentation for reserve management services (planting, weed control etc) is awaiting finalisation of contractor OSH documentation.

Last Updated: 16-Jan-2019

Infrastructure Services

Infrastructure Services

Action Title: 2.3.2.2 Develop the adjoining public open space to the Rapids Landing School Oval

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Markus Botte - Director Infrastructure Services	Completed	01-Jul-2018	30-Jun-2019	100.00%	50.00%	 GREEN

Action Progress Comments:

Works under contract completed 14 December 2018. Commencement of Defects and Maintenance Period - 12 weeks until mid-February.

Last Updated: 29-Jan-2019

Action Title: 3.6.2.1 Priority Project: Deliver the upgrade to the Margaret River Main Street


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Markus Botte - Director Infrastructure Services	In Progress	01-Jul-2018	30-Jun-2020	24.00%	24.00%	 GREEN

Action Progress Comments:

Main street tender advertised, received - and responses are being evaluated until January. Detailed design at 99% completion. Special Council meeting forthcoming.


Last Updated: 29-Jan-2019


Action Title: 5.6.1.6 Ensure revenue opportunities are maximised by identifying grant opportunities, additional revenue sources and cost recovery


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Markus Botte - Director Infrastructure Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Western Australian Bicycle Network Grant application lodged. Building Better Regions Fund grant re-submission for Main Street River Precinct postponed to future date due to extensive rework required and short application timeframe. Beach Emergency Numbering signage grant pursued and successful. State National Resources Management grant submitted, but unsuccessful. Smart Cities Grant funding application for Main Street submitted, but unsuccessful. Pursuing future grants opportunities as they may arise. Last Updated: 29-Jan-2019						

Works

Works

Action Title: 2.3.2.1 Develop Shire public open space and playgrounds in accordance with Australian Standards for access and inclusion						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2022	45.00%	50.00%	 GREEN
Action Progress Comments: These works are ongoing and improvements continue on an annual basis. Items such as compliant pram ramps, pathway improvements and universal access barbeques are typical examples of works undertaken. Last Updated: 18-Oct-2018						

Action Title: 2.3.2.3 Complete the redevelopment of the Margaret River Youth Precinct including verge landscaping and car park extension						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	26-Sep-2018	30-Jun-2019	90.00%	50.00%	 GREEN
Action Progress Comments: Additional parking is subject to the development of a parking masterplan. Last Updated: 31-Jan-2019						


Action Title: 2.5.2.1 Priority project: Complete construction of the Lower Western Oval at Gloucester Park						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2019	90.00%	50.00%	 GREEN

Action Progress Comments:

Oval completed. Design of lighting system underway.

Last Updated: 21-Jan-2019

Action Title: 3.2.1.3 Replace damaged sections of the Augusta foreshore walls

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	Completed	01-Jul-2018	30-Jun-2019	100.00%	50.00%	 GREEN


Action Progress Comments:

Temporary repairs have been undertaken. Design and documentation has been completed.

Works have been deferred to a future year after the satisfactory completion of the temporary works.

Last Updated: 21-Jan-2019

Action Title: 4.3.1.3 Complete the Road Reconstruction program including Warner Glen road and Boodjidup road for 2018-19


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Works underway with the annual allocation of works. Expected completion by June 2019.

Last Updated: 21-Jan-2019

Action Title: 4.3.1.4 Priority project: Conduct long term planning for rural roads maintenance and upgrades which take into consideration needs of industry, safety and risk to ensure Shire roads are fit for purpose

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2020	60.00%	50.00%	 GREEN


Action Progress Comments:


Ongoing works. On target for completion in June 2019.


Last Updated: 23-Oct-2018

Action Title: 5.2.3.8 Implement the annual plant and light fleet replacement programs

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2022	70.00%	50.00%	 GREEN
Action Progress Comments: Light fleet purchasing complete. Finalization of all procurement to completed by March 2019. Last Updated: 31-Jan-2019						

Action Title: 5.2.3.9 Implement the masterplan for Margaret River Shire Depot and 10 year Plant Replacement Program						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2022	70.00%	50.00%	 GREEN
Action Progress Comments: Improvements to Depot paving complete. Annual minor improvements on target for completion by June 2019. Last Updated: 21-Jan-2019						

Action Title: 5.4.1.1 Deliver the Ten Year Capital Works Program and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Peter Brown - Manager Works	In Progress	01-Jul-2018	30-Jun-2022	60.00%	50.00%	 GREEN
Action Progress Comments: Works programme underway and on track to completion by the end of 2018-19 financial year. Last Updated: 31-Oct-2018						

Office of the CEO

Office of the CEO


CEO Office

Action Title: 2.1.3.2 Maintain a strong collaborative relationship with the South West Aboriginal Land and Sea Council (SWALSC) and South West Boorah Working Party and local grassroots Aboriginal groups						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Working in collaboration with MRBTA to establish a relationship with the Undalup Association. Drafting a Memorandum of Understanding to facilitate discussions with the Undalup Association to guide further relationship building and consultation. Working toward providing cultural awareness training to staff. Responded to cultural sensitivities around Shire office						

meeting room names by renaming rooms.

Last Updated: 15-Jan-2019

Action Title: 4.1.1.1 Collaborate with the Margaret River Wine Association to promote the Margaret River Wine Region as Australia's premier wine region


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Ongoing inclusion in Industry Leaders Group meeting. Met regarding promotion of Main St during redevelopment, in conjunction with the MRCCI.

Last Updated: 15-Jan-2019

Action Title: 4.1.2.1 Encourage innovative agricultural practices including regenerative agriculture and permaculture


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	40.00%	50.00%	 GREEN

Action Progress Comments:

Protection of Priority Agricultural Zones has been discussed during discussions on tourist accommodation in rural areas.
Sustainable Economy officer position created - to be filled next quarter

Last Updated: 16-Jan-2019

Action Title: 4.1.3.1 Support the South West Food Alliance


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Working with the Shire of Nannup to progress the Scott River growers group action plan

Last Updated: 15-Jan-2019

Action Title: 4.4.1.1 Convene regular meetings with the Industry Leaders Group


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Meetings held as scheduled and further inclusions in group pending. Group canvassed re inclusion into Sustainable Economy Committee and response was that they wished to remain as a standalone group as they derive networking benefits from the membership

Last Updated: 15-Jan-2019

Action Title: 4.4.2.1 Support the development of a sustainable and climate resistant small business sector


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Sustainable Economy officer position created - to be filled next quarter. This position will work with the small business sector and provide support and advice on an ongoing basis. Sustainable Economy committee membership established and Terms of Reference developed - formation of the committee to be progressed

Last Updated: 16-Jan-2019

Action Title: 4.4.2.2 Provide facilities for local businesses to hold regular events and collaborate


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

The Civic and Administration Center has been used by the Chamber of Commerce for its most recent board meeting. MRBTA also used the CAC for meetings while their premises were being renovated. Arts Margaret River held a fundraising event and art display over the month of November.

Last Updated: 15-Jan-2019

Action Title: 4.4.4.1 Priority project: finalise and commence implementation of the Sustainable Economy Strategy, including recruitment of the Sustainable Economy Development Officer and establishment of the Sustainable Economy Advisory Committee, and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	70.00%	50.00%	 GREEN

Action Progress Comments:


Sustainable Economy Officer interviews held and preferred candidate has verbally accepted the Shire's offer of employment. In discussions with Council around the formation of a Sustainable Economy Advisory Committee


Last Updated: 15-Jan-2019


Action Title: 4.4.4.3 Maintain a low key friendly relationship with Haining and Vietnam City of Dong Hoi

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Regular contact being continued via exchange of Christmas and New Year greetings Last Updated: 15-Jan-2019						


Action Title: 4.4.5.1 Identify opportunities to collaborate with the South West Development Commission, key stakeholders, local peak industry bodies, community and social justice sector, and other tiers of government to ensure a sustainable local economy in the Shire with reduced economic inequalities'						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Met with SWDC chair and acting CEO. Attended meeting in Perth with SWDC chair and DBCA. Last Updated: 15-Jan-2019						


Action Title: 4.4.6.1 Work with the Margaret River Education Campus Board to support their efforts to improve the vitality of the campus, including youth entrepreneurship, food production and digital economies						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Continuing to support Edith Cowan project management course at the Campus Last Updated: 15-Jan-2019						

Action Title: 4.5.4.1 Partner with Margaret River and Augusta Chambers of Commerce and Industry, and Cowaramup Retailers Association to raise awareness and adapt to the of economic impacts of climate change						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The Shire is continuing to work with MRCCI, the Augusta Chamber and the Cowaramup Retailers association through the Industry Leaders Group. Also met with the MRCCI to assist with progressing a project during 2019 to support the Main St traders during the main street redevelopment Last Updated: 15-Jan-2019						

Action Title: 5.1.2.1 Develop the Shire as a value based and driven organisation including a focus on Aboriginal cultural responsiveness						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Community Development staff are working on Reconciliation Action Plan which is a two year process. Awards for staff at final all staff meeting in December based on values with 24 staff and three teams across the Shire recognised. Last Updated: 15-Jan-2019						

Action Title: 5.1.4.1 Conduct strategic planning days with Councillors as required						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Ongoing strategic planning sessions to be run commencing in February - these will cover staffing levels, budgeting and other issues as they arise Last Updated: 15-Jan-2019						


Action Title: 5.1.4.2 Conduct a comprehensive Councillor development and capacity building program using Western Australian Local Government Association modules and other identified courses						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Cr Meldrum enrolled in Diploma of Local Government. Also attended WALGA Embedding Sustainability Training in Perth. Several councillors attended Local Government Act Facilitated Forum in Busselton. Cr Townshend attended WALGA CEO Performance Appraisal Training Last Updated: 15-Jan-2019						

Action Title: 5.1.4.3 Conduct regular briefing sessions for Councillors and community on key issues and projects, prior to Ordinary Council Meetings						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: 22 briefings, workshops and information sessions were held in this quarter, including an information session on the proposed redevelopment of Wallcliffe House, a workshop covering issues						

around short stay accommodation, and an information session on the issues around the cleaning contract. A new program was developed to ensure that information sessions, briefings and workshops provide the level and depth of information required by councillors.

Last Updated: 15-Jan-2019

Action Title: 5.2.2.1 Promote and support the Women in Leadership program to foster greater participation of female Councillors and staff into leadership positions


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Expressions of interested sought and received for ACCORD - approximately 15 female staff responded positively. Online enquiry made and feedback expected in the first quarter of 2019

Last Updated: 15-Jan-2019

Action Title: 5.2.4.3 Monitor Council Meeting Decisions Action List


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Councillor Meeting Decisions Action list distributed to staff after each meeting and reported on to Council

Last Updated: 19-Oct-2018

Action Title: 5.3.4.1 Conduct a minimum of two all of staff meetings per annum


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	Completed	01-Jul-2018	30-Jun-2022	100.00%	100.00%	 GREEN

Action Progress Comments:

Final all staff meeting held on 7 December 2019

Last Updated: 15-Jan-2019

Action Title: 5.4.2.2 Conduct the Australian Business Excellence Framework Review every four years and proactively implement the resulting recommendations


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	36.00%	50.00%	 GREEN

Action Progress Comments:

Review not yet due. The recommendations were used in priority setting under review of the Corporate Plan and Operational Plan and will be implemented through these plans.

Last Updated: 16-Jan-2019

Action Title: 5.4.4.5 Participate in CapeROC meetings annually and convene every second year


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Second CapeROC meeting held on 16 November 2018 - hosted by the Shire

Last Updated: 15-Jan-2019

Action Title: 5.6.1.1 Undertake the community satisfaction survey every three years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

This work is scheduled to occur from quarter two of 2018-19.

Last Updated: 31-Oct-2018

Action Title: 5.7.1.1 Encourage staff to mainstream climate change across all areas of their work

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Dale Putland - Acting CEO	In Progress	01-Jul-2018	30-Jun-2022	38.00%	50.00%	 GREEN

Action Progress Comments:


Partially implemented through the LEAP but the ELT is discussing the best way to implement this program in areas such as finance, ICT and OSH. Internal climate change summit working group established. Planning for climate change summit commenced with the SAC.


Last Updated: 16-Jan-2019


Sustainable Development


Health, Waste and Ranger Services

Environmental Health

Action Title: 2.1.2.2 Provide support services to community non-for-profit festivals through the event application process						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris McAtee - Coordinator Environmental Health	In Progress	26-Sep-2018	30-Jun-2019	50.00%	50.00%	 GREEN
Action Progress Comments: The provision of support services to the community is ongoing. In the first two quarters of 2018-19, the Events Management Officer provided support to the Cabin Fever organisers, Margaret River Nature Conservation, Cinefest OZ, Cowaramup Retailers Association, Cowaramup Bay Boardriders, Rosabrook Hall Committee, Brookfield Connect, the Margaret River Agricultural Society and the Margaret River Pony Club. Last Updated: 02-Jan-2019						


Action Title: 2.6.1.1 Priority project: Develop and implement the Public Health Plan to include the core principles of the Community Strategic Plan 2036						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris McAtee - Coordinator Environmental Health	In Progress	01-Jul-2018	30-Jun-2020	20.00%	50.00%	 AMBER
Action Progress Comments: Planning the AMR Shire PHP has commenced. CapeROC funding has been secured but the Terms of Reference document is still being finalised. The City of Busselton, Shire of Nannup and Shire of Augusta Margaret River are to share in the funds with all parties agreeing on where the funds will be spent. Last Updated: 02-Jan-2019						

Action Title: 2.6.1.3 Develop Emergency Management Plan and Procedures for Environmental Health						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris McAtee - Coordinator Environmental Health	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: The first draft Emergency Management Plan with supporting documents has been developed. The plan is now with management awaiting feedback. Last Updated: 03-Jan-2019						

Action Title: 2.6.2.1 Implement monitoring and data collection for statistical analysis and reporting, including the Food Act 2008 reporting each year						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Chris McAtee - Coordinator Environmental Health	In Progress	01-Jul-2018 *	30-Jun-2020 *	50.00%	50.00%	 GREEN
Action Progress Comments: Reporting for the Food Act 2008 and the Public Health Act 2016 is now combined. Spreadsheets capture the activities of the Environmental Health Unit including data relating to inspections, sampling, approvals, enquiries and complaints and trends. Data collection is ongoing with reporting due by 31 August each year.						

Ranger Services

Action Title: 1.3.2.2 Develop a Cat Local Law and mitigation strategies for feral cat control

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	Completed	01-Jul-2018	30-Jun-2020	100.00%	50.00%	 GREEN


Action Progress Comments:

Advice from the Shire's Legal Services is that as there are no clauses in the Cat Act 2011 that require cats to be controlled or tethered in public places. Until now, local governments have relied on clauses in Local Laws to manage cats in public places. These clauses however, were disallowed in November 2014 by the Joint Standing Committee on Delegated Legislation on the grounds that they were inconsistent with the Cat Act.

A number of local governments, including the Shires of Capel, Dardanup, Donnybrook-Balingup; and the City of Busselton attempted to address the issue of roaming cats by making local laws that contained clauses requiring cats to be confined to their keeper's premises. The Joint Standing Committee on Delegated Legislation (JSCDL) found however that inclusion of such clauses in a cat local law was inconsistent with the Cat Act 2011, and disallowed the clauses. Through this scoping it has been decided that this issue will not progress as a local law.

Last Updated: 31-Oct-2018

Action Title: 2.6.2.2 Review and implement the Dog Local Law


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	Not Started	01-Jul-2018	30-Jun-2022	0.00%	0.00%	 GREEN

Action Progress Comments:

Scheduled to commence in March 2019.

Last Updated: 29-Oct-2018

Action Title: 2.6.2.3 Complete the review of Dog Exercise Areas and implement recommended improvements for management


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	Completed	01-Jul-2018	30-Jun-2019	100.00%	100.00%	 GREEN


Action Progress Comments:


Dog Exercise Area review has now been completed.

Last Updated: 02-Jan-2019

Action Title: 2.6.2.4 Review Shark Response policy and procedure

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	In Progress	01-Jul-2018	30-Jun-2019	50.00%	50.00%	 GREEN
Action Progress Comments: A new combined Shark Hazard Response Management Procedure has been developed by the Shire in conjunction with the City of Busselton.1.1. The purpose of this document is to provide: a. a consistent local government approach when responding to reports of shark attacks and shark sightings; and b. guidance to inform authorised persons of response strategies that may be implemented as the result of a shark attack or shark sighting; and c. a broader approach to water safety warnings and information provided to residents of, and visitors to the district. Last Updated: 02-Jan-2019						

Action Title: 2.6.2.5 Develop a Whale Stranding Response Policy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	In Progress	01-Jul-2018	30-Jun-2019	50.00%	50.00%	 GREEN
Action Progress Comments: Coordinator Ranger Services and Coordinator Environment/Landcare Services in discussions to develop a Policy. Last Updated: 31-Oct-2018						

Action Title: 2.6.2.6 Review the Shire's Management Plan for Cemeteries						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	In Progress	26-Sep-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: Coordinator Ranger Services, Acting Director Sustainable Development, Manager Waste, Health & Ranger Services and Manager Legal Services are meeting to review and update the Shire's Cemeteries Local Law 2010, following this management planning will begin for both cemeteries within the Shire. Last Updated: 02-Jan-2019						


Action Title: 2.6.4.1 Implement annual Fuel Hazard reduction and Firebreak notices and inspections to include outcomes of the Bushfire Risk Management Plan						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Michael O'Regan - Coordinator Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The 2018/19 Bush Fire Management Notice has been sent to all owners/occupiers of land within the Shire. Fire Compliance inspections are currently underway with Rangers targeting specific						

locations identified by the Shire's Community Emergency Services Manager and Coordinator Ranger Services.

Last Updated: 02-Jan-2019

Waste Services

Action Title: 3.3.2.1 Deliver community and business education on reducing energy use and waste output


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Discussions are on-going with WRITE Solutions to capture organic waste and separate out clean recyclables from commercial premises. This will reduce methane gas emissions from landfill. With an organics processor to process the organic stream of municipal waste when the 3-bin system is adopted in July 2019, this will further reduce greenhouse gas emissions and produce a marketable compost product.

Last Updated: 02-Jan-2019

Action Title: 3.4.1.1 Partner with the Western Australia Waste Authority to improve local outcomes for waste management


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Oct-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

The Grant Application was lodged with the Waste Authority in November 2018 to fund the new 3-bin system. It is proposed that the Better Bins program will partly fund the acquisition of new red-lidded 140L MGBs for general waste, along with the Bin Tagging Program which will be implemented after the first 6 month of the introduction of the new service.

Last Updated: 02-Jan-2019

Action Title: 3.4.1.2 Promote the Shire Tip Shop as an opportunity for waste to be reused or recycled


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Staff are continuing to encourage separation of items to be reused at the gate. They are off-loaded before going to the landfill bins as general waste. The number of people visiting the tip shop is increasing and will be a big focus of the new transfer Station.

Last Updated: 02-Jan-2019

Action Title: 3.4.2.1 Priority project: Develop and implement long term waste plans, a Master Plan and Waste Management Strategy supported by Waste Management Plans for Shire waste facilities


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

The Feasibility Study for the next 20 years of waste management has been completed and has now been adopted for implementation. The implementation phase will commence early in 2019 with a new bin rollout schedule for April -June 2019. A Master Plan can now be developed for the Shire for the management of waste for the next 20 years, along with a Strategic Plan and site management plan for Davis Road.

Last Updated: 02-Jan-2019

Action Title: 3.4.2.2 Manage the Davis Road Waste Facility and the Wallis Road Treatment Plan, including construction of new facilities and plans for relocation


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:

Tenders were advertised for the final Cell 3 construction and leachate pond relocation, extending the life of Davis Road for a further 4-5 years. Following the rejection of the License Amendment Application, a further review of the Davis Road facility was undertaken and a new design has been developed, adding some further 5 years of lifespan to the facility. This is likely to be approved early in 2019 with construction now scheduled for late 2019.

Last Updated: 02-Jan-2019

Action Title: 3.4.3.1 Make waste recovery a priority by implementing practices that support a circular economy, including on-site processing options, returning products to local markets where possible and minimising waste transport

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

The adoption of the Feasibility Study Report will see the commencement of a 3-bin system in July 2019. The implementation of the new mandatory system will promote the separation of organic waste for processing into compost for local markets and recyclable materials into cleaner product, improving the percentage of recoverable product. This is the start of the shift to a more circular economy.

Last Updated: 02-Jan-2019

Action Title: 3.4.4.1 Develop and implement a community education campaign for community behaviour change for waste management


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------

Ruth Levett - Manager Waste, Health & Ranger Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The Education Strategy has been completed and adopted as part of the Feasibility Study. The next phase is the development of an education campaign to support the many proposed changes, commencing early in 2018-2019. The draft RFQ has been completed and it is proposed to seek submissions in January 2019. Last Updated: 02-Jan-2019						


Legal and Governance Services

Marketing and Events


Action Title: 4.2.1.1 Ensure a full and interesting program of events at the redeveloped HEART centre

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: The HEART website build has been completed to sign off stage, ready for content input. The removal actions against two competing trademarks were lodged with final determinations due in January. Earlier indication is letter of support will in provided from the existing trademark owners supporting co-use of the name 'HEART'. Last Updated: 29-Jan-2019						

Action Title: 4.2.2.1 Support the development of regional signage with the adopted Margaret River Region brand


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Major signage requirements have been completed. The Shire is continuing to respond to adhoc requests for cobranded signage. Last Updated: 29-Jan-2019						

Action Title: 4.2.3.1 Support the online and hard copy production of the CapeROC calendar of events and share administration with the City of Busselton and Margaret River Busselton Tourism Association

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Summer edition of the CAPEROC calendar published and online content updated by MRBTA as per the MOU.						

Last Updated: 29-Jan-2019

Action Title: 4.2.3.2 Sponsor icon and community events that provide a window into our community and that showcase the Shire to national and international audiences

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:


Icon events funded in the period include: Cape to Cape MTB, Augusta Adventure Fest, MR Agricultural Show, MR Golf

Community Events funded in the period include: MR Xmas Carols, Augusta Christmas Carols.

Sponsorship agreements were implemented for each of the events.

Last Updated: 29-Jan-2019

Action Title: 4.2.3.3 Adopt and implement the Events Strategy and review every four years

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN


Action Progress Comments:

Same as previous period being:

Marketing has previously provided content for the events strategy, which is currently on hold as a result of council decision and pending more input from sustainable development/environment.

Last Updated: 29-Jan-2019

Action Title: 5.4.3.1 Implement the Integrated Communications Plan to deliver proactive communications to community and media

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN

Action Progress Comments:


Same as previous period:

Feedback for new 4-year draft strategy closed 17 July 2018. Draft is pending adoption when new leadership is in place. Previous actions continue to be implemented.

Last Updated: 29-Jan-2019


Action Title: 5.4.3.3 Manage the Shire's website and review every four years


Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
--------------------	--------	------------	----------	------------	--------	-------------


Amanda Russell - Marketing & Events Officer	In Progress	01-Jul-2018	30-Jun-2022	30.00%	50.00%	 GREEN
Action Progress Comments: Management of the website ongoing. Reviewing and rebuilding the website is delayed due to marketing strategy pending and requirement to appoint a digital officer to complete the works. I.e. Project was budgeted for but no corresponding resource or resource budget was provided. Works are better to be further delayed until the digital/channel strategy has been drafted to ensure a more strategic and user-centric approach. Last Updated: 29-Jan-2019						

Planning and Development Services


Planning Services


Action Title: 1.1.2.1 Implement and regularly review the local Energy Action Plan, which includes community energy education program, monitoring of carbon emissions and carbon neutral tree planting program each year.						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	Completed	01-Jun-2018	30-Jun-2022	100.00%	50.00%	 GREEN
Action Progress Comments: Local Energy Action Plan has been finalized. Last Updated: 08-Jan-2019						


Action Title: 1.3.1.1 Implement the Environmental Sustainability Strategy, undertaking projects in the corporate, collaborative and community areas including utilising planning controls to protect vegetation from the threat of clearing						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018 *	30-Jun-2022 *	50.00%	50.00%	 GREEN
Last Updated: 08-Jan-2019						


Action Title: 1.5.1.1 Through review of the Local Planning Scheme and Strategy, plan responsibly to avoid locating new developments in areas of unacceptable bush fire risk						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Working with DFES and Department of Planning to ensure any land identified for development can be made to be compliant with fire guidelines. Last Updated: 25-Oct-2018						


Action Title: 1.5.2.5 Work with homeowners to improve fire resistance of houses in the shire						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: This is achieved via Bushfire Management Plans which are required for most developments. Last Updated: 25-Oct-2018						


Action Title: 1.5.3.1 Priority Project: Implement and regularly review the Climate Change Response Plan						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	10.00%	50.00%	 RED
Action Progress Comments: This project is likely to be deferred until after the Shire holds a Climate Action Summit which is currently being formulated together with SAC. Last Updated: 08-Jan-2019						


Action Title: 2.6.3.1 Facilitate community education program as detailed within the Climate Change Response Plan including the community component of the Local Energy Action Plan (LEAP).						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	51.00%	50.00%	 GREEN
Action Progress Comments: The Shire have been supporting low impact living workshops. Last Updated: 25-Oct-2018						


Action Title: 3.1.1.1 Priority project: Review the Shire's Local Planning Scheme and Strategy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2021	40.00%	50.00%	 GREEN
Action Progress Comments: Consultation workshops will conclude in December 2018. Which is on target as per the Council adopted Project Plan. Draft documentation currently being developed. Last Updated: 08-Jan-2019						


Action Title: 3.1.2.1 Implement adopted structure plans for new residential communities, including the East Margaret River District Structure Plan, and review every four years						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2021	50.00%	50.00%	 GREEN
Action Progress Comments: No development has occurred in the East Margaret River Structure Plan area. Four year review unlikely to be needed. Existing Structure Plans being implemented progressively. Last Updated: 25-Oct-2018						


Action Title: 3.1.2.2 Implement townsite and village strategies where applicable, alongside the Local Planning Scheme						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	51.00%	50.00%	 GREEN
Action Progress Comments: Assessing officers take account of townsite strategies when dealing with applications. Last Updated: 25-Oct-2018						


Action Title: 3.2.1.1 Provide planning advice to community members as requested, including sharing of online resources and community meet-ups for sustainable building design and affordable						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Planning Officers are available to provide advice during office hours. Acting Manager of Planning gave presentation at Curtin University re: Small House Design. Last Updated: 25-Oct-2018						

Action Title: 3.2.2.1 Facilitate the Homelessness and Affordable Housing Working Group to progress actions from the Affordable Housing Strategy alongside the Shire's Homelessness Policy						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Meeting with Working Group on a quarterly basis. A significant issue is the lack of available land for a social housing project. Last Updated: 25-Oct-2018						


Action Title: 3.3.1.1 Priority project: Progressively install solar panels on Shire buildings						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	10.00%	50.00%	 RED
Action Progress Comments: Project on hold due to other priority projects. Last Updated: 25-Oct-2018						

Action Title: 3.3.1.2 Implement the Shire's targets as per the Local Energy Action Plan (LEAP)						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: A range of projects currently being implemented to achieve Corporate and Community carbon reduction targets. Shire joined Council's for Climate Change Protection in August 2018. Last Updated: 25-Oct-2018						


Action Title: 3.5.1.2 Encourage developers to utilise the Margaret River Recycled Water Scheme						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Matter is discussed with Developers at Structure Plan stage. Last Updated: 25-Oct-2018						

Action Title: 3.5.2.1 Promote information to connect households and businesses with suppliers to energy reduction and production services						
Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Shire has been supporting low impact living sessions. Last Updated: 25-Oct-2018						


Action Title: 3.5.3.1 Fund the Living Smart program for increased community awareness of sustainable living

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	Not Started	01-Jul-2018	30-Jun-2022	0.00%	50.00%	 RED
Action Progress Comments: Not yet commenced. Last Updated: 25-Oct-2018						


Action Title: 3.5.4.1 Partner with the Water Corporation and Department of Water and Environmental Regulation to achieve best urban practices and water management outcomes in relation to dams, drainage and protection of groundwater resources.

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: These matters form an integral part of the subdivision design process. Last Updated: 25-Oct-2018						


Action Title: 4.3.1.2 Implement and regularly review the Developer Contributions Strategy for development of community infrastructure and public open space

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Outcomes of recent review are now available to inform update of developer contribution plans. Last Updated: 25-Oct-2018						

Action Title: 4.5.1.1 Monitor and integrate the latest scientific predictions regarding climate change impacts into the planning framework

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Matter is being addressed as part of preparation for climate action summit. Last Updated: 08-Jan-2019						

Action Title: 4.5.3.1 Provide support for community based renewal energy activities

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Matt Cuthbert - Acting Manager Planning and Development	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: Funds provided by way of 2018-19 budget. Last Updated: 31-Oct-2018						


Sustainable Development

Legal services

Action Title: 2.3.1.3 Manage commercial leases of Shire facilities to ensure maximum value for the community

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ian McLeod - Coordinator Legal and Governance Services	In Progress	01-Jul-2018	30-Jun-2020	50.00%	50.00%	 GREEN
Action Progress Comments: Soggy Bones commenced occupation of Youth Precinct Cafe in December 2018. There are ongoing discussion with lessees of the Old Settlement to address issues with occupation of blacksmiths and guest house. A new lease was to Eagles Heritage was approved by Council in December 2018. No significant issues have arisen with any other commercial leases. Last Updated: 04-Feb-2019						

Action Title: 3.2.3.1 Implement the Shire's Land Asset Management Plan and review every four years, including progressing the sale of Churchill Avenue to raise revenue for the Margaret River Main Street

Responsible Person	Status	Start Date	End Date	Complete %	Target	On Target %
Ian McLeod - Coordinator Legal and Governance Services	In Progress	01-Jul-2018	30-Jun-2022	50.00%	50.00%	 GREEN
Action Progress Comments: Initial review stage meeting on 14 June 2018 I am planning to have an update meeting in the first week of Feb, with the 2019 LAMP to go to ELT in March and to Council for adoption in May/June. Last Updated: 17-Jan-2019						



| cammsstrategy

The entire contents of this document are subject to copyright with all rights reserved. All copyrightable text and graphics, the selection, arrangement and presentation of all information and the overall design of the document are the sole and exclusive property of CAMMS. Copyright © 2017 CAMMS. All rights reserved

11.4 Corporate and Community Services

11.4.3 2018-19 BUDGET REVIEW

Attachment 1 – 2018-19 Budget Review using results to 31 December 2018



BUSINESS UNIT FINANCIAL REPORTS

2018-19 Budget Review using results to 31 December 2018

SHIRE OF AUGUSTA MARGARET RIVER
NOTES TO STATEMENT OF FINANCIAL ACTIVITY
2018-19 Budget Review using results to 31 December 2018

6. RESERVES - Cash Backed

Code	Description	Opening Balance		Transfers To				Interest Recd				Transfers From				Closing Balance			
		Budget	Actual	Original Budget	Amendment	Amended Budget	Actual	Original Budget	Amendment	Amended Budget	Actual	Original Budget	Amendment	Amended Budget	Actual	Original Budget	Amendment	Amended Budget	Actual
6301	Plant Reserve	1,225,169	1,225,169	200,000		200,000	-	19,499		19,499	12,303	530,000		530,000	-	914,668	0	914,668	1,237,472
6321	Community Grants Reserve	22,555	22,555	6,000		6,000	-	359		359	228	-		-	-	28,914	0	28,914	22,783
6331	Emergency Services Reserve	192,150	192,150	-		-	-	3,058		3,058	1,929	20,000		20,000	-	175,208	0	175,208	194,079
6340	Developer Contributions Reserve	1,195,380	1,175,089	200,000		200,000	-	19,025		19,025	11,800	431,607	70,000	501,607	-	982,798	(70,000)	912,798	1,186,889
6351	Biodiversity Reserve	55,391	55,391	-		-	-	882		882	556	-		-	-	56,273	0	56,273	55,947
6541	Augusta Revitalisation Reserve	-	-	320,000		320,000	-	-		-	-	280,000		280,000	-	40,000	0	40,000	-
6661	Affordable Housing Fund Reserve	61,454	61,454	-		-	-	978		978	617	45,000		45,000	-	17,432	0	17,432	62,071
6662	Community Loan Reserve	162,924	162,924	11,317		11,317	-	2,593		2,593	1,636	-		-	-	176,834	0	176,834	164,560
6663	Cedarvale Reserve	229,943	229,943	-		-	-	3,660		3,660	2,309	-		-	-	233,603	0	233,603	232,252
6665	Parking Reserve	154,575	154,575	-		-	-	2,460		2,460	1,552	-		-	-	157,035	0	157,035	156,127
6666	Infrastructure Assets Contributions Reserve	1,548,690	1,548,690	-		-	36,709	24,648		24,648	15,735	283,000	42,000	325,000	-	1,290,338	(42,000)	1,248,338	1,601,134
6667	Gloucester Park Reserve	-	0	-		-	-	-		-	-	-		-	-	-	0	-	0
6668	Staff Leave Reserve	404,880	404,880	-		-	-	6,444		6,444	4,065	-		-	-	411,324	0	411,324	408,945
6669	Public Open Space Reserve	89,653	89,653	-		-	-	1,427		1,427	900	-		-	-	91,080	0	91,080	90,553
6670	Limesand Pits Reserve	63,634	63,634	-		-	-	1,013		1,013	639	-		-	-	64,647	0	64,647	64,273
6671	Cemeteries Reserve	10,774	10,774	-		-	-	171		171	108	-		-	-	10,945	0	10,945	10,882
6672	Caravan Park Upgrade Reserve	1,123,150	1,123,150	200,000		200,000	-	17,876		17,876	11,278	647,490		647,490	-	693,536	0	693,536	1,134,428
6673	Waste Management Reserve	9,281,316	9,281,316	850,000	620,000	1,470,000	-	147,716		147,716	93,200	-	370,000	370,000	-	10,279,032	250,000	10,529,032	9,374,516
6674	Self Insurance Reserve	268,330	298,330	-		-	-	4,271		4,271	2,996	-		-	-	272,601	0	272,601	301,326
6676	Augusta Recreation Reserves Reserve	-	-	-		-	-	-		-	-	-		-	-	-	0	-	-
6677	Community Facility Reserve	4,876,702	4,622,681	-		-	-	77,615		77,615	58,316	4,408,000		4,408,000	-	546,317	0	546,317	4,680,997
6678	Gravel Pits Reserve	455,933	455,934	-		-	-	7,256		7,256	4,578	50,000		50,000	-	413,189	0	413,189	460,512
6679	Recreation Centres Reserve	18,106	18,106	2,500		2,500	-	288		288	180	-		-	-	20,894	0	20,894	18,286
6681	Old Settlement Reserve	30,436	30,436	33,000		33,000	-	484		484	306	-		-	-	63,920	0	63,920	30,742
6682	Margaret River CBD Redevelopment Reserve	6,803,128	6,803,128	770,000	85,000	855,000	725,000	108,275		108,275	55,966	2,550,000		2,550,000	-	5,131,403	85,000	5,216,403	7,584,095
6683	Youth Facilities Reserve	-	-	2,000		2,000	-	-		-	-	-		-	-	2,000	0	2,000	-
6684	Roads Reserve	-	-	-		-	-	-		-	-	-		-	-	-	0	-	-
Total		28,274,273	28,029,962	2,594,817	705,000	3,299,817	761,709	449,998	0	449,998	281,197	9,245,097	482,000	9,727,097	0	22,073,991	223,000	22,296,991	29,072,868

Amended Transfers To/(From) Reserves 2018/19					Description	Related Acc
No.	Reserve Name	Transfer To	Transfer From			
6673	Waste Management Reserve	620,000			Capital works projects deferred to 2019-20	
6673	Waste Management Reserve		370,000		Transfer from Reserve to fund new Waste Loader (previously leased) RPP173	RPP173
6340	Developer Contributions Reserve		70,000		Developer Contributions to fund CBS161 - Witchcliffe Hall Upgrade Works	CBS161
6666	Infrastructure Assets Contributions Reserve		42,000		Developer contributions to fund REM07 - Burnside Rd/Caves Rd	REM07
6682	Margaret River CBD Redevelopment Reserve	60,000			Unspent budget from RES142 Landscaping of Wallcliffe Road Reserve in front of MRYP	RES142
6682	Margaret River CBD Redevelopment Reserve	25,000			Increased proceeds from sale of Bussell Hwy land	SW91
		\$ 705,000	\$ 482,000			

SHIRE OF AUGUSTA MARGARET RIVER

STATEMENT OF FINANCIAL ACTIVITY

2018-19 Budget Review using results to 31 December 2018

BUSINESS UNITS	2018-19 Approved Budget \$	2018-19 Budget Amendment \$	2017-18 Amended Budget \$	2018-19 YTD Actual \$	Comments
Net Current Assets at 1 July surplus/(deficit)	5,103,678	150,798	5,254,476	5,254,476	Audited opening position at 1 July 2018
Revenue from Operating Activities					
Rates	21,769,660	7,500	21,777,160	21,557,940	Increase in ratepayers choosing to pay by instalment
General Financing	1,492,719	143,439	1,636,158	852,317	Financial Assistance Grant & Interest Earned
Members of Council	500	0	500	32	
Chief Executive Officer	0	0	0	3,000	
Director Corporate & Community	27,500	0	27,500	2,610	
Director Sustainable Development	0	0	0	1,386	
Director Infrastructure	0	0	0	0	
Finance	15,941	0	15,941	9,299	
Records	0	0	0	280	
Corporate Services	1,500	0	1,500	724	
Customer Relations	193,800	(10,000)	183,800	93,188	Lower sales of special series number plates
Information Comm. Technology	0	0	0	764	
Human Resources	20,000	0	20,000	0	
Community Planning & Development	43,917	19,271	63,188	9,309	FRRR Grant
Emergency and Fire Services	305,449	360,493	665,942	302,357	Bushfire MAF Grant & ESL Supplementary Grant
Rangers	211,700	0	211,700	106,052	
Libraries	38,700	7,000	45,700	22,183	Additional grants
Environmental Health	123,915	6,000	129,915	105,225	Water sampling fees
Outside School Hours Care	463,300	55,000	518,300	265,638	Fees and charges for attendance
Waste Services	4,927,040	(69,000)	4,858,040	4,592,816	Commercial disposal & sillage disposal lower
Town Planning	318,360	0	318,360	138,406	
Community Buildings	0	0	0	4,241	
MR Recreation Centre	829,900	(16,000)	813,900	422,346	Kidsport grants paid direct to clubs
Margaret River HEART (was Cultural Centre)	1,300	0	1,300	3,500	
Augusta Recreation Centre	41,500	0	41,500	14,393	
Gloucester Park	74,500	0	74,500	44,125	
Parks and Gardens	4,400	0	4,400	3,517	
Asset Services	105,600	0	105,600	51,428	
Landcare	25,000	(7,193)	17,807	20,348	Unsuccessful grant offset by successful grant
Construction	0	10,000	10,000	0	Bond used to offset expenditure
Maintenance	0	0	0	139	
Plant Program	2,000	48,000	50,000	51,174	Increased profit on disposal of assets
Caravan Parks	2,176,194	0	2,176,194	756,554	
Building Control	248,200	0	248,200	107,013	
Works Overheads	0	0	0	0	
Plant Operation Costs	0	0	0	2,497	
Other Property and Services	20,000	88,000	108,000	90,087	Limesand royalties, profit on sale of land
	33,482,595	642,510	34,125,105	29,634,888	
Expenditure from Operating Activities					
Revenue	(319,444)	10,000	(309,444)	(143,318)	Reduced stationery & valuation costs
General Financing	(604,642)	(15,000)	(619,642)	(290,962)	Bank fees underestimated
Members of Council	(393,224)	5,000	(388,224)	(126,963)	CEO performance review less than expected
Chief Executive Officer	(1,356,786)	213,500	(1,143,286)	(519,050)	Labour savings & public relations budget moved
Director Corporate & Community	(498,770)	0	(498,770)	(246,798)	
Director Sustainable Development	(686,350)	30,000	(656,350)	(308,451)	Labour savings
Director Infrastructure	(385,540)	0	(385,540)	(154,104)	
Finance	(966,222)	(20,000)	(986,222)	(723,211)	Additional insurance charges
Records	(194,632)	0	(194,632)	(90,435)	
Corporate Services	(272,840)	(95,500)	(368,340)	(115,959)	Public relations budget moved from CEO
Customer Relations	(547,932)	30,000	(517,932)	(254,420)	Cost of special series number plates
Information Comm. Technology	(1,158,039)	0	(1,158,039)	(622,688)	
Human Resources	(665,960)	0	(665,960)	(316,401)	
Community Planning & Development	(727,906)	729	(727,177)	(294,839)	
Emergency and Fire Services	(1,112,859)	(332,800)	(1,445,659)	(664,761)	Facilitator for possible change of responsibility for BFBs
Rangers	(702,644)	0	(702,644)	(322,751)	
Beach Lifeguards	(126,220)	0	(126,220)	(7,538)	
Libraries	(987,441)	(7,000)	(994,441)	(460,613)	Grant expenditure
Environmental Health	(570,020)	10,000	(560,020)	(256,450)	Vacant EHO position savings
Outside School Hours Care	(438,968)	(56,000)	(494,968)	(209,456)	Labour costs
Waste Services	(2,811,796)	220,000	(2,591,796)	(1,154,907)	Special projects, sillage site & transfer stations
Town Planning	(1,087,572)	15,000	(1,072,572)	(459,337)	Savings in special projects
Landcare	(668,198)	13,193	(655,005)	(162,917)	Savings in special projects
Community Buildings	(1,954,385)	0	(1,954,385)	(924,771)	
MR Recreation Centre	(2,265,198)	16,000	(2,249,198)	(1,084,825)	Saving in Kidsport grant expenditure
Margaret River HEART (was Cultural Centre)	(478,307)	(41,500)	(519,807)	(367,629)	HEART public relations budget moved from CEO
Augusta Recreation Centre	(167,514)	0	(167,514)	(51,445)	
Gloucester Park	(234,304)	(5,500)	(239,804)	(89,396)	Removal of trees near HEART & OSHC
Parks and Gardens	(2,554,964)	(40,000)	(2,594,964)	(1,339,533)	Maintenance of reserves
Asset Services	(1,136,808)	13,000	(1,123,808)	(468,247)	Consultant not required
Construction	0	0	0	0	
Maintenance	(8,508,587)	(400,000)	(8,908,587)	(4,869,745)	Storm damage cleanup & other road maintenance
Plant Program	(169,042)	80,000	(89,042)	(47,393)	Reduced loss on disposal of assets
Caravan Parks	(1,386,056)	(77,000)	(1,463,056)	(512,031)	Ground and infrastructure maintenance
Building Control	(175,620)	0	(175,620)	(93,411)	
Works Overheads	(75,018)	0	(75,018)	(347,827)	
Plant Operation Costs	209,208	0	209,208	93	
Other Property and Services	(51,000)	(555,000)	(606,000)	(297,752)	Write down of land inventory sold
	(36,231,600)	(988,878)	(37,220,478)	(18,400,243)	

SHIRE OF AUGUSTA MARGARET RIVER

STATEMENT OF FINANCIAL ACTIVITY

2018-19 Budget Review using results to 31 December 2018

BUSINESS UNITS	2018-19 Approved Budget \$	2018-19 Budget Amendment \$	2017-18 Amended Budget \$	2018-19 YTD Actual \$	Comments
Operating activities excluded from Budget					
Depreciation on assets	9,146,640	(50,000)	9,096,640	4,734,795	Cultural Centre building depreciation reduced
(Profit)/Loss Asset Disposal	147,042	(118,000)	29,042	(32,770)	Increased profit & reduced loss on sale of assets
Movement in deferred pensioner rates	0	0	0	0	
Movement in employee benefit provisions (non-current)	0	0	0	0	
Loss on revaluation of land held for resale	0	0	0	0	
Loss on revaluation of fixed assets	0	0	0	0	
	9,293,682	(168,000)	9,125,682	4,702,025	
Amount attributable to operating activities	11,648,355	(363,570)	11,284,785	21,191,146	
INVESTING ACTIVITIES					
Non Operating Grants & Contributions					
Community Planning & Development	0	0	0	0	
Emergency and Fire Services	818,078	10,000	828,078	0	Grant for Rosa Brook BFB Shed works
Waste Services	0	0	0	0	
Town Planning	200,000	0	200,000	210,340	
Community Buildings	4,155,268	112,000	4,267,268	0	Augusta airport building & HEART solar rebate
Gloucester Park	0	0	0	0	
Parks and Gardens	332,207	8,200	340,407	91,252	Contribution for Gracetown half court basketball
Asset Services	45,000	0	45,000	0	
Construction	2,114,039	88,500	2,202,539	708,530	Main Roads direct grant higher than expected
Other Property & Services	0	0	0	0	
	7,664,592	218,700	7,883,292	1,010,122	
Capital Investment					
Purchase Land Held for Resale	0	0	0	0	
Purchase Land and Buildings	(11,279,595)	(201,300)	(11,480,895)	(3,196,843)	Augusta Airport building, HEART solar, Witchcliffe Hall
Purchase Infrastructure Assets - Other	(4,528,639)	680,990	(3,847,649)	(1,852,295)	Waste service projects deferred
Purchase Infrastructure Assets - Roads	(8,273,574)	25,000	(8,248,574)	(1,833,177)	Various infrastructure renewal & upgrade projects
Purchase Plant and Equipment	(2,204,690)	(409,320)	(2,614,010)	(975,515)	Loader for Waste Services
Purchase Furniture and Equipment	(341,500)	(15,500)	(357,000)	(143,198)	Additional work stations
Proceeds from Disposal of Assets	1,457,182	(65,000)	1,392,182	1,036,529	Reduced by proceeds of sale of Land Held for Resale
Proceeds from Sale of Land Held for Resale	0	525,000	525,000	263,636	Proceeds from sale of Land Held for Resale
	(25,170,816)	539,870	(24,630,946)	(6,700,863)	
Amount attributable to investing activities	(17,506,224)	758,570	(16,747,654)	(5,690,741)	
FINANCING ACTIVITIES					
Repayment of Debentures	(853,730)	0	(853,730)	(491,223)	
Advances to Community Groups	0	0	0	0	
Proceeds from Self-Supporting & IF Loans	11,317	0	11,317	8,155	
Proceeds from New Loan	500,000	0	500,000	500,000	
Unspent Loan	0	(172,000)	(172,000)	0	Loan 194 for asbestos replacement projects
Transfers to Cash Reserves	(3,044,815)	(705,000)	(3,749,815)	(1,042,906)	Waste Management & MR CBD Reserves
Transfers from Cash Reserves	9,245,097	482,000	9,727,097	0	Waste Management, Developer Contributions & Infrastructure Assets reserves
Amount attributable to financing activities	5,857,869	(395,000)	5,462,869	(1,025,974)	
Net Current Assets Surplus (Deficit)	0	0	0	14,474,431	

REVENUE - General Purpose Funding								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
RA61	60		Rates Levied	21,230,660	5,000 (17,500) 20,000	21,230,660	21,156,061	
RA62	60		Interim Rates Levied	150,000		150,000	52,586	
RA63	88		ESL Penalty Interest	2,000		2,000	2,506	
RA64	84		Rates Instalment Admin Fee	80,000		85,000	88,832	Higher number of properties choosing instalment option compared to 2017-18
RA65	88		Non-Payment Penalty Interest	90,000		90,000	69,012	
RA66	87		Deferred Rates Interest	1,000		1,000	0	
RA67	60		Back Rates	20,000		2,500	2,528	Back Rates adjustments completed for 2018-19
RA68	88		Rates Instalment Interest	130,000		150,000	149,847	Higher number of properties choosing instalment option compared to 2017-18
RA69	73		Costs of Recovery of Rates	30,000		30,000	12,254	
RA70	84		Property Search Fee	24,000		24,000	16,018	
RA81	84		Fees and Charges (GST free)	1,000		1,000	51	
RA82	84		Sundry Income	11,000		11,000	8,246	
TOTAL OPERATING INCOME				21,769,660	7,500	21,777,160	21,557,940	
OPERATING EXPENDITURE								
RA01	01		Salaries	(180,518)	5,000	(180,518)	(97,136)	
RA01	06		Accrued Leave	(11,726)		(11,726)	(5,863)	
RA02	02		Superannuation	(24,336)		(24,336)	(11,144)	
RA04	05		Training	(6,362)		(6,362)	(1,768)	
RA05	03		Workers Compensation	(2,002)		(2,002)	(1,014)	
RA06	04		Uniforms	0		0	0	
RA07	07		Recruitment	0		0	0	
RA12	38		Subscriptions/Publications	(500)		(500)	0	
RA15	08		Printing & Stationery	(17,000)		(12,000)	(6,952)	Zipform Printing costs lower than forecasted
RA22	19		Public Relations	(3,000)		(3,000)	(2,273)	
RA29	16		Contract Services	(35,000)	5,000	(35,000)	(10,546)	
RA50			Special Projects	(37,000)		(32,000)	(5,758)	
	23	RAT01	GRV Revaluation	0		0	0	
	23	RAT02	UV Revaluation/Landgate & Sub Division	(20,000)		(20,000)	0	
	23	RAT03	Landgate Interim Schedules	(16,000)		(11,000)	(4,705)	Decrease in number of new house notifications and subdivisions from Landgate
	23	RAT04	Searches	(1,000)		(1,000)	(1,053)	
RA55	43		Write-Offs	(2,000)		(2,000)	(864)	
TOTAL OPERATING EXPENDITURE				(319,444)	10,000	(309,444)	(143,318)	
Business Unit Totals								
			Operating Income	21,769,660	7,500	21,777,160	21,557,940	
			Operating Expenses	(319,444)	10,000	(309,444)	(143,318)	
			Capital Income			0		
			Capital Expenditure			0		
TOTAL FOR BUSINESS UNIT				21,450,216	17,500	21,467,716	21,414,622	

GENERAL FINANCING - General Purpose Funding								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
GF71	71		Rental Income	62,833	58,000	62,833	36,383	
GF75	67		Operating Grant Income	585,484		643,484	321,767	Approved grant higher than budgeted
GF81	84		Sundry Income (GST) Free	0		0	92	
GF82	84		Other Income	2,980		2,980	1,877	
GF83	73		Fuel Tax Credits	60,000		60,000	34,110	
GF84	72		Service Fee - Underground Power	4,333	85,439	4,333	4,000	
GF85	86		Interest on Reserves	450,000		450,000	241,243	
GF85	88		Interest on Investments	200,400		285,839	147,199	Interest earned on RfR grant for HEART project is to be allocated towards the project
GF86	73		Reimbursements	21,600		46,600	24,643	Vehicle reimbursements increased
GF87	84		Property Recoveries (GST Free)	35,068		10,068	1,021	Change of recovery process for water and electricity used by 3rd parties
GF88	88		Interest Rec'd on Self Supporting Loans	21		21	27	
GF89	88		Interest - WATC OCDF	70,000		70,000	39,954	
GF42	31		Profit on Sale of Investments	0		0	0	
TOTAL OPERATING INCOME				1,492,719	143,439	1,636,158	852,317	
OPERATING EXPENDITURE								
GF09	34		Interest on Loans	(468,621)	(5,000)	(468,621)	(212,131)	
GF10	34		Government Guarantee Fee	(61,000)		(66,000)	(33,374)	Fee underestimated
GF21	33		Bank Fees	(75,000)		(85,000)	(45,439)	Bank fees underestimated
GF50	34		Interest Paid on Self Supporting Loans	(21)		(21)	(19)	
TOTAL OPERATING EXPENDITURE				(604,642)	(15,000)	(619,642)	(290,962)	
CAPITAL INCOME								
6310			Principal loans received	500,000	0	500,000	500,000	
			Self Supporting Loans recovered			0		
6831			Augusta Bowling Club	0		0	1,338	
			Interest Free Loans Recovered			0		
6812			Augusta Golf Club	2,554		2,554	2,554	
6814			Community Resource Centre	5,000		5,000	2,500	
6815			MR & Districts Agricultural Society	1,040		1,040	1,040	
6816			Gracetown Tennis Club	723		723	723	
6817			Augusta Margaret River Districts Football Club	2,000		2,000	0	
TOTAL CAPITAL INCOME				511,317	0	511,317	508,155	
CAPITAL EXPENDITURE								
4884			Principal loan repayments	(852,392)	0	(852,392)	(489,885)	
4894			Principal SS loan repayments	(1,338)		(1,338)	(1,338)	
			Interest Free Loan Advances			0		
6815			MR & Districts Agricultural Society	0		0	0	
6816			Gracetown Tennis Club	0		0	0	
6817			Augusta Margaret River Districts Football Club	0		0	0	
TOTAL CAPITAL EXPENDITURE				(853,730)	0	(853,730)	(491,223)	
Business Unit Totals								
			Operating Income	1,492,719	143,439	1,636,158	852,317	
			Operating Expenses	(604,642)	(15,000)	(619,642)	(290,962)	
			Capital Income	511,317	0	511,317	508,155	
			Capital Expenditure	(853,730)	0	(853,730)	(491,223)	
TOTAL FOR BUSINESS UNIT				545,664	128,439	674,103	578,287	

MEMBERS OF COUNCIL - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
MC73	84		Election Nominations	0		0	0	
MC74	73		Contributions	500		500	32	
TOTAL OPERATING INCOME				500	0	500	32	
OPERATING EXPENDITURE								
MC11	27		Mobile Telephone	(360)		(360)	(172)	
MC12	38		Subscriptions/Publications	(500)		(500)	0	
MC17	09		Consumables	(600)		(600)	(813)	
MC23	05		Conferences & Training	(14,000)		(14,000)	(2,647)	
MC24	37		Functions & Receptions	(13,500)		(13,500)	(3,486)	
MC25	19		Advertising	(500)		(500)	0	
MC35			Election Expenses	0		0	0	
MC40	98		Vehicle Expenses	(3,960)		(3,960)	(4,195)	
MC43	39		Members Sitting Fees & Allowances	(209,304)		(209,304)	(104,619)	
MC44	44		Donations	(21,300)		(21,300)	(1,043)	
MC50			Special Projects	(105,000)	5,000	(100,000)	(3,000)	
	16	MOC06	Contribution to MRCCI WIFI Project	(10,000)		(10,000)	(3,000)	
	16	MOC12	Contribution to Cowaramup Hall and Reserves Association for Cowaramup Hall works	(40,000)		(40,000)	0	
	16	MOC13	Indigenous Consultation	(45,000)		(45,000)	0	
	16	MOC14	CEO Performance Review	(10,000)	5,000	(5,000)	0	Actual cost less than budget
MC51	39		Councillor Expenses Reimbursed (Travel, Accommodation, Childcare, etc)	(24,200)		(24,200)	(6,986)	
TOTAL OPERATING EXPENDITURE				(393,224)	5,000	(388,224)	(126,963)	
CAPITAL INCOME								
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
TOTAL CAPITAL EXPENDITURE								
Business Unit Totals								
			Operating Income	500	0	500	32	
			Operating Expenses	(393,224)	5,000	(388,224)	(126,963)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(392,724)	5,000	(387,724)	(126,931)	

CEO - Governance										
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments		
OPERATING INCOME										
CE74	73		LGCOG Conference Delegate Registrations	0		0	0			
CE86	73		Reimbursements	0		0	3,000			
CE87	84		Fees and Charges	0		0	0			
TOTAL OPERATING INCOME				0	0	0	3,000			
OPERATING EXPENDITURE										
CE01	01		Salaries	(531,062)	45,000	(486,062)	(218,538)	Sustainable Economy Officer appointed in late January		
CE01	06		Accrued Leave	(45,006)		(45,006)	(22,503)			
CE02	02		Superannuation	(60,060)		(60,060)	(27,310)			
CE03	17		Consultant	(10,000)		(10,000)	0			
CE04	05		Training	(14,106)		(14,106)	(7,720)			
CE05	03		Workers Compensation	(5,992)		(5,992)	(3,042)			
CE06	04		Uniforms	0		0	(174)			
CE07	07		Recruitment	(40,000)		(40,000)	(17,102)			
CE11	27		Mobile Telephone	(4,320)		(4,320)	(3,255)			
CE12	38		Subscriptions/Publications	(44,660)		(44,660)	(30,402)			
CE14	17		Organisational Development	(14,900)		(14,900)	(9,228)			
CE17	09		Consumables	(1,000)		(1,000)	(451)			
CE22	16		Public Relations	(168,500)		168,500	0		(32,245)	Moved to Corporate Services \$120.5k & MR Heart (CC) \$48k due to change to structure.
CE24	37		Functions & Refreshments	(6,500)		(6,500)	(1,218)			
CE37	24		Legal Expenses	(10,000)		(10,000)	(12,475)			
CE40	98		Vehicle Operating Expenses	0		0	(1,089)			
CE41	08		Fringe Benefits Tax	(3,480)		(3,480)	(1,719)			
CE50			Special Projects	(396,000)		(396,000)	(130,191)			
	16	CEO03	Legislative Reviews	(13,500)		(13,500)	(9,450)			
	16	CEO11	Iconic Events	(127,500)	(127,500)	(84,000)				
	44	CEO13	Regional Economic Development	(50,000)	(50,000)	(17,070)				
	16	CEO14	Cultural Centre QS and Business Planning	(15,000)	(15,000)	0				
	16	CEO15	Local Events	(73,000)	(73,000)	(16,564)				
	16	CEO16	Community Survey	(20,000)	(20,000)	0				
	16	CEO18	Assistance for Economic Projects	(20,000)	(20,000)	(1,250)				
	16	CEO21	LGCOG Conference 2018	0	0	(1,857)				
	16	CEO22	Welcome to Country video	(12,000)	(12,000)	0				
	16	CEO23	Contribution to Regional Airport	(25,000)	(25,000)	0				
	16	CEO24	Shire Website refresh	(40,000)	(40,000)	0				
CE98	51		Depreciation	(1,200)	(1,200)	(390)				
TOTAL OPERATING EXPENDITURE				(1,356,786)	213,500	(1,143,286)	(519,050)			
CAPITAL INCOME						0				
TOTAL CAPITAL INCOME				0	0	0	0			
CAPITAL EXPENDITURE						0				
TOTAL CAPITAL EXPENDITURE				0	0	0	0			
Business Unit Totals										
			Operating Income	0	0	0	3,000			
			Operating Expenses	(1,356,786)	213,500	(1,143,286)	(519,050)			
			Capital Income	0	0	0	0			
			Capital Expenditure	0	0	0	0			
TOTAL FOR BUSINESS UNIT				(1,356,786)	213,500	(1,143,286)	(516,050)			

DIRECTOR CORPORATE & COMMUNITY SERVICES - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
DC75	67		Grants and Contributions	20,000		20,000	0	
DC81	93		Sundry Income	0		0	0	
DC82	84		Augusta Museum Takings	7,500		7,500	2,610	
TOTAL OPERATING INCOME				27,500	0	27,500	2,610	
OPERATING EXPENDITURE								
DC01	01		Salaries	(251,408)		(251,408)	(128,122)	
DC01	06		Accrued Leave	(21,580)		(21,580)	(10,790)	
DC02	02		Superannuation	(27,064)		(27,064)	(13,504)	
DC04	05		Training	(9,426)		(9,426)	(1,456)	
DC05	03		Workers Compensation	(2,836)		(2,836)	(1,440)	
DC11	27		Mobile Telephone	(2,280)		(2,280)	(1,572)	
DC12	38		Subscriptions/Publications	(2,320)		(2,320)	(483)	
DC17	09		Consumables	(400)		(400)	(138)	
DC24	37		Refreshments	(300)		(300)	(60)	
DC37	24		Legal and Professional Advice	(10,000)		(10,000)	0	
DC42	44		Donations	(1,500)		(1,500)	(450)	
DC43	44		Sponsorships	(8,500)		(8,500)	(6,692)	
DC44	44		Contributions/Donations/Sponsorships	(104,156)		(104,156)	(66,981)	
	44	DCD02	Augusta Historical Museum	(26,032)		(26,032)	(25,457)	
	44	DCD10	South West Academy of Sports	(4,400)		(4,400)	(4,000)	
	44	DCD21	Margaret River Historical Society	(9,000)		(9,000)	(9,000)	
	44	DCD23	Gracetown Progress Association	(5,000)		(5,000)	(10,000)	
	44	DCD25	Augusta Centennial Hall	(5,000)		(5,000)	0	
	44	DCD26	Cowaramup Hall Reserves & Residents	(11,374)		(11,374)	(11,374)	
	44	DCD28	Karridale Hall Management Committee	(1,500)		(1,500)	(1,500)	
	44	DCD30	Rosa Brook Sporting and Cultural Facilities	(1,500)		(1,500)	(1,500)	
	44	DCD34	Alexandra Bridge Hall & Social Committee	(1,500)		(1,500)	(1,500)	
	44	DCD43	Margaret River Regional Environment Ctr	(30,000)		(30,000)	0	
	44	DCD44	Augusta Community Resource Centre	(6,650)		(6,650)	(1,650)	
	44	DCD45	Rotary Club of Margaret River	(1,200)		(1,200)	0	
	44	DCD46	Margaret River Community Centre - Little Languages program	(1,000)		(1,000)	(1,000)	
DC50	44		Special Projects	(57,000)		(57,000)	(15,112)	
	16	DCC14	Financial Ratios Review	(5,000)		(5,000)	0	
	16	DCC18	Community Infrastructure Report	(15,000)		(15,000)	(14,860)	
	16	DCC19	Scott River Economic Study	(35,000)		(35,000)	(252)	
	16	DCC21	Every Club Project	(2,000)		(2,000)	0	
TOTAL OPERATING EXPENDITURE				(498,770)	0	(498,770)	(246,798)	
CAPITAL INCOME								
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	27,500	0	27,500	2,610	
			Operating Expenses	(498,770)	0	(498,770)	(246,798)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(471,270)	0	(471,270)	(244,188)	

DIRECTOR SUSTAINABLE DEVELOPMENT - Governance							
COA	IE	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
DP82	83	Sundry Income	0		0	1,386	
TOTAL OPERATING INCOME			0	0	0	1,386	
OPERATING EXPENDITURE							
DP01	01	Salaries	(501,072)	30,000	(471,072)	(231,183)	Director acting as CEO
DP01	06	Accrued Leave	(44,224)		(44,224)	(22,113)	
DP02	02	Superannuation	(55,444)		(55,444)	(27,389)	
DP03	17	Consultant	(10,000)		(10,000)	0	
DP04	05	Training	(14,142)		(14,142)	(5,290)	
DP05	03	Workers Compensation	(5,668)		(5,668)	(2,880)	
DP06	04	Protective Clothing	(300)		(300)	0	
DP07	07	Recruitment	0		0	0	
DP11	27	Mobile Telephone	(4,000)		(4,000)	(502)	
DP12	38	Subscriptions & Publications	(4,600)		(4,600)	(2,636)	
DP17	09	Consumables	(600)		(600)	0	
DP20	15	Equipment Repairs & Maintenance	(500)		(500)	0	
DP22	19	Public Relations	(3,000)		(3,000)	(124)	
DP24	37	Refreshments	(300)		(300)	0	
DP25	16	Legal Fees	(32,000)		(32,000)	(14,198)	
DP26	16	Legal Projects	(10,000)		(10,000)	(2,136)	
DP58	12	Minor Equipment	(500)		(500)	0	
TOTAL OPERATING EXPENDITURE			(686,350)	30,000	(656,350)	(308,451)	
CAPITAL INCOME					0		
TOTAL CAPITAL INCOME			0	0	0	0	
CAPITAL EXPENDITURE					0		
TOTAL CAPITAL EXPENDITURE			0	0	0	0	
Business Unit Totals							
		Operating Income	0	30,000	0	1,386	
		Operating Expenses	(686,350)		(656,350)	(308,451)	
		Capital Income	0		0	0	
		Capital Expenditure	0		0	0	
TOTAL FOR BUSINESS UNIT			(686,350)	30,000	(656,350)	(307,066)	

DIRECTOR INFRASTRUCTURE SERVICES - Governance

COA	IE	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
DI82	84	Sundry Income	0		0	0	
TOTAL OPERATING INCOME			0	0	0	0	
OPERATING EXPENDITURE							
DI01	01	Salaries	(295,450)	15,000	(280,450)	(125,402)	Project Manager for Main Street posted to STS07 plus extended leave
DI01	06	Accrued Leave	(22,450)		(22,450)	(11,225)	
DI02	02	Superannuation	(32,902)		(32,902)	(12,853)	
DI03	16	Consultant	(10,000)		(10,000)	0	
DI04	05	Training	(11,714)		(11,714)	(1,773)	
DI05	03	Workers Compensation	(3,314)		(3,314)	(1,680)	
DI06	04	Protective Clothing	(250)		(250)	0	
DI07	07	Recruitment	0		0	0	
DI11	27	Mobile Telephone	(2,160)		(2,160)	(511)	
DI12	38	Subscriptions & Publications	(1,400)		(1,400)	0	
DI17	09	Consumables	(300)		(300)	0	
DI20	15	Equipment Repairs & Maintenance	(300)		(300)	(626)	
DI24	37	Refreshments	(300)		(300)	(34)	
DI25	16	Legal Expenses	(5,000)	(15,000)	(20,000)	0	Legal advice related to Cleaning contract
TOTAL OPERATING EXPENDITURE			(385,540)	0	(385,540)	(154,104)	
CAPITAL INCOME					0		
TOTAL CAPITAL INCOME			0	0	0	0	
CAPITAL EXPENDITURE					0		
TOTAL CAPITAL EXPENDITURE			0	0	0	0	
Business Unit Totals							
		Operating Income	0	0	0	0	
		Operating Expenses	(385,540)	0	(385,540)	(154,104)	
		Capital Income	0	0	0	0	
		Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT			(385,540)	0	(385,540)	(154,104)	

FINANCE - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
FI72	73		Finance Insurance claim payouts	0		0	1,125	
FI82	93		Discounts & Rebates	6,200		6,200	8,174	
FI83	73		Salary Package FBT Contributions	9,741		9,741	0	
TOTAL OPERATING INCOME				15,941	0	15,941	9,299	
OPERATING EXPENDITURE								
FI01	01		Salaries	(321,516)		(321,516)	(157,938)	
FI01	06		Accrued Leave	(27,196)		(27,196)	(13,598)	
FI02	02		Superannuation	(37,854)		(37,854)	(17,835)	
FI04	05		Training	(16,194)		(16,194)	(4,254)	
FI05	03		Workers Compensation	(3,628)		(3,628)	(1,842)	
FI06	04		Uniforms	0		0	0	
FI07	38		Recruitment	0		0	(32)	
FI13	30		Insurance	(473,593)	(20,000)	(493,593)	(492,402)	Premiums higher than expected
FI17	09		Consumables	(500)		(500)	0	
FI27	16		Insurance claims	0		0	(1,125)	
FI29	16		Contract Services	(48,500)		(48,500)	(23,887)	
FI30	16		Special Projects	(3,000)		(3,000)	0	
FI41	08		FBT - Salary Packaging	(9,741)		(9,741)	(6,492)	
FI55	16		Procurement	(24,000)		(24,000)	(3,805)	
FI58	12		Minor Equipment	(500)		(500)	0	
TOTAL OPERATING EXPENDITURE				(966,222)	(20,000)	(986,222)	(723,211)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE						0		
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	15,941	0	15,941	9,299	
			Operating Expenses	(966,222)	(20,000)	(986,222)	(723,211)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(950,281)	(20,000)	(970,281)	(713,912)	

RECORDS - Governance							
COA	IE	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
RE81	84	Fees and Charges (GST free)	0		0	280	
TOTAL OPERATING INCOME			0	0	0	280	
OPERATING EXPENDITURE							
RE01	01	Salaries	(150,126)		(150,126)	(69,399)	
RE01	06	Accrued Leave	(12,440)		(12,440)	(6,220)	
RE02	02	Superannuation	(21,138)		(21,138)	(9,616)	
RE04	05	Training	(1,960)		(1,960)	0	
RE05	03	Workers Compensation	(1,690)		(1,690)	(858)	
RE12	38	Subscriptions & Publications	(1,015)		(1,015)	0	
RE14	17	Organisational Development	0		0	0	
RE17	09	Consumables	(675)		(675)	(724)	
RE18	20	Equipment Lease	(3,468)		(3,468)	(1,986)	
RE20	15	Equipment Repairs & Maintenance	(400)		(400)	0	
RE29	16	Contract Services	(1,000)		(1,000)	(1,342)	
RE98	51	Depreciation	(720)		(720)	(289)	
TOTAL OPERATING EXPENDITURE			(194,632)	0	(194,632)	(90,435)	
CAPITAL INCOME					0		
TOTAL CAPITAL INCOME			0	0	0	0	
CAPITAL EXPENDITURE					0		
TOTAL CAPITAL EXPENDITURE			0	0	0	0	
Business Unit Totals							
		Operating Income	0	0	0	280	
		Operating Expenses	(194,632)	0	(194,632)	(90,435)	
		Capital Income	0	0	0	0	
		Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT			(194,632)	0	(194,632)	(90,155)	

CORPORATE SERVICES - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
CS82			Sundry Income	1,500		1,500	724	
TOTAL OPERATING INCOME				1,500	0	1,500	724	
OPERATING EXPENDITURE								
CS10	27		Telephone	(31,000)	25,000	(31,000)	(15,333)	
CS15	13		Stationery	(14,400)		(14,400)	(11,900)	
CS15	14		Paper/Printing	(18,600)		(18,600)	0	
CS16	18		Postage	(60,000)		(60,000)	(29,098)	
CS17	09		Consumables - General	(2,400)		(2,400)	(1,176)	
CS17	13		Consumables - Coffee	(3,600)		(3,600)	(1,285)	
CS17	20		Consumables - Hire (Water Disp)	(1,400)		(1,400)	(703)	
CS20	15		Equipment Repairs & Maintenance	(1,000)		(1,000)	0	
CS35	25		Utilities - Electricity & Energy	(75,840)		(75,840)	(43,174)	
CS35	26		Utilities - Water	(40,400)		(15,400)	(5,938)	Change of recovery process for water used by 3rd parties (also refer GF87)
CS40	98		Vehicle Operating Costs	(18,000)		(18,000)	(7,229)	
CS58	12		Minor Equipment	(5,000)		(5,000)	0	
CS98	51		Depreciation	(1,200)		(1,200)	(123)	
Communications and Marketing								
CM22	16		Public Relations	0	(120,500)	(120,500)	0	\$168.5k moved from CE22, \$120.5k to CM22 and \$48k to Heart Marketing CC22
TOTAL OPERATING EXPENDITURE				(272,840)	(95,500)	(368,340)	(115,959)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
CS97	09		Furniture & Equipment	(10,000)		(10,000)	0	
	09	CSA001	Replacement shredder for CAC	(10,000)		(10,000)	0	
TOTAL CAPITAL EXPENDITURE				(10,000)	0	(10,000)	0	
Business Unit Totals								
			Operating Income	1,500	0	1,500	724	
			Operating Expenses	(272,840)	(95,500)	(368,340)	(115,959)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(10,000)	0	(10,000)	0	
TOTAL FOR BUSINESS UNIT				(281,340)	(95,500)	(376,840)	(115,235)	

CUSTOMER RELATIONS - Customer Relations								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
CR81	84		Fees and Charges (GST free)	12,000	(10,000)	2,000	1,000	Sale of Special Series Number Plates reduced significantly
CR82	90		DoT Commissions	180,000		180,000	91,219	
CR83	90		Transwa Commissions	600		600	648	
CR84	84		Other Fees and Charges	1,200		1,200	321	
TOTAL OPERATING INCOME				193,800	(10,000)	183,800	93,188	
OPERATING EXPENDITURE								
CR01	01		Salaries	(423,694)	25,000	(398,694)	(195,337)	
CR01	06		Accrued Leave	(40,456)		(40,456)	(20,228)	
CR02	02		Superannuation	(51,468)		(51,468)	(25,142)	
CR04	05		Training	(9,700)		(9,700)	(5,031)	
CR05	03		Workers Compensation	(4,834)		(4,834)	(2,454)	
CR06	04		Staff Uniforms	(4,200)		(4,200)	(2,301)	
CR07	07		Recruitment	0		0	(187)	
CR11	27		Mobile Telephone	(1,530)		(1,530)	(1,120)	
CR12	38		Subscriptions & Publications	(1,150)		(1,150)	(900)	
CR20	09		Equipment Repairs & Maintenance	(1,000)		(1,000)	0	
CR49	09		Stock - Special Series number plates	(6,000)	5,000	(1,000)	0	Sale of Special Series Number Plates reduced significantly
CR58	09		Minor Equipment	(2,700)		(2,700)	(1,343)	
CR98	51		Depreciation	(1,200)		(1,200)	(377)	
TOTAL OPERATING EXPENDITURE				(547,932)	30,000	(517,932)	(254,420)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
CR97	16		Purchase of Asset	(5,000)	5,000	0	0	
	16	CRC002	Augusta Office Plate and File Drawers	(5,000)	5,000	0	0	Not required - modifications made to existing cupboard
TOTAL CAPITAL EXPENDITURE				(5,000)	5,000	0	0	
Business Unit Totals								
			Operating Income	193,800	(10,000)	183,800	93,188	
			Operating Expenses	(547,932)	30,000	(517,932)	(254,420)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(5,000)	5,000	0	0	
TOTAL FOR BUSINESS UNIT				(359,132)	25,000	(334,132)	(161,232)	

INFORMATION COMMUNICATION TECHNOLOGY - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
IT82	73		Sundry Income	0		0	764	
TOTAL OPERATING INCOME				0	0	0	764	
OPERATING EXPENDITURE								
IT01	01		Salaries	(159,042)		(159,042)	(76,260)	
IT01	06		Accrued Leave	(12,688)		(12,688)	(6,344)	
IT02	02		Superannuation	(16,770)		(16,770)	(9,371)	
IT04	05		Training	(11,180)		(11,180)	0	
IT05	03		Workers Compensation	(1,794)		(1,794)	(906)	
IT10	27		Telephone	(50,680)		(50,680)	(20,258)	
IT11	27		Mobile Telephone	(3,984)		(3,984)	(1,843)	
IT12	38		Subscriptions & Publications	(1,098)		(1,098)	(820)	
IT15	14		Printing & Stationery	(70,800)		(70,800)	(25,879)	
IT18	20		Equipment Leasing	(156,708)		(156,708)	(103,679)	
IT19	16		Software Licenses	(462,594)		(462,594)	(349,206)	
IT20	15		Equipment Repairs & Mtce.	(9,154)		(9,154)	(3,216)	
IT29	16		Contract Services	(34,440)		(34,440)	(980)	
IT40	98		Vehicle Operating Expenses	(5,720)		(5,720)	(3,110)	
IT41	08		Fringe Benefits Tax	(1,200)		(1,200)	(563)	
IT50	16		Special Projects	(94,687)		(94,687)	(8,028)	
IT58	12		Minor Equipment	(35,500)		(35,500)	(1,891)	
IT98	51		Depreciation	(30,000)		(30,000)	(10,334)	
TOTAL OPERATING EXPENDITURE				(1,158,039)	0	(1,158,039)	(622,688)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
IT97	55		Furniture & Equipment	(138,000)		(138,000)	(117,591)	
	55	ICT001	Monitor for Council Chambers	(8,000)		(8,000)	0	
	55	ICT002	Replacement of Production Servers and Storage with Nutanix System	(130,000)		(130,000)	(117,591)	
TOTAL CAPITAL EXPENDITURE				(138,000)	0	(138,000)	(117,591)	
Business Unit Totals								
			Operating Income	0	0	0	764	
			Operating Expenses	(1,158,039)	0	(1,158,039)	(622,688)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(138,000)	0	(138,000)	(117,591)	
TOTAL FOR BUSINESS UNIT				(1,296,039)	0	(1,296,039)	(739,516)	

HUMAN RESOURCES - Governance							
COA	IE	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
HR82	93	Sundry Income	20,000		20,000	0	
TOTAL OPERATING INCOME			20,000	0	20,000	0	
OPERATING EXPENDITURE							
HR01	01	Salaries	(407,834)		(407,834)	(202,415)	
HR01	06	Accrued Leave	(35,892)		(35,892)	(17,946)	
HR02	02	Superannuation	(51,260)		(51,260)	(27,802)	
HR04	05	Training	(16,234)		(16,234)	(5,099)	
HR05	03	Workers Compensation	(4,616)		(4,616)	(2,346)	
HR06	04	Staff Uniforms	(800)		(800)	(298)	
HR07	07	Recruitment Expenses	0		0	0	
HR08	07	Employee Health Programs	(18,000)		(18,000)	(6,540)	
HR11	27	Mobile Telephone	(5,380)		(5,380)	(1,969)	
HR12	38	Subscriptions & Publications	(16,840)		(16,840)	(12,344)	
HR14	37	Organisational Development	(23,000)		(23,000)	(4,048)	
HR17	09	Consumables	(1,700)		(1,700)	(31)	
HR22	01	Employee Recognition	(12,600)		(12,600)	(9,388)	
HR24	37	Refreshments	(2,000)		(2,000)	(256)	
HR26	37	OSH Initiatives	(27,000)		(27,000)	(3,925)	
HR29	16	Contract Services	(12,520)		(12,520)	(585)	
HR40	98	Vehicle Operating Expenses	(7,500)		(7,500)	(3,860)	
HR41	08	Fringe Benefits Tax	(2,784)		(2,784)	(1,395)	
HR51	01	Workforce Planning	0		0	0	
HR55	01	Employee Paid Leave Other	(20,000)		(20,000)	(16,104)	
HR58	51	Minor Equipment	0		0	(52)	
TOTAL OPERATING EXPENDITURE			(665,960)	0	(665,960)	(316,401)	
CAPITAL INCOME					0		
TOTAL CAPITAL INCOME			0	0	0	0	
CAPITAL EXPENDITURE					0		
TOTAL CAPITAL EXPENDITURE			0	0	0	0	
Business Unit Totals							
		Operating Income	20,000	0	20,000	0	
		Operating Expenses	(665,960)	0	(665,960)	(316,401)	
		Capital Income	0	0	0	0	
		Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT			(645,960)	0	(645,960)	(316,401)	

COMMUNITY PLANNING & DEVELOPMENT - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
CD71	84		Zone Room Café Lease fees	11,250	19,271	11,250	0	
CD72	84		MRYP Hall Hire Income	2,112		2,112	0	
CD74	73		Contributions	0		0	0	
CD75	67		Grant Income	22,500		41,771	500	
	67	CDI107	National Youth Week Grant	1,500		1,500	0	
	67	CDI144	National Seniors Week - COTA	1,000		1,000	0	
	67	CDI147	LDAG Strive Round 1	3,000		3,000	0	
	67	CDI148	LDAG Strive Round 4	3,000		3,000	0	
	67	CDI149	LDAG Strive Round 9	3,000		3,000	0	
	67	CDI153	LDAG Operating Funds	1,000		1,000	0	
	67	CDI164	Thank a Volunteer 2017	1,000		1,000	500	
	67	CDI168	National Reconciliation Week	5,000		5,000	0	
	67	CDI169	Yculture - Country Arts WA	4,000		4,000	0	
	67	CDI202	FRRR - In a Good Place	0	19,271	19,271	0	New Grant approved
CD77	73		Community Development Income	5,455		5,455	7,258	
CD79	84		Zone Room Hire Income	2,600		2,600	1,551	
TOTAL OPERATING INCOME				43,917	19,271	63,188	9,309	
OPERATING EXPENDITURE								
CD01	01		Salaries	(322,660)		(322,660)	(157,759)	
CD01	06		Accrued Leave	(26,546)		(26,546)	(13,273)	
CD02	02		Superannuation	(34,946)		(34,946)	(17,891)	
CD04	05		Training	(8,132)		(8,132)	(6,506)	
CD05	03		Workers Compensation	(3,628)		(3,628)	(1,842)	
CD06	04		Protective Clothing	(1,000)		(1,000)	(237)	
CD07	07		Recruitment	(1,000)		(1,000)	(698)	
CD11	27		Mobile Telephone	(2,544)		(2,544)	(282)	
CD12	38		Subscriptions & Publications	(648)		(648)	(168)	
CD15	13		Printing & Stationery	(245)		(245)	0	
CD17	09		Consumables	(1,000)		(1,000)	0	
CD20	15		Equipment Repairs & Mtce.	(3,000)		(3,000)	(1,320)	
CD24	37		Refreshments	(720)		(720)	0	
CD39	16		Integrated Planning	(31,000)		(31,000)	(2,167)	
	16	COM115	Community Engagement (incl. media, publications etc.)	(10,000)		(10,000)	(2,167)	
	16	COM118	Key Performance Measurement	(14,500)		(14,500)	0	
	16	COM156	Council Strategic Planning Day	(2,500)		(2,500)	0	
	16	COM157	Design of Corporate Documents	(4,000)		(4,000)	0	
CD42	16		Youth	(73,500)		(73,500)	(27,347)	
	16	COM106	Events	(6,000)		(6,000)	(3,786)	
	16	COM107	National Youth Week Festival	(1,500)		(1,500)	0	
	16	COM114	Implementing the Youth Plan	(22,000)		(22,000)	(13,992)	
	16	COM169	Yculture - Country Arts WA	(4,000)		(4,000)	0	
	16	COM181	Youth Mental Health Services Partnership	(10,000)		(10,000)	(9,569)	
	16	COM190	Youth Partnerships	(30,000)		(30,000)	0	

COMMUNITY PLANNING & DEVELOPMENT - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CD43	16		Capacity Building	(53,917)	20,000	(33,917)	(21,188)	
	16	COM122	Community Facilities Working Group	(1,000)		(1,000)	0	
	16	COM123	Community group and volunteering support (inc. CNG)	(3,000)		(3,000)	0	
	16	COM124	National Volunteer Week	(700)		(700)	0	
	16	COM160	Augusta Historical Society Digital Project	(12,492)		(12,492)	(12,492)	
	16	COM161	Feasibility Studies (Augusta, Cowaramup, Witchcliffe)	(20,000)	20,000	0	0	Project deferred, awaiting adoption of Community Infrastructure Plan
	16	COM164	Thank a Volunteer	(5,000)		(5,000)	(2,886)	
	16	COM173	CLGF Community Development Scholarship - CD Officer	(1,140)		(1,140)	(339)	
	16	COM174	CLGF Community Development Scholarship - Director CCS	(215)		(215)	(195)	
	16	COM175	CLGF Community Development Scholarship - C&C Planner	(1,670)		(1,670)	(837)	
	16	COM176	DLGSC - Cowaramup Community Garden Lions Centennial Project Grant	(8,700)		(8,700)	(4,440)	
CD46	09		MRYP Facilities	(9,000)		(9,000)	(1,022)	
	Var	COM177	Building Maintenance	(1,000)		(1,000)	0	
	16	COM178	Building Operations	(8,000)		(8,000)	(1,022)	
CD47	16		Safer Communities	(53,000)	(19,271)	(72,271)	(24,430)	
	16	COM126	Community education programs	(2,000)		(2,000)	(932)	
	16	COM129	Emergency Recovery	(1,000)		(1,000)	(112)	
	16	COM131	Homelessness and Crisis Accommodation coordination	(20,000)		(20,000)	(20,000)	
	16	COM188	Osmington Recovery Expenses	0		0	(30)	
	16	COM189	Community Resilience Plan	(5,000)		(5,000)	0	
	16	COM191	Osmington Community Recovery	(25,000)		(25,000)	(3,356)	
	16	COM202	FRRR - In a Good Place	0	(19,271)	(19,271)	0	New Grant approved - CDI202
CD48	16		Disability Access & Inclusion	(20,000)		(20,000)	(2,800)	
	16	COM135	Support to community groups	(1,000)		(1,000)	0	
	16	COM136	Implementing the DAIP	(18,000)		(18,000)	(2,800)	
	16	COM183	Community Events	(1,000)		(1,000)	0	
CD49	16		Arts & Culture	(43,000)		(43,000)	(24)	
	16	COM140	Art on Loan Program	(6,000)		(6,000)	0	
	16	COM168	National Reconciliation Week	(6,000)		(6,000)	0	
	16	COM180	Indigenous Engagement	(6,000)		(6,000)	0	
	16	COM184	Review the Creative Blueprint	(10,000)		(10,000)	(24)	
	16	COM185	Street Art Community Collaboration Project	(15,000)		(15,000)	0	
CD50	44		Special Projects	(10,000)		(10,000)	(11)	
	16	COM147	LDAG Grant Strive Round 1	(3,000)		(3,000)	0	
	16	COM148	LDAG Grant Strive Round 4	(3,000)		(3,000)	0	
	16	COM149	LDAG Grant Strive Round 9	(3,000)		(3,000)	0	
	16	COM153	LDAG Operating Grant	(1,000)		(1,000)	0	
	16	COM179	MRYP Opening 3rd June 2018	0		0	(11)	

COMMUNITY PLANNING & DEVELOPMENT - Governance								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CD51	16		Age Friendly	(3,000)		(3,000)	(624)	
	16	COM144	National Seniors Week	(1,000)		(1,000)	(624)	
	16	COM145	Age Friendly Community Plan	(2,000)		(2,000)	0	
CD52	44		Annual Community Development Grants	(10,000)		(10,000)	(7,636)	
CD40	10		Vehicle Operating Expenses	(10,080)		(10,080)	(4,593)	
CD41	08		Fringe Benefits Tax	(2,940)		(2,940)	(1,466)	
CD56	09		Minor Equipment	0		0	0	
CD98	51		Depreciation	(2,400)		(2,400)	(1,554)	
TOTAL OPERATING EXPENDITURE				(727,906)	729	(727,177)	(294,839)	
CAPITAL INCOME								
CD70	70		Capital Grants	0		0	0	
	70	CDI151	Lotterywest grant - MR Youth Precinct	0		0	0	
	70	CDI152	Building Better Regions Fund grant - MR Youth Precinct	0		0	0	
CD80	74		Capital Contributions	0		0	0	
	74	CDI200	MR Lions - Contribution to MR Youth Precinct	0		0	0	
	74	CDI201	Community Contributions to MR Youth Precinct	0		0	0	
CD91	95		Proceeds from Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
CD88	16		Buildings	(62,000)	(20,000)	(82,000)	(30,588)	
	16	COM186	MRYP Hall renewal	(41,000)		(41,000)	0	
	16	COM187	Zone Room upgrades	(21,000)	(20,000)	(41,000)	(30,588)	Quotes above detailed design estimates - Require internal storage, electrical & universal access to kitchenette
CD89	16		Infrastructure	0		0	0	
TOTAL CAPITAL EXPENDITURE				(62,000)	(20,000)	(82,000)	(30,588)	
Business Unit Totals								
			Operating Income	43,917	19,271	63,188	9,309	
			Operating Expenses	(727,906)	729	(727,177)	(294,839)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(62,000)	(20,000)	(82,000)	(30,588)	
TOTAL FOR BUSINESS UNIT				(745,989)	0	(745,989)	(316,117)	

EMERGENCY MANAGEMENT & FIRE PREVENTION - Law, Order and Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
Emergency Management								
OPERATING INCOME								
EM75	67		Operating Grants - ESL	32,036		32,036	11,611	
TOTAL OPERATING INCOME				32,036	0	32,036	11,611	
OPERATING EXPENDITURE								
EM10	27		Telephone - SES Landline & Internet	0		0	(1,824)	
EM11	27		Mobile Telephone	(1,692)		(1,692)	(278)	
EM13	30		Insurance	(1,880)		(1,880)	(1,721)	
EM20	09		Equipment Repairs & Mtce.	(3,000)		(3,000)	(840)	
EM28	16		Building Maintenance	0		0	0	
EM29			SES Other Goods & Services	(6,000)		(6,000)	(458)	
EM35	25		Utilities	0		0	0	
EM40	98		Vehicle Operating Expenses	(20,000)		(20,000)	(6,046)	
EM58	09		Non Capital Equipment	(10,143)		(10,143)	(10,143)	
			SES LGGS Scheme Approved Application	(42,715)	0	(42,715)	(21,310)	
EM90	50		Profit/Loss on Assets	0		0	0	
EM98	51		Depreciation	(36,000)		(36,000)	(16,648)	
TOTAL OPERATING EXPENDITURE				(78,715)	0	(78,715)	(37,959)	
CAPITAL INCOME								
EM74	74		Contributions - Capital	0		0	0	
EM76	70		Capital Grants - ESL	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
EM93	55		Plant & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Fire Prevention								
OPERATING INCOME								
FP73	67		Other Grants	0	322,800	322,800	161,400	
	67	FPI029	<i>Bushfire Mitigation Activities Fund Grant</i>	0	322,800	322,800	161,400	2018-19 DFES Grant - 50% rec'd, remainder at acquittal June 19
FP74	73		Contributions (non ESL)	60,000		60,000	19,865	
FP75	67		Operating Grants - ESL	213,413	37,693	251,106	109,481	
	67	FPI012	<i>ESL Operating Grant & Supplementary Grant</i>	213,413	37,693	251,106	108,831	Received 2017-18 Supplementary Grant
	73	FPI018	<i>Reimbursement of electricity - Cwp Mens Shed</i>	0		0	650	
TOTAL OPERATING INCOME				273,413	360,493	633,906	290,746	

EMERGENCY MANAGEMENT & FIRE PREVENTION - Law, Order and Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING EXPENDITURE								
			BFB LGGS Scheme Funding					
FP06	04		Protective Clothing	(36,000)		(36,000)	(27,826)	
FP13	30		Insurance	(74,000)		(74,000)	(65,355)	
FP20	15		Equipment Repairs & Maintenance	(16,000)		(16,000)	(2,519)	
FP28	16		Building Maintenance	(9,000)		(9,000)	(8,234)	
FP31			Bush Fire Brigades Other Goods and Services	(17,000)		(17,000)	(9,036)	
FP35	25		Utilities	(28,000)		(28,000)	(11,097)	
FP40	98		Vehicle Operating Expenses	(55,000)		(55,000)	(52,294)	
FP58	12		Non-Capital Equipment	(49,550)		(49,550)	(22,156)	
			BFB LGGS Scheme Approved Application	(284,550)	0	(284,550)	(198,517)	
FP01	01		Salaries	(99,490)		(99,490)	(55,174)	
FP01	06		Accrued Leave	(8,372)		(8,372)	(4,186)	
FP02	02		Superannuation	(10,164)		(10,164)	(4,524)	
FP04	05		Training/Conferences	(5,000)		(5,000)	(2,367)	
FP05	03		Workers Compensation	(1,118)		(1,118)	(570)	
FP07	07		Recruitment	(3,000)		(3,000)	(1,587)	
FP11	27		Mobile Telephone	(3,400)		(3,400)	(1,372)	
FP12	38		Subscription	(2,000)		(2,000)	(660)	
FP18	15		CESM Vehicle Leasing	(23,000)		(23,000)	(12,655)	
FP19	15		CESM Vehicle Operating Costs	(7,000)		(7,000)	(2,535)	
FP29	16		Contract Services	(119,550)	(332,800)	(452,350)	(113,971)	
	16	FRE07	Community Fire and Emergency Services Support	(7,200)		(7,200)	(6,452)	
	16	FRE08	Maintain Strategic Firebreaks	(15,000)		(15,000)	0	
	16	FRE10	Plan & Undertake Hazard Reduction Burns on Council Land	(15,000)		(15,000)	(7,376)	
	16	FRE11	Fire contribution - plant and equipment mobilisation	(10,000)		(10,000)	(4,211)	
	16	FRE12	Refilling Emergency Water Supplies	(10,000)		(10,000)	(627)	
	16	FRE13	City of Bunbury SWLGEMA Admin Fee	(350)		(350)	0	
	16	FRE14	BFAC/ LEMC Committee Support	(3,000)		(3,000)	(864)	
	16	FRE15	Support to fire fighting activities - water and food	(8,000)		(8,000)	(2,030)	
	16	FRE16	Communications	(6,000)		(6,000)	0	
	16	FRE21	Council Emergency Services building driveway and drainage maintenance	(25,000)		(25,000)	0	
	16	FRE22	BFB Stations - Installation of motorised garage doors	(20,000)		(20,000)	(5,766)	
	16	FRE23	Bushfire Mitigation Activity Fund (MAF) 2018-19	0	(322,800)	(322,800)	(84,491)	Mitigation activities funded by grant
	16	FRE24	Independent Facilitator for Bush Fire Brigade Structure Review	0	(10,000)	(10,000)	0	Independent Facilitator to support BFB's with structure review process
FP32	15		Maintenance of Council Emergency Water Supplies	(17,500)		(17,500)	(4,579)	
FP98	51		Depreciation	(450,000)		(450,000)	(224,105)	
			Shire Funded	(749,594)	(332,800)	(1,082,394)	(428,285)	
TOTAL OPERATING EXPENDITURE				(1,034,144)	(332,800)	(1,366,944)	(626,802)	

EMERGENCY MANAGEMENT & FIRE PREVENTION - Law, Order and Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CAPITAL INCOME								
FP76	70		Grant Income	810,578	10,000	820,578	0	
	70	FPI021	Cowaramup Fire Station Extension	50,978		50,978	0	
	70	FPI030	Rosa Brook 3.4 Fire Appliance	567,600		567,600	0	
	70	FPI031	Witchcliffe Light Tanker Fire Appliance	178,000		178,000	0	
	70	FPI032	Wallcliffe BFB Station Extension (DFES)	14,000		14,000	0	
	70	FPI034	Rosa Brook Kitchen Renovation (DFES)	0	10,000	10,000	0	Additional funding approved from DFES to finish Kitchen
FP77	74		Capital Contributions	7,500		7,500	0	
	74	FPI024	Cowaramup BFB Contribution to Station extension	5,000		5,000	0	
	74	FPI028	Kudardup BFB Contribution to Station extension	0		0	0	
	74	FPI033	Wallcliffe BFB Contribution to Station Extension	2,500		2,500	0	
TOTAL CAPITAL INCOME				818,078	10,000	828,078	0	
CAPITAL EXPENDITURE								
FP88	16		Land & Buildings	(126,500)	(11,300)	(137,800)	(107,764)	
	16	FP021	Cowaramup Fire Station Extension	(110,000)		(110,000)	(107,764)	
	16	FP032	Wallcliffe BFB Station Extension	(16,500)		(16,500)	0	
	16	FP034	Rosa Brook Kitchen Renovation	0	(11,300)	(11,300)	0	\$10k funding approved from DFES to finish Kitchen
FP89	16		Infrastructure	(20,000)		(20,000)	(16,526)	
	16	FP010	Bush Fire Danger Signs	(20,000)		(20,000)	(16,526)	
FP93	55		Plant & Equipment	(745,600)		(745,600)	0	
	55	FP030	Rosa Brook 3.4 Fire Appliance	(567,600)		(567,600)	0	
	55	FP031	Witchcliffe Light Tanker Fire Appliance	(178,000)		(178,000)	0	
TOTAL CAPITAL EXPENDITURE				(892,100)	(11,300)	(903,400)	(124,290)	
Business Unit Totals								
			Operating Income	305,449	360,493	665,942	302,357	
			Operating Expenses	(1,112,859)	(332,800)	(1,445,659)	(664,761)	
			Capital Income	818,078	10,000	828,078	0	
			Capital Expenditure	(892,100)	(11,300)	(903,400)	(124,290)	
TOTAL FOR BUSINESS UNIT				(881,432)	26,393	(855,039)	(486,694)	

RANGERS - Law Order & Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
			Infringements					
RI60	83		Infringement Suspense	0		0	(80)	
RI61	83		Dog Infringements	18,000		18,000	5,282	
RI62	83		Parking Infringements	14,400		14,400	4,400	
RI63	83		Illegal Camping Infringements	6,000		6,000	725	
RI64	83		Bushfire Infringements	15,000		15,000	1,250	
RI65	83		Litter Infringements	1,000		1,000	400	
RI66	83		Cat Infringements	0		0	0	
RI67	83		Stock Infringements	200		200	0	
RI68	83		Other Infringement charges	1,000		1,000	414	
			Rangers			0		
RG79	83		Fines & Penalties	19,800		19,800	7,744	
RG80	84		Licenses/Permits (GST Free)	60,000		60,000	36,281	
RG81	84		Fees and Charges (GST free)	0		0	3,123	
RG82	84		Sundry Income	3,000		3,000	3,337	
RG86	73		Private Strategic Firebreak Recoveries	15,000		15,000	0	
RG87	84		Fees & Charges	58,300		58,300	43,177	
	84	RFC01	Cowaramup Niche wall	2,000		2,000	1,455	
	84	RFC02	Karridale Cemetery	15,000		15,000	9,791	
	84	RFC03	Margaret River Cemetery	25,000		25,000	25,623	
	84	RFC04	Animal Trap Hire	1,500		1,500	38	
	84	RFC05	Vehicle Control	1,200		1,200	100	
	84	RFC06	Permits	0		0	0	
	84	RFC07	Animal Control - GST Inc	3,000		3,000	450	
	84	RFC08	Animal Control - GST Exempt	10,000		10,000	4,800	
	84	RFC15	Fire Control Administration Fee	0		0	0	
	84	RFC16	Vehicle Impound Fees	600		600	920	
TOTAL OPERATING INCOME				211,700	0	211,700	106,052	
OPERATING EXPENDITURE								
RG01	01		Salaries	(370,214)		(370,214)	(178,168)	
RG01	06		Accrued Leave	(36,230)		(36,230)	(18,115)	
RG02	02		Superannuation	(45,552)		(45,552)	(21,761)	
RG04	05		Training & Conferences	(7,372)		(7,372)	(2,569)	
RG05	03		Workers Compensation	(4,226)		(4,226)	(2,148)	
RG06	04		Protective Clothing	(6,000)		(6,000)	(251)	
RG07	07		Recruitment	0		0	0	
RG11	27		Mobile Telephone	(6,000)		(6,000)	(1,653)	
RG16	13		Printing & Stationery	(14,000)		(14,000)	(8,481)	
RG17	09		Consumables	(3,000)		(3,000)	(471)	
RG20	15		Equipment Repairs & Mtce.	(2,400)		(2,400)	(1,819)	
RG24	37		Refreshments & Entertainment	(1,000)		(1,000)	(204)	
RG25	19		Advertising	(6,000)		(6,000)	(1,509)	

RANGERS - Law Order & Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
RG29	16		Contract Services	(75,000)	(10,000)	(75,000)	(22,473)	
	16	RNG01	Section 33 Works	(15,000)		(15,000)	0	
	16	RNG02	Contract Services Other	0		0	(4,240)	
	16	RNG03	Local laws for Cats, Fencing, Camping and Dogs	(10,000)		(10,000)	0	
	16	RNG05	Dog Exercise Area Review and Implementation	(5,000)		(5,000)	0	
	16	RNG06	Cemetery Management Plan	(15,000)		(15,000)	0	
	16	RNG08	Abandoned vehicle towing	(5,000)		(5,000)	(400)	
	16	RNG09	Shire Firebreaks	(5,000)		(5,000)	(545)	
	16	RNG10	Fire Restriction signage changeovers	(5,000)		(5,000)	0	
	16	RNG11	Short-term Contract Ranger	(15,000)		(15,000)	(17,288)	
RG37	24		Legal Fees	(8,400)		(8,400)	(2,398)	
RG40	98		Vehicle Operating Expenses	(45,000)		(45,000)	(23,107)	
RG48	09		Animal Control Expenses	(7,500)		(7,500)	(1,319)	
RG49	16		Burials Expenditure	(33,150)	(10,000)	(43,150)	(31,112)	
	16	CME03	Cowaramup Niche wall	(2,250)	(10,000)	(2,250)	(885)	
	16	CME04	Karridale Cemetery	(12,150)		(12,150)	(8,043)	
	16	CME05	Margaret River Cemetery	(18,750)		(28,750)	(22,184)	Unforeseen site works required
RG50	16		Projects	(15,000)	10,000	(5,000)	(3,840)	
	16	RNG07	Firebreak Software implementation	(15,000)	10,000	(5,000)	(3,840)	Duplicated - included in ICT budget
RG58	12		Non-Capital Equipment	(13,000)		(13,000)	0	
RG98	51		Depreciation	(3,600)		(3,600)	(1,351)	
TOTAL OPERATING EXPENDITURE				(702,644)	0	(702,644)	(322,751)	
CAPITAL INCOME								
RG91	95		Proceeds of Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
RG88	55		Buildings	(10,000)	(10,000)	(10,000)	0	
	55	RG008	Upgrade - Animal Care Facility	(10,000)		(10,000)	0	
RG89	55		Infrastructure	(30,000)		(30,000)	(772)	
	55	RG002	Cemetery Infrastructure Works	(20,000)		(20,000)	(322)	
	55	RG009	Dog Exercise Area Upgrades - Signage and Equipment	(10,000)		(10,000)	(450)	
RG93	55		Plant & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				(40,000)	0	(40,000)	(772)	
Business Unit Totals								
			Operating Income	211,700	0	211,700	106,052	
			Operating Expenses	(702,644)	0	(702,644)	(322,751)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(40,000)	0	(40,000)	(772)	
TOTAL FOR BUSINESS UNIT				(530,944)	0	(530,944)	(217,471)	

BEACH LIFEGUARDS Law Order & Public Safety								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME						0		
TOTAL OPERATING INCOME				0	0	0	0	
OPERATING EXPENDITURE								
BL01	01		Salaries	(90,569)		(90,569)	(3,673)	
BL01	06		Accrued Leave	(2,931)		(2,931)	(586)	
BL02	02		Superannuation	(9,141)		(9,141)	(723)	
BL03	17		Consultant	0		0	0	
BL04	05		Training	(3,100)		(3,100)	0	
BL05	03		Workers Compensation	(969)		(969)	(492)	
BL07	07		Recruitment	(700)		(700)	0	
BL11	27		Mobile Phone	(660)		(660)	(345)	
BL17	09		Consumables	(1,300)		(1,300)	(540)	
BL20	16		Equipment Repairs and Maintenance	(1,000)		(1,000)	(203)	
BL25	16		Advertising	(500)		(500)	0	
BL28	16		Building Maintenance	(2,500)		(2,500)	(34)	
BL40	15		Vehicle Operating Expenses	(5,350)		(5,350)	(88)	
BL50	16		Special Projects	(5,000)		(5,000)	0	
	16	BLS01	Surf Lifesaving WA Report	(5,000)		(5,000)	0	
BL56	12		Minor Equipment	(2,500)		(2,500)	(855)	
BL98	51		Depreciation	0		0	0	
TOTAL OPERATING EXPENDITURE				(126,220)	0	(126,220)	(7,538)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
BL93	55		Plant & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	0	0	0	0	
			Operating Expenses	(126,220)	0	(126,220)	(7,538)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(126,220)	0	(126,220)	(7,538)	

LIBRARIES Recreation and Culture								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
LI75	67		Grants	1,500	7,000	8,500	3,500	Get Online Week \$1.5k, Be Connected Top-up Tutoring \$0.5k, Be Connected - Building Digital Skills \$5k
LI81	84		Fees and Charges (GST free)	9,000		9,000	4,514	
LI87	84		Fees & Charges	28,200		28,200	14,169	
TOTAL OPERATING INCOME				38,700	7,000	45,700	22,183	
OPERATING EXPENDITURE								
LI01	01		Salaries	(580,086)	(7,000)	(580,086)	(271,684)	
LI01	06		Accrued Leave	(44,070)		(44,070)	(22,035)	
LI02	02		Superannuation	(65,974)		(65,974)	(38,163)	
LI04	05		Training	(9,443)		(9,443)	(2,581)	
LI05	03		Workers Compensation	(6,500)		(6,500)	(3,300)	
LI06	04		Staff Uniforms	(3,500)		(3,500)	(1,767)	
LI07	07		Recruitment	0		0	0	
LI10	27		Telephone	(490)		(490)	0	
LI11	27		Mobile Telephone	(3,530)		(3,530)	(1,524)	
LI12	38		Subscriptions & Publications	(24,800)		(24,800)	(8,838)	
LI15	14		Printing & Stationery	(14,350)		(14,350)	(3,733)	
LI16	18		Postage	(2,000)		(2,000)	0	
LI17	09		Consumables	(7,400)		(7,400)	(3,652)	
LI18	20		Equipment Lease	0		0	0	
LI20	15		Equipment Repairs & Maintenance	(500)		(500)	(108)	
LI22	19		Public Relations	(6,900)		(6,900)	(2,480)	
LI24	37		Functions & Refreshments	(2,000)		(2,000)	(664)	
LI25	19		Advertising	(3,000)		(3,000)	(1,044)	
LI26	16		Building Operations	(48,445)		(48,445)	(19,343)	
LI28	15		Building Maintenance	(2,876)		(2,876)	(801)	
LI29	16		Contract Services	0		0	0	
LI35	25		Electricity Charges	(18,864)		(18,864)	(8,018)	
LI49	22		Stock	(66,717)		(66,717)	(28,855)	
LI50	17		Special Projects	(11,500)		(18,500)	(12,957)	
	16	WK0661	CBC Grant for Childrens Book Week	(1,500)			(1,500)	
	16	WK0662	Augusta Library relocation back to ACC	(8,000)			(7,259)	
	16	WK0677	Wall Mural for MR Library	(2,000)			(2,200)	
	16	WK0749	Get Online Week Grant	0	(1,500)		(1,507)	Grant approved
	16	WK0750	Be Connected (Top-up) Grant - Tutoring	0	(500)		(490)	Grant approved
	16	WK0882	Be Connected Grant - Building Digital Skills	0	(5,000)		0	Grant approved - \$2.5k to be expended 2018-19, \$2.5k to be carried over to 19-20
LI51	41		Travelling & Accommodation	(2,496)		(2,496)	0	
LI58	12		Non-Capital Equipment	(2,000)		(2,000)	(318)	
LI90	94		Loss on disposal of asset	0		0	(1,894)	
LI98	51		Depreciation	(60,000)		(60,000)	(26,853)	
TOTAL OPERATING EXPENDITURE				(987,441)	(7,000)	(994,441)	(460,613)	
CAPITAL INCOME							0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
LI97			Furniture & Equipment	(16,000)		(16,000)	0	
	09	LIA001	Replacement shelving Augusta Library	(16,000)		(16,000)	0	
TOTAL CAPITAL EXPENDITURE				(16,000)	0	(16,000)	0	
Business Unit Totals								
			Operating Income	38,700	7,000	45,700	22,183	
			Operating Expenses	(987,441)	(7,000)	(994,441)	(460,613)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(16,000)	0	(16,000)	0	
TOTAL FOR BUSINESS UNIT				(964,741)	0	(964,741)	(438,430)	

ENVIRONMENTAL HEALTH - Health and Administration								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
HI80	84		Food Premises Registrations and Annual Fees (GST free)	68,700	6,000	68,700	61,902	
HI81	84		Fees and Charges (GST free)	43,875		49,875	35,188	Additional water sampling fees
HI87	84		Health Fees & Charges	2,540		2,540	695	
HI88	84		Event Fees & Charges	8,800		8,800	7,439	
TOTAL OPERATING INCOME				123,915	6,000	129,915	105,225	
OPERATING EXPENDITURE								
HI01	01		Salaries	(399,632)	10,000	(389,632)	(185,979)	Savings while EHO position was vacant
HI01	06		Accrued Leave	(41,080)		(41,080)	(20,540)	
HI02	02		Superannuation	(45,422)		(45,422)	(22,649)	
HI04	05		Training	(12,600)		(12,600)	(3,933)	
HI05	03		Workers Compensation	(4,576)		(4,576)	(2,322)	
HI06	04		Protective Clothing	(1,000)		(1,000)	(196)	
HI07	07		Recruitment	0		0	(283)	
HI11	27		Mobile Telephone	(5,760)		(5,760)	(2,125)	
HI12	38		Subscriptions & Publications	(3,050)		(3,050)	(1,903)	
HI17	09		Consumables	(2,040)		(2,040)	0	
HI20	15		Equipment Repairs & Maintenance	(3,960)		(3,960)	(390)	
HI24	37		Refreshments	(1,500)		(1,500)	(140)	
HI25	19		Advertising	(2,040)		(2,040)	0	
HI29	16		Contract Services	(18,000)		(18,000)	(5,169)	
HI40	98		Vehicle Operating Expenses	(13,000)		(13,000)	(8,811)	
HI41	08		Fringe Benefits Tax	0		0	0	
HI50			Special Projects	(10,000)		(10,000)	0	
	16	HIS01	Implementation of ROAM	(10,000)		(10,000)	0	
HI58	12		Minor Equipment	(2,040)		(2,040)	0	
HI98	51		Depreciation	(4,320)		(4,320)	(2,010)	
TOTAL OPERATING EXPENDITURE				(570,020)	10,000	(560,020)	(256,450)	
CAPITAL INCOME								
HI91			Proceeds from Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
HI93			Plant & Equipment	0		0	0	
HI97			Furniture & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	123,915	6,000	129,915	105,225	
			Operating Expenses	(570,020)	10,000	(560,020)	(256,450)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(446,105)	16,000	(430,105)	(151,225)	

OUTSIDE SCHOOL HOURS CARE - Education and Welfare								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
ED75	67		Grant Income	82,500	55,000	82,500	41,250	
	67	EDG02	CCCF - Community Support Grant	37,500		37,500	18,750	
	67	EDG03	CCCF - Sustainability Support Grant	45,000		45,000	22,500	
ED81	84		Fees and Charges (GST free)	353,000		408,000	215,221	Higher participation and new subsidy arrangements. Offset increased wages ED01
ED82	84		Sundry Income - Creche (GST free)	10,800		10,800	4,682	
ED86	73		Inclusion Support Programme	15,500		15,500	2,979	
ED87	84		Sundry Income	1,500		1,500	195	
ED88	73		Community Support - Sustainability Assistance	0		0	1,310	
TOTAL OPERATING INCOME				463,300	55,000	518,300	265,638	
OPERATING EXPENDITURE								
ED01	01		Salaries	(217,334)	(46,000)	(263,334)	(153,205)	Higher staffing levels required to cover higher participation. Offset by Fees ED81
ED01	06		Accrued Leave	(13,182)	(10,000)	(13,182)	(6,591)	
ED02	02		Superannuation	(22,856)		(32,856)	(22,337)	Result of increase in salaries, offset by fees ED81
ED04	05		Training & Conferences	(7,212)		(7,212)	(1,106)	
ED05	03		Workers Compensation	(2,404)		(2,404)	(1,218)	
ED06	04		Staff Uniforms	(1,300)		(1,300)	0	
ED07	07		Recruitment	0		0	(1,555)	
ED11	27		Mobile Telephone	(480)		(480)	(1,333)	
ED12	38		Subscriptions, Memberships & Licences	0	(56,000)	0	0	
ED17	09		Consumables	(10,250)		(10,250)	(3,180)	
ED20	15		Equipment Repairs & Maintenance	(5,400)		(5,400)	0	
ED24	37		Refreshments	(9,500)		(9,500)	(3,732)	
ED25	19		Advertising	(2,750)		(2,750)	(124)	
ED26			Vacation Care Activities	(13,500)		(13,500)	(5,781)	
ED29	16		Contract Services	(12,000)		(12,000)	(3,831)	
ED40	10		Vehicle Operating Expenses	(2,700)		(2,700)	(2,188)	
ED45	15		Building Maintenance	(5,400)		(5,400)	(529)	
ED50			Special Projects	(100,000)		(100,000)	(347)	
	16	EDS01	Forward Planning for Additional OSHC Facility	(17,500)		(17,500)	0	
	16	EDS02	CCCF - Community Support Grant	(37,500)		(37,500)	(347)	
	16	EDS03	CCCF - Sustainability Support Grant	(45,000)		(45,000)	0	
ED58	09		Minor Equipment	(8,500)		(8,500)	(791)	
ED98	51		Depreciation	(4,200)		(4,200)	(1,611)	
TOTAL OPERATING EXPENDITURE				(438,968)	(56,000)	(494,968)	(209,456)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
ED89	55		Infrastructure Assets	0	0	0	(3,653)	
	55	EDU01	Nature Play Active Playground	0		0	(3,653)	
ED97	55		Furniture & Equipment	(7,500)		(7,500)	0	
	09	EDU03	Mobile Interactive Smart Board (TV)	(7,500)		(7,500)	0	
TOTAL CAPITAL EXPENDITURE				(7,500)	0	(7,500)	(3,653)	
Business Unit Totals								
			Operating Income	463,300	55,000	518,300	265,638	
			Operating Expenses	(438,968)	(56,000)	(494,968)	(209,456)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(7,500)	0	(7,500)	(3,653)	
TOTAL FOR BUSINESS UNIT				16,832	(1,000)	15,832	52,529	

WASTE SERVICES - Community Amenities								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
WA78	84		Sales - Mulch	3,000	16,000	3,000	1,186	
WA79	84		Domestic Recycling Bin Sales	13,800		13,800	11,339	
WA80	77		Recycling Sales	60,000		76,000	74,407	Market values greater than anticipated
WA86	84		Transfer Station Site Charges	11,220		11,220	5,623	
	84	WTC01	Cowaramup Transfer Station	6,000		6,000	3,740	
	84	WTC02	Kudardup Transfer Station	3,600	(65,000)	3,600	1,163	
	84	WTC03	Alexandra Bridge Transfer Station	900		900	402	
	84	WTC04	Rosa Brook Transfer Station	720		720	319	
WA88	76		Domestic Collection	1,787,080		1,787,080	1,848,019	
WA89	84		Commercial Disposal	460,000		395,000	165,828	Reduced participation, possibly result of economic impact, unlikely to increase
WA94	84		Refuse Site Charges	150,000	(20,000)	150,000	70,241	
WA95	77		Kerbside Recycling Charges	438,940		438,940	464,133	
WA96	75		Waste Facility Maintenance Rate	1,940,000		1,940,000	1,941,405	
WA97	84		Sullage Disposal Fees	63,000		43,000	10,634	Due to system failures and the ponds inability to keep pace with regional growth and throughput demand restricted disposals will continue and greatly affect income which is now expected to achieve no greater than 50% of the original estimate
TOTAL OPERATING INCOME				4,927,040	(69,000)	4,858,040	4,592,816	
OPERATING EXPENDITURE								
WA01	01		Salaries Unallocated	(304,484)	(60,000)	(304,484)	(132,177)	
WA01	06		Accrued Leave	(53,106)		(53,106)	(26,546)	
WA02	02		Superannuation	(76,196)		(76,196)	(37,955)	
WA04	05		Training & Conferences	(5,700)		(5,700)	(6,830)	
WA05	03		Workers Compensation	(7,356)		(7,356)	(4,315)	
WA06	04		Staff Uniforms	(1,500)		(1,500)	(164)	
WA07	07		Recruitment	0		0	(1,812)	
WA11	27		Mobile Telephone	(1,860)		(1,860)	(172)	
WA12	38		Subscriptions & Publications	(600)		(600)	0	
WA13	42		Licenses	(7,500)		(7,500)	(7,714)	
WA14	16		Waste Education	(27,600)		(87,600)	(1,655)	Education Campaign commencing February 19
WA16	16		Printing & Stationery	(11,400)		(11,400)	(6,284)	
WA20	15		Equipment Repairs & Maintenance	(39,600)		(39,600)	(204)	
WA40	98		Vehicle Operating Exps	(14,100)		(14,100)	(10,216)	
WA41	8		Fringe Benefits Tax	(360)		(360)	(192)	
WA58	12		Minor Equipment	(2,000)		(2,000)	0	
WA98	51		Depreciation	(84,000)		(84,000)	(37,233)	
WA99	99		Waste Overhead Recovery	390,806		390,806	180,664	
				(246,556)	(60,000)	(306,556)	(92,807)	

WASTE SERVICES - Community Amenities								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
WA50			Special Projects	(381,040)	200,000	(181,040)	(83,904)	
	16	WASP01	Environmental Improvement Planning	(15,000)		(15,000)	0	
	16	WASP02	Environmental Monitoring Davis Road	(22,000)		(22,000)	(11,757)	
	16	WASP03	Waste site reviews and specialist advice	(290,000)	200,000	(90,000)	(72,147)	Deferred pending DWER approval, may proceed mid 2019
	16	WASP05	Landfill Closure Management Plan - operational	(20,000)		(20,000)	0	
	16	WASP07	Extend inert waste tipping area	(20,040)		(20,040)	0	
	16	WASP09	Residential Waste Audit	(2,000)		(2,000)	0	
	16	WASP10	Commercial Waste Audit	(2,000)		(2,000)	0	
	16	WASP11	Implementation of Bin Management System	(10,000)		(10,000)	0	
WA54			Waste Collection	(802,200)		(802,200)	(340,067)	
	16	RUB1	Kerbside Recycling Collection	(318,900)		(318,900)	(132,254)	
	16	RUB2	Domestic Refuse Collection	(483,300)		(483,300)	(207,814)	
WA55			Waste Disposal Facilities	(1,042,000)	30,000	(1,012,000)	(512,463)	
	Var	WD01	Davis Road Putrescible Waste Area	(350,000)		(350,000)	(218,933)	
	Var	WD02	Davis Road Inert Waste Area	(100,000)		(100,000)	(57,798)	
	Var	WD03	Davis Road Recycled Waste Area	(100,000)		(100,000)	(31,309)	
	Var	WD04	Davis Road General	(360,000)		(360,000)	(182,524)	
	Var	WD12	Earthworks	(30,000)		(30,000)	(1,111)	
	Var	WD13	Team meetings	(6,000)		(6,000)	(2,365)	
	Var	WD14	Litter Control	(15,000)		(15,000)	(5,295)	
	Var	W004	Waste Facility Fence Maintenance	(10,000)		(10,000)	(49)	
	Var	W006	Waste Facility Signage	(10,000)		(10,000)	(1,069)	
	Var	WD10	Wallis Rd Sullage Disposal Facility	(50,000)	30,000	(20,000)	(1,009)	Deferred: Important review of facility required to be undertaken, waiting for Water Corporation response.
	Var	W012	Contributions - Charity Stores Passes	(11,000)		(11,000)	(11,000)	
WA56			Transfer Station Facilities	(340,000)	50,000	(290,000)	(125,665)	Collectively transfer station expenditure should be less than anticipated due to reductions in operating days and service demands however until review of services is undertaken associated costs remain high
	Var	WD05	Poole Road Transfer Station	(80,000)	5,000	(75,000)	(34,357)	Reduction in operating days & service demands
	Var	WD06	Alexander Bridge Transfer Station	(80,000)	20,000	(60,000)	(25,888)	Reduction in operating days & service demands
	Var	WD07	Rosa Brook Transfer Station	(80,000)	15,000	(65,000)	(26,537)	Reduction in operating days & service demands
	Var	WD08	Cowaramup Transfer Station	(80,000)	5,000	(75,000)	(34,708)	Reduction in operating days & service demands
	Var	WD09	East Augusta Disposal Site	(20,000)	5,000	(15,000)	(4,176)	Reduction in operating days & service demands
TOTAL OPERATING EXPENDITURE				(2,811,796)	220,000	(2,591,796)	(1,154,907)	

WASTE SERVICES - Community Amenities								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CAPITAL INCOME								
WA75	70		Capital Grant Income	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
WA70			Infrastructure Waste Management	(920,000)	635,000	(285,000)	(75,351)	
	16	WAS24	Landfill Fencing	(150,000)	140,000	(10,000)	(545)	Major works on hold, defer to 2019/20 budget and transfer funds to reserve
	16	WAS26	Davis Rd Drainage	(100,000)	100,000	0	0	Major works on hold, defer to 2019/20 budget and transfer funds to reserve
	16	WAS27	Cap active landfill area	(25,000)		(25,000)	(30,000)	
	16	WAS29	Sealing Davis Rd internal roads	(30,000)		(30,000)	0	
	16	WAS35	Active Cell preparation & progressive rehabilitation	(300,000)	280,000	(20,000)	(6,356)	Major works on hold, defer to 2019/20 budget and transfer funds to reserve
	16	WAS42	Leachate Pond Project	(300,000)	100,000	(200,000)	(38,450)	Major works on hold, defer to 2019/20 budget and transfer funds to reserve
	16	WAS43	Davis Rd Site Water Bore	(15,000)	15,000	0	0	Project not proceeding
WA71			Furniture & Equipment	(68,000)		(68,000)	0	
	16	WAS38	Hooklift Bins x 5	(50,000)		(50,000)	0	
	09	WAS44	Point of Sale (POS) System	(6,000)		(6,000)	0	
	09	WAS46	Bin Lifter	(12,000)		(12,000)	0	
	09	WAS47	New Workstation - Waste Services area - MR Civic & Admin Centre	0		0	0	
WA72			Buildings	(20,000)		(20,000)	0	
	16	WAS45	Transportable Offices for 2 Sites	(20,000)		(20,000)	0	
TOTAL CAPITAL EXPENDITURE				(1,008,000)	635,000	(373,000)	(75,351)	
Business Unit Totals								
			Operating Income	4,927,040	(69,000)	4,858,040	4,592,816	
			Operating Expenses	(2,811,796)	220,000	(2,591,796)	(1,154,907)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(1,008,000)	635,000	(373,000)	(75,351)	
TOTAL FOR BUSINESS UNIT				1,107,244	786,000	1,893,244	3,362,559	

TOWN PLANNING - Community Amenities								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
TP79	83		Fines & Penalties	0		0	1,500	
TP81	84		Fees and Charges (GST free)	300,000		300,000	123,220	
TP87	84		Fees & Charges (GST Inc)	18,360		18,360	13,686	
TOTAL OPERATING INCOME				318,360	0	318,360	138,406	
OPERATING EXPENDITURE								
TP01	01		Salaries	(663,676)		(663,676)	(327,764)	
TP01	06		Accrued Leave	(58,046)		(58,046)	(29,023)	
TP02	02		Superannuation	(80,314)		(80,314)	(38,077)	
TP03	17		Consultant	0		0	0	
TP04	05		Training/Conferences	(20,620)		(20,620)	(9,238)	
TP05	03		Workers Compensation	(7,514)		(7,514)	(3,810)	
TP06	04		Protective Clothing	(600)		(600)	0	
TP07	16		Recruitment	0		0	(2,789)	
TP11	27		Mobile Telephone	(1,400)		(1,400)	(509)	
TP12	38		Subscriptions & Publications	(1,400)		(1,400)	0	
TP15	16		Printing & Stationery	(5,000)		(5,000)	(547)	
TP24	37		Refreshments	(1,200)		(1,200)	(807)	
TP25	16		Advertising	(1,350)		(1,350)	(1,149)	
TP29	16		Contract Staff	(10,000)		(10,000)	(4,930)	
TP40	10		Vehicle Operating Expenses	(26,112)		(26,112)	(14,520)	
TP41	08		Fringe Benefits Tax	(11,340)		(11,340)	(5,661)	
TP50	16		Special Projects	(199,000)	15,000	(184,000)	(20,513)	
	16	TNP16	<i>Sustainability Initiatives</i>	<i>(63,000)</i>	<i>25,000</i>	<i>(38,000)</i>	<i>(8,932)</i>	\$25k Funds redirected to CBS95 - Cultural Centre Redevelopment toward Solar Panels on MR HEART
	16	TNP18	<i>Developer Contributions Study</i>	<i>(15,000)</i>		<i>(15,000)</i>	<i>0</i>	
	16	TNP22	<i>Witchcliffe Wastewater Treatment Review</i>	<i>(5,000)</i>		<i>(5,000)</i>	<i>0</i>	
	16	TNP30	<i>Affordable Housing Strategy Site</i>	<i>(12,000)</i>		<i>(12,000)</i>	<i>0</i>	
	16	TNP31	<i>LPS/LPS1 Review</i>	<i>(54,000)</i>		<i>(54,000)</i>	<i>(8,609)</i>	
	16	TNP32	<i>Review of Holiday House Policy as directed by Council - 11/4/2018</i>	<i>(25,000)</i>		<i>(25,000)</i>	<i>(5,000)</i>	
	16	TNP33	<i>Climate Action Summit</i>	<i>(25,000)</i>	<i>(10,000)</i>	<i>(35,000)</i>	<i>0</i>	Change name from Finalise Climate change response plan to "Climate Action Summit". Increase \$10k to provide sufficient funds as per preliminary estimates.
	16	TNP34	<i>Preparation of Bushfire Emergency Evacuation Plan Template</i>	<i>0</i>		<i>0</i>	<i>2,027</i>	
TOTAL OPERATING EXPENDITURE				(1,087,572)	15,000	(1,072,572)	(459,337)	
CAPITAL INCOME								
TP74	74		Grants/Contributions Capital	200,000		200,000	210,340	
TOTAL CAPITAL INCOME				200,000	0	200,000	210,340	
CAPITAL EXPENDITURE								
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	318,360	0	318,360	138,406	
			Operating Expenses	(1,087,572)	15,000	(1,072,572)	(459,337)	
			Capital Income	200,000	0	200,000	210,340	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(569,212)	15,000	(554,212)	(110,591)	

LANDCARE Community Amenities								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
LC74	73		Contributions	0		0	2,541	
LC75	67		Operating Grant Income	25,000	(7,193)	17,807	17,807	
		LCG01	State NRM Community Stewardship Grants	25,000	(25,000)	0	0	Grant unsuccessful
		LCG02	DPIRD - Beach Emergency Numbering (BEN) Signs Grant	0	17,807	17,807	17,807	Grant application successful ref LCA52
LC82	73		Sundry Income	0		0	0	
TOTAL OPERATING INCOME				25,000	(7,193)	17,807	20,348	
OPERATING EXPENDITURE								
LC01	01		Salaries	(112,776)		(112,776)	(54,523)	
LC01	06		Accrued Leave	(10,246)		(10,246)	(5,447)	
LC02	02		Superannuation	(14,624)		(14,624)	(7,225)	
LC04	05		Training	(2,000)		(2,000)	(83)	
LC05	03		Workers Compensation	(1,276)		(1,276)	(726)	
LC06	04		Uniforms	0		0	(41)	
LC11	27		Mobile Telephone	(600)		(600)	(337)	
LC25	16		Advertising	0		0	(278)	
LC44	44		Contributions toward operations	(88,000)		(88,000)	(43,000)	
LC50	16		Special Projects	(438,676)	13,193	(425,483)	(51,247)	
	16	LCA18	Community Education/Enviro programs	(1,000)		(1,000)	(585)	
	16	LCA22	Management Plans for Reserves	(15,000)		(15,000)	0	
	16	LCA23	Reserve Management	(60,000)		(60,000)	(20,710)	
	16	LCA36	Coastal Brushing (SWCC)	0		0	0	
	44	LCA37	EMF Grants - External	(125,676)		(125,676)	(22,119)	
	16	LCA38	EMF- Internal (Budget)	(100,000)	100,000	0	0	Projects confirmed at SAC meeting 20/09/18 allocated to LCA jobs
	16	LCA41	EMF - Woody Weeds removal & workshops	0	(10,000)	(10,000)	(455)	2018-19 allocation from Shire funded EMF
	16	LCA43	EMF - Landscape Scale Rehabilitation	0	(30,000)	(30,000)	(4,442)	2018-19 allocation from Shire funded EMF
	16	LCA44	EMF - Rain Garden Rehabilitation	0	(10,000)	(10,000)	(833)	2018-19 allocation from Shire funded EMF
	16	LCA48	EMF - Local provenance seed collection	0	(5,000)	(5,000)	0	2018-19 allocation from Shire funded EMF
	16	LCA49	EMF - Reserve management implementation	0	(30,000)	(30,000)	0	2018-19 allocation from Shire funded EMF
	16	LCA47	EMF - Sediment Control	0		0	0	
	16	LCA53	EMF - Redman Brook restoration	0	(10,000)	(10,000)	0	2018-19 allocation from Shire funded EMF
	16	LCA54	EMF - Threatened roadside vegetation management	0	(5,000)	(5,000)	0	2018-19 allocation from Shire funded EMF
	16	LCA40	Environmental Stewardship and Grants	(12,000)	6,000	(6,000)	(520)	Underspend expected
	16	LCA50	Streams and Wetlands Fund	(125,000)	25,000	(100,000)	0	\$25k Grant unsuccessful. Unspent funds to be transferred to Biodiversity Reserve at end of year.
	16	LCA51	Works under Bond undertaken by Shire	0		0	(1,586)	
	16	LCA52	Beach Emergency Numbering (BEN) Signs	0	(17,807)	(17,807)	0	Funded by Grant - LCG02
TOTAL OPERATING EXPENDITURE				(668,198)	13,193	(780,681)	(162,917)	
CAPITAL INCOME								
LC76	70		Capital Grant Income	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	25,000	(7,193)	17,807	20,348	
			Operating Expenses	(668,198)	13,193	(655,005)	(162,917)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(643,198)	6,000	(637,198)	(142,569)	

COMMUNITY BUILDINGS - Recreation and Culture								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
HA72	73		Insurance claim payout	0		0	2,962	
HA82	84		Sundry Income	0		0	1,279	
TOTAL OPERATING INCOME				0	0	0	4,241	
OPERATING EXPENDITURE								
HA01	01		Salaries	(170,016)		(170,016)	(70,447)	
HA01	06		Accrued Leave	(17,744)		(17,744)	(8,872)	
HA02	02		Superannuation	(22,880)		(22,880)	(10,872)	
HA03	17		Consultants	(40,000)		(40,000)	(4,644)	
HA04	05		Training	(3,520)		(3,520)	(1,757)	
HA05	03		Workers Compensation	(1,950)		(1,950)	(990)	
HA07	07		Recruitment	0		0	(1,163)	
HA06	04		Protective Clothing	(450)		(450)	(209)	
HA11	27		Mobile Telephone	(3,600)		(3,600)	(636)	
HA12	38		Subscriptions & Publications	(673)		(673)	(500)	
HA17	09		Consumables	(200)		(200)	0	
HA20	15		Equipment Repairs & Maintenance	(200)		(200)	0	
HA25	19		Advertising	(500)		(500)	(357)	
HA27	16		Insurance Claims	0		0	(3,962)	
HA40	08		Vehicle Operating Expenses	(10,800)		(10,800)	(6,989)	
HA41	08		Fringe Benefits Tax	(2,100)		(2,100)	(1,054)	
HA28			Community Building Maintenance	(489,273)	0	(489,273)	(203,710)	
HA29			Community Building Cleaning	(436,479)	0	(436,479)	(220,210)	
HA50	16		Special Projects	(70,000)	0	(70,000)	(45,448)	
		CBS109	ACM (asbestos) monitoring and management	(25,000)		(25,000)	(448)	
		CBS141	Community Resource Centre building renewal	(45,000)		(45,000)	(45,000)	
HA90			Profit (Loss) on disposal of assets	0		0	0	
HA98			Depreciation	(684,000)		(684,000)	(342,953)	
TOTAL OPERATING EXPENDITURE				(1,954,385)	0	(1,954,385)	(924,771)	
CAPITAL INCOME								
HA74	74		Contributions for Asset Development	0	71,000	71,000	0	Expected rebate for installation of solar cells for Margaret River HEART of \$30k plus contribution from St Johns for Augusta Airport PTF of \$41k
HA75	70		Grants for Development of Assets	4,155,268	41,000	4,196,268	0	
	70	HIG09	Grant for Cultural Centre	3,750,000		3,750,000	0	
	70	HIG11	Lotterywest Grant for Cowaramup Hall	405,268		405,268	0	
	70	HIG12	RADS Grant for Augusta PTF	0	41,000	41,000	0	Refer CBS 162
TOTAL CAPITAL INCOME				4,155,268	112,000	4,267,268	0	
CAPITAL EXPENDITURE								
HA88	16		Land and Buildings	(10,289,595)	(160,000)	(10,449,595)	(3,040,324)	
	16	CBS95	Cultural Centre Redevelopment	(8,463,390)	(95,000)	(8,558,390)	(2,706,129)	Installation of solar panels over and above project allowance of \$35k. Total cost of \$130k funded by \$35k provisional sum, transfer of \$25k budget from TNP16, expected rebate of \$30k (HIG09) and \$40k interest earned on RfR grant instalment received and invested in term deposits.
	16	CBS131	BM 1052 Margaret River Cultural Centre - Power upgrade - include carryover (\$30k) from CBS114	(75,000)		(75,000)	0	

COMMUNITY BUILDINGS - Recreation and Culture								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
	16	CBS132	BM 4014 Margaret River Rivermouth Toilet Block - Upgrade septic system, relocate leach drains and upgrade male toilets	(80,000)	25,000	(55,000)	(55,335)	Works completed under budget. Upgrade of septic system and relocation of leach drains completed. Upgrade of male toilets deferred. Unspent tsf to CBS158
	16	CBS142	Western Pavillion works - replace existing glass with compliant safety glass	0		0	0	
	16	CBS143	Augusta Recreation Centre asbestos removal & reinstatement	(395,000)	172,000	(223,000)	(222,473)	Works completed under budget. Project funded by loan 194. Unspent loan balance will be used to fund 2019-20 asbestos replacement program.
	16	CBS144	Margaret River Football Club asbestos removal & reinstatement	0		0	0	
	16	CBS145	Augusta Bowling Club asbestos removal and reinstatement	(42,167)		(42,167)	(43,421)	
	16	CBS146	Turner Caravan Park asbestos removal and reinstatement	(38,000)		(38,000)	0	
	16	CBS147	Upgrade of Fearn Ave toilet block	0		0	0	
	16	CBS148	Augusta Cennntennial Hall Foyer and Green Room Carpet replacment	0		0	0	
	16	CBS149	Rotary Park toilet renewal	0		0	0	
	16	CBS150	Zone Room commercial grease trap	0		0	0	
	16	CBS151	Cowaramup Hall - various works, incl.	(830,450)		(830,450)	(11,981)	
	16	CBS152	Zone Room Kiosk services upgrades	0		0	0	
	16	CBS153	Zone Room painting	(5,000)		(5,000)	0	
	16	CBS154	Cultural Centre Fly Tower works to prevent	(110,000)		(110,000)	0	
	16	CBS155	Old Settlement Blacksmith Shed Roof Replacement	(10,000)	10,000	0	0	Works to be completed by lessee - tsf to CBS158
	16	CBS156	MR Karate Club floor replacement	(35,000)		(35,000)	0	
	16	CBS157	MR CRC Asbestos Removal as per 15 year ACM Removal Plan	(24,000)		(24,000)	0	
	16	CBS158	Gnarabup Toilet renewal works	(70,000)	(50,000)	(120,000)	(984)	Part funded by transfer of \$25k from CBS132 and \$10k from CBS155
	16	CBS159	Asbestos removal and replacement works	(111,588)		(111,588)	0	
	16	CBS160	Tennis/Jnr Footy Clubroom verandah upgrade	0	(70,000)	(70,000)	0	Replace/upgrade verandah at Nipper's Oval as recommended by Structural Engineers Report
	16	CBS161	Witchcliffe Hall Upgrade Works as per developer contribution plan	0	(70,000)	(70,000)	0	Upgrade works as per developer contribution plan, funded by Witchcliffe DCA5 contributions.
	16	CBS162	St Johns Ambulance Patient Transfer Facility at Augusta Airport	0	(82,000)	(82,000)	0	New facility funded by St Johns ambulance contribution of \$41,000 and RADS grant of \$41,000
HA89	16		Infrastructure	(55,000)		(55,000)	0	
	16	CBS140	Fire Hydrant for Aquatic Centre	(55,000)		(55,000)	0	
TOTAL CAPITAL EXPENDITURE				(10,344,595)	(160,000)	(10,504,595)	(3,040,324)	
Business Unit Totals								
			Operating Income	0	0	0	4,241	
			Operating Expenses	(1,954,385)	0	(1,954,385)	(924,771)	
			Capital Income	4,155,268	112,000	4,267,268	0	
			Capital Expenditure	(10,344,595)	(160,000)	(10,504,595)	(3,040,324)	
TOTAL FOR BUSINESS UNIT				(8,143,712)	(48,000)	(8,191,712)	(3,960,854)	

MARGARET RIVER RECREATION CENTRE - Recreation and Culture					
DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME					
Operating Grants	23,000	(16,000)	7,000	1,000	Kidsport Grants to be paid direct to Clubs
Insurance Claim Payout	0	0	0	0	
Sundry Income	2,500	0	2,500	1,818	
Sales - Café and Kiosk	128,900	0	128,900	59,819	
Fees and Charges	675,500	0	675,500	359,709	
TOTAL OPERATING INCOME	829,900	(16,000)	813,900	422,346	
OPERATING EXPENDITURE					
Salaries	(872,520)	0	(872,520)	(458,490)	
Accrued Leave	(67,404)	0	(67,404)	(33,702)	
Superannuation	(99,334)	0	(99,334)	(51,631)	
Consultant	0	0	0	0	
Training	(25,012)	0	(25,012)	(8,070)	
Workers Compensation	(9,776)	0	(9,776)	(4,962)	
Protective Clothing	(6,000)	0	(6,000)	(5,655)	
Recruitment Expenses	0	0	0	(3,124)	
Telephone	(504)	0	(504)	(2,255)	
Mobile Telephone	(3,560)	0	(3,560)	(992)	
Subscriptns/Publicatns	(21,354)	0	(21,354)	(9,911)	
Printing & Stationery	(1,200)	0	(1,200)	0	
Consumables	(24,310)	0	(24,310)	(9,617)	
Equipment Lease/rent	(56,000)	0	(56,000)	(29,543)	
Equip Repairs & Maint	(60,050)	0	(60,050)	(24,013)	
Refreshments & Receptions	(1,000)	0	(1,000)	(34)	
Advertising	(16,680)	0	(16,680)	(6,354)	
Insurance Claims	0	0	0	0	
Building Maintenance	(98,542)	0	(98,542)	(29,215)	
Building Operations	(63,600)	0	(63,600)	(17,762)	
Contract Services	(14,880)	0	(14,880)	(5,781)	
Chemicals	(26,075)	0	(26,075)	(15,028)	
Utilities	(195,900)	0	(195,900)	(112,222)	
Utilities - Water	(38,500)	0	(38,500)	(16,662)	
Vehicle Operating Exps	(6,960)	0	(6,960)	(3,362)	
Fringe Benefits Tax	(600)	0	(600)	(349)	
Café Expenses	(35,000)	0	(35,000)	(18,260)	
Kiosk Stock	(55,500)	0	(55,500)	(19,821)	
Special Projects	(55,500)	16,000	(39,500)	(8,347)	Kidsport Grants to be paid direct to Clubs
Non-Capital Equipment	(36,033)	0	(36,033)	(18,694)	
Profit (Loss) on Disposal of Assets	0	0	0	0	
Depreciation	(373,404)	0	(373,404)	(170,970)	
TOTAL OPERATING EXPENDITURE	(2,265,198)	16,000	(2,249,198)	(1,084,825)	
CAPITAL INCOME					
Grants for Development of Assets	0	0	0	0	
Proceeds from Disposal of Assets	0	0	0	0	
TOTAL CAPITAL INCOME	0	0	0	0	
CAPITAL EXPENDITURE					
Purchase of Asset	(75,000)	(17,500)	(92,500)	(24,239)	
- Fitness Centre	(7,000)	0	(7,000)	0	
- Aquatic Centre	(53,000)	(7,500)	(60,500)	(24,239)	iMop for Changeroom floors
- Indoor Rec Centre	(15,000)	(10,000)	(25,000)	0	Ramp & Handrail for emergency access
TOTAL CAPITAL EXPENDITURE	(75,000)	(17,500)	(92,500)	(24,239)	
Business Unit Totals					
Operating Income	829,900	(16,000)	813,900	422,346	
Operating Expenses	(2,265,198)	16,000	(2,249,198)	(1,084,825)	
Capital Income	0	0	0	0	
Capital Expenditure	(75,000)	(17,500)	(92,500)	(24,239)	
TOTAL FOR BUSINESS UNIT	(1,510,298)	(17,500)	(1,527,798)	(686,719)	

INDOOR SPORTS								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
IR72	73		Insurance Claim Payout	0	(16,000)	0	0	
IR75	73		Grants Operating	23,000		7,000	0	New KidSport agreement from Dec 1 2018, Clubs to be paid directly by DLGC
IR81	84		Sundry Income	2,500		2,500	1,818	
IR82	84		Sales - Cafe	68,900		68,900	37,608	
IR83	84		Sales - Kiosk	60,000		60,000	22,211	
IR87	84		Fees and Charges	126,000		126,000	71,531	
TOTAL OPERATING INCOME				280,400	(16,000)	264,400	133,168	
OPERATING EXPENDITURE								
IR01	01		Salaries	(190,216)	16,000	(190,216)	(95,931)	
IR01	06		Accrued Leave	(13,910)		(13,910)	(6,955)	
IR02	02		Superannuation	(23,116)		(23,116)	(11,242)	
IR03	16		Consultant	0		0	0	
IR04	05		Training	(4,520)		(4,520)	(1,580)	
IR05	03		Workers Compensation	(2,120)		(2,120)	(1,074)	
IR06	04		Protective Clothing	(2,000)		(2,000)	(859)	
IR07	07		Recruitment	0		0	(190)	
IR10	27		Telephone	(504)		(504)	(2,255)	
IR11	27		Mobile Telephone	(3,560)		(3,560)	(992)	
IR12	38		Subscriptions and Publications	(3,100)		(3,100)	(24)	
IR17	09		Consumables	(8,600)		(8,600)	(4,254)	
IR19	16		Software Licences	0		0	0	
IR20	15		Equipment Repairs and Maintenance	(17,050)		(17,050)	(4,078)	
IR24	37		Refreshments and Receptions	(1,000)		(1,000)	(34)	
IR25	19		Advertising	(7,200)		(7,200)	(4,964)	
IR27	16		Insurance Claim	0		0	0	
IR28	16		Building Maintenance	(49,620)		(49,620)	(12,109)	
IR29	16		Contract Services	(6,240)		(6,240)	(1,431)	
IR30	21		Chemicals	0		0	0	
IR35	25		Electricity Charges	(11,400)		(11,400)	(4,376)	
IR35	26		Water Charges	(500)		(500)	(335)	
IR36	16		Building Operations	(61,800)		(61,800)	(16,853)	
IR40	98		Vehicle Operating Expenses	(6,960)		(6,960)	(3,362)	
IR41	08		Fringe Benefits Tax	(600)		(600)	(349)	
IR48	22		Cafe Stock	(35,000)		(35,000)	(18,051)	
IR49	22		Kiosk Stock	(55,500)		(55,500)	(19,821)	
IR50	16		Special Projects	(43,000)		(27,000)	(7,946)	
	44	IRS01	Kidsport Applications	(23,000)		(7,000)	(6,470)	New KidSport agreement from Dec 1 2018, Clubs to be paid directly by DLGSCI
	16	IRS02	Trophies and Promotional Items	0		0	0	
	16	IRS03	Sports Masterplan	(20,000)		(20,000)	0	
	16	IRS04	Sportscourts Structural Engineering Report	0		0	(1,476)	
IR58	12		Non-Capital Equipment	(13,900)		(13,900)	(9,516)	
IR90			Profit (Loss) on Sale of Assets	0		0	0	
IR98	51		Depreciation	(144,000)		(144,000)	(63,390)	

INDOOR SPORTS								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
			Café	(67,554)		(67,554)	(42,264)	
IC01	01		Café Salaries	(49,960)		(49,960)	(32,571)	
IC01	06		Café Accrued Leave	(2,900)		(2,900)	(1,450)	
IC02	02		Café Superannuation	(6,748)		(6,748)	(4,754)	
IC05	03		Café Workers Compensation	(546)		(546)	(282)	
IC12	38		Café Licences & Fees	0		0	(209)	
IC17	09		Café Consumables	(7,400)		(7,400)	(2,998)	
TOTAL OPERATING EXPENDITURE				(772,970)	16,000	(756,970)	(334,235)	
CAPITAL INCOME								
IR91	95		Proceeds from Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
IR88	55		Buildings	(15,000)	(10,000)	(25,000)	0	
	16	IRC003	Gym Appraisal Room	(5,000)	(10,000)	(15,000)	0	New room created for Fitness staff to conduct appraisals, funds reallocated from upgrade of changerooms IRC004
	16	IRC004	Upgrade dry change rooms	(10,000)	10,000	0	0	Not required, budget moved to IRC003
	16	IRC005	Ramp & Handrail for OSHC access (DFES Report)	0	(10,000)	(10,000)	0	New ramp and handrail is required as per DFES report and BCA compliance August 2017, provides 2 exit points in case of emergency
IR93	55		Plant & Equipment	0		0	0	
IR97	55		Furniture & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				(15,000)	(10,000)	(25,000)	0	
Business Unit Totals								
			Operating Income	280,400	(16,000)	264,400	133,168	
			Operating Expenses	(772,970)	16,000	(756,970)	(334,235)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(15,000)	(10,000)	(25,000)	0	
TOTAL FOR BUSINESS UNIT				(507,570)	(10,000)	(517,570)	(201,067)	

AQUATIC CENTRE								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
AC87	81		Fees and Charges	253,500		253,500	151,172	
AC76	67		Operating Grant Income	0		0	0	
TOTAL OPERATING INCOME				253,500	0	253,500	151,172	
OPERATING EXPENDITURE								
AC01	01		Salaries	(384,630)		(384,630)	(210,216)	
AC01	06		Accrued Leave	(32,954)		(32,954)	(16,477)	
AC02	02		Superannuation	(41,364)		(41,364)	(24,525)	
AC03	17		Consultant	0		0	0	
AC04	05		Training	(12,826)		(12,826)	(2,833)	
AC05	03		Workers Compensation	(4,354)		(4,354)	(2,208)	
AC06	04		Protective Clothing/Uniform	(2,500)		(2,500)	(4,811)	
AC07	07		Recruitment	0		0	(782)	
AC12	38		Subscriptions and Publications	(855)		(855)	(400)	
AC15	13		Printing and Stationary	(1,200)		(1,200)	0	
AC17	09		Consumables	(6,040)		(6,040)	(1,220)	
AC20	15		Equipment Repairs and Maintenance	(33,000)		(33,000)	(16,029)	
AC25	19		Advertising	(3,000)		(3,000)	(680)	
AC27	09		Insurance Claims	0		0	0	
AC28	09		Building Maintenance	(36,000)		(36,000)	(16,666)	
AC29	16		Contract Services	0		0	0	
AC30	21		Chemicals	(26,075)		(26,075)	(15,028)	
AC35	25		Utilities - Electricity & Energy	(184,500)		(184,500)	(107,846)	
AC35	26		Utilities - Water	(38,000)		(38,000)	(16,327)	
AC36	16		Building Operations	(1,800)		(1,800)	(753)	
AC50	16		Special Projects	(12,500)		(12,500)	0	
	16	ACS001	Master plan for LTS/Hydrotherapy pool	(7,500)		(7,500)	0	
	16	ACS002	Roof renovation / repair consultant	(5,000)		(5,000)	0	
AC58	12		Non-Capital Equipment	(5,100)		(5,100)	(2,455)	
AC90	50		Profit/Loss on Disposal of Assets	0		0	0	
AC98	51		Depreciation	(227,004)		(227,004)	(106,703)	
TOTAL OPERATING EXPENDITURE				(1,053,702)	0	(1,053,702)	(545,958)	
CAPITAL INCOME								
AC75	70		Capital Grant Income	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
AC88	16		Buildings	(33,000)		(33,000)	(8,000)	
	16	ACC006	Replacement Tile floor in eating area	(25,000)		(25,000)	0	
	16	ACC007	Additional Beam seating in aquatic centre	(8,000)		(8,000)	(8,000)	
AC93	55		Plant & Equipment	0		0	0	
AC97	55		Furniture & Equipment	(20,000)		(27,500)	(16,239)	
	09	ACC008	Pool Inflatable	(13,500)		(13,500)	(12,490)	
	09	ACC009	Replacement Lane Ropes (Asset#60)	(6,500)		(6,500)	0	
	09	ACC010	Chlorine gas emergency shut down system	0		0	(3,749)	
	09	ACC011	iMop	0	(7,500)	(7,500)	0	Conventional commercial cleaning floor cleaner for new renovated change room floors . Complies with Slip hazards for floors, saves on wastage of mops etc that do not work on new floor
TOTAL CAPITAL EXPENDITURE				(53,000)	(7,500)	(60,500)	(24,239)	
Business Unit Totals								
			Operating Income	253,500	0	253,500	151,172	
			Operating Expenses	(1,053,702)	0	(1,053,702)	(545,958)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(53,000)	(7,500)	(60,500)	(24,239)	
TOTAL FOR BUSINESS UNIT				(853,202)	(7,500)	(860,702)	(419,026)	

GROUP FITNESS and GYM								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
FC75	67		Operating Grant Income	0		0	1,000	
	67	FIC002	International Day of People with Disability	0		0	1,000	
FC87	84		Fees and Charges	296,000		296,000	137,006	
TOTAL OPERATING INCOME				296,000	0	296,000	138,006	
OPERATING EXPENDITURE								
FC01	01		Salaries	(247,714)		(247,714)	(119,772)	
FC01	06		Accrued Leave	(17,640)		(17,640)	(8,820)	
FC02	02		Superannuation	(28,106)		(28,106)	(11,111)	
FC04	05		Training	(7,666)		(7,666)	(3,657)	
FC05	03		Workers Compensation	(2,756)		(2,756)	(1,398)	
FC06	04		Uniforms	(1,500)		(1,500)	15	
FC07	07		Recruitment	0		0	(2,152)	
FC12	38		Subscriptions, Publications & Memberships	(17,399)		(17,399)	(9,486)	
FC17	09		Consumables	(2,270)		(2,270)	(1,145)	
FC18	20		Equipment lease/rental	(56,000)		(56,000)	(29,543)	
FC19	16		Software Licence	0		0	0	
FC20	15		Equipment Repairs and Maint	(10,000)		(10,000)	(3,906)	
FC25	19		Advertising	(6,480)		(6,480)	(710)	
FC28	09		Building Maintenance	(12,922)		(12,922)	(440)	
FC29	16		Contract Services	(8,640)		(8,640)	(4,350)	
FC36	16		Building Operations	0		0	(155)	
FC50			Special Projects	0		0	(402)	
		FCE002	International Day of People with Disability	0		0	(402)	
FC58	12		Minor Equipment	(17,033)		(17,033)	(6,723)	
FC98	51		Depreciation	(2,400)		(2,400)	(877)	
TOTAL OPERATING EXPENDITURE				(438,526)	0	(438,526)	(204,631)	
CAPITAL INCOME								
FC76	70		Capital Grant Income	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
FC89	55		Building	0		0	0	
FC93	56		Plant & Equipment	0		0	0	
FC97	56		Furniture & Equipment	(7,000)		(7,000)	0	
		FCC001	Rehab Pulley Machine	(7,000)		(7,000)	0	
TOTAL CAPITAL EXPENDITURE				(7,000)	0	(7,000)	0	
Business Unit Totals								
			Operating Income	296,000	0	296,000	138,006	
			Operating Expenses	(438,526)	0	(438,526)	(204,631)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(7,000)	0	(7,000)	0	
TOTAL FOR BUSINESS UNIT				(149,526)	0	(149,526)	(66,626)	

MARGARET RIVER HEART

COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
CC74	73		Contributions and Reimbursements	1,300		1,300	0	
CC82			Sundry Income	0		0	3,500	
TOTAL OPERATING INCOME				1,300	0	1,300	3,500	
OPERATING EXPENDITURE								
CC20	15		Equipment Repairs & Maintenance	(5,000)		(5,000)	0	
CC21	16		Removal and Relocation Expenses	(15,500)		(15,500)	(6,545)	
CC22	16		HEART Public Relations	0	(62,500)	(62,500)	(17,939)	Increase of \$14.5k in budget over \$48k transferred from CE22 for Heart Project marketing
	16	WK0681	Heart Project Public Relations expenses	0	(17,500)	(17,500)	(17,939)	
	16	WK0889	HEART Website development	0	(45,000)	(45,000)	0	
CC28	16		Building & Grounds Maintenance	0	(4,000)	(4,000)	0	Possible maintenance of small theatre
CC29	16		Contract Services - Arts Margaret River Management Fee	(246,507)		(246,507)	(245,281)	
CC35	25		Utilities	(1,300)		(1,300)	0	
CC58	16		Minor Equipment	0	(15,000)	(15,000)	0	HEART Internal Wayfinding signs
CC90			Profit/(Loss) on disposal of asset	0	(10,000)	(10,000)	(10,471)	Loss on disposal of Raked Seating
CC98	51		Depreciation	(210,000)	50,000	(160,000)	(87,393)	Reduction in depn due to part disposal of building 30.06.18
TOTAL OPERATING EXPENDITURE				(478,307)	(41,500)	(519,807)	(367,629)	
CAPITAL INCOME								
CC75	70		Capital Grant Income	0		0	0	
CC91	95		Proceeds of Disposal of Assets	0		0	2,000	
TOTAL CAPITAL INCOME				0	0	0	2,000	
CAPITAL EXPENDITURE								
CC88	55		Buildings	0		0	0	
CC89	16		Infrastructure	0	(5,000)	(5,000)	0	
		CCC03	Margaret River HEART Entry Sign	0	(5,000)	(5,000)	0	Retrofit existing Entry sign
CC93	55		Plant & Equipment	0		0	0	
CC97	16		Furniture & Equipment	(70,000)		(70,000)	0	
	16	CCC01	MR HEART Kitchen Equipment	(20,000)		(20,000)	0	
	16	CCC02	MR HEART Furnishings	(50,000)		(50,000)	0	
TOTAL CAPITAL EXPENDITURE				(70,000)	(5,000)	(80,000)	0	
Business Unit Totals								
			Operating Income	1,300	0	1,300	3,500	
			Operating Expenses	(478,307)	(41,500)	(519,807)	(367,629)	
			Capital Income	0	0	0	2,000	
			Capital Expenditure	(70,000)	(5,000)	(75,000)	0	
TOTAL FOR BUSINESS UNIT				(547,007)	(46,500)	(593,507)	(362,129)	

AUGUSTA RECREATION								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
AR87	84		Fees and Charges	41,500		41,500	14,393	
TOTAL OPERATING INCOME				41,500	0	41,500	14,393	
OPERATING EXPENDITURE								
AR01	01		Salaries	(23,790)		(23,790)	(9,942)	
AR01	06		Accrued Leave	(1,130)		(1,130)	(565)	
AR02	02		Superannuation	(2,458)		(2,458)	(841)	
AR03	17		Consultant	0		0	0	
AR05	03		Workers Compensation	(260)		(260)	(132)	
AR17	09		Consumables	(2,500)		(2,500)	(1,716)	
AR18	15		Equipment Leasing	(16,800)		(16,800)	0	
AR20	15		Equipment Repairs & Maintenance	(6,000)		(6,000)	(1,093)	
AR25	19		Advertising	(7,630)		(7,630)	(568)	
AR28	16		Building Maintenance	(27,400)		(27,400)	(2,450)	
AR29	16		Contract Services	0		0	0	
AR30	21		Chemicals	(2,450)		(2,450)	(178)	
AR35	25		Utilities	(8,400)		(8,400)	(5,013)	
AR36	16		Building Operations	(7,200)		(7,200)	(5,497)	
AR50	16		Special Projects	(8,500)		(8,500)	(56)	
	16	ARS01	Augusta Civic Park Masterplan	(8,500)		(8,500)	(56)	
AR58	12		Minor Equipment	(4,600)		(4,600)	(3,722)	
AR90	50		Loss on Disposal of Assets	0		0	0	
AR98	51		Depreciation	(48,396)		(48,396)	(19,671)	
TOTAL OPERATING EXPENDITURE				(167,514)	0	(167,514)	(51,445)	
CAPITAL INCOME								
AR75	70		Capital Grants	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
AR88	55		Land and Buildings	(13,500)		(13,500)	0	
	16	ARB02	Storage Shed for Football & Cricket clubs	(8,500)		(8,500)	0	
	16	ARB03	Repaint Croquet/Tennis Clubrooms and install safety glass doors	(5,000)		(5,000)	0	
AR89	55		Infrastructure	(10,000)		(10,000)	0	
	16	ARB04	Tennis Club Fencing	(10,000)		(10,000)	0	
TOTAL CAPITAL EXPENDITURE				(23,500)	0	(23,500)	0	
Business Unit Totals								
			Operating Income	41,500	0	41,500	14,393	
			Operating Expenses	(167,514)	0	(167,514)	(51,445)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(23,500)	0	(23,500)	0	
				(149,514)	0	(149,514)	(37,052)	

GLOUCESTER PARK								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
GP86	80		Reimbursements	33,000		33,000	14,779	
GP87	84		Fees and Charges	41,500		41,500	29,346	
TOTAL OPERATING INCOME				74,500	0	74,500	44,125	
OPERATING EXPENDITURE								
GP20	15		Equipment Repairs and Maintenance	0		0	(96)	
GP26	16		Building Operations	(3,000)		(3,000)	0	
GP28	15		Building Maintenance	(10,300)		(10,300)	(486)	
GP30	09		Line Marking Paint	(5,000)		(5,000)	(1,399)	
GP35	25		Utilities	(42,500)		(42,500)	(16,579)	
GP36	16		Infrastructure Maintenance	(17,500)		(17,500)	(90)	
GP50	16		Special Projects	(28,000)	(5,500)	(33,500)	(2,213)	
	16	GPP01	Western Pavilion Planning	(8,000)		(8,000)	(1,275)	
	16	GPP02	Masterplan Stage 1 Reporting	(20,000)		(20,000)	(938)	
	16	GPP03	Tree Removal - Carpark adjacent to Heart	0	(5,500)	(5,500)	0	Removal of trees assessed as too close to building - HEART & OSHC projects.
GP98	51		Depreciation	(128,004)		(128,004)	(68,534)	
TOTAL OPERATING EXPENDITURE				(234,304)	(5,500)	(239,804)	(89,396)	
CAPITAL INCOME								
GP74	74		Grants and Contributions	0		0	0	
GP91	95		Proceeds on disposal of assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
GP88	16		Buildings	0		0	0	
GP89	16		Infrastructure	(49,000)		(49,000)	(410)	
		GPS028	Replacement Fence Western Oval	(21,000)		(21,000)	0	
		GPS029	Cowaramup BMX Club Track Upgrade	(18,000)		(18,000)	0	
		GPS031	Player Boxes for Seating LWO	(10,000)		(10,000)	0	
		GPS033	Flag pole & Windsock (Aquatic Centre)	0		0	(410)	
GP93	55		Plant & Equipment	0		0	0	
GP97	16		Furniture & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				(49,000)	0	(49,000)	(410)	
Business Unit Totals								
			Operating Income	74,500	0	74,500	44,125	
			Operating Expenses	(234,304)	(5,500)	(239,804)	(89,396)	
			Capital Income	0	0	0	0	
			Capital Expenditure	(49,000)	0	(49,000)	(410)	
TOTAL FOR BUSINESS UNIT				(208,804)	(5,500)	(214,304)	(45,681)	

PARKS and GARDENS - Recreation and Culture								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
GD72	73		Insurance claim payout	0		0	0	
GD74	73		Contributions - Operating	4,400		4,400	3,517	
	73	GDG06	Other Contributions to Assets	4,400		4,400	0	
	73	GDG24	Rotary Club contribution to Rotary Park works	0		0	3,517	
GD82	84		Sundry Income	0		0	0	
GD90	94		Profit on Disposal of Assets	0		0	0	
TOTAL OPERATING INCOME				4,400	0	4,400	3,517	
OPERATING EXPENDITURE								
GD52			Reserve Maintenance	(1,580,842)	125,000	(1,455,842)	(631,806)	
		RGP1	Gloucester Park Surrounds	(66,600)		(66,600)	(37,222)	
		RGP2	Western Playing Fields	(57,363)	20,000	(37,363)	(16,691)	Project delay resulting in lower than expected maintenance costs
		RGP3	Nippers Oval	(19,442)		(19,442)	(9,777)	
		RGP4	AMR Football/Playground Area	(2,400)		(2,400)	(1,117)	
		RGP5	Main Oval	(33,163)		(33,163)	(9,706)	
		RGP6	Skate Park & Surrounds	(50,001)	20,000	(30,001)	(7,972)	Maintenance underspend due to new facilities
		RMR01	MR Townsite Area Gardens - Reserves Maintenance	(383,041)	80,000	(303,041)	(137,262)	Savings due to staff diverted to Storm Damage and Natural Areas Maintenance. \$20k transferred to RMR08. \$60k to Natural Areas Maintenance GD61
		RMR02	Prevelly/Gnarabup Townsite Gardens - Reserves Maintenance	(49,812)		(49,812)	(32,346)	
		RMR03	Street & Reserve Furniture Mtnc - Reserves Maintenance	(4,728)		(4,728)	(6,003)	
		RMR04	Gracetown Townsite Area Gardens - Reserves Maintenance	(33,214)		(33,214)	(11,894)	
		RMR05	Playground Inspections & Mtce - Reserves Maintenance	(21,408)		(21,408)	(14,556)	
		RMR06	Witchcliffe Townsite Area Gardens - Reserves Maintenance	(22,464)	10,000	(12,464)	(4,489)	Lower than expected maintenance costs
		RMR07	Riverslea Subdivision New Parks Mtce - Reserves Maintenance	(53,640)		(53,640)	(36,732)	
		RMR08	Cowaramup Townsite Area Gardens - Reserves Maintenance	(104,160)	(20,000)	(124,160)	(64,062)	Higher than expected costs with new developments being handed over.
		RMR09	MR Office Surrounds - Reserves Maintenance	(24,000)	10,000	(14,000)	(4,470)	Lower than expected maintenance costs
		RMR10	Augusta Townsite Area Gardens - Reserves Maintenance	(213,361)		(213,361)	(106,524)	
		RMR12	MR Library Surrounds - Reserves Maintenance	(11,034)		(11,034)	(6,092)	
		RMR13	Augusta Admin Building Surrounds - Reserves Maintenance	(7,883)		(7,883)	(2,406)	
		RMR14	Other Council Bldgs/Hall Surrounds - Reserves Maintenance	(7,799)		(7,799)	(5,269)	
		RMR15	Rails to Trails - Reserve Maintenance	(15,000)		(15,000)	0	
		RMR16	Events Assistance - Reserves Maintenance	(2,519)		(2,519)	(3,787)	
		RMR17	Surfer's Point Precinct Maintenance	(75,505)	20,000	(55,505)	(17,795)	Lower than expected maintenance costs
		RMRAU1	Par 3 Golf Course - Reserve Maintenance	(9,647)		(9,647)	(3,557)	
		RMRAU2	Croquet Club - Reserve Maintenance	(4,165)		(4,165)	(2,033)	
		RMRAU3	Augusta Main Oval - Reserve Maintenance	(14,064)		(14,064)	(4,392)	

PARKS and GARDENS - Recreation and Culture								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
		RMRAU5	General Grounds - Reserve Maintenance	(12,000)		(12,000)	(1,440)	
		RES07	Brookfield Subdivision - Reserve Maintenance	(108,001)		(108,001)	(53,863)	
		RES08	Margaret River Foreshore - Reserve Maintenance	(2,099)		(2,099)	(445)	
		RES09	Molloy Island - Reserve Maintenance	(500)		(500)	0	
		RES10	Bioretention Basin Maintenance	(3,001)		(3,001)	(190)	
		RES40	Parkwater Subdivision	(19,200)		(19,200)	(7,521)	
		RES41	Rapids Landing subdivision	(29,999)	10,000	(19,999)	(1,035)	Lower than expected maintenance costs
		RES65	Rapids Landing Oval Maintenance	0	(30,000)	(30,000)	(14,418)	New Infrastructure works
		RES42	Rural Sports Facilities	(5,856)		(5,856)	(3,897)	
		RMR20	Oval Top Dressing	(50,428)		(50,428)	0	
		RMR21	Reserve on Redgate Subdivision	(10,082)		(10,082)	(1,852)	
		RMR22	Street and Christmas Tree Lights	(12,607)		(12,607)	(48)	
		RMR23	Lower Western Oval - Reserve Maintenance	(13,500)		(13,500)	0	
		RMR24	Cowaramup Oval - Reserves Maintenance	(27,156)	5,000	(22,156)	(945)	Lower than expected maintenance costs
GD54			Cemetery Maintenance	(12,594)		(12,594)	(8,693)	
		CEM01	Karridale Cemetery Grounds	(4,153)		(4,153)	(1,077)	
		CEM02	Margaret River Cemetery Grounds	(8,441)		(8,441)	(7,615)	
						0		
GD56			Townsite Road Reserves Mtce.	(293,261)	5,000	(288,261)	(171,043)	
		TRM1	Verge Maintenance-Townsites	(153,000)		(153,000)	(70,750)	
		TRM2	Dangerous Tree Mtce.	(92,461)	(10,000)	(102,461)	(100,293)	Higher than expected maintenance required
		TRM3	Street Tree Planting-Townsites	(43,000)	15,000	(28,000)	0	Reduced requirements
		TRM4	Weed Removal Townsites	(4,800)		(4,800)	0	
						0		
GD58			Recycled Water Maintenance	(25,747)	(30,000)	(55,747)	(43,404)	
		REW01	Inspection and Testing	(1,499)		(1,499)	0	
		REW02	Repairs and maintenance	(15,158)	(30,000)	(45,158)	(43,404)	Major leak on Wallcliffe Rd and valve repairs to Cemetery Rd.
		REW03	Vertidrainage	0		0	0	
		REW04	Annual service Charge - Water Corp	(9,090)		(9,090)	0	
						0		
GD59			Fire Management Shire Parks/Reserves	(75,000)	20,000	(55,000)	(23,231)	
		RFM01	Fire Management Shire Parks/Reserves	(75,000)	20,000	(55,000)	(23,231)	Lower than expected costs
GD60			Structures on Reserves	(3,520)		(3,520)	0	
		EVM01	Margaret River EV Charging Station	(1,260)		(1,260)	0	
		EVM02	Augusta EV Charging Station	(1,260)		(1,260)	0	
		ILS1	Illuminated Sign - Cultural Centre	(1,000)		(1,000)	0	
						0		
GD61			Natural Areas Maintenance	0	(160,000)	(160,000)	(132,624)	
		NAM01	Reserve Management Plans	0		0	(1,352)	
		NAM02	Planting	0	(120,000)	(120,000)	(100,899)	Recognition of works on Natural Areas, partly funded from savings in other areas
		NAM03	Spraying for Weed Control	0		0	0	
		NAM04	Other Weed Control	0	(40,000)	(40,000)	(30,373)	Recognition of works on Natural Areas, partly funded from savings in other areas
						0		
GD85	52		Loss on Revaluation of Infrastructure Assets	0		0	0	
GD98	51		Depreciation	(564,000)		(564,000)	(328,733)	

PARKS and GARDENS - Recreation and Culture								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
TOTAL OPERATING EXPENDITURE				(2,554,964)	(40,000)	(2,594,964)	(1,339,533)	
CAPITAL INCOME								
GD73	74		Contributions to Asset Development	0	8,200	8,200	8,200	
	74	GDG26	Contributions to Gracetown Basketball Half-court	0	8,200	8,200	8,200	Contribution received
	74	GDC003	Lions Club contribution for Cemetery works	0		0	0	
GD75	70		Capital Grant Income	332,207		332,207	83,052	
	70	GDG25	CSRFF Grant for Lower Western Oval	332,207		332,207	83,052	
GD91	55		Proceeds from Disposal of Assets	0		0	0	
TOTAL CAPITAL INCOME				332,207	8,200	340,407	91,252	
CAPITAL EXPENDITURE								
GD89			Infrastructure Assets	(2,835,149)	95,000	(2,740,149)	(1,703,944)	
		RES119	Play equipment replacement annual program	(250,000)	50,000	(200,000)	(91,177)	Condition assessment done, some replacements deferred
		RES120	Recycled water reticulation expansion	0		0	0	
		RES126	Annual Allocation for POS infrastructure renewal	(100,000)		(100,000)	(3,230)	
		RES127	Annual Allocation for Garden Renewal Planting	0		0	(6,888)	
		RES128	Annual Allocation for Cemetery Works	(10,000)	(25,000)	(35,000)	(14,935)	Required to complete Landscaping as per concept plan, funded from RES132
		RES129	West Cowaramup POS upgrade	(45,000)		(45,000)	0	
		RES132	Annual Allocation for POS improvement	(50,000)	25,000	(25,000)	0	Reduced to complete Cemetery Works RES128
		RES133	Gloucester Park Improvements	0		0	0	
		RES139	Gloucester Park - Lower Western Oval development	(1,168,999)		(1,168,999)	(616,555)	
		RES141	Rapids Landing School POS Development	(426,150)		(426,150)	(358,835)	
		RES142	Wallcliffe Road road reserve works in front of MRYP	(120,000)	60,000	(60,000)	(58,164)	Project completed under-budget, savings transferred to MR CBD Redevelopment reserve
		RES143	Rapids Landing School Oval	(320,000)		(320,000)	(320,000)	
		RES144	Margaret River Cemetery Shelter	0		0	0	
		RES145	Half Court Basketball - Gracetown	(25,000)	(15,000)	(40,000)	(39,313)	Part funded by contribution from Gracetown Progress Assn. GDG26
		RES146	HEART Project Landscaping	(70,000)		(70,000)	0	
		RES147	JAD Landscaping	(250,000)		(250,000)	(194,848)	
		GD89	Missing Job to correct	0		0	0	
GD96			P&G Capital Expenditure - Donated Assets	0		0	0	
		GDD***	Job Number for Donated Assets	0		0	0	
TOTAL CAPITAL EXPENDITURE				(2,835,149)	95,000	(2,740,149)	(1,703,944)	
Business Unit Totals								
			Operating Income	4,400	0	4,400	3,517	
			Operating Expenses	(2,554,964)	(40,000)	(2,594,964)	(1,339,533)	
			Capital Income	332,207	8,200	340,407	91,252	
			Capital Expenditure	(2,835,149)	95,000	(2,740,149)	(1,703,944)	
TOTAL FOR BUSINESS UNIT				(5,053,506)	63,200	(4,990,306)	(2,948,708)	

ASSET SERVICES - Transport								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
TY72			Insurance claim income	0		0	0	
TY74	73		Contributions	0		0	2,500	
TY75	67		Operating Grant Income	0		0	0	
TY82	84		Sundry Income	1,200		1,200	515	
TY81	84		Fees and Charges (GST free)	90,000		90,000	44,275	
TY87	84		Fees & Charges (GST Inc)	14,400		14,400	4,139	
TOTAL OPERATING INCOME				105,600	0	105,600	51,428	
OPERATING EXPENDITURE								
TY01	01		Salaries	(452,960)	13,000	(452,960)	(226,102)	
TY01	06		Accrued Leave	(44,160)		(44,160)	(22,080)	
TY02	02		Superannuation	(55,458)		(55,458)	(26,111)	
TY03	17		Consultant	(25,000)		(12,000)	(6,600)	Not required, transferred to TIA35
TY04	05		Training	(5,220)		(5,220)	(4,712)	
TY05	03		Workers Compensation	(5,174)		(5,174)	(2,622)	
TY06	04		Uniforms	(500)		(500)	(407)	
TY07	07		Recruitment	0		0	(1,166)	
TY11	27		Mobile Telephone	(5,520)		(5,520)	(1,406)	
TY12	38		Subscriptions & Publications	(2,346)		(2,346)	(1,019)	
TY17	09		Consumables	(600)		(600)	0	
TY20	15		Equipment Repairs & Maintenance	(650)		(650)	(359)	
TY24	37		Refreshments	(300)		(300)	0	
TY25	19		Advertising	(800)		(800)	(103)	
TY35	25		Utilities - Street Lighting	(252,000)		(252,000)	(125,943)	
TY35	26		Utilities - Dump Point Water Charges	(600)		(600)	(273)	
TY36	42		Licence fees	(500)		(500)	(253)	
TY37	17		Land Administration fees	(4,000)		(4,000)	(1,891)	
TY40	98		Vehicle Operating Expenses	(9,000)		(9,000)	(6,399)	
TY41	08		Fringe Benefits Tax	(1,620)		(1,620)	(810)	
TY50	16		Special Projects	(262,300)		(262,300)	(34,345)	
	16	TYA12	<i>Licensed surveyor for land administration issues</i>	<i>(6,000)</i>		<i>(6,000)</i>	<i>(900)</i>	
	16	TYA13	<i>Auditors for grant acquittal</i>	<i>(1,000)</i>		<i>(1,000)</i>	<i>0</i>	
	16	TYA14	<i>Asset data collection/asset management plan preparation</i>	<i>(75,500)</i>		<i>(75,500)</i>	<i>(33,445)</i>	
	16	TYA34	<i>Annual paths and trails planning</i>	<i>(60,000)</i>		<i>(60,000)</i>	<i>0</i>	
	16	TYA39	<i>Drainage Investigation</i>	<i>(15,000)</i>		<i>(15,000)</i>	<i>0</i>	
	16	TYA45	<i>Aboriginal Heritage Surveys</i>	<i>(30,000)</i>		<i>(30,000)</i>	<i>0</i>	
	16	TYA46	<i>Resolution of Land Encroachment Issues</i>	<i>(4,800)</i>		<i>(4,800)</i>	<i>0</i>	
	16	TYA47	<i>Alexandra Bridge Campground Foreshore Plan</i>	<i>(15,000)</i>		<i>(15,000)</i>	<i>0</i>	
	16	TYA49	<i>Capes Region Boating Strategy update</i>	<i>(10,000)</i>		<i>(10,000)</i>	<i>0</i>	
	16	TYA50	<i>Concept Plan for Wallcliffe Road lookout area</i>	<i>(10,000)</i>		<i>(10,000)</i>	<i>0</i>	
	16	TYA51	<i>Margaret River Precinct Masterplan</i>	<i>(20,000)</i>		<i>(20,000)</i>	<i>0</i>	
	16	TYA52	<i>Pavement testing of Bussell Hwy (main street)</i>	<i>(15,000)</i>		<i>(15,000)</i>	<i>0</i>	
TY51	53		Crossover Rebates	(5,100)		(5,100)	(4,275)	
TY98	51		Depreciation	(3,000)		(3,000)	(1,371)	
TOTAL OPERATING EXPENDITURE				(1,136,808)	13,000	(1,123,808)	(468,247)	

ASSET SERVICES - Transport								
COA	IE	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CAPITAL INCOME								
TY76	70		Capital Grant Income	45,000		45,000	0	
	70	TYG22	WA Bicycle Network grant for path extension to MR Education Campus	45,000		45,000	0	
TY91	95		Proceeds from Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				45,000	0	45,000	0	
CAPITAL EXPENDITURE								
TY88	16		Land	(170,000)		(170,000)	(2,090)	
	16	TIA33	Purchase of land for Margaret River trail	(170,000)		(170,000)	(2,090)	
TY89	16		Infrastructure Assets	(200,000)	(45,000)	(245,000)	(21,869)	
	16	TIA24	Bridle Trail implementation	(23,000)		(23,000)	0	
	16	TIA26	Augusta Interpretation Plan implementation	(50,000)		(50,000)	0	
	16	TIA27	Trails signage implementation	(20,000)		(20,000)	(359)	
	16	TIA32	Gnarabup coastal erosion project	(62,000)		(62,000)	(21,510)	
	16	TIA34	Path extension to MR Education Campus - contribution to Department of Education	(45,000)	(45,000)	(90,000)	0	Shire to fund 50% of project. Original budget was for DoE to contribute \$45k but Grant (TYG22) condition does not allow funding from another Government Department.
TY97	09		Furniture & Equipment	0	(13,000)	(13,000)	(9,367)	
	09	TIA35	3 x New Workstations Asset Services	0	(13,000)	(13,000)	(9,367)	Workstations required to accommodate staff
TOTAL CAPITAL EXPENDITURE				(370,000)	(58,000)	(428,000)	(33,326)	
Business Unit Totals								
			Operating Income	105,600	0	105,600	51,428	
			Operating Expenses	(1,136,808)	13,000	(1,123,808)	(468,247)	
			Capital Income	45,000	0	45,000	0	
			Capital Expenditure	(370,000)	(58,000)	(428,000)	(33,326)	
TOTAL FOR BUSINESS UNIT				(1,356,208)	(45,000)	(1,401,208)	(450,145)	

CONSTRUCTION - Transport							
COA	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
CR77		Other Income	0	10,000	10,000	0	Bond offset against past expenditure
TOTAL OPERATING INCOME			0	10,000	10,000	0	
OPERATING EXPENDITURE							
CR90		Profit (Loss) on Disposal of Assets	0		0	0	
TOTAL OPERATING EXPENDITURE			0	0	0	0	
CAPITAL INCOME							
CR74	74	Restricted Contributions	0		0	0	
CR75		Grants	2,114,039	88,500	2,202,539	708,530	
	CRG03	Regional Roads Group	1,626,061		1,626,061	401,376	
	CRG05	Main Roads Direct	141,000	88,500	229,500	229,489	MRWA Direct Grant more than expected
	CRG06	Roads to Recovery	0		0	0	
	CRG09	Other Construction	116,000		116,000	0	
	CRG14	Lotterywest for Wadandi Track	50,000		50,000	0	
	CRG17	Recreational Boating Facilities Scheme	97,500		97,500	0	
	CRG21	RBFS Grant for Ellis St Jetty Precinct	83,478		83,478	77,665	
CR76		Construction - Non Cash Contributions (Developer Donated)	0		0	0	
TOTAL CAPITAL INCOME			2,114,039	88,500	2,202,539	708,530	
CAPITAL EXPENDITURE							
CR89		New Infrastructure	0		0	0	
CR94		Infrastructure Upgrades	(4,088,867)	(49,000)	(4,137,867)	(632,377)	
		Road Expansion	0	(42,000)	(42,000)	(41,565)	Burnside Rd intersection funded by contribution
		Drainage Expansion	(142,207)	0	(142,207)	(32,405)	
		Path - Expansion	(970,000)	0	(970,000)	(16,978)	
		Carpark Expansion	(176,660)	0	(176,660)	(131,186)	
		Streetscape	(2,550,000)	0	(2,550,000)	(207,905)	
		Depot Expansion	(80,000)	0	(80,000)	(72,251)	
		Foreshore Facilities	(170,000)	(7,000)	(177,000)	(130,088)	Ellis St Jetty project

CONSTRUCTION - Transport							
COA	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CR95		Infrastructure Renewals	(4,184,707)	74,000	(4,110,707)	(1,200,800)	
		Bridge Preservation	0	(131,000)	(131,000)	(119,151)	Warner Glen Rd and Westbay Creek bridges
		Road Preservation	(132,615)	0	(132,615)	(169,280)	
		Road Rehabilitation	(2,837,092)	(10,000)	(2,847,092)	(522,645)	Leeuwin Road
		Rural - Gravel Resheeting	(600,000)	0	(600,000)	(259,152)	
		Path - Preservation	(150,000)	20,000	(130,000)	(24,745)	Reduced scope of works
		Drainage - Preservation	(100,000)	20,000	(80,000)	(8,468)	Reduced scope of works
		Kerb - Preservation	(75,000)	25,000	(50,000)	(11,618)	Reduced scope of works
		Foreshore Preservation	(290,000)	150,000	(140,000)	(85,740)	Reduced scope of works
		Airport Preservation	0	0	0	0	
CR96		Construction - Non Cash Assets (Developer Donated)	0		0	0	
TOTAL CAPITAL EXPENDITURE			(8,273,574)	25,000	(8,248,574)	(1,833,177)	
Business Unit Totals							
		Operating Income	0	10,000	10,000	0	
		Operating Expenses	0	0	0	0	
		Capital Income	2,114,039	88,500	2,202,539	708,530	
		Capital Expenditure	(8,273,574)	25,000	(8,248,574)	(1,833,177)	
TOTAL FOR BUSINESS UNIT			(6,159,535)	123,500	(6,036,035)	(1,124,647)	

CONSTRUCTION - Transport							
COA	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
DEVELOPMENT OF ASSETS							
CR89		INFRASTRUCTURE NEW	0		0	0	
	Job		0		0	0	
TOTAL CR89			0	0	0	0	
CR94		INFRASTRUCTURE UPGRADES	(4,088,867)	(49,000)	(4,137,867)	(632,377)	
	REM07	Burnside Rd/Caves Rd Intersection	0	(42,000)	(42,000)	(41,565)	Transfer of developer contributions to part-fund new intersection
			0	(42,000)	(42,000)	(41,565)	
		DRAINAGE EXPANSION					
	DEN14	Drainage upgrade & expansion projects	(92,207)		(92,207)	(32,405)	
	DEN18	Wallcliffe Rd Stormwater drainage works (CAC Precinct)	(50,000)		(50,000)	0	
			(142,207)	0	(142,207)	(32,405)	
		PATH - EXPANSION					
	PXN002	Rails to Trails Cowaramup to Augusta Stage 1 (Gnarawary to Redgate Rd)	(100,000)		(100,000)	(201)	
	PXN003	Margaret River Trail Caves Rd to Rivermouth	(150,000)		(150,000)	(2,372)	
	PXN012	Path Expansion Annual Allocation	(250,000)		(250,000)	(8,091)	
	PXN013	Flinders Bay to Cape Leeuwin Lighthouse Path - Stage 2	(450,000)		(450,000)	(200)	
	PXN016	Darch Trail - Halcyon Drive to Pedestrian Bridge	(20,000)		(20,000)	(6,114)	
			(970,000)	0	(970,000)	(16,978)	
		CARPARK EXPANSION					
	CPN13	Disability parking bay upgrades	(10,000)		(10,000)	(174)	
	CPN14	Renew retaining wall - Fearn Ave car park	(20,000)		(20,000)	0	
	CPN15	Cowaramup Primary School Parking	(121,660)		(121,660)	(131,012)	
	CPN16	Margaret River Youth Precinct - Eastern Carpark	0		0	0	
	CPN17	Carpark Design & Development - Fearn Ave	(25,000)		(25,000)	0	
			(176,660)	0	(176,660)	(131,186)	
		STREETSCAPE					
	STS07	Margaret River Main Street Upgrade	(2,550,000)		(2,550,000)	(207,905)	
			(2,550,000)	0	(2,550,000)	(207,905)	
		KERB EXPANSION					
			0		0	0	
			0	0	0	0	
		DEPOT EXPANSION					
	DEX08	Depot Safety Improvements	(20,000)		(20,000)	(9,891)	
	DEX10	Margaret River Depot Asphalt Works	(50,000)		(50,000)	(62,360)	
	DEX11	MR Depot Shade Structure	(10,000)		(10,000)	0	
			(80,000)	0	(80,000)	(72,251)	
		FORESHORE FACILITIES					
	FFS16	Ellis Street Boat Ramp Finger Jetty	(144,000)	13,000	(131,000)	(130,088)	Completed under-budget, transfer surplus funds to rigging bay project FFS23
	FFS20	Ellis Street Jetty Precinct - 20 boat trailer parking bays	0		0	0	
	FFS21	Flinders Bay Boatramp Handrails	(26,000)		(26,000)	0	
	FFS23	Ellis Street Boat Rigging Bay	0	(20,000)	(20,000)	0	Requirement of RBFS grant, \$13k from FFS 16, \$7k from FFS18
			(170,000)	(7,000)	(177,000)	(130,088)	
		AIRPORT UPGRADING					
	AUA01	Augusta Airport Crossover Reimbursements	0		0	0	
	MRA03	Margaret River Aerodrome Improvements	0		0	0	
			0	0	0	0	
TOTAL CR94			(4,088,867)	(49,000)	(4,137,867)	(632,377)	

MAINTENANCE - Transport

COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
MR87	93		Private Works Income	0	0	0	139	
TOTAL OPERATING INCOME				0	0	0	139	
OPERATING EXPENDITURE								
MR29			Road Maintenance	(1,034,828)	0	(1,034,828)	(553,503)	
MR30			Roads - Ancillary	(656,117)	(325,000)	(981,117)	(785,173)	Primarily storm damage cleanup
MR31			Signs	(177,573)	(20,000)	(197,573)	(96,144)	Additional signs
MR33			Carpark	(27,622)	0	(27,622)	(7,044)	
MR34			Paths	(93,873)	20,000	(73,873)	(18,939)	Footpath slab replacement works deferred
MR35			Drainage	(330,143)	(60,000)	(390,143)	(292,663)	Repairs and maintenance following weather events
MR36			Bridge	(131,009)	(15,000)	(146,009)	(43,211)	Structural inspections & testing
MR37			Airstrip	(24,920)	0	(24,920)	(14,783)	
MR38			Foreshore Facilities	(35,639)	(20,000)	(55,639)	(29,343)	Increased maintenance requirements
MR39			Waste Collection - Public Space	(246,863)	20,000	(226,863)	(92,619)	Reduced requirements
MR40			Rehabilitation of Resource Pits	(50,000)	0	(50,000)	0	
MR54			Private Works	0	0	0	(215)	
MR98			Depreciation	(5,700,000)		(5,700,000)	(2,936,109)	
TOTAL OPERATING EXPENDITURE				(8,508,587)	(400,000)	(8,908,587)	(4,869,745)	
CAPITAL INCOME								
MR74	74		Contributions	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE						0		
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals						0		
			Operating Income	0	0	0	139	
			Operating Expenses	(8,508,587)	(400,000)	(8,908,587)	(4,869,745)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(8,508,587)	(400,000)	(8,908,587)	(4,869,606)	

MAINTENANCE - Transport							
COA	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING EXPENDITURE							
MR29		ROADS - MAINTENANCE	(1,034,828)		(1,034,828)	(553,503)	
		ROAD MAINTENANCE					
	RMB001	Budget Only (do not use for actual)	1,034,828		1,034,828	0	
		ROAD MAINTENANCE	1,034,828	0	1,034,828	553,503	
MR30		ROADS - ANCILLARY	(656,117)	(325,000)	(981,117)	(785,173)	
	RMA1	Urban Street Sweeping - Roads Ancillary	(81,936)		(81,936)	(40,857)	
	RMA2	Tree Pruning - Roads Ancillary	(239,364)		(239,364)	(142,659)	
	RMA3	Dangerous Tree Removal - Roads Ancillary	(44,462)	25,000	(19,462)	(7,996)	Less expenditure than anticipated
	RMA4	Verge Spraying - Roads Ancillary	(25,501)		(25,501)	(20,495)	
	RMA5	Storm Damage Cleanup - Roads Ancillary	(264,854)	(280,000)	(544,854)	(503,104)	Additional expenditure is required to mulch extensive storm damage material that has been collected. The mulch will be used in residential parks and gardens.
	RMA6	Vehicle Accident Cleanup	0		0	(442)	
	RMA7	Survey & Design - Roads Ancillary	0		0	0	
	RMA8	Spraying for Weed Control	0		0	(152)	
	RMA9	Other Weed Control	0	(70,000)	(70,000)	(69,467)	Permanent overspend on works.
MR31		SIGNS	(177,573)	(20,000)	(197,573)	(96,144)	
	RCFS	Signs - Community	(10,766)		(10,766)	(4,071)	
	COAS	Signs - Coastal Warning	(10,081)		(10,081)	(1,035)	
	TRFS	Signage - Traffic	(126,725)	(20,000)	(146,725)	(78,610)	More signs required
	DIRS	Directional Signage	(20,001)		(20,001)	(10,157)	
	BANS	Banner Poles - Changeover of Banners	(10,000)		(10,000)	(2,271)	
MR33		CARPARK	(27,622)	0	(27,622)	(7,044)	
	CEAU	Augusta Carpark Maintenance	(4,594)		(4,594)	(2,134)	
	CEGP	Gnarabup/Prevelly Carparks	(10,113)		(10,113)	(426)	
	CEMR	Margaret River Carparks	(8,306)		(8,306)	(4,305)	
	CE00	Other Carparks	(4,609)		(4,609)	(180)	
MR34		PATHS	(93,873)	20,000	(73,873)	(18,939)	
	FPMT	Footpath Slab Replacement	(64,770)	20,000	(44,770)	(2,940)	Works deferred
	FCBD	CBD Special Area Paths	(7,051)		(7,051)	(5,451)	
	FPGNAR	Gnarabup Foreshore - Path Maintenance	(10,519)		(10,519)	(5,297)	
	FMTRAI	Rails To Trails - Footpath Maintenance	(11,533)		(11,533)	(5,252)	
MR35		DRAINAGE	(330,143)	(60,000)	(390,143)	(292,663)	
	GULL	Gully Eduction	(40,322)		(40,322)	(13,508)	
	DRMU	Urban General - Drainage Maintenance	(107,101)	40,000	(67,101)	(28,606)	Expenditure less than expected
	DRMR	Rural General - Drainage Maintenance	(182,720)	(100,000)	(282,720)	(250,548)	Expenditure greater than expected due to weather events

MAINTENANCE - Transport								
COA	JOB	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments	
MR36		BRIDGE	(131,009)	(15,000)	(146,009)	(43,211)		
	CAR1	Misc. Routine Bridge Mtce.	(96,823)			(96,823)	(23,275)	
	CAR2	Rails To Trails Bridge Structure Repairs	(9,999)			(9,999)	(5,174)	
	CAR3	Coastal Bridges/Walkways/Platforms	(20,145)			(20,145)	(4,063)	
	CAR4	Bridge Structural Inspections & Testing	(4,042)		(15,000)	(19,042)	(10,698)	Costs greater than anticipated
MR37		AIRSTRIP	(24,920)	0	(24,920)	(14,783)		
	AIR1	Margaret River Airstrip	(15,000)			(15,000)	(3,807)	
	AIR2	Augusta Airstrip	(9,920)			(9,920)	(10,976)	
MR38		FORESHORE FACILITIES	(35,639)	(20,000)	(55,639)	(29,343)		
	BOA1	Ellis St Boat Ramp	(1,014)			(1,014)	0	
	BOA2	Ellis Street Jetty	(1,014)			(1,014)	(533)	
	BOA3	Flinders Bay Boat Ramp	(1,902)			(1,902)	(796)	
	BOA4	Flinders Bay Swimming Jetty	(942)			(942)	0	
	BOA5	Steps/Platforms/Fencing/Retaining Walls	(15,000)		(20,000)	(35,000)	(19,419)	Inadequate budget for maintenance
	BOA6	Minor Boat Ramps - Various	(943)			(943)	0	
	BOA7	Gnarabup Boat Ramp	(10,000)			(10,000)	(7,878)	
	BOA8	Gracetown Boat Ramp	(1,840)			(1,840)	0	
	BOA9	Turner St Jetty	(943)			(943)	(717)	
	BOA12	East Augusta Jetties	(2,041)			(2,041)	0	
MR39		WASTE COLLECTION PUBLIC SPACE	(246,863)		20,000	(226,863)	(92,619)	
	BINS	Street Bins - Purchase And Replacement	(25,199)			(25,199)	(1,168)	
	WCPS	Waste Collection Public Space	(221,664)	20,000	(201,664)	(91,451)	Reduced requirements	
MR40		REHABILITATION OF RESOURCE PITS	(50,000)	0	(50,000)	0		
	GRAV	Gravel Pits	(50,000)			(50,000)	0	
MR42		DUMP POINTS	0	0	0	0		
	DMP1	Dump Point 1 - Margaret River	0			0	0	
MR53		ENVIRONMENTAL INCIDENT CLEANUP	0	0	0	0		
	WP168	Hamelin Bay Whale Beaching	0			0	0	
		Maintenance	(2,808,587)	(400,000)	(3,208,587)	(1,933,420)		

PLANT PROGRAM - Transport								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >>\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
RP90	94		Profit on Disposal of Assets	2,000	48,000	50,000	51,174	Sale proceeds higher than expected resulting in profit on disposal
TOTAL OPERATING INCOME				2,000	48,000	50,000	51,174	
OPERATING EXPENDITURE								
RP58	12		Non Capital Equipment	(20,000)		(20,000)	(16,352)	
RP50	50		Loss On Disposal Of Assets	(149,042)	80,000	(69,042)	(31,041)	Sale proceeds higher than expected resulting in less loss on disposal
TOTAL OPERATING EXPENDITURE				(169,042)	80,000	(89,042)	(47,393)	
CAPITAL INCOME								
RP91	95		Proceeds from Sale of Assets	197,182	150,000	347,182	309,529	Auction proceeds higher than expected
TOTAL CAPITAL INCOME				197,182	150,000	347,182	309,529	
CAPITAL EXPENDITURE								
RP93			Plant & Equipment	(1,459,090)	(409,320)	(1,868,410)	(975,515)	
						0		
			Heavy Replacements	(763,090)	(45,320)	(808,410)	(313,222)	
	55	RPP113	Light Truck (replacement for AU14863)	(81,073)		(81,073)	(81,073)	
	55	RPP132	Replace Multipac mult tyred roller with tow behind free roller	(69,442)		(69,442)	(68,422)	
	55	RPP133	Replace Charterhouse Turf Tidy	(36,155)		(36,155)	(34,490)	
	55	RPP134	Replace Dog Trailer	(81,770)		(81,770)	(81,770)	
	55	RPP139	Replace 9 tonne tag along pig trailer	(51,650)		(51,650)	(47,467)	
	55	RPP154	Replace P100722 Howard Procut Mower	(10,000)		(10,000)	0	
	55	RPP155	Replace P100724 Howard Procut Mower	(10,000)		(10,000)	0	
	55	RPP156	Replace P121206 3 Gang Reel Mower	(25,000)	25,000	0	0	Cowaramup tractor has been refurbished and replacement is deferred
	55	RPP157	Replace P16658 Boxtop Tandem Trailer	(6,000)		(6,000)	0	
	55	RPP158	Replace P1TJH772 Tandem Axle Tipping Semi Trailer	(65,000)	(35,000)	(100,000)	0	Cost of replacement higher than expected
	55	RPP159	Replace P28764 Single Cab Truck Tray	(55,000)		(55,000)	0	
	55	RPP160	Replace P30194 Toro Mower Groundmaster 360	(50,000)		(50,000)	0	
	55	RPP161	Replace P28765 Crew Cab Tip Truck	(90,000)		(90,000)	0	
	55	RPP162	Replace P17085 Tilt Trailer	(12,000)		(12,000)	0	
	55	RPP163	Replace P27698 9T Tip Truck	(120,000)	(35,320)	(155,320)	0	Cost of replacement higher than expected
			Light Replacements	(243,000)	0	(243,000)	(234,919)	
	55	RPP165	Replace P29046 4WD Utility	(38,000)		(38,000)	(34,529)	
	55	RPP166	Replace P29047 4WD Utility	(38,000)		(38,000)	(34,529)	
	55	RPP167	Replace 29048 4WD Utility	(38,000)		(38,000)	(38,356)	
	55	RPP168	Replace P29096 4WD Crewcab	(38,000)		(38,000)	(34,529)	
	55	RPP169	Replace P29112 4WD Crewcab	(38,000)		(38,000)	(35,329)	
	55	RPP170	Replace P29215 AWD Wagon	(28,000)		(28,000)	(32,844)	
	55	RPP171	Replace P29216 Sedan	(25,000)		(25,000)	(24,804)	
	55	RPP174	Replace P31367 Ranger vehicle written off	0		0	0	

PLANT PROGRAM - Transport								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
			New Capital	(433,000)	(364,000)	(797,000)	(427,374)	
	55	RPP164	Ford Ranger Utility	(38,000)	6,000	(32,000)	(31,708)	Actual cost less than expected
	55	RPP172	Grader (Replacement of leased Grader)	(350,000)		(350,000)	(352,480)	
	55	RPP173	Vehicle or Single Cab Utility for Works	(45,000)		(45,000)	(43,187)	
	55	RPP175	Waste Loader	0	(370,000)	(370,000)	0	Replace leased loader and fund from Waste Management Reserve
			Minor Capital Items	(20,000)	0	(20,000)	0	
	55	RPPM	Asset Purchases over \$5,000	(20,000)		(20,000)	0	
TOTAL CAPITAL EXPENDITURE				(1,459,090)	(409,320)	(1,868,410)	(975,515)	
Business Unit Totals								
			Operating Income	2,000	48,000	50,000	51,174	
			Operating Expenses	(169,042)	80,000	(89,042)	(47,393)	
			Capital Income	197,182	150,000	347,182	309,529	
			Capital Expenditure	(1,459,090)	(409,320)	(1,868,410)	(975,515)	
TOTAL FOR BUSINESS UNIT				(1,428,950)	(131,320)	(1,560,270)	(662,205)	

CARAVAN PARKS - Economic Services Turner & Flinders Bay Caravan Parks, Alexandra Bridge Campground								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
TU71	71		Turner Caravan Park Income	1,414,356		1,414,356	505,569	
TU82	84		Turner Caravan Park Sundry Income	16,320		16,320	4,117	
FB71	71		Flinders Bay Caravan Park Income	681,360		681,360	223,773	
FB82	84		Flinders Bay Caravan Park Sundry Income	7,038		7,038	1,507	
AB71	71		Alexandra Bridge Income	57,120		57,120	21,588	
TOTAL OPERATING INCOME				2,176,194	0	2,176,194	756,554	
OPERATING EXPENDITURE - ALL PARKS								
TU01	01		Salaries	(627,096)		(627,096)	(239,940)	
TU01	06		Accrued Leave	(42,666)		(42,666)	(21,333)	
TU02	02		Superannuation	(70,810)		(70,810)	(31,947)	
TU04	05		Training & Conferences	(4,252)		(4,252)	(2,755)	
TU05	03		Workers Compensation	(6,980)		(6,980)	(3,540)	
TU06	04		Protective Clothing & Uniforms	(3,366)		(3,366)	(1,056)	
TU07	07		Recruitment	0		0	(1,186)	
TU10	27		Telephone	(4,824)		(4,824)	(1,332)	
TU15	09		Printing & Stationery	(2,300)		(2,300)	(1,038)	
TU17	09		Consumables	(41,208)		(41,208)	(12,058)	
TU20	16		Equipment Repairs & Maintenance	(27,815)		(27,815)	(5,532)	
TU21	16		Commissions Paid - online booking agencies	0		0	(511)	
TU25	16		Advertising	(16,779)		(16,779)	(4,010)	
TU26	16		Building Operations	(8,000)		(8,000)	(4,217)	
TU28	16		Building Maintenance	(21,000)		(21,000)	(11,634)	
TU29	16		Contract Services	0		0	0	
TU35	25		Utilities - Electricity & Gas	(105,660)		(105,660)	(28,546)	
TU35	26		Utilities - Water Charges	(113,950)		(113,950)	(11,297)	
TU36	16		Landscaping Maintenance	(34,800)	(47,000)	(81,800)	(22,784)	
		TUE362	Chalet accommodation	(800)		(800)	(7)	
		TUE361	Turner Caravan Park	(15,000)	(37,000)	(52,000)	(9,219)	Tree and bushfire risk mitigation works
		TUE363	Flinders Bay Caravan Park	(7,000)	(10,000)	(17,000)	(11,738)	Tree and bushfire risk mitigation works
		TUE364	Alexandra Bridge Campground	(12,000)		(12,000)	(1,820)	
TU37	16		Legal	(5,000)		(5,000)	0	
TU40	10		Vehicle/Plant Operating Expenses	(21,000)	0	(21,000)	(13,616)	
TU50	16		Infrastructure Maintenance	(42,000)	(30,000)	(72,000)	(33,435)	
		TUE006	Turner Caravan Park Masterplan	(22,000)	(10,000)	(32,000)	(20,100)	Bushfire Management Plan
		TUE502	Chalet accommodation	(2,250)		(2,250)	0	
		TUE505	Long & short stay user sites - Maintenance	0	(20,000)	(20,000)	0	Clear slabs and other infrastructure from Long & short stay user sites
		TUE501	Turner Caravan Park	(12,000)		(12,000)	(6,154)	
		TUE503	Flinders Bay Caravan Park	(5,000)		(5,000)	(6,913)	
		TUE504	Alexandra Bridge Campground	(750)		(750)	(268)	
TU55	16		Waste Services	(41,200)		(41,200)	(4,257)	
TU58	09		Non-Capital Equipment	(37,350)		(37,350)	(6,606)	
TU98	51		Depreciation	(108,000)		(108,000)	(49,401)	
TOTAL OPERATING EXPENDITURE				(1,386,056)	(77,000)	(1,463,056)	(512,031)	

CARAVAN PARKS - Economic Services Turner & Flinders Bay Caravan Parks, Alexandra Bridge Campground

COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
CAPITAL INCOME								
TU75	70		Grant Income	0		0	0	
TU91	95		Proceeds from Sale of Assets	0		0	0	
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
TU88	16		Buildings	(540,000)	0	(540,000)	0	
	16	TCP63	Second stage of Chalets - TCP	(500,000)		(500,000)	0	
	16	TCP64	Detailed buildings design/certification - TCP	(40,000)		(40,000)	0	
TU89	16		Infrastructure	(409,490)	990	(408,500)	(29,771)	
	16	TCP46	Internal Road Upgrades - TCP	(50,000)		(50,000)	0	
	16	TCP58	Western Power Upgrade - TCP	(109,490)		(109,490)	0	
	16	TCP61	Internal power infrastructure - TCP	(50,000)		(50,000)	(6,600)	
	16	TCP62	Water and Sewerage Infrastructure - TCP	(50,000)		(50,000)	(4,161)	
	16	FBA031	Utility services renewal (standpipes, electrical services) - FBCP	0	(19,010)	(19,010)	(19,010)	Completion of 2017-18 project
	16	ABR12	Water Supply upgrade - ABCG	(20,000)	20,000	0	0	Project deferred to 2019-20
	16	TCP65	Drainage upgrades - TCP	(50,000)		(50,000)	0	
	16	TCP66	Detailed Design and Engineering TCP	(80,000)		(80,000)	0	
TOTAL CAPITAL EXPENDITURE				(949,490)	990	(948,500)	(29,771)	
Business Unit Totals								
			Operating Income	2,176,194	0	2,176,194	756,554	
			Operating Expenses	(1,386,056)	(77,000)	(1,463,056)	(512,031)	
			Capital Income	0		0	0	
			Capital Expenditure	(949,490)	990	(948,500)	(29,771)	
TOTAL FOR BUSINESS UNIT				(159,352)	(76,010)	(235,362)	214,752	

BUILDING CONTROL - Economic Services

COA	IE	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME							
BU81	84	Fees and Charges (GST free)	239,500		239,500	106,357	
BU82	84	Sundry Income	0		0	656	
BU88	84	Swimming Pool Inspection Fee	8,700		8,700	0	
TOTAL OPERATING INCOME			248,200	0	248,200	107,013	
OPERATING EXPENDITURE							
BU01	01	Salaries	(116,846)		(116,846)	(61,577)	
BU01	06	Accrued Leave	(11,168)		(11,168)	(5,584)	
BU02	02	Superannuation	(12,974)		(12,974)	(7,150)	
BU03	17	Consultant	(20,000)		(20,000)	(11,000)	
BU04	05	Training & Conferences	(2,806)		(2,806)	(1,602)	
BU05	03	Workers Compensation	(1,326)		(1,326)	(678)	
BU06	04	Protective Clothing	(408)		(408)	0	
BU07	07	Recruitment	0		0	0	
BU11	27	Mobile Telephone	(1,224)		(1,224)	(282)	
BU12	38	Subscriptions & Publications	(2,748)		(2,748)	(500)	
BU40	10	Vehicle Operating Expenses	(4,920)		(4,920)	(4,430)	
BU41	08	Fringe Benefits Tax	(1,200)		(1,200)	(609)	
BU60	16	Swimming Pool Inspections	0		0	0	
TOTAL OPERATING EXPENDITURE			(175,620)	0	(175,620)	(93,411)	
CAPITAL INCOME					0		
TOTAL CAPITAL INCOME			0	0	0	0	
CAPITAL EXPENDITURE					0		
TOTAL CAPITAL EXPENDITURE			0	0	0	0	
Business Unit Totals							
		Operating Income	248,200	0	248,200	107,013	
		Operating Expenses	(175,620)	0	(175,620)	(93,411)	
		Capital Income	0	0	0	0	
		Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT			72,580	0	72,580	13,601	

PUBLIC WORKS OVERHEADS - Other Property and Services								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
WO82	73		Sundry Income	0		0	0	
TOTAL OPERATING INCOME				0	0	0	0	
OPERATING EXPENDITURE								
WO01	01		Salaries	(621,116)		(621,116)	(321,365)	
WS01	01		Salaries-Survey & Design	(66,300)		(66,300)	(68,300)	
WO01	06		Accrued Leave	(60,020)		(60,020)	(30,010)	
WO02	02		Superannuation	(75,164)		(75,164)	(42,767)	
WO04	05		Training	(49,874)		(49,874)	(39,539)	
WO05	03		Workers Compensation	(35,722)		(35,722)	(18,126)	
WO06	04		Protective Clothing	(25,000)		(25,000)	(9,639)	
WO07	07		Recruitment	0		0	(557)	
WO11	27		Mobile Telephone	(17,400)		(17,400)	(7,596)	
WO12	38		Subscriptions & Memberships	0		0	(280)	
WO17	09		Consumables	(24,000)		(24,000)	(13,108)	
WO20	15		Equipment Repairs & Maintenance	(4,000)		(4,000)	(3,316)	
WO24	37		Refreshments	0		0	(378)	
WO25	19		Advertising	(4,000)		(4,000)	(1,633)	
WO29	16		Contract Services	(12,500)		(12,500)	0	
WO35	25		Utilities	(20,000)		(20,000)	(10,298)	
WO36	06		Grounds Maintenance	(42,000)		(42,000)	(20,529)	
WO40	98		Vehicle Operating Expenses	(165,000)		(165,000)	(105,951)	
WO41	08		Fringe Benefits Tax	(21,180)		(21,180)	(10,584)	
WO58	12		Non-capital equipment	0		0	(5,591)	
WO59	01		Unallocated Works Payroll	(230,110)		(230,110)	(100,814)	
WO59	06		Accrued Leave	(260,140)		(260,140)	(131,229)	
WO60	02		Other - Superannuation	(308,282)		(308,282)	(149,147)	
WO98	51		Depreciation	(39,000)		(39,000)	(20,232)	
WO99	99		Less: WOH Allocated	2,005,790		2,005,790	763,163	
TOTAL OPERATING EXPENDITURE				(75,018)	0	(75,018)	(347,827)	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE								
WO97	55		Furniture & Equipment	0		0	0	
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	0	0	0	0	
			Operating Expenses	(75,018)	0	(75,018)	(347,827)	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				(75,018)	0	(75,018)	(347,827)	

PLANT OPERATING COSTS - Other Property and Services								
COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
OC82	73		Sundry Income	0		0	2,497	
TOTAL OPERATING INCOME				0	0	0	2,497	
OPERATING EXPENDITURE								
OC02	02		Superannuation	(22,424)		(22,424)	(9,484)	
OC03	17		Consultant	(20,000)		(20,000)	0	
OC04	05		Training	(3,000)		(3,000)	0	
OC05	03		Workers Compensation	(2,380)		(2,380)	(1,206)	
OC11	27		Mobile Phone	(480)		(480)	(190)	
OC13	30		Insurances & Licences	(66,000)		(66,000)	(66,682)	
OC17	10		Fuel & Oils	(384,000)		(384,000)	(215,982)	
OC18	20		Leased Plant	(189,954)		(189,954)	(117,635)	
OC20	01		Repairs & Parts - Labour	(209,950)		(209,950)	(69,286)	
OC20	11		Repairs & Parts - Materials	(300,000)		(300,000)	(164,967)	
OC20	99		Repairs & Parts - Overhead	(83,980)		(83,980)	(16,117)	
OC40	98		Plant Operating Costs	(4,800)		(4,800)	(2,102)	
OC58	12		Non-Capital Equipment	(5,000)		(5,000)	(1,244)	
OC59	06		Other Labour Costs	(18,954)		(18,954)	(13,984)	
OC98	51		Plant Depreciation	(609,996)		(609,996)	(386,547)	
OC99	98		Less: POC Allocated	2,130,126		2,130,126	1,065,518	
TOTAL OPERATING EXPENDITURE				209,208	0	209,208	93	
CAPITAL INCOME						0		
TOTAL CAPITAL INCOME				0	0	0	0	
CAPITAL EXPENDITURE						0		
TOTAL CAPITAL EXPENDITURE				0	0	0	0	
Business Unit Totals								
			Operating Income	0	0	0	2,497	
			Operating Expenses	209,208	0	209,208	93	
			Capital Income	0	0	0	0	
			Capital Expenditure	0	0	0	0	
TOTAL FOR BUSINESS UNIT				209,208	0	209,208	2,590	

OTHER PROPERTY & SERVICES - Other Property and Services

COA	IE	Job	DESCRIPTION	2018-19 Approved Budget	Budget Amendment >\$5,000	2018-19 Amended Budget	YTD ACTUAL 31.12.18	Comments
OPERATING INCOME								
SW60	63		Income - Gravel Pit Wallis Rd	0	27,000	27,000	26,777	Notional income from gravel stockpile
SW61	63		Income - Grit Pit Kudardup (1 Bussell Hwy)	0		0	1,269	
SW62	63		Income - Gravel Pit Davis Rd	0		0	200	
SW63	63		Income - Mulch	0		0	0	
SW64	93		Land Held for Resale - Write Up	0		0	0	
SW82	63		Sundry Income	0	36,000	36,000	36,709	Lime sand pit royalties received
SW83	63		Income - Lime Pit - Redgate	0		0	0	
SW86	73		Workers Compensation Recovered	20,000		20,000	133	
SW80	94		Profit on Disposal of Assets	0	25,000	25,000	25,000	Profit on sale of 95 Bussell Hwy
TOTAL OPERATING INCOME				20,000	88,000	108,000	90,087	
OPERATING EXPENDITURE								
SW35	16		Expenses - Lime Pit - East Augusta	(20,000)		(20,000)	0	
SW36	16		Expenses - Lime Pit - Redgate	0		0	(259)	
SW38	16		Expense - Gravel Pit Wallis Rd	(1,000)		(1,000)	0	
SW39	16		Expense - Grit Pit Kudardup (1 Bussell Hwy)	0		0	(259)	
SW50	01		Workers Compensation Paid	(20,000)		(20,000)	(3,233)	
SW51			RDO Control Account	0		0	2,065	
SW37	17		Land sale costs	(10,000)	(30,000)	(40,000)	(32,429)	Land sale costs higher than expected
SW49	22		Land Held for Resale - Write Down	0	(525,000)	(525,000)	(263,636)	Sale of land inventory
SW90	50		Loss on Disposal of Assets	0		0	0	
TOTAL OPERATING EXPENDITURE				(51,000)	(555,000)	(606,000)	(297,752)	
CAPITAL INCOME								
SW91	95		Proceeds from Sale of Assets	1,260,000	(215,000)	1,045,000	725,000	Remove \$240k proceeds from sale of land inventory and include increased proceeds of \$25k for sale of Bussell Hwy land
SW95	74		Proceeds from sale of Land Held for Resale	0	525,000	525,000	263,636	Proceeds from sale of Rapids Landing lots
TOTAL CAPITAL INCOME				1,260,000	310,000	1,570,000	988,636	
CAPITAL EXPENDITURE								
SW88	55		Land	0		0	(8,079)	
		SWA001	Purchase Lot 472 Stirling St Augusta	0		0	(7,500)	
		SWA002	Purchase Lot 875 Eatt Place Augusta	0		0	(579)	
TOTAL CAPITAL EXPENDITURE				0	0	0	(8,079)	
Business Unit Totals								
			Operating Income	20,000	88,000	108,000	90,087	
			Operating Expenses	(51,000)	(555,000)	(606,000)	(297,752)	
			Capital Income	1,260,000	310,000	1,570,000	988,636	
			Capital Expenditure	0	0	0	(8,079)	
TOTAL FOR BUSINESS UNIT				1,229,000	(157,000)	1,072,000	772,893	