



# **MINUTES**

## **Audit and Risk Committee Meeting Tuesday, 3 March 2020**

**Date: Tuesday, 3 March 2020**

**Time: 2.32pm**

**Location: Council Chambers, York Town Hall, York**

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**MINUTES OF SHIRE OF YORK  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK  
ON TUESDAY, 3 MARCH 2020 AT 2.32PM**

The York Shire Council acknowledges the traditional owners of the land on which this meeting is held.

**1 OPENING**

1.1 Declaration of Opening

*Cr Denese Smythe, Presiding Member, declared the meeting open at 2.32pm.*

1.2 Disclaimer

The Presiding Member advised the following:

*"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.*

*Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."*

1.3 Standing Orders

*No Change*

1.4 Announcement of Visitors

*Office of the Auditor General – Nayna Raniga and Punitha Perumal*

1.5 Declarations of Interest that Might Cause a Conflict

*Nil*

1.6 Declaration of Financial Interests

*Nil*

1.7 Disclosure of Interests that May Affect Impartiality

*Nil*

**2 ATTENDANCE**

2.1 Members

*Cr Denese Smythe, Presiding Member; Cr Denis Warnick; Deputy Chairperson;  
Cr Stephen Muhleisen; Cr Kevin Trent; Cr David Wallace*

2.2 Staff

*Chris Linnell, Chief Executive Officer; Suzie Haslehurst, Executive Manager Corporate & Community Services; Darren Wallace, Executive Manager Infrastructure & Development Services; Tabitha Bateman, Finance Manager;*

2.3 Apologies

*Cr Ashley Garratt*

2.4 Leave of Absence Previously Approved

*Cr Pam Heaton*

**3 APPLICATIONS FOR LEAVE OF ABSENCE**

*Nil*

**4 PRESENTATIONS**

*2019/20 Financial Audit Entrance Meeting - Office of the Auditor General*

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**COMMITTEE RECOMMENDATION**

**Moved: Cr Kevin Trent**

**Seconded: Cr Denis Warnick**

**That the minutes of the Audit and Risk Committee Meeting held on 2 December 2019 be confirmed as a correct record of proceedings.**

***CARRIED: 5/0***

**6 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

*Nil*

## 7 OFFICER'S REPORTS

### 7.1 RISK MANAGEMENT UPDATE AS AT 31 DECEMBER 2019

<b>File Number:</b>	<b>OR.CMA.8.1; FI.FRP.6; OR.MTG.3.2</b>
<b>Author:</b>	<b>Tabitha Bateman, Finance Manager</b>
<b>Authoriser:</b>	<b>Suzie Haslehurst, Executive Manager, Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>Not applicable</b>
<b>Appendices:</b>	<b>1. Risk Dashboard - December 2019</b>

### NATURE OF COMMITTEE'S ROLE IN THE MATTER

Executive

### PURPOSE OF REPORT

This report provides the Audit and Risk Committee with an update regarding progress on the Shire's Risk Management.

### BACKGROUND

An internal Risk Working Group was formed so that officers from across the organisation could meet regularly to monitor the progress against the Risk Improvement Plan, Risk Management Framework and Register.

Officers committed to presenting a Risk Management update on a six-monthly basis for June and December each year. The dashboard report was developed incorporating the risks identified in the Regulation 17 Review and further risks identified throughout the organisation.

In addition to the Regulation 17 Review undertaken in 2017, auditors from the Office of the Auditor General provided feedback in relation to their findings into the Shire's processes as a result of the 2018/19 Financial Audit. Consequently, officers have incorporated the auditors' findings into the risk register.

This report presents an update of risks identified and addressed across the organisation for consideration and recommendation to Council.

### COMMENTS AND DETAILS

The Risk Working Group (RWG) meets bi-monthly to review and update the risk register and prioritise actions with a focus on risks that are rated High in the first instance. The dashboard report attached details actions that have been completed, actions still in progress and new actions to be implemented.

#### Actions completed, in progress or ongoing

##### *Asset Management*

In addition to the work done in relation to asset management last year, including the adoption of asset management plans, officers committed to undertaking building risk assessments for all Shire facilities and the development of asset replacement programmes. Assessments have been completed for most Shire buildings and the next step will be to translate this information into a works plan, linking with the Long Term Financial Plan which will help to inform the annual budget process.

Additionally, as recommended by the Office of the Auditor General following the 2018/19 annual audit, procedures for disposal of assets and stocktaking have been fine-tuned to increase transparency and accountability with an Asset Disposal Policy to be prepared in coming months.

### *Staff Training*

Staff training covering all areas of risk continues to be a priority across the whole organisation. Consequently, the Executive Management Group developed a program to include mandatory refresher training in a number of areas to be undertaken twice yearly. This year, emphasis was given to two main areas being, procurement training, following the review of the procurement policy and the development of a procurement manual, and records management.

Furthermore, training requests are submitted as part of the budget planning process and funds allocated accordingly based on needs and priority.

### *Records Management*

In 2019, the Auditor General undertook a focus audit into the records management practices of a number of local governments. The findings revealed that in many cases while recordkeeping plans were in place as required by the Act, the policies and procedures to support records management were lacking. As a result, officers committed to improvements in the area with the development of a Records Management Strategic Plan which was completed in December 2019. This document details how the Shire deals with some of the key recommendations made by the Auditor General such as storage, disposal and retention and disaster recovery. This Plan will be used to guide the development of records management procedures.

### *Occupational Safety and Health*

As previously reported with the June 2019 risk update, further progress is needed in the area of Occupational Safety and Health (OSH). Due to staff changes and delays with training, officers have only recently formed a separate OSH working group although the target date for this was originally planned for September 2019. These meetings will be held bi-monthly prior to the Risk Working Group meetings with training to be sought as soon as practicable.

### *Environment Management*

In addition to the 'internal' risks, officers also addressed some ongoing risks of an external nature including the development of strategies and actions to improve recycling, waste minimisation and environmental sustainability. As a result, the 2019/20 budget was adopted to include rubbish collection services for wider areas of the Shire to promote responsible waste management. Furthermore, waste services for the administration office and other Shire outstations were reviewed and recycling services increased where possible.

### *Final Audit Management Letter*

The Annual Financial Audit undertaken by officers from the Auditor General's Office was finalised in November 2019 and presented to the Audit and Risk Committee and subsequently Council in December 2019. The auditors reviewed the Shire's systems and processes and provided valuable feedback and recommendations as a result.

Officers have since committed to addressing the items in the management letter which include improving controls around information technology (IT) and management of assets and inventories. Consequently, a review of IT controls and systems access has been undertaken to mitigate the risk of unauthorised access or accidental damage to computing infrastructure and systems. In addition, the IT Disaster Security Plan and Business Continuity plans have been tested to ensure appropriateness and effectiveness. The next stage in this process will be the development of a Business Continuity Plan that is not just limited to information technology but one that covers all areas of the organisation.

### *Ongoing / Superseded Actions*

It is acknowledged that some actions were not completed as planned, however in most cases the delay can be attributed to lack of funding in this financial year or dependency on the completion of other projects. Where funding is required, these actions will be presented as a project brief for consideration in the 2020/21 budget planning process.

### New actions

Moving forward, continued focus will be given to the development and improvement of policies and procedures across the organisation covering areas such as;

- Records management and improved compliance with the State Records Act.
- Grants management and reporting
- Occupational Safety and Health
- External theft and fraud
- Contracts management
- Organisational Business Continuity Plan

Project briefs will be prepared where necessary, prioritised accordingly and presented at a budget workshop for discussion prior to inclusion in the 2020/21 budget.

### **OPTIONS**

The Committee could recommend that Council requests the Chief Executive Officer to ensure all issues have been dealt with within a certain timeframe. However, officers have focused on those issues that present the highest risk to the Shire for immediate action within current resources and will continue to work through the remaining issues on the same basis.

### **IMPLICATIONS TO CONSIDER**

#### **Consultative**

LGIS

OSH and Risk Working Group

Office of the Auditor General

#### **Strategic**

*Theme 5: Strong and Effective Leadership*

5.1 Effective and informed governance and decision-making

#### **Policy Related**

G4.6 *Risk Assessment and Management*

#### **Financial**

Financial implications of the proposed risk mitigation strategies are presented to Council as they emerge and inform the annual budget process.

#### **Legal and Statutory**

##### ***Local Government (Audit) Regulations 1996***

##### **17. CEO to review certain systems and procedures**

(1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*

- (a) *risk management; and*
- (b) *internal control; and*
- (c) *legislative compliance.*

(2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.*

(3) *The CEO is to report to the audit committee the results of that review.*

### **Risk Related**

The development and regular update of an organisational Risk Register is in itself a risk management tool.

### **Workforce**

It is proposed that risk mitigation actions are undertaken within current resources. Where additional resources are required, this will be identified and submitted as part of the annual budget process.

### **VOTING REQUIREMENTS**

**Absolute Majority: No**

#### **COMMITTEE RECOMMENDATION**

**Moved: Cr David Wallace**

**Seconded: Cr Denis Warnick**

**That the Audit and Risk Committee recommends that Council:**

- 1. Receives the Shire of York Risk Register Dashboard Report as at 31 December 2019 as attached to this report; and**
- 2. Notes the progress made to date regarding the actions contained in the Risk Register**

**CARRIED: 5/0**



**Shire of York  
Risk Dashboard Report  
December 2019**

<b>Asset Sustainability practices</b>			Risk	Control
			Moderate	Adequate
Failure or reduction in service of infrastructure assets, plant, equipment or machinery. These include fleet, buildings, roads and playgrounds and all other assets during their lifecycle from procurement to disposal.				
Actions	Due Date	Responsibility		
Develop and implement procedure for submitting insurance claims	Dec-19	ITP		
Undertake building risk assessments in consultation with LGIS	Dec-19	DSC/TSO/PMO		
Develop asset replacement program for capital equipment and vehicles	Feb-20	EMIDS		
Develop and implement asset management processes	Feb-20	DSC		
Formalise Asset Disposal Process	Mar-20	EMIDS		
Maintenance and repairs to be documented as part of AMPs	Ongoing	ETO		

<b>Business &amp; Community disruption</b>			Risk	Control
			Moderate	Effective
Failure to adequately prepare and respond to events that cause disruption to the local community and / or normal business activities. This could be a natural disaster, weather event, or an act carried out by an external party (e.g. sabotage / terrorism).				
Actions	Due Date	Responsibility		
Assign funding in the budget to purchase a generator	Superseded	EMDS		
Schedule testing of IT Security Plan and Business Continuity Framework procedures for effectiveness	Dec-19	ITP		
Investigate the installation of infrastructure to facilitate hire of a generator in the event of an emergency.	Feb-20	DSC		
Develop organisational Business Continuity Plan in consultation with LGIS	Jun-20	ITP/PM		

<b>Failure to fulfil Compliance requirements (statutory, regulatory)</b>			Risk	Control
			Moderate	Effective
Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This includes, new or proposed regulatory and legislative changes, in addition to the failure to maintain updated internal & public domain legal documentation.				
Actions	Due Date	Responsibility		
Review the Risk Register bi-annually	Ongoing	EMCCS		
Undertake training for staff that includes refresher training on policies and procedures including changes to the Local Government Act.	Ongoing	EMCCS		
Establish an OSH Working Group separate to Risk Working Group	Feb-20	EMIDS		
Undertake training for elected OSH Representatives.	Apr-20	EMIDS		

<b>Document Management processes</b>			Risk	Control
			Moderate	Effective
Failure to adequately capture, store, archive, retrieve, provide or dispose of documentation.				
Actions	Due Date	Responsibility		
Address the need for more procedures to ensure there staff accountability	Ongoing	AGC		
Develop a culture of good record-keeping	Ongoing	EMG		
Develop succession planning strategies	Ongoing	EMCCS		
Undertake training for records management	Dec-19	AGC		
Develop Records Management Strategic Plan	Jan-20	AGC		
Investigate Records storage options for 2020/21 budget	Mar-20	AGC		
Investigate software options for records digitisation and disposal	Mar-20	AGC		
Update the Records Management Plan	Dec-20	AGC		

<b>Employment practices</b>			Risk	Control
			Moderate	Adequate
Failure to effectively manage and lead human resources (full-time, part-time, casuals, temporary and volunteers).				
Actions	Due Date	Responsibility		
Review Performance Management Process annually	Ongoing	EMCCS		
Ensure annual budget allocation to subscribe to WALGA HR assistance services	Ongoing	EMCCS		
Develop and implement annual training program for staff that includes refresher training on policies and procedures	Ongoing	EMCCS		
Update Uniform Policy with consideration to OSH	Apr-20	EMG		
Review Workforce Plan	Apr-20	EMCCS		

<b>Engagement practices</b>			Risk	Control
			Low	Effective
Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and / or Elected Members. This includes activities where communication, feedback or consultation is required and where it is in the best interests to do so.				
Actions	Due Date	Responsibility		
Implement the actions contained in the Disability Access and Inclusion Plan	Jun-22	All staff		
Provide progress report on actions to date for 2020/21 budget planning	Mar-20	PO		

**Shire of York  
Risk Dashboard Report  
December 2019**

<b>Environment management</b>			Risk	Control
Inadequate prevention, identification, enforcement and management of environmental issues.			Moderate	Adequate
Actions	Due Date	Responsibility		
Undertake mosquito fogging on an as needs basis.	Ongoing	EHO		
Conduct a recycling education program once new waste collection contract is signed.	Dec-19	EHO		
Develop a strategy to manage corefa control in the Shire of York.	Dec-19	DSC		
Develop and implement procedures for the use of hazardous chemicals to include strategies for community consultation	Mar-20	EMIDS		

<b>Errors, omissions &amp; delays</b>			Risk	Control
Errors, omissions or delays in operational activities as a result of unintentional errors or failure to follow due process including incomplete, inadequate or inaccuracies in advisory activities to customers or internal staff.			Moderate	Effective
Actions	Due Date	Responsibility		
Undertake training to include amendments to the Procurement Policy and the new Procurement Manual.	Dec-19	EMCCS		
Review Interim Audit Management Letter and implement recommendations made.	Dec-19	EMG		
Review Final Audit Management Letter and implement recommendations made.	Mar-20	FM		

<b>External theft &amp; fraud (including Cyber)</b>			Risk	Control
Loss of funds, assets, data or unauthorised access, (whether attempted or successful) by external parties, through any means (including electronic).			High	Adequate
Actions	Due Date	Responsibility		
Update registers of users, key/taggole holders including access to depot	Annually	ITP / TSO		
Review procedures and provide refresher training on cash handling	Annually	FM		
Develop and implement procedures for use of EFTPOS at Museum.	Dec-19	ITP/EMG		
Install lighting and security at Old Recreation Centre	Jun-20	EMIDS		
Document clear internal processes and systems to report any potential fraud, that include anonymous reporting	Jun-20	EMCCS		

<b>Management of Facilities / Venues / Events</b>			Risk	Control
Failure to effectively manage the day to day operations of facilities, venues and / or events.			Low	Adequate
Actions	Due Date	Responsibility		
Undertake an events review and develop/ implement strategies to improve processes, approvals and monitoring.	Sep-19	EEDO		
Booking forms to include details of Evacuation Plans for all facilities.	Dec-19	TSO/AGC		
Investigate online booking system to be integrated into Shire website for community bookings	Feb-20	AGC		
Review signage for all venues giving consideration to the Access and Inclusion Audit	Jun-20	PMO		

<b>IT or communication systems and infrastructure</b>			Risk	Control
Disruption, financial loss or damage to reputation from a failure of information technology systems. Instability, degradation of performance, or other failure of IT or communication system or infrastructure causing the inability to continue business activities and provide services to the community. This may or may not result in IT Disaster Recovery Plans being invoked.			Moderate	Adequate
Actions	Due Date	Responsibility		
Arrange installation of EFTPOS facilities at the Museum	Sep-19	ITP		
Migrate email addresses from role-based to individual officers	Jun-20	ITP		

<b>Misconduct</b>			Risk	Control
Intentional activities intended to circumvent the Code of Conduct or activities in excess of authority, which circumvent endorsed policies, procedures or delegated authority.			Moderate	Adequate
Actions	Due Date	Responsibility		
Review cash handling procedures for outstations	Sep-19	FM		
Review user access to SynergySoft	Dec-19	ITP/EMG		
Review stocktaking procedures for minor plant and equipment	Mar-20	FM		

**Shire of York  
Risk Dashboard Report  
December 2019**

Project / Change management			Risk	Control
Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time delays or scope changes.			Moderate	Adequate
Actions	Due Date	Responsibility		
Develop and distribute project planning template to all staff.	Dec-19	EMCCS		
Undertake staff training to include amendments to Procurement Policy and new Procurement Manual	Dec-19	EMCCS		
Develop and implement procedures around Grants Management.	Dec-19	FM		

Safety and Security practices			Risk	Control
Non-compliance with the Occupation Safety & Health Act, associated regulations and standards. It is also the inability to ensure the physical security requirements of staff, contractors and visitors. Other considerations are negligence or carelessness.			Moderate	Adequate
Actions	Due Date	Responsibility		
Develop procedures for the implementation of the Alcohol & Other Drugs Policy	Jan-18	EMCCS / OSH		
Update Evacuation Plans for the Depot to include new security gates and undertake emergency exercise	Sep-19	EMDS		
Access register to be developed and maintained for Depot	Sep-19	DAO		
Adopt the OSH Policy and Safety Manuals for staff	Apr-20	EMCCS		
Review Safety Wardens at outstations and provide training	Jun-20	EMDS		

Supplier / Contract management			Risk	Control
Inadequate management of external Suppliers, Contractors, IT Vendors or Consultants engaged for core operations. This includes issues that arise from the ongoing supply of services or failures in contract management & monitoring processes.			Moderate	Adequate
Actions	Due Date	Responsibility		
Seek explanations for non-compliance and provide information on PO before authorisation	Ongoing	EMG		
Implement procedures for online contractor inductions	Mar-20	TSO		
Develop and implement a process for progress reporting on Shire contracts.	Jun-20	EMDS		

Acronym	Responsible Officer
AGC	Administration and Governance Coordinator
CEDO	Community Economic Development Officer
DAO	Depot Administration Officer
DSC	Development Services Coordinator
EEDO	Events and Economic Development Officer
EHO	Environmental Health Officer
EMCCS	Executive Manager Corporate and Community Services
EMG	Executive Management Group
EMIDS	Executive Manager Infrastructure and Development Services
ESOCCS	Executive Support Officer Corporate and Community Services
ETO	Engineering Technical Officer
FM	Finance Manager
IT/P	Information Technology/Payroll Coordinator
MC	Museum Curator
PMO	Property Maintenance Officer
PO	Projects Officer
TSO	Technical Services Officer

## 7.2 MID YEAR BUDGET REVIEW 2019/20

<b>File Number:</b>	<b>FI.FRP</b>
<b>Author:</b>	<b>Tabitha Bateman, Finance Manager</b>
<b>Authoriser:</b>	<b>Suzie Haslehurst, Executive Manager, Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>Not applicable</b>
<b>Appendices:</b>	<ol style="list-style-type: none"><li>1. <b>Finance and Costing Review Summary for the period ending 31 December 2019</b></li><li>2. <b>Projected Statement of Financial Activity 2019/20</b></li><li>3. <b>Mid-Year Budget Review 2019/20 – Detailed Budget</b></li><li>4. <b>Capital Projects 2019/20</b></li><li>5. <b>Grants Register 2019/20</b></li></ol>

### NATURE OF THE AUDIT COMMITTEE'S ROLE IN THE MATTER

Review

### PURPOSE OF REPORT

This report presents the Mid-Year Budget Review, incorporating the results of the quarterly Finance and Costing Review, for the period ending 31 December 2019 for the Audit and Risk Committee's consideration and recommendation to Council.

### BACKGROUND

On a quarterly basis, officers undertake a Finance and Costing Review (FACR), the results of which are presented to the Audit and Risk Committee. This process was implemented to ensure regular monitoring of income and expenditure in accordance with the adopted budget and to improve accountability, transparency and knowledge of officers who are responsible for accounts within the budget.

In accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*, Council is required to review the adopted budget and assess actual values against budgeted values for the period at least once a year, after the December quarter. The results of the quarterly reviews assist to inform the mid-year budget review and the budget planning process by highlighting over or under income and expenditures and forecasting the year end position.

The 2019/20 annual budget was adopted by Council on 3 July 2019. At the time of adopting the budget, the following was also resolved:

*"That Council, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards, adopts the percentage of 10% for items with a variance of \$5,000 or more for reporting material variances in the Statement of Financial Activity."*

A comprehensive review of the 2019/20 Adopted Budget and year to date actuals to 31 December 2019 has been undertaken inclusive of the amendments previously endorsed by Council together with the results of the first quarter review. Officers have reported on major variances in accordance with the above resolution and provided comments where applicable.

**COMMENTS AND DETAILS**

As part of the annual budget preparation, officers across the organisation are assigned projects and accounts within the budget for which they are responsible to monitor and manage. At the close of the second quarter, responsible officers met with the Executive Management Group to analyse budgets and consider any variations to the adopted budget.

Following this review process, a summary of all material variances was compiled for consideration by the Audit Committee and is attached to this report as Appendix 1. The following table provides a summary of the anticipated year end position incorporating the proposed amendments with a surplus of \$43,470 expected as a result.

ITEM	2019/20 ANNUAL BUDGET	FACR QTR 1 YEAR END FORECAST	MID YEAR BUDGET REVIEW	VAR TO ADOPTED BUDGET \$	VAR TO ADOPTED BUDGET %
Operating Revenue	10,397,306	11,023,846	11,518,662	1,121,356	11%
Operating Expenditure	(10,146,967)	(10,339,504)	(10,755,996)	(609,029)	6%
<b>OPERATING SUB-TOTAL</b>	<b>250,339</b>	<b>684,343</b>	<b>762,666</b>	<b>512,327</b>	205%
NON-CASH ITEMS ADDED BACK	2,732,364	2,732,364	2,732,364	-	0%
CAPITAL PROGRAMME	(5,196,465)	(5,774,493)	(5,806,305)	(609,840)	12%
BORROWINGS	(233,977)	(233,977)	(233,977)	-	0%
RESERVES	174,407	174,407	174,407	-	0%
OPENING FUNDS	2,273,332	2,414,315	2,414,315	140,983	6%
<b>NET SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>(3,041)</b>	<b>43,470</b>	<b>43,470</b>	

The above table is provided in more detail at Appendix 2 (Projected Financial Activity Statement). In addition, a detailed breakdown of the entire budget including explanatory notes, is provided at Appendix 3 (Mid-Year Budget Review 2019/20 – Detailed Budget). The net increase/(decrease) reported within the projected financial activity statement comprises the following notable variances.

- **OPERATING REVENUE AND EXPENDITURE**

*Revenues – net increase \$1,121,356*

The first quarter FACR presented a net increase to revenue of approximately \$626,000 and included the following amendments;

- Earthquake Mitigation study funding - \$125,000
- Greenhills Bushfire brigade truck - \$472,649
- York-Tammin Road project - \$78,852

In addition to the above, the Shire received formal notification of a successful application for the new round of Bushfire Risk Mitigation Activity funding for an additional \$481,250. These funds will be used for on-ground works along the Avon River and to support building the fire management capacity and overall resilience of the Shire. This project is fully-funded by Department of Fire and Emergency Services and Royalties for Regions and adds to the extensive work carried out in the 2018/19 financial year.

*Expenses – net increase of \$609,029*

A net increase to expenditure of \$192,536 was reported in the first quarter review. This was mainly due to the Earthquake Mitigation project expenditure of \$125,000, additional funds for the YRCC Management transition and recruitment costs for a replacement Chief Executive Officer. The main variance to expenditure to be reported this quarter is the fully-funded expense for the Bushfire Risk Mitigation project as detailed above.

There are however, further increases proposed in the mid year budget review which have been funded by the reallocation of funds or deferral of some projects. Some of these include;

➤ Public Relations

Officers are again proposing to reallocate \$10,000 from GL 79162 – Medical Services to hold another Senior's Expo in May 2020 due to the success of the event last year. It is expected that future budgets will include an annual allocation for the event.

➤ Road Maintenance

Road maintenance continues to be a major area of concern and a priority for the Shire. Officers are therefore proposing to reallocate \$50,000 from across the organisation to undertake additional winter grading and increased maintenance on our roads. The additional funds have been sought from a number of deferred projects such as the Arts and Cultural Heritage plan and the refurbishment of the Chambers Honour Board.

➤ Salaries and Wages

Responding to a number of requests from the community, the operating hours for the York Swimming Pool were extended by three hours each day over the summer school holidays at a cost of around \$8,000 for additional staff wages. Conversely, the cost of superannuation for the YRCC staff was reduced by \$9,000 due to a lower than expected take up of the Council co-contribution scheme.

An increase to wages at the York Visitors Centre is also proposed for this quarter. A project brief was prepared for the 2018/19 budget resulting in the opening hours being extended and the staffing levels increasing, giving consideration to Occupational Safety and Health requirements to ensure two staff members were rostered on whenever possible. During the 2019/20 financial year there have been unexpected periods of extended staff leave that couldn't be absorbed within the current rostering system requiring additional budget funds.

➤ Drainage Planning / Water Projects

A project brief was prepared and included in the 2019/20 budget for the investigation of water harvesting initiatives in the Shire. With the recent changes to staff and limited capacity to deliver this project, it is proposed that the \$20,000 budgeted be reallocated to the Avon Park Redevelopment project specifically for the installation of new reticulation at the park. This proposal was presented for Council's consideration in December 2019 where it was resolved to allocate funds as part of the mid year budget review.

● **CAPITAL PROGRAMME**

As outlined in Appendix 4, an increase to the adopted capital works program was approved following the first quarter review of \$578,028. This review proposes a further increase of \$31,000 as follows;

- Avon Park Reticulation \$20,000 - as detailed above this expense is partially offset by the deferral of the water harvesting investigation.
- Bowling Green reticulation system \$11,000 – the original budget estimated approximately \$15,000 for reticulation at the YRCC however this was increased to \$27,000 and offset by a 50% contribution from the York Bowling Club.

## **IMPLICATIONS TO CONSIDER**

### **Consultative**

Office of the Auditor-General

Moore Stephens

Department of Local Government, Sport & Cultural Industries

### **Policy Related**

Policy F1.3 *Significant Accounting Policies*

Policy G4.3 *Financial Planning and Sustainability*

### **Financial**

The financial impact of the Finance and Costing Review for the quarter ending 31 December 2019 is outlined within Appendix 1. A year end surplus of \$43,470 is anticipated following the review.

### **Legal and Statutory**

*Local Government Act 1995*

Section 6.2 *Local government to prepare annual budget*

Section 6.10 *Financial management regulations*

*Local Government (Financial Management) Regulations 1996*

Part 2. Reg 5(g) CEO's duties as to financial management

Part 3. Reg 33A Review of budget

### **Risk Related**

It is a legislative requirement to undertake a review of the budget and to lodge it with the Department of Local Government. Failure to monitor and financially manage budgeted projects exposes Shire officers and Councillors to significant risk. This report helps to mitigate this risk.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality threshold is set at \$5,000 as adopted by Council. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the forecasted year end position may be understated.

## **VOTING REQUIREMENTS**


**Absolute Majority: No**


**COMMITTEE RECOMMENDATION****Moved: Cr Denis Warnick****Seconded: Cr Kevin Trent****That the Audit Committee recommends that Council:**

- 1. Accepts the Finance and Costing Review Summary for the period ending 31 December 2019 as attached to this report at Appendix 1.**
- 2. Adopts the Mid-Year Budget Review as attached at Appendices 2, 3, 4 and 5 to this report.**
- 3. Requests the Chief Executive Officer to forward the adopted 2019/20 Mid-Year Budget Review to the Department of Local Government, Sport & Cultural Industries within 30 days of Council's adoption.**

***CARRIED: 5/0***



 <b>FINANCE AND COSTING REVIEW SUMMARY 2019/20 - Quarter 2</b>					
Description	COA	Current Budget	FACR Impact Quarter 2	Forecasted Year End	Comments/Justification for Request
<b>Forecasted year end position brought forward from FACR Qtr 1</b>		0	3,041	3,041	A year end deficit of \$3,041 was adopted with the first quarter FACR.
<b>Public Relations</b>	<b>41112</b>	50,026	10,000	60,026	Funds to be reallocated from GL79162 - Medical Expenses to fund the facilitation of a Senior's Expo.
<b>Medical Support Expenses</b>	<b>79162</b>	24,000	(10,000)	14,000	Funds to be reallocated to GL41112 - Public Relations to fund the facilitation of a Senior's Expo.
<b>Bushfire Risk Mitigation Project Exp</b>	<b>51136</b>	0	454,541	454,541	A new round of funding for the Bushfire Risk Mitigation Activity Programme was approved November 2019 for an additional \$481,250 fully-funded by Department of Fire and Emergency Services and Royalties for Regions. For the 2018/19 FY, the total project cost was \$26,709 above the income. The additional expense in 2018/19 will be funded in the 2019/20 funding round explaining why the income is higher than the expenditure.
<b>Bushfire Risk Mitigation Project Inc</b>	<b>51226</b>	0	(481,250)	(481,250)	
<b>Avon Park Maintenance</b>	<b>113100</b>	64,802	(5,000)	59,802	Reduced maintenance costs compared to original budget estimates are expected for Avon Park due to the commencement of redevelopment works - propose to reallocate \$5,000 to RV Park Maintenance GL 113109 to assist with establishment costs. RV Park construction nearing completion.
<b>RV Park Maintenance</b>	<b>113109</b>	8,146	5,000	13,146	
<b>Town Hall</b>	<b>111102</b>	108,034	(30,000)	78,034	Concept Plan budgeted for Town Hall and surrounding precinct. Due to workload and higher priorities, it is intended these funds be carried forward at year end.
<b>Swimming Pool Salaries</b>	<b>112150</b>	101,175	8,000	109,175	Pool operating hours extended for the 2019/20 summer school holidays requiring additional funds for salaries.
<b>Recreation Superannuation</b>	<b>113161</b>	45,049	(9,049)	36,000	Superannuation budget calculated at the maximum 14.5% however savings are expected due to lower take up of Council Super Scheme.
<b>Avon Park Redevelopment</b>	<b>113302</b>	705,672	20,000	725,672	Due to tender prices received, the budget estimate for the Avon Park Project increased to \$754,563. This includes \$38,886 to fund the installation of a new reticulation system not originally included within the scope of the project. Officers are proposing at this time to increase the budget by \$20,000 only. This is due to the expectation that based on year to date expenditure, savings can still be achieved from the use of Shire labour or reduced need for contingency funding. These variations will be addressed during the third quarter FACR. Further detail can be found in Council report SY182-12/19 as presented to the December 2019 OCM.
<b>Drainage Planning / Water Projects</b>	<b>105105</b>	20,000	(20,000)	0	Utilise funds originally allocated to Water Harvesting Investigation for the Avon Park Redevelopment in accordance with Council report SY182-12/19.

 <b>FINANCE AND COSTING REVIEW SUMMARY 2019/20 - Quarter 2</b>					
Description	COA	Current Budget	FACR Impact Quarter 2	Forecasted Year End	Comments/Justification for Request
<b>Forrest Oval Infrastructure</b>	<b>113331</b>	78,520	11,812	90,332	Funds budgeted of \$15,320 for YRCC turf and reticulation on the west side to be reallocated to installation of reticulation on Bowling Greens. The total project cost was higher than the original budget allocation. This shortfall has been offset by a 50% contribution from the York Bowling Club.
<b>Reimbursements and Contributions - Recreation</b>	<b>113220</b>	0	(13,565)	(13,565)	Contribution of 50% of the cost of the Bowling Green reticulation system to be received from the York Bowling Club to offset additional expenditure.
<b>Residency Museum Garden</b>	<b>118188</b>	4,781	5,000	9,781	Additional labour hours spent at the Residency Museum gardens due to a faulty reticulation system. Extra funds proposed to repair the reticulation resulting in overall reduced maintenance costs.
<b>Arts and Cultural Heritage Planning</b>	<b>119122</b>	37,000	(36,000)	1,000	Funds were allocated to the development of an Arts and Cultural Heritage plan and Reconciliation Action plan. These projects will commence following completion of the Major Strategic Review and rebranding, therefore no payments are expected to be made prior to 30 June 2020. Propose to defer to 2020/21.
<b>Arts and Cultural Heritage Projects</b>	<b>119124</b>	21,000	(21,000)	0	Due to workload being prioritised to the Earthquake Risk Mitigation and Greenhills Trail projects, officers will be unable to complete the works proposed for the Chambers Honour Board. The research phase is expected to commence prior to 30 June - unused funds to be carried forward.
<b>Road Maintenance</b>	<b>125129</b>	600,000	50,000	650,000	Additional funds to be allocated to general road maintenance to undertake priority winter grading prior to 30 June 2020 dependent on weather conditions.
<b>Visitor Centre Salaries</b>	<b>132103</b>	144,923	10,000	154,923	Prior to 2018/19 the Visitors Centre was on a single-staffing roster system resulting in reduced operating hours and the centre being closed over the lunch period. The opening hours were extended and the staffing levels increased giving consideration to Occupational Safety and Health requirements to ensure two staff members were available to service visitors to York. During the 2019/20 financial year there have been unexpected periods of extended staff leave that couldn't be absorbed within the current rostering system requiring additional budget funds.
<b>Sundry Lease Expenditure</b>	<b>146172</b>	5,000	5,000	10,000	Additional funds required for Men's Shed Lease variation and preparation of Community Lease template.
<b>Net Impact - Quarter 2</b>			<b>(43,470)</b>		



**SHIRE OF YORK**  
**PROJECTED FINANCIAL ACTIVITY STATEMENT**  
 MID YEAR BUDGET REVIEW 2019/20

	2019/20 ANNUAL BUDGET	2019/20 YTD ACTUAL 31/12/2019	PROPOSED MID YEAR REVIEW	VAR TO BUDGET \$	VAR TO BUDGET %
<b>OPERATING REVENUE</b>					
General Purpose Funding	6,923,906	6,386,276	6,896,915	(26,991)	0%
Governance	2,900	6,640	2,900	-	0%
Law, Order Public Safety	72,827	269,732	1,026,726	953,899	1310%
Health	19,300	16,868	19,300	-	0%
Education and Welfare	35,451	21,430	35,451	-	0%
Community Amenities	770,804	710,276	743,804	(27,000)	-4%
Recreation and Culture	1,268,066	256,779	1,281,631	13,566	1%
Transport	1,106,685	745,164	1,194,567	87,882	8%
Economic Services	155,968	61,026	280,968	125,000	80%
Other Property and Services	41,400	14,774	36,400	(5,000)	-12%
	<b>10,397,307</b>	<b>8,488,964</b>	<b>11,518,662</b>	<b>1,121,356</b>	<b>-18%</b>
<b>LESS OPERATING EXPENDITURE</b>					
General Purpose Funding	(374,774)	(127,288)	(374,774)	(0)	0%
Governance	(746,744)	(356,364)	(788,744)	(42,000)	6%
Law, Order, Public Safety	(483,914)	(234,255)	(938,456)	(454,541)	94%
Health	(252,637)	(105,462)	(242,637)	10,000	-4%
Education and Welfare	(142,387)	(72,336)	(142,387)	(0)	0%
Community Amenities	(1,189,964)	(473,993)	(1,172,137)	17,827	-1%
Recreation and Culture	(3,422,859)	(1,629,714)	(3,378,173)	44,686	-1%
Transport	(2,466,232)	(1,499,109)	(2,516,232)	(50,000)	2%
Economic Services	(1,015,390)	(461,154)	(1,150,390)	(135,000)	13%
Other Property & Services	(52,066)	(94,903)	(52,066)	(0)	0%
	<b>(10,146,967)</b>	<b>(5,054,578)</b>	<b>(10,755,996)</b>	<b>(609,029)</b>	<b>6%</b>
<b>Increase/(Decrease)</b>	<b>250,339</b>	<b>3,434,386</b>	<b>762,666</b>	<b>512,327</b>	<b>205%</b>
<b>ADD</b>					
Principal Repayment Received - Loans					
Profit/Loss on sale of assets	(97,018)	-	-	97,018	-100%
Net Change in LSL Reserve		9,252	-	-	
Depreciation Written Back	2,584,364	1,454,189	2,584,364	-	0%
Sold Assets Written Back	245,018	-	148,000	(97,018)	-40%
	<b>2,732,364</b>	<b>1,463,440</b>	<b>2,732,364</b>	<b>-</b>	<b>0%</b>
<b>Sub Total</b>	<b>2,982,704</b>	<b>4,897,827</b>	<b>3,495,030</b>	<b>512,327</b>	<b>17%</b>




**SHIRE OF YORK**  
**PROJECTED FINANCIAL ACTIVITY STATEMENT**  
 MID YEAR BUDGET REVIEW 2019/20

	2019/20 ANNUAL BUDGET	2019/20 YTD ACTUAL 31/12/2019	PROPOSED MID YEAR REVIEW	VAR TO BUDGET \$	VAR TO BUDGET %
<b>LESS CAPITAL PROGRAMME</b>					
Purchase Tools					
Purchase Land & Buildings	(391,437)	(23,063)	(396,437)	(5,000)	1%
Infrastructure Assets - Roads	(2,710,353)	(828,711)	(2,790,750)	(80,397)	3%
Infrastructure Assets - Recreation	(1,366,175)	(87,383)	(1,407,987)	(41,812)	3%
Infrastructure Assets - Other	(30,000)	(26,403)	(36,359)	(6,359)	21%
Purchase Plant and Equipment	(663,500)	(19,644)	(1,136,149)	(472,649)	71%
Purchase Furniture and Equipment	(35,000)	(3,623)	(38,623)	(3,623)	10%
Repayment of Debt - Loan Principal	(233,977)	(146,061)	(233,977)	-	0%
Transfer to Reserves	(158,791)	(53,917)	(158,791)	-	0%
	<b>(5,589,233)</b>	<b>(1,188,805)</b>	<b>(6,199,073)</b>	<b>(609,840)</b>	<b>11%</b>
<b>Sub Total</b>	<b>(2,606,530)</b>	<b>3,709,022</b>	<b>(2,704,043)</b>	<b>(97,513)</b>	<b>4%</b>
<b>LESS FUNDING FROM</b>					
Reserves	333,198	-	333,198	-	0%
Opening Funds	2,273,332	2,414,313	2,414,315	140,983	6%
	<b>2,606,530</b>	<b>2,414,313</b>	<b>2,747,513</b>	<b>140,983</b>	<b>5%</b>
<b>ESTIMATED SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>6,123,335</b>	<b>43,470</b>	<b>43,470</b>	


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/	COMMENT
							UNFAVOURABLE VAR.	
<b>RATES</b>								
<b>OPERATING EXPENDITURE</b>								
031120 Admin O/Head & Labour Costs	\$68,972	\$73,512	\$140,759	\$140,759	\$140,759	0%	-	
031118 Rates - Salaries	\$28,938	\$30,141	\$57,876	\$57,876	\$57,876	0%	-	
031119 Rates - Superannuation	\$4,196	\$4,340	\$8,392	\$8,392	\$8,392	0%	-	
031121 Long Service Leave	-	-	\$325	\$325	\$325	0%	-	
031122 Cash Discrepancy	-	(\$0)	\$10	\$10	\$10	0%	-	
031124 Doubtful Debts Provision	-	-	-	-	-			
031127 Rates Incentive	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	0%	-	
031128 Map Purchases	-	\$1,054	\$1,087	\$1,087	\$1,087	0%	-	
031129 Valuation Expenses	\$7,857	\$781	\$65,471	\$65,471	\$65,471	0%	-	
031130 Rate Write Offs Non Taxable	-	\$8,937	\$30,000	\$30,000	\$30,000	0%	-	
031131 Other Expenses-Rates	-	\$144	\$709	\$709	\$709	0%	-	
031132 Rate Debt Recovery Cost	\$13,200	\$7,275	\$60,000	\$60,000	\$60,000	0%	-	
039107 Write Offs	-	\$105	\$2,500	\$2,500	\$2,500	0%	-	
<b>Sub Total - GENERAL RATES OP EXP</b>	<b>\$124,162</b>	<b>\$127,288</b>	<b>\$368,129</b>	<b>\$368,129</b>	<b>\$368,129</b>		<b>\$0</b>	
<b>OPERATING INCOME</b>								
031212 Rates	(\$5,875,814)	(\$5,877,047)	(\$5,875,814)	(\$5,875,814)	(\$5,875,814)	0%	-	
031213 Ex Gratia Rates	(\$17,500)	(\$17,762)	(\$17,500)	(\$17,500)	(\$17,500)	0%	-	
031214 Rates Non Payment Penalty	(\$50,000)	(\$53,948)	(\$100,000)	(\$100,000)	(\$100,000)	0%	-	
031218 Interim Rates	(\$5,000)	\$201	(\$10,000)	(\$10,000)	(\$10,000)	0%	-	
031219 Interest On Rates Instalments	(\$24,000)	(\$23,898)	(\$24,000)	(\$24,000)	(\$24,000)	0%	-	
031220 Instalment Admin Fee	(\$19,500)	(\$18,470)	(\$19,500)	(\$19,500)	(\$19,500)	0%	-	
031221 Back Rates Prior Year	(\$100)	\$161	(\$100)	(\$100)	(\$100)	0%	-	
031222 Pensioner Deferred Rate Interest	-	-	(\$2,000)	(\$2,000)	(\$2,000)	0%	-	
031223 ESL Non-Payment Penalty Interest	(\$1,000)	(\$1,895)	(\$2,000)	(\$2,000)	(\$2,000)	0%	-	
031230 Property Enquiry Fees	(\$7,500)	(\$7,399)	(\$15,000)	(\$15,000)	(\$15,000)	0%	-	
031231 Rate Debt Recovery Non Taxable	(\$27,500)	(\$12,383)	(\$55,000)	(\$55,000)	(\$55,000)	0%	-	
031232 Rates Debt Recovery Taxable	-	-	-	-	-			
<b>Sub Total - GENERAL RATES OP INC</b>	<b>(\$6,027,914)</b>	<b>(\$6,012,440)</b>	<b>(\$6,120,914)</b>	<b>(\$6,120,914)</b>	<b>(\$6,120,914)</b>		<b>\$0</b>	
<b>Total - GENERAL RATES</b>	<b>(\$5,903,752)</b>	<b>(\$5,885,152)</b>	<b>(\$5,752,785)</b>	<b>(\$5,752,785)</b>	<b>(\$5,752,785)</b>		<b>\$0</b>	
<b>OTHER GENERAL PURPOSE FUNDING</b>								
<b>OPERATING EXPENDITURE</b>								
039104 Provision For Stock Write Off	-	-	\$1,500	\$1,500	\$1,500	0%	-	
039106 Debt Recovery	\$2,571	-	\$5,145	\$5,145	\$5,145	0%	-	
039199 Depreciation	-	-	-	-	-			


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
OPERATING INCOME								
032260 Grant Funds (Untied)	(\$212,055)	(\$200,856)	(\$424,110)	(\$401,714)	(\$401,714)	0%	-	FACR 1 - A decrease to Financial Assistance Grants due to the advance payment being less than budget estimates. Funds carried forward in surplus
032270 Grant Funds (Untied)	(\$147,036)	(\$144,738)	(\$294,072)	(\$289,477)	(\$289,477)	0%	-	FACR 1 - A decrease to Financial Assistance Grants due to the final grant allocation being less than budget estimates.
039219 Charges Legal Costs	-	(\$245)	-	-	-	-	-	
039222 Interest Earned Muni & Trust	(\$12,000)	(\$8,802)	(\$30,000)	(\$30,000)	(\$30,000)	0%	-	
039227 Interest Earned Reserve Funds	(\$21,924)	(\$19,195)	(\$54,810)	(\$54,810)	(\$54,810)	0%	-	
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	(\$393,015)	(\$373,836)	(\$802,992)	(\$776,001)	(\$776,001)	-	-	
Total - OTHER GENERAL PURPOSE FUNDING	(\$390,444)	(\$373,836)	(\$796,347)	(\$769,356)	(\$769,356)		\$0	
Total - GENERAL PURPOSE FUNDING	(\$6,294,195)	(\$6,258,988)	(\$6,549,132)	(\$6,522,141)	(\$6,522,141)		\$0	
MEMBERS OF COUNCIL								
OPERATING EXPENDITURE								
041101 Attendance Fees	\$51,180	\$51,439	\$102,359	\$102,359	\$102,359	0%	-	
041102 Conference Expenses	\$12,000	\$15,935	\$40,000	\$40,000	\$40,000	0%	-	
041103 Election Expenses	\$20,000	\$22,332	\$20,000	\$20,000	\$20,000	0%	-	
041104 Presidential Allowance	\$10,573	\$10,573	\$21,146	\$21,146	\$21,146	0%	-	
041105 Sponsorships	-	-	\$10,000	\$10,000	\$10,000	0%	-	
041106 Refreshments & Receptions	\$8,550	\$9,140	\$15,000	\$15,000	\$15,000	0%	-	
041107 Citizenships & Presentations	\$285	\$343	\$500	\$500	\$500	0%	-	
041108 Printing & Stationery	\$1,039	\$513	\$1,823	\$1,823	\$1,823	0%	-	
041109 Communication Allowance	\$7,000	\$6,815	\$14,000	\$14,000	\$14,000	0%	-	
041110 Insurance	\$5,513	\$5,149	\$5,513	\$5,513	\$5,513	0%	-	
041111 Subscriptions	\$7,124	\$21,725	\$23,746	\$23,746	\$23,746	0%	-	
041112 Public Relations	\$9,505	\$28,224	\$50,026	\$50,026	\$60,026	20%	10,000	Funds to be reallocated from GL79162 - Medical Expenses to fund the facilitation of a Senior's Expo.
041114 Other - Sundry	\$325	\$494	\$1,250	\$1,250	\$1,250	0%	-	
041115 Legal Fees	\$50	-	\$5,000	\$5,000	\$5,000	0%	-	
041116 Portraits & Plaques	-	-	-	-	-	-	-	
041118 Travel Expenses	\$15	\$582	\$1,500	\$1,500	\$1,500	0%	-	
041121 Maintenance - Chambers	\$3,397	\$1,112	\$5,959	\$5,959	\$5,959	0%	-	
041122 Admin O/Head & Labour Cost	\$199,408	\$220,536	\$398,817	\$398,817	\$398,817	0%	-	
041124 Strategic Planning	-	\$5,500	\$30,000	\$40,000	\$40,000	0%	-	FACR 1 - The final quotes received for the upcoming Major Strategic Review were higher than budget estimates.
041190 Depreciation Expense	\$53	-	\$106	\$106	\$106	0%	-	
Sub Total - MEMBERS OF COUNCIL OP/EXP	\$336,016	\$400,413	\$746,744	\$756,744	\$766,744		\$10,000	

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
<b>OPERATING INCOME</b>								
041237	Contributions And Donations	-	(\$500)	(\$100)	(\$100)	0%	-	
041239	Reimbursements Taxable Supply	-	(\$3,075)	(\$200)	(\$200)	0%	-	
		-	-					
	<b>Sub Total - MEMBERS OF COUNCIL OP/INC</b>	-	<b>(\$3,575)</b>	<b>(\$300)</b>	<b>(\$300)</b>			
	<b>Total - MEMBERS OF COUNCIL</b>	<b>\$336,016</b>	<b>\$396,838</b>	<b>\$746,444</b>	<b>\$766,444</b>		<b>\$10,000</b>	
<b>GOVERNANCE</b>								
<b>OPERATING EXPENDITURE</b>								
042100	Less Allocated To Schedules	(\$1,191,450)	(\$1,225,200)	(\$2,345,980)	(\$2,345,980)	0%	-	
042109	Administration - Salaries	\$576,950	\$605,637	\$1,153,900	\$1,153,900	0%	-	
042104	Admin Garden Maintenance	\$1,949	\$1,035	\$4,147	\$4,147	0%	-	
042107	Insurance	\$80,989	\$72,303	\$80,989	\$80,989	0%	-	
042108	Superannuation Admin	\$83,658	\$74,356	\$167,316	\$167,316	0%	-	
042111	Housing Maintenance EMIDS	\$4,159	\$3,096	\$8,848	\$8,848	0%	-	
042112	Housing Maintenance - CEO	\$4,208	\$6,933	\$8,953	\$8,953	0%	-	
042114	Motor Vehicle Expenses Allocated to Function 14	\$11,308	\$11,279	\$22,625	\$22,625	0%	-	
042116	Housing Maintenance - EMCCS	\$4,159	\$3,856	\$8,848	\$8,848	0%	-	
042167	Dishonour Cheque Fees	\$30	\$10	\$100	\$100	0%	-	
042168	Fringe Benefits General	\$45,000	\$41,267	\$90,000	\$90,000	0%	-	
042169	Consultant Fees	\$59,001	\$43,895	\$130,157	\$149,157	0%	-	FACR 1 - Budget required to fund Chief Executive Officer recruitment and advertising.
042171	Organisational Staff Training and Conferences	\$34,329	\$32,068	\$85,823	\$85,823	0%	-	
042175	Long Service Leave	-	-	\$5,556	\$5,556	0%	-	
042176	Admin Building Maintenance	\$28,753	\$24,081	\$61,617	\$61,617	0%	-	
042178	Admin Telephone	\$4,700	\$12,203	\$10,000	\$10,000	0%	-	
042180	Admin - Internet Expense	\$3,144	\$8,376	\$6,689	\$6,689	0%	-	
042181	Purchase Admin Maps	-	-	\$600	\$600	0%	-	
042182	Staff Uniform Subsidy	\$4,000	\$2,056	\$8,000	\$8,000	0%	-	
042183	Office Expense - Printing	\$4,089	\$3,250	\$8,699	\$8,699	0%	-	
042184	Office Exp-Stationery	\$7,155	\$5,967	\$15,224	\$15,224	0%	-	
042185	Office Expenses-Advertising	\$8,550	\$3,025	\$15,000	\$15,000	0%	-	
042186	Office Exp-Office Equip Mtce	\$12,862	\$10,592	\$25,725	\$25,725	0%	-	
042187	Office Expenses-Bank Charges	\$8,250	\$11,478	\$16,500	\$16,500	0%	-	
042188	Office Exp-Computer Expenses	\$127,004	\$88,862	\$201,593	\$201,593	0%	-	
042189	Office Exp-Postage/Freight	\$7,050	\$6,717	\$15,000	\$15,000	0%	-	
042190	Office Expenses-Sundry	\$8,412	\$8,969	\$19,118	\$19,118	0%	-	
042191	Relocation Expenses	-	-	\$5,000	\$8,000	0%	-	FACR 1 - Budget required to fund relocation expenses for new Chief Executive Officer in accordance with contract of employment.
042193	Audit Fees	\$34,725	\$42,660	\$46,300	\$46,300	0%	-	
042195	Legal Expenses	\$4,700	\$3,167	\$10,000	\$10,000	0%	-	

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/	COMMENT
							UNFAVOURABLE VAR.	
042196 Title Search	\$58	-	\$123	\$123	\$123	0%	-	
042199 Depreciation Expense	\$56,766	\$54,011	\$113,531	\$113,531	\$113,531	0%	-	
Sub Total - GOVERNANCE - GENERAL OP/EXP	\$34,506	(\$44,049)	\$0	\$22,000	\$22,000		-	
OPERATING INCOME	-	-	-	-	-			
042220 Contributions Taxable Supply	(\$62)	-	(\$100)	(\$100)	(\$100)	0%	-	
042221 Reimbursements Taxable Supply	(\$195)	(\$3,010)	(\$500)	(\$500)	(\$500)	0%	-	
042223 Reimbursements Staff Uniform	(\$62)	-	(\$100)	(\$100)	(\$100)	0%	-	
042224 Charges-Other Taxable Supply	(\$62)	-	(\$100)	(\$100)	(\$100)	0%	-	
042225 Charges Other Non Tax Supply	(\$186)	(\$30)	(\$300)	(\$300)	(\$300)	0%	-	
042228 Reimbursements Non Tax Supply	(\$930)	(\$25)	(\$1,500)	(\$1,500)	(\$1,500)	0%	-	
Sub Total - GOVERNANCE - GENERAL OP/INC	(\$1,497)	(\$3,065)	(\$2,600)	(\$2,600)	(\$2,600)		-	
Total - GOVERNANCE - GENERAL	\$33,009	(\$47,114)	(\$2,600)	\$19,400	\$19,400		\$0	
Total - GOVERNANCE	\$369,025	\$349,724	\$743,844	\$775,844	\$785,844		\$10,000	
FIRE PREVENTION								
OPERATING EXPENDITURE								
051101 Admin O/Head & Labour Costs	\$24,867	\$24,504	\$46,920	\$46,920	\$46,920	0%	-	
051131 Fire Control Expenses - ESL Expenditure	-	-	\$1,500	\$1,500	\$1,500	0%	-	
051103 Fire Insurance	\$15,510	\$18,020	\$15,510	\$15,510	\$15,510	0%	-	
051104 Communication Mtoe & Repairs	-	-	\$2,500	\$2,500	\$2,500	0%	-	
051105 Fire Control Expenses	\$12,654	\$6,690	\$25,319	\$25,319	\$25,319	0%	-	
051107 Fire Breaks - Shire Land	\$7,070	\$6,120	\$14,140	\$14,140	\$14,140	0%	-	
051109 Ranger Vehicle Expenses	\$2,735	\$2,093	\$5,470	\$5,470	\$5,470	0%	-	
051113 Computer Maintenance	-	-	\$544	\$544	\$544	0%	-	
051115 Fire Base Maintenance	-	-	\$1,500	\$1,500	\$1,500	0%	-	
051120 Fire Control - Salaries	\$14,936	\$15,342	\$29,872	\$29,872	\$29,872	0%	-	
051121 Fire Control - Superannuation	\$1,999	\$2,412	\$4,331	\$4,331	\$4,331	0%	-	
051122 Fire Control - Long Service Leave	-	-	\$804	\$804	\$804	0%	-	
051125 Plant & Equipment Maintenance - ESL Equip	\$2,000	\$2,079	\$4,000	\$4,000	\$4,000	0%	-	
051126 Vehicle Maintenance	\$5,000	\$1,926	\$10,000	\$10,000	\$10,000	0%	-	
051127 Land & Buildings Maintenance	-	\$2,151	\$5,494	\$5,494	\$5,494	0%	-	
051128 Protective Clothing	-	\$1,256	\$5,000	\$5,000	\$5,000	0%	-	
051129 Other Goods & Services	-	\$617	\$4,116	\$4,116	\$4,116	0%	-	
051130 Fire Breaks - Contractors	-	\$182	\$3,087	\$3,087	\$3,087	0%	-	





 <b>SHIRE OF YORK BUDGET 2019/20</b>						2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT	
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.		
051136 Bushfire Risk Mitigation	-	-	-	-	\$454,541		454,541	A new round of funding for the Bushfire Risk Mitigation Activity Programme was approved November 2019 for an additional \$481,250 fully-funded by Department of Fire and Emergency Services and Royalties for Regions. For the 2018/19 FY, the total project cost was \$26,709 above the income. The additional expense in 2018/19 will be funded in the 2019/20 funding round explaining why the income is higher than the expenditure.	
051199 Depreciation Expense	\$23,133	\$34,601	\$46,265	\$46,265	\$46,265	0%	-		
<b>Sub Total - FIRE PREVENTION OP/EXP</b>	<b>\$109,905</b>	<b>\$117,993</b>	<b>\$226,372</b>	<b>\$226,372</b>	<b>\$680,913</b>		<b>\$454,541</b>		
<b>OPERATING INCOME</b>									
051201 ESL Commission	(\$4,000)	(\$4,000)	(\$4,000)	(\$4,000)	(\$4,000)	0%	-		
051217 Fines & Penalties Fire Prevention	(\$3,000)	-	(\$3,000)	(\$3,000)	(\$3,000)	0%	-		
051220 ESL Grants	(\$9,624)	(\$15,424)	(\$48,120)	(\$48,120)	(\$48,120)	0%	-		
051221 Reimbursements - Fire Break	(\$3,087)	-	(\$3,087)	(\$3,087)	(\$3,087)	0%	-		
051224 Reimbursements Taxable Supply	(\$10)	-	(\$10)	(\$10)	(\$10)	0%	-		
051225 FESA Capital Grants	-	-	-	(\$472,649)	(\$472,649)	0%	-	FACR 1 - Capital grant for replacement of the Greenhills Bushfire Brigade Truck transferred to the Shire of York in July 2019.	
051226 Bushfire Risk Mitigation Funding	-	(\$240,625)	-	-	(\$481,250)		(481,250)	A new round of funding for the Bushfire Risk Mitigation Activity Programme was approved November 2019 for an additional \$481,250 fully-funded by Department of Fire and Emergency Services and Royalties for Regions. For the 2018/19 FY, the total project cost was \$26,709 above the income. The additional expense in 2018/19 will be funded in the 2019/20 funding round explaining why the income is higher than the expenditure.	
<b>Sub Total - FIRE PREVENTION OP/INC</b>	<b>(\$19,721)</b>	<b>(\$260,049)</b>	<b>(\$58,217)</b>	<b>(\$530,806)</b>	<b>(\$1,012,116)</b>		<b>(\$481,250)</b>		
<b>Total - FIRE PREVENTION</b>	<b>\$90,184</b>	<b>(\$142,056)</b>	<b>\$108,156</b>	<b>(\$304,493)</b>	<b>(\$331,202)</b>		<b>(\$26,709)</b>		
<b>ANIMAL CONTROL</b>									
<b>OPERATING EXPENDITURE</b>									
052163 Animal Control - Salaries	\$14,936	\$17,135	\$29,872	\$29,872	\$29,872	0%	-		
052164 Animal Control - Superannuation	\$1,999	\$2,412	\$4,331	\$4,331	\$4,331	0%	-		
052165 Uniform Allowance	\$560	\$800	\$1,000	\$1,000	\$1,000	0%	-		
052166 Admin O/Head & Labour Costs	\$49,735	\$49,008	\$93,839	\$93,839	\$93,839	0%	-		
052167 Long Service Leave	-	-	\$338	\$338	\$338	0%	-		
052168 Annual Leave Provision	-	-	-	-	-	0%	-		
052169 Animal Control Sundry Expenditure	\$24,622	\$17,489	\$52,388	\$52,388	\$52,388	0%	-		
052172 Cat Pound - Expenditure	-	\$109	\$1,000	\$1,000	\$1,000	0%	-		


 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
052199 Depreciation Expense	\$1,990	\$2,540	\$3,980	\$3,980	\$3,980	0%	-	
<b>Sub Total - ANIMAL CONTROL OP/EXP</b>	<b>\$93,842</b>	<b>\$89,493</b>	<b>\$186,748</b>	<b>\$186,748</b>	<b>\$186,748</b>		-	
<b>OPERATING INCOME</b>								
052272 Fines & Penalties Animal Control	(\$100)	-	(\$100)	(\$100)	(\$100)	0%	-	
052273 Charges-Impounding Fees	(\$100)	-	(\$100)	(\$100)	(\$100)	0%	-	
052274 Charges-Cat Registration	(\$1,500)	(\$749)	(\$1,500)	(\$1,500)	(\$1,500)	0%	-	
052282 Fines & Penalties Animal Control	(\$750)	(\$925)	(\$1,500)	(\$1,500)	(\$1,500)	0%	-	
052283 Charges-Impounding Fees	(\$417)	(\$372)	(\$1,000)	(\$1,000)	(\$1,000)	0%	-	
052284 Charges-Dog Registration	(\$10,000)	(\$7,108)	(\$10,000)	(\$10,000)	(\$10,000)	0%	-	
052285 Sundry Income Tax Supply	-	(\$423)	-	-	-		-	
052289 Dog Tag Replacements	(\$10)	(\$15)	(\$10)	(\$10)	(\$10)	0%	-	
<b>Sub Total - ANIMAL CONTROL OP/INC</b>	<b>(\$12,877)</b>	<b>(\$9,591)</b>	<b>(\$14,210)</b>	<b>(\$14,210)</b>	<b>(\$14,210)</b>		-	
<b>Total - ANIMAL CONTROL</b>	<b>\$80,965</b>	<b>\$79,902</b>	<b>\$172,538</b>	<b>\$172,538</b>	<b>\$172,538</b>		<b>\$0</b>	
<b>OTHER LAW ORDER &amp; PUBLIC SAFETY</b>								
<b>OPERATING EXPENDITURE</b>								
053102 Crime Prevention Expenditure	\$2,660	\$2,600	\$4,751	\$4,751	\$4,751	0%	-	
053101 Admin O/Head & Labour Costs	\$17,243	\$18,378	\$35,190	\$35,190	\$35,190	0%	-	
053111 Rural Street Numbering	\$532	-	\$949	\$949	\$949	0%	-	
053120 Abandoned Vehicle Expenditure	\$731	\$700	\$1,305	\$1,305	\$1,305	0%	-	
053140 Community Emergency Services Manager	\$12,177	\$4,851	\$24,353	\$24,353	\$24,353	0%	-	
053130 Local Emergency Planning Expenditure	\$1,729	-	\$3,087	\$3,087	\$3,087	0%	-	
053105 Speed Alert Mobile Trailer Maintenance	-	\$240	\$1,159	\$1,159	\$1,159	0%	-	
<b>Sub Total - OTHER LAW ORDER &amp; PUBLIC SAFETY</b>	<b>\$35,071</b>	<b>\$26,768</b>	<b>\$70,794</b>	<b>\$70,794</b>	<b>\$70,794</b>		-	
<b>OPERATING INCOME</b>								
053202 Developers' Contributions To Rural Numbers	-	(\$92)	(\$300)	(\$300)	(\$300)	0%	-	
053220 Abandoned Vehicle Income	-	-	(\$100)	(\$100)	(\$100)	0%	-	
<b>Sub Total - OTHER LAW ORDER &amp; PUBLIC SAFETY</b>	<b>-</b>	<b>(\$92)</b>	<b>(\$400)</b>	<b>(\$400)</b>	<b>(\$400)</b>		-	
<b>Total - OTHER LAW ORDER PUBLIC SAFETY</b>	<b>\$35,071</b>	<b>\$26,677</b>	<b>\$70,394</b>	<b>\$70,394</b>	<b>\$70,394</b>		<b>\$0</b>	
<b>Total - LAW ORDER &amp; PUBLIC SAFETY</b>	<b>\$206,220</b>	<b>(\$35,477)</b>	<b>\$411,088</b>	<b>(\$61,561)</b>	<b>(\$88,270)</b>		<b>(\$26,709)</b>	
<b>HEALTH ADMINISTRATION &amp; INSPECTION</b>								
<b>OPERATING EXPENDITURE</b>								
077155 Health - Salaries	\$49,964	\$48,347	\$99,928	\$99,928	\$99,928	0%	-	

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW				
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE/ UNFAVOURABLE VAR.		COMMENT
077156 Health - Superannuation	\$6,687	\$4,719	\$14,490	\$14,490	\$14,490	0%	-		
077157 Admin O/Head & Labour Costs	\$44,735	\$49,008	\$93,839	\$93,839	\$93,839	0%	-		
077158 Long Service Leave	\$1,089	-	\$1,729	\$1,729	\$1,729	0%	-		
077160 Health Control Expenses	\$1,001	\$541	\$4,171	\$4,171	\$4,171	0%	-		
077166 Health Promotions	-	-	\$772	\$772	\$772	0%	-		
077162 Vehicle Operating Expenses	\$2,580	\$1,934	\$5,160	\$5,160	\$5,160	0%	-		
077199 Depreciation Expense	\$3,524	-	\$7,049	\$7,049	\$7,049	0%	-		
<b>Sub Total - HEALTH ADMIN &amp; INSPECTION OP/EXP</b>	<b>\$109,581</b>	<b>\$104,549</b>	<b>\$227,137</b>	<b>\$227,137</b>	<b>\$227,137</b>				
<b>OPERATING INCOME</b>									
077271 Health Charges Other - Taxable	(\$7,800)	(\$7,691)	(\$7,800)	(\$7,800)	(\$7,800)	0%	-		
077274 Septic Tank App Fee Charges	(\$630)	(\$354)	(\$1,500)	(\$1,500)	(\$1,500)	0%	-		
077275 Septic Inspection Fee	(\$420)	(\$322)	(\$1,000)	(\$1,000)	(\$1,000)	0%	-		
077277 Health Act -Charges	(\$7,000)	(\$6,240)	(\$7,000)	(\$7,000)	(\$7,000)	0%	-		
077278 Trading Public Places -Charges	(\$1,120)	(\$2,261)	(\$2,000)	(\$2,000)	(\$2,000)	0%	-		
<b>Sub Total - HEALTH ADMIN &amp; INSPECTION OP/INC</b>	<b>(\$16,970)</b>	<b>(\$16,868)</b>	<b>(\$19,300)</b>	<b>(\$19,300)</b>	<b>(\$19,300)</b>				
<b>Total - HEALTH ADMIN &amp; INSPECTION</b>	<b>\$92,611</b>	<b>\$87,681</b>	<b>\$207,837</b>	<b>\$207,837</b>	<b>\$207,837</b>		<b>\$0</b>		
<b>OTHER HEALTH</b>									
<b>OPERATING EXPENDITURE</b>									
078113 Analytical Expenses	\$945	\$913	\$1,500	\$1,500	\$1,500	0%	-		
079158 Medical Pract Vehicle Expenses	-	-	-	-	-				
079162 Health Services Support	\$9,600	-	\$24,000	\$24,000	\$14,000	-42%	(10,000)	Funds to be reallocated to GL41112 - Public Relations to fund the facilitation of a Senior's Expo.	
<b>Sub Total - OTHER HEALTH OP/EXP</b>	<b>\$10,545</b>	<b>\$913</b>	<b>\$25,500</b>	<b>\$25,500</b>	<b>\$15,500</b>		<b>(\$10,000)</b>		
<b>Total - OTHER HEALTH</b>	<b>\$10,545</b>	<b>\$913</b>	<b>\$25,500</b>	<b>\$25,500</b>	<b>\$15,500</b>		<b>(\$10,000)</b>		
<b>Total - HEALTH</b>	<b>\$103,156</b>	<b>\$88,595</b>	<b>\$233,337</b>	<b>\$233,337</b>	<b>\$223,337</b>		<b>(\$10,000)</b>		
<b>EDUCATION &amp; WELFARE</b>									
<b>CARE OF FAMILIES AND CHILDREN</b>									
<b>OPERATING EXPENDITURE</b>									
064101 Early Childhood Hub (Old Bowling Club)	\$6,047	\$6,089	\$10,366	\$10,366	\$10,366	0%	-		
064102 Wheatbelt Womens' Health Hub (Old Youth Centre)	\$828	\$242	\$1,988	\$1,988	\$1,988	0%	-		
<b>Sub Total - CARE OF FAMILIES AND CHILDREN OP/EXP</b>	<b>\$6,875</b>	<b>\$6,331</b>	<b>\$12,354</b>	<b>\$12,354</b>	<b>\$12,354</b>				

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
OPERATING INCOME				-				
64202 Lease Income - Welfare	-	-	(\$1)	(\$1)	(\$1)	0%	-	
Sub Total - CARE OF FAMILIES AND CHILDREN OP/INC	-	-	(\$1)	(\$1)	(\$1)		-	
Total - CARE OF FAMILIES AND CHILDREN	\$6,875	\$6,331	\$12,353	\$12,353	\$12,353		-	
OTHER WELFARE								
OPERATING EXPENDITURE								
066101 Admin O'Head & Labour Costs	\$11,495	\$12,252	\$23,460	\$23,460	\$23,460	0%	-	
067101 Centennial Units Operating Expenditure	\$16,133	\$16,539	\$26,021	\$26,021	\$26,021	0%	-	
067199 Depreciation Expense	\$12,290	\$13,441	\$24,581	\$24,581	\$24,581	0%	-	
068101 Pioneer Memorial Lodge Operating Expenditure	\$3,555	\$3,614	\$11,850	\$11,850	\$11,850	0%	-	
068199 Depreciation	\$19,561	\$18,055	\$39,121	\$39,121	\$39,121	0%	-	
069101 Education Expenses	\$2,200	\$2,000	\$5,000	\$5,000	\$5,000	0%	-	
Sub Total - OTHER WELFARE OP/EXP	\$65,234	\$66,005	\$130,032	\$130,032	\$130,032		-	
OPERATING INCOME								
067202 Rent Centennial Units	(\$16,640)	(\$21,430)	(\$32,000)	(\$32,000)	(\$32,000)	0%	-	
067205 Reimbursements Taxable Supply	(\$3,450)	-	(\$3,450)	(\$3,450)	(\$3,450)	0%	-	
068201 Contributors & Donations Pmi	-	-	-	-	-		-	
Sub Total - OTHER WELFARE OP/INC	(\$20,090)	(\$21,430)	(\$35,450)	(\$35,450)	(\$35,450)		-	
Total - OTHER WELFARE	\$45,144	\$44,575	\$94,583	\$94,583	\$94,583		\$0	
Total - EDUCATION & WELFARE	\$52,020	\$50,906	\$106,936	\$106,936	\$106,936		\$0	
SANITATION - HOUSEHOLD REFUSE								
OPERATING EXPENDITURE								
101101 Admin O/Head & Labour Costs	\$32,301	\$49,008	\$70,379	\$70,379	\$70,379	0%	-	
101103 Community Projects - Waste	\$750	-	\$1,500	\$1,500	\$1,500	0%	-	
101104 Recycling Services	\$49,744	\$50,056	\$108,933	\$101,106	\$101,106	0%	-	FACR 1 - Actual recycling costs for the Shire down on estimated budget due to the number of services provided.
101105 Seavroc Regional Waste Minimisation Strategy	\$2,452	-	\$4,904	\$4,904	\$4,904	0%	-	
101106 Waste Management Facility Mtce	\$4,127	\$2,926	\$9,905	\$9,905	\$9,905	0%	-	
101107 Advertising	-	-	-	-	-		-	
101108 Avon Waste - Transfer Stn Op	\$59,033	\$49,567	\$118,862	\$118,862	\$118,862	0%	-	
101109 Refuse Collection (Contractor)	\$75,775	\$73,121	\$165,936	\$165,936	\$165,936	0%	-	

 <b>SHIRE OF YORK BUDGET 2019/20</b>						2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE	COMMENT	
							VAR.		
101110 Dumping/Disposal Fees	\$35,944	\$35,193	\$86,268	\$96,268	\$96,268	0%	-	FACR 1 - Cost per cubic metre for waste disposal at Colebatch increased by \$3.00 which was not factored into budget estimates.	
101113 Drum Muster Collection	\$2,091	\$1,584	\$4,181	\$4,181	\$4,181	0%	-		
101114 Skip Bins Verge Collection	\$6,835	\$2,287	\$16,405	\$16,405	\$16,405	0%	-		
101115 Bulk Rubbish Verge Collection	-	-	\$56,565	\$56,565	\$56,565	0%	-	To be undertaken May 2020	
101199 Depreciation	\$2,220	\$1,244	\$4,441	\$4,441	\$4,441	0%	-		
<b>Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP</b>	<b>\$271,271</b>	<b>\$264,986</b>	<b>\$648,279</b>	<b>\$650,452</b>	<b>\$650,452</b>		-		
<b>OPERATING INCOME</b>									
101214 Charges - Rubbish Service	(\$402,373)	(\$395,174)	(\$423,550)	(\$396,550)	(\$396,550)	0%	-	FACR 1 - Estimated income from rubbish collection was based on the provision of a higher number of services. Numbers to be reviewed in preparation for the new tender due to be awarded after June 2020.	
101215 Bin Service - Additional Bins	(\$38,160)	(\$36,570)	(\$38,160)	(\$38,160)	(\$38,160)	0%	-		
101216 Waste Management Levy	(\$235,350)	(\$234,974)	(\$235,350)	(\$235,350)	(\$235,350)	0%	-		
101218 Reimbursements Taxable	(\$100)	-	(\$100)	(\$100)	(\$100)	0%	-		
101219 Reimbursements Non Taxable	(\$300)	(\$296)	(\$300)	(\$300)	(\$300)	0%	-		
<b>Sub Total - SANITATION H/HOLD REFUSE OP/INC</b>	<b>(\$676,283)</b>	<b>(\$667,014)</b>	<b>(\$697,460)</b>	<b>(\$670,460)</b>	<b>(\$670,460)</b>		-		
<b>Total - SANITATION HOUSEHOLD REFUSE</b>	<b>(\$405,011)</b>	<b>(\$402,028)</b>	<b>(\$49,181)</b>	<b>(\$20,008)</b>	<b>(\$20,008)</b>		<b>\$0</b>		
<b>SANITATION OTHER</b>									
<b>OPERATING EXPENDITURE</b>									
102147 Street Bin Collection - Contract	\$2,243	\$3,216	\$5,437	\$5,437	\$5,437	0%	-		
102148 Main Street Bins - Mtoe	\$449	\$187	\$1,087	\$1,087	\$1,087	0%	-		
102199 Depreciation Expense	\$106	-	\$211	\$211	\$211	0%	-		
<b>Sub Total - SANITATION OTHER OP/EXP</b>	<b>\$2,797</b>	<b>\$3,403</b>	<b>\$6,736</b>	<b>\$6,736</b>	<b>\$6,736</b>		-		
<b>Total - SANITATION OTHER</b>	<b>\$2,797</b>	<b>\$3,403</b>	<b>\$6,736</b>	<b>\$6,736</b>	<b>\$6,736</b>		<b>\$0</b>		
<b>PROTECTION OF THE ENVIRONMENT</b>									
<b>OPERATING EXPENDITURE</b>									
105103 Weed / Pest Control Programmes	\$2,610	-	\$3,000	\$3,000	\$3,000	0%	-		
105104 Environmental Control Expenses	\$1,740	-	\$2,000	\$2,000	\$2,000	0%	-		
105105 Drainage Planning	\$17,400	-	\$20,000	\$20,000	-	-100%	(20,000)	Utilise funds originally allocated for Water Harvesting Investigation for the Avon Park Redevelopment in accordance with Council report SY182-12/19	
105199 Depreciation Expense	-	-	-	-	-		-		

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE/ UNFAVOURABLE VAR.	COMMENT
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP	\$21,750	-	\$25,000	\$25,000	\$5,000		(\$20,000)	
OPERATING INCOME								
105254 Charges - Tree Planter	-	-	-	-	-		-	
105255 Reimbursements	(\$8)	-	(\$10)	(\$10)	(\$10)	0%	-	
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC	(\$8)	-	(\$10)	(\$10)	(\$10)		-	
Total - PROTECTION OF THE ENVIRONMENT	\$21,742	-	\$24,990	\$24,990	\$4,990		(\$20,000)	
TOWN PLANNING & REGIONAL DEVELOPMENT								
OPERATING EXPENDITURE								
106180 Planning - Salaries	\$48,600	\$47,536	\$97,200	\$97,200	\$97,200	0%	-	
106181 Planning - Superannuation	\$6,505	\$4,603	\$14,094	\$14,094	\$14,094	0%	-	
106182 Planning - Long Service Leave	-	-	\$663	\$663	\$663	0%	-	
106184 Admin O/Head & Labour Costs	\$49,735	\$49,008	\$93,839	\$93,839	\$93,839	0%	-	
106185 Control Exp-Plan Consultant	\$6,638	-	\$11,250	\$11,250	\$11,250	0%	-	
106186 Control Expenses - Advertising	\$823	\$1,882	\$4,116	\$4,116	\$4,116	0%	-	
106187 Control Expenses - Legal Fees	\$20,650	\$630	\$35,000	\$35,000	\$35,000	0%	-	
106188 Planning Control Expenses - Other	\$6,485	\$2,471	\$13,100	\$13,100	\$13,100	0%	-	
106191 Review Town Planning Scheme	-	\$6,998	\$25,000	\$25,000	\$25,000	0%	-	
106194 Heritage Expenditure	\$13,878	\$4,380	\$28,036	\$28,036	\$28,036	0%	-	
106199 Depreciation	\$4,315	\$3,352	\$8,629	\$8,629	\$8,629	0%	-	
Sub Total - TOWN PLAN & REG DEV OP/EXP	\$157,628	\$120,859	\$330,928	\$330,928	\$330,928		-	
OPERATING INCOME								
106200 Reimbursements - Advertising	(\$500)	(\$618)	(\$1,010)	(\$1,010)	(\$1,010)	0%	-	
106201 Sale Of Text Scheme Texts	-	(\$47)	(\$101)	(\$101)	(\$101)	0%	-	
106202 Appl Planning Consent Charges	(\$7,499)	(\$9,975)	(\$15,150)	(\$15,150)	(\$15,150)	0%	-	
106203 Rezoning Application Charges	-	-	(\$1,010)	(\$1,010)	(\$1,010)	0%	-	
106204 Sub Div/Amalgamate Clearance	-	(\$584)	(\$1,000)	(\$1,000)	(\$1,000)	0%	-	
106209 Other Planning Income - Taxable	-	-	(\$500)	(\$500)	(\$500)	0%	-	
106213 Fines & Penalties- Planning	(\$990)	(\$3,000)	(\$2,000)	(\$2,000)	(\$2,000)	0%	-	
106215 Reimburse- Planning Legal Expenses	-	-	(\$2,000)	(\$2,000)	(\$2,000)	0%	-	
106216 Planning Reimbursements	(\$1,875)	-	(\$3,750)	(\$3,750)	(\$3,750)	0%	-	
Sub Total - TOWN PLAN & REG DEV OP/INC	(\$10,864)	(\$14,225)	(\$26,521)	(\$26,521)	(\$26,521)		-	
Total - TOWN PLANNING & REGIONAL DEVELOPMENT	\$146,763	\$106,635	\$304,407	\$304,407	\$304,407		\$0	
OTHER COMMUNITY AMENITIES								

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
<b>OPERATING EXPENDITURE</b>								
109101 Admin O'Head & Labour Costs - Cemetery	\$18,651	\$18,378	\$35,190	\$35,190	\$35,190	0%	-	
109137 Cemetery Maintenance	\$23,077	\$35,304	\$65,934	\$65,934	\$65,934	0%	-	
109141 Street Furniture Maintenance	\$2,329	\$3,420	\$4,852	\$4,852	\$4,852	0%	-	
109143 Toilets Howick St Maintenance	\$8,100	\$5,199	\$16,876	\$16,876	\$16,876	0%	-	
109144 Sewerage Ponds Maintenance	\$3,118	\$434	\$6,495	\$6,495	\$6,495	0%	-	
109148 Community Plans	-	-	-	-	-	-	-	
109156 Admin O/Heads And Labour Costs - Youth Services	\$17,243	\$18,378	\$35,190	\$35,190	\$35,190	0%	-	
109158 Youth General Expenditure	\$4,080	\$786	\$8,500	\$8,500	\$8,500	0%	-	
109199 Depreciation Expense	\$2,992	\$2,844	\$5,984	\$5,984	\$5,984	0%	-	
<b>Sub Total - OTHER COMMUNITY AMENITIES OP/EXP</b>	<b>\$79,589</b>	<b>\$84,744</b>	<b>\$179,021</b>	<b>\$179,021</b>	<b>\$179,021</b>		-	
<b>OPERATING INCOME</b>								
109250 Grave Reservation Fees	(\$646)	(\$1,165)	(\$1,010)	(\$1,010)	(\$1,010)	0%	-	
109253 Cemetery Fees - Burial & Interment	(\$9,273)	(\$13,449)	(\$17,000)	(\$17,000)	(\$17,000)	0%	-	
109254 Cemetery - Plates	(\$194)	(\$1,185)	(\$303)	(\$303)	(\$303)	0%	-	
109255 Cemetery Monument Permit	(\$1,600)	(\$500)	(\$2,500)	(\$2,500)	(\$2,500)	0%	-	
109256 Cemetery - Undertaker License	(\$1,280)	(\$1,575)	(\$2,000)	(\$2,000)	(\$2,000)	0%	-	
109269 Charges Liquid Waste Removal	(\$12,000)	(\$11,163)	(\$24,000)	(\$24,000)	(\$24,000)	0%	-	
<b>Sub Total - OTHER COMMUNITY AMENITIES OP/INC</b>	<b>(\$24,993)</b>	<b>(\$29,037)</b>	<b>(\$46,813)</b>	<b>(\$46,813)</b>	<b>(\$46,813)</b>		-	
<b>Total - OTHER COMMUNITY AMENITIES</b>	<b>\$54,596</b>	<b>\$55,707</b>	<b>\$132,208</b>	<b>\$132,208</b>	<b>\$132,208</b>		<b>\$0</b>	
<b>Total - COMMUNITY AMENITIES</b>	<b>(\$179,113)</b>	<b>(\$236,283)</b>	<b>\$419,160</b>	<b>\$448,333</b>	<b>\$428,333</b>		<b>(\$20,000)</b>	
<b>PUBLIC HALL &amp; CIVIC CENTRES</b>								
<b>OPERATING EXPENDITURE</b>								
111102 Town Hall	\$47,265	\$42,370	\$108,034	\$108,034	\$78,034	-28%	(30,000)	Concept Plan budgeted for Town Hall and surrounding precinct. Due to workload and higher priorities, it is intended these funds be carried forward at year end.
111103 Scout Hall	\$323	\$684	\$653	\$653	\$653	0%	-	
111105 Old Convent School	\$3,203	\$4,719	\$6,673	\$6,673	\$6,673		-	
111106 Interest On Loans - Old Convent School	\$6,812	\$6,889	\$13,624	\$13,624	\$13,624		-	
111120 Admin O/Head & Labour Costs	\$24,867	\$24,504	\$46,920	\$46,920	\$46,920	0%	-	
111104 Greenhills Hall	\$4,406	\$4,200	\$4,406	\$4,406	\$4,406	0%	-	
111107 Talbot Hall	\$5,229	\$5,131	\$5,229	\$5,229	\$5,229	0%	-	
111199 Depreciation Expense	\$105,728	\$142,167	\$211,455	\$211,455	\$211,455	0%	-	
<b>Sub Total - PUBLIC HALLS &amp; CIVIC CENTRES OP/EXP</b>	<b>\$197,833</b>	<b>\$230,663</b>	<b>\$396,994</b>	<b>\$396,994</b>	<b>\$366,994</b>		<b>(\$30,000)</b>	


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
<b>OPERATING INCOME</b>								
111215 Reimbursements	-	(\$640)	-	-	-	-	-	
111216 Hall Hire - Charges	(\$5,252)	(\$11,320)	(\$10,100)	(\$10,100)	(\$10,100)	0%	-	
111217 Scout Hall Hire - Charges	-	-	(\$111)	(\$111)	(\$111)	0%	-	
111218 Liquor License Charges	(\$105)	(\$278)	(\$202)	(\$202)	(\$202)	0%	-	
111219 Grant Income	-	-	-	-	-	-	-	
<b>Sub Total - PUBLIC HALLS &amp; CIVIC CENTRES OP/INC</b>	<b>(\$5,357)</b>	<b>(\$12,238)</b>	<b>(\$10,413)</b>	<b>(\$10,413)</b>	<b>(\$10,413)</b>			
<b>Total - PUBLIC HALL &amp; CIVIC CENTRES</b>	<b>\$192,476</b>	<b>\$218,425</b>	<b>\$386,581</b>	<b>\$386,581</b>	<b>\$356,581</b>		<b>(\$30,000)</b>	
<b>OTHER RECREATION &amp; SPORT</b>								
<b>OPERATING EXPENDITURE</b>								
<b>Public Parks, Gardens, Reserves Maintenance</b>								
113100 Avon Park Maintenance	\$29,323	\$27,293	\$64,802	\$64,802	\$59,802	-8%	(5,000)	Reduced maintenance costs at Avon Park due to commencement of redevelopment works - reallocate portion of budget to RV Park Maintenance 113109.
113101 Johanna Whitely Park Maintenance	\$5,058	\$9,242	\$10,219	\$10,219	\$10,219	0%	-	
113102 Peace Park Maintenance	\$22,423	\$18,958	\$45,299	\$45,299	\$45,299	0%	-	
113103 War Memorial Gardens Maintenance	\$7,409	\$5,058	\$14,967	\$14,967	\$14,967	0%	-	
113104 Sundry Parks & Reserve	\$28,008	\$24,564	\$56,582	\$56,582	\$56,582	0%	-	
113105 Henrietta St Gardens Maintenance	\$1,351	-	\$2,729	\$2,729	\$2,729	0%	-	
113106 Gwamby/Avon Ascent Maintenance	\$12,179	\$15,058	\$24,605	\$24,605	\$24,605	0%	-	
113107 Arboretum Maintenance - Ford/Grey St	\$1,570	\$1,357	\$3,171	\$3,171	\$3,171	0%	-	
113108 Monger St Reserve Maintenance	\$2,833	\$1,830	\$5,722	\$5,722	\$5,722	0%	-	
113109 RV Park Maintenance	\$2,933	\$6,668	\$8,146	\$8,146	\$13,146	61%	5,000	RV Park relocation in final stages - allocate savings from Avon Park to cover establishment costs.
113111 Loan Redemption Interest - Forrest Oval	\$48,029	\$34,175	\$85,767	\$85,767	\$85,767	0%	-	
113112 Youth Skate Park	\$248	\$178	\$500	\$500	\$500	0%	-	
113115 Toilets Avon Park	\$11,977	\$9,340	\$24,197	\$24,197	\$24,197	0%	-	
113116 Mt Brown Park Maintenance	\$7,679	\$4,697	\$15,513	\$15,513	\$15,513	0%	-	
113117 Candice Bateman Park Maintenance	\$13,465	\$17,482	\$27,202	\$27,202	\$27,202	0%	-	
113118 Moto Cross Track Maintenance	\$9,866	\$6,607	\$19,930	\$19,930	\$19,930	0%	-	
113119 Avon Walk Trail Maintenance	\$8,351	\$2,113	\$16,870	\$16,870	\$16,870	0%	-	
113120 Gardener Vehicles	\$2,743	\$671	\$5,540	\$5,540	\$5,540	0%	-	
113122 Racecourse Maintenance	\$11,918	\$11,090	\$11,918	\$11,918	\$11,918	0%	-	
113151 Admin O/Head & Labour Costs	\$57,477	\$61,260	\$117,299	\$117,299	\$117,299	0%	-	
113152 Long Service Leave	-	-	\$3,964	\$3,964	\$3,964	0%	-	
113153 Forrest Oval Stadium Mtbe	\$9,091	\$6,951	\$18,365	\$18,365	\$18,365	0%	-	
113155 Forrest Oval Pavilion	\$3,389	\$2,525	\$6,846	\$6,846	\$6,846	0%	-	
113141 Forrest Oval Convention Centre	\$64,178	\$56,831	\$129,653	\$129,653	\$129,653	0%	-	
113142 YRCC Marketing & Promotion	\$1,778	\$1,436	\$3,704	\$3,704	\$3,704	0%	-	
113143 YRCC Gym Maintenance	\$5,523	\$4,243	\$11,506	\$11,506	\$11,506	0%	-	
113144 Conference Expenses	\$13,894	\$9,190	\$28,946	\$28,946	\$28,946	0%	-	
113145 Bar Expenses	\$62,917	\$65,007	\$142,994	\$142,994	\$142,994	0%	-	




SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
113146	Café/Restaurant Expenses	\$72,665	\$82,337	\$151,385	\$151,385	0%	-	
113147	Canteen Expenses	\$14,979	\$10,510	\$21,398	\$21,398	0%	-	
113166	Feasibility Study / Operational and Marketing Plan - YRCC	-	\$1,162	\$10,000	\$40,000	0%	-	FACR 1 - In accordance with Council Resolution 140419, a commitment was made to provide \$40,000 for the management transition and start-up costs to new association, York Community and Social Club. At the time of budget preparation, an association had not been formed therefore no budget allocated.
113148	YRCC Turf Maintenance - Bowls	\$5,109	\$3,532	\$10,644	\$10,644	0%	-	
113149	YRCC Turf Maintenance - Tennis	\$5,109	\$702	\$10,644	\$10,644	0%	-	
113150	Forrest Oval Turf Maintenance	\$4,400	\$3,088	\$10,000	\$10,000	0%	-	
113156	Forrest Oval Grounds Maintenance	\$39,161	\$41,470	\$67,518	\$67,518	0%	-	
113157	Forrest Oval Water Supplies	\$4,103	\$19,221	\$82,070	\$82,070	0%	-	
113160	Recreation - Salaries	\$38,873	\$46,149	\$77,745	\$77,745	0%	-	
113161	YRCC - Superannuation	\$20,792	\$15,493	\$45,049	\$36,000	-20%	(9,049)	Superannuation budget calculated at maximum 14.5% however savings are expected due to lower take up of Council Super Scheme.
113167	Sporting Club Sponsorships	\$5,000	\$4,600	\$10,000	\$10,000	0%	-	
113169	Hockey Oval Maintenance	\$11,543	\$7,678	\$23,320	\$23,320	0%	-	
113172	Second Hockey Field	\$3,769	\$2,692	\$7,614	\$7,614	0%	-	
113191	Admin O/Head & Labour Costs	\$165,392	\$183,780	\$351,897	\$351,897	0%	-	
113192	Admin O/Head & Labour Costs	\$34,486	\$36,756	\$70,379	\$70,379	0%	-	
113170	Trails Master Plan	-	\$17,739	\$55,000	\$55,000	0%	-	
113199	Depreciation Expense	\$211,455	\$221,267	\$422,911	\$422,911	0%	-	
	<b>Sub Total - OTHER RECREATION &amp; SPORT OP/EXP</b>	<b>\$1,082,443</b>	<b>\$1,102,000</b>	<b>\$2,334,531</b>	<b>\$2,355,482</b>		<b>(\$9,049)</b>	
	<b>OPERATING INCOME</b>							
113223	Reimbursement Non Taxable	-	(\$980)	-	-			
113220	Reimbursements Taxable Supply	-	-	-	(\$13,566)		(13,566)	Contribution of 50% of the cost of the Bowling Green reticulation system to be received from the York Bowling Club to offset additional expenditure.
113221	Stadium Hire Charges	(\$333)	(\$2,291)	(\$3,030)	(\$3,030)	0%	-	
113222	Avon Park - Charges	(\$6)	\$15	(\$606)	(\$606)	0%	-	
113224	Leases	(\$12,210)	(\$8,957)	(\$33,918)	(\$33,918)	0%	-	
113229	Recreation Grants	-	-	(\$716,000)	(\$716,000)	0%	-	
113231	Pavilion - Hire Charges	(\$2)	-	(\$202)	(\$202)	0%	-	
113233	Oval - Hire Charges	-	(\$909)	(\$525)	(\$525)	0%	-	
113235	Charges - Forrest Oval Lights	(\$970)	(\$1,137)	(\$2,020)	(\$2,020)	0%	-	
113242	Convention Centre - Hire	(\$2,424)	(\$886)	(\$5,050)	(\$5,050)	0%	-	
113243	Convention Centre - Gym	(\$10,666)	(\$11,685)	(\$22,220)	(\$22,220)	0%	-	
113244	Convention Centre - Conferences	(\$14,140)	(\$9,643)	(\$35,350)	(\$35,350)	0%	-	
113245	Convention Centre - Bar	(\$90,193)	(\$89,777)	(\$191,900)	(\$191,900)	0%	-	
113246	Convention Centre - Café/Restaurant	(\$59,994)	(\$67,351)	(\$111,100)	(\$111,100)	0%	-	
113247	Convention Centre - Canteen	(\$6,060)	(\$10,679)	(\$30,300)	(\$30,300)	0%	-	
113248	YRCC Green Fees - Bowls	-	(\$39)	-	-			
113249	YRCC Green Fees - Tennis	(\$909)	(\$115)	(\$1,515)	(\$1,515)	0%	-	
113273	Government Grant Walk Trails	-	(\$16,151)	(\$63,785)	(\$63,785)			

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
Total - OTHER RECREATION & SPORT	\$884,536	\$881,415	\$1,117,010	\$1,147,010	\$1,124,395	(\$22,615)		
SWIMMING POOL								
OPERATING EXPENDITURE								
112150 Swimming Pool - Salaries	\$50,588	\$50,242	\$101,175	\$101,175	\$109,175	8%	8,000	Pool operating hours extended for the 2019/20 school holidays requiring additional funds for salaries.
112151 Swimming Pool - Superannuation	\$6,771	\$5,093	\$14,670	\$14,670	\$14,670	0%	-	
112153 Admin O/Head & Labour Costs	\$17,243	\$18,378	\$35,190	\$35,190	\$35,190	0%	-	
112154 Long Service Leave	-	-	\$1,255	\$1,255	\$1,255	0%	-	
112155 Swimming Pool - Water	\$13,978	\$8,846	\$27,958	\$27,958	\$27,958	0%	-	
112156 Swimming Pool - Electricity	\$6,582	\$6,929	\$15,671	\$15,671	\$15,671	0%	-	
112157 Swimming Pool - Chemicals	\$4,692	\$2,676	\$9,776	\$9,776	\$9,776	0%	-	
112158 General Maintenance Pool	\$17,136	\$19,395	\$26,775	\$26,775	\$26,775	0%	-	
112159 Telephone	\$400	\$254	\$690	\$690	\$690	0%	-	
112164 Pool Garden Maintenance	\$2,084	\$5,376	\$3,721	\$3,721	\$3,721	0%	-	
112111 Loan Redemption Interest - Swimming Pool	-	-	-	-	-	-	-	
112199 Depreciation Expense	\$15,485	\$10,861	\$30,971	\$30,971	\$30,971	0%	-	
Sub Total - SWIMMING POOL OP/EXP	\$134,959	\$128,049	\$267,851	\$267,851	\$275,851		\$8,000	
OPERATING INCOME								
112273 Pool Admission Charges	(\$16,649)	(\$19,761)	(\$30,270)	(\$30,270)	(\$30,270)	0%	-	
112277 Reimbursements - Non Taxable	(\$9)	-	(\$10)	(\$10)	(\$10)	0%	-	
Sub Total - SWIMMING POOL OP/INC	(\$16,658)	(\$19,761)	(\$30,280)	(\$30,280)	(\$30,280)		-	
Total - SWIMMING POOL	\$118,301	\$108,288	\$237,571	\$237,571	\$245,571		\$8,000	
LIBRARIES								
OPERATING EXPENDITURE								
115110 Admin O/Head & Labour Costs	\$12,434	\$12,252	\$23,460	\$23,460	\$23,460	0%	-	
115111 Library Operating-Stationery	\$494	-	\$1,029	\$1,029	\$1,029	0%	-	
115112 Library Operating-Freight	\$741	\$119	\$1,544	\$1,544	\$1,544	0%	-	
115113 Office Expenses	\$1,185	\$1,564	\$2,470	\$2,470	\$2,470	0%	-	
115114 Lost Books	\$189	\$300	\$393	\$393	\$393	0%	-	
115115 Magazines/Newspapers	\$259	\$194	\$540	\$540	\$540	0%	-	
115116 Storytime Library	\$960	\$424	\$2,000	\$2,000	\$2,000	0%	-	
115117 Books - Purchases	\$1,235	\$1,160	\$2,573	\$2,573	\$2,573	0%	-	
115118 Long Service Leave	\$284	-	\$591	\$591	\$591	0%	-	
115120 Library - Salaries	\$32,876	\$29,198	\$65,751	\$65,751	\$65,751	0%	-	


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
115121 Library - Superannuation	\$3,854	\$2,439	\$8,350	\$8,350	\$8,350	0%	-	
115124 Library Equipment	\$964	-	\$1,801	\$1,801	\$1,801	0%	-	
115199 Depreciation Expense	\$27	\$195	\$54	\$54	\$54	0%	-	
<b>Sub Total - LIBRARIES OP/EXP</b>	<b>\$55,401</b>	<b>\$47,845</b>	<b>\$110,554</b>	<b>\$110,554</b>	<b>\$110,554</b>		-	
<b>OPERATING INCOME</b>								
115229 Charges-Lost Books	(\$300)	(\$248)	(\$300)	(\$300)	(\$300)	0%	-	
115230 Sundry Income Taxable Supply	(\$8)	(\$29)	(\$21)	(\$21)	(\$21)	0%	-	
<b>Sub Total - LIBRARIES OP/INC</b>	<b>(\$308)</b>	<b>(\$277)</b>	<b>(\$321)</b>	<b>(\$321)</b>	<b>(\$321)</b>		-	
<b>Total - LIBRARIES</b>	<b>\$55,093</b>	<b>\$47,568</b>	<b>\$110,233</b>	<b>\$110,233</b>	<b>\$110,233</b>	<b>\$0</b>	<b>\$0</b>	
<b>OTHER CULTURE</b>								
<b>OPERATING EXPENDITURE</b>								
<b>RESIDENCY MUSEUM</b>								
118111 Loan Interest Repayments - Archives Centre	\$997	\$747	\$1,608	\$1,608	\$1,608	0%	-	
118167 Museum Shop Stock Purchases	\$837	\$238	\$1,350	\$1,350	\$1,350	0%	-	
118172 Residency Museum Building Mtce	\$8,717	\$10,921	\$28,120	\$28,120	\$28,120	0%	-	
118173 Maintenance Exhibits	\$2,331	\$1,781	\$3,760	\$3,760	\$3,760	0%	-	
118175 Museum Promotion & Marketing	\$2,480	\$2,221	\$4,000	\$4,000	\$4,000	0%	-	
118176 Museum Phone, Internet & Computer	\$878	\$908	\$1,416	\$1,416	\$1,416	0%	-	
118177 Stationery/Postage	\$692	\$42	\$1,117	\$1,117	\$1,117	0%	-	
118178 Membership Fees	\$293	-	\$473	\$473	\$473	0%	-	
118179 Volunteers Police Clearances	\$197	\$61	\$318	\$318	\$318	0%	-	
118181 Refreshments	\$591	\$158	\$953	\$953	\$953	0%	-	
118182 Equipment	\$1,754	\$470	\$5,660	\$5,660	\$5,660	0%	-	
118184 Research Projects	\$638	\$336	\$1,029	\$1,029	\$1,029	0%	-	
118185 Sundry Expenses	\$638	\$513	\$1,029	\$1,029	\$1,029	0%	-	
118187 Grant Expenditure - ANZAC Projects	\$1,000	-	\$5,000	\$5,000	\$5,000	0%	-	
118188 Residency Museum Garden - Shire	\$2,964	\$5,224	\$4,781	\$4,781	\$9,781	105%	5,000	Reticulation system requires extensive repairs. This should result in reduced man hours to maintain Museum gardens.
118191 Salaries Residency Museum	\$37,915	\$31,543	\$75,830	\$75,830	\$75,830	0%	-	
118192 Residency Museum - Superannuation	\$5,075	\$3,882	\$10,995	\$10,995	\$10,995	0%	-	
118193 Long Service Leave - Residency Museum	\$573	-	\$707	\$707	\$707	0%	-	
118194 Admin O/Head & Labour Costs	\$11,495	\$12,252	\$23,460	\$23,460	\$23,460	0%	-	
118199 Depreciation Expense	\$7,669	\$10,092	\$15,338	\$15,338	\$15,338	0%	-	
<b>OTHER CULTURE</b>								
119116 Radio Station Maintenance - Barker St	\$2,288	\$341	\$3,945	\$3,945	\$3,945	0%	-	

 <b>SHIRE OF YORK BUDGET 2019/20</b>						2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT	
									119120
119121	\$4,681	\$3,572	\$8,071	\$8,071	\$8,071	0%	-		
119122	-	-	\$37,000	\$37,000	\$1,000	-97%	(36,000)	Budget will not be utilised prior to 30 June. Projects to commence following completion of Major Strategic Review.	
119123	\$178	-	\$308	\$308	\$308	0%	-		
119124	\$12,180	-	\$21,000	\$21,000	-	-100%	(21,000)	Due to increased workload and higher priorities, this budget will not be utilised in full. Research phase expected to commence prior to 30 June - unused funds to be carried forward.	
<b>Sub Total - OTHER CULTURE OP/EXP</b>	<b>\$139,347</b>	<b>\$121,157</b>	<b>\$312,929</b>	<b>\$321,292</b>	<b>\$269,292</b>		<b>(\$52,000)</b>		
<b>OPERATING INCOME</b>									
118221	(\$4,480)	(\$3,411)	(\$7,000)	(\$7,000)	(\$7,000)	0%	-		
118222	(\$1,600)	(\$460)	(\$2,500)	(\$2,500)	(\$2,500)	0%	-		
118223	(\$6)	(\$47)	(\$10)	(\$10)	(\$10)	0%	-		
118225	(\$6)	-	(\$10)	(\$10)	(\$10)	0%	-		
119220	-	-	(\$10)	(\$10)	(\$10)	0%	-		
119221	-	-	-	-	-				
<b>Sub Total - OTHER CULTURE OP/INC</b>	<b>(\$6,093)</b>	<b>(\$3,918)</b>	<b>(\$9,530)</b>	<b>(\$9,530)</b>	<b>(\$9,530)</b>				
<b>Total - OTHER CULTURE</b>	<b>\$133,254</b>	<b>\$117,239</b>	<b>\$303,399</b>	<b>\$311,762</b>	<b>\$259,762</b>		<b>(\$52,000)</b>		
<b>Total - RECREATION AND CULTURE</b>	<b>\$1,383,660</b>	<b>\$1,372,935</b>	<b>\$2,154,794</b>	<b>\$2,193,157</b>	<b>\$2,096,542</b>	<b>\$0</b>	<b>(\$96,615)</b>		
<b>STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE</b>									
<b>OPERATING EXPENDITURE</b>									
125109	\$16,830	\$20,433	\$34,000	\$34,000	\$34,000	0%	-		
125110	\$6,400	\$4,400	\$8,000	\$8,000	\$8,000	0%	-		
125121	\$2,748	\$976	\$5,552	\$5,552	\$5,552	0%	-		
125125	\$22,194	\$824	\$44,836	\$44,836	\$44,836	0%	-		
125128	\$45,223	\$35,032	\$91,359	\$91,359	\$91,359	0%	-		
125129	\$297,000	\$437,373	\$600,000	\$600,000	\$650,000	8%	50,000	Additional funds required for winter grading programme subject to weather conditions.	
125132	\$27,449	\$31,335	\$39,213	\$39,213	\$39,213	0%	-		
125140	-	\$1,908	\$2,000	\$2,000	\$2,000	0%	-		
125165	\$42,083	\$31,651	\$78,659	\$78,659	\$78,659	0%	-		
125170	\$7,425	\$3,720	\$15,000	\$15,000	\$15,000	0%	-		
126199	\$659,354	\$833,766	\$1,318,707	\$1,318,707	\$1,318,707	0%	-		
127195	-	\$1,467	\$4,005	\$4,005	\$4,005	0%	-		
<b>Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP</b>	<b>\$1,126,705</b>	<b>\$1,402,886</b>	<b>\$2,241,331</b>	<b>\$2,241,331</b>	<b>\$2,291,331</b>		<b>\$50,000</b>		


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
125201 Other Grants	-	-	(\$6,700)	(\$6,700)	(\$6,700)	0%	-	
121202 Road To Recovery Grants	(\$138,904)	(\$400,000)	(\$396,868)	(\$396,868)	(\$396,868)	0%	-	
125202 Grant MRWA Direct Maintenance	(\$142,000)	(\$151,030)	(\$142,000)	(\$151,030)	(\$151,030)	0%	-	FACR 1 - Main Roads Direct Grant received for 2019/20 was higher than budget estimate.
125203 Grant - RRG - Roads	(\$145,690)	(\$164,354)	(\$242,817)	(\$321,669)	(\$321,669)	0%	-	FACR 1 - Due to an approved change of scope to the York-Tammin Road project, the income was increased to match.
125220 Developers' Contributions - Footpaths	-	(\$2,842)	-	-	-	-	-	
125210 WANDRRA Income	-	-	(\$252,000)	(\$252,000)	(\$252,000)	0%	-	
<b>Sub Total - MTCE STREETS ROADS DEPOTS OP/INC</b>	<b>(\$426,594)</b>	<b>(\$718,226)</b>	<b>(\$1,040,385)</b>	<b>(\$1,128,267)</b>	<b>(\$1,128,267)</b>			
<b>Total - MTCE STREETS ROADS DEPOTS</b>	<b>\$700,111</b>	<b>\$684,660</b>	<b>\$1,200,945</b>	<b>\$1,113,064</b>	<b>\$1,163,064</b>	<b>\$0</b>	<b>\$50,000</b>	
TRAFFIC CONTROL								
OPERATING EXPENDITURE								
PARKING								
128101 Paint Carparks/Park Bays CBD	\$1,600	\$187	\$2,000	\$2,000	\$2,000	0%	-	
128103 Howick St Car Park	\$3,973	\$290	\$4,967	\$4,967	\$4,967	0%	-	
128199 Depreciation	\$12,352	\$12,107	\$24,704	\$24,704	\$24,704	0%	-	
LICENSING								
129102 Licensing Salaries	\$43,141	\$30,533	\$86,281	\$86,281	\$86,281	0%	-	
129103 Licensing Superannuation	\$5,774	\$4,099	\$12,511	\$12,511	\$12,511	0%	-	
129104 Licensing Leave Provisions	\$480	-	\$599	\$599	\$599	0%	-	
129401 Admin O'Heads And Labour Costs	\$45,981	\$49,008	\$93,839	\$93,839	\$93,839	0%	-	
<b>Sub Total - TRAFFIC CONTROL OP/EXP</b>	<b>\$113,301</b>	<b>\$96,223</b>	<b>\$224,901</b>	<b>\$224,901</b>	<b>\$224,901</b>			
OPERATING INCOME								
129202 Commission Licensing	(\$33,813)	(\$26,658)	(\$66,300)	(\$66,300)	(\$66,300)	0%	-	
128204 Parking Fines	-	(\$280)	-	-	-	-	-	
<b>Sub Total - TRAFFIC CONTROL OP/INC</b>	<b>(\$33,813)</b>	<b>(\$26,938)</b>	<b>(\$66,300)</b>	<b>(\$66,300)</b>	<b>(\$66,300)</b>			
<b>Total - TRAFFIC CONTROL</b>	<b>\$79,488</b>	<b>\$69,285</b>	<b>\$158,601</b>	<b>\$158,601</b>	<b>\$158,601</b>		<b>\$0</b>	
<b>Total - TRANSPORT</b>	<b>\$779,599</b>	<b>\$753,945</b>	<b>\$1,359,547</b>	<b>\$1,271,665</b>	<b>\$1,321,665</b>		<b>\$50,000</b>	
RURAL SERVICES								
OPERATING EXPENDITURE								


 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
131108 Conservation Volunteers	-	-	\$1,500	\$1,500	\$1,500	0%	-	
Sub Total - RURAL SERVICES OP/EXP	-	-	\$1,500	\$1,500	\$1,500		-	
Total - RURAL SERVICES	-	-	\$1,500	\$1,500	\$1,500		\$0	
TOURISM AND AREA PROMOTION								
OPERATING EXPENDITURE								
132101 Admin O/Head & Labour Costs	\$17,243	\$18,378	\$35,190	\$35,190	\$35,190	0%	-	
132102 Town Promotions	\$4,950	\$852	\$10,000	\$10,000	\$10,000	0%	-	
132145 Area Promotion	\$13,200	\$11,072	\$40,000	\$40,000	\$40,000	0%	-	
132146 Information Bays and Street Furniture Maintenance	\$3,040	\$837	\$6,141	\$6,141	\$6,141	0%	-	
132103 York Information Centre - Salaries	\$72,462	\$81,247	\$144,923	\$144,923	\$154,923	7%	10,000	Additional budget is required to fund Visitor Centre staffing due to unexpected periods of staff leave.
132104 York Information Centre - Superannuation	\$10,561	\$11,778	\$22,882	\$22,882	\$22,882	0%	-	
132148 Contribution to Information services	\$16,267	\$25,576	\$32,855	\$32,855	\$32,855	0%	-	
132149 Tourist Bureau-Bldg Mtoe	\$773	-	\$1,561	\$1,561	\$1,561	0%	-	
132150 Festivals and Events Funding Pool	\$67,725	\$73,775	\$193,500	\$193,500	\$193,500	0%	-	
132153 Christmas Decorations/Festivities - Shire Assistance	\$20,652	\$25,995	\$27,536	\$27,536	\$27,536	0%	-	
132154 Banner Installation & Removal	\$4,726	\$856	\$9,446	\$9,446	\$9,446	0%	-	
132160 Festivals and Events - Shire Assistance	\$4,893	\$4,570	\$9,786	\$9,786	\$9,786	0%	-	
132199 Depreciation Expense	\$45	\$42	\$90	\$90	\$90	0%	-	
Sub Total - TOURISM & AREA PROMOTION OP/EXP	\$236,536	\$254,977	\$533,909	\$533,909	\$543,909		\$10,000	
OPERATING INCOME								
132270 Contributions & Reimbursements Taxable	(\$75)	-	(\$204)	(\$204)	(\$204)	0%	-	
132271 Contributions & Reimbursements - Non-Taxable	-	(\$24)	-	-	-		-	
132252 Brochure Advertising Income	(\$2,970)	-	(\$6,000)	(\$6,000)	(\$6,000)	0%	-	
132269 Government Grants	-	-	(\$36,000)	(\$36,000)	(\$36,000)	0%	-	
132255 Events Application fees	-	(\$1,227)	-	-	-		-	
132248 Tourist Bureau Income	(\$11,220)	(\$9,653)	(\$20,400)	(\$20,400)	(\$20,400)	0%	-	
Sub Total - TOURISM & AREA PROMOTION OP/INC	(\$14,265)	(\$10,904)	(\$62,604)	(\$62,604)	(\$62,604)		-	
Total - TOURISM & AREA PROMOTION	\$222,270	\$244,073	\$471,305	\$471,305	\$481,305		\$10,000	
BUILDING CONTROL								
OPERATING EXPENDITURE								
133160 Building - Salaries	\$56,306	\$58,361	\$121,997	\$121,997	\$121,997	0%	-	
133161 Building - Superannuation	\$8,164	\$6,800	\$17,690	\$17,690	\$17,690	0%	-	
133189 Vehicle Operating Expenses - Y000 & Y837	\$2,470	\$1,110	\$5,145	\$5,145	\$5,145	0%	-	
133190 Admin O/Head & Labour Costs	\$44,735	\$49,008	\$93,839	\$93,839	\$93,839	0%	-	

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
133192 Building Control Expenses-Other	\$6,620	\$233	\$13,792	\$13,792	\$13,792	0%	-	
133195 Building Licence Refunds	\$135	-	\$135	\$135	\$135	0%	-	
133196 Legal Advice Building	\$720	-	\$5,145	\$5,145	\$5,145	0%	-	
133186 DAIP Implementation Expenses	-	\$3,045	\$27,000	\$27,000	\$27,000	0%	-	
133199 Depreciation Expense	-	-	-	-	-	-	-	
<b>Sub Total - BUILDING CONTROL OP/EXP</b>	<b>\$119,151</b>	<b>\$118,556</b>	<b>\$284,743</b>	<b>\$284,743</b>	<b>\$284,743</b>			
<b>BUILDING CONTROL OP/INC</b>								
133204 Charges - Building Permits	(\$10,404)	(\$5,204)	(\$20,400)	(\$20,400)	(\$20,400)	0%	-	
133205 Charges - Demolition Fees	(\$74)	(\$105)	(\$200)	(\$200)	(\$200)	0%	-	
133206 Fees and Charges - Non-Taxable	(\$4,830)	(\$6,488)	(\$4,830)	(\$4,830)	(\$4,830)	0%	-	
133207 Botf Commission	(\$111)	(\$91)	(\$300)	(\$300)	(\$300)	0%	-	
133210 Building Fees Taxable	(\$240)	(\$880)	(\$500)	(\$500)	(\$500)	0%	-	
133211 Brb Commission	(\$245)	(\$385)	(\$500)	(\$500)	(\$500)	0%	-	
133215 Building Fines & Penalties	(\$37)	(\$300)	(\$100)	(\$100)	(\$100)	0%	-	
133213 Reimbursements - Non-Taxable	-	-	-	-	-	-	-	
<b>Sub Total - BUILDING CONTROL OP/INC</b>	<b>(\$15,941)</b>	<b>(\$13,452)</b>	<b>(\$26,830)</b>	<b>(\$26,830)</b>	<b>(\$26,830)</b>			
<b>Total - BUILDING CONTROL</b>	<b>\$103,210</b>	<b>\$105,104</b>	<b>\$257,913</b>	<b>\$257,913</b>	<b>\$257,913</b>		<b>\$0</b>	
<b>ECONOMIC DEVELOPMENT</b>								
<b>OPERATING EXPENDITURE</b>								
138101 Old Infant Health - 5 Joaquina Street (Old York Telecentre)	-	\$1,841	\$1,744	\$1,744	\$1,744	0%	-	
138150 York Economic Development Projects	-	-	\$20,000	\$20,000	\$20,000	0%	-	AVMMA Multi-year agreement
138103 Earthquake Building Mitigation Project Expenditure	-	-	-	\$125,000	\$125,000	0%	-	FACR 1 - Expenditure to facilitate National Disaster Resilience Program totalling \$250,000 over a three year period as determined by Council Resolution 240719.
138160 Community/Economic Development Officer Salaries	\$42,043	\$41,225	\$84,085	\$84,085	\$84,085	0%	-	
138161 Community Development Officer Superannuation	\$5,852	\$6,056	\$12,192	\$12,192	\$12,192	0%	-	
138162 CDO Provision for Long Service Leave	-	-	\$2,070	\$2,070	\$2,070	0%	-	
<b>Sub Total - ECONOMIC DEVELOPMENT OP/EXP</b>	<b>\$47,895</b>	<b>\$49,122</b>	<b>\$120,092</b>	<b>\$245,092</b>	<b>\$245,092</b>			
<b>OPERATING INCOME</b>								
138203 Earthquake Building Mitigation Project Income	-	-	-	(\$125,000)	(\$125,000)	0%	-	FACR 1 - As a result of a successful funding application based on a case study for Earthquake Mitigation undertaken by University of Adelaide and Geoscience Australia, the funding offer from Department of Fire and Emergency Services was accepted by Council Resolution 240719 for the National Disaster Resilience Program totalling \$250,000 over a three year period.

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE/ UNFAVOURABLE VAR.	COMMENT
Sub Total - ECONOMIC DEVELOPMENT OP/INC	-	-	-	(\$125,000)	(\$125,000)			
Total - ECONOMIC DEVELOPMENT	\$47,895	\$49,122	\$120,092	\$120,092	\$120,092		\$0	
OTHER ECONOMIC SERVICES								
OPERATING EXPENDITURE								
139142 Standpipes Water/Maintenance	\$3,692	\$3,380	\$9,715	\$9,715	\$9,715	0%	-	
139143 Standpipes-Water	\$20,000	\$28,101	\$50,000	\$50,000	\$50,000	0%	-	
139144 Community Bus Operation	\$3,375	\$2,972	\$6,819	\$6,819	\$6,819	0%	-	
139199 Depreciation Expense	\$4,306	\$4,048	\$8,613	\$8,613	\$8,613	0%	-	
Sub Total - OTHER ECONOMIC SERVICES OP/EXP	\$31,373	\$38,500	\$75,146	\$75,146	\$75,146		-	
OPERATING INCOME								
139256 Charges-Sale Water	(\$29,858)	(\$33,277)	(\$59,715)	(\$59,715)	(\$59,715)	0%	-	
139259 Community Bus Income	(\$2,796)	(\$3,343)	(\$6,819)	(\$6,819)	(\$6,819)	0%	-	
139258 Reimbursements	-	(\$50)	-	-	-		-	
Sub Total - OTHER ECONOMIC SERVICES OP/INC	(\$32,653)	(\$36,670)	(\$66,534)	(\$66,534)	(\$66,534)		-	
Total - OTHER ECONOMIC SERVICES	(\$1,280)	\$1,830	\$8,612	\$8,612	\$8,612		\$0	
Total - ECONOMIC SERVICES	\$372,095	\$400,128	\$859,422	\$859,422	\$869,422		\$10,000	
PRIVATE WORKS								
OPERATING EXPENDITURE								
141001 Various Private Works	-	\$692	-	-	-		-	
Sub Total - PRIVATE WORKS OP/EXP	-	\$692	-	-	-		-	
OPERATING INCOME								
142021 Charges-Private Works	-	(\$681)	-	-	-		-	
Sub Total - PRIVATE WORKS OP/INC	-	(\$681)	-	-	-		-	
Total - PRIVATE WORKS	-	\$11	-	-	\$0		\$0	
PUBLIC WORKS OVERHEADS								
OPERATING EXPENDITURE								




 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
001064 Less Allocated-Works/Services	(\$480,282)	(\$462,748)	(\$980,166)	(\$980,166)	(\$980,166)	0%	-	
143158 Admin O/Head & Labour Costs	\$196,359	\$165,402	\$363,627	\$363,627	\$363,627	0%	-	
143160 Engineering Office/Other Exp	\$22,970	\$11,370	\$31,466	\$31,466	\$31,466	0%	-	
143161 Superannuation Of Workmen	\$62,433	\$63,842	\$124,866	\$124,866	\$124,866	0%	-	
143162 Sick/Holiday Pay	\$75,150	\$69,773	\$150,299	\$150,299	\$150,299	0%	-	
143164 Protective Clothing	\$7,500	\$8,271	\$7,500	\$7,500	\$7,500	0%	-	
143166 Salary Allowances	-	(\$98)	-	-	-	-	-	
143167 Meeting Attendance	\$4,700	\$2,565	\$9,400	\$9,400	\$9,400	0%	-	
143168 Safety Management	\$7,500	\$2,835	\$7,500	\$7,500	\$7,500	0%	-	
143172 Service Pay-Workmen	\$13,002	\$9,802	\$27,087	\$27,087	\$27,087	0%	-	
143175 Sundry Tools Purchase	\$1,190	\$650	\$3,500	\$3,500	\$3,500	0%	-	
143178 Long Service Leave	\$1,338	\$3,520	\$3,934	\$3,934	\$3,934	0%	-	
143179 Insurance	\$62,144	\$39,451	\$62,144	\$62,144	\$62,144	0%	-	
143180 Time In Lieu Taken	-	(\$36)	-	-	-	-	-	
143181 Works Salaries	\$67,572	\$97,260	\$146,405	\$146,405	\$146,405	0%	-	
143182 Vehicle Operating Expenses Works P168, P134, P136	\$9,509	\$4,517	\$19,810	\$19,810	\$19,810	0%	-	
143183 Shire Engineer Vehicle Mtce	\$3,250	\$2,663	\$6,770	\$6,770	\$6,770	0%	-	
143199 Depreciation	\$7,930	\$5,664	\$15,859	\$15,859	\$15,859	0%	-	
<b>Sub Total - PUBLIC WORKS O/HEADS OP/EXP</b>	<b>\$62,262</b>	<b>\$24,704</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
<b>OPERATING INCOME</b>								
143293 Reimbursements Non-Taxable Supply	(\$6,000)	\$1	(\$12,000)	(\$12,000)	(\$12,000)	0%	-	
143297 Sundry Equipment Sales	-	-	(\$1,000)	(\$1,000)	(\$1,000)	0%	-	
<b>Sub Total - PUBLIC WORKS O/HEADS OP/INC</b>	<b>(\$6,000)</b>	<b>\$1</b>	<b>(\$13,000)</b>	<b>(\$13,000)</b>	<b>(\$13,000)</b>			
<b>Total - PUBLIC WORKS OVERHEADS</b>	<b>\$56,262</b>	<b>\$24,705</b>	<b>(\$13,000)</b>	<b>(\$13,000)</b>	<b>(\$13,000)</b>		<b>\$0</b>	
<b>PLANT OPERATIONS COSTS</b>								
<b>OPERATING EXPENDITURE</b>								
001084 Less Allocated-Works/Services	(\$303,531)	(\$232,148)	(\$632,357)	(\$632,357)	(\$632,357)	0%	-	
014203 Plant Repair Wages	\$34,935	\$31,330	\$72,781	\$72,781	\$72,781	0%	-	
014204 Tyres And Tubes	\$10,721	\$8,480	\$22,336	\$22,336	\$22,336	0%	-	
014205 Parts And Repairs	\$46,886	\$61,111	\$97,680	\$97,680	\$97,680	0%	-	
014206 Insurance And Licences	\$23,466	\$15,782	\$23,466	\$23,466	\$23,466	0%	-	
014207 Fuel And Oil	\$59,270	\$49,092	\$123,480	\$123,480	\$123,480	0%	-	
014209 Grader Blades And Cutting Edges	\$1,691	\$3,515	\$3,524	\$3,524	\$3,524	0%	-	
142102 General Administration Alloc	\$11,495	\$12,252	\$23,460	\$23,460	\$23,460	0%	-	
142101 Depreciation	\$132,160	\$78,346	\$264,319	\$264,319	\$264,319	0%	-	
142807 Tools For Plant Maintenance	\$747	-	\$1,311	\$1,311	\$1,311	0%	-	
<b>Sub Total - PLANT OPERATIONS COSTS OP/EXP</b>	<b>\$17,841</b>	<b>\$27,760</b>	<b>(\$0)</b>	<b>(\$0)</b>	<b>(\$0)</b>			


 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
Total - PLANT OPERATIONS COSTS	\$17,841	\$27,760	(\$0)	(\$0)	(\$0)		-	
SALARIES AND WAGES								
OPERATING EXPENDITURE								
001101 Gross Total For Year	\$1,762,924	\$1,899,332	\$3,597,805	\$3,597,805	\$3,597,805	0%	-	
001102 Less Salaries & Wages Alloc	(\$1,762,924)	(\$1,882,403)	(\$3,597,805)	(\$3,597,805)	(\$3,597,805)	0%	-	
145141 Workers Compensation	-	-	\$5,000	\$5,000	\$5,000	0%	-	
145250 Reimbursements-Workers Comp	-	-	(\$5,000)	(\$5,000)	(\$5,000)	0%	-	
Sub Total - SALARIES AND WAGES OP/EXP	-	\$16,928	-	-	-		-	
Total - SALARIES AND WAGES	-	\$16,928	-	-	-		-	
OPERATING EXPENDITURE								
144181 Property Transaction Settlement Costs	\$2,400	-	\$5,000	\$5,000	\$5,000	0%	-	
146170 General Maintenance - Lots 2-6 Avon Toe	\$240	-	\$500	\$500	\$500	0%	-	
146171 Housing Mtoe - Other Rentals	\$9,182	\$12,630	\$19,121	\$19,121	\$19,121	0%	-	
146199 Depreciation	\$8,723	\$5,545	\$17,445	\$17,445	\$17,445	0%	-	
146172 Sundry Expenditure - Other Leases	\$2,400	\$6,643	\$5,000	\$5,000	\$10,000	100%	5,000	Additional funds required for Men's Shed Lease variation and preparation of Community Lease template.
Sub Total - UNCLASSIFIED OP/EXP	\$22,945	\$24,818	\$47,066	\$47,066	\$52,066		\$5,000	
OPERATING INCOME								
146274 Other-Lease Reserve	-	(\$161)	-	-	-		-	
146277 Grants Operating - Unclassified	-	(\$434)	-	-	-		-	
146271 Housing Rent Received	(\$11,466)	(\$13,500)	(\$23,400)	(\$23,400)	(\$23,400)	0%	-	
Sub Total - UNCLASSIFIED OP/INC	(\$11,466)	(\$14,094)	(\$23,400)	(\$23,400)	(\$23,400)		-	
Total - UNCLASSIFIED	\$11,479	\$10,724	\$23,675	\$23,666	\$28,666		\$5,000	
Total - OTHER PROPERTY AND SERVICES	\$74,456	\$80,129	\$10,675	\$10,666	\$15,666		\$5,000	
EXPENDITURE - TRANSFERS TO RESERVE								
043143 Transfer To Reserve Funds	-	\$16,326	\$106,596	\$106,596	\$106,596	0%	-	
068301 Transfer To Reserve - Aged Facilities	-	\$4,578	\$10,633	\$10,633	\$10,633	0%	-	
101375 Transfer To Reserve - Refuse Site	-	\$3,518	\$3,576	\$3,576	\$3,576	0%	-	
106301 Transfer To Reserve - Town Planning	-	\$2,585	\$2,629	\$2,629	\$2,629	0%	-	
109390 Transfer To Reserve - Cemetery	-	\$96	\$98	\$98	\$98	0%	-	
113351 Transfer To Reserve - Bowling Facilities	-	\$296	\$4,301	\$4,301	\$4,301	0%	-	
113352 Transfer To Reserve - Tennis Facilities	-	\$40	\$2,041	\$2,041	\$2,041	0%	-	


SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE	COMMENT
							VAR.	
113350 Transfer To Reserve - Forrest Oval Lights	-	\$82	\$2,083	\$2,083	\$2,083	0%	-	
113304 Transfer To Reserve	-	\$541	\$550	\$550	\$550	0%	-	
127308 Transfer To Plant Reserve 4	-	\$12,917	\$13,131	\$13,131	\$13,131	0%	-	
144381 Transfer To Land & Infrastructure Development Reserve	-	\$2,889	\$2,937	\$2,937	\$2,937	0%	-	
146301 Transfer To Reserve	-	\$576	\$585	\$585	\$585	0%	-	
122405 Transfer To Reserve	-	\$6,884	\$6,998	\$6,998	\$6,998	0%	-	
128301 Transfer To Car Parking Reserve 27	-	\$340	\$346	\$346	\$346	0%	-	
139502 Transfer To Community Bus Reserve 24	-	\$1,608	\$1,635	\$1,635	\$1,635	0%	-	
133302 Transfer To Disaster Reserve 35	-	\$641	\$652	\$652	\$652	0%	-	
<b>Sub Total - TRANSFER TO OTHER COUNCIL FUNDS</b>	-	<b>\$53,917</b>	<b>\$158,791</b>	<b>\$158,791</b>	<b>\$158,791</b>	<b>\$0</b>	<b>\$0</b>	
<b>INCOME - TRANSFERS FROM RESERVE</b>								
068401 Transfer From Reserve Pml	-	-	(\$35,000)	(\$35,000)	(\$35,000)	0%	-	
113402 Transfer From Reserve	-	-	(\$13,198)	(\$13,198)	(\$13,198)	0%	-	
127401 Transfer From Reserve Plant Replacement	-	-	(\$155,000)	(\$155,000)	(\$155,000)	0%	-	
122504 Transfer From Reserve - Greenhills Projects	-	-	(\$20,000)	(\$20,000)	(\$20,000)	0%	-	
122503 Transfer From Reserve - Roads Reserve 49	-	-	(\$110,000)	(\$110,000)	(\$110,000)	0%	-	
<b>Total - TRANSFER FROM OTHER COUNCIL FUNDS</b>	-	-	<b>(\$333,198)</b>	<b>(\$333,198)</b>	<b>(\$333,198)</b>	-	-	
<b>Total - FUND TRANSFER</b>	-	<b>\$53,917</b>	<b>(\$174,407)</b>	<b>(\$174,407)</b>	<b>(\$174,407)</b>	<b>\$0</b>	<b>\$0</b>	
000000 (Surplus) / Deficit - Carried Forward	(\$2,273,332)	(\$2,414,313)	(\$2,273,332)	(\$2,414,315)	(\$2,414,315)	0%	-	FACR 1 - There was a material variation to the estimated carried forward surplus compared to the budget. The additional funds are proposed to fund the following variations.
<b>Sub Total - SURPLUS C/FWD</b>	<b>(\$2,273,332)</b>	<b>(\$2,414,313)</b>	<b>(\$2,273,332)</b>	<b>(\$2,414,315)</b>	<b>(\$2,414,315)</b>			
<b>Total - SURPLUS</b>	<b>(\$2,273,332)</b>	<b>(\$2,414,313)</b>	<b>(\$2,273,332)</b>	<b>(\$2,414,315)</b>	<b>(\$2,414,315)</b>			
<b>LIABILITY LOANS</b>								
<b>EXPENDITURE</b>								
111303 Principal On Loans	\$30,115	\$60,229	\$60,229	\$60,229	\$60,229	0%	-	
113308 Loan Redemption Principal - Forrest Oval Redevelopment	\$55,445	\$54,658	\$110,890	\$110,890	\$110,890	0%	-	
118311 Principal Repayments - Archive Centre	\$6,590	\$6,510	\$13,180	\$13,180	\$13,180	0%	-	
127305 Loan Principal Repayments - Plant Purchases	\$24,839	\$24,664	\$49,678	\$49,678	\$49,678	0%	-	
<b>Sub Total - LOAN REPAYMENTS</b>	<b>\$116,989</b>	<b>\$146,061</b>	<b>\$233,977</b>	<b>\$233,977</b>	<b>\$233,977</b>			
<b>Total - NON CURRENT LIABILITIES</b>	<b>\$116,989</b>	<b>\$146,061</b>	<b>\$233,977</b>	<b>\$233,977</b>	<b>\$233,977</b>		<b>\$0</b>	
000000 Depredation Written Back	(\$1,292,182)	(\$1,454,189)	(\$2,584,364)	(\$2,584,364)	(\$2,584,364)	0%	-	
000000 Book Value of Assets Sold Written Back	(\$122,509)	-	(\$245,018)	(\$245,018)	(\$245,018)	0%	-	
000000 Long Service Leave - Cash at Bank Reserve 6 (increase)/decrease	-	(\$9,252)	-	-	-	-	-	
<b>Sub Total - DEPRECIATION WRITTEN BACK</b>	<b>(\$1,414,691)</b>	<b>(\$1,463,440)</b>	<b>(\$2,829,382)</b>	<b>(\$2,829,382)</b>	<b>(\$2,829,382)</b>			

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
FURNITURE & EQUIPMENT								
GOVERNANCE								
CAPITAL EXPENDITURE								
043142 Furniture & Equipment Admin	\$1,000	-	\$10,000	\$10,000	\$10,000	0%	-	
Sub Total - CAPITAL WORKS	\$1,000	-	\$10,000	\$10,000	\$10,000		-	
Total - GOVERNANCE	\$1,000	-	\$10,000	\$10,000	\$10,000		\$0	
FURNITURE & EQUIPMENT								
RECREATION AND CULTURE								
EXPENDITURE								
113322 Gym Equipment - Forrest Oval	-	-	\$5,000	\$5,000	\$5,000	0%	-	
113349 Recreation Convention Centre Furniture and Equipment	-	-	\$10,000	\$10,000	\$10,000	0%	-	
122303 Street Furniture	-	\$3,623	-	\$3,623	\$3,623	0%	-	FACR 1 - Main Street Telephone Box upgrades budgeted in 2018/19 only partially completed prior to year end. No carry forward budget was allocated in 2019/20.
132301 Christmas Improvements - Avon Tce	\$5,000	-	\$10,000	\$10,000	\$10,000	0%	-	
Sub Total - CAPITAL WORKS	\$5,000	\$3,623	\$25,000	\$28,623	\$28,623		-	
Total - RECREATION AND CULTURE	\$5,000	\$3,623	\$25,000	\$28,623	\$28,623	\$0	\$0	
Total - FURNITURE AND EQUIPMENT	\$6,000	\$3,623	\$35,000	\$38,623	\$38,623		\$0	
LAND AND BUILDINGS								
GOVERNANCE								
EXPENDITURE								
043141 Administration Centre	\$13,000	\$7,601	\$130,000	\$130,000	\$130,000	0%	-	
Sub Total - CAPITAL WORKS	\$13,000	\$7,601	\$130,000	\$130,000	\$130,000		-	
TOTAL - GOVERNANCE	\$13,000	\$7,601	\$130,000	\$130,000	\$130,000		\$0	

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
LAND AND BUILDINGS				-				
WELFARE				-				
EXPENDITURE				-				
68302 Pioneer Memorial Lodge	-	-	\$35,000	\$35,000	\$35,000	0%	-	
Sub Total - CAPITAL WORKS	-	-	\$35,000	\$35,000	\$35,000		-	
Total - WELFARE	-	-	\$35,000	\$35,000	\$35,000	\$0	\$0	
RECREATION AND CULTURE				-				
EXPENDITURE				-				
113029 Town Hall Building	-	\$1,850	\$127,336	\$132,336	\$132,336	0%	-	FACR 1 - Prior to installation of lighting in the Town Hall as part of the Regional Venues Improvement Funding project some preliminary electrical works are required.
113325 Grey St Park	-	-	\$25,000	\$25,000	\$25,000	0%	-	
118300 Residency Museum	-	\$13,612	\$43,101	\$43,101	\$43,101	0%	-	
Sub Total - CAPITAL WORKS	-	\$15,462	\$195,437	\$200,437	\$200,437		-	
Total - RECREATION AND CULTURE	-	\$15,462	\$195,437	\$200,437	\$200,437		\$0	
LAND AND BUILDINGS				-				
143304 Depot	-	-	\$31,000	\$31,000	\$31,000	0%	-	
Sub Total - CAPITAL WORKS	-	-	\$31,000	\$31,000	\$31,000		-	
Total - TRANSPORT	-	-	\$31,000	\$31,000	\$31,000		\$0	
Total - LAND AND BUILDINGS	\$13,000	\$23,063	\$391,437	\$396,437	\$396,437		\$0	
PLANT AND EQUIPMENT				-				
GOVERNANCE				-				
EXPENDITURE				-				
042339 Administration Executive Vehides	\$40,200	-	\$134,000	\$134,000	\$134,000	0%	-	
Sub Total - CAPITAL WORKS	\$40,200	-	\$134,000	\$134,000	\$134,000		-	
Total - GOVERNANCE	\$40,200	-	\$134,000	\$134,000	\$134,000		\$0	

SHIRE OF YORK BUDGET 2019/20					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
LAW ORDER & PUBLIC SAFETY				-				
EXPENDITURE				-				
051336 Plant and Equipment Fire Brigades	\$10,000	-	\$10,000	\$482,649	\$482,649	0%	-	FACR 1 - Corresponding capital expense for the replacement of the Greenhills Bushfire Brigade Truck received in July 2019.
Sub Total - CAPITAL WORKS	\$10,000	-	\$10,000	\$482,649	\$482,649		-	
Total - LAW ORDER & PUBLIC SAFETY	\$10,000	-	\$10,000	\$482,649	\$482,649		\$0	
PLANT AND EQUIPMENT				-				
HEALTH				-				
EXPENDITURE				-				
077305 Plant And Equipment Capital	-	-	\$26,000	\$26,000	\$26,000	0%	-	
Sub Total - CAPITAL WORKS	-	-	\$26,000	\$26,000	\$26,000		-	
Total - HEALTH	-	-	\$26,000	\$26,000	\$26,000	\$0	\$0	
PLANT AND EQUIPMENT				-				
TRANSPORT				-				
EXPENDITURE				-				
127304 Plant Purchases Capital	\$123,255	\$750	\$456,500	\$456,500	\$456,500	0%	-	
Sub Total - CAPITAL WORKS	\$123,255	\$750	\$456,500	\$456,500	\$456,500		-	
Total - TRANSPORT	\$123,255	\$750	\$456,500	\$456,500	\$456,500		\$0	
PLANT AND EQUIPMENT				-				
ECONOMIC SERVICES				-				
EXPENDITURE				-				
139303 Plant & Equipment	-	\$18,894	\$37,000	\$37,000	\$37,000	0%	-	
Sub Total - CAPITAL WORKS	-	\$18,894	\$37,000	\$37,000	\$37,000		-	

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2 YEAR ENDING PROJECTED	VARIANCE to BUDGET	(FAVOURABLE)/ UNFAVOURABLE VAR.	COMMENT
Total - ECONOMIC SERVICES	-	\$18,894	\$37,000	\$37,000	\$37,000	-	-	
Total - PLANT AND EQUIPMENT	\$173,455	\$19,644	\$663,500	\$1,136,149	\$1,136,149	\$0		
INFRASTRUCTURE								
ROAD CONSTRUCTION								
122400 Roads To Recovery Projects	-	\$81,925	\$661,868	\$661,868	\$661,868	0%	-	FACR 1 - Due to a change of scope for the York-Tammin Road project, a budget increase is required. This increase is supported by additional funding.
122401 Regional Road Group Projects	\$109,969	\$380,416	\$549,847	\$630,244	\$630,244	0%	-	
122402 Municipal Road Construction Projects	\$300,960	\$60,354	\$836,000	\$836,000	\$836,000	0%	-	
122403 Municipal Footpath Construction Projects	\$76,128	\$58,546	\$143,638	\$143,638	\$143,638	0%	-	
122404 Municipal Bridge Construction Projects	-	\$5,408	\$55,000	\$55,000	\$55,000	0%	-	
122407 Blackspot Projects	\$12,920	-	\$34,000	\$34,000	\$34,000	0%	-	
122411 Townsite Drainage	-	\$93,251	\$230,000	\$230,000	\$230,000	0%	-	
122412 Asset Renewals - Gravel Sheeting/School Bus Routes	\$60,000	\$148,812	\$200,000	\$200,000	\$200,000	0%	-	
Sub Total - CAPITAL WORKS	\$559,978	\$828,711	\$2,710,353	\$2,790,750	\$2,790,750	-		
Total - ROADS	\$559,978	\$828,711	\$2,710,353	\$2,790,750	\$2,790,750	\$0		
Total - INFRASTRUCTURE ASSETS ROAD RESERVES	\$559,978	\$828,711	\$2,710,353	\$2,790,750	\$2,790,750	\$0		
INFRASTRUCTURE - RECREATION FACILITIES								
112302 Swimming Pool	-	\$4,000	\$75,000	\$75,000	\$75,000	0%	-	
113302 Avon Park Infrastructure	\$211,702	\$61,459	\$705,672	\$705,672	\$725,672	3%	20,000	Due to tender prices received, the budget estimate for the Avon Park Project increased to \$754,563. This includes \$38,886 to fund the installation of a new reticulation system not originally included within the scope of the project. Officers are proposing at this time to increase the budget by \$20,000 only. This is due to the expectation that based on year to date expenditure, savings can still be achieved from the use of Shire labour or reduced need for contingency funding. These variations will be addressed during the third quarter FACR.
113311 Cricket Pitch Covers	-	-	-	\$10,000	\$10,000	0%	-	FACR 1 - Cricket pitch cover requires replacement due to irreparable damage.
113367 War Memorial Park	-	\$1,095	\$13,198	\$13,198	\$13,198	0%	-	
113331 Forrest Oval Precinct Infrastructure	-	-	\$78,520	\$78,520	\$90,332	15%	11,812	Funds budgeted of \$15,320 for YRCC turf and reticulation on the west side to be reallocated to installation of reticulation on Bowling Greens. The total project cost was higher than the original budget allocation. This shortfall has been offset by a 50% contribution from the York Bowling Club.
113335 Heritage Trails Infrastructure	\$143,785	\$18,517	\$143,785	\$143,785	\$143,785	0%	-	
113318 Regional Skate Park	-	\$2,313	\$350,000	\$350,000	\$350,000	0%	-	

 <b>SHIRE OF YORK BUDGET 2019/20</b>					2019/20 MID YEAR BUDGET REVIEW			
Descriptions	YTD Budget 31/12/2019	Actuals as at 31/12/2019	ADOPTED BUDGET	CURRENT BUDGET	FACR 2	VARIANCE	(FAVOURABLE)/	COMMENT
					YEAR ENDING PROJECTED	to BUDGET	UNFAVOURABLE VAR.	
Sub Total - CAPITAL WORKS	\$355,487	\$87,383	\$1,366,175	\$1,376,175	\$1,407,987		\$31,812	
Total - RECREATION FACILITIES	\$355,487	\$87,383	\$1,366,175	\$1,376,175	\$1,407,987		\$31,812	
Total - INFRASTRUCTURE ASSETS - REC FACILITIES	\$355,487	\$87,383	\$1,366,175	\$1,376,175	\$1,407,987		\$31,812	
INFRASTRUCTURE ASSETS - OTHER								
Total - COMMUNITY AMENITIES	-	-	-	-	\$0		\$0	
132304 Area Promotion Infrastructure	\$30,000	\$20,044	\$30,000	\$30,000	\$30,000	0%	-	
132305 Area Promotion - CBD Infrastructure	-	\$6,359	-	\$6,359	\$6,359	0%	-	FACR 1 - Alfresco works in Avon Terrace were only partially completed prior to 2018/19 year end. No carry forward budget was allocated in 2019/20.
Sub Total - CAPITAL WORKS	\$30,000	\$26,403	\$30,000	\$36,359	\$36,359		-	
Total - TOURISM & AREA PROMOTION	\$30,000	\$26,403	\$30,000	\$36,359	\$36,359		\$0	
Total - INFRASTRUCTURE ASSETS - OTHER	\$30,000	\$26,403	\$30,000	\$36,359	\$36,359		\$0	



 <b>SHIRE OF YORK</b> <b>CAPITAL EXPENDITURE</b> <b>2019/20 FINANCE AND COSTING REVIEW - QUARTER 2</b>					
COA	Description	Adopted Budget 2019/20	YTD Actuals 2019/20	FACR Qtr1	FACR Qtr2
<b>Furniture and Equipment</b>		<b>\$35,000</b>	<b>\$3,623</b>	<b>\$38,623</b>	<b>\$38,623</b>
043142	Administration Furniture and Equipment	\$10,000	-	\$10,000	\$10,000
113322	Gym Equipment	\$5,000	-	\$5,000	\$5,000
113349	YRCC Equipment	\$10,000	-	\$10,000	\$10,000
122303	Street Furniture	-	\$3,623	\$3,623	\$3,623
132301	Christmas Improvements	\$10,000	-	\$10,000	\$10,000
<b>Plant and Equipment</b>		<b>\$663,500</b>	<b>\$77,144</b>	<b>\$1,136,149</b>	<b>\$1,136,149</b>
042339	Administration Vehicles	\$134,000	\$37,086	\$134,000	\$134,000
051336	Bushfire Plant and Equipment	\$10,000	-	\$482,649	\$482,649
077305	Health Vehicles	\$26,000	\$10,904	\$26,000	\$26,000
127304	Works Plant and Equipment	\$456,500	-	\$456,500	\$456,500
139303	Standpipe Equipment	\$37,000	\$29,154	\$37,000	\$37,000
<b>Buildings</b>		<b>\$466,437</b>	<b>\$79,182</b>	<b>\$471,437</b>	<b>\$471,437</b>
043141	Administration Building Renewals	\$130,000	\$26,364	\$130,000	\$130,000
068302	Pioneer Memorial Lodge Capital	\$35,000	-	\$35,000	\$35,000
112302	Swimming Pool	\$75,000	\$27,050	\$75,000	\$75,000
113029	Town Hall Building Capital	\$127,336	\$1,850	\$132,336	\$132,336
113325	Grey Street Park Capital	\$25,000	-	\$25,000	\$25,000
118300	Residency Museum Capital	\$43,101	\$23,918	\$43,101	\$43,101
143304	Depot Capital	\$31,000	-	\$31,000	\$31,000
<b>Infrastructure - Roads</b>		<b>\$2,710,353</b>	<b>\$966,714</b>	<b>\$2,790,750</b>	<b>\$2,790,750</b>
<b>122400</b>	<b>Roads To Recovery Projects</b>	<b>\$661,868</b>	<b>\$184,385</b>	<b>\$661,868</b>	<b>\$661,868</b>
700201	Mannavale Road - R2R Project	\$111,868	\$16,032	\$111,868	\$111,868
70161	Greenhills South Road Gravel - R2R Project	\$470,000	\$129,344	\$470,000	\$470,000
705001	Waterfall Road - R2R	\$45,000	-	\$45,000	\$45,000
709201	Tenth Road - Roads To Recovery 2018/19	\$35,000	\$39,009	\$35,000	\$35,000
<b>122401</b>	<b>Regional Road Group Projects</b>	<b>\$549,847</b>	<b>\$386,945</b>	<b>\$630,244</b>	<b>\$630,244</b>
700114	Rrg - York-Tammin Road 2019/20	\$160,847	\$1,286	\$241,244	\$241,244
702801	Knotts Rd Reconstruct - Rrg 2018/19	\$389,000	\$385,659	\$389,000	\$389,000
<b>122402</b>	<b>Municipal Road Construction Projects</b>	<b>\$836,000</b>	<b>\$60,436</b>	<b>\$836,000</b>	<b>\$836,000</b>
various	<i>WANDRRA Projects Cyclone Joyce</i>				
7002	Mannavale Road	-	\$1,722	-	-
7012	Talbot West Road	-	\$161	-	-
7040	Allen Road	\$67,500	-	\$67,500	\$67,500
7026	Bogling Road	\$6,000	\$2,764	\$6,000	\$6,000
7043	Cameron Road Gravel	\$82,500	\$8,095	\$82,500	\$82,500
7038	Cubbine Road	\$27,000	-	\$27,000	\$27,000
7008x	Doodenanning Road Gravel/Seal	\$27,000	-	\$27,000	\$27,000
7150	Greenhills Road	\$19,500	-	\$19,500	\$19,500
7016	Greenhills South Road Gravel	\$61,500	\$44,320	\$61,500	\$61,500
7080	Halbert Road	\$16,500	-	\$16,500	\$16,500
7006	Quellington Road	\$15,000	-	\$15,000	\$15,000
7059	Warding Dam Road - Gravel	\$13,500	\$769	\$13,500	\$13,500
7025	Lennards Road Gravel	-	\$1,029	-	-
various	<i>Other Projects</i>				
7008	Doodenanning Road Gravel/Seal	\$120,000	\$1,576	\$120,000	\$120,000
7089	Avon Terrace Access and Inclusion Improvements	\$50,000	-	\$50,000	\$50,000
various	Safety Improvements	\$110,000	-	\$110,000	\$110,000
various	Reseals, Kerbing and Drainage	\$100,000	-	\$100,000	\$100,000
7909	Tree Pruning	\$120,000	-	\$120,000	\$120,000
<b>122403</b>	<b>Municipal Footpath Construction Projects</b>	<b>\$143,638</b>	<b>\$70,538</b>	<b>\$143,638</b>	<b>\$143,638</b>
various	York Townsites - Footpaths and Street trees	\$100,000	-	\$100,000	\$100,000
2099	Joaquina Street Footpath Construction	\$38,638	\$63,182	\$38,638	\$38,638
2129	Clifford Street Footpath Construction	-	\$7,356	-	-
various	Street Trees	\$5,000	-	\$5,000	\$5,000
<b>122404</b>	<b>Municipal Bridge Construction Projects</b>	<b>\$55,000</b>	<b>\$5,408</b>	<b>\$55,000</b>	<b>\$55,000</b>
various	Preventative Maintenance and Renewal Programme	\$55,000	\$5,408	\$55,000	\$55,000
<b>122407</b>	<b>Blackspot Projects</b>	<b>\$34,000</b>	<b>-</b>	<b>\$34,000</b>	<b>\$34,000</b>
	Talbot West/Luelf Rd Intersection	\$34,000	-	\$34,000	\$34,000
<b>122411</b>	<b>Townsite Drainage</b>	<b>\$230,000</b>	<b>\$103,238</b>	<b>\$230,000</b>	<b>\$230,000</b>
various	Townsite Drainage Renewals	\$80,000	-	\$80,000	\$80,000
various	Shoulder and Table Drains	\$150,000	-	\$150,000	\$150,000
700202	Mannavale Road - Drainage 2019/20	-	\$10,487	-	-
700301	Talbot Road - Drainage 2019/20	-	\$249	-	-
700607	Quellington Road - Drainage 2019/20	-	\$15,995	-	-

COA	Description	Adopted Budget 2019/20	YTD Actuals 2019/20	FACR Qtr1	FACR Qtr2
700802	Doodenanning Road Drainage 2019/20	-	\$13,291	-	-
700906	Top Beverley Road - Drainage 2019/20	-	\$7,916	-	-
701003	Mokine Road - Shoulders And Drainage 2019/20	-	\$15,476	-	-
701212	Talbot West Road - Drainage 2019/20	-	\$11,940	-	-
701902	Quaien West Road - Shoulders And Drainage 19/20	-	\$8,679	-	-
709001	Ulster Road - Shoulders And Drainage 19/20	-	\$2,161	-	-
709202	Tenth Road - Shoulders And Drainage 19/20	-	\$3,134	-	-
710501	Henry Road - Shoulders And Drainage 19/20	-	\$3,107	-	-
710701	Bland Road - Shoulders And Drainage 19/20	-	\$4,221	-	-
710801	Carter Road - Shoulders And Drainage 2019/20	-	\$3,853	-	-
71572	Pool Street Drainage	-	\$2,729	-	-
<b>122412</b>	<b>Asset Renewals - Gravel Resheeting</b>	<b>\$200,000</b>	<b>\$155,763</b>	<b>\$200,000</b>	<b>\$200,000</b>
70116	Ovens Road Gravel - Asset Renewals	\$40,000	\$1,244	\$40,000	\$40,000
70156	Boyeroutty Road - Asset Renewals	\$40,000	\$32,145	\$40,000	\$40,000
70356	Mackie Road - Asset Renewals	\$25,000	\$28,320	\$25,000	\$25,000
70406	Allen Road Gravel - Asset Renewals	\$25,000	\$24,953	\$25,000	\$25,000
70516	Ashworth Road - Asset Renewals	\$15,000	\$19,524	\$15,000	\$15,000
70616	Flea Pool Road - Asset Renewals	\$40,000	\$32,176	\$40,000	\$40,000
70846	Club Hotel Road - Asset Renewals	\$15,000	-	-	-
70366	Quonamining Road - Asset Renewals	-	\$17,400	\$15,000	\$15,000
<b>Infrastructure - Other</b>		<b>\$1,321,175</b>	<b>\$189,465</b>	<b>\$1,337,534</b>	<b>\$1,369,346</b>
113302	Avon Park Infrastructure	\$705,672	\$112,721	\$705,672	\$725,672
113311	Cricket Pitch Cover	-	-	\$10,000	\$10,000
113318	Skate Park Construction	\$350,000	\$2,313	\$350,000	\$350,000
113331	Forrest Oval Security	\$63,200	-	\$63,200	\$63,200
113331	YRCC Turf and Reticulation	\$15,320	-	\$15,320	-
113331	Bowling Greens Reticulation	-	\$27,132	-	\$27,132
113335	Heritage Trails	\$143,785	\$19,528	\$143,785	\$143,785
113367	War Memorial	\$13,198	\$1,095	\$13,198	\$13,198
132304	Area Promotion Infrastructure - RV Park Relocation	\$30,000	\$20,318	\$30,000	\$30,000
132305	Area Promotion Infrastructure - Avon Terrace Alfresco	-	\$6,359	\$6,359	\$6,359
<b>Total Capital Budget</b>		<b>\$5,196,465</b>	<b>\$1,316,128</b>	<b>\$5,774,493</b>	<b>\$5,806,305</b>



Grants Register 2019/20

FACR - Qtr 2

COA	Grants and Contributions	Grant Provider	Adopted Budget	Current Budget	YTD Actual 31/12/19	Acquittal/ Completion date	Comments
032260	Financial Assistance Grants - General Purpose		0 \$ 424,110 \$	401,714 \$	200,856	Not required	Untied funding paid in quarterly instalments from the Commonwealth Government
032270	Financial Assistance Grants - Local Roads	WA Local Government Grants Commission	\$ 294,072 \$	289,477 \$	144,738	Not required	Paid in quarterly instalments
051220	Emergency Services Levy Grants	Department of Fire and Emergency Services	\$ 48,120 \$	48,120 \$	15,424	31/08/2020	Paid in quarterly instalments
051236	Bushfire Risk Mitigation Activity Fund	Department of Fire and Emergency Services	\$ - \$	481,250 \$	240,625	15/06/2020	Invoiced 50% Dec 2019
125201	Street Lighting Subsidy	Main Roads WA	\$ 6,700 \$	6,700 \$	-	30/06/2020	Claim to be submitted June 2020
125202	Direct Road Grant	Main Roads WA	\$ 142,000 \$	151,030 \$	151,030	30/06/2020	Received in full
132269	YorKids 2020	Healthway	\$ 36,000 \$	36,000 \$	-	30/06/2020	Applications submitted
138201	Earthquake Risk Mitigation						
<b>Operating Grants and Contributions</b>			<b>\$ 951,002 \$</b>	<b>\$ 1,414,291 \$</b>	<b>\$ 752,673</b>		
051225	DFES Capital Grants - Greenhills Fire Truck	Department of Fire and Emergency Services	\$ - \$	472,649 \$	472,649	31/08/2020	Transfer of ownership occurred July 2019
113229	Avon park Upgrades	Lotterywest	\$ 366,000 \$	366,000 \$	-	30/06/2020	
113229	Skate Park Construction	Department of Infrastructure, Regional Development and Cities	\$ 350,000 \$	350,000 \$	-	30/06/2020	YTD Exp \$83,704
113273	Heritage Trails - Greenhills	Lotterywest	\$ 56,237 \$	56,237 \$	16,151	30/06/2020	Progress payment received - YTD Exp \$19,528
113273	Heritage Trails - Greenhills	Bendigo Bank and Greenhills Progress Assoc	\$ 7,548 \$	7,548 \$	-	30/06/2020	Cash contributions to project from Bendigo Bank and GPA
121202	Roads to Recovery	Department of Infrastructure	\$ 396,868 \$	396,868 \$	400,000	31/10/2020	YTD Exp \$130,882
125203	Regional Road Group Projects	Main Roads WA	\$ 242,817 \$	321,669 \$	164,354	30/06/2020	Change in scope to York-Tammin Rd project - YTD Exp \$386,945
125210	WANDRRA Cyclone Joyce	Main Roads WA	\$ 252,000 \$	252,000 \$	-	30/06/2020	
<b>Non-operating Grants and Contributions</b>			<b>\$ 1,671,470 \$</b>	<b>\$ 2,222,971 \$</b>	<b>\$ 1,053,154</b>		

### 7.3 COMPLIANCE AUDIT RETURN 2019

<b>File Number:</b>	<b>FI.FRP.5</b>
<b>Author:</b>	<b>Suzie Haslehurst, Executive Manager, Corporate &amp; Community Services</b>
<b>Authoriser:</b>	<b>Suzie Haslehurst, Executive Manager, Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>N/A</b>
<b>Appendices:</b>	<b>1. 2019 Compliance Audit Return</b>

#### NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

#### PURPOSE OF REPORT

This report presents the Compliance Audit Return 2019 for the Audit Committee's consideration and recommendation to Council.

#### BACKGROUND

Western Australian local governments are required to complete a Compliance Audit Return (CAR) annually and submit it to the Department of Local Government and Communities (DLGSC) in accordance with the requirements of the *Local Government (Audit) Regulations 1996*, in relation to activities undertaken by the local authority in the preceding calendar year.

The return is a checklist of a local government's compliance with the requirements of the *Local Government Act 1995* (the Act) and its Regulations as approved by the Minister. The 2019 CAR content focuses on areas considered high risk. It examines whether the Council has complied with each action listed on the return under the following activities:

- Commercial Enterprises by Local Governments (5 audit questions);
- Delegation of Power / Duty (13 audit questions);
- Disclosures of Interest (19 audit questions);
- Disposal of Property (2 audit questions);
- Elections (2 audit questions);
- Finance (14 audit questions);
- Integrated Planning and Reporting (7 audit questions);
- Local Government Employees (5 audit questions);
- Official Conduct (6 audit questions);
- Optional Questions (4 audit questions);
- Tenders for providing Goods and Services (27 audit questions).

The audit questions are specific in nature and often require a yes/no response. Officers have provided further comment where appropriate.

This Compliance Audit attached at Appendix 1 to this report covers the period 1 January to 31 December 2019.

## COMMENTS AND DETAILS

The completed 2019 CAR is required to be:

- Presented for review by the Audit Committee before being presented for consideration and adoption by Council; and
- Returned to the DLGSC with a copy of the relevant Council minutes by 31 March 2020.

The Compliance Audit has been undertaken as an internal audit, sourcing evidence of compliance through the Shire's record keeping systems and where required, through additional information held within respective sections of the organisation.

A summary of areas reviewed as part of the 2019 CAR is provided below:

### Commercial Enterprises by Local Governments

No major trading undertakings or land transactions were entered into during the year.

### Delegation of Power / Duty

As required by the Local Government Act delegations are to be reviewed on an annual basis. The Delegations Manual was reviewed in December 2018 and November 2019.

### Disclosures of Interest

There was one instance of non-compliance identified during the audit period where an elected member did not submit a completed primary return within three months of election. This was noted and the return submitted one month after the deadline.

### Disposal of Property

There were no disposals of property during the audit period.

### Elections

Two questions relating to disclosure of gifts were included in the CAR given local government ordinary elections took place in October 2019.

### Finance

There were no non-compliances identified during the audit period.

### Integrated Planning and Reporting

The date of adoption of the Shire's Strategic Community Plan and Corporate Business Plan was provided along with the date of adoption of the Workforce Plan. The adoption of the Property and Transport Asset Management Plans in June 2019 was noted.

### Local Government Employees

It was noted that Council adopted a process for the recruitment of the new CEO in accordance with Regulation 18C of the *Local Government (Administration) Regulations 1996* at the July 2019 Ordinary Council Meeting and that WALGA provided a Recruitment Report at the Special Council Meeting held 8 November 2019.

### Official Conduct

There were no non-compliances identified during the audit period.

### Optional Questions

Four optional question were included in the CAR this year regarding:

- Financial management review
- Audit Regulation 17 review
- Related party information; and
- Submission of accounts to the auditors

Officers have provided answers to these questions.

### Tenders for Providing Goods and Services

There were no non-compliances identified during the audit period. All tenders were undertaken in accordance with the Act and the *Local Government (Functions and General) Regulations 1996*.

The following tenders for goods and services were advertised during the audit period:

<b>Tender #</b>	<b>Details</b>	<b>Awarded/Considered by Council</b>
T04-1819	Knotts Road Widening	27 May 2019
T05-1819	Capital Works Program – no tenders accepted	17 April 2019
T01-1920	Roadside Vegetation Clearing	16 December 2019
T02-1920	Avon Park Redevelopment	16 December 2019
T03-1920	Skate Park Construction	16 December 2019

Officers also noted that a comprehensive review of the Shire's Procurement Policy was undertaken during the audit period.

### **OPTIONS**

The Committee could choose not to recommend acceptance of the CAR and request changes to be made to the documents prior to submission. However, the CAR is required to be presented to the Audit Committee and to Council prior to submission to the DLGSC by 31 March.

### **IMPLICATIONS TO CONSIDER**

#### **Consultative**

Nil

#### **Strategic**

Strong and Effective Leadership

- 5.1 Effective and informed decision making
- 5.4 Open and accountable systems

#### **Policy Related**

G4.6 *Risk Assessment and Management*

G4.7 *Internal Control*

G4.8 *Legislative Compliance*

#### **Financial**

Nil

#### **Legal and Statutory**

##### ***Local Government (Audit) Regulations 1996***

#### **14. Compliance audits by local governments**

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*

- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
- (a) presented to the council at a meeting of the council; and*
  - (b) adopted by the council; and*
  - (c) recorded in the minutes of the meeting at which it is adopted.*

*[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]*

15. *Compliance audit return, certified copy of etc. to be given to Executive Director*

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
  - (b) any additional information explaining or qualifying the compliance audit,*

*is to be submitted to the Executive Director by 31 March next following the period to which the return relates.*

- (2) *In this regulation —*
- certified** *in relation to a compliance audit return means signed by —*
- (a) the mayor or president; and*
  - (b) the CEO.*

*[Regulation 15 inserted in Gazette 23 Apr 1999 p. 1725.]*

### **Risk Related**

Compliance (High) - The requirement to lodge an adopted Compliance Audit Return with the DLGSC is a legislative obligation. Failure to do so exposes Shire officers and Councillors to significant risk. This report and its appendices mitigate this risk.

### **Workforce**

The Compliance Audit Return has been completed in-house within existing resources.

### **VOTING REQUIREMENTS**

**Absolute Majority: No**

**COMMITTEE RECOMMENDATION****Moved: Cr Kevin Trent****Seconded: Cr Stephen Muhleisen****That the Audit Committee recommends that Council;**

- 1. Adopts the completed 2019 Compliance Audit Return, as attached to this report for certification by the Shire President and the Chief Executive Officer in accordance with Regulation 15(2) of the Local Government (Audit) Regulations 1996; and**
- 2. Requests the Chief Executive Officer to submit the 2019 Compliance Audit Return to the Departmental CEO of the Department of Local Government, Sport and Cultural Industries in accordance with Regulation 15(1) of the Local Government (Audit) Regulations 1996.**

***CARRIED: 5/0***



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

## York - Compliance Audit Return 2019

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A	No major trading undertakings entered into	Suzie Haslehurst
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A	No major land transactions entered to	Suzie Haslehurst
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A	No major land transactions entered to	Suzie Haslehurst
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A	No major trading undertakings or land transactions entered to	Suzie Haslehurst
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	No major trading undertakings or land transactions entered to	Suzie Haslehurst

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

<b>Delegation of Power / Duty</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A	No Committees with delegated authority	Suzie Haslehurst	
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Suzie Haslehurst	
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Suzie Haslehurst	
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Suzie Haslehurst	
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Suzie Haslehurst	
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Suzie Haslehurst	
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Suzie Haslehurst	
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Suzie Haslehurst	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Suzie Haslehurst	
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Suzie Haslehurst	
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Suzie Haslehurst	
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes	Reviewed December 2018	Suzie Haslehurst	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes	Summary of exercised delegations distributed to Councillors and Senior Employees on a monthly basis	Suzie Haslehurst	

<b>Disclosure of Interest</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Suzie Haslehurst	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Suzie Haslehurst	

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Suzie Haslehurst
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	Yes		Suzie Haslehurst
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A	No occurrences.	Suzie Haslehurst
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	No	There was one instance where a primary return was not submitted by an elected member within 3 months of their election.	Suzie Haslehurst
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	N/A	No new designated employees during the period.	Suzie Haslehurst
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Suzie Haslehurst
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Suzie Haslehurst
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Suzie Haslehurst
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Suzie Haslehurst
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Suzie Haslehurst
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Suzie Haslehurst
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Suzie Haslehurst
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Suzie Haslehurst

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No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Suzie Haslehurst
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Suzie Haslehurst
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Suzie Haslehurst
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Suzie Haslehurst

#### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	N/A	There were no disposals of property during the audit period.	Suzie Haslehurst
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Suzie Haslehurst

#### Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	N/A	None received	Suzie Haslehurst
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A	None received	Suzie Haslehurst

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<b>Finance</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	All elected members are members of the Audit Committee	Suzie Haslehurst
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	The Audit Committee has no delegated authority	Suzie Haslehurst
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	N/A	The Office of the Auditor General responsible for the audit.	Suzie Haslehurst
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	The Office of the Auditor General responsible for the audit.	Suzie Haslehurst
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Suzie Haslehurst
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Suzie Haslehurst
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	N/A	No matters raised.	Suzie Haslehurst
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	N/A	No matters raised.	Suzie Haslehurst
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Suzie Haslehurst
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Suzie Haslehurst
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Suzie Haslehurst

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No	Reference	Question	Response	Comments	Respondent
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Suzie Haslehurst
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Suzie Haslehurst
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Suzie Haslehurst

### Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	26 February 2018	Suzie Haslehurst
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	No		Suzie Haslehurst
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	27 June 2016	Suzie Haslehurst
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.  Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	27 June 2016	Suzie Haslehurst
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	No	Property and Transport Asset Management Plans adopted 24 June 2019. Open space and drainage plans to be developed.	Suzie Haslehurst
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	27 June 2016	Suzie Haslehurst
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	27 March 2017	Suzie Haslehurst

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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes	Resolution# 340719. OCM 29 July 2019.	Suzie Haslehurst
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes		Suzie Haslehurst
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	Yes		Suzie Haslehurst
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	Yes	WALGA Recruitment provided a report to Council at a Special Council Meeting held 8 November 2019.	Suzie Haslehurst
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A	No recruitment during the audit period.	Suzie Haslehurst

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Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A	CEO is the complaints officer.	Suzie Haslehurst
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Suzie Haslehurst
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Suzie Haslehurst
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Suzie Haslehurst
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Suzie Haslehurst
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Suzie Haslehurst



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<b>Optional Questions</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	Reviewed in 2016/17. Resolution #100517	Suzie Haslehurst
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	Reviewed in 2016/17. Resolution #070817	Suzie Haslehurst
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Suzie Haslehurst
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Suzie Haslehurst

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Suzie Haslehurst
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Suzie Haslehurst
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Suzie Haslehurst
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Suzie Haslehurst

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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Suzie Haslehurst
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Suzie Haslehurst
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Suzie Haslehurst
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Suzie Haslehurst
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Suzie Haslehurst
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Suzie Haslehurst
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	N/A	No Expressions of Interest called during the audit period.	Suzie Haslehurst
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A		Suzie Haslehurst
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A		Suzie Haslehurst
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A		Suzie Haslehurst
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	No		Suzie Haslehurst
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	No		Suzie Haslehurst
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A		Suzie Haslehurst

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No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A		Suzie Haslehurst
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Suzie Haslehurst
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A		Suzie Haslehurst
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A		Suzie Haslehurst
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A		Suzie Haslehurst
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A		Suzie Haslehurst
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	Yes		Suzie Haslehurst
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	Yes		Suzie Haslehurst
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes	Comprehensive review adopted by Council July 2019.	Suzie Haslehurst

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No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Suzie Haslehurst

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, York

\_\_\_\_\_  
Signed CEO, York

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

*Nil*

**9 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

*Nil*

**10 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

*Nil*

**11 CLOSURE**

*The Presiding Member thanked everyone for their attendance and closed the meeting at 3.11pm.*