

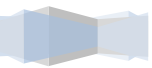


Adopted by Council Resolution:
9th August, 2012

2012/13 Consolidated Budget

Mapoon Aboriginal Shire
Council

Prepared by Administration



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Message from the CEO

This represents my first budget as CEO, and the first of the in the 4-year term of the Council.

Whilst it reflects the historical performance, this budget seeks to ensure we are able to meet our current service level demands.

Planning

At the time of producing the budget, Council have initiated a number of key strategic steps including;

- Review of the Trustee arrangements.
- Review of the Planning Scheme.
- Development of a training and economic development plan.
- Formulating a Concept Master Plan for housing and infrastructure in Mapoon.

This will potentially yield significant investment in our housing and infrastructure programs with negotiations underway to consolidate the program for the next calendar year.

Roads

Council will also be resuming Main Roads responsibilities for road service infrastructure. Included in this will be contract management of NDRRA, RMPC and other road contract management responsibilities.

We plan to address current road deficiencies and by 2013 seal the remaining section of gravel road into Mapoon.

Staffing

Strategically we are in need of a systems review and 2012 will see some investment in our HR Management Systems and Tools.

From this is expected that Council will have the appropriate policies and procedures in place to effectively handle HR demands and put us on par with Best Practice

Audit

We have performed to expectation and have maintained a course which will effectively see us return to unqualified status - particular attention has been given to reviewing our systems and procedures and we are happy with how the Audit process has gone up to 2012.

Asset Management

Council is in serious need of a Asset management system and work has commenced to bring Council in line with industry standard. 2012/13 will see a return to capital investment and changeover of obsolete equipment and vehicles.

I am happy with where we are at and confident that these next 12 months will result in positive performance for the Council.



Leon Yeatman, CEO



Budget Preface

Administration Fees

Administration Fees charged by Council against individual Grants are calculated as 10% of the **actual annual income**.

This figure represents recovery of costs for the provision of the following administrative services:

- **Accountant** (provision of financial acquittals)
- **Finance** (Purchasing and Invoicing specific to the grant)
- **Weekly payroll** processing (including management of employee files)

Direct Charges – Recurring Operational Costs

Separate to the Administration Fees charged by Council individual grants incur additional “administrative” costs to operate; expenses charged directly to grants include, but are not limited to:

- Telephone/Mobile
- IT Provision and Support
- Audit Fees
- Insurances
- Stationary/Office Supplies
- Electricity/Gas (where applicable)
- Rent
- Training Costs
- Travel and Allowances
- Vehicle Lease &/or Running Costs (including R & M)

Salaries and Wages (including training and development)

The budget currently identifies an increase to the salaries budget of 5% from the previous financial year. This allows for individual staff to be reviewed throughout the year (i.e. performance reviews).

Budget has also been identified for training and development noting that in most cases where employment is linked to specific grants minimum certification requirements are generally set by the funding body.

Asset Replacement & Maintenance 2012/13

Proposed priority asset replacement include (but may not be limited to);

1. Council Administration Building Plumbing (Copper corrosion)
2. Administration Vehicles (CEO, Mayor, DCEO)
3. Council Garbage Truck
4. Council Store Truck
5. Undercover and signed Disabled Car Parking – Wet Weather Access to both Council Administration and Store

Budget development - Tied v Untied Grants

“Tied Grants”

Individual grant budgets are formulated in the development of the grant application and set by the funding body on signing of the grant.

“Untied funding”

This funding is limited to the administration budget (625). This funding is primarily;

- Income from cost recovery of services delivered by Council (e.g.





Administration Fees, Gas Bottle Sales etc)


- Local Government funding in lieu of rates (FAG Only; FAG – Financial Assistance Grant utilised in this budget noting that SGFA (State Government Financial Assistance) is fully allocated to Councillor and administration wages.


The consolidated budget uses the following colour keys to represent;


PROGRAM AREAS


 Council Administration

 Operations

 Community Services

 Land and Sea

 Enterprise Development

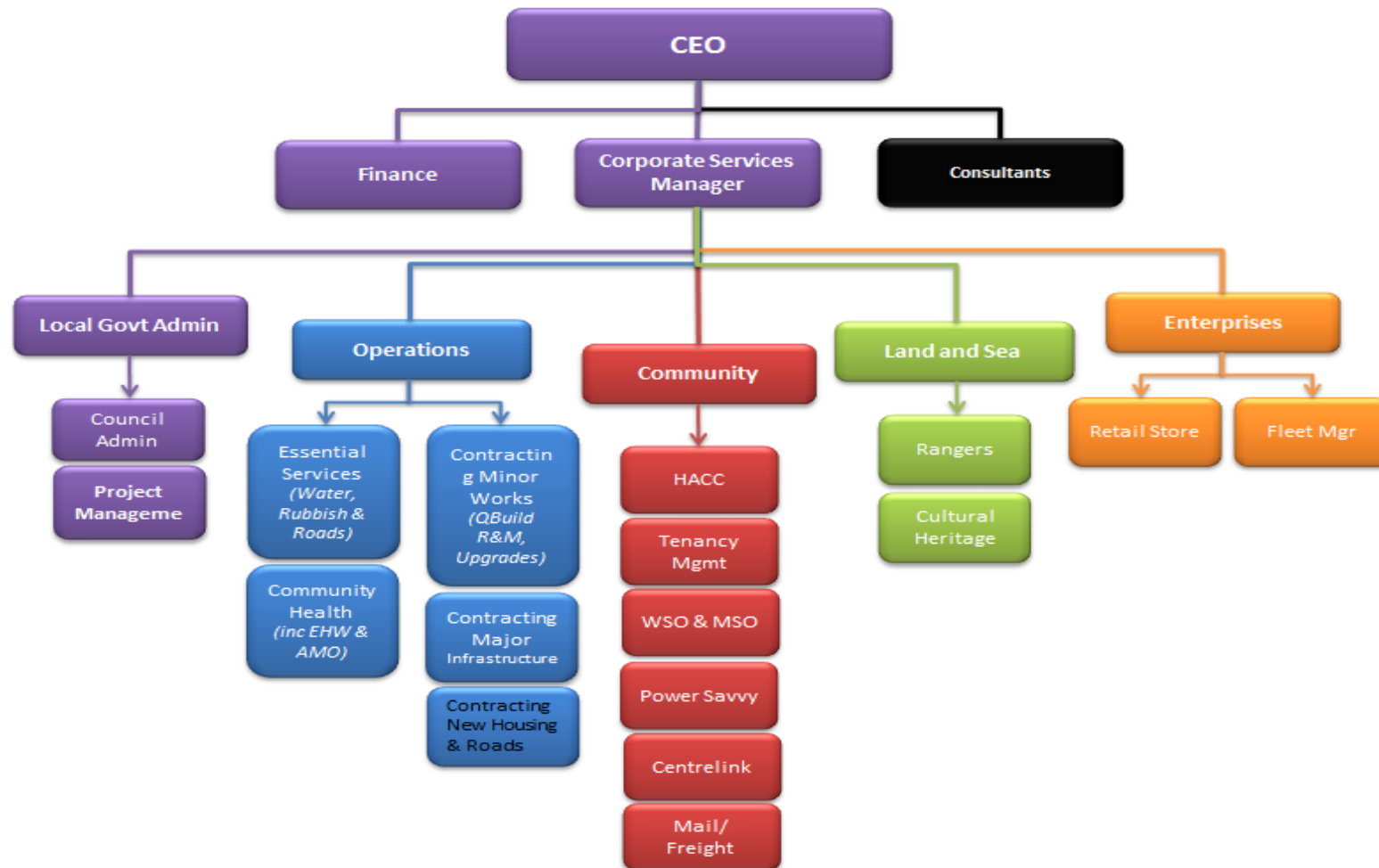
 Consultants



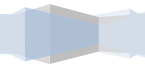
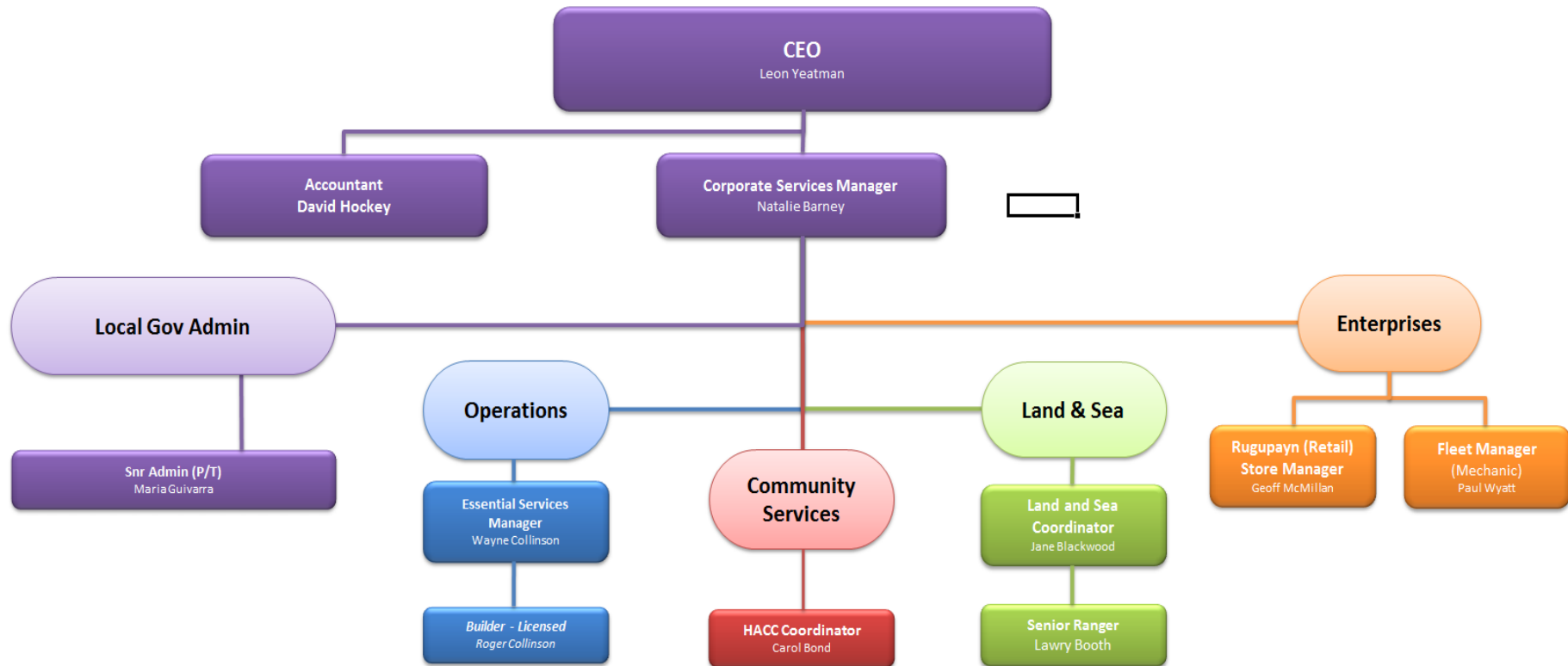
Natalie Barney, DCEO



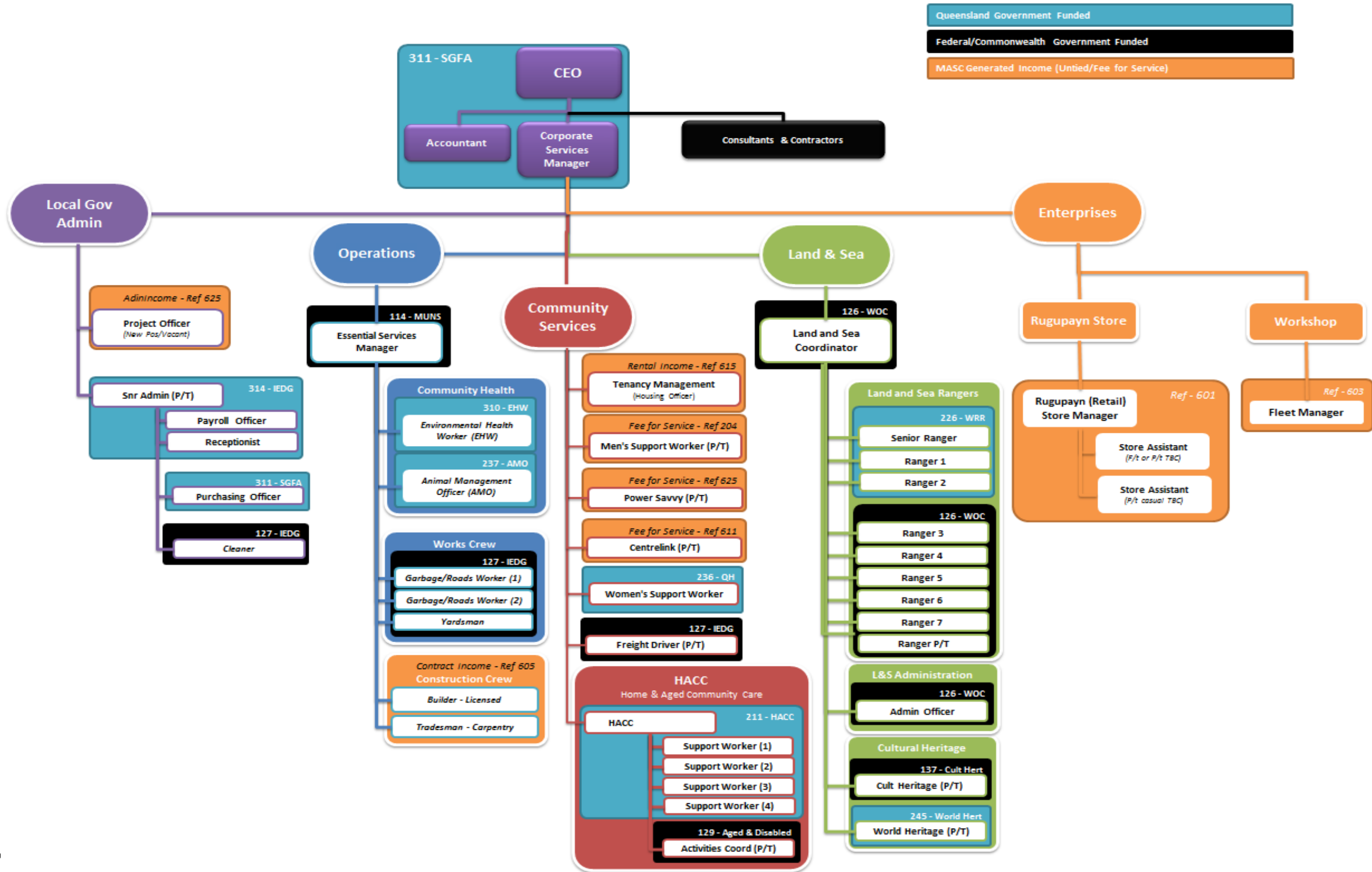
Council Organisation Chart (Diagram)



Council Senior Management Team by Area (Diagram)

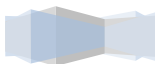
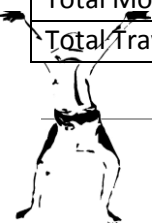


Council Organisation Chart – Position by Funding Source (Diagram)



Consolidated Budget

Mapoon Aboriginal Shire Council Consolidated Budget	
Consolidated	
Revenue	
Total Agency Fees	41,093
Total Other fees and charges	122,822
Total Rental Income	256,643
Total Admin fees & Interest	390,030
Total Construction Sales	581,662
Total Workshop Sales	144,549
Total Store Sales	1,374,656
Total Other sales	405,077
Total Other income	59,147
Total Grants, subsidies, cont, donat	5,144,068
Disposal of assets	-51,294
Total Income	7,739,378
Cost of Sales	
Total Store	1,016,067
Total Workshop	85,645
Total Direct Job Costs	177,576
Total Gas bottles	10,286
Total Other Costs	13,748
Total Cost of Sales	1,297,674
Gross Profit	6,441,704
Expenses	
Total Employment Expenses	2,909,737
Total Administration	921,747
Total Audit	61,433
Total Communications and IT	87,268
Total Power	130,488
Total Repairs & Maintenance	25,915
Total Rentals operating leases	40,294
Total Subscriptions and registration	1,577
Total Motor Vehicle Expenses	302,375
Total Travel & Accommodation	96,071

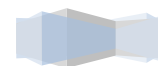


Total Direct program costs	102,282
Total Finance costs	-12,425
Total Depreciation	1,678,821
Total Capital Expenditure	819,999
Total General Expenses	
Total Expense	7,694,192
Net Profit / (Loss)	-1,252,488

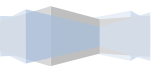


Local Government Administration (Corporate) Budget

Mapoon Aboriginal Shire Council Budget By Department	
Corporate Budget	
Income	
Total Agency Fees	26,668
Total Other fees and charges	121,497
Total Rental Income	256,142
Total Other sales	404,083
Total Other income	22,612
Total Grants, subsidies, cont, donat	3,046,991
Total Disposal of assets	-51,294
Total Income	3,487,655
Cost of Sales	
Purchases - Freight	91
Total Direct Job Costs	22,629
Total Cost of Sales	35,277
Gross Profit	220,865
Expenses	
Wages & Salaries	802,665
Total Employment Expenses	1,259,072
Total Administration	697,610
Total Audit	43,951
Total Communications and IT	47,782
Total Consultants	473,836
Total Donations	110
Total Power	83,023
Total Repairs & Maintenance	3,823
Total Rentals operating leases	9,394
Total Subscriptions and registration	1,577
Total Motor Vehicle Expenses	103,104
Total Travel & Accommodation	37,201
Total Direct program costs	11,281
Total Other materials and services	
Total Finance costs	-14,925
Total Depreciation	1,648,521
Total Capital Expenditure	386,492



Total Expense	4,791,850
Net Profit / (Loss)	-
	1,339,473
Net profit /(Loss) excluding depreciation	309,048



Major Projects Budget

Mapoon Aboriginal Shire Council Budget By Department	
Major Projects	
Income	
Total Grants, subsidies, cont, donat	195,067
Total Income	195,067
Freight Works Not Houses	539
Total Direct Job Costs	1,079
Total Cost of Sales	1,079
Gross Profit	193,988
Expenses	
Total Audit	3,400
Contractors	7,323
Total Power	19
Total Capital Expenditure	183,246
Total Expense	193,989
Net Profit / (Loss)	0



Community Services Budget

Mapoon Aboriginal Shire Council Budget By Department	
Community Services	
Income	
Total Other fees and charges	52
Total Rental Income	361
Total Other sales	994
Total Other income	-186
Total Grants, subsidies, cont, donat	884,002
Total Income	885,222
Cost of Sales	
Total Workshop	5,263
Total Direct Job Costs	4,190
Water Supply expenses	3,377
Total Cost of Sales	12,829
Gross Profit	872,393
Expenses	
Total Employment Expenses	491,407
Total Administration	72,824
Total Audit	27
Total Communications and IT	11,868
Total Consultants	5,722
Total Donations	101
Total Power	7,959
Total Repairs & Maintainence	177
Total Rentals operating leases	10,300
Total Motor Vehicle Expenses	61,556
Total Travel & Accommodation	28,169
Total Direct program costs	62,835
Total Capital Expenditure	210,261
Total Expense	963,207
Net Profit / (Loss)	-90,814



Rugapayn Community Store Budget

Mapoon Aboriginal Shire Council Budget By Department	
Store	
Income	
Total Store Sales	1,374,656
Total Income	1,374,656
Cost of Sales	
Total Cost of Sales	1,016,067
Gross Profit	358,589
Expenses	
Total Employment Expenses	199,000
Total Administration	13,500
Total Communications and IT	14,200
Total Consultants	5,000
Total Power	33,000
Total Repairs & Maintenance	8,000
Total Motor Vehicle Expenses	5,800
Total Travel & Accommodation	5,500
Total Direct program costs	470
Total Finance costs	2,500
Total Depreciation	30,300
Total Capital Expenditure	40,000
Total Expense	357,270
Net Profit / (Loss)	1,319



Fleet Management (Workshop/Mechanic) Budget

Mapoon Aboriginal Shire Council Budget By Department	
Fleet	
Income	
Total Rental Income	140
Total Workshop Sales	144,549
Total Income	144,689
Cost of Sales	
Total Workshop	79,666
Total Direct Job Costs	2,809
Total Cost of Sales	82,474
Gross Profit	62,215
Expenses	
Total Employment Expenses	57,549
Total Administration	2,259
Total Communications and IT	890
Total Power	1,058
Total Motor Vehicle Expenses	436
Total Travel & Accommodation	22
Total Direct program costs	26
Total Expense	62,241
Net Profit / (Loss)	-26



Operations Budget (Works - Construction and Road Crew)

Mapoon Aboriginal Shire Council Budget By Department	
Works	
Income	
Total Construction Sales	581,662
Total Grants, subsidies, cont, donat	30,873
Total Income	612,535
Cost of Sales	
Total Workshop	717
Total Direct Job Costs	146,869
Total Water and waste expenses	582
Total Cost of Sales	148,168
Gross Profit	464,367
Expenses	
Total Employment Expenses	316,415
Total Administration	440
Total Communications and IT	343
Total Consultants	1,022
Total Power	1,167
Total Repairs & Maintenance	13,076
Total Motor Vehicle Expenses	16,888
Total Travel & Accommodation	1,931
Total Direct program costs	15
Total Expense	351,296
Net Profit / (Loss)	113,071



Land Sea Budget (Mapoon Rangers care and monitoring of local environs)

Mapoon Aboriginal Shire Council Budget By Department	
Landsea	
Income	
Total Agency Fees	14,425
Total Other fees and charges	1,273
Total Other income	36,721
Total Grants, subsidies, cont, donat	987,135
Total Income	1,039,554
Cost of Sales	
Total Water and waste expenses	0
Total Cost of Sales	1,779
Gross Profit	1,037,775
Expenses	
Total Employment Expenses	586,293
Total Administration	135,114
Total Audit	14,055
Total Communications and IT	12,185
Total Consultants	35,387
Total Donations	110
Total Power	4,262
Total Repairs & Maintainence	839
Total Rentals operating leases	20,600
Total Motor Vehicle Expenses	114,591
Total Travel & Accommodation	23,248
Total Direct program costs	27,656
Total Expense	974,339
Net Profit / (Loss)	63,435

