



SHIRE OF MENZIES

AGENDA

**FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD ON**

24 April 2019

Commencing at 1.00pm

NAM290



**SHIRE OF MENZIES
NOTICE OF ORDINARY MEETING OF COUNCIL**

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 24 April 2019 in the Shire of Menzies Council Chambers commencing at 1pm.

Rhonda Evans
Chief Executive Officer

18 April 2019

DISCLAIMER

No responsibility whatsoever is implied or accepted by the shire of Menzies for any act or omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

FINANCIAL INTEREST

A financial interest occurs where a Councillor, or person with whom the Councillor is closely associated, has direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

Councillors should declare an interest:

- a) In a written notice given to the Chief Executive Officer (CEO) before the meeting: or
- b) At the meeting, immediately before the matter is discussed.

A member who has declared an interest must not:

- Preside at the part of the meeting relating to the matter: or
- Participate in or be present during the discussion of decision-making procedure relating to the matter unless the member is allowed to do so under Section 5.68 or 5.69 of the *Local Government Act 1995*.

**Councillor Attendance
at Shire of Menzies Council Meetings 2018/2019**

Council Meeting Date	Leave of Absence	Apologies	Electronic Attendance	Absent
22 February 2018		Cr J Dwyer Cr J Lee	Cr D Hansen	
29 March 2018				
26 April 2018		Cr D Hansen	Cr I Baird	
31 May 2018		Cr D Hansen		
28 June 2018				
6 August 2018				
30 August 2018		Cr D Hansen	Cr I Baird	
27 September 2018		Cr D Hansen Cr I Baird Cr J Dwyer		
25 October 2018			Cr D Hansen Cr I Baird	
29 November 2018			Cr J Dwyer	
13 December 2018				Cr I Baird Cr D Hansen
28 February 2019		Cr D Hansen	Cr I Baird	
28 March 20109	-	-	-	-
24 April 2019				
30 May 2019				
27 June 2019				

This page has been left intentionally blank

1	DECLARATION OF OPENING	1
2	ANNOUNCEMENT OF VISITORS.....	1
3	RECORD OF ATTENDANCE	1
4	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
5	PUBLIC QUESTION TIME.....	1
6	APPLICATIONS BY MEMBERS	1
7	DECLARATIONS OF INTEREST	1
8	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....	1
9	CONFIRMATION / RECEIVAL OF MINUTES	
9.1	CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 28 MARCH 2019 (PROVIDED UNDER SEPARATE COVER).....	1
9.2	CONFIRMATION OF MINUTES OF THE YOUTH ADVISORY COMMITTEE HELD ON 26 MARCH 2019 (PROVIDED UNDER SEPARATE COVER).....	2
10	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	2
11	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	
11.1	PRESIDENTS REPORT FOR MONTH OF MARCH 2019	2
12	REPORTS OF OFFICERS	
12.1	HEALTH BUILDING AND TOWN PLANNING	
12.1.1	HEALTH AND BUILDING REPORT FOR THE MONTH	3
12.2	FINANCE AND ADMINISTRATION	
12.2.1	STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH	9
12.2.2	MONTHLY LISTING OF PAYMENTS FOR THE MONTH	62
12.2.3	REQUEST FOR RATE WRITE OFF	69
12.2.4	RISK MANAGEMENT POLICY	73
12.3	WORKS AND SERVICES	
12.3.1	WORKS REPORT FOR THE MONTH.....	77
12.3.2	TENDER ASSESSMENT RFT RRG-2018	79
12.4	COMMUNITY DEVELOPMENT	
12.4.1	COMMUNITY DEVELOPMENT REPORT FOR THE MONTH.....	105
12.5	MANAGEMENT AND POLICY	
12.5.1	ACTIONS PERFORMED UNDER DELEGATIONS FOR THE MONTH.....	110
13	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN 113	
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	113
15	NEXT MEETING.....	113
16	CLOSURE OF MEETING	113

1 DECLARATION OF OPENING

The Shire President declared the meeting open at

2 ANNOUNCEMENT OF VISITORS

The Shire President welcomed visitors <name of visitors>

3 RECORD OF ATTENDANCE

Present

Councillors:	Cr G Dwyer	Shire President
	Cr I Baird	Deputy Shire President
	Cr K Mader	
	Cr I Tucker	
	Cr J Dwyer	
	Cr J Lee	
	Cr D Hansen	

Staff:	Mrs R Evans	Chief Executive Officer
	Mrs J Taylor	Manager Finance and Administration
	Ms K Tucker	Executive Assistant

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

There were no questions taken on notice at the previous meeting.

5 PUBLIC QUESTION TIME

6 APPLICATIONS BY MEMBERS

7 DECLARATIONS OF INTEREST

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

9 CONFIRMATION / RECEIVAL OF MINUTES

9.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 28 MARCH 2019 (Provided under Separate Cover)

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

That the minutes of the Ordinary Meeting of Council held on Thursday 28 March 2019 be confirmed as a true and correct record.

Carried /

9.2 CONFIRMATION OF THE MINUTES OF THE YOUTH ADVISORY COMMITTEE HELD ON TUESDAY 26 MARCH 2019

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

That the minutes of the Ordinary Meeting of Council held on Thursday 28 March 2019 be confirmed as a true and correct record.

Carried /

The Youth Advisory Committee have completed it's purpose and functions. Therefore this is the receipt of the final minutes of the committee.

10 PETITIONS / DEPUTATIONS / PRESENTATIONS

A presentation will be made by Outback Graves Markers co-founder Alex Aitken.

11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11.1 PRESIDENTS REPORT FOR MONTH OF MARCH 2019

To be presented at the Ordinary Council Meeting 24 April 2019.

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

That the President's Report for the month of March 2019 be received.

Carried /

12. REPORTS OF OFFICERS

12.1 HEALTH BUILDING AND TOWN PLANNING

12.1.1 Report of Health and Building for the month of March 2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	PUB.860.1/NAM285
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	15 April 2019
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.1.1-1 Maintenance and upgrade items.
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the report of the Environmental Health Officer for the month of March 2019

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

This report is for the information of Council. It identifies matters addressed by the Environmental Health Officer for the month of March 2019.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

STATUTORY AUTHORITY:

Building Act 2011

Public Health Act 2016

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP97 – Council unable to fill the position of Authorised Officer under the Public Health Act 2016.

BACKGROUND:

The Shire contracts the services of an Environmental Health Officer (EHO) for two days per month. The Officer is available for consultation at all times, and attends the administration offices once per month to meet with the Chief Executive Officer.

COMMENT:

The following is a report of the monthly activities extracted from the report to the Chief Executive Officer from David Hadden, Environmental Health Officer.

Health

Met with the proprietor of the Station Stay at Moripoi Station to further discuss the merits of developing a nature based camping area to replace the existing station stay business. Indications are that a development application will be forthcoming.

Building

Undertook building maintenance inspections of Council housing and public buildings and provided a report listing maintenance items, and items for budget consideration (as attached).

Items on the list shown with an * indicates items previously identified and awaiting tradesmen to complete.

Quotes are being sought for the remaining items and will be presented to Council for consideration during budget deliberations.

Shire of Menzies Building Inspections

Commercial Buildings

Shire Office

External

- Repointing of chimney and walls around office
- Original front doors require painting
- Lawn on north side of Chambers requires lowering below floor height *

Internal

- Front office ceilings and walls throughout require repairs and paint
- Chambers carpet replacement next year
- Chambers hallway walls and ceiling require painting
- Toilets require painting walls and ceiling

Hall

- Exit lights require replacement *
- Ceiling strip above stage requires refitting *
- Rear access ramp requires oiling to maintain boards *
- Hall subfloor requires ventilation as vents have been covered with last upgrade
- Stage exit landing boards require oiling and landing above last stair riser requires repair *
- North eastern roof gutter requires downpipe *
- Hall toilets require exit sign above rear door and self closing mechanism repaired *

External Toilets

Male

- Ceiling requires repair – nails protruding *

Ladies

- Vinyl coving strip requires regluing around walls *
- Timber internal door frame requires repair *
- Rear underfloor plumbing requires repair – leaking *

Park Toilets

- Floors require pressure clean to remove all stains *
- IO to leach drain requires replacement
- One door lock requires replacement *
- New Internal Signage (rules) required in both

Caravan Park Ablution A

Male

- Vinyl coving strips along walls require regluing *

Ladies

- Vinyl coving strips along walls require regluing *

Disabled

- Vinyl coving strips along walls require reglueing *
- Shower walls x 2 require reglueing *

Caravan Park Ablution B**Male**

- Vanity splashback requires replacement
- Vinyl coving strips along walls require reglueing *

Laundry

- Vinyl requires replacement

Female

- Vinyl coving strips along walls require reglueing *

Disabled

- Vinyl coving strips along walls require reglueing *
- Shower walls x 2 require reglueing *
- Internal wall lining will require replacement in next few years

Caravan Park Camp Kitchen

- Front glass door requires new rollers *
- Internal walls and ceiling require painting

Lady Shenton**External**

- Repointing required around building
- Ceiling and subfloor ventilation grates required around building where missing
- All windows require repair/painting

Internal

- Improved lighting to front reception and main hallway
- Paint all internal rooms and ceilings
- Skirting boards replaced where required
- Wall repairs for rising damp where required
- Toilets required tiled floors to be thoroughly cleaned to remove grime *

Tearooms/Butcher Shop

- Reduce ground level around building to reinstall subfloor ventilation vents

Fire Shed

- Nothing noted besides a clean out

Youth Centre

- Downpipe required off gutter serving external sheltered seating area *

Residential Properties

29A Shenton Street

- Stove requires fixing to floor to protect against tilting and chain installed for gas hose *
- Smoke detector replacement *

29B Shenton Street

- Stove requires fixing to floor to protect against tilting and chain installed for gas hose *
- Smoke detector replacement *
- Paint internal throughout in next two years
- Gas bottles required to be moved 1m away from hot water system *

37 Reid Street

- External walls require painting
- Internal walls/ceiling painted in 3-4 years
- Aircon motors required to be mounted on concrete slabs
- Rear post and panel retaining wall failing in front of water tanks. 2-3 panels require replacement

39 Mercer Street

- Main drain requires repair where earth pin has damaged the pipe
- Additional soil fill required around primary septic tank where subsidence has occurred
- IO on leach drain requires replacement at ground level
- Main bedroom door require planing to allow door to close correctly *
- Plastic strip between two units require replacement with a flat strip to reduce tripping risk
- Weather strips on both timber doors require replacement
- Ensuite walls/ceilings will require repainting in next two years to repair settling cracks
- Laundry/hall wall repair and paint where settling cracks appearing

41 Mercer Street

- IO of septic tank requires repair *
- Tenant requested shed to be powered
- Rainwater tap relocated from shed to corner of house
- Check solar hot water/tempering valve for replacement *

40 Mercer Street

- Skirting architrave requires fixing to wall throughout the home
- Rear storeroom required new weather strip on door
- Paint internal walls in next 2-3 years
- Building is an unusual design for year built but is structurally sound with exceptional energy efficiency

36 Mercer Street

- Replace vertical blind in dining room
- Check tempering valve for replacement *

- Have solar hot water system checked for efficiency and replaced if found to be inefficient for this location

25 Onslow Street

- Gas bottles require 1m setback from hot water system *
- Blind on rear sliding door requires repair/replacement
- Aircon in lounge requires checking – may require re-gas or replacement *

12A Walsh Street

- Cover rear septic tanks with soil *
- Relocate rear downpipe to direct stormwater away from leach drains *
- Exhaust fan over stove requires flashing repaired on roof to repair leak *
- Bathroom exhaust fan requires replacement
- Replace floor coverings throughout
- Bathroom vanity doors require replacement
- Rear door frame requires repairs to replaced weathered timber
- Light above rear door requires a cover installed
- Missing downpipe at rear to be reinstalled

12B Walsh Street

- Stove requires fixing to floor to protect against tilt *
- Bathroom vanity doors require replacement
- Ceiling vent above rear door (external wall) requires refitting to wall
- Lower ground level around discharge gully outside laundry
- IO Caps on septic tanks require replacement and tanks covered with soil *
- Relocate downpipe at rear to direct storm water away from leach drains
- Missing downpipe at rear to be reinstalled
- Rear door frame requires repairs to replaced weathered timber
- Water tank at rear of both units to be drained and removed

57 Walsh Street

- Front external entry tiles require repair/replacement
- Both bathrooms require floor tiling repaired/replaced
- This building will likely require a repaint internally at end of lease

12.2 FINANCE AND ADMINISTRATION

12.2.1 STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH OF MARCH 2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	FIN.935.1/NAM283
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	12 April 2019
AUTHOR:	Jeanette Taylor, Manager Finance and Administration
ATTACHMENT:	12.2.1-1 Monthly Financial Report for the period ending 31 March 2019 12.2.1-2 Operating Statement by Nature and Type for the period ending 31 March 2019 12.2.1-3 Capital Expenditure for the period ending 31 March 2019
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the Statement of Financial Activity for the period ending 31 March 2019 as attached and note any material differences.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

Statutory Financial Reports are submitted to Council as a record of financial activity for the year to 31 March 2019.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.

STATUTORY AUTHORITY:

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

As detailed in the attachment.

RISK ASSESSMENTS:

OP9 Budgets are inaccurately reported with differences in the Budget adopted by Council, and that exercised by Council administration

OP16 Council's statutory reports provide inaccurate financial information

BACKGROUND:

The Financial Management Regulation 34 requires each Local Government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget under Regulation 22(1)(d):

- The annual budget estimates,
- Budget estimates to the end of the month to which the statement relates.
Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates,
- Any material variations between year to date for income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activity is not in accordance with budget estimates for the relevant reporting period
- Include an operating statement,
- Include the net current assets, and
- Any other relevant reporting notes

COMMENT:

This report contains annual budget estimates, actual amounts of expenditure and income to the end of the month. It shows the material variances between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council informed of the current financial position

MONTHLY FINANCIAL REPORT

For the Period ended
31 March 2019



TABLE OF CONTENTS

Statement of Comprehensive Income by Nature or Type

Statement of Comprehensive Income by Program

Statement of Financial Activity

Net Current Assets

Notes to and Forming Part of the Report

Significant Accounting Policies

Revenues and Expenses

- Depreciation

- Interest Earnings

- Acquisition of Assets

- Disposal of Assets

- Rates

- Rates and Debtors Graphs

- Fees and Charges

- Reserves

- Trust

- Rates Outstanding

- Rates & Debtor graphs

- Statement of Financial Activity Variances

STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
For the Period ended
31 March 2019

	Note	2018/2019 Budget \$	2018/2019 Actual \$
REVENUE			
Rates	5	3,163,515	3,115,912
Operating Grants, Subsidies and Contributions		1,439,517	1,304,289
Fees and Charges	6	269,080	283,352
Interest Earnings	3	224,501	262,431
Other Revenue		48,290	28,902
<u>Total Revenue</u>		<u>5,144,903</u>	<u>4,994,885</u>
EXPENSES			
Employee Costs		(1,872,974)	(1,205,101)
Materials and Contracts		(2,081,983)	(1,264,153)
Utility Charges		(109,340)	(63,704)
Depreciation	2	(2,774,749)	(1,474,102)
Interest Expenses	2(a)	(7,000)	0
Insurance Expenses		(124,470)	(103,634)
Allocation to Capital		124,022	39,743
Other Expenditure		(298,734)	(156,285)
<u>Total Expenses not including Finance Costs</u>		<u>(7,145,229)</u>	<u>(4,227,236)</u>
		(2,000,326)	767,649
Non-Operating Grants, Subsidies and Contributions		3,212,556	778,095
Profit on Asset Disposals		15,000	0
Loss on Asset Disposals		(22,500)	0
NET RESULT		1,204,730	1,545,744
Other Comprehensive Income			
Changes on Revaluation of non-current assets		_____	_____
TOTAL COMPREHENSIVE INCOME		<u><u>1,204,730</u></u>	<u><u>1,545,744</u></u>

STATEMENT OF COMPREHENSIVE INCOME
- Operating by Nature or Type L Account
- BY PROGRAM OR FUNCTION
31 March 2019

	Note	2018/2019 Budget \$	2018/2019 Actual \$
REVENUE			
General Purpose Funding		4,224,396	3,996,917
Law, Order, Public Safety		3,200	4,203
Health		7,100	676
Housing		105,600	68,978
Community Amenities		8,300	13,676
Recreation and Culture		640	1,527
Transport		537,637	545,487
Economic Services		206,690	329,432
Other Property and Services		51,340	33,988
<u>Total Revenue</u>		<u>5,144,903</u>	<u>4,994,885</u>
EXPENSES EXCLUDING			
FINANCE COSTS			
Governance		(803,917)	(504,098)
General Purpose Funding		(185,769)	(104,230)
Law, Order, Public Safety		(108,274)	(61,083)
Health		(114,370)	(63,135)
Housing		(167,276)	(56,664)
Community Amenities		(295,312)	(165,315)
Recreation & Culture		(972,811)	(485,955)
Transport		(3,323,042)	(2,227,527)
Economic Services		(1,076,068)	(679,582)
Other Property and Services		(91,391)	120,353
<u>Total Expenses not including Finance Costs</u>		<u>(7,138,229)</u>	<u>(4,227,236)</u>
FINANCE COSTS			
Housing		(7,000)	
<u>Total Finance Costs</u>		<u>(7,000)</u>	<u>0</u>
<u>Total Expenses</u>		<u>(7,145,229)</u>	<u>(4,227,236)</u>
<u>Net Operating</u>		<u>(2,000,326)</u>	<u>767,649</u>
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS			
Recreation & Culture		72,871	37,871
Transport		2,547,685	740,224
Economic Services		592,000	0
		3,212,556	778,095
PROFIT/(LOSS) ON			
DISPOSAL OF ASSETS (Refer Note 4)			
Transport		(7,500)	0
		(7,500)	0
NET RESULT		1,204,730	1,545,744
Other Comprehensive Income			
Changes on Revaluation of non-current assets			
Total Other Comprehensive Income		0	0
TOTAL COMPREHENSIVE INCOME		1,204,730	1,545,744

Shire of Menzies
STATEMENT OF FINANCIAL ACTIVITY
For the Period ended
31 March 2019

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
REVENUES	1,2					
General Purpose Funding		1,060,881	795,661	881,005	-11%	(85,344)
Law, Order, Public Safety		3,200	2,400	4,203	-75%	(1,803)
Health		7,100	5,325	676	87%	4,649
Housing		105,600	79,200	68,978	13%	10,222
Community Amenities		8,300	6,225	13,676	-120%	(7,451)
Recreation and Culture		640	480	1,527	-218%	(1,047)
Transport		552,637	414,478	545,487	-32%	(131,010)
Economic Services		206,690	155,018	329,432	-113%	(174,415)
Other Property and Services		51,340	38,505	33,988	12%	4,517
		<u>1,996,388</u>	<u>1,497,291</u>	<u>1,878,973</u>		
EXPENSES	1,2					
Governance		(803,917)	(602,938)	(504,098)	16%	(98,840)
General Purpose Funding		(185,769)	(139,327)	(104,230)	25%	(35,097)
Law, Order, Public Safety		(108,274)	(81,206)	(61,083)	25%	(20,123)
Health		(114,370)	(85,777)	(63,135)	26%	(22,643)
Housing		(174,276)	(130,707)	(56,664)	57%	(74,043)
Community Amenities		(295,312)	(221,484)	(165,315)	25%	(56,169)
Recreation & Culture		(972,811)	(729,608)	(485,955)	33%	(243,653)
Transport		(3,345,542)	(2,509,157)	(2,227,527)	11%	(281,630)
Economic Services		(1,076,068)	(807,051)	(679,582)	16%	(127,468)
Other Property and Services		(91,391)	(68,543)	120,353	276%	(188,896)
		<u>(7,167,729)</u>	<u>(5,375,797)</u>	<u>(4,227,236)</u>		
Net Operating Result Excluding Rates		<u>(5,171,341)</u>	<u>(3,878,506)</u>	<u>(2,348,263)</u>		
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Revenue						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4(b)	7,500	5,625	0		
Depreciation on Assets	2	2,774,749	2,081,062	1,474,102		
Capital Expenditure and Revenue						
Purchase Land and Buildings	4(a)	(1,270,376)	(952,782)	(262,026)	-72%	(690,756)
Purchase Infrastructure Assets - Roads	4(a)	(3,478,881)	(2,609,161)	(2,877,577)	10%	268,416
Purchase Infrastructure Assets - Parks	4(a)	(1,611,406)	(1,208,555)	(146,039)	-88%	(1,062,516)
Purchase Infrastructure Assets - Footpaths	4(a)	(75,640)	(56,730)	(0)	-100%	(56,730)
Purchase Plant and Equipment	4(a)	(542,574)	(406,930)	(359,538)	-12%	(47,392)
Purchase Furniture and Equipment	4(a)	(80,000)	(60,000)	(20,957)	-65%	(39,043)
Proceeds from Disposal of Assets	4(b)	129,000	96,750	153,738	59%	(56,988)
Non Operating Grants and Subsidies		3,212,556	2,409,417	778,095	-68%	1,631,322
Repayment of Debenture	5	(21,837)	(16,378)	0		(16,378)
Self-Supporting Loan Principal Income	5	500,000	375,000	0		375,000
Transfers to Reserves (Restricted Assets)	7	(2,504,625)	(1,878,469)	(1,241,147)	-34%	(637,321)
Transfers from Reserves (Restricted Assets)	7	1,198,678	899,009	688,678	-23%	210,331
ADD Estimated Surplus/(Deficit) July 1 B/Fwd		3,730,680	3,730,680	3,731,836		
Amount Raised from General Rates	5	3,163,515	2,372,636	3,115,912		
Net Current Assets - Surplus (Deficit)		<u>(40,000)</u>	<u>902,669</u>	<u>2,686,813</u>		

STATEMENT OF COMPREHENSIVE INCOME**NET CURRENT ASSETS**

For the Period ended

31 March 2019

	Brought Forward Actual \$	Movement Actual \$	YTD Actual \$
Surplus Deficit Brought Forward	3,731,836	(1,045,023)	2,686,813
CURRENT ASSETS			
Cash and Cash Equivalents			
-Unrestricted Cash	4,042,019	(1,834,963)	2,207,056
-Restricted Cash - Reserves	8,366,631	552,469	8,919,101
Receivables		0	0
-Rates Outstanding	710,858	429,864	1,140,722
-Sundry Debtors	26,391	24,749	51,140
-Provision For Doubtful Debts	(385,257)	0	(385,257)
-Gst Receivable	198,385	(89,849)	108,536
-Accrued Income/Payments In Advance	13,837	31,137	44,974
Inventories			0
-Fuel, Oil & Materials on Hand	5,157	7,913	13,070
	<u>12,978,021</u>	<u>(878,680)</u>	<u>12,099,341</u>
LESS CURRENT LIABILITIES			
Trade and Other Payables			
-Sundry Creditors	(656,124)	221,320	(434,805)
-Accrued Salaries & Wages	(30,756)	30,756	0
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(105,548)	97,088	(8,460)
-Payroll Creditors	(31,408)	7,566	(23,842)
-Accrued Expenses	(29,397)	29,397	0
Provisions			0
-Provision For Annual Leave	(121,521)	0	(121,521)
-Provision For Long Service Leave (Current)	(49,013)	0	(49,013)
	<u>(1,050,088)</u>	<u>386,126</u>	<u>(663,961)</u>
Unadjusted Net Current Assets	11,927,934	(492,554)	11,435,380
Less Reserves - restricted Cash	(8,366,631)	(552,469)	(8,919,101)
Add back Cash Backed Provision for Leave	170,534	0	170,534
Adjustment for Trust	0	0	0
Adjusted net current assets	3,731,836	(1,045,024)	2,686,813

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this financial report are:

(a) Basis of Accounting

This document has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

Except for the statement of Financial Activity information, the document has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears at Note 16 to this document.

(c) Rounding Off Figures

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to the ATO, is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the ATO, are presented as operating cash flows.

(f) Superannuation

The Council contributes to a number of superannuation funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

(h) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectibility of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(i) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in the statement of comprehensive income at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on Council's intention to release for sale.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

Mandatory Requirement to Revalue Non-Current Assets

Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at fair value became mandatory.

The amendments allow for a phasing in of fair value in relation to fixed assets over three years as follows:

(a) for the financial year ending on 30 June 2016, the fair value of all of the assets of the local government that are plant and equipment; and

(b) for the financial year ending on 30 June 2017, the fair value of all of the assets of the local government -

(i) that are plant and equipment; and

(ii) that are -

(I) land and buildings; or

(II) infrastructure;

and

(c) for a financial year ending on or after 30 June 2018, the fair value of all of the assets of the local government.

Council has adopted the process of adopting Fair Value in accordance with the Regulations.

Land Under Control

In accordance with local Government (Financial Management) Regulation 16 (a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with other policies detailed in this Note.

Whilst they were initially recorded at cost, fair value at the date of acquisition was deemed cost as per AASB 116.

Consequently, these assets were initially recognised at cost but revalued along with other items of Land and Buildings at 30 June 2013.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

Capitalisation Threshold

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (eg AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(l) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(m) Employee Benefits

Provision is made for the Council's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to the employee wage increases and the probability the employee may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity matching the expected timing of cash flows.

(n) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result; and
- c) that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

(q) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation of the current budget year.

(r) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this budget document relate to the original budget estimate for the relevant item of disclosure.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

	2018/2019 Budget	2018/2019 Actual
	\$	\$

REVENUES AND EXPENSES

**Net Result from Ordinary
Activities was arrived at after:**

(i) Charging as Expenses:

2 Depreciation

By Class

Land and Buildings	367,132	0
Furniture and Equipment	28,566	0
Plant and Equipment	340,906	0
Roads	1,970,862	1,474,102
Footpaths	7,024	0
Parks and Ovals	40,744	0
Infrastructure Other	19,516	0
	2,774,749	1,474,102

(ii) Crediting as Revenues:

3 Interest Earnings

Investments		
- Reserve Funds	90,000	156,809
- Other Funds	20,000	19,978
Other Interest Revenue (<i>refer note 13</i>)	114,501	85,643
	224,501	262,431

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

REVENUES AND EXPENSES (Continued)

Statement of Objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

COMMUNITY VISION

The Shire will endeavour to provide the community services and facilities to meet the needs of the members of the Community and enable them to enjoy a pleasant and healthy way of life.

Council operations as disclosed in this budget encompass the following service orientated activities/programs:

GOVERNANCE

Administration and operation of facilities and services to members of council. Other costs that relate to the task of assisting elected members and electors on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Supervision of various local laws . Fire prevention and animal control.

HEALTH

Monitor and control health standards within the community, provide support and assistance for Emergency Services. Analysical services.

EDUCATION AND WELFARE

Support of educational facilities within the Shire and of any external resources necessary to assist with educational programs for all residents.

HOUSING

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

Maintain refuse sites and Menzies and Kookynie. Provision of public toilets to both townsites.

RECREATION AND CULTURE

Provide a library and museum. Maintenance and operations of Town Hall, sports oval and other recreation facilities.

TRANSPORT

Construction and maintenance of roads, drainage works and traffic signs. Maintenance of airstrips at Menzies and Kookynie.

ECONOMIC SERVICES

Building Control, provision of power and water supplies. Supply and maintenance of television re-

OTHER PROPERTY & SERVICES

Public works operations, plant repairs and operation costs. Cost of Administration.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

4(a) ACQUISITION OF ASSETS	2018/2019	2018/2019
	Budget	Actual
	\$	\$
The following assets are budgeted to be acquired during the year:		
<u>By Program</u>		
Governance	80,000	20,957
General Purpose Funding	0	0
Law, Order, Public Safety	0	0
Health	0	0
Education and Welfare	0	0
Housing	664,000	24,750
Community Amenities	0	0
Recreation and Culture	720,819	207,205
Transport	4,351,147	3,314,343
Economic Services	1,242,911	98,883
Other Property and Services	0	0
	<u>7,058,877</u>	<u>3,666,138</u>
<u>By Class</u>		
Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,270,376	262,026
Purchase Infrastructure Assets - Roads	3,478,881	2,877,577
Purchase Infrastructure Assets - Parks	1,611,406	146,039
Purchase Infrastructure Assets - Footpaths	75,640	0
Purchase Plant and Equipment	542,574	359,538
Purchase Furniture and Equipment	80,000	20,957
	<u>7,058,877</u>	<u>3,666,138</u>

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this document as follows:

- Capital Jobs Linked to General Ledger Accounts

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
 For the Period ended
 31 March 2019

4(b) DISPOSALS OF ASSETS

<u>By Class</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	2018/19	2018/19	2018/19	2018/19	2018/19	2018/19
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
	\$	\$	\$	\$	\$	\$
Plant and Equipment						
P0161 Triaxle Drop Deck Loader	35,000		50,000		15,000	0
P0180 Merc Truck	84,000		65,000		(19,000)	0
Ford Ranger	17,500		14,000		(3,500)	
	136,500	0	129,000	0	(7,500)	0
Summary by Class						
Plant and Equipment					\$	\$
Profit on Asset Disposals					15,000	0
Loss on Asset Disposals					(22,500)	0
Net Profit (Loss) Plant & Equipment					(7,500)	0
Profit on Asset Disposals					15,000	0
Loss on Asset Disposals					(22,500)	0
Total Net Profit (Loss)					(7,500)	0

<u>By Program</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	2018/19	2018/19	2018/19	2018/19	2018/19	2018/19
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
	\$	\$	\$	\$	\$	\$
Transport						
Ford Ranger	35,000		50,000		15,000	0
P0180 Merc Truck	84,000		65,000		(19,000)	0
Ford Ranger	17,500		14,000		(3,500)	0
	136,500	0	129,000	0	(7,500)	0
Summary by Program						
Transport					\$	\$
Profit on Asset Disposals					15,000	0
Loss on Asset Disposals					(22,500)	0
Net Profit (Loss) Transport					(7,500)	0
Profit on Asset Disposals					15,000	0
Loss on Asset Disposals					(22,500)	0
Net Profit (Loss) Transport					(7,500)	0

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2019**

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Interest Rate %	Maturity Date	Principlal 1 July 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					2019 Budget	2018 Actual	2019 Budget	2018 Actual	2019 Budget	2018 Actual
Housing Loan - WATC	2.8	Dec-28	0	500,000	21,837	0	478,163	0	7,000	0
Total all Loans			0	500,000	21,837	0	478,163	0	7,000	0

All debenture repayments are to be financed by general purpose revenue

(b) New Debentures - 2018/19

Particulars/Purpose	Estimated Amount to be Borrowed	Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest rate %	Amount Used Budget	Balance Unspent
Housing Loan - WATC	500,000	WATC	Debenture	10	76,732	2.80%	500,000	0

(c)

Council is not expected to have unspent debenture funds as at 30th June 2019.

(d) Overdraft

Council has no overdraft facility.

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
 For the Period ended
 31 March 2019

5. RATING INFORMATION - 2018/19 FINANCIAL YEAR

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Actual Rate Revenue \$	2018/19 Actual Interim Rates \$	2018/19 Actual Back Rates \$	2018/19 Actual Total Revenue \$	2018/19 Budget \$
Differential Rates								
01 GRV Vacant	8.4900	4	20,956	1,779			1,779	1,779
02 GRV General	8.4700	29	2,490,652	210,958			210,958	210,958
09 UV Mining Lease	16.2600	214	13,980,148	2,273,172	(47,616)		2,225,556	2,042,199
13 UV Exploration Lease	14.7300	259	2,688,326	395,990			395,990	614,155
14 UV Prospecting	14.5100	152	348,179	50,521			50,521	56,987
12 UV Pastoral	8.1400	19	734,152	59,760	(1,028)		58,732	59,760
13 UV Other	8.1400	61	301,300	24,526	(435)		24,091	24,526
Sub-Totals		738	20,563,713	3,016,706	(49,079)	0	2,967,628	3,010,364
Minimum Rates	Minimum \$							
01 GRV Vacant	200	201	41,216	40,200			40,200	40,200
02 GRV General	317	11	15,313	3,487			3,487	3,487
09 UV Mining Lease	317	62	49,292	19,654			19,654	19,337
13 UV Exploration Lease	280	174	166,163	48,720			48,720	50,680
14 UV Prospecting	248	132	120,067	32,736			32,736	35,960
12 UV Pastoral	317	8	16,843	2,536			2,536	2,536
13 UV Other	317	3	6,700	951			951	951
Sub-Totals		591	415,594	148,284	0	0	148,284	153,151
Discounts							0	0
Total Amount of General Rates							3,115,912	3,163,515
Specified Area Rates							0	
Total Rates							3,115,912	3,163,515

Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

6. FEES & CHARGES REVENUE	2018/19 Budget \$	2018/19 Actual \$
Governance	0	0
General Purpose Funding	13,750	8,792
Law, Order, Public Safety	200	32
Health	0	0
Education and Welfare	7,100	676
Housing	105,600	68,978
Community Amenities	7,800	13,676
Recreation & Culture	640	1,729
Transport	0	0
Economic Services	128,950	184,590
Other Property & Services	5,040	4,879
	<u>269,080</u>	<u>283,352</u>

SHIRE OF MENZIES
For the Period ended
31 March 2019

Attachmnet 12.2.1-1

7. RESERVES - CASH BACKED

	Actual 2019 Opening Balance \$	Actual 2019 Transfer to \$	Actual 2019 Transfer (from) \$	Actual 2019 Closing Balance \$	Budget 2019 Opening Balance \$	Budget 2019 Transfer to \$	Budget 2019 Transfer (from) \$	Budget 2019 Closing Balance \$	Actual 2018 Opening Balance \$	Actual 2018 Transfer to \$	Actual 2018 Transfer (from) \$	Actual 2018 Closing Balance \$
Leave reserve	197,364	3,659	0	201,023	197,364	2,123	0	199,487	187,871	4,589	0	192,460
Plant reserve	1,427,758	349,097	(286,000)	1,490,855	1,427,758	337,841	(396,000)	1,369,599	558,156	521,640	(147,235)	932,561
Building reserve	2,003,260	397,757	0	2,401,017	2,003,260	380,726	(161,000)	2,222,986	684,086	477,010	0	1,161,096
TV reserve	17,216	319	0	17,536	17,216	185	0	17,401	16,388	401	0	16,789
Main street reserve	135,175	2,506	0	137,681	135,175	1,454	0	136,629	193,331	3,247	(65,000)	131,578
Staff amenities reserve	72,722	1,348	0	74,070	72,722	782	0	73,504	69,225	1,690	0	70,915
Roads reserve	1,730,660	32,083	0	1,762,742	1,730,660	1,348,904	(239,000)	2,840,564	164,020	310,816	0	474,836
Caravan park reserve	424,818	7,875	0	432,693	424,818	4,570	0	429,388	309,195	7,552	0	316,747
Rates future claims reserve	48,788	1,024	0	49,812	48,788	525	0	49,313	46,442	1,134	0	47,576
Bitumen resealing reserve	388,662	7,205	0	395,867	388,662	4,181	0	392,843	203,607	176,011	0	379,618
Niagara Dam reserve	1,320,885	24,486	0	1,345,371	1,320,885	14,209	0	1,335,094	123,062	676,987	0	800,049
Waterpark reserve	96,060	1,781	0	97,841	96,060	1,033	0	97,093	111,011	2,591	(20,000)	93,602
Heritage Building Reserve	402,678	0	(402,678)	0	402,678	0	(402,678)	0	111,011	2,591	(20,000)	93,602
Waste Management reserve	100,585	1,865	0	102,450	100,585	1,082	0	101,667	111,011	2,591	(20,000)	93,602
Former Post Office Reserve	0	410,143	0	410,143	0	407,010		407,010				
	<u>8,366,631</u>	<u>1,241,147</u>	<u>(688,678)</u>	<u>8,919,101</u>	<u>8,366,631</u>	<u>2,504,625</u>	<u>(1,198,678)</u>	<u>9,672,578</u>	<u>2,888,416</u>	<u>2,188,850</u>	<u>(272,235)</u>	<u>4,805,031</u>

All of the reserve accounts are supported by money held in financial institutions

7. RESERVES - CASH BACKED

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reseve	Anticipated date of use	Purpose of the reserve
Leave reserve	Perpetual	To be used to fund annual and long service leave requirements.
Plant reserve	Perpetual	To be used for the purchase of major plant.
Building reserve	Perpetual	To be used for the acquisition of future buildings and renovation of existing buildings.
TV reserve	Perpetual	To be used to fund upgrades to the rebroadcasting equipment.
Main street reserve	Perpetual	Established for the beautification of the main street.
Staff amenities reserve	Perpetual	Established for the purpose of providing staff housing and amenities.
Roads reserve	Perpetual	To be used to fund major road works.
Caravan park reserve	Perpetual	Established for the purpose of providing of upgrading the caravan park.
Rates future claims reserve	Perpetual	Established for future rates claims.
Bitumen resealing reserve	Perpetual	Established to fund future resealing of roads.
Niagara Dam reserve	Perpetual	Established for ongoing upgrade of Niagara Dam valve workings and other maintenance.
Waterpark reserve	Perpetual	Established to provide a waterpark.
Heritage Building Reserve	Perpetual	For the preservation of heritage classified buildings
Waste Management reserve	Perpetual	Provide for the statutory reinstatement and development of the reserve
Former Post Office Reserve	Perpetual	For restoration and maintenance of the Former Post Office

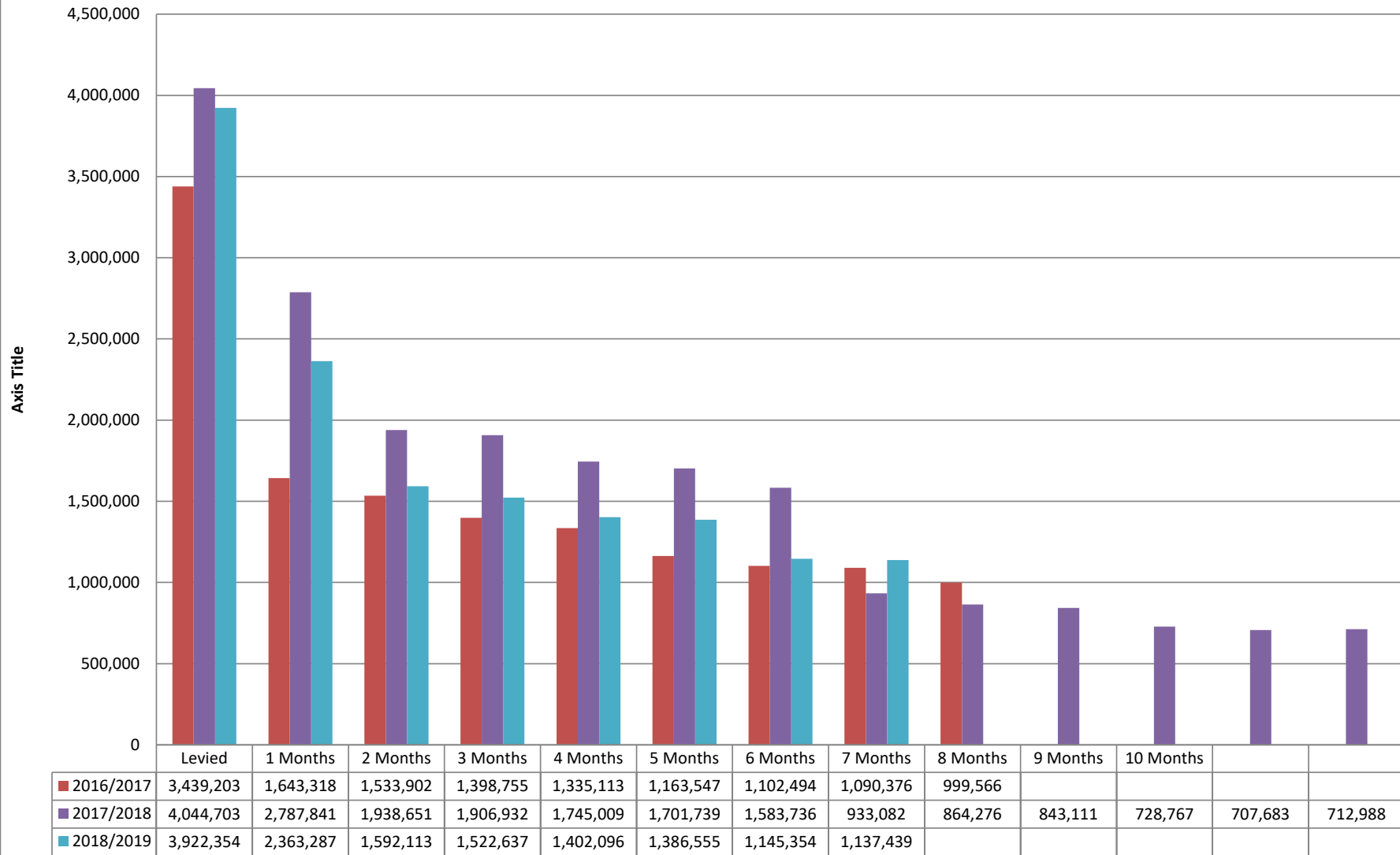
Shire of Menzies
NOTES TO AND FORMING PART OF THE BUDGET
For the Period ended
31 March 2019

8. TRUST FUNDS

Funds held at balance date over which the District has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance 31-Mar-19 \$
Unidentified Deposits	0			0
Housing Bonds	1,680			1,680
Pet Bonds	200		(200)	0
Councillor Nomination Fees				0
				0
				0
	<u>1,880</u>			<u>1,680</u>

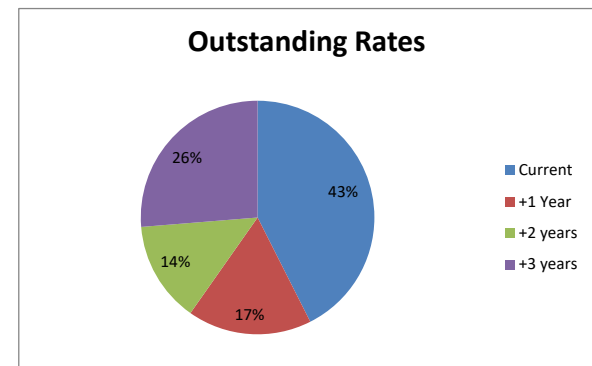
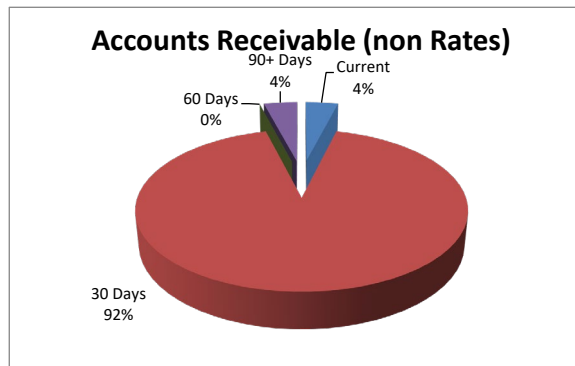
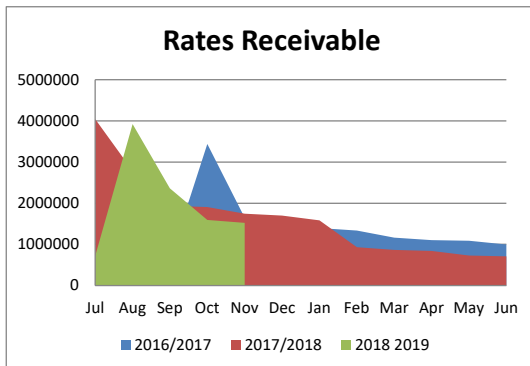
Outstanding Rates and Charges



Shire of Menzies
NOTES TO AND FORMING PART OF THE REPORT
For the Period ended
31 March 2019

9(b)

	31/12/2018	Receivables - Sundry Debtors					Receivables - Rates Debtors					Total	
	YTD	Current	30 Days	60 Days	90+ Days	Total	Current	+1 Year	+2 years	+3 years	Total		
Receivables - Rates and other Rate Receivables	712,988	Sundry Debtors	1,098	25,735	-	1,130	27,963	Rates Debtors	596,307	127,778	82,364	330,990	1,137,439
Levied This Year	100 3,112,427												
Discounts	-												
Deferred	-												
Less Collections to Date	2,687,976												
Equals Current Outstanding	1,137,439												
Net Rates Collectable	1,137,439	Total Receivables Outstanding						27,963	Total Receivables Rates Outstanding				1,137,439
% collected	70.3%												



*This report is purely rates billed. Rates outstanding per Net Current Assets includes Rates Pensioner Claims

STATEMENT OF FINANCIAL ACTIVITY

For the Period ended

31 March 2019

	Note	2016/2017	2016/2017	2016/2017	Variance	
	Note	Budget	Budget	Actual	%	\$
		\$	YTD	\$		
REVENUES	1,2					
General Purpose Funding		1,060,881	795,661	881,005	-11%	(85,344) Timing. Grants received quarterly
Law, Order, Public Safety		3,200	2,400	4,203	-75%	(1,803)
Health		7,100	5,325	676	87%	4,649
Housing		105,600	79,200	68,978	13%	10,222
Community Amenities		8,300	6,225	13,676	-120%	(7,451)
Recreation and Culture		640	480	1,527	-218%	(1,047)
Transport		552,637	414,478	545,487	-32%	(131,010) Correction of GST on Capital Grant \$135K income
Economic Services		206,690	155,018	329,432	-113%	(174,415) Sponsorship received for Rodeo 2018
Other Property and Services		51,340	38,505	33,988	12%	4,517
		<u>1,996,388</u>	<u>1,497,291</u>	<u>1,878,973</u>		
EXPENSES	1,2					
Governance		(803,917)	(602,938)	(504,098)	16%	(98,840) Depreciation not yet calculated on plant, equipment & other infrastructure
General Purpose Funding		(185,769)	(139,327)	(104,230)	25%	(35,097) Depreciation not yet calculated on plant, equipment & other infrastructure
Law, Order, Public Safety		(108,274)	(81,206)	(61,083)	25%	(20,123) Depreciation not yet calculated on plant, equipment & other infrastructure
Health		(114,370)	(85,777)	(63,135)	26%	(22,643) Depreciation not yet calculated on plant, equipment & other infrastructure
Housing		(174,276)	(130,707)	(56,664)	57%	(74,043) Depreciation not yet calculated on plant, equipment & other infrastructure
Community Amenities		(295,312)	(221,484)	(165,315)	25%	(56,169) Depreciation not yet calculated on plant, equipment & other infrastructure
Recreation & Culture		(972,811)	(729,608)	(485,955)	33%	(243,653) Depreciation not yet calculated on plant, equipment & other infrastructure
Transport		(3,345,542)	(2,509,157)	(2,227,527)	11%	(281,630) Depreciation not yet calculated on plant, equipment & other infrastructure, timing
Economic Services		(1,076,068)	(807,051)	(679,582)	16%	(127,468) Depreciation not yet calculated on plant, equipment & other infrastructure, timing
Other Property and Services		(91,391)	(68,543)	120,353	276%	(188,896) Depreciation not yet calculated on plant, equipment & other infrastructure, timing
		<u>(7,167,729)</u>	<u>(5,375,797)</u>	<u>(4,227,236)</u>		
Net Operating Result Excluding Rates		<u>(5,171,341)</u>	<u>(3,878,506)</u>	<u>(2,348,263)</u>		
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Revenue						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4(b)	7,500	5,625	0		
Depreciation on Assets	2	2,774,749	2,081,062	1,474,102		Estimated depreciation on roads only.
Capital Expenditure and Revenue						
Purchase Land Held for Resale	4(a)	0	0	0	No budget	0 Timing. Youth Centre fit out progressing. New Shire housing not tendered for. Capital works on Town Hall commenced.
Purchase Land and Buildings	4(a)	(1,270,376)	(952,782)	(262,026)	-72%	(690,756) on Town Hall commenced.
Purchase Infrastructure Assets - Roads	4(a)	(3,478,881)	(2,609,161)	(2,877,577)	10%	268,416 Timing. Roads program progressing
Purchase Infrastructure Assets - Other	4(a)	(1,611,406)	(1,208,555)	(146,039)	-88%	(1,062,516) Timing, some capital projects not commenced.
Purchase Infrastructure Assets - Footpaths	4(a)	(75,640)	(56,730)	(0)	-100%	(56,730) Works not commenced
Purchase Plant and Equipment	4(a)	(542,574)	(406,930)	(359,538)	-12%	(47,392) Most plant purchased, timing - budget spread over evenly over 12 months
Purchase Furniture and Equipment	4(a)	(80,000)	(60,000)	(20,957)	-65%	(39,043) Timing, some capital projects not commenced.
Proceeds from Disposal of Assets	4(b)	129,000	96,750	153,738	59%	(56,988) Plant disposed - timing budget spread evenly over 12 months
Non Operating Grants and Subsidies		3,212,556	2,409,417	778,095	-68%	1,631,322 Grants claimed on completion or progress of jobs - WANDRRA Roads.
Loan Principal Repayments	5	(21,837)	(16,378)	0	-	(16,378) Treasury loan funding not yet applied for
Loan Principal Income	5	500,000	375,000	0	-	375,000 Treasury loan funding not yet applied for
Transfers to Reserves (Restricted Assets)	7	(2,504,625)	(1,878,469)	(1,241,147)	-34%	(637,321) Budget transfers to reserves for roads not done Timing. Budgeted transfers are made as projects are undertaken. \$339k to be transferred
Transfers from Reserves (Restricted Assets)	7	1,198,678	899,009	688,678	-23%	210,331 from reserve 15/4/19 when term deposit matures
						0
ADD Estimated Surplus/(Deficit) July 1 B/Fwd		3,730,680	3,730,680	3,731,836		
Amount Raised from General Rates	5	3,163,515	3,163,515	3,115,912		
Net Current Assets - Surplus (Deficit)		<u>(40,000)</u>	<u>1,693,548</u>	<u>2,686,813</u>		

Shire of Menzies

Operating Report for the period ending 31 March 2019

General Purpose Funding	Current Budget	YTD Actual
Other General Purpose Funding		
Operating Revenue		
Operating Grants, Subsidies And Contributions	821,540	609,532
Interest Earnings	110,000	176,788
Other Revenue	-	-
Subtotal Operating Revenue	931,540	786,320
TOTAL Other General Purpose Funding	931,540	786,320
Rate Revenue		
Operating Revenue		
Rates	3,163,515	3,115,912
Fees & Charges	13,750	8,792
Interest Earnings	114,501	85,643
Other Revenue	1,090	250
Subtotal Operating Revenue	3,292,856	3,210,597
Operating Expense		
Employee Costs	(105,802)	(59,337)
Materials & Contracts	(21,000)	(10,973)
Insurance Expenses	(1,609)	-
Other Expenditure	-	(95)
Reallocation Codes Expenditure	(57,358)	(3,233,557)
Reallocation Codes Income	-	3,199,732
Subtotal Operating Expense	(185,769)	(104,230)
TOTAL Rate Revenue	3,107,087	3,106,367
Total - Cost of General Purpose Funding	4,038,627	3,892,687

Shire of Menzies

Operating Report for the period ending 31 March 2019

Governance	Current Budget	YTD Actual
Governance - General		
Operating Expense		
Employee Costs	(249,718)	(182,875)
Materials & Contracts	(47,300)	(30,038)
Insurance Expenses	(3,678)	-
Other Expenditure	(3,000)	(93)
Subtotal Operating Expense	(303,696)	(213,007)
<hr/>		
TOTAL Governance - General	(303,696)	(213,007)
<hr/>		
Members Of Council		
Operating Expense		
Employee Costs	-	(3,026)
Materials & Contracts	(80,000)	(25,200)
Insurance Expenses	(101)	-
Other Expenditure	(133,331)	(93,742)
Reallocation Codes Expenditure	(286,789)	(169,123)
Subtotal Operating Expense	(500,221)	(291,091)
<hr/>		
TOTAL Members Of Council	(500,221)	(291,091)
<hr/>		
Total - Cost of Governance	(803,917)	(504,098)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Law, Order & Public Safety	Current Budget	YTD Actual
Other Law, Order & Public Safety		
Operating Expense		
Employee Costs	(6,000)	(1,837)
Materials & Contracts	(5,000)	(500)
Reallocation Codes Expenditure	(9,306)	(4,602)
Subtotal Operating Expense	(20,306)	(6,940)
<hr/>		
TOTAL Other Law, Order & Public Safety	(20,306)	(6,940)
<hr/>		
Animal Control		
Operating Revenue		
Fees & Charges	200	32
Subtotal Operating Revenue	200	32
Operating Expense		
Materials & Contracts	(41,600)	(32,664)
Depreciation On Non-Current Assets	(676)	-
Reallocation Codes Expenditure	(22,943)	(13,530)
Subtotal Operating Expense	(65,219)	(46,194)
<hr/>		
TOTAL Animal Control	(65,019)	(46,162)
<hr/>		
Fire Prevention		
Operating Revenue		
Operating Grants, Subsidies And Contributions	3,000	4,171
Subtotal Operating Revenue	3,000	4,171
Operating Expense		
Employee Costs	(3,550)	(189)
Utilities	(200)	(393)
Depreciation On Non-Current Assets	(3,552)	-
Insurance Expenses	(3,300)	(2,413)
Other Expenditure	(75)	(82)
Reallocation Codes Expenditure	(12,073)	(4,872)
Subtotal Operating Expense	(22,749)	(7,949)
<hr/>		
TOTAL Fire Prevention	(19,749)	(3,778)
<hr/>		
Total - Cost of Law, Order & Public Safety	(105,074)	(56,880)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Health	Current Budget	YTD Actual
Other Health		
Operating Revenue		
Fees & Charges	7,100	676
Subtotal Operating Revenue	7,100	676
Operating Expense		
Employee Costs	(734)	(1,298)
Materials & Contracts	(80,900)	(58,194)
Other Expenditure	(2,000)	-
Reallocation Codes Expenditure	(5,736)	(3,382)
Subtotal Operating Expense	(89,370)	(62,875)
TOTAL Other Health	(82,270)	(62,199)
Preventative Services - Pest Control		
Operating Expense		
Materials & Contracts	(25,000)	(260)
Subtotal Operating Expense	(25,000)	(260)
TOTAL Preventative Services - Pest Control	(25,000)	(260)
Total - Cost of Health	(107,270)	(62,459)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Housing	Current Budget	YTD Actual
Other Housing		
Operating Revenue		
Fees & Charges	90,000	58,171
Subtotal Operating Revenue	90,000	58,171
Operating Expense		
Employee Costs	(13,792)	(8,919)
Materials & Contracts	(20,250)	(8,474)
Utilities	(5,170)	(4,090)
Depreciation On Non-Current Assets	(83,246)	-
Interest Expenses	(7,000)	-
Insurance Expenses	(4,260)	(3,255)
Other Expenditure	(339)	(287)
Reallocation Codes Expenditure	(24,619)	(20,831)
Subtotal Operating Expense	(158,676)	(45,856)
TOTAL Other Housing	(68,676)	12,315
Staff Housing		
Operating Revenue		
Fees & Charges	15,600	10,808
Subtotal Operating Revenue	15,600	10,808
Operating Expense		
Employee Costs	(5,409)	(5,867)
Materials & Contracts	(28,610)	(7,349)
Utilities	(14,180)	(9,437)
Depreciation On Non-Current Assets	(38,606)	-
Insurance Expenses	(5,975)	(4,753)
Other Expenditure	(564)	(615)
Reallocation Codes Expenditure	(10,555)	17,213
Reallocation Codes Income	88,299	-
Subtotal Operating Expense	(15,600)	(10,808)
TOTAL Staff Housing	-	-
Total - Cost of Housing	(68,676)	12,315

Shire of Menzies

Operating Report for the period ending 31 March 2019

Community Amenities	Current Budget	YTD Actual
Other Community Amenities		
Operating Expense		
Employee Costs	(13,523)	(12,888)
Materials & Contracts	(1,400)	(3,546)
Depreciation On Non-Current Assets	(2,928)	-
Insurance Expenses	(290)	(204)
Other Expenditure	-	(82)
Reallocation Codes Expenditure	(25,223)	(23,085)
Subtotal Operating Expense	(43,363)	(39,804)
TOTAL Other Community Amenities	(43,363)	(39,804)
Town Planning & Regional Development		
Operating Expense		
Materials & Contracts	(60,100)	-
Subtotal Operating Expense	(60,100)	-
TOTAL Town Planning & Regional Development	(60,100)	-
Sewerage		
Operating Expense		
Employee Costs	(507)	(604)
Materials & Contracts	(1,600)	-
Reallocation Codes Expenditure	(24,241)	(14,724)
Subtotal Operating Expense	(26,348)	(15,329)
TOTAL Sewerage	(26,348)	(15,329)
Sanitation - Other		
Operating Revenue		
Fees & Charges	-	720
Subtotal Operating Revenue	-	720
Operating Expense		
Materials & Contracts	-	(1,913)
Subtotal Operating Expense	-	(1,913)
TOTAL Sanitation - Other	-	(1,193)
Sanitation - Household Refuse		
Operating Revenue		
Fees & Charges	7,800	12,956
Other Revenue	500	-

Shire of Menzies

Operating Report for the period ending 31 March 2019

Community Amenities	Current Budget	YTD Actual
Sanitation - Household Refuse		
Subtotal Operating Revenue	8,300	12,956
Operating Expense		
Employee Costs	(26,335)	(22,339)
Materials & Contracts	(6,250)	(10,677)
Depreciation On Non-Current Assets	(6,169)	-
Insurance Expenses	(200)	(139)
Reallocation Codes Expenditure	(126,546)	(84,040)
Reallocation Codes Income	-	8,926
Subtotal Operating Expense	(165,500)	(108,269)
TOTAL Sanitation - Household Refuse	(157,200)	(95,313)
Total - Cost of Community Amenities	(287,012)	(151,639)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Recreation & Culture	Current Budget	YTD Actual
Communities		
Operating Revenue		
Other Revenue	-	909
Subtotal Operating Revenue	-	909
Operating Expense		
Employee Costs	(676)	(2,540)
Materials & Contracts	(8,500)	(7,745)
Other Expenditure	(138,500)	(71,226)
Reallocation Codes Expenditure	(24,150)	(18,121)
Subtotal Operating Expense	(171,826)	(99,632)
TOTAL Communities	(171,826)	(98,723)
Other Culture		
Operating Expense		
Employee Costs	(338)	-
Materials & Contracts	(8,000)	(368)
Utilities	(300)	(489)
Insurance Expenses	(1,600)	(1,237)
Other Expenditure	(75)	(82)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(603)	-
Subtotal Operating Expense	(10,916)	(2,176)
TOTAL Other Culture	(10,916)	(2,176)
Libraries		
Operating Expense		
Materials & Contracts	(3,200)	(553)
Reallocation Codes Expenditure	(5,736)	(3,382)
Subtotal Operating Expense	(8,936)	(3,935)
TOTAL Libraries	(8,936)	(3,935)
Television And Rebroadcasting		
Operating Expense		
Employee Costs	-	(995)
Materials & Contracts	(13,085)	(5,567)
Insurance Expenses	(55)	(44)
Reallocation Codes Expenditure	(57,358)	(37,292)
Subtotal Operating Expense	(70,498)	(43,898)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Recreation & Culture	Current Budget	YTD Actual
TOTAL Television And Rebroadcasting	(70,498)	(43,898)
Other Recreation & Sport		
Operating Revenue		
Operating Grants, Subsidies And Contributions	-	(1,111)
Fees & Charges	640	1,729
Subtotal Operating Revenue	640	618
Operating Expense		
Employee Costs	(73,132)	(63,257)
Materials & Contracts	(75,100)	(11,499)
Utilities	(8,880)	(4,260)
Depreciation On Non-Current Assets	(25,695)	-
Insurance Expenses	(1,703)	(1,300)
Other Expenditure	(75)	(6,151)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(403,610)	(191,488)
Subtotal Operating Expense	(588,195)	(277,955)
TOTAL Other Recreation & Sport	(587,555)	(277,337)
Public Halls & Civic Centres		
Operating Expense		
Employee Costs	(38,955)	(12,363)
Materials & Contracts	(16,660)	(8,441)
Utilities	(2,150)	-
Depreciation On Non-Current Assets	(5,522)	-
Insurance Expenses	(1,118)	-
Other Expenditure	(75)	(82)
Reallocation Codes Expenditure	(57,961)	(37,473)
Subtotal Operating Expense	(122,441)	(58,359)
TOTAL Public Halls & Civic Centres	(122,441)	(58,359)
Total - Cost of Recreation & Culture	(972,171)	(484,429)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Transport	Current Budget	YTD Actual
Aerodromes		
Operating Expense		
Employee Costs	(1,352)	(110)
Materials & Contracts	-	(2,426)
Reallocation Codes Expenditure	(9,763)	(182)
Subtotal Operating Expense	(11,115)	(2,718)
<hr/>		
TOTAL Aerodromes	(11,115)	(2,718)
<hr/>		
Streets, Roads, & Bridges Maintenance		
Operating Revenue		
Operating Grants, Subsidies And Contributions	537,637	545,487
Profit On Asset Disposal	15,000	-
Subtotal Operating Revenue	552,637	545,487
Operating Expense		
Employee Costs	(139,771)	(117,012)
Materials & Contracts	(429,064)	(278,427)
Utilities	(7,200)	(4,722)
Depreciation On Non-Current Assets	(2,024,934)	(1,474,102)
Insurance Expenses	(1,950)	(1,562)
Other Expenditure	(700)	-
Loss On Asset Disposal	(22,500)	-
Reallocation Codes Expenditure	(708,308)	(348,985)
Subtotal Operating Expense	(3,334,427)	(2,224,809)
<hr/>		
TOTAL Streets, Roads, & Bridges Maintenance	(2,781,790)	(1,679,322)
<hr/>		
Total - Cost of Transport	(2,792,905)	(1,682,040)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Economic Services	Current Budget	YTD Actual
Caravan Park		
Operating Revenue		
Fees & Charges	80,000	43,688
Subtotal Operating Revenue	80,000	43,688
Operating Expense		
Employee Costs	(50,496)	(37,864)
Materials & Contracts	(25,100)	(28,888)
Utilities	(33,000)	(21,027)
Insurance Expenses	(3,400)	(2,704)
Other Expenditure	(75)	(82)
Reallocation Codes Expenditure	(73,035)	(80,171)
Subtotal Operating Expense	(185,106)	(170,737)
TOTAL Caravan Park	(105,106)	(127,049)
Crc		
Operating Revenue		
Operating Grants, Subsidies And Contributions	77,340	85,335
Fees & Charges	300	337
Subtotal Operating Revenue	77,640	85,673
Operating Expense		
Employee Costs	(64,639)	(35,232)
Materials & Contracts	(4,393)	(810)
Utilities	(3,710)	(3,001)
Insurance Expenses	(4,306)	(2,252)
Reallocation Codes Expenditure	(400)	(268)
Subtotal Operating Expense	(77,447)	(41,563)
TOTAL Crc	193	44,110
Other Economic Services		
Operating Revenue		
Fees & Charges	3,300	2,226
Subtotal Operating Revenue	3,300	2,226
Operating Expense		
Employee Costs	(508)	(360)
Materials & Contracts	(2,200)	(863)
Utilities	(450)	(665)
Depreciation On Non-Current Assets	(8,074)	-
Insurance Expenses	(1,450)	(1,155)
Other Expenditure	(75)	(82)
Reallocation Codes Expenditure	(907)	(1,239)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Economic Services	Current Budget	YTD Actual
Other Economic Services		
Subtotal Operating Expense	(13,664)	(4,363)
TOTAL Other Economic Services	(10,364)	(2,137)
Building Control		
Operating Revenue		
Fees & Charges	1,400	(179)
Subtotal Operating Revenue	1,400	(179)
Operating Expense		
Materials & Contracts	(17,000)	(4,783)
Other Expenditure	(550)	-
Reallocation Codes Expenditure	(22,943)	(13,530)
Subtotal Operating Expense	(40,493)	(18,313)
TOTAL Building Control	(39,093)	(18,492)
Tourism & Area Promotion		
Operating Revenue		
Operating Grants, Subsidies And Contributions	-	58,601
Fees & Charges	43,950	138,518
Other Revenue	400	906
Subtotal Operating Revenue	44,350	198,025
Operating Expense		
Employee Costs	(128,471)	(106,032)
Materials & Contracts	(247,481)	(207,470)
Utilities	(450)	(168)
Depreciation On Non-Current Assets	(141,849)	-
Insurance Expenses	(14,332)	(8,375)
Other Expenditure	(19,300)	(2,731)
Reallocation Codes Expenditure	(207,474)	(119,829)
Subtotal Operating Expense	(759,357)	(444,606)
TOTAL Tourism & Area Promotion	(715,007)	(246,581)
Total - Cost of Economic Services	(869,378)	(350,150)

Shire of Menzies

Operating Report for the period ending 31 March 2019

Other Property & Services	Current Budget	YTD Actual
Unclassified		
Operating Expense		
Other Expenditure	-	19,335
Subtotal Operating Expense	-	19,335
<hr/>		
TOTAL Unclassified	-	19,335
<hr/>		
Salaries & Wages		
Operating Expense		
Employee Costs	-	-
Subtotal Operating Expense	-	-
<hr/>		
TOTAL Salaries & Wages	-	-
<hr/>		
Administration		
Operating Revenue		
Other Revenue	30,300	7,711
Subtotal Operating Revenue	30,300	7,711
<hr/>		
Operating Expense		
Employee Costs	(427,420)	(297,046)
Materials & Contracts	(425,250)	(267,356)
Utilities	(33,600)	(15,153)
Depreciation On Non-Current Assets	(133,345)	-
Insurance Expenses	(40,501)	(51,515)
Other Expenditure	-	(187)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(137,339)	604,211
Reallocation Codes Income	1,147,155	-
Subtotal Operating Expense	(50,300)	(27,046)
<hr/>		
TOTAL Administration	(20,000)	(19,335)
<hr/>		
Plant Operation Costs		
Operating Revenue		
Other Revenue	16,000	11,626
Subtotal Operating Revenue	16,000	11,626
<hr/>		
Operating Expense		
Employee Costs	(85,090)	(34,628)
Materials & Contracts	(212,000)	(161,095)
Depreciation On Non-Current Assets	(300,154)	-
Insurance Expenses	(17,000)	(13,146)
Reallocation Codes Expenditure	598,244	208,331

Shire of Menzies

Operating Report for the period ending 31 March 2019

Other Property & Services	Current Budget	YTD Actual
Plant Operation Costs		
Subtotal Operating Expense	(16,000)	(538)
TOTAL Plant Operation Costs	-	11,088
Public Works Overheads		
Operating Revenue		
Operating Grants, Subsidies And Contributions	-	2,273
Fees & Charges	-	2,100
Other Revenue	-	7,500
Subtotal Operating Revenue	-	11,873
Operating Expense		
Employee Costs	(435,066)	(198,030)
Materials & Contracts	(175,940)	(88,073)
Utilities	(50)	(298)
Insurance Expenses	(17,643)	(9,580)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	608,699	426,611
Subtotal Operating Expense	(20,000)	130,630
TOTAL Public Works Overheads	(20,000)	142,502
Private Works		
Operating Revenue		
Fees & Charges	5,040	2,779
Subtotal Operating Revenue	5,040	2,779
Operating Expense		
Employee Costs	(1,690)	(454)
Reallocation Codes Expenditure	(3,401)	(1,575)
Subtotal Operating Expense	(5,091)	(2,029)
TOTAL Private Works	(51)	750
Total - Cost of Other Property & Services	(40,051)	154,341

Shire of Menzies
Operating Report for the period ending
31 March 2019

TOTAL - Balance to Programme Schedule

767,649

This report differs from Statement of Comprehensive Income due to inclusion of profit on sale of assets \$0



**Shire of Menzies
2018 2019
Capital Jobs - linked to General Ledger Accounts
as at 31 March 2019**

printed 15/04/2019

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Buildings -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C08001	Youth Centre (Building)	(215,000)	(121,946)	(116,946)	56.72%
Sub Total - 08662		(215,000)	(121,946)	(116,946)	56.72%
BC001	Construction Of New Staff Housing	(500,000)	-	-	0.00%
Sub Total - 09160		(500,000)	-	-	0.00%
C09002	Capital - Lot 1 (37 - 39 Reid) St (Asset 209)	(33,000)	(5,357)	(5,357)	16.23%
C09009	Capital - Lot 1089 (57) Walsh St (Asset 76)	-	(2,456)	(2,456)	100.00%
C09012	Capital - Lot 91 (40) Mercer St (Asset 200)	(30,000)	(3,681)	(1,921)	12.27%
C09203	55A (12A) Walsh Street (Building Capital)	-	(1,951)	(1,951)	100.00%
C09204	55B (12B) Walsh Street (Building Capital)	(16,000)	(3,921)	(3,921)	24.51%
Sub Total - 09162		(79,000)	(17,366)	(15,606)	21.98%
C09014	Old Post Office (Building Capital)	(25,000)	-	-	0.00%
C09205	55B (14B) Walsh Street (Capital)	(22,000)	-	-	0.00%
C09206	14A Walsh Street (Capital) - Teachers Unit	(16,000)	(3,824)	(3,824)	23.90%
C09207	14A Walsh Street (Capital)	(22,000)	(5,320)	(5,320)	24.18%
Sub Total - 09262		(85,000)	(9,144)	(9,144)	10.76%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Buildings -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C11100	Town Hall - Capital Upgrade	(187,000)	(115,716)	(33,444)	61.88%
Sub Total - 11162		(187,000)	(115,716)	(33,444)	61.88%
C11600	Butcher Shop And Tea Rooms (Capex Building)	(25,000)	(900)	(900)	3.60%
Sub Total - 11650		(25,000)	(900)	(900)	3.60%
C12101	Depot Extension	(59,698)	(51,679)	(51,679)	86.57%
Sub Total - 12120		(59,698)	(51,679)	(51,679)	86.57%
C13100	Lady Shenton Upgrade	(38,000)	-	-	0.00%
C13101	Airconditioner Replacement Program	(6,000)	(3,570)	(3,570)	59.50%
C13102	Rainwater Tanks (2) At Lady Shenton	(13,678)	(9,521)	(9,521)	69.61%
C13106	Goongarrie Cottage Maintenance	(52,000)	(21,352)	(21,216)	41.06%
C13107	Old Church Building (Lot 8) 50 Shenton Street (Building Capital)	(10,000)	(699)	-	6.99%
Sub Total - 13267		(119,678)	(35,142)	(34,307)	29.36%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019

By Category

Buildings	(1,270,376)	(351,893)	(262,026)	27.70%
------------------	--------------------	------------------	------------------	---------------

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019

By Category

Furniture & Equipment -

	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
	C04002	Software And Systems	(35,000)	-	-	0.00%
	Sub Total - 04250		(35,000)	-	-	0.00%
	C04001	Administration Communications Equipment	(45,000)	(27,707)	(20,957)	61.57%
	Sub Total - 04265		(45,000)	(27,707)	(20,957)	61.57%
	Furniture & Equipment		(80,000)	(27,707)	(20,957)	34.63%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Plant & Equipment -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
CP008	Works Utility Replacement	(40,000)	(44,167)	(44,167)	110.42%
Sub Total - 12345		(40,000)	(44,167)	(44,167)	110.42%
CP010	Truck Replacement	(300,000)	(272,225)	(272,225)	90.74%
Sub Total - 12346		(300,000)	(272,225)	(272,225)	90.74%
C11311	Street Lights At Kookynie	-	(5,089)	(5,089)	100.00%
C12301	Banners And Signage	(9,879)	(6,618)	(6,504)	66.99%
C12302	Street Lighting - Village	(7,694)	(3,307)	(3,307)	42.98%
C12304	Pump - 4 " Diesel Transfer Pump	(25,000)	(28,246)	(28,246)	112.98%
Sub Total - 12347		(42,574)	(43,260)	(43,146)	101.61%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019

By Category

Plant & Equipment	(382,574)	(359,652)	(359,538)	94.01%
------------------------------	------------------	------------------	------------------	---------------

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Roads -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
CR0001	Menzies Northwest Road R2R	(855,760)	(1,302,256)	(1,284,074)	152.18%
Sub Total - 12104		(855,760)	(1,302,256)	(1,284,074)	152.18%
CR0009	Tjunjuntjarra Access Road	(66,667)	-	-	0.00%
CR0032	Program Reseal	(200,700)	(709)	-	0.35%
Sub Total - 12106		(267,367)	(709)	-	0.27%
CR0004	Evanston Menzies Road Rrg	(297,207)	(1,965)	(1,965)	0.66%
CR0005	Yarri Road Rrg	(135,800)	-	-	0.00%
CR0013	Menzies Northwest Rd Rrg	(292,747)	(9,281)	(9,281)	3.17%
CR0040	Pinjin Road	(330,000)	(314,498)	(314,498)	95.30%
Sub Total - 12109		(1,055,754)	(325,743)	(325,743)	30.85%
WR0000	Wandrra Funding - Including Associated Costs (Wml)	(1,300,000)	(76,635)	(76,635)	5.90%
WR0002	Wandrra Kookynie Yarri Road	-	(6,583)	(6,583)	100.00%
WR0003	Wandrra Mt Remarkable Road	-	(19,230)	(5,202)	100.00%
WR0004	Wandrra Cranky Jack Road	-	(1,641)	(1,641)	100.00%
WR0007	Wandrra Menzies North West Road	-	(1,654)	(1,654)	100.00%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Roads -

			Budget Expense	Total Actual Expense	Actual Expense	% YTD
	Job #	Job Description				
	WR0015	Wandrra Mt Ida Road	-	(6,034)	(6,034)	100.00%
	WR0028	Wandrra Mt Celia Road	-	(581,183)	(581,183)	100.00%
	WR0039	Wandrra Yarri Road	-	(588,828)	(588,828)	100.00%
	Sub Total - 12145		(1,300,000)	(1,281,787)	(1,267,759)	98.60%
	Roads		(3,478,881)	(2,910,496)	(2,877,577)	83.66%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019

By Category

Footpaths -

			Budget Expense	Total Actual Expense	Actual Expense	% YTD
	Job #	Job Description				
	C12100	Bicycle Path Construction	(75,640)	-	-	0.00%
	Sub Total - 12112		(75,640)	-	-	0.00%
	Footpaths		(75,640)	-	-	0.00%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Other Infrastructure -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C11301	Playground Menzies Park	(10,000)	-	-	0.00%
C11305	Upgrade Town Dam (2)	(181,331)	(2,000)	(2,000)	1.10%
C11306	Hardcourts - Resurface	(28,882)	(34,885)	(26,150)	120.78%
C11308	Hardourts Fencing	(20,000)	(15,430)	-	77.15%
C11310	Splash Park Monitoring System	(19,399)	(9,060)	-	46.70%
Sub Total - 11351		(259,612)	(61,375)	(28,150)	23.64%
C11400	Television And Radio Rebroadcast (Capital Equipment)	(29,207)	(27,764)	(27,764)	95.06%
Sub Total - 11401		(29,207)	(27,764)	(27,764)	95.06%
CR0006	Shire House Crossovers	(30,000)	-	-	0.00%
Sub Total - 12110		(30,000)	-	-	0.00%
C12103	Bores To Support Road Works	(30,000)	(17,959)	(17,959)	59.86%
C12104	Grid Replacement Program	(134,354)	(33,044)	(7,589)	24.59%
Sub Total - 12140		(164,354)	(51,003)	(25,548)	31.03%
C13001	Tourism Information Bay Shenton / Brown	(8,679)	(992)	(992)	11.42%
C13002	Truck Bay Wilson And Shenton	(654,879)	(54,710)	(54,173)	8.35%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019
By Category

Other Infrastructure -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C13010	Niagara Dam - Other Infrastructure Capitalised	-	(24,035)	(4,553)	100.00%
C13012	Bicycle Track Lake Ballard	(133,886)	-	-	0.00%
C13013	Bicycle Track Menzies Town	(133,886)	(3,553)	(3,553)	2.65%
C13200	Museum And Surrounds	(12,698)	(1,059)	(1,059)	8.34%
Sub Total - 13266		(944,029)	(84,348)	(64,329)	8.93%
C13560	Plant Nursery Infrastructure	(55,000)	-	-	0.00%
Sub Total - 13560		(55,000)	-	-	0.00%
C13801	Caravan Park Landscaping	(4,204)	-	-	0.00%
C13802	Caravan Park Upgrade	(125,000)	(752)	(247)	0.60%
Sub Total - 13820		(129,204)	(752)	(247)	0.58%

Shire of Menzies

2018 2019

Capital Jobs - linked to General Ledger Accounts as at 31 March 2019

By Category

Other Infrastructure	(1,611,406)	(225,243)	(146,039)	13.98%
----------------------	-------------	-----------	-----------	--------

Total Reported Items - balance to Note 4	(6,898,877)	(3,666,138)
--	-------------	-------------

12.2.2 Monthly List of Payments for the month of March 2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	FIN.935.1/NAM282
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	12 April 2019
AUTHOR:	Jeanette Taylor, Manager Finance and Administration
ATTACHMENT:	12.2.2-1 Payment Listing for March 2019

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the list of payments for the month of March 2019 totalling \$535,314.38 being:

- 1) There were no cheques written.
- 2) Electronic Fund Transfer EFT3906 – EFT3986 payments in the Municipal Fund totalling \$482,097.41.
- 3) Direct Debit payments from the Municipal Fund totally \$53,216.97.
- 4) Credit Card payments for the statement period 30 January 2019 to 28 February 2019 totalling \$3,275.03.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

The list of payments made for the month of March 2019 to be received by Council.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting

the shire.

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 Regulation 13

POLICY IMPLICATIONS:

Policy 4.7 – Creditors – Preparation for Payment

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP7 Accounts payable amounts and disbursements are either inaccurately recorded or not recorded at all.

BACKGROUND:

Payments have been made by electronic funds transfer (EFT), cheque and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy. These payments have been made under authority delegated to the Chief Executive Office and are reported to Council.

COMMENT:

The EFT and Direct Debit payments that have been raised for the month of March 2019 are attached.

After payment, the balance of creditors will be \$398,977.57

.

Shire of Menzies
Payments for the Month of March 2019

Attachment 12.2.2-1

Chq/EFT	Date	Name	Description	Amount
		Cheques		\$0.00
		EFT		\$482,097.41
		Direct Debit		\$53,216.97
		Total Payments	<hr/>	\$535,314.38 <hr/>
		Credit Card Payments (included in Direct Debit)		\$3,275.03

Shire of Menzies
Payments for the Month of March 2019
EFT

Attachment 12.2.2-1

Chq/EFT	Date	Name	Description	Amount
EFT3906	07/03/2019	Carroll & Richardson Flagworld Pty Ltd	New banners	\$ 984.50
EFT3907	07/03/2019	Diggawest & Earthparts WA	Cutting edges and brooms	\$ 1,971.20
EFT3908	07/03/2019	Leonora Pharmacy	Pharmacy account for January 2019	\$ 419.31
EFT3909	07/03/2019	Goldfields Nissan	Service 5MN	\$ 288.40
EFT3910	07/03/2019	Roadtech Construction	WANDRRA roadworks	\$ 191,154.15
EFT3911	07/03/2019	Child Support	Payroll deductions	\$ 300.00
EFT3912	07/03/2019	3E Advantage	Boardroom interactive smartboard hire March 2019	\$ 374.00
EFT3913	07/03/2019	Yeti's Records Management Consultancy	Records and cataloguing services - February	\$ 1,320.00
EFT3914	07/03/2019	Child Support 2290	Payroll deductions	\$ 66.55
EFT3915	07/03/2019	Coolgardie Tyre Service	4x new tyres and fitting - Side Tipping Trailer	\$ 1,918.40
EFT3916	07/03/2019	Spectrum Picture Framing & Giftware	Sponsors 2018 Rodeo framed images	\$ 2,227.00
EFT3917	07/03/2019	Impact Minerals Limited	Rates refund on dead tenements	\$ 2,228.94
EFT3918	07/03/2019	Air Liquide WA Pty Ltd	Oxy gas bottle rental	\$ 28.16
EFT3919	07/03/2019	Blackwoods	Airlines, air fittings and washers	\$ 466.96
EFT3920	07/03/2019	Bunnings	Security lights, drill bits, storage containers.	\$ 123.25
EFT3921	07/03/2019	Cabcharge Australia Limited	Account fees February 2019	\$ 6.00
EFT3922	07/03/2019	Flex Industries	Mudflaps and guards	\$ 1,203.63
EFT3923	07/03/2019	Goldline Distributors	Valentines Day breakfast	\$ 118.57
EFT3924	07/03/2019	Goldfields Records Storage	User charges for January 2019	\$ 19.55
EFT3925	07/03/2019	Goldfields Toyota	30,000 km service 1MN	\$ 554.71
EFT3926	07/03/2019	JR & A Hersey	Consumables for workshop	\$ 1,301.23
EFT3927	07/03/2019	KT Cable Accessories	5x antennas for gme handhelds	\$ 125.14
EFT3928	07/03/2019	Local Government Professionals Australia WA	LG Professionals Conference 2019	\$ 1,326.00
EFT3929	07/03/2019	Shire of Menzies Social Club	Payroll deductions	\$ 170.00
EFT3930	07/03/2019	Netlogic Information Technology	Technology services	\$ 300.00
EFT3931	07/03/2019	Office National	Travel for Copier service, stationery items	\$ 484.02
EFT3932	07/03/2019	Moore Stephens	Budget Workshop Crown Metropol 2019 - MFA	\$ 935.00
EFT3933	07/03/2019	WesTrac Pty Ltd	Blade slides, fuel filters, cutting edges.	\$ 1,333.16
EFT3934	14/03/2019	Netlogic Information Technology	March 2019 -1 year subscription for licences Office 365	\$ 6,507.60
EFT3935	14/03/2019	Nadine Tucker	Reimburse wages paid to wrong account	\$ 265.56
EFT3936	19/03/2019	Nadine Tucker	Reimburse wages paid to wrong account	\$ 287.00
EFT3937	21/03/2019	Diggawest & Earthparts WA	Bobcat cement mixer and auger	\$ 2,277.00
EFT3938	21/03/2019	Moki International Pty Ltd	Headphones and chargers for resale	\$ 196.43
EFT3939	21/03/2019	York Embroidery	Supply Black T-shirts and embroidery for resale	\$ 545.16
EFT3940	21/03/2019	Fiesta Canvas & Leathergoods	Repair tarp	\$ 198.00
EFT3941	21/03/2019	Child Support	Payroll deductions	\$ 300.00
EFT3942	21/03/2019	Tradelink Pty Limited	Town Hall kitchen upgrade. Hands free basin mixer.	\$ 79.80
EFT3943	21/03/2019	3E Advantage	February copier charges	\$ 1,736.01
EFT3944	21/03/2019	Yeti's Records Management Consultancy	Records and cataloguing services - March	\$ 1,100.00
EFT3945	21/03/2019	Market Creations	Licencing and Services February 2019	\$ 2,227.50
EFT3946	21/03/2019	Xstra Global IT and Communication Solutions	Line rental PABX - February	\$ 297.29
EFT3947	21/03/2019	AMPAC Debt Recovery (WA) Pty Ltd	Debt recovery fees	\$ 1,362.80
EFT3948	21/03/2019	Remote Roads	Supervise flood damage repairs.	\$ 45,397.23
EFT3949	21/03/2019	Child Support Other	Payment deduction	\$ 238.54
EFT3950	21/03/2019	Visage Productions	50% payment - Participation in OUR TOWN television series	\$ 5,500.00
EFT3951	21/03/2019	CleverPatch	Craft materials for Youth Centre	\$ 656.94
EFT3952	21/03/2019	WA Local Govt Association	AllIMS awareness training - Works Supervisor	\$ 215.00
EFT3953	21/03/2019	Australian Taxation Office	PAYG Tax withheld Feb 2019	\$ 24,643.00
EFT3954	21/03/2019	Bunnings	Town Hall Kitchen. Plastic storage containers.	\$ 112.39
EFT3955	21/03/2019	BW SOLAR	Solar submersible pump complete	\$ 11,066.00
EFT3956	21/03/2019	C Direct	Phones and tablets for resale	\$ 472.80
EFT3957	21/03/2019	Coopers Fluid Systems	400 ltr fuel pod	\$ 880.00
EFT3958	21/03/2019	Toll Ipec Pty Ltd	Freight	\$ 40.83
EFT3959	21/03/2019	Coyles Mower & Chainsaw Centre	1 blower vac and 2 wippersnipper heads	\$ 579.00
EFT3960	21/03/2019	Cybersecure	Backup service - March 2019	\$ 259.88
EFT3961	21/03/2019	Deborah Whitehead	Reinburse power as per contract - 1 Jan - 27 February	\$ 650.69
EFT3962	21/03/2019	Eagle Petroleum (W.A) Pty Ltd	ULP from bowser 85.32 ltrs @1.4589	\$ 124.48
EFT3963	21/03/2019	Department of Fire And Emergency Services	Quarterly payment	\$ 14,563.20
EFT3964	21/03/2019	Goldline Distributors	Cleaning materials	\$ 198.14

Shire of Menzies
Payments for the Month of March 2019
EFT

Attachment 12.2.2-1

EFT3965	21/03/2019	Goldfields Locksmiths	Repair locks on CEO and 12 Walsh St doors and digital locks on toilet block at Caravan Park.	\$ 974.39
EFT3966	21/03/2019	Goldfields Voluntary Regional Org	Annual Contribution 2018 2019	\$ 11,000.00
EFT3967	21/03/2019	Menzies Hotel	Newspapers February 2019	\$ 82.10
EFT3968	21/03/2019	JR & A Hersey	Chapstick sunscreen	\$ 103.39
EFT3969	21/03/2019	KT Cable Accessories	1 replacement antenna for uhf handheld radios	\$ 44.67
EFT3970	21/03/2019	Landgate	Mining Tenements schedule M2019/2	\$ 109.20
EFT3971	21/03/2019	Cr Keith Mader	February travel	\$ 253.47
EFT3972	21/03/2019	Shire of Menzies Social Club	Payroll deductions	\$ 140.00
EFT3973	21/03/2019	Netlogic Information Technology	Replacement Menzies Server	\$ 12,747.00
EFT3974	21/03/2019	Penns Cartage	Transport mixer, auger to workshop	\$ 151.80
EFT3975	21/03/2019	Refresh Water	12 x 15ltr bottles of water	\$ 120.00
EFT3976	21/03/2019	Kalgoorlie Retravision	Universal remote for split system air/con	\$ 59.95
EFT3977	21/03/2019	Taps Industries	Town Hall kitchen upgrade. Reinstall oven and dishwasher.	\$ 1,148.96
EFT3978	21/03/2019	Tudor House	Replacement flags for admin building	\$ 1,400.00
EFT3979	21/03/2019	The Work Wear Group	Staff uniforms	\$ 73.70
EFT3980	21/03/2019	Moore Stephens	Assistance with R2R Annual Reports and audit 2018 Annual report	\$ 4,400.00
EFT3981	21/03/2019	Verlinden's Electrical Service	Electrical work at visitors centre and water park	\$ 4,292.20
EFT3982	21/03/2019	Wa Country Health Service - Goldfields	Service at Menzies Health Centre - March	\$ 4,554.63
EFT3983	21/03/2019	Westland Autos	Service VW Amarok, replace mirror & key, check air con	\$ 1,113.91
EFT3984	21/03/2019	WML Consultants	Works Manager services	\$ 22,475.38
EFT3985	21/03/2019	WesTrac Pty Ltd	Check air/con and steering fault on grader onsite	\$ 5,413.43
EFT3986	21/03/2019	Wurth Australia	Tape, sealant, nuts, washers, handsprayer	\$ 290.80
	14/03/2019	Payroll	Payroll	\$ 37,872.37
	21/03/2019	Payroll	Payroll	\$ 3,316.58
	28/03/2018	Payroll	Payroll	\$ 35,233.38
				\$ 482,097.41

**Shire of Menzies
Payments for the Month of March 2019
Direct Debit**

Attachment 12.2.2-1

Chq/EFT	Date	Name	Description	Amount
DD2516.1	12/03/2019	WA Local Govt Superannuation Plan	Superannuation contributions	\$ 4,667.11
DD2516.2	12/03/2019	WA Local Govt Superannuation Plan	Payroll deductions	\$ 1,845.46
DD2516.3	12/03/2019	Catholic Super	Superannuation contributions	\$ 773.14
DD2516.4	12/03/2019	Australian Super	Superannuation contributions	\$ 652.90
DD2516.5	12/03/2019	Sunsuper	Superannuation contributions	\$ 817.31
DD2516.6	12/03/2019	Commonwealth Essential Super	Superannuation contributions	\$ 53.44
DD2516.7	12/03/2019	Kinetic Superannuation	Payroll deductions	\$ 240.38
DD2528.1	12/03/2019	Catholic Super	Superannuation contributions	\$ 135.57
DD2536.1	01/03/2019	NAB	Merchant fee 006854150 February 2019	\$ 177.20
DD2536.2	01/03/2019	WESTNET	NBN Satellite 120 Boost service 1 March 2019 to 1 April 2019	\$ 54.99
DD2536.3	01/03/2019	Wright Express Australia Pty Ltd	Fuel card account 16/01/2019 to 15/02/2019	\$ 1,338.69
DD2538.1	07/03/2019	GoGo Media	On Hold messages for office phone system March 2019	\$ 75.90
DD2540.1	11/03/2019	Telstra - DIRECT DEBIT ONLY	T311 Satellite phones February 2019	\$ 314.85
DD2540.1	11/03/2019	Telstra - DIRECT DEBIT ONLY	Office phones & internet February 2019	\$ 6,304.03
DD2542.1	14/03/2019	Horizon Power	Caravan Park power for 20/12/2018 to 20/02/2019	\$ 2,368.74
DD2542.2	14/03/2019	Telstra - DIRECT DEBIT ONLY	Office Internet February 2019	\$ 695.00
DD2544.1	15/03/2019	Toyota Finance DIRECT DEBIT ONLY	Toyota fleet payment for Toyota Landcruiser Prado 1GED860 leased to GTNA - March 2019	\$ 1,099.07
DD2579.1	15/03/2019	Woolworths Ltd	Goods As required - goo making	\$ 161.50
DD2546.1	19/03/2019	Horizon Power	Power 01/01/2019 to 27/02/2019	\$ 3,930.16
DD2548.1	20/03/2019	Horizon Power	Power 01/01/2019 to 27/02/2019	\$ 838.36
DD2550.1	05/03/2019	NAB	Credit card payment 30/01/19 to 28/02/19	\$ 3,275.03
DD2552.1	26/03/2019	WA Local Govt Superannuation Plan	Superannuation contributions	\$ 4,737.43
DD2552.2	26/03/2019	WA Local Govt Superannuation Plan	Payroll deductions	\$ 1,861.70
DD2552.3	26/03/2019	Australian Super	Superannuation contributions	\$ 457.36
DD2552.4	26/03/2019	Sunsuper	Superannuation contributions	\$ 817.31
DD2552.5	26/03/2019	Commonwealth Essential Super	Superannuation contributions	\$ 53.06
DD2552.6	26/03/2019	Kinetic Superannuation	Payroll deductions	\$ 240.38
DD2557.1	21/03/2019	Horizon Power	Power 01/01/2019 to 26/02/2019 - various properties	\$ 4,934.00
DD2567.1	25/03/2019	Australia Post	Various stamps and packaging	\$ 517.91
DD2569.1	26/03/2019	Cr Keith Mader	Sitting Fee March 2019	\$ 700.66
DD2569.2	26/03/2019	Jillian Dwyer	Sitting Fee March 2019	\$ 875.83
DD2569.3	26/03/2019	Cr Justin Lee	Sitting Fee March 2019	\$ 875.83
DD2569.4	26/03/2019	Cr Debbie Hansen	Sitting Fees March 2019	\$ 875.83
DD2569.5	26/03/2019	Cr Ian Tucker	Sitting Fee March 2019	\$ 875.83
DD2569.6	26/03/2019	Ian Baird	Sitting Fee March 2019	\$ 1,289.67
DD2569.7	26/03/2019	Gregory Dwyer	Presidents Allowance March 2019	\$ 3,364.49
DD2572.1	29/03/2019	Wright Express Australia Pty Ltd	Fuel card account 16/02/2019 to 15/03/2019	\$ 871.41
DD2572.2	29/03/2019	NAB	Account fee March 2019	\$ 49.44
				\$ 53,216.97

Shire of Menzies
Payments for the Month of March 2019
Credit Card

Attachment 12.2.2-1

Date	Name	Description	Amount
05/02/2019	Comfort Inn Bay of Isles	Accomodation & meals GVROC meeting Esperance	\$ 324.00
18/02/2019	Dropbox	Yearly subscription	\$ 1,650.00
18/02/2019	NAB	International transaction fee	\$ 49.50
28/02/2019	NAB	Card fee	\$ 9.00
01/02/2019	SPOT Messenger	Grader driver monthly fees	\$ 11.63
01/02/2019	NAB	International transaction fee	\$ 0.35
04/02/2019	Swan Taxis	Taxi Perth training	\$ 34.02
4/02/2019	Swan Taxis	Taxi Perth training	\$ 15.12
5/02/2019	WWW.INGOGO	Taxi Perth training	\$ 21.42
5/02/2019	Holiday Inn	Accomodation & meals Perth training	\$ 557.88
15/02/2019	Shire of Corrigin	Remake licence plate	\$ 33.50
28/02/2019	Qantas	Airfare for councillor	\$ 559.61
28/02/2019	NAB	Card fee	\$ 9.00
		Direct Debit	\$ 3,275.03

12.2.3 REQUEST FOR RATES WRITE-OFF

LOCATION:	N/A
APPLICANT:	Korda Mentha
DOCUMENT REF:	RAT.936.1/NAM280
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	19 March 2019
AUTHOR:	Carol McAllan, Finance Officer
ATTACHMENT:	12.2.3-1 Confidential Rates Notices

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED:

SECONDED:

Carried by Absolute Majority

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council write-off all rates and charges on Assessment A4450 being E77/01814, and Assessment A4466 being lease E77/01911 the total amount to be written off being \$460.11

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

Black Oak have been through liquidation and these two dead tenements are left outstanding.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.

14.2 Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.

14.3 *Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 6.12 – Power to defer, grant discounts, waive or write off debts.

POLICY IMPLICATIONS:

4.6 – Debt Recovery – Outstanding Rates and Sundry Debtors.

FINANCIAL IMPLICATIONS:

The financial loss to the Shire from this action will be \$616.00.

RISK ASSESSMENTS:

There is no risk assessment relating to this matter.

BACKGROUND:

Holders of mining leases are responsible for their rates whether those leases are live or dead. When a company is placed into administration, only live leases can be on-sold. This is the case with the two leases referred to in this item.

COMMENT:

Black Oak Minerals were placed in Administration on 5 October 2018 and Korda Mentha were named as the Administrators. A list of outstanding amounts owed by Black Oak Minerals was given to Korda Mentha to consider for payment. A Court Hearing on 31 January 2019 granted a Deed of Company Arrangement to be effected on 7 February 2019. Outstanding amounts were updated and on 7 February Shire of Menzies was paid \$28,408.94. These two tenements were not included in this payment because they were dead and as they were surrendered prior to the appointment of the liquidator the debts were extinguished under the terms of the Deed of Company Arrangement.

12.2.4 RISK MANAGEMENT POLICY

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	RIS.879.1/NAM284
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	15 April 2019
AUTHOR:	Jeanette Taylor, Manager Finance & Administration
ATTACHMENT:	12.2.4-1 Risk management Policy 2018
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council adopt the amended Risk Management Policy as attached

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

In February 2018, *AS/NZS ISO 31000:2018 Risk Management Guidelines* was released, requiring the existing Risk Management Policy to be updated to align with the new standard.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

STATUTORY AUTHORITY:

Regulation 17.1 of the *Local Government (Audit) Regulations 1996* which requires the CEO to monitor the appropriateness and effectiveness of systems and procedures in regard to risk management, internal controls and legislative compliance.

POLICY IMPLICATIONS:

Policy Manual 1.7 Enterprise Risk Management outlines the Shire's commitment and approach to managing risks impacting on day-to-day operations and the delivery of strategic objectives.

FINANCIAL IMPLICATIONS:

Provision is included in the 2018/19 Adopted Budget for Moore Stephens to deliver Statutory Compliance Services, including risk management, in line with the awarded tender.

RISK ASSESSMENTS:

This item has been evaluated against the Shire of Menzies proposed Risk Management Strategy, Risk Assessment Matrix. The perceived level of risk is high prior to treatment, the updating of the policy and development of a Strategy that aligns with the new standard will reduce the risk to low.

BACKGROUND:

Prior to 30 June 2018, meetings with the Chief Executive Officers (CEO's) for the Shires of Leonora, Laverton, Menzies and Wiluna were held, where opportunities for collaboration and service sharing were discussed. From these meetings, it was considered a viable opportunity to further explore the possibility of engaging the services of a consultancy company to perform the Statutory Compliance Services for the four local governments, given many already engaged consultants to assist with a variety of work.

The Shires of Leonora, Laverton, Menzies and Wiluna supported proceeding to the tender stage for Statutory Compliance Services and subsequently the tender was awarded to Moore Stephens. This tender includes risk management support services, and as a result, the timing of work already in progress relating to risk has been reviewed to maximise efficiency with the delivery of statutory support and compliance services. Risk Management was one of the services included in the service scope/fee response to be delivered by Moore Stephens.

The original policy relating to risk management was adopted by Council on 30th August 2018 based on Shire of Menzies April 2015 Framework for Enterprise Risk Management. In February 2018, *AS/NZS ISO 31000:2018 Risk Management Guidelines* was released, requiring the existing Risk Management Policy to be updated to align with the new standard. The reviewed draft policy is presented to Council for consideration for adoption.

COMMENT:

Moore Stephens have prepared the attached draft policy as part of the risk management service included within the Statutory Compliance Services tender awarded. On the 17th November 2018, Ms Tanya Browning (Moore Stephens representative) met with the CEOs of the Shires of Leonora, Laverton, Menzies and Wiluna, where a draft policy was discussed. The feedback provided from the meeting has resulted in the attached draft policy, which has been developed to be succinct, clear, and conform to the new standard.

The draft policy states a *Risk Management Strategy* is to be maintained and implemented utilising the Principles, Framework and Process as defined within the standard. A draft Strategy has been developed by Moore Stephens in consultation with the Shire, aligned with the draft

risk management policy, and considers the context of the Shire. The draft Strategy is being presented to the Audit and Risk Committee at its May 2019 meeting. By providing the necessary guidance and direction to be followed by the Shire in its risk management activities, the draft Strategy will support the attached draft risk management policy and provide the level of detail required relating to how the Shire will progress with risk management activities.

12.2.4-1**RISK MANAGEMENT POLICY**Policy Adopted 30th August 2018 & Amended 13th December 2018**Objective**

To encourage an integrated, effective and organisation wide approach to risk management within the Shire of Menzies, facilitating value creation and protection.

Policy Statement

Council is committed to the use of risk management in the course of achieving its strategic objectives and delivery of services to the community. Management of risk is considered the responsibility of all elected members, employees and contractors, and is to be integrated throughout the Shire.

A *Risk Management Strategy* is to be maintained and implemented utilising the Principles, Framework and Process as defined within *AS/NZS ISO 31000:2018 Risk management - Guidelines*.

Risk Tolerance and Appetite:

Risk tolerance or risk appetite refers to the amount and type of risk that the Shire is willing to take in order to meet its strategic objectives. As a public body, there is an expectation the Shire will maintain an inherent low appetite for risk and as a consequence adopt policies and maintain systems and procedures to create value and protect, the Shire, and its stakeholders.

Council's risk tolerance and appetite is articulated with the *Risk Management Strategy* and any change to the level of risk tolerance and appetite within the Strategy can only be made with Council approval.

Risk Management Commitment:

Council will maintain a continual commitment to risk management through the appropriate allocation of resources to facilitate application of the principles, framework and process as defined within *AS/NZS ISO 31000:2018*, through the '*Risk Management Strategy*'. The *Risk Management Strategy* will assist the organisation to integrate risk management into decision making and operational activities, across the organisation. This commitment will work towards:

- Aligning the objectives, culture and strategy of the Shire with risk management;
- Addressing and recognising all obligations (including voluntary commitments) of the Shire;
- Communicating the risk appetite of the Shire to guide the establishment of risk criteria, to all employees, contractors and elected members and stakeholders;
- Promoting and conveying the value of risk management across the Shire;
- Encouraging methodical monitoring of risks;
- Ensuring that the *Risk Management Strategy* remains relevant to and considers the context of the organisation.

This policy is to remain in force until otherwise determined by Council.

12.3 WORKS AND SERVICES

12.3.1 Monthly Report of Works and Services

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	GOV.860.1/NAM286
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	15 April 2019
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	Nil
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the Works Report for the month of March 2019.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

Councils annual works program is now underway

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.

14.4 *Heritage & Natural assets conserved*

- Our natural environment will be protected and preserved for future generations.
- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.
- Heritage and cultural places and items will be protected.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

No Risk Assessment has been undertaken relating to this item.

BACKGROUND:

The Shire manages the Works section with a permanent staff of a Works Supervisor, and 4.5 full time equivalent workers. Additional resources are contracted as required.

COMMENT:

The following is a brief report of the monthly activities extracted from the report to the Chief Executive Officer from Paul Warner, Works Supervisor.

Road Maintenance

Menzies Evanston Road
Yarri Road
Mt Celia Road
Menzies Refuse Site Road

Road Preservation and Improvement (includes WANDRRA)

Yarri Road
Kookynie - Yarri Road
Cranky Jack Road
Mt Remarkable Road
Menzies North West Road
Mt Ida Road

Other

Goongarrie House and Yard Cleanup
Preparation for tree planting
Tree Pruning

12.3.2 TENDER ASSESSMENT REPORT FOR MENZIES GRAVEL SHEETING - RFT RRG-2018

LOCATION:	Various Locations
APPLICANT:	N/A
DOCUMENT REF:	ROA.834.1/42013
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	16 April 2019
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	12.3.2-1-1 Confidential Tender Assessment

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

Carried by absolute Majority /

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council

1. Acknowledge the tender assessment and recommendation provided by Council Officers and the project manager WML Consultants.
2. Award Tender RRG-2018 for the supply of plant and operators for gravel re-sheeting of roads to Road Tech Constructions for the price as submitted.
3. Advise unsuccessful tenderers of the outcome of the tender within seven working days.

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

The Shire of Menzies sought tenders for the supply of plant and operators for gravel re-sheeting of roads. Tender RRG-2018 was advertised on 2 March 2019. The closing date for the tender was 2pm 18 March 2019.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other

industries.

- A local economy accessing the commercial options and services in place, for timely development.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 3.57

Local Government (Functions and General) Regulation 1996 Part 4 Division 2

POLICY IMPLICATIONS:

Policy 4.2 Purchasing and Tenders

FINANCIAL IMPLICATIONS:

Budget for these projects has been allowed on CR0004 – Evanston Menzies Road, CR0013 – Menzies North West Road, and CR0005 Yarri Road.

RISK ASSESSMENTS:

Nil

BACKGROUND:

Regional Road Group (RRG) funding is allocated to projects agreed to by a group consisting of Main Roads WA and Councils in the region. Most Funding requires a contribution of one third of the total expenditure from Council own funds.

COMMENT:

Tenders were received from six applicants. Each applicant was assessed against the following criteria.

- Organisational Experience and Capacity (30%)
- Road construction experience in Rural and Remote areas (20%)
- Key Personnel Experience and Overall Capacity (30%)
- Extent and Condition of Road Construction Plant and Mechanical support (20%)

The weighted scores were

Tenderer	Ranking as submitted	Compliant
Tenderer A	2	Yes
Tenderer B	6	No
Tenderer C	4	Yes
Tenderer D	5	Yes
Tenderer E	3	Yes
Tenderer F	1	Yes

Prices submitted were adjusted to reflect Regional Price Preference/Local Content (RPP/LC)

The tender amount plant and crew per day.

Tenderer	Price as Submitted	Price Adjusted for RPP/LC	% above Benchmark following adjustment
Tenderer A	\$27,140.48	\$27,140.48	25%
Tenderer B	\$53,590.19	\$53,590.19	148%
Tenderer C	\$35,943.33	\$34,752.86	61%
Tenderer D	\$36,491.00	\$36,491.00	69%
Tenderer E	\$29,387.10	\$28,202.33	30%
Tenderer F	\$22,463.33	\$21,630.00	Bench Mark

The confidential tender assessment is provided to assist Council to determine which tender is the most advantageous.

The tender assessment suggests that Tenderer F meets all necessary criteria, has the best results from the weighted criteria, and is the lowest price.

12.4 COMMUNITY DEVELOPMENT

12.4.1 Report for Community Development Services for the month of March 2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	CS.860.1/NAM287
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	16 April 2019
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	Nil
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the report of the activities for Community Development for the month of March 2019

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

The Menzies Community Resource Centre, Visitor Centre. Community Postal Agency and Caravan Park operate from the Lady Shenton Building on the corner of Brown and Shenton Streets.

This report also addresses other areas of Tourism and area promotion such as the operating of is camping facilities at Lake Ballard and Niagara Dam, and contribution to Community Groups for activities.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- A local economy accessing the commercial options and services in place, for timely development.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

14.2 Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

14.4 Heritage & Natural assets conserved

- Heritage and cultural places and items will be protected.
- A strengthening of our cultural and heritage awareness and values.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS : Nil

FINANCIAL IMPLICATIONS :

All expenditure to are within acceptable parameters of the adopted budget.

RISK ASSESSMENTS:

No Risk Assessment has been undertaken relating to this item.

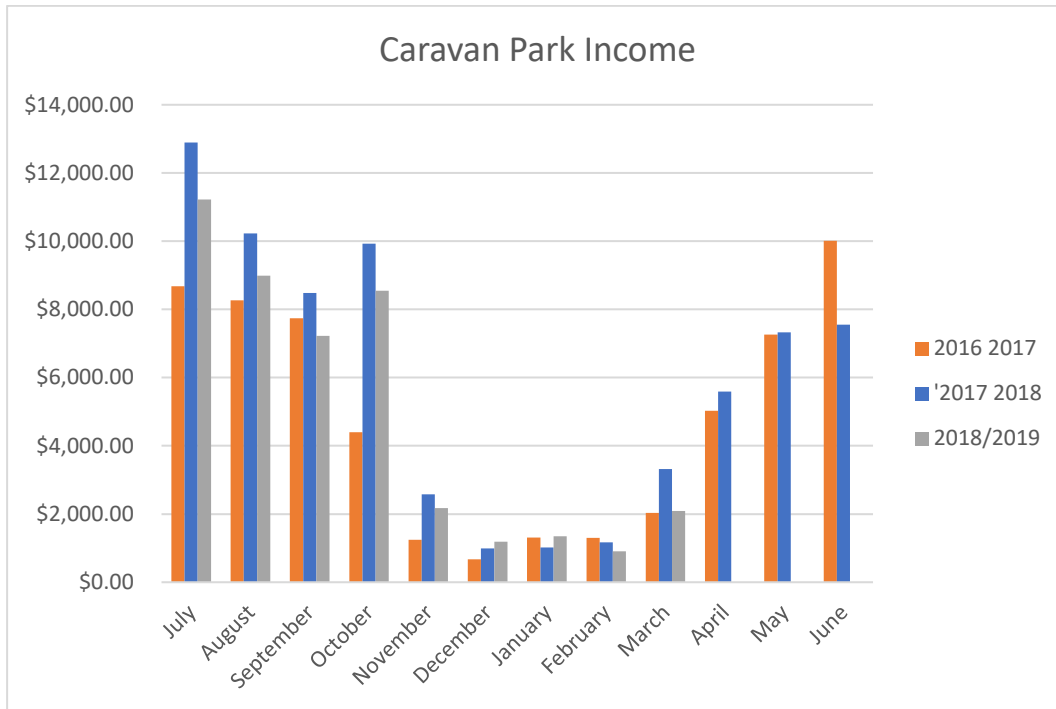
BACKGROUND:

The Lady Shenton Building operates the CRC and Menzies Visitor Centre and administers the Menzies Caravan Park. The statistics are compiled each month by the staff for recording purposes.

COMMENT:

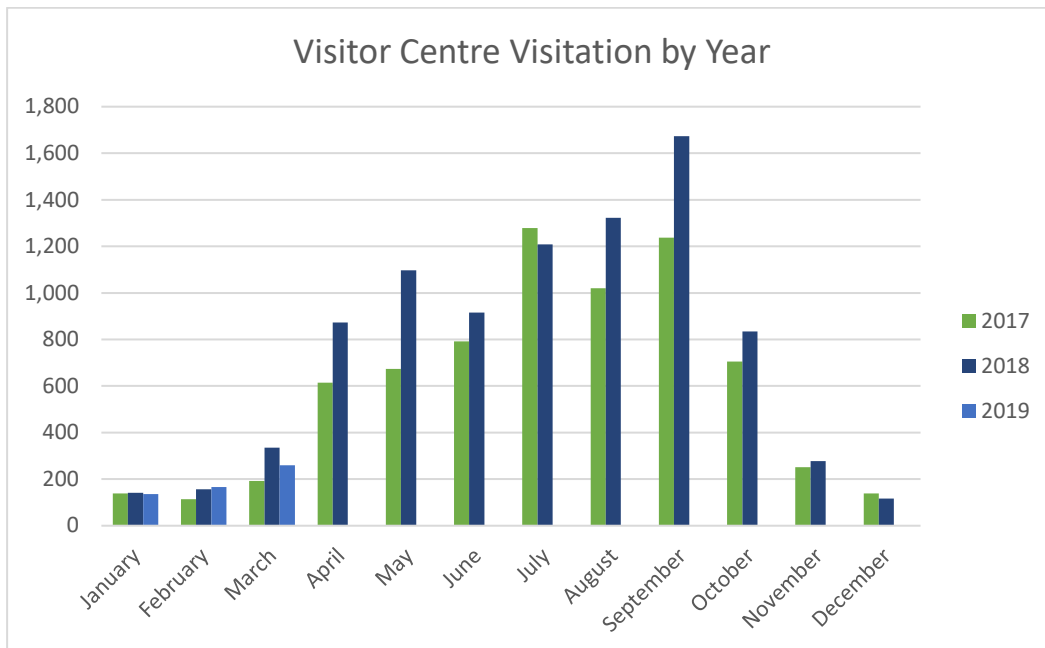
Caravan Park

Caravan Park income is consistent. The response from users is positive.



Visitor Centre

March 2019 attracted 259 visitors. Our Facebook appears to be one of the major referral sources for visitors. We continue to review methods and best means of promotion for Menzies.

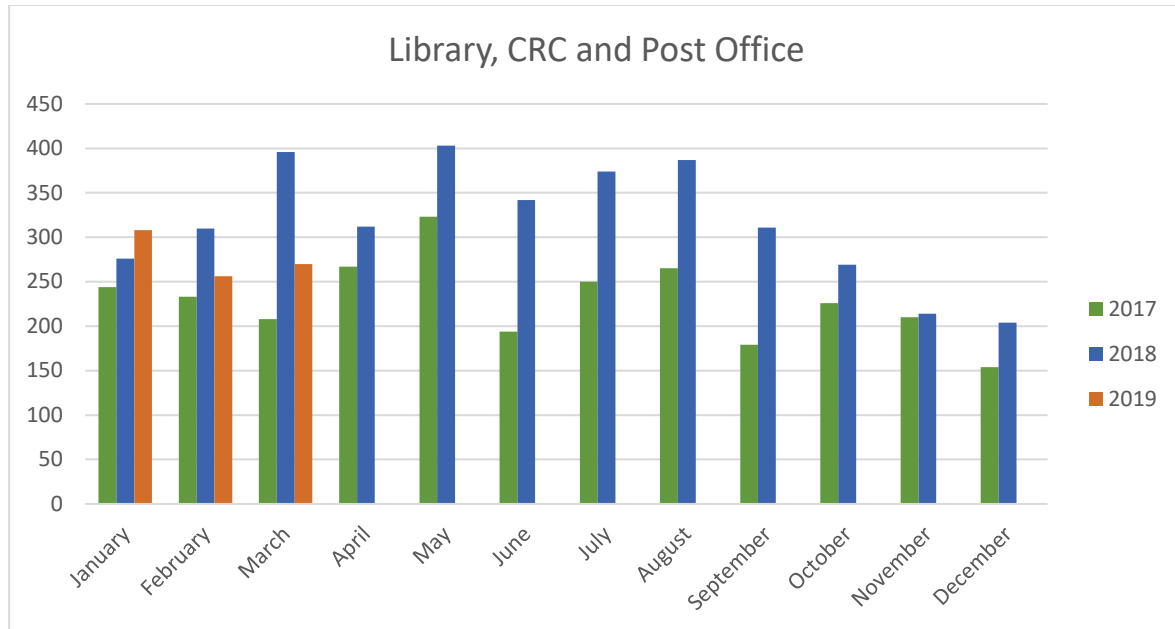


Community Postal Agency

This important service attracted 223 customers in March 2019.

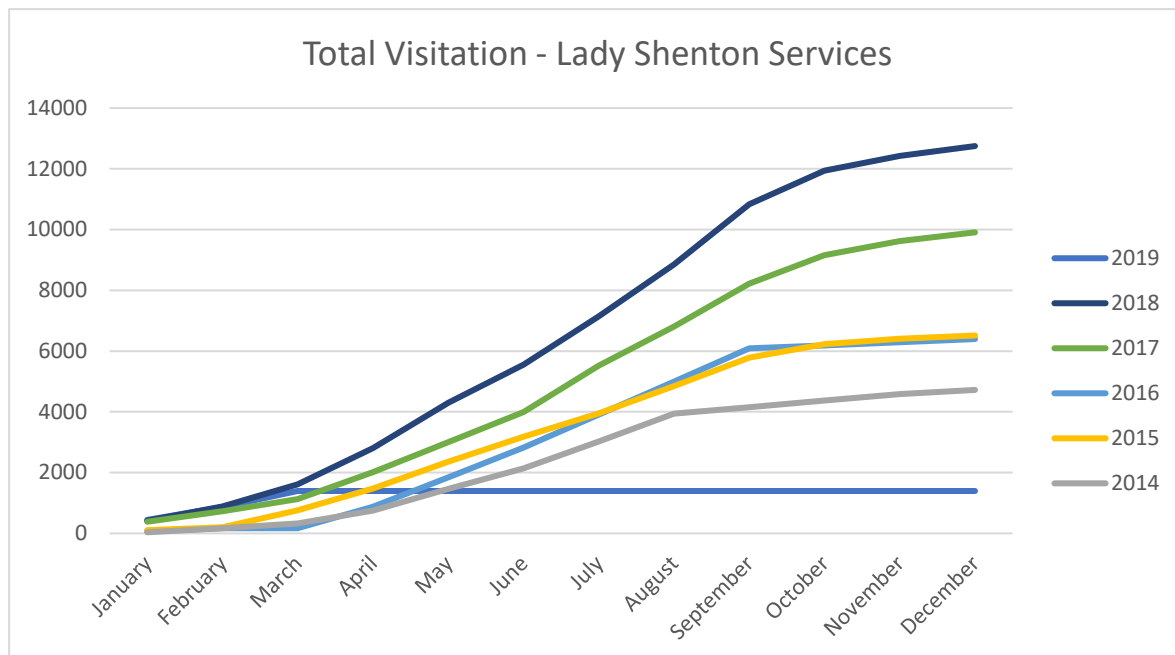
Community Resource Centre (CRC) and Community Activities

The Centre had 47 patrons in March 2019. The Menzies Matters was printed and distributed. There is a steady increase on the number of local clients meeting and joining in the activities. Both day time adult activities and after school activities are attracting regular clients.



Statistics

Cumulative statistics show a steady increase in visitation to the Lady Shenton Building. In 2018 in excess of 12,000 clients attended the centre. Year to date, we are behind last year, but only marginally so.



The Local Community continue to play and important part of our community. With the new season for hard court activities having commenced on Wednesday evenings, gatherings for those over 26 at the Lady Shenton on one Wednesday morning per month, and the weekly youth activities we continue to seek to increase ways to include all members of the community either in activities, or in a more passive way watching them.

12.5 MANAGEMENT AND POLICY

12.5.1 Actions Performed Under Delegations for the Month of March 2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	GOV.860.1/NAM291
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	18 April 2019
AUTHOR:	Kaylene Tucker, Executive Assistant
ATTACHMENT:	Nil
COUNCIL RESOLUTION:	No.

MOVED: Cr

SECONDED: Cr

Carried /

OFFICER RECOMMENDATION:

That Council receive the report of the actions performed under delegation for the month ended March 2019.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

To report back to Council actions performed under delegated authority for the month ended March 2019.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP13 Governance – Council does not comply with statutory requirements

BACKGROUND:

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:-

- Bushfire
- Common Seal
- Planning Approvals
- Building Permits
- Health Approvals
- Ranger related Dog Issues
- Mining / Exploration / Miscellaneous Applications

The following tables outline the actions performed within the organisation relative to delegated authority for the month ended March 2019.

Bushfire

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters for the month ended March 2019.

Common Seal

The following decisions were undertaken by the Shire of Menzies pursuant to the Common Seal for the month ended March 2019.

<i>Date of decision</i>	<i>Decision ref:</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
		No seal applied		

Planning Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals for the month ended March 2019.

Health Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals for the Month ended March 2019.

Building Permits (including Septic Tank approvals)

The following decisions were undertaken by the Shire of Menzies pursuant to Building Permits (including Septic Tank approvals) for the month ended March 2019.

<i>Date of decision</i>	<i>Decision ref:</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
	Nil			

Ranger Related Dog Issues

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues for the month ended March 2019.

Applications

The following Mining/Prospecting/Exploration/Miscellaneous Applications were made for the month ended March 2019.

<i>Applicant Name</i>	<i>Application Type</i>	<i>Application Details</i>
Global Exploration Narnoo Mining	Prospecting Licence Miscellaneous Licence	29/2532 39/279 39/280

The following Community Assistance Fund Applications were made for the month ended March 2019.

<i>Applicant Name</i>	<i>Application Type</i>	<i>Grant Approved</i>
	Nil	

13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

15 NEXT MEETING

The next Ordinary Meeting of Council will be held on 30 May commencing at 1pm.

16 CLOSURE OF MEETING

There being no further business the Chairperson closed the meeting at pm.