



**SHIRE OF MENZIES**

**MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 29 June 2017**

**Shire of Menzies**

**Commencing at 1.01 pm**

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17. **Closure of Meeting.**

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**1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 1.01pm.

**2 ANNOUNCEMENT OF VISITORS**

There were no visitors present.

**3 RECORD OF ATTENDANCE**

The Chairperson advised a request had been received from Councillors Baird and Hansen to attend the meeting via electronic means as they are more than 150 kilometres from the Shire of Menzies office and is still in Western Australia.

<b>COUNCIL RESOLUTION:</b>
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<b>No.1212</b>
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**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*That Council approve the attendance of Cr Baird and Cr Hansen by electronic communications.*

**Carried 5/0**

Present

Councillors:	Cr J Dwyer	Shire President
	Cr I Tucker	
	Cr J Mazza	
	Cr J Lee	
	Cr K Mader	
	Cr I Baird (by electronic communication)	
	Cr D Hansen (from 1.08pm)	

Staff

Rhonda Evans	Chief Executive Officer
Jeanette Taylor	Manager Finance

**4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

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

1.03pm Cr Baird left the meeting

**5 PUBLIC QUESTION TIME**

There were no questions from the public.

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

There were no applications for leave of absence.

**7 DECLARATIONS OF INTEREST**

There were no declarations of interest.

## 8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

There were no items to be discussed behind closed doors.

## 9 CONFIRMATION / RECEIVAL OF MINUTES

### 9.1 Confirmation of Minutes of the Ordinary Council Meeting held on 25 May 2017.

*That the minutes of the Ordinary Meeting of Council held on Thursday 25 May 2017 be confirmed as a true and correct record.*

<b>COUNCIL RESOLUTION:</b>
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<b>No.1213</b>
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**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That the minutes of the Ordinary Meeting of Council held on Thursday 25 May 2017 be confirmed as a true and correct record.*

**Carried 5/0**

## 10 PETITIONS / DEPUTATIONS / PRESENTATIONS

There were no petitions, deputations or presentations to be received.

1.08pm Cr Baird returned to the meeting

1.08pm Cr Hansen entered the meeting

## 11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

### 11.1 PRESIDENTS REPORT

<b>COUNCIL RESOLUTION:</b>
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<b>No.1214</b>
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**Moved: Cr Tucker**

**Seconded: Cr Mazza**

*That Council receive the President's report for June 2017.*

**Carried 7/0**

#### **27 May 2017**

Attended the Women's Forum as a guest of Regional Development Australia. Jessica Rowe was the Keynote speaker. This was a fabulous forum attended by over 300 women.

#### **30 May 2017**

Attended a meeting in Leonora with the Department of Mines and Petroleum. The Chief Executive Officer outlined our intended review of Town Planning Strategy. Comments were very positive and we were advised to liaise with the Department first before making changes to our Town Planning Scheme.

#### **2 June 2017**

Attended the judging of the Leonora Art Prize at the Recreation Centre in Leonora.

**3 and 4 June 2017**

Participated as Shire President and member of the Kookynie Volunteers Association. It was a fantastic weekend and the feedback was extremely positive. The Kookynie Volunteers Association served 230 Meals in the Hall and 39 in the marquee. The fireworks were once again a crowd favourite. The Community Breakfast was also a great success and well attended. Congratulations to all our staff for the huge effort in getting everything set up and welcoming all the visitors to our town.

**16 to 21 June 2017**

With Councillor Baird attended the National Local Government Conference in Canberra. Tuesday 20 June we attended breakfast hosted by WALGA, later that day we attended a meeting at Parliament House hosted by Rick Wilson MP. In attendance was Mr John Walker CEO of Kalgoorlie-Boulder and James Trail Acting CEO of the Shire of Coolgardie. The main topic of conversation was on anti-social behaviour and the Cashless Card. We later met with Minister Trudge for further discussions on the effects of the anti-social behaviour in the Northern Goldfields. Tjuntjuntjara will be receiving a visit in the near future to discuss with the community their thoughts on the card and to explain how the card works. Alan Hughes will meet with the PTAC Board.

**26 June 2017**

At the opening of the Kalgoorlie Office of Robin Scott MPC, Member for Mining and Pastoral.

## 12. REPORTS OF OFFICERS

### 12.1 HEALTH BUILDING AND TOWN PLANNING

#### 12.1.1 Health and Building Report for the month of May 2017

<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 384
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest to disclose
<b>DATE:</b>	24 May 2017
<b>AUTHOR:</b>	David Hadden, Environmental Health Officer
<b>ATTACHMENTS</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1215</b>
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**Moved:** Cr Lee

**Seconded:** Cr Mazza

*That Council receive the report of the Environmental Health Officer for the month of May 2017 for information.*

**Carried 7/0**

#### **RECOMMENDATION:**

That Council receive the report of the Environmental Health Officer for the month of May 2017 for information.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

##### **Health**

General enquiries only, including discussions with stakeholders regarding potential areas of concern.

##### **Building/Planning**

Attended to ongoing issues, and discussed illegal building commencements with stakeholders.

#### **RELEVANT TO STRATEGIC PLAN:**

Active Civic Leadership Achieved

- Regularly Monitor and Report on the Shire's Activities, Budgets, Plans and Performance

#### **STATUTORY AUTHORITY:**

*Building Act 2011*

*Public Health Act 2016*



**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS :** Nil

**RISK ASSESSMENTS :**

No Risk Assessments have been adopted in relation to these matters.

**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 office once per month to meet with the Chief Executive Officer.

The following is a brief report of the monthly activities.

**COMMENT:**

This report is for the information of Council, and relates to matters addressed by the Environmental Health Officer for the month of May 2017.

**BACKGROUND:**

**COMMENT:**

**Health**

Completed an environmental health indicators survey for Shire of Menzies to assist the Health Department with the introduction of the new Public Health Act.

Attended a Worksafe workshop on latest controls regarding the safe handling and disposal of asbestos products.

Dealt with various other enquiries.

**Building/Planning**

Carried out inspection of Mr Gopels property as it appears he has moved into the old caravan on site. Mr Gopel has ignored the fact that he has previously been prosecuted for occupying a shed on the property and was previously warned that it is illegal to occupy a caravan on the property for more than three nights in a twenty-eight day period under the Caravan Parks and Camping Grounds Regulations. Mr Gopel is now occupying the caravan and as such have initiated further prosecution actions through McLeod Barristers and Solicitors.

Noticed two tents located to the east of the Menzies School and after checking could not locate occupants. Evidence of vehicle movements around the tents but could not locate the campers to advise them that it is illegal to camp anywhere other than at approved sites.

Prepared correspondence to owners of Lot 107 Jowett Street Menzies regarding two dilapidate caravans that have been placed on the property and appear to be being developed into accommodation. Owners have been requested to cease all development activities forthwith and advise Council their intentions regarding this property.

Dealt with various enquiries.

## 12.2.1 FINANCE AND ADMINISTRATION

### 12.2.1 Statement of Financial Activity for the Month of May 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	9 June 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.1.1 Monthly Financial Reports May 2017

<b>COUNCIL RESOLUTION:</b>	<b>No.1216</b>
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**Moved:** Cr Lee

**Seconded:** Cr Mazza

*That Council receive the Statement of Financial Activity for the month ending 31 May 2017 included as attachment 12.2.1.1 as presented, and note any material variances.*

**Carried 7/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the Statement of Financial Activity for the month ending 31 May 2017 included as attachment 12.2.1.1 as presented, and note any material variances.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 31 May 2017.

#### **RELEVANT TO STRATEGIC PLAN:**

Active civic leadership achieved

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

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.4*

*Local Government (Financial Management) Regulations 1996, 34*

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

As detailed within the attachments.

**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 required each Local Government to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under Regulation 22(1)(d), for that month with the following details:

- The annual budget estimates,
- The operating revenue, operating income and all other operating income and expenses,
- Any significant variations between year to date 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, and
- Any other relevant supporting notes.

**COMMENT:**

This report contains annual budget estimates, actual amounts of expenditure and income to the end of the month. It shows the material differences 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.

The variances in the May 2017 Statement of Financial Activity are largely due to timing differences.

Detailed statement of Capital Expenditure by ledger account by program is provided for Council consideration.

Detailed statement of Operating Expenditure by nature or type by program is provided for Council information.

## MONTHLY FINANCIAL REPORT

For the Period ended  
31 May 2017



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Statement of Comprehensive Income by Nature or Type

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Cash at Bank

Notes

Revenues and Expenses

- Depreciation
- Interest Earnings
- Acquisition of Assets
- Rates
- Fees and Charges
- Reserves
- Trust

Supplementary Reports - Note General Ledger is currently being reorganised

- Operating by Nature or TypeL Account
- Capital by GL Account

**Shire of Menzies**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**For the Period ended**  
**31 May 2017**

	Note	2016/2017 Budget \$	2016/2017 Actual \$
<b>REVENUE</b>			
Rates	5	2,635,869	2,859,020
Operating Grants, Subsidies and Contributions		2,866,607	2,862,063
Fees and Charges	6	125,174	156,908
Interest Earnings	3	202,539	212,131
Other Revenue		<u>185,072</u>	<u>72,406</u>
		6,015,261	6,162,528
<b>EXPENSES</b>			
Employee Costs		(1,816,821)	(1,372,610)
Materials and Contracts		(3,412,369)	(1,901,735)
Utility Charges		(102,450)	(35,392)
Depreciation	2	(2,532,920)	(1,845,440)
Insurance Expenses		(157,844)	(126,684)
Allocation to Capital		0	896,973
Other Expenditure		<u>(187,844)</u>	<u>(178,274)</u>
		<u>(8,210,248)</u>	<u>(4,563,162)</u>
		(2,194,987)	1,599,366
Non-Operating Grants, Subsidies and Contributions		1,554,637	358,622
Profit on Asset Disposals		0	791
<b>NET RESULT</b>		<b>(640,350)</b>	<b>1,958,779</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>(640,349)</u></b>	<b><u>1,958,779</u></b>

## Shire of Menzies

## STATEMENT OF COMPREHENSIVE INCOME

## BY PROGRAM

For the Period ended  
31 May 2017

	Note	2016/2017 Budget \$	2016/2017 Actual \$
<b>REVENUE</b>			
Governance		16,959	91
General Purpose Funding		5,440,969	5,854,143
Law, Order, Public Safety		18,090	5,935
Housing		57,000	57,964
Community Amenities		7,220	8,145
Recreation and Culture		10,550	272
Transport		196,921	67
Economic Services		161,501	173,999
Other Property and Services		141,272	62,703
		<u>6,050,482</u>	<u>6,163,319</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>			
Governance		(1,010,064)	(482,610)
General Purpose Funding		(285,352)	(22,289)
Law, Order, Public Safety		(182,881)	(46,909)
Health		(96,249)	(36,191)
Education and Welfare		(11,500)	(17,075)
Housing		(237,903)	(156,053)
Community Amenities		(240,456)	(113,687)
Recreation & Culture		(530,889)	(214,755)
Transport		(3,637,250)	(2,216,124)
Economic Services		(1,478,499)	(763,778)
Other Property and Services		(499,205)	(494,481)
		<u>(8,210,248)</u>	<u>(4,563,953)</u>
		(2,159,766)	1,599,366
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Transport		1,414,875	335,895
Economic Services		0	22,727
Other Property and Services		139,762	0
		<u>1,554,637</u>	<u>358,622</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Community Amenities		0	791
Transport		(35,221)	0
		<u>(35,221)</u>	<u>791</u>
<b>NET RESULT</b>		<b>(640,349)</b>	<b>1,958,779</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><b>(640,349)</b></u>	<u><b>1,958,779</b></u>

## Shire of Menzies

## STATEMENT OF FINANCIAL ACTIVITY

For the Period ended

31 May 2017

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<b>REVENUES</b>	1,2					
Governance		16,959	15,546	91	99%	15,455
General Purpose Funding		2,805,100	2,571,342	2,995,122	-16%	(423,780)
Law, Order, Public Safety		18,090	16,583	5,935	64%	10,648
Housing		57,000	52,250	57,964	-11%	(5,714)
Community Amenities		7,220	6,618	8,145	-23%	(1,527)
Recreation and Culture		10,550	9,671	272	97%	9,399
Transport		196,921	180,511	335,961	-86%	(155,451)
Economic Services		161,501	148,043	196,727	-33%	(48,684)
Other Property and Services		141,272	129,499	62,703	52%	66,796
		<u>3,414,613</u>	<u>3,130,062</u>	<u>3,662,921</u>		
<b>EXPENSES</b>	1,2					
Governance		(1,010,064)	(925,892)	(482,610)	48%	(443,282)
General Purpose Funding		(285,352)	(261,573)	(22,289)	91%	(239,284)
Law, Order, Public Safety		(182,881)	(167,641)	(46,909)	72%	(120,732)
Health		(96,249)	(88,228)	(36,191)	59%	(52,037)
Education and Welfare		(11,500)	(10,542)	(17,075)	-62%	6,534
Housing		(237,903)	(218,078)	(156,053)	28%	(62,025)
Community Amenities		(240,456)	(220,418)	(112,896)	49%	(107,522)
Recreation & Culture		(530,889)	(486,648)	(214,755)	56%	(271,894)
Transport		(3,637,250)	(3,334,146)	(2,216,124)	34%	(1,118,022)
Economic Services		(1,478,499)	(1,355,291)	(763,778)	44%	(591,513)
Other Property and Services		(499,205)	(457,605)	(494,481)	-8%	36,877
		<u>(8,210,248)</u>	<u>(7,526,061)</u>	<u>(4,563,162)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(4,795,635)</u>	<u>(4,395,999)</u>	<u>(900,241)</u>		
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals		35,221	32,286	(791)		
Depreciation on Assets	2	2,532,920	2,321,843	1,845,440		
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	4	0	0	0	No budget	0
Purchase Land and Buildings	4	(1,040,000)	(953,333)	(24,491)	-97%	(928,843)
Purchase Infrastructure Assets - Roads	4	(2,300,249)	(2,108,562)	(143,477)	-93%	(1,965,084)
Purchase Infrastructure Assets - Parks	4	(273,499)	(250,707)	(46,313)	-82%	(204,395)
Purchase Infrastructure Assets - Footpaths	4	(25,000)	(22,917)	(880)	-96%	(22,037)
Purchase Plant and Equipment	4	(278,957)	(255,711)	(173,989)	-32%	(81,722)
Purchase Furniture and Equipment	4	(50,000)	(45,833)	(13,186)	-71%	(32,647)
Proceeds from Disposal of Assets		87,500	80,208	50,455	-37%	29,753
Transfers to Reserves (Restricted Assets)	6	(1,581,238)	(1,449,468)	(1,639,011)	13%	189,543
Transfers from Reserves (Restricted Assets)	6	(222,235)	(203,715)	0	-100%	(203,715)
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,350,190	2,350,190	3,811,415		
Amount Raised from General Rates		2,635,869	2,635,869	2,859,020		
<b>Net Current Assets - Surplus (Deficit)</b>	8	<u>(2,925,113)</u>	<u>(2,265,848)</u>	<u>5,623,952</u>		

## Shire of Menzies

## STATEMENT OF COMPREHENSIVE INCOME

## NET CURRENT ASSETS

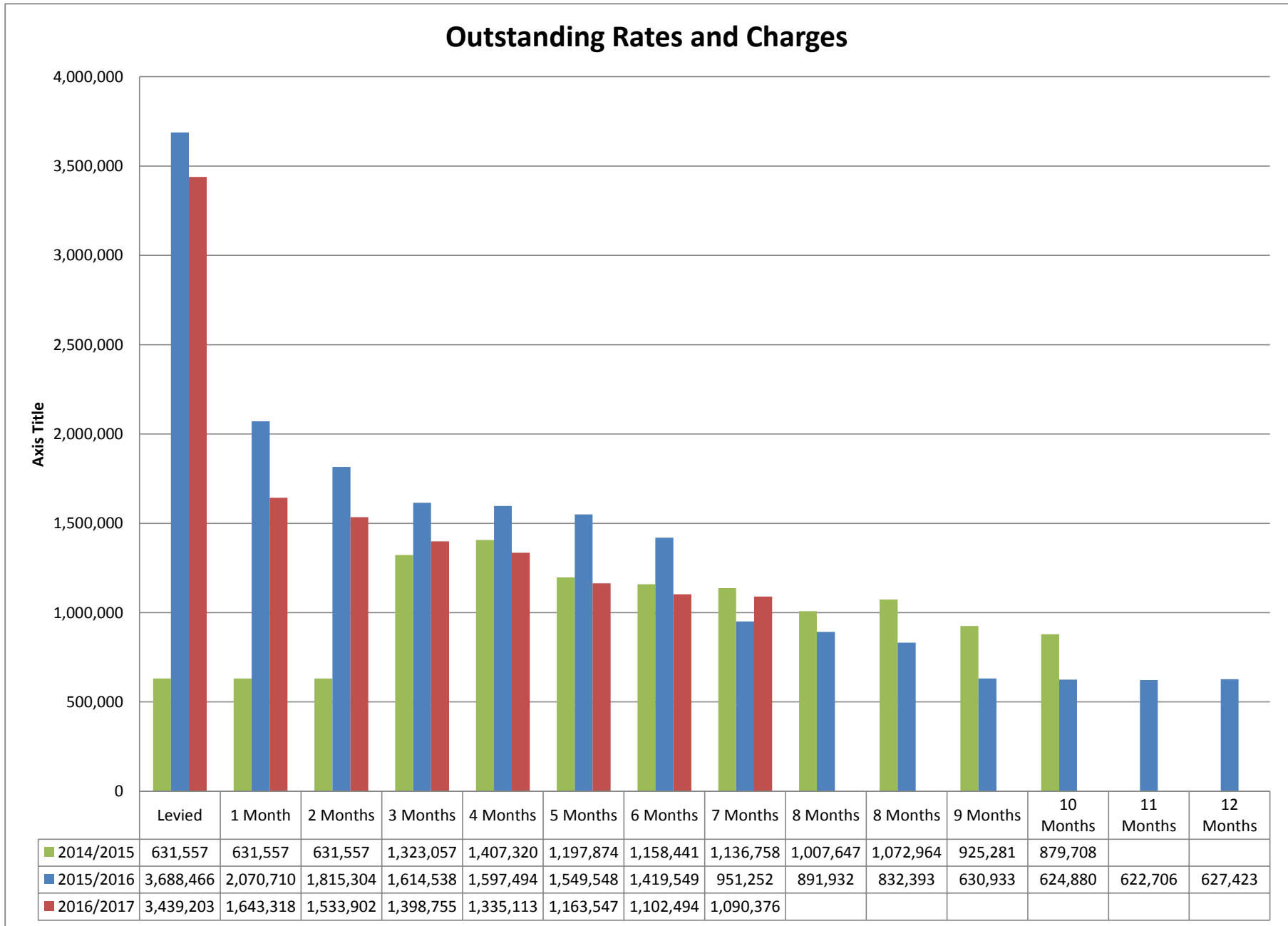
For the Period ended

31 May 2017

	Brought Forward	Movement	YTD
	Actual	Actual	Actual
	\$	\$	\$
<b>Surplus Deficit Brought Forward</b>	<b>3,811,415</b>	<b>1,812,537</b>	<b>5,623,952</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	2,630,085	1,978,422	4,608,508
-Restricted Cash - Reserves	2,666,393	1,639,011	4,305,404
Receivables		0	0
-Rates Outstanding	630,998	459,443	1,090,441
-Sundry Debtors	1,059,993	(924,737)	135,256
-Provision For Doubtful Debts	(99,540)	0	(99,540)
-Gst Receivable	212,314	(179,096)	33,218
-Accrued Income/Payments In Advance	0	12,869	12,869
Inventories			0
-Fuel, Oil & Materials on Hand	7,203	5,325	12,528
	<u>7,107,446</u>	<u>2,991,238</u>	<u>10,098,683</u>
<b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(512,182)	420,004	(92,179)
-Accrued Salaries & Wages	(30,293)	30,293	0
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(10,293)	(15,209)	(25,502)
-Payroll Creditors	(44,302)	18,975	(25,327)
-Accrued Expenses	(6,247)	6,247	0
Provisions			0
-Provision For Annual Leave	(59,740)	0	(59,740)
-Provision For Long Service Leave (Current)	(18,535)	(4,071)	(22,605)
	<u>(707,913)</u>	<u>456,239</u>	<u>(251,674)</u>
<b>Unadjusted Net Current Assets</b>	<b><u>6,399,533</u></b>	<b><u>3,447,477</u></b>	<b><u>9,847,010</u></b>
Less Reserves - restricted Cash	(2,666,393)	(1,639,011)	(4,305,404)
Add back Cash Backed Provision for Leave	78,275	4,071	82,346
Adjustment for Trust	0	0	0
<b>Adjusted net current assets</b>	<b><u>3,811,415</u></b>	<b><u>1,812,536</u></b>	<b><u>5,623,951</u></b>



### Outstanding Rates and Charges



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2017**

**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 May 2017**

**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 May 2017**

**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 May 2017**

**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 May 2017**

**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 May 2017**

**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 May 2017

REVENUES AND EXPENSES	2016/17 Budget \$	2016/17 Actual \$
<b>Net Result from Ordinary</b>		
<b>Activities was arrived at after:</b>		
(i) Charging as Expenses:		
<b>2 Depreciation</b>		
<b><u>By Class</u></b>		
Land and Buildings	249,260	306,193
Furniture and Equipment	5,802	9,357
Plant and Equipment	421,287	237,165
Roads	1,773,871	1,250,187
Footpaths	3,940	3,379
Parks and Ovals	4,440	29,319
Infrastructure Other	74,320	9,840
	<u>2,532,920</u>	<u>1,845,440</u>
(ii) Crediting as Revenues:		
<b>3 Interest Earnings</b>		
Investments		
- Reserve Funds	80,000	57,773
- Other Funds	10,000	62,030
Other Interest Revenue ( <i>refer note 13</i> )	112,539	92,328
	<u>202,539</u>	<u>212,131</u>



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2017**

**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. Analytical 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

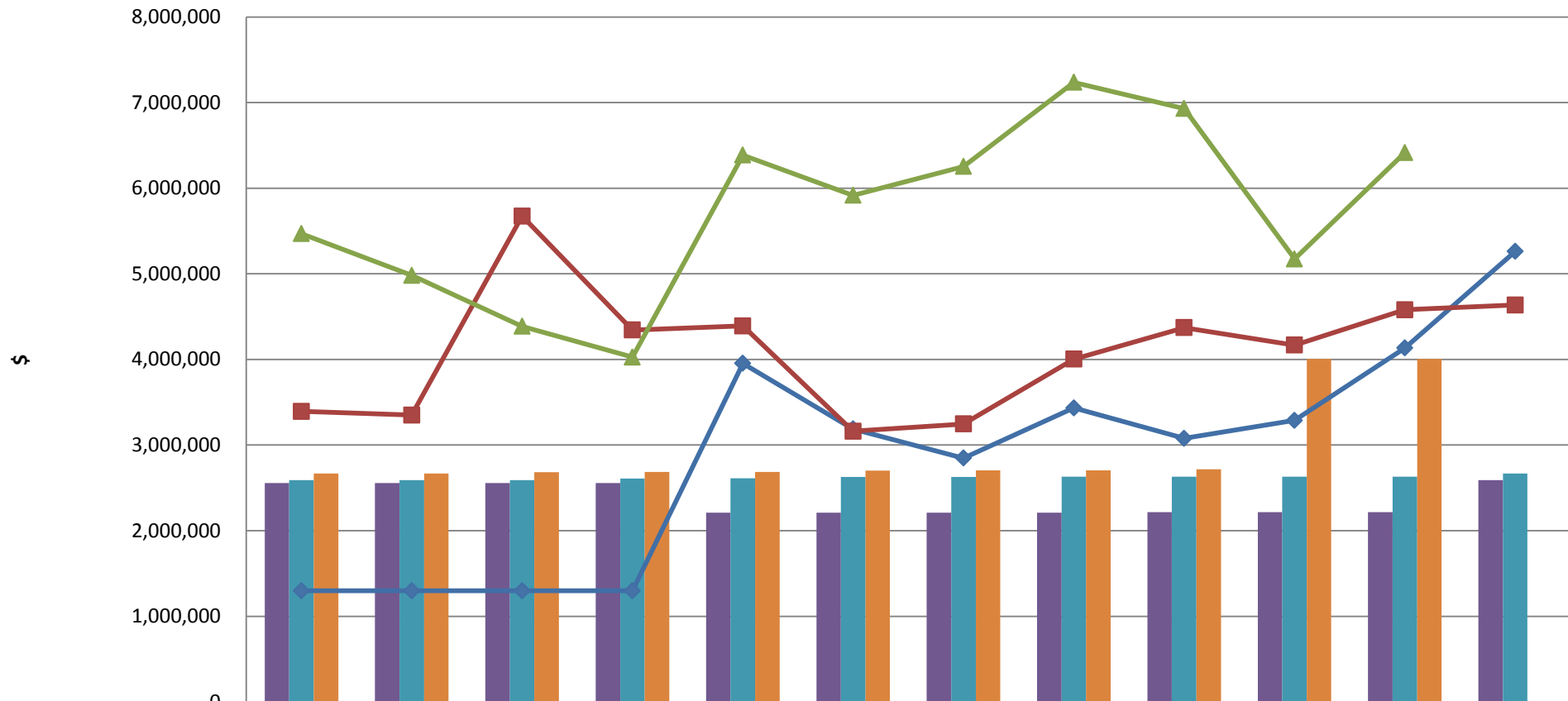
31 May 2017

4 ACQUISITION OF ASSETS	2016/17 Budget \$	31-May-17 Actual \$
The following assets are budgeted to be acquired during the year:		
<b><u>By Program</u></b>		
Governance	45,000	0
General Purpose Funding	0	0
Law, Order, Public Safety	10,000	2,009
Health	0	0
Education and Welfare	406,000	0
Housing	144,000	0
Community Amenities	65,000	0
Recreation and Culture	273,000	0
Transport	2,697,705	629,105
Economic Services	275,000	44,304
Other Property and Services	52,000	13,186
	<b><u>3,967,705</u></b>	<b><u>688,604</u></b>
<b><u>By Class</u></b>		
Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,040,000	24,491
Purchase Infrastructure Assets - Roads	2,300,249	429,746
Purchase Infrastructure Assets - Parks	273,499	46,313
Purchase Infrastructure Assets - Footpaths	25,000	880
Purchase Plant and Equipment	278,957	173,989
Purchase Furniture and Equipment	50,000	13,186
	<b><u>3,967,705</u></b>	<b><u>688,604</u></b>

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

- Asset Acquisition Program

### Cash at Bank



	July	August	September	October	November	December	January	February	March	April	May	June
2014 2015 Reserve	2,556,161	2,556,161	2,556,161	2,556,161	2,211,483	2,211,483	2,211,483	2,211,483	2,214,930	2,214,930	2,214,930	2,590,905
2015 2016 Reserve	2,590,905	2,590,905	2,590,905	2,609,470	2,611,729	2,626,837	2,626,837	2,629,106	2,631,347	2,631,347	2,631,347	2,666,393
2016 2017 Reserve	2,666,393	2,668,660	2,684,196	2,686,299	2,686,299	2,700,091	2,703,520	2,703,520	2,717,401	4,005,392	4,005,392	
2014 2015 Muni	1,297,610	1,297,610	1,297,610	1,297,610	3,954,193	3,187,677	2,848,253	3,433,688	3,078,219	3,288,552	4,133,272	5,261,955
2015 2016 Muni	3,392,708	3,350,392	5,674,185	4,343,103	4,392,053	3,161,946	3,245,652	4,002,664	4,371,706	4,166,592	4,579,848	4,636,204
2016 2017 Muni	5,468,479	4,982,003	4,385,977	4,026,794	6,385,667	5,916,137	6,253,650	7,235,700	6,930,223	5,172,984	6,413,440	

Shire of Menzies

NOTES TO AND FORMING PART OF THE REPORT

For the Period ended

31 May 2017

5. RATING INFORMATION - 2016/17 FINANCIAL YEAR

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Actual Rate Revenue \$	2016/17 Actual Interim Rates \$	2016/17 Actual Back Rates \$	2016/17 Actual Total Revenue \$	2016/17 Budget \$
Differential Rates								
01 GRV Vacant	8.2000	3	878	1,070			1,070	1,070
02 GRV General	8.1800	29	90,187	110,253			110,253	110,253
09 UV Mining Lease	15.7000	230	2,968,889	1,891,012	173,150		2,064,162	1,891,012
13 UV Exploration Lease	14.4750	206	471,131	325,479			325,479	325,479
14 UV Prospecting	14.2600	230	101,670	71,297			71,297	71,297
12 UV Pastoral	8.0000	18	46,986	58,732			58,732	58,732
13 UV Other	8.0000	118	36,624	45,780			45,780	45,780
<b>Sub-Totals</b>		834	3,716,365	2,503,624	0	0	2,676,774	2,503,623
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	306	213	58,293	65,178			65,178	65,178
02 GRV General	306	10	1,266,904	3,060			3,060	3,060
09 UV Mining Lease	306	68	9,124,186	20,808			20,808	20,808
13 UV Exploration Lease	270	161	1,926,911	43,470			43,470	43,470
14 UV Prospecting	240	191	574,295	45,840			45,840	45,840
12 UV Pastoral	306	8	704,009	2,448			2,448	2,448
13 UV Other	206	7	543,776	1,442			1,442	1,442
<b>Sub-Totals</b>		658	14,198,374	182,246	0	0	182,246	182,246
Discounts							0	(50,000)
<b>Total Amount of General Rates</b>							2,859,020	2,635,869
Specified Area Rates							0	
<b>Total Rates</b>							2,859,020	2,635,869

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2017**

<b>6. FEES &amp; CHARGES REVENUE</b>	<b>2016/17 Budget \$</b>	<b>2016/17 Actual \$</b>
Governance	0	0
General Purpose Funding	5,544	7,650
Law, Order, Public Safety	200	168
Health	0	0
Education and Welfare	0	0
Housing	57,000	57,964
Community Amenities	6,480	8,095
Recreation & Culture	550	272
Transport	0	0
Economic Services	54,900	80,867
Other Property & Services	500	1,893
	<u>125,174</u>	<u>156,908</u>

**SHIRE OF MENZIES**  
**For the Period ended**  
**31 May 2017**

**7. RESERVES - CASH BACKED**

	Actual 2017 Opening Balance \$	Actual 2017 Transfer to \$	Actual 2017 Transfer (from) \$	Actual 2017 Closing Balance \$	Budget 2017 Opening Balance \$	Budget 2017 Transfer to \$	Budget 2017 Transfer (from) \$	Budget 2017 Closing Balance \$	Actual 2016 Opening Balance \$	Actual 2016 Transfer to \$	Actual 2016 Transfer (from) \$	Actual 2016 Closing Balance \$
Leave reserve	187,871	4,071	0	191,942	187,872	0	0	187,872	182,552	5,319	0	187,871
Plant reserve	558,156	512,094	0	1,070,249	558,156	500,000	(147,235)	910,921	476,743	16,772	0	493,515
Building reserve	684,086	466,048	0	1,150,134	684,086	451,226	0	1,135,312	730,328	18,396	0	748,724
TV reserve	16,388	355	0	16,743	16,388	0	0	16,388	14,912	1,477	0	16,389
Main street reserve	193,331	4,189	0	197,520	193,331	0	(65,000)	128,331	187,859	0	0	193,332
Staff amenities reserve	69,225	1,500	0	70,724	69,225	0	0	69,225	67,265	1,960	0	69,225
Roads reserve	164,020	303,554	0	467,573	164,020	300,000	0	464,020	160,395	3,625	0	164,020
Caravan park reserve	309,195	6,699	0	315,894	309,195	0	0	309,195	300,436	8,759	0	309,195
Rates future claims reserve	46,442	1,006	0	47,448	203,607	0	0	203,607	43,916	2,526	0	46,442
Bitumen resealing reserve	203,607	174,424	0	378,030	46,442	170,012	0	216,454	199,055	4,553	0	203,608
Niagara Dam reserve	123,062	162,666	0	285,728	123,062	160,000	(10,000)	273,062	119,577	3,484	0	123,061
Waterpark reserve	111,011	2,405	0	113,416	111,011	0	0	111,011	107,867	3,143	0	111,010
	<u>2,666,393</u>	<u>1,639,011</u>	<u>0</u>	<u>4,305,404</u>	<u>2,666,395</u>	<u>1,581,238</u>	<u>(222,235)</u>	<u>4,025,398</u>	<u>2,590,905</u>	<u>70,014</u>	<u>0</u>	<u>2,666,392</u>

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

**SHIRE OF MENZIES**

**For the Period ended**

**31 May 2017**

**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:

<b>Name of Reserve</b>	<b>Anticipated date of use</b>	<b>Purpose of the reserve</b>
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	To be used to fund major road works.
Staff amenities reserve	Perpetual	Established for the beautification of the main street.
Roads reserve	Perpetual	Established for the purpose of providing staff housing and amenities.
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.

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**For the Period ended**  
**31 May 2017**

**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-16 \$	Amounts Received \$	Amounts Paid (\$)	Balance 31-May-17 \$
Unidentified Deposits	0	0		0
Housing Bonds	1,500	0		1,500
				0
				0
				0
				0
	<u>1,500</u>			<u>1,500</u>





## **Shire of Menzies Capital Report for the period ending 31 May 2017**

This report varies from Note 4 - Acquisition of Assets  
in the Monthly Financial Statements as it includes

- Transfers to and From Reserves
- Disposal of Assets

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**General Purpose Funding**

**Other General Purpose Funding**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
03250    Transfer of Interest to Reserves	-	(57,773)
	<hr/>	<hr/>
	-	<b>(57,773)</b>
	<hr/>	<hr/>
<b>Subtotal - Cost of Other General Purpose Fund</b>	-	<b>(57,773)</b>
	<hr/>	<hr/>
<b>Subtotal - Cost of General Purpose Funding</b>	-	<b>(57,773)</b>
	<hr/>	<hr/>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Governance**

**Governance - General**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
04265 Furniture and Equipment (Capital)	(45,000)	-
	<u>(45,000)</u>	<u>-</u>
<b>Subtotal - Cost of Governance - General</b>	<u>(45,000)</u>	<u>-</u>
<b>Subtotal - Cost of Governance</b>	<u>(45,000)</u>	<u>-</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Law, Order & Public Safety**

**Animal Control**

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
05501	New Pound	-	(1,312)
05566	Other Infrastructure	(10,000)	-
		<u>(10,000)</u>	<u>(1,312)</u>
<b>Allocation</b>			
05501	New Pound	-	(697)
		<u>-</u>	<u>(697)</u>
<b>Subtotal - Cost of Animal Control</b>		<u>(10,000)</u>	<u>(2,009)</u>
<b>Subtotal - Cost of Law, Order &amp; Public Safety</b>		<u>(10,000)</u>	<u>(2,009)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Education & Welfare**

**Other Welfare**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
08650 Construction/Purchase of New Youth Centre	-	-
08662 Youth Services Building	(406,000)	-
	<u>(406,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Welfare</b>	<u>(406,000)</u>	<u>-</u>
<b>Subtotal - Cost of Education &amp; Welfare</b>	<u>(406,000)</u>	<u>-</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Housing**

**Staff Housing**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
09155 Transfer to Building Reserve	(70,000)	(451,226)
09162 Buildings (Capital)	(115,000)	-
09193 Installation Landscaping New Houses	(12,000)	-
09199 Water Tanks for 4 staff houses	(5,000)	-
	<u>(202,000)</u>	<u>(451,226)</u>
<b>Subtotal - Cost of Staff Housing</b>	<u>(202,000)</u>	<u>(451,226)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Housing**

**Other Housing**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
09262 Buildings (Capital) - Other Housing	(12,000)	-
	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Housing</b>	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Housing</b>	<u>(214,000)</u>	<u>(451,226)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Community Amenities**

**Sanitation - Household Refuse**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
10150 Proceeds on Disposal of Assets - Sanitation	-	-
	_____	_____
	-	-
	_____	_____
<b><u>Subtotal - Cost of Sanitation - Household Refuse</u></b>	-	-
	_____	_____



**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Community Amenities**

**Sanitation - Other**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
10205 Waste Refuse Site Renewal Project	(65,000)	-
	<u>(65,000)</u>	<u>-</u>
<b>Subtotal - Cost of Sanitation - Other</b>	<u>(65,000)</u>	<u>-</u>
<b>Subtotal - Cost of Community Amenities</b>	<u>(65,000)</u>	<u>-</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Recreation & Culture**

**Public Halls & Civic Centres**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11150 Construction Project Public Toilets	(80,000)	-
11151 Capital Works - Shire Town Hall	(63,000)	-
	<u>(143,000)</u>	<u>-</u>
<b><u>Subtotal - Cost of Public Halls &amp; Civic Centres</u></b>	<b><u>(143,000)</u></b>	<b><u>-</u></b>

**Shire of Menzies**  
**Capital Report for the period ending**  
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**Recreation & Culture**

**Swimming Areas And Beaches**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11270    Transfer from Water Park Reserve	20,000	-
	<u>20,000</u>	<u>-</u>
<b><u>Subtotal - Cost of Swimming Areas And Beach</u></b>	<u>20,000</u>	<u>-</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
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**Recreation & Culture**

**Other Recreation & Sport**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11350 Aunty Nelly Water Reclaim Project	-	-
11351 Playground Equipment Upgrade Project	(120,000)	-
	<u>(120,000)</u>	<u>-</u>
<b><u>Subtotal - Cost of Other Recreation &amp; Sport</u></b>	<b><u>(120,000)</u></b>	<b><u>-</u></b>

**Shire of Menzies**  
**Capital Report for the period ending**  
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**Recreation & Culture**

**Other Culture**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11650 Upgrade of Old Church Menzies	-	-
11651 Stone Restoration & Repairs Historic Buildings	-	-
11652 Minor building renewals	(10,000)	-
	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Culture</b>	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Recreation &amp; Culture</b>	<u>(253,000)</u>	<u>-</u>

## Shire of Menzies

### Capital Report for the period ending 31 May 2017

#### Transport

#### Streets, Roads, Bridges & Depot Construction

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
12104	Roads to Recovery Construction (Jobs)	850,685	286,269
12105	Blackspot funding Construction (Jobs)	9,500	-
12106	Road Construction Muni (Jobs)	104,700	-
12109	Road Construction RRG (Jobs)	449,990	-
12232	Grant - RRG	-	-
		<b><u>1,414,875</u></b>	<b><u>286,269</u></b>
<b>Operating Expense</b>			
12101	Road Construction CRSF (Jobs)	-	(1,239)
12104	Roads to Recovery Construction (Jobs)	(900,685)	(272,685)
12105	Blackspot funding Construction (Jobs)	(46,614)	(39,171)
12106	Road Construction Muni (Jobs)	(541,302)	(52,048)
12108	Footpath Construction (Jobs)	(25,000)	(320)
12109	Road Construction RRG (Jobs)	(766,648)	(5,255)
12110	Shire House - Crossover Construction	-	-
12112	Bicycle Path Construction	-	-
12120	Depot Extension -Asset Upgrade	(50,000)	(24,491)
12140	Bores to Support Road Works (Jobs)	(50,000)	-
12145	WANDRRA Funded Road Works (Jobs)	-	(42,145)
12150	Transfer to Road Reserve	-	(300,000)
12152	Transfer to Bitumen Reserve	(170,012)	(170,012)
		<b><u>(2,550,261)</u></b>	<b><u>(907,367)</u></b>
<b>Allocation</b>			
12104	Roads to Recovery Construction (Jobs)	-	(6,073)
12106	Road Construction Muni (Jobs)	-	(8,323)
12108	Footpath Construction (Jobs)	-	(560)
12109	Road Construction RRG (Jobs)	-	(1,117)
12145	WANDRRA Funded Road Works (Jobs)	-	(1,689)
		<b><u>-</u></b>	<b><u>(17,762)</u></b>
<b><u>Subtotal - Cost of Streets, Roads, Bridges &amp; D</u></b>		<b><u>(1,135,386)</u></b>	<b><u>(638,860)</u></b>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Transport**

**Plant & Equipement Purchases**

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
12351	Proceeds on Disposal of Assets - Road Plant	6,008	-
		<u>6,008</u>	<u>-</u>
<b>Operating Expense</b>			
12310	Minor Plant Purchases	(10,000)	-
12313	Purchase Rubbish Truck	(147,235)	-
12325	Minor Plant & Equipment (not capitalised) (Job:	-	(1,780)
12345	Purchase Light Vehicles	(125,000)	(37,811)
12346	Purchase of Heavy Vehicles	-	(134,398)
12350	Transfer to Plant Reserve	-	(500,000)
12351	Proceeds on Disposal of Assets - Road Plant	(35,221)	16,364
		<u>(317,456)</u>	<u>(657,625)</u>
<b>Subtotal - Cost of Plant &amp; Equipement Purchas</b>		<u>(311,448)</u>	<u>(657,625)</u>
<b>Subtotal - Cost of Transport</b>		<u>(1,446,834)</u>	<u>(1,296,485)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Economic Services**

**Tourism & Area Promotion**

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
13265	Transfer to Niagara Dam Reserve	(60,000)	(160,000)
13266	Tourism Capital Jobs	(195,000)	(24,658)
13270	Tourism Signage & events Board	(15,000)	-
13280	Town Street Trees Planting & Care Program	(65,000)	(315)
		<u>(335,000)</u>	<u>(184,973)</u>
<b>Allocation</b>			
13266	Tourism Capital Jobs	-	(19,331)
		<u>-</u>	<u>(19,331)</u>
<b>Subtotal - Cost of Tourism &amp; Area Promotion</b>		<u>(335,000)</u>	<u>(204,304)</u>
<b>Subtotal - Cost of Economic Services</b>		<u>(335,000)</u>	<u>(204,304)</u>



**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Other Property & Services**

**Administration**

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
14580	Proceeds on Disposal of Assets - Administratio	1,008	-
		<u>1,008</u>	<u>-</u>
<b>Operating Expense</b>			
14576	Electrical Upgrades to Admin	(52,000)	-
14595	Purchase of Furniture and Equipment (not capi	-	(13,186)
		<u>(52,000)</u>	<u>(13,186)</u>
<b>Subtotal - Cost of Administration</b>		<u>(50,992)</u>	<u>(13,186)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**31 May 2017**

**Other Property & Services**

**Unclassified**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
14710 Purchase of land lots for town development	-	-
	-	-
	-	-
<b>Subtotal - Cost of Unclassified</b>	<b>-</b>	<b>-</b>
<b>Subtotal - Cost of Other Property &amp; Services</b>	<b>(50,992)</b>	<b>(13,186)</b>
Balance to Capital Schedule	(2,825,826)	(2,024,983)



**Shire of Menzies  
Operating Report  
by SubProgram  
for the period ending  
31 May 2017**

Budget variances between this report and the Statement of Comprehensive Income by Program in the Monthly Financials are due to adjustments made for the allocation of Administration and Overheads.

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

<b>General Purpose Funding</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other General Purpose Funding</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	2,597,017	2,775,161
Fees & Charges	-	1,710
Interest Earnings	125,000	119,803
Other Revenue	-	-
<b>Subtotal Operating Revenue</b>	<b>2,722,017</b>	<b>2,896,674</b>
<b>Operating Expense</b>		
Materials & Contracts	(4,000)	-
<b>Subtotal Operating Expense</b>	<b>(4,000)</b>	<b>-</b>
<b>TOTAL Other General Purpose Funding</b>	<b>2,718,017</b>	<b>2,896,674</b>
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,635,869	2,859,020
Fees & Charges	5,544	5,940
Interest Earnings	77,539	92,328
Other Revenue	-	180
<b>Subtotal Operating Revenue</b>	<b>2,718,952</b>	<b>2,957,468</b>
<b>Operating Expense</b>		
Employee Costs	(90,985)	-
Materials & Contracts	(27,048)	59,549
Other Expenditure	-	(959)
Reallocation Codes Expenditure	(2,879,732)	(80,879)
Reallocation Codes Income	2,716,413	-
<b>Subtotal Operating Expense</b>	<b>(281,352)</b>	<b>(22,289)</b>
<b>TOTAL Rate Revenue</b>	<b>2,437,600</b>	<b>2,935,179</b>
<b>Total - Cost of General Purpose Funding</b>	<b>5,155,617</b>	<b>5,831,854</b>

## Shire of Menzies Operating Report for the period ending 31 May 2017

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Governance - General</b>		
<b>Operating Expense</b>		
Employee Costs	(264,374)	-
Materials & Contracts	(109,600)	(271,683)
Insurance Expenses	(18,789)	-
Other Expenditure	-	(4,793)
<b>Subtotal Operating Expense</b>	<b>(392,763)</b>	<b>(276,477)</b>
<hr/>		
<b>TOTAL Governance - General</b>	<b>(392,763)</b>	<b>(276,477)</b>
<hr/>		
<b>Members Of Council</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	91
Other Revenue	16,959	-
<b>Subtotal Operating Revenue</b>	<b>16,959</b>	<b>91</b>
<b>Operating Expense</b>		
Employee Costs	-	(624)
Materials & Contracts	(43,000)	(119,409)
Other Expenditure	(166,000)	(45,848)
Reallocation Codes Expenditure	(408,301)	(40,252)
<b>Subtotal Operating Expense</b>	<b>(617,301)</b>	<b>(206,134)</b>
<hr/>		
<b>TOTAL Members Of Council</b>	<b>(600,342)</b>	<b>(206,043)</b>
<hr/>		
<b>Total - Cost of Governance</b>	<b>(993,105)</b>	<b>(482,519)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Law, Order & Public Safety	Current Budget	YTD Actual
<b>Other Law, Order &amp; Public Safety</b>		
<b>Operating Expense</b>		
Employee Costs	(3,287)	(1,806)
Materials & Contracts	(4,000)	(355)
Utilities	(200)	(69)
Reallocation Codes Expenditure	(19,308)	(4,125)
<b>Subtotal Operating Expense</b>	<b>(26,794)</b>	<b>(6,354)</b>
<hr/>		
<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(26,794)</b>	<b>(6,354)</b>
<hr/>		
<b>Animal Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	200	168
<b>Subtotal Operating Revenue</b>	<b>200</b>	<b>168</b>
<b>Operating Expense</b>		
Employee Costs	(807)	-
Materials & Contracts	(56,000)	(17,097)
Depreciation On Non-Current Assets	(252)	(482)
Reallocation Codes Expenditure	(2,736)	-
<b>Subtotal Operating Expense</b>	<b>(59,796)</b>	<b>(17,579)</b>
<hr/>		
<b>TOTAL Animal Control</b>	<b>(59,596)</b>	<b>(17,412)</b>
<hr/>		
<b>Fire Prevention</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	17,890	5,768
<b>Subtotal Operating Revenue</b>	<b>17,890</b>	<b>5,768</b>
<b>Operating Expense</b>		
Employee Costs	(332)	(496)
Materials & Contracts	(34,750)	(1,970)
Utilities	(200)	(145)
Depreciation On Non-Current Assets	(48,590)	(2,792)
Insurance Expenses	(3,129)	(2,936)
Reallocation Codes Expenditure	(9,291)	(14,637)
<b>Subtotal Operating Expense</b>	<b>(96,292)</b>	<b>(22,976)</b>
<hr/>		
<b>TOTAL Fire Prevention</b>	<b>(78,402)</b>	<b>(17,208)</b>
<hr/>		
<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(164,791)</b>	<b>(40,974)</b>

## Shire of Menzies Operating Report for the period ending 31 May 2017

Health	Current Budget	YTD Actual
<b>Other Health</b>		
<b>Operating Expense</b>		
Employee Costs	-	(106)
Materials & Contracts	(84,000)	(32,702)
Other Expenditure	-	(541)
Reallocation Codes Expenditure	(12,249)	(1,541)
<b>Subtotal Operating Expense</b>	<b>(96,249)</b>	<b>(34,891)</b>
<hr/>		
<b>TOTAL Other Health</b>	<b>(96,249)</b>	<b>(34,891)</b>
<hr/>		
<b>Preventative Services - Pest Control</b>		
<b>Operating Expense</b>		
Other Expenditure	-	(1,300)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(1,300)</b>
<hr/>		
<b>TOTAL Preventative Services - Pest Control</b>	<b>-</b>	<b>(1,300)</b>
<hr/>		
<b>Total - Cost of Health</b>	<b>(96,249)</b>	<b>(36,191)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 May 2017**

<b>Education &amp; Welfare</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Education</b>		
<b>Operating Expense</b>		
Materials & Contracts	(11,500)	(517)
Other Expenditure	-	(16,559)
<b>Subtotal Operating Expense</b>	<b>(11,500)</b>	<b>(17,075)</b>
<hr/>		
<b>TOTAL Other Education</b>	<b>(11,500)</b>	<b>(17,075)</b>
<hr/>		
<hr/>		
<b>Total - Cost of Education &amp; Welfare</b>	<b>(11,500)</b>	<b>(17,075)</b>
<hr/>		



## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Housing	Current Budget	YTD Actual
<b>Other Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	44,000	44,564
<b>Subtotal Operating Revenue</b>	<b>44,000</b>	<b>44,564</b>
<b>Operating Expense</b>		
Employee Costs	(10,797)	(5,536)
Materials & Contracts	(75,000)	(11,869)
Utilities	(3,500)	(1,429)
Depreciation On Non-Current Assets	-	(77,620)
Insurance Expenses	-	(3,035)
Reallocation Codes Expenditure	(36,602)	(9,478)
<b>Subtotal Operating Expense</b>	<b>(125,899)</b>	<b>(108,968)</b>
<b>TOTAL Other Housing</b>	<b>(81,899)</b>	<b>(64,403)</b>
<b>Staff Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	13,000	13,400
<b>Subtotal Operating Revenue</b>	<b>13,000</b>	<b>13,400</b>
<b>Operating Expense</b>		
Employee Costs	(15,974)	(10,582)
Materials & Contracts	(105,000)	(24,927)
Utilities	(13,000)	(5,753)
Depreciation On Non-Current Assets	(99,004)	(33,685)
Insurance Expenses	-	(6,112)
Reallocation Codes Expenditure	120,974	33,974
<b>Subtotal Operating Expense</b>	<b>(112,004)</b>	<b>(47,085)</b>
<b>TOTAL Staff Housing</b>	<b>(99,004)</b>	<b>(33,685)</b>
<b>Total - Cost of Housing</b>	<b>(180,903)</b>	<b>(98,089)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Community Amenities	Current Budget	YTD Actual
<b>Other Community Amenities</b>		
<b>Operating Expense</b>		
Employee Costs	(7,862)	(9,542)
Materials & Contracts	(34,508)	(1,905)
Depreciation On Non-Current Assets	-	(2,375)
Insurance Expenses	-	(233)
Reallocation Codes Expenditure	(26,652)	(21,248)
<b>Subtotal Operating Expense</b>	<b>(69,022)</b>	<b>(35,303)</b>
<b>TOTAL Other Community Amenities</b>	<b>(69,022)</b>	<b>(35,303)</b>
<b>Town Planning &amp; Regional Development</b>		
<b>Operating Expense</b>		
Employee Costs	-	(45)
Materials & Contracts	(1,500)	(743)
Reallocation Codes Expenditure	-	(78)
<b>Subtotal Operating Expense</b>	<b>(1,500)</b>	<b>(866)</b>
<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(1,500)</b>	<b>(866)</b>
<b>Protection Of Environment</b>		
<b>Operating Revenue</b>		
Other Revenue	740	(740)
<b>Subtotal Operating Revenue</b>	<b>740</b>	<b>(740)</b>
<b>Operating Expense</b>		
Materials & Contracts	(1,000)	-
<b>Subtotal Operating Expense</b>	<b>(1,000)</b>	<b>-</b>
<b>TOTAL Protection Of Environment</b>	<b>(260)</b>	<b>(740)</b>
<b>Sewerage</b>		
<b>Operating Expense</b>		
Materials & Contracts	-	(590)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(590)</b>
<b>TOTAL Sewerage</b>	<b>-</b>	<b>(590)</b>
<b>Sanitation - Other</b>		
<b>Operating Expense</b>		
Employee Costs	(7,994)	(4,073)
Materials & Contracts	(31,000)	(288)
Other Expenditure	(1,788)	-

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Community Amenities	Current Budget	YTD Actual
<b>Sanitation - Other</b>		
<b>Operating Expense</b>		
Reallocation Codes Expenditure	(27,099)	4,073
<b>Subtotal Operating Expense</b>	<b>(67,881)</b>	<b>(288)</b>
<b>TOTAL Sanitation - Other</b>	<b>(67,881)</b>	<b>(288)</b>
<b>Sanitation - Household Refuse</b>		
<b>Operating Revenue</b>		
Profit On Asset Disposal	-	791
Fees & Charges	6,480	8,095
<b>Subtotal Operating Revenue</b>	<b>6,480</b>	<b>8,885</b>
<b>Operating Expense</b>		
Employee Costs	(20,500)	(16,240)
Materials & Contracts	(5,000)	(11,127)
Depreciation On Non-Current Assets	(6,059)	(5,068)
Insurance Expenses	-	(159)
Reallocation Codes Expenditure	(75,975)	(43,257)
Reallocation Codes Income	6,480	-
<b>Subtotal Operating Expense</b>	<b>(101,054)</b>	<b>(75,850)</b>
<b>TOTAL Sanitation - Household Refuse</b>	<b>(94,574)</b>	<b>(66,964)</b>
<b>Total - Cost of Community Amenities</b>	<b>(233,236)</b>	<b>(104,751)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Recreation & Culture	Current Budget	YTD Actual
<b>War Memorial</b>		
<b>Operating Expense</b>		
Employee Costs	(441)	-
Materials & Contracts	(5,500)	-
Utilities	(200)	-
Reallocation Codes Expenditure	(1,495)	-
<b>Subtotal Operating Expense</b>	<b>(7,636)</b>	<b>-</b>
<b>TOTAL War Memorial</b>	<b>(7,636)</b>	<b>-</b>
<b>Other Culture</b>		
<b>Operating Expense</b>		
Employee Costs	-	(565)
Materials & Contracts	(57,500)	(4,201)
Utilities	(550)	(60)
Reallocation Codes Expenditure	-	(440)
<b>Subtotal Operating Expense</b>	<b>(58,050)</b>	<b>(5,266)</b>
<b>TOTAL Other Culture</b>	<b>(58,050)</b>	<b>(5,266)</b>
<b>Libraries</b>		
<b>Operating Expense</b>		
Materials & Contracts	(6,000)	(1,673)
Reallocation Codes Expenditure	(8,166)	(783)
<b>Subtotal Operating Expense</b>	<b>(14,166)</b>	<b>(2,456)</b>
<b>TOTAL Libraries</b>	<b>(14,166)</b>	<b>(2,456)</b>
<b>Television And Rebroadcasting</b>		
<b>Operating Expense</b>		
Materials & Contracts	(12,829)	(255)
Depreciation On Non-Current Assets	(7,776)	-
<b>Subtotal Operating Expense</b>	<b>(20,606)</b>	<b>(255)</b>
<b>TOTAL Television And Rebroadcasting</b>	<b>(20,606)</b>	<b>(255)</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	-
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	(44,091)	(39,813)

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Recreation & Culture	Current Budget	YTD Actual
<b>Other Recreation &amp; Sport</b>		
<b>Operating Expense</b>		
Materials & Contracts	(205,254)	540
Utilities	(6,100)	(4,211)
Depreciation On Non-Current Assets	(11,884)	(16,728)
Insurance Expenses	-	(1,654)
Reallocation Codes Expenditure	(149,476)	(97,747)
<b>Subtotal Operating Expense</b>	<b>(416,805)</b>	<b>(159,612)</b>
<b>TOTAL Other Recreation &amp; Sport</b>	<b>(406,805)</b>	<b>(159,612)</b>
<b>Swimming Areas And Beaches</b>		
<b>Operating Expense</b>		
Employee Costs	-	(4,474)
Materials & Contracts	-	(18,399)
Reallocation Codes Expenditure	-	(7,905)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(30,778)</b>
<b>TOTAL Swimming Areas And Beaches</b>	<b>-</b>	<b>(30,778)</b>
<b>Public Halls &amp; Civic Centres</b>		
<b>Operating Revenue</b>		
Fees & Charges	550	272
<b>Subtotal Operating Revenue</b>	<b>550</b>	<b>272</b>
<b>Operating Expense</b>		
Employee Costs	(212)	-
Materials & Contracts	(12,695)	(11,786)
Depreciation On Non-Current Assets	-	(4,601)
Reallocation Codes Expenditure	(719)	-
<b>Subtotal Operating Expense</b>	<b>(13,626)</b>	<b>(16,388)</b>
<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(13,076)</b>	<b>(16,116)</b>
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(520,339)</b>	<b>(214,483)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

<b>Transport</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Aerodromes</b>		
<b>Operating Expense</b>		
Employee Costs	(2,924)	(2,001)
Materials & Contracts	(40,000)	(5,971)
Reallocation Codes Expenditure	(9,913)	(1,407)
<b>Subtotal Operating Expense</b>	<b>(52,837)</b>	<b>(9,379)</b>
<b>TOTAL Aerodromes</b>	<b>(52,837)</b>	<b>(9,379)</b>
<b>Streets, Roads, &amp; Bridges Maintenance</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	161,700	-
Other Revenue	-	67
Non-Operating Grants, Subsidies And Contributions	-	335,895
<b>Subtotal Operating Revenue</b>	<b>161,700</b>	<b>335,961</b>
<b>Operating Expense</b>		
Employee Costs	(200,228)	(174,789)
Materials & Contracts	(675,931)	(94,596)
Utilities	(7,000)	(7,379)
Depreciation On Non-Current Assets	(1,806,081)	(1,275,504)
Reallocation Codes Expenditure	(895,172)	(654,477)
<b>Subtotal Operating Expense</b>	<b>(3,584,413)</b>	<b>(2,206,745)</b>
<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(3,422,713)</b>	<b>(1,870,784)</b>
<b>Streets, Roads, Bridges &amp; Depot Construction</b>		
<b>Operating Revenue</b>		
Non-Operating Grants, Subsidies And Contributions	-	-
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>-</b>
<b>TOTAL Streets, Roads, Bridges &amp; Depot Construction</b>	<b>-</b>	<b>-</b>
<b>Total - Cost of Transport</b>	<b>(3,475,550)</b>	<b>(1,880,163)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Economic Services	Current Budget	YTD Actual
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	52,500	54,600
Other Revenue	-	2,070
<b>Subtotal Operating Revenue</b>	<b>52,500</b>	<b>56,669</b>
<b>Operating Expense</b>		
Employee Costs	(38,910)	(27,842)
Materials & Contracts	(12,900)	(90,773)
Utilities	(35,000)	(4,668)
Insurance Expenses	-	(3,089)
Reallocation Codes Expenditure	(131,904)	(14,761)
<b>Subtotal Operating Expense</b>	<b>(218,714)</b>	<b>(141,133)</b>
<b>TOTAL Caravan Park</b>	<b>(166,214)</b>	<b>(84,463)</b>
<b>Crc</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	80,000
Other Revenue	-	55
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>80,055</b>
<b>Operating Expense</b>		
Employee Costs	(75,650)	(54,865)
Materials & Contracts	(3,700)	(25,042)
Utilities	(650)	(2,063)
Insurance Expenses	-	(1,704)
Other Expenditure	-	(2,000)
Reallocation Codes Expenditure	-	17,622
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(68,052)</b>
<b>TOTAL Crc</b>	<b>-</b>	<b>12,002</b>
<b>Other Economic Services</b>		
<b>Operating Revenue</b>		
Fees & Charges	900	433
Non-Operating Grants, Subsidies And Contributions	-	22,727
<b>Subtotal Operating Revenue</b>	<b>900</b>	<b>23,160</b>
<b>Operating Expense</b>		
Employee Costs	-	(691)
Materials & Contracts	-	(24,697)
Utilities	-	(89)
Depreciation On Non-Current Assets	-	(6,116)
Insurance Expenses	-	(1,370)
Reallocation Codes Expenditure	-	(1,244)

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Economic Services	Current Budget	YTD Actual
<b>Other Economic Services</b>		
Subtotal Operating Expense	-	(34,206)
<b>TOTAL Other Economic Services</b>	<b>900</b>	<b>(11,046)</b>
<b>Plant Nursery</b>		
<b>Operating Expense</b>		
Materials & Contracts	(5,000)	(479)
Subtotal Operating Expense	(5,000)	(479)
<b>TOTAL Plant Nursery</b>	<b>(5,000)</b>	<b>(479)</b>
<b>Tjuntjuntjara</b>		
<b>Operating Expense</b>		
Materials & Contracts	(119,500)	(63,528)
Other Expenditure	(40,000)	(43,534)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(85,163)	(7,832)
Subtotal Operating Expense	(244,663)	(114,894)
<b>TOTAL Tjuntjuntjara</b>	<b>(244,663)</b>	<b>(114,894)</b>
<b>Building Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	1,500	492
Subtotal Operating Revenue	1,500	492
<b>Operating Expense</b>		
Materials & Contracts	(11,613)	(11,088)
Reallocation Codes Expenditure	(40,830)	(3,916)
Subtotal Operating Expense	(52,443)	(15,004)
<b>TOTAL Building Control</b>	<b>(50,943)</b>	<b>(14,511)</b>
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	917
Fees & Charges	-	25,342
Other Revenue	26,601	10,090
Subtotal Operating Revenue	26,601	36,350
<b>Operating Expense</b>		
Employee Costs	(58,914)	(41,310)



## Shire of Menzies Operating Report for the period ending 31 May 2017

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Expense</b>		
Materials & Contracts	(371,923)	(100,812)
Utilities	(5,550)	(328)
Depreciation On Non-Current Assets	(78,398)	(114,841)
Insurance Expenses	-	(8,441)
Other Expenditure	-	(63,225)
Reallocation Codes Expenditure	(377,894)	(58,291)
<b>Subtotal Operating Expense</b>	<b>(892,679)</b>	<b>(387,249)</b>
<hr/>		
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(866,077)</b>	<b>(350,899)</b>
<hr/>		
<b>Rural Services</b>		
<b>Operating Expense</b>		
Materials & Contracts	(5,000)	(2,760)
<b>Subtotal Operating Expense</b>	<b>(5,000)</b>	<b>(2,760)</b>
<hr/>		
<b>TOTAL Rural Services</b>	<b>(5,000)</b>	<b>(2,760)</b>
<hr/>		
<b>Total - Cost of Economic Services</b>	<b>(1,336,997)</b>	<b>(567,051)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Other Property & Services	Current Budget	YTD Actual
<b>Town Planning Schemes</b>		
<b>Operating Expense</b>		
Materials & Contracts	(10,000)	-
<b>Subtotal Operating Expense</b>	<b>(10,000)</b>	<b>-</b>
<hr/>		
<b>TOTAL Town Planning Schemes</b>	<b>(10,000)</b>	<b>-</b>
<hr/>		
<b>Unclassified</b>		
<b>Operating Revenue</b>		
Other Revenue	-	3,996
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>3,996</b>
<b>Operating Expense</b>		
Materials & Contracts	(13,620)	-
Other Expenditure	-	18,901
<b>Subtotal Operating Expense</b>	<b>(13,620)</b>	<b>18,901</b>
<hr/>		
<b>TOTAL Unclassified</b>	<b>(13,620)</b>	<b>22,897</b>
<hr/>		
<b>Salaries &amp; Wages</b>		
<b>Operating Expense</b>		
Employee Costs	-	846
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>846</b>
<hr/>		
<b>TOTAL Salaries &amp; Wages</b>	<b>-</b>	<b>846</b>
<hr/>		
<b>Administration</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	126
Fees & Charges	-	(606)
Other Revenue	140,772	7,216
Non-Operating Grants, Subsidies And Contributions	139,762	-
<b>Subtotal Operating Revenue</b>	<b>280,534</b>	<b>6,736</b>
<b>Operating Expense</b>		
Employee Costs	(554,243)	(649,758)
Materials & Contracts	(661,545)	(538,905)
Utilities	(30,000)	(8,835)
Depreciation On Non-Current Assets	(105,462)	(90,816)
Insurance Expenses	(135,926)	(67,978)
Other Expenditure	-	(18,416)
Reallocation Codes Expenditure	1,346,403	638,374
<b>Subtotal Operating Expense</b>	<b>(140,772)</b>	<b>(736,333)</b>

## Shire of Menzies

### Operating Report for the period ending 31 May 2017

Other Property & Services	Current Budget	YTD Actual
<b>TOTAL Administration</b>	<b>139,762</b>	<b>(729,597)</b>
<b>Plant Operation Costs</b>		
<b>Operating Revenue</b>		
Other Revenue	-	44,030
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>44,030</b>
<b>Operating Expense</b>		
Employee Costs	(97,915)	(62,094)
Materials & Contracts	(434,000)	(155,063)
Depreciation On Non-Current Assets	(364,527)	(214,813)
Insurance Expenses	-	(14,989)
Reallocation Codes Expenditure	458,675	416,869
<b>Subtotal Operating Expense</b>	<b>(437,768)</b>	<b>(30,089)</b>
<b>TOTAL Plant Operation Costs</b>	<b>(437,768)</b>	<b>13,941</b>
<b>Public Works Overheads</b>		
<b>Operating Revenue</b>		
Other Revenue	-	5,442
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>5,442</b>
<b>Operating Expense</b>		
Employee Costs	(313,270)	(264,040)
Materials & Contracts	(123,500)	(315,224)
Utilities	(500)	(363)
Depreciation On Non-Current Assets	(4,887)	-
Insurance Expenses	-	(14,985)
Other Expenditure	(56)	-
Reallocation Codes Expenditure	565,203	855,800
<b>Subtotal Operating Expense</b>	<b>122,990</b>	<b>261,188</b>
<b>TOTAL Public Works Overheads</b>	<b>122,990</b>	<b>266,630</b>
<b>Private Works</b>		
<b>Operating Revenue</b>		
Fees & Charges	500	2,499
<b>Subtotal Operating Revenue</b>	<b>500</b>	<b>2,499</b>
<b>Operating Expense</b>		
Employee Costs	(4,564)	(2,164)
Materials & Contracts	-	(1,388)
Reallocation Codes Expenditure	(15,471)	(5,441)
<b>Subtotal Operating Expense</b>	<b>(20,035)</b>	<b>(8,993)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 May 2017**

<b>Other Property &amp; Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<hr/>		
<b>TOTAL Private Works</b>	<b>(19,535)</b>	<b>(6,495)</b>
<hr/>		
<hr/>		
<b>Total - Cost of Other Property &amp; Services</b>	<b>(218,170)</b>	<b>(431,778)</b>
<hr/>		
TOTAL - Balance to Programme Schedule		1,958,779

## MONTHLY FINANCIAL REPORT

For the Period ended  
31 May 2017



### Graph - Sub Program

#### General Purpose Funding

- General Purpose Funding
- Rate Income

#### Governance

- Governance General
- Members of Council

#### Law Order and Public Safety

- Other Law Order and Public Safety
- Animal Control
- Fire Protection

#### Health

- Other Health

#### Education and Welfare

- Other Education

#### Housing

- Other Housing
- Staff Housing

#### Community Amenities

- Other Community Amenities
- Town Planning and Regional Development
- Protection of the Environment
- Sanitation Other
- Sanitation Household Refuse

#### Recreation and Culture

- War Memorial
- Other Culture
- Library
- Television and Rebroadcasting
- Public Halls and Civic Centres

#### Transport

- Aerodromes
- Streets Roads and Bridges Maintenance

#### Economic Services

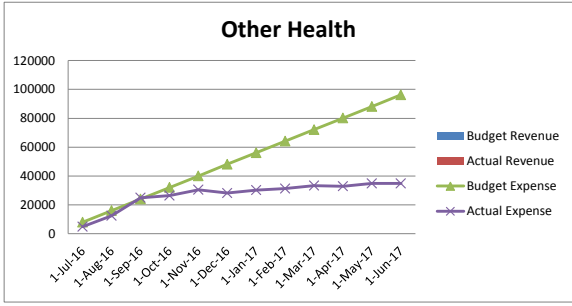
- Caravan Park
- Community Resource Centre
- Other Economic Services
- Plant Nursery
- Tjuntjuntjara
- Building Control
- Tourism and Area Promotion
- Rural Services

#### Other Property and Services

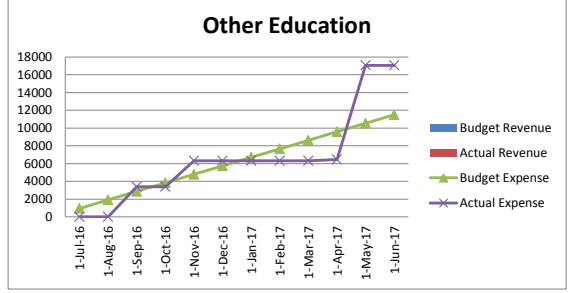
- Town Planning Schemes
- Unclassified
- Salaries and Wages
- Administration
- Plant Operating Costs
- Public Works Overheads
- Private Works



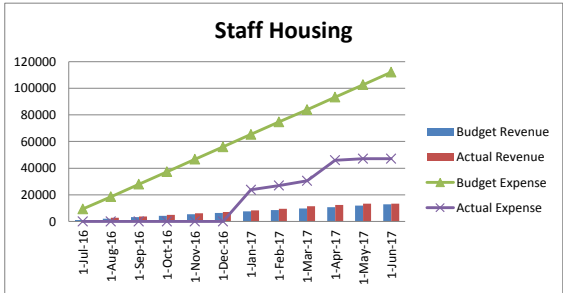
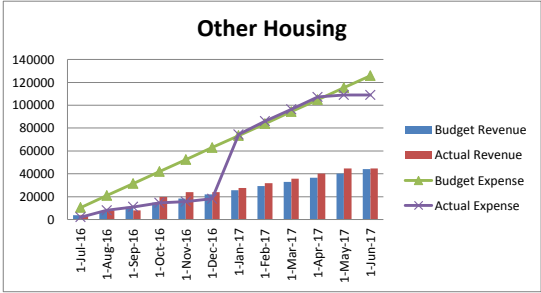
**Health**



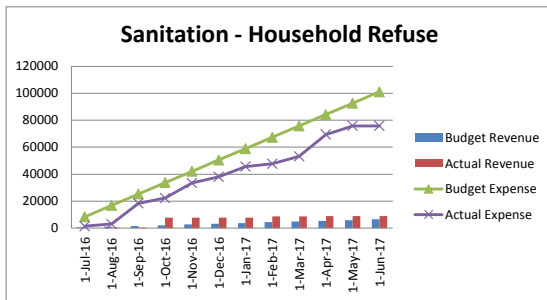
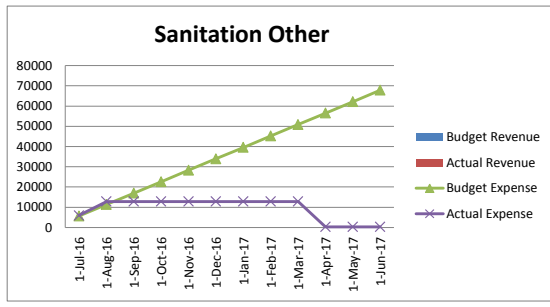
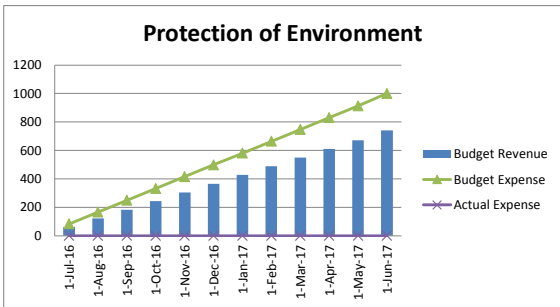
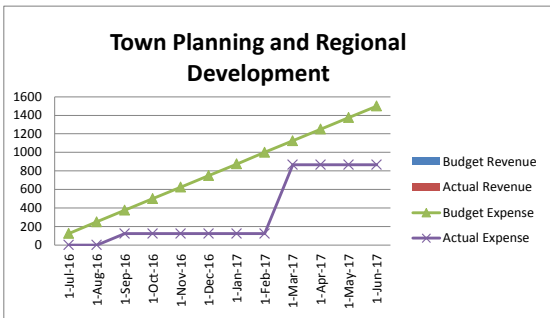
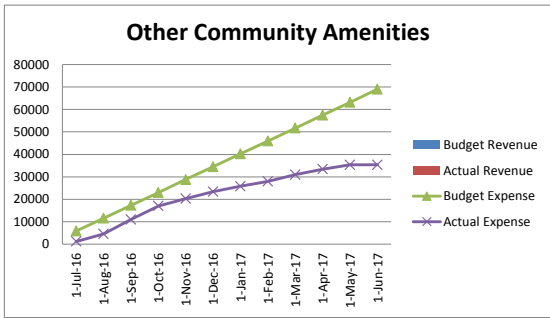
**Education and Welfare**



**Housing**

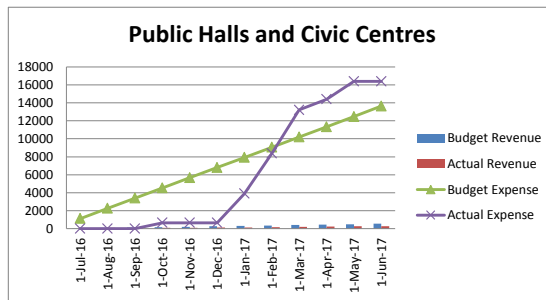
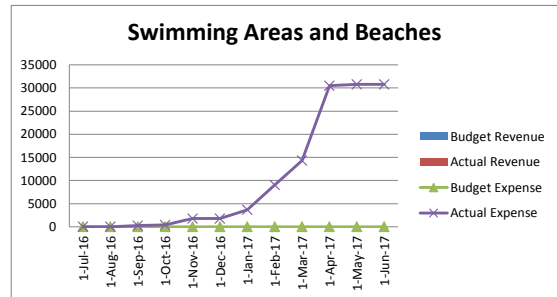
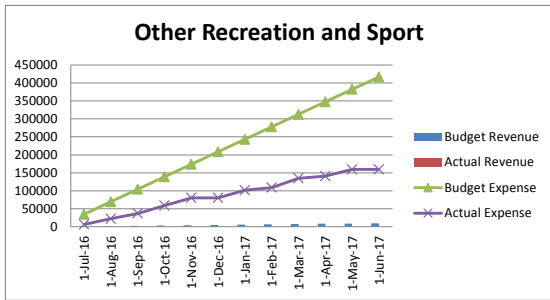
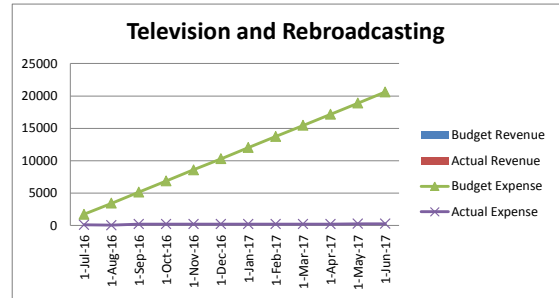
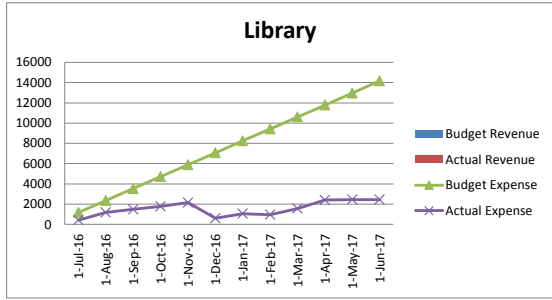
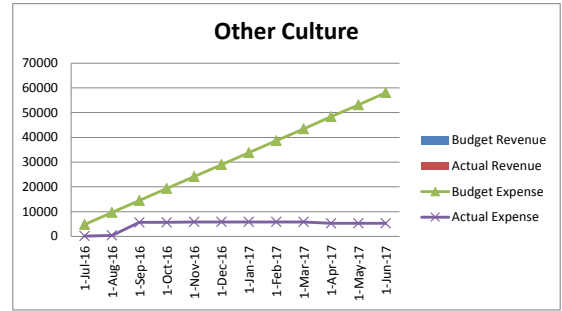
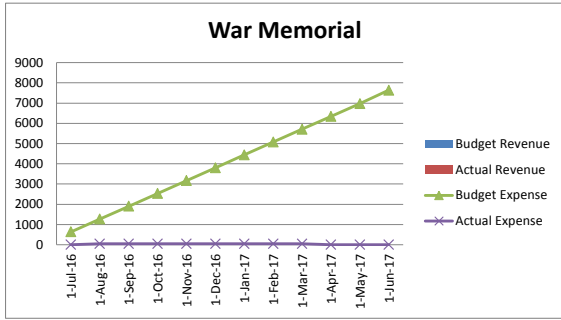


**Community Amenities**

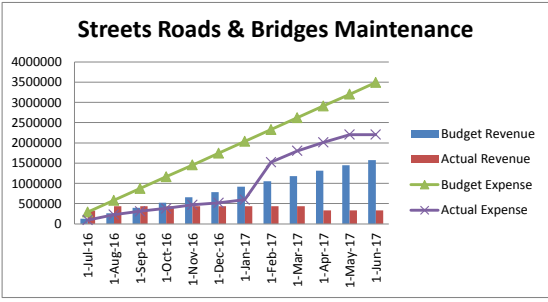
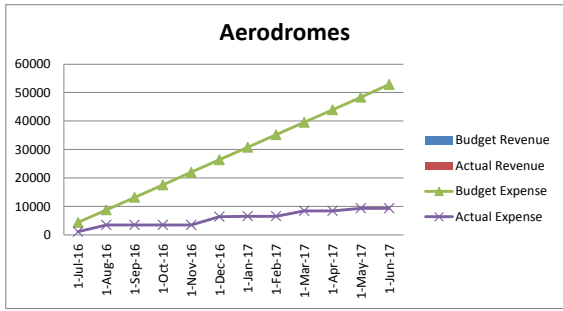




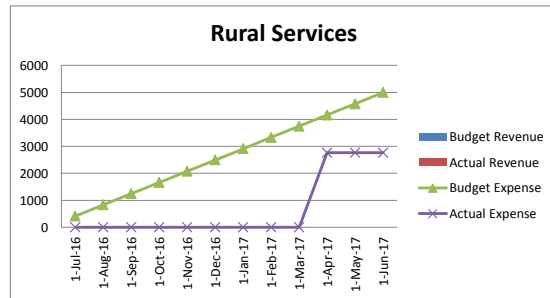
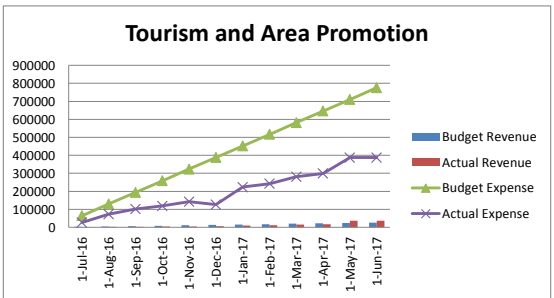
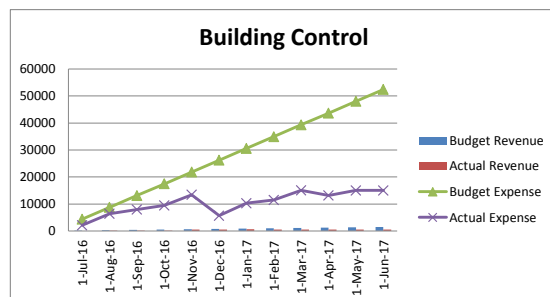
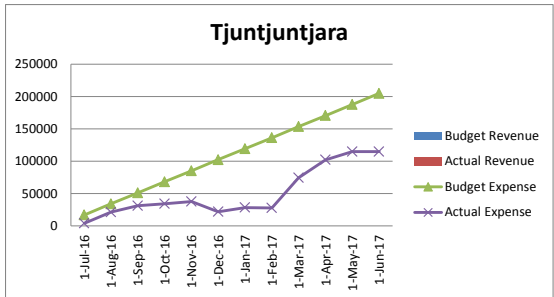
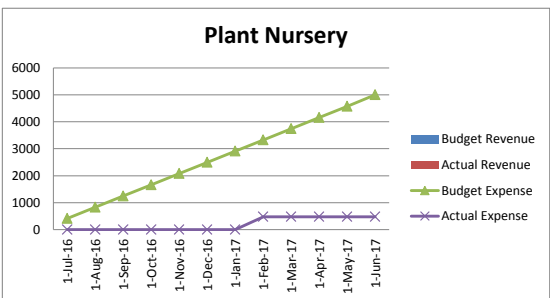
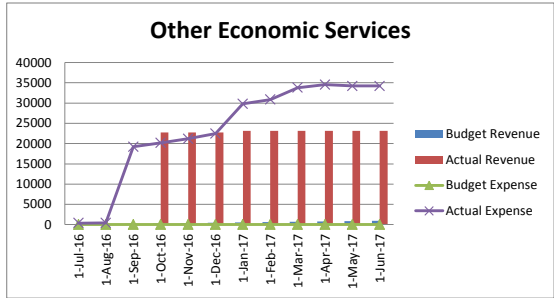
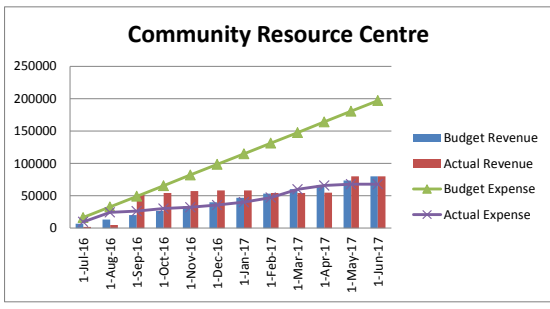
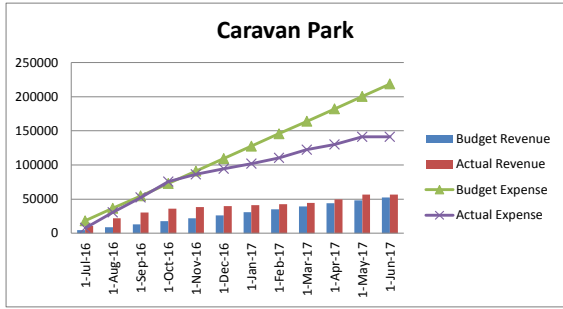
**Recreation and Culture**



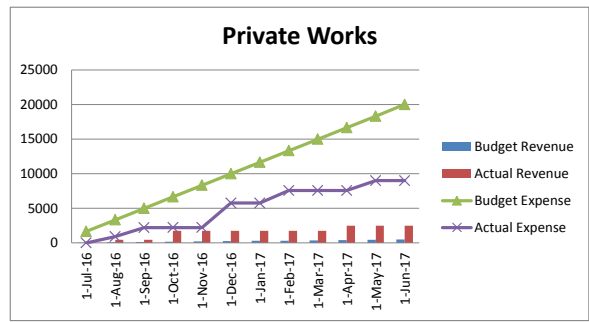
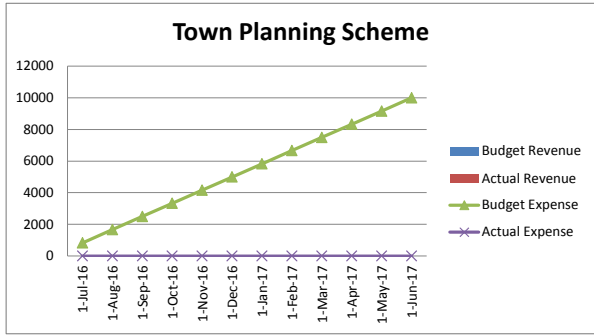
**Transport**



**Economic Services**



**Other Property and Services**



### 12.2.2 Monthly Listing of Payments for the Month of May 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM017
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	14 June 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2.1 Payment Listings for May 2017

**COUNCIL RESOLUTION:****No.1217****Moved: Cr Mazza****Seconded: Cr Lee**

*That Council receive the list of payments for the month of May 2017 totalling \$306,928.69 being:*

- 1) *Municipal cheques 10464 and 10465 totalling \$261.62*
- 2) *Electronic Fund Transfer EFT2102 - EFT2134 and EFT 2136 - EFT 2173 payments in the Municipal Fund totalling \$254,633.20. EFT 2135 was incorrectly drawn, therefore cancelled.*
- 3) *Direct Debit payments from the Municipal Fund totalling \$52,033.87.*
- 4) *Credit card payments for the statement period 29 March 2017 to 28 April 2017 (included in direct debits) totalling \$7,402.18.*

**Carried 7/0****OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of May 2017 totalling \$306,928.69 being:

- 5) Municipal cheques 10464 and 10465 totalling \$261.62
- 6) Electronic Fund Transfer EFT2102 - EFT2134 and EFT 2136 - EFT 2173 payments in the Municipal Fund totalling \$254,633.20. EFT 2135 was incorrectly drawn, therefore cancelled.
- 7) Direct Debit payments from the Municipal Fund totalling \$52,033.87.
- 8) Credit card payments for the statement period 29 March 2017 to 28 April 2017 (included in direct debits) totalling \$7,402.18.

**VOTING REQUIREMENTS:**

Simple Majority

**IN BRIEF:**

The list of payments made for the month of May 2017 to be received by Council.

**RELEVANT TO STRATEGIC PLAN:**

Active civic leadership achieved

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

**STATUTORY AUTHORITY:**

*Local Government (Financial Management) Regulations 1996 Section 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:**

Under the Local Government (Financial Management) Regulation 13 the local government is required to prepare a list of payments including:

- a) The payee's name; and
- b) The amount of the payment; and
- c) The date of the payment; and
- d) Sufficient information to identify the transaction.

The list is required to be presented to council at the next ordinary meeting and recorded in the minutes of that meeting.

**COMMENT:**

Payments have been made by electronic funds transfer (EFT) and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy.

Details of all payments for the month of May 2017 are attached.

After payment, the balance of creditors will be \$44,069.47.

Minutes of the Ordinary Meeting of the Shire of Menzies held on 29 June 2017

**Shire of Menzies**

**Payments for the Month of May 2017**

**Cheques**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
10464	04/05/2017	Attention: Dennis Fry Fireant Resources Pty Ltd	Rates refund for assessment A4677 E30/00437 MINING TENEMENT	\$129.02
10465	19/05/2017	CASHSOM	Cash Reimburse petty cash	\$132.60
				<hr/> <b>\$261.62</b> <hr/>

Cheques	\$261.62
EFT	\$254,633.20
Direct Debit	\$52,033.87

**Total Payments** 

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**\$306,928.69**

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Credit Card Payments (included in  
Direct Debit) \$7,402.18

Minutes of the Ordinary Meeting of the Shire of Menzies held on 29 June 2017

Shire of Menzies

Payments for the Month of May 2017

EFT

Chq/EFT	Date	Name	Description	Amount
EFT2102	04/05/2017	Hannans Hotel	Accommodation 27/02/2017-10/03/2017 9 nights @\$117 a night meals included	\$936.00
EFT2103	04/05/2017	Goldfields Valuation Services	Valuation rental assessment - Walsh Street Property	\$770.00
EFT2104	04/05/2017	Domeshelter Australia	Dome Shelter 6m by 6.5m	\$5,412.00
EFT2105	04/05/2017	In Bloom Kalgoorlie Floral Design & Gifts	Floral wreath for Anzac Day	\$80.00
EFT2106	04/05/2017	Snake R & R Training	Snake handling course	\$3,793.50
EFT2107	04/05/2017	Royal Flying Doctor Service - Kalgoorlie	Donation of monies collected from morning tea coffee	\$126.00
EFT2108	04/05/2017	Eliza Plum Locally Handcrafted Soaps	Soap for resale at Visitor Centre	\$144.00
EFT2109	04/05/2017	Wayne Frank Marriott	Rates refund for assessment A5247 E31/01115 MINING TENEMENT	\$102.08
EFT2110	04/05/2017	Australian Taxation Office	PAYG Activity Statement April 2017	\$24,955.00
EFT2111	04/05/2017	Ian Baird	Back pay of Councillor fees July 2016-April 2017	\$3,530.80
EFT2112	04/05/2017	Beacon Minerals Pty Ltd	Rates refund for assessment A4318 M77/01254 MINING TENEMENT	\$708.59
EFT2113	04/05/2017	Toll Ipec Pty Ltd	Freight	\$86.04
EFT2114	04/05/2017	David Gray & Co Pty Ltd	Thermol fogging mozzie 20 ltr	\$3,309.86
EFT2115	04/05/2017	Jillian Dwyer	Back pay of Councillor fees July 2016-April 2017	\$8,524.09
EFT2116	04/05/2017	Everett Butchers	Breakfast ingredients	\$410.04
EFT2117	04/05/2017	Goldfields Locksmiths	Investigate and repair lock on reception door (NorthFacing)	\$816.76
EFT2118	04/05/2017	Debbie Hansen	Back pay of Councillor fees July 2016-April 2017	\$33.30
EFT2119	04/05/2017	Menzies Hotel	Accommodation for R & R Snake Training -Bob Cooper	\$739.05
EFT2120	04/05/2017	Tucker, Ian Cr	Back pay of Councillor fees July 2016-April 2017	\$33.30
EFT2121	04/05/2017	Jamie Mazza	Back pay of Councillor fees July 2016-April 2017	\$33.30
EFT2122	04/05/2017	JR & A Hersey	3 Brass tap kits	\$311.30
EFT2123	04/05/2017	Landgate	Service Fee - Cadastral Data, Rectified Aerial Imagery, Road Centreline data	\$805.20
EFT2124	04/05/2017	Justin Lee	Back pay of Councillor fees July 2016-April 2017	\$33.30
EFT2125	04/05/2017	Keith Mader	Travel April 2017 Meeting	\$146.70
EFT2126	04/05/2017	Shire of Menzies Social Club	Payroll deductions	\$140.00
EFT2127	19/05/2017	Western Diagnostic	Drug and Alcohol test for employee	\$70.07
EFT2128	19/05/2017	Goldfields Valuation Services	Valuation rental assessment - Old Post Office Hall, Old Tea rooms and Butcher Shop	\$550.00
EFT2129	19/05/2017	Tenderlink	E-Tendering Tender 3-2017	\$165.00
EFT2130	19/05/2017	Mining Rehabilitation Service (wa) Pty Ltd	Maintenance grade flood damage on Yarri Rd	\$41,866.00
EFT2131	19/05/2017	Moki International Pty Ltd	Moki products for stock - post office	\$379.81
EFT2132	19/05/2017	Narrogin Sands	2 Grids	\$23,956.00
EFT2133	19/05/2017	Stratco	2 Frontier in ground double shelters	\$2,965.80
EFT2134	19/05/2017	Ties N Cuffs	100 Gold based hat pins with enamel (refer quote) 7052	\$511.50
EFT2136	19/05/2017	Air Liquide WA Pty Ltd	Argon Gas 1 gm	\$495.28
EFT2137	19/05/2017	BOC limited	Mig wire	\$54.20
EFT2138	19/05/2017	Bunnings	Timber screws	\$514.36
EFT2139	19/05/2017	Butler Settineri	Professional Services Audit year ended 30June 2017	\$8,367.38
EFT2140	19/05/2017	Cabcharge Australia Limited	Cab Charge April 2017	\$142.28
EFT2141	19/05/2017	C Direct	Recharge cards - 2 packs x \$40 (3 per pack x \$40) Discount price \$38.40 each (\$115.20)	\$422.40
EFT2142	19/05/2017	Central West Resources	Rates refund for assessment A4183 E30/00414 MINING TENEMENT	\$2,096.18
EFT2143	19/05/2017	Toll Ipec Pty Ltd	Freight	\$260.66
EFT2144	19/05/2017	Cybersecure	Back up service - April 2017	\$258.00
EFT2145	19/05/2017	Digitalrez Australia	April 2017	\$76.94
EFT2146	19/05/2017	Eagle Petroleum (W.A) Pty Ltd	7500 ltrs fuel to depot @1.1964	\$9,870.30
EFT2147	19/05/2017	E & M J Roshier	10lt Oil filters hhico-32430	\$304.90
EFT2148	19/05/2017	Evolution Mining (Mungari) Pty Ltd	Rates refund for assessment A5077 E39/01822 MINING TENEMENT	\$1,273.95
EFT2149	19/05/2017	Forman Bros	Pump out dump pions	\$2,638.35
EFT2150	19/05/2017	Goldline Distributors	Napkins and ice scoops	\$105.25
EFT2151	19/05/2017	Goldrush Tours	Menzies to Kalgoorlie Sumner/Wyman 7/4/2017	\$68.85
EFT2152	19/05/2017	Hitachi	Parts for seat	\$2,068.11
EFT2153	19/05/2017	Menzies Hotel	1 45 kg Gas bottle	\$421.80
EFT2154	19/05/2017	Hesperian Press	Books for resale at Menzies Visitors Centre - as attached	\$365.95
EFT2155	19/05/2017	JR & A Hersey	Chains and loadbinders	\$601.76
EFT2156	19/05/2017	Kalgoorlie Precast Concrete	1 Concrete table and chairs	\$1,320.00
EFT2157	19/05/2017	KT Cable Accessories	1 UHF radio	\$767.93
EFT2158	19/05/2017	Landgate	Gross rental valuations chargeable Schedule NO: G2017/1 Dated 17/12/16-07/04/2017	\$64.70



Minutes of the Ordinary Meeting of the Shire of Menzies held on 29 June 2017

Shire of Menzies

Payments for the Month of May 2017

EFT

EFT2159	19/05/2017	Marketforce	The West Australian - Tenders 22/4/2017 Tender 03-2017 Menzies NW Road Construct and Seal	\$1,375.08
EFT2160	19/05/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2161	19/05/2017	Mullewa Engineering Services Pty Ltd	2 Dog cages	\$913.00
EFT2162	19/05/2017	Netlogic Information Technology	Investigate remote desktop issue and setup email	\$37.50
EFT2163	19/05/2017	OCLC(uk)	Amlib Annual Maintenance	\$1,301.11
EFT2164	19/05/2017	Office National	Wedo Paket 507750 Electronic Scale 50kg - 20g increments	\$1,262.53
EFT2165	19/05/2017	Penns Cartage	Pick up pallet from Hare and Forbes	\$237.60
EFT2166	19/05/2017	Pila Nguru Aboriginal Corporation	Reimbursement for site to site expenses - 20/04/2017	\$4,140.59
EFT2167	19/05/2017	R F Young	Cones at kookynie and mark out	\$1,050.00
EFT2168	19/05/2017	Shire of Leonora	EHO Services to 27 April 2017	\$3,507.50
EFT2169	19/05/2017	Nadine Tucker	Nomination Fees Election 2015	\$80.00
EFT2170	19/05/2017	Kalgoorlie United Steel Pty Ltd	Steel order	\$3,143.80
EFT2171	19/05/2017	Vissign Australia Pty Ltd	Slide signs for welcome sign	\$3,008.28
EFT2172	19/05/2017	WesTrac Pty Ltd	Cutting edge and bolts	\$406.72
EFT2173	19/05/2017	Australasian Performing Right Association	Licence fees for period 1/6/17-31/5/2018	\$70.47
Payroll	09/05/2017	Payroll	Payroll	\$3,237.23
Payroll	09/05/2017	Payroll	Payroll	\$34,705.58
Payroll	23/05/2017	Payroll	Payroll	\$37,002.29
				<u><b>\$254,633.20</b></u>

Minutes of the Ordinary Meeting of the Shire of Menzies held on 29 June 2017

**Shire of Menzies**

**Payments for the Month of May 2017**

**Direct Debit**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1203.1	01/05/2017	WESTNET	CRC Computer charges April 2017	\$90.65
DD1205.1	01/05/2017	Wright Express Australia Pty Ltd	Fuel Card April 2017	\$475.03
DD1201.1	09/05/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,039.01
DD1201.2	09/05/2017	Kinetic Superannuation	Superannuation contributions	\$1,138.07
DD1201.3	09/05/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,385.95
DD1201.4	09/05/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$496.11
DD1201.5	09/05/2017	Catholic Super	Superannuation contributions	\$714.39
DD1201.6	09/05/2017	Australian Super	Superannuation contributions	\$311.67
DD1201.7	09/05/2017	Commonwealth Essential Super	Superannuation contributions	\$180.96
DD1207.1	09/05/2017	Telstra	3307495925 April 2017	\$159.23
DD1209.1	10/05/2017	Telstra	1182919000 April 2017	\$611.61
DD1211.1	12/05/2017	Telstra	3671243388 April 17	\$1,199.69
DD1213.1	12/05/2017	Horizon Power	Caravan Park 21/2-24/4/2017	\$4,457.76
DD1216.1	15/05/2017	Toyota Finance	Golden Quest Vehicle Lease April 2017	\$1,103.39
DD1217.1	15/05/2017	BOQ Finance	Copier charges May 2017	\$2,662.54
DD1232.1	17/05/2017	Horizon Power	Street lighting 1/4-30/4/2017	\$604.13
DD1238.1	18/05/2017	Horizon Power	Supply period 28/2-1/5/2017	\$5,954.61
DD1240.1	23/05/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,210.99
DD1240.2	23/05/2017	Kinetic Superannuation	Superannuation contributions	\$1,057.69
DD1240.3	23/05/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,618.83
DD1240.4	23/05/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$492.47
DD1240.5	23/05/2017	Catholic Super	Superannuation contributions	\$714.38
DD1240.6	23/05/2017	Australian Super	Superannuation contributions	\$314.14
DD1240.7	23/05/2017	Commonwealth Essential Super	Superannuation contributions	\$168.42
DD1243.1	24/05/2017	BOQ Finance	Copier charges May 2017	\$389.40
DD1245.1	24/05/2017	Australia Post	Post Office May 2017	\$180.00
DD1248.1	26/05/2017	Jillian Dwyer	May meeting 2017	\$3,364.49
DD1248.2	26/05/2017	Ian Baird	May meeting 2017	\$1,289.67
DD1248.3	26/05/2017	Jamie Mazza	May meeting 2017	\$875.83
DD1248.4	26/05/2017	Justin Lee	May meeting 2017	\$875.83
DD1248.5	26/05/2017	Keith Mader	May meeting 2017	\$875.83
DD1248.6	26/05/2017	Debbie Hansen	May meeting 2017	\$875.83
DD1248.7	26/05/2017	Tucker, Ian Cr	May meeting 2017	\$875.83
DD1262.1	29/05/2017	Wright Express Australia Pty Ltd	Fuel card May 2017	\$728.33
1617-11.02	04/05/2017	NAB	Credit Card payment	\$7,402.18
1617-11.01	02/05/2017	NAB	Account fees	\$52.99
1617-11.05	30/05/2017	NAB	NAB Connect Fee	\$46.74
1617-11.06	31/05/2017	NAB	Account fees	\$39.20
				<b><u>\$52,033.87</u></b>

Minutes of the Ordinary Meeting of the Shire of Menzies held on 29 June 2017

**Shire of Menzies**

**Payments for the Month of May 2017**

**Credit Card**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
29/03/2017	Everett Butchers	Council Meeting Meals March 17	\$39.82
03/04/2017	Woolworths	School Holiday Program - Drinks	\$19.60
04/04/2017	Sports Power	Baddminton Supplies	\$120.00
06/04/2017	Atlas Linen Goldfields	Drycleaning - Function	\$23.15
07/04/2017	Wesfarmers Kleenheat	Parts - Kleenheat	\$14.00
07/04/2017	Coles	School Holiday Program - Salads	\$69.50
07/04/2017	Harvey Norman	DVD Vistors Centre	\$67.95
07/04/2017	Qantas Airwasys	Meeting - Perth	\$838.99
07/04/2017	KMArt	School Holiday Programs - Games	\$173.50
07/04/2017	David McKenna	Greg Maton Meals in lieu of flowers	\$120.00
11/04/2017	JB Hi Fi	Notebook (Vistor Centre) Tablet (Caravan Park)	\$2,504.10
12/04/2017	The Aviary	Meal - Perth meeting	\$38.00
13/04/2017	Australia Post	Redirection (recovered) (CRC Sales 10/04/17)	\$73.85
18/04/2017	Bunnings	Safety Items	\$87.05
18/04/2017	Officeworks	Hard drive for mapping system	\$77.00
18/04/2017	Holiday Inn	Accommodation & meeting - Perth April	\$1,088.73
18/04/2017	Find Board Sports	Goods for resale	\$298.00
19/04/2017	Freerange Supplies	Goods for resale (flynets)	\$49.93
19/04/2017	Fix A Frame	Collections - equipment	\$86.57
20/04/2017	Freerange Supplies	Visitor Centre Sales (flynets)	\$64.90
21/04/2017	Super Cheap	Puncture Repair	\$27.99
21/04/2017	Curtain Villa	Curtain Rails - 41 Mercer St	\$408.00
21/04/2017	Wesfarmers Kleenheat	Gas Refill - 37 Reid St	\$115.70
24/04/2017	Bunnings	Reticulation Bits	\$33.63
24/04/2017	Woolworths	Anzac Day - Catering	\$11.56
24/04/2017	Rydges	GVROC Accommodation	\$441.60
24/04/2017	Woolworths	Anzac Day - Catering	\$114.08
26/04/2017	Coles	Events - Netball Food	\$16.00
27/04/2017	Woolworths	Staff Function Farewell	\$49.00
27/04/2017	Woolworths	Gift & Staff (D Shillabeer)	\$100.00
27/04/2017	Super Cheap	Puncture Repair (Trolley)	\$55.98
28/04/2017	Biggest Morning Tea	Good for sale	\$156.00
28/04/2017	Card Fee	Card Fees CEO	\$9.00
		<b>CEO Credit Card Charges</b>	<b><u>\$7,393.18</u></b>
28/04/2017	Card Fee	Card Fees MFA	\$9.00
		<b>MFA Credit Card Charges</b>	<b><u>\$9.00</u></b>
		<b>Direct Debit</b>	<b><u>\$7,402.18</u></b>

### 12.2.3 Write Off Penalty Interest

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 387
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	20 June 2017
<b>AUTHOR:</b>	Carol McAllan, Rates / Debtors Officer
<b>ATTACHMENT:</b>	12.2.3.1 Rate Notice as at 1 July 2016 12.2.3.2 Request for reduction of interest accrued 12.2.3.3 Further request for reduction of interest accrued.

**COUNCIL RESOLUTION:****No.1218****Moved: Cr Lee****Seconded: Cr Tucker**

*That Council approve the write off current penalty of \$332.78 interest owed on Exploration Lease E29/932 owned by CN Mining Services Pty Ltd.*

**Carried 7/0****OFFICER RECOMMENDATION:**

That Council approve the write off current penalty of \$332.78 interest owed on Exploration Lease E29/932 owned by CN Mining Services Pty Ltd.

**VOTING REQUIREMENTS:** Absolute Majority**IN BRIEF:**

Penalty Interest of 11% per annum calculated daily is applied to outstanding amounts after the due date. CN Mining object to the amount of interest applied to this tenement.

**RELEVANT TO STRATEGIC PLAN:**

## 14.3 Active Civic Leadership

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.

**STATUTORY AUTHORITY:**

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

**POLICY IMPLICATIONS:**

Council has no policy relating to this matter.

**FINANCIAL IMPLICATIONS:**

Reduction of \$332.78 from Council revenue.

**RISK ASSESSMENTS:**

**OP18:** Debtors are either not collected in a timely basis or not collected at all.

**BACKGROUND:**

The date of a tenement surrender is supplied to the Shire by Landgate which in turn has been informed by Department of Mines and Petroleum. When a tenement is deemed “dead”, the assessment is end dated and a credit for any unused rates already paid is applied. A notice is then sent to the owner showing either a credit for unused rates or outstanding balance of any monies due.

**COMMENT:**

CN Mining had an issue with Department of Mines and Petroleum over the surrender date of this tenement and now object to the penalty interest applied while it was being resolved. Department of Mines and Petroleum did not change the surrender date we were supplied with. When the 2016/2017 rates were applied, the 2015/2016 rates were still outstanding. Shaun Giacomo (CN Mining ) also sent an email on 23 September 2015 asking that his rates be reduced. This is attached.

The principal is not disputing the outstanding rates on this tenement, they are disputing the date of death as advised by the Valuer General to the Shire. This date differs from the date shown on their paperwork with the Department of Mines and Petroleum.



# SHIRE OF MENZIES

124 Shenton Street, Menzies WA 6436  
 Telephone: (08) 9024 2041  
 Facsimile: (08) 9024 2110  
 PO Box 4, Menzies WA 6436  
 admin@menzies.wa.gov.au  
 www.menzies.wa.gov.au  
 ABN: 70 799 264 783

Office Hours Mon - Fri: 8.30am to 4.30pm  
 (Excluding Public Holidays)

## RATE NOTICE / TAX INVOICE

### NOTICE OF RATE AND VALUATION

Notice is hereby given that the undermentioned land has been rated by the Council of the above mentioned municipality as shown hereon in accordance with the Local Government Act 1995 and the Health Act 1911 as amended.

Appeal provisions are outlined on reverse side.

### Rates Notice

1 JULY 2016 TO 30 JUNE 2017

CHIEF EXECUTIVE OFFICER R. Evans

**ASSESSMENT NUMBER** **A5092**

**DUE DATE** **29.11.2016**

FOR YEAR ENDED 30 June 2017  
 DATE ISSUED 15.06.2017  
 VALUATION \$0.00 - UV  
 ZONING Mining Tenement  
 MINIMUM RATE \$ 0.00  
 LATE PAYMENT INTEREST 11.0000

**PLEASE SEE OVER/ATTACHED FOR ADDITIONAL INFORMATION AND DEFAULT CONSEQUENCES**

Please Advise Council in writing of any amendments

Cn Mining Services Pty Ltd  
 67 EDWARD STREET  
 NORTH SYDNEY NSW 2060

PROPERTY ADDRESS **E29/00932 MINING TENEMENT**  
 LOTS/LOCATIONS OR OTHER INFORMATION

DETAILS	RATE IN \$ OR CHARGE/SERVICE	CURRENT	GST	ARREARS	TOTAL
NON-RATEABLE INTEREST		\$2,402.13		\$2,298.08	\$4,700.21
INTERIM RATE ADJUSTMENTS WITH AN EFFECTIVE DATE OF 02.11.16		\$332.78		\$205.98	\$538.76
-NON-RATEABLE					
GST IS NIL		-\$1,586.06			-\$1,586.06
<b>TOTAL AMOUNT</b>					<b>\$3,652.91</b>

PAYMENT OPTIONS	INSTALMENT AMOUNT	DUE DATE	AMOUNT DUE
OPTION 1 - PAY IN FULL	\$3,652.91	29.11.2016	\$3,652.91
OPTION 2 - PAY BY 4 INSTALMENTS	1ST INST \$0.00	29.11.2016	\$0.00
OPTION COST \$0.00	2ND INST \$0.00		
	3RD INST \$0.00		
	4TH INST \$0.00		
	TOTAL \$0.00		

PROPERTY OWNERS: Cn Mining Services Pty Ltd

Please detach & return with payment or leave intact if paying in person

ASSESSMENT NUMBER: A5092  OPTION 1 DUE: 29.11.2016 \$3,652.91  
 OWNER NAME: Cn Mining Services Pty Ltd  OPTION 2 DUE: 29.11.2016 \$0.00  
 PROPERTY DETAILS: E29/00932 MINING TENEMENT

**PAYMENT BY MAIL:**  
 Make cheques payable to SHIRE OF MENZIES, and crossed "NOT NEGOTIABLE". Complete and mail the cheque and this payment slip to Shire of Menzies, PO Box 4, Menzies WA 6436. The top portion of the notice should be retained as your record. No receipt will be issued unless entire notice is sent with payment.  
 12.2.3.1 Attachment

**PAY IN PERSON:**  
 Present this notice INTACT to the cashier at the Shire of Menzies, 124 Shenton Street Menzies WA 6436. Your payment must be received IN OUR OFFICE BY 4pm on the due date to be considered on time.

**PAY BY CREDIT CARD:**  
 Pay by MasterCard or Visa in person or call us on (08) 9024 2041

**PAY VIA INTERNET TRANSFER:**  
 BSB 086-712 ACC 508 336 904.  
 Please use your assessment number as a reference or send a remittance advice to rates@menzies.wa.gov.au

**Carol McAllan**

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**From:** Shaun G <shaun.giacomo@gmail.com>  
**Sent:** Wednesday, 14 June 2017 4:00 PM  
**To:** Carol McAllan  
**Subject:** Re: To Carol McAllan

Carol.

Thanks so much for your reply.

I am happy to consider the amount in dispute, despite such "confusion". The Dept of Mines is categorically clear regarding when tenure ceased, because I have discussed this with them.

Regarding amounts "owed" I would not be happy to consider the accrued interest component as either fair or reasonable.

If you can pass this to Council for consideration that is appreciated.

Please recall that I requested a REDUCTION in charges due to road closures, and received no reply from council.

Or, at worst Council should consider writing this off in full.

Junior explorers have no money. CNM is no different.

Hoping to finalise ASAP.

Thankyou.

## Carol McAllan

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**From:** Shaun G <shaun.giacomo@gmail.com>  
**Sent:** Thursday, 15 June 2017 3:34 PM  
**To:** Carol McAllan  
**Subject:** Fwd: Rates assesement number A5092

Carol, my request as per 2015 which was unanswered.

And I believe was a valid request.

Shaun.

----- Forwarded message -----

**From:** Shaun G <[shaun.giacomo@gmail.com](mailto:shaun.giacomo@gmail.com)>  
**Date:** Wed, Sep 23, 2015 at 9:27 AM  
**Subject:** Rates assesement number A5092  
**To:** [admin@menzies.wa.gov.au](mailto:admin@menzies.wa.gov.au)

Dear Sir.

I wish to seek a rates reduction for my property E29/00932 Mining Tenement.

A you will be aware, the Shire is proposing/has closed 13 roads in the shire including the access to my project (Goongarrie Road). On the basis that these are non essential and non beneficial. I do understand that this would reduce Council costs, but conversely, it may result in additional impost on me as the tenement holder.

Apologies that i have not yet made payment which was due on 17.09.15 as i have only just become aware that i have overlooked the first installment.

Thankyou so much. Shaun Giacomo. [+61 418 902 400](tel:+61418902400)



#### 12.2.4 Differential Rating

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 262
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	23 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.2.4.1 Advertising of Differential Rates

#### COUNCIL RESOLUTION:

**No.1219**

**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That Council note that no objections to the proposed differential rates as published on 1 June 2017 have been received.*

**Carried by Absolute Majority 7/0**

#### OFFICER RECOMMENDATION:

That Council note that no objections to the proposed differential rates as published on 1 June 2017 have been received.

#### VOTING REQUIREMENTS:

Absolute Majority

#### IN BRIEF:

To consider objections received following the advertising of proposed differential rates on 1 June 2017.

#### RELEVANT TO STRATEGIC PLAN:

##### 14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

##### 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

- 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.

#### **STATUTORY AUTHORITY:**

Local Government Act 1995 Section 6.35

#### **POLICY IMPLICATIONS:**

Department of Local Government and communities Rating Policy

#### **FINANCIAL IMPLICATIONS:**

The level of rating must reflect the expenditure adopted in the proposed Budget for the year ending 30 June 2018. The basis for this proposal is the Corporate Plan.

#### **RISK ASSESSMENTS:**

**OP14** Council does not raise the correct level of rate income.

#### **BACKGROUND:**

In May 2017, Council considered the level of proposed rating for the 2017/2018 financial year. It reviewed the Local Government Cost Index, the needs of the Shire, and the aims of the Community Strategic Plan. It was then proposed to increase the rate in the dollar and minimum rates by 1.75%. Minimum rates for Gross Rental Value Vacant Land will reduce to \$200.

#### **COMMENT:**

Council undertook a major review of rating load share in July 2016. This year, the sector to be reviewed is one where there is a high level of unpaid rates. Of the 216 properties in this category, 113 remain unpaid. The majority of these properties may prove to be unrecoverable as the owners are in many cases deceased. This is recognised in the value of the budget provision for doubtful debts. The properties in this rate category will also be the focus of the imminent Town Planning Scheme review.



### Notice of Intention to Levy Differential Rates

In accordance with section of the Local Government Act 1995, notice is hereby given to ratepayers of the intention of the Shire of Menzies to levy the following differential rates for each category for the 2017/18 financial year.

Rate Category	Minimum Rates \$	Rate in \$ cents
<b>Gross Rental Value Areas</b>		
GRV General	311.00	8.32
GRV Vacant	200.00	8.34
<b>Unimproved Value Areas</b>		
UV Mining Operations	311.00	15.97
UV Exploration	275.00	14.73
UV Prospecting	244.00	14.51
UV Pastoral and Other	311.00	8.14

Electors and Ratepayers are invited to make written submissions on the proposed differential and minimum rates for Council's consideration. Submissions are to be addressed to the Shire of Menzies, PO Box 4, Menzies WA 6436, submitted at the Shire of Menzies Administration Office, Shenton Street Menzies, or submitted via email to [admin@menzies.wa.gov.au](mailto:admin@menzies.wa.gov.au).

No submissions will be considered after 4pm, 26 June 2016.

Electors and Ratepayers are also advised that a statement of Objectives and Reasons for the proposed differential rates, adopted at the Ordinary Meeting of Council on 25 May 2016 is available for inspection at the Administration Office, Shenton Street Menzies and at the Council Web-site [www.menzies.wa.gov.au](http://www.menzies.wa.gov.au).

All submissions received, will be considered by Council prior to final adoption of the Differential Rates for 2017/18 and incorporation into the Budget (with or without modification) for final adoption by Council.

Should you required further information regarding the above, please contact the Chief Executive Officer on 08 9024 2041.

Rhonda Evans  
Chief Executive Officer

**12.4 COMMUNITY DEVELOPMENT**

**12.4.1 Report Lady Shenton Building for the Month of May 2017**

<b>LOCATION:</b>	Lady Shenton Building
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	ADM281
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.4.1-1 Monthly Sales Categories Report for May 2017 12.4.1-2 Monthly Department Sales Report for May 2017

<b>COUNCIL RESOLUTION:</b>	<b>No.1220</b>
----------------------------	----------------

**Moved: Cr Tucker**

**Seconded: Cr Mazza**

*That Council receive the report of the activities in the Lady Shenton Building for the month of May 2017 for information.*

**Carried 7/0**

**OFFICER RECOMMENDATION:**

That Council receive the report of the activities in the Lady Shenton Building for the month of May 2017 for information.

**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 Street.

Visitor Centre Sales	Year to Date	<b>\$35,920</b>	Year to Date Prior Year	<b>\$28,196</b>
----------------------	--------------	-----------------	-------------------------	-----------------

Caravan Park income	Year to Date	<b>\$56,669</b>	Year to Date Prior Year	<b>\$44,478</b>
---------------------	--------------	-----------------	-------------------------	-----------------

**RELEVANT TO STRATEGIC PLAN:**

14.1 Sustainable local economy encouraged

- 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

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

#### 14.3 Active civic leadership achieved

- 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.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### **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 operator for recording purposes.

#### **COMMENT:**

##### **Community Resource Centre (CRC)**

This month has seen **71** patrons at the CRC and a total of 95 copies of the Menzies Matters were printed in May 2017.

##### **Visitor Centre**

May saw **598** visitors to The Visitor Centre. We continue to encourage customer feedback by way of the Lake Ballard Surveys. The Facebook continues to convey information to people online.

### Community Postal Agency

We had a total of **247** Postal Customers for May 2017.

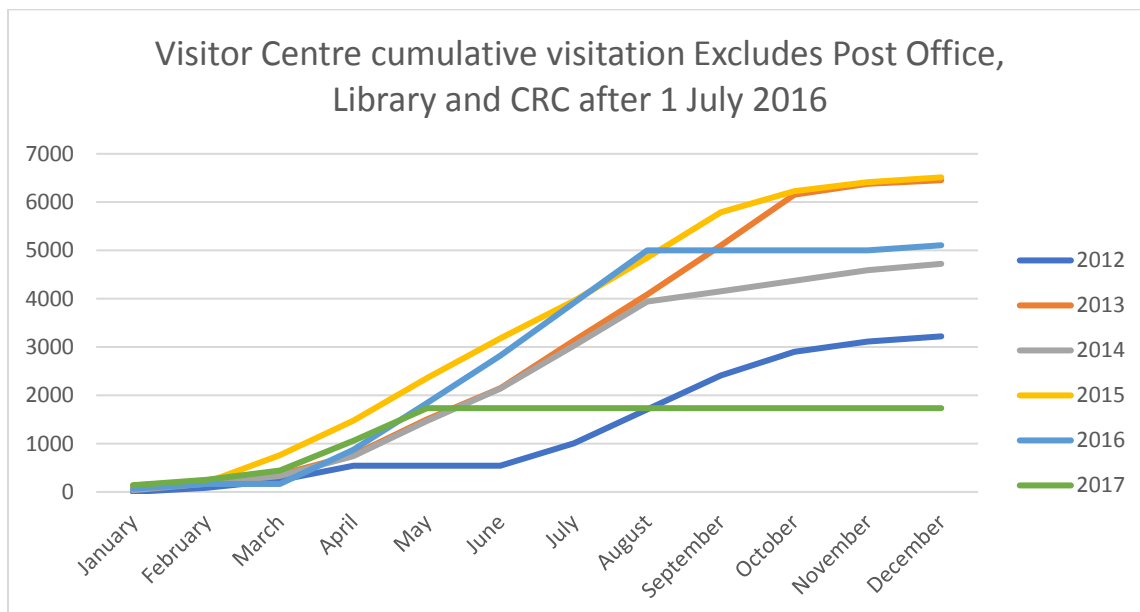
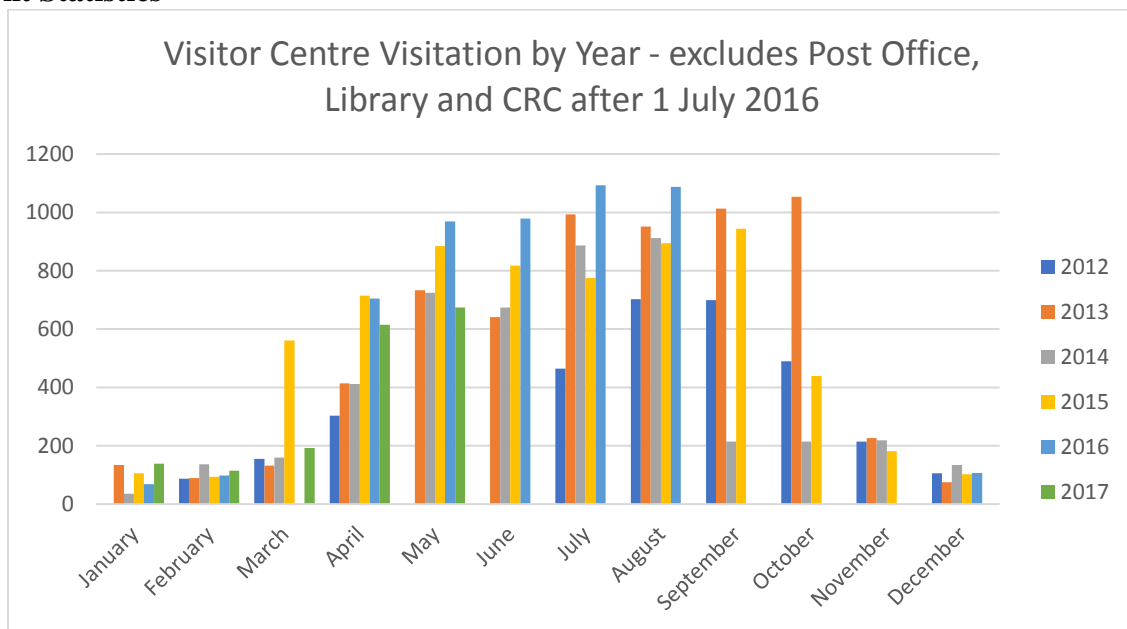
### Caravan Park

A total of **\$7,262** was taken for the month of May 2017.

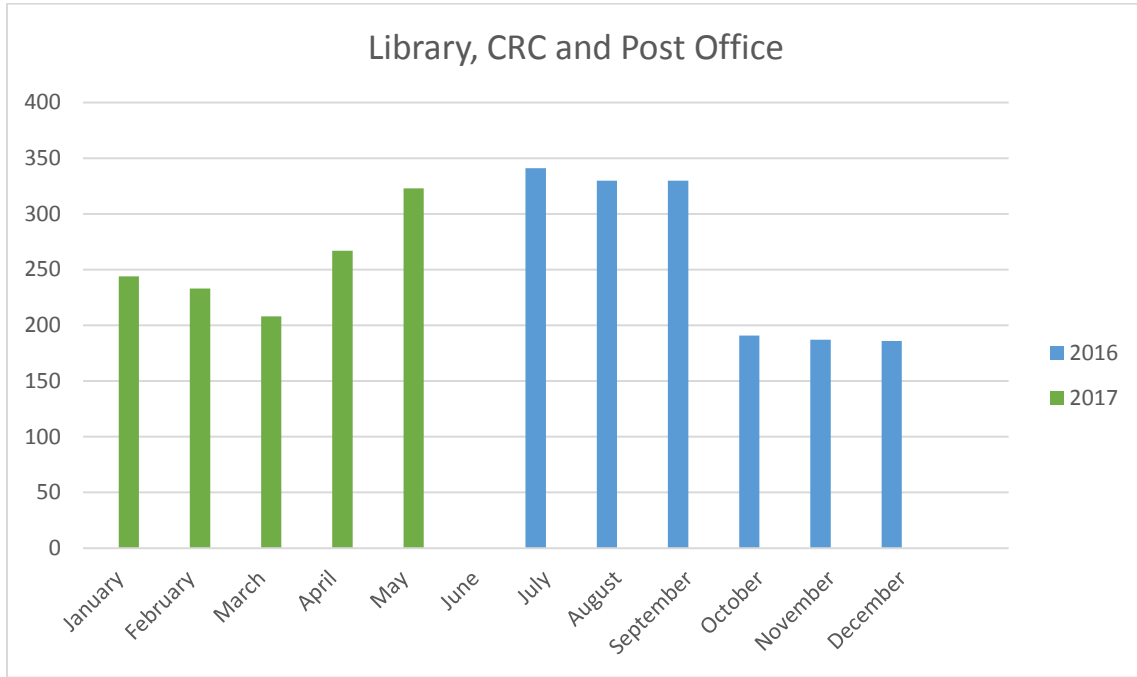
### Statistics

An increased variety of statistics are now being provided. For the most part, I have concentrated on numbers rather than income, as the Caravan Park generates about 75% of the income from this facility.

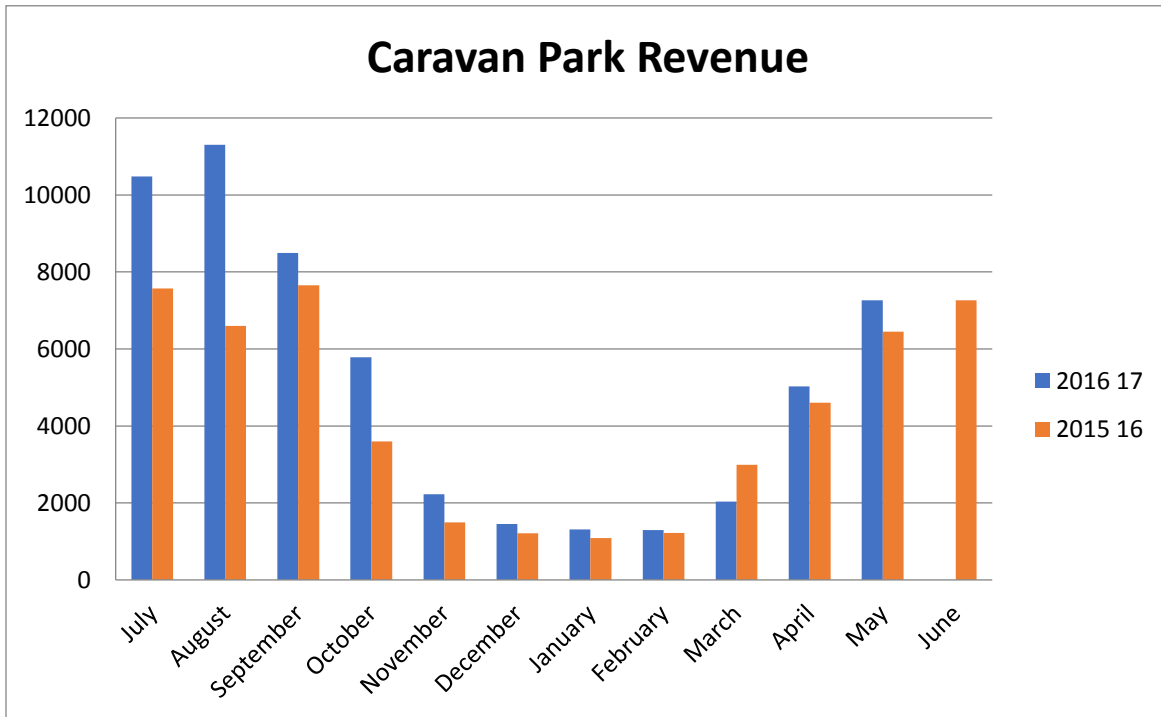
### Client Statistics



### Client Statistics

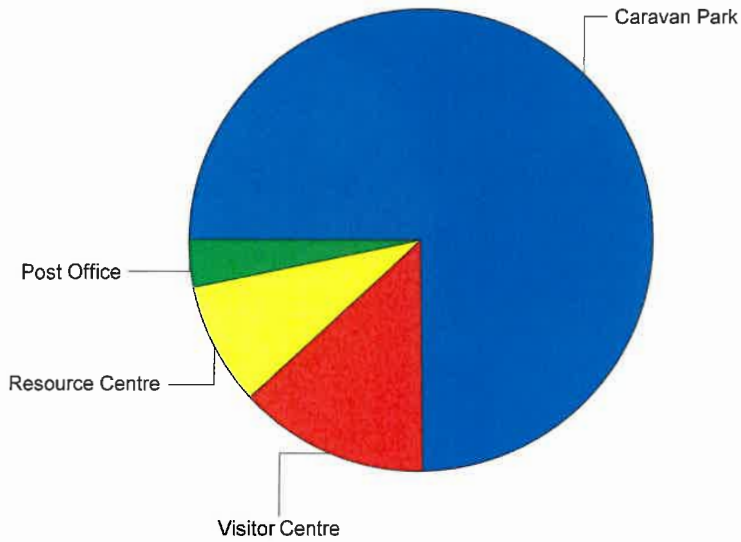


### Revenue Statistics



**Sales Categories Report**  
01 May 2017 00:00:00 to 31 May 2017 23:59:59

Code	Description	Sales		
		Quantity	Amount	%
1	Resource Centre	33.0000	923.10	8.74
2	Caravan Park	220.0000	7,878.00	74.58
3	Visitor Centre	131.0000	1,418.19	13.43
4	Post Office	33.0000	343.18	3.25
		<b>417.0000</b>	<b>10,562.47</b>	



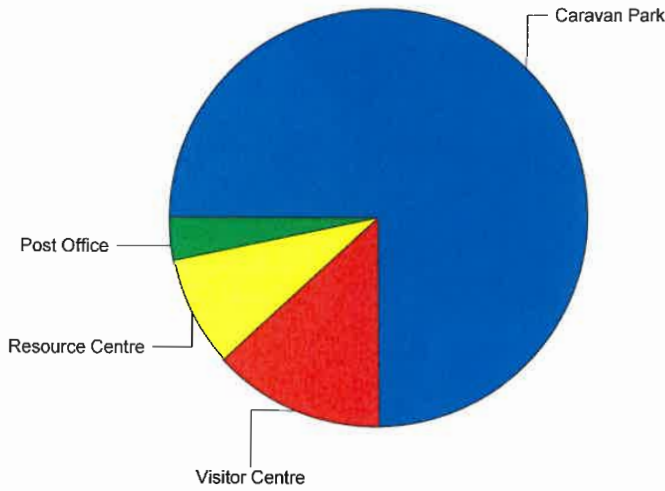
Caravan Park	7878.00	74.6%
Visitor Centre	1418.19	13.4%
Resource Centre	923.10	8.7%
Post Office	343.18	3.2%
<b>Total:</b>	<b>10562.47</b>	<b>100.0%</b>



### Sales Categories Report

01 May 2017 00:00:00 to 31 May 2017 23:59:59

Code	Description	Sales			Profit	
		Quantity	Amount	%	Amount	%
1	Resource Centre	33.0000	923.10	8.74	7.72	0.92
2	Caravan Park	220.0000	7,878.00	74.58	7,161.78	100.00
3	Visitor Centre	131.0000	1,418.19	13.43	827.83	64.21
4	Post Office	33.0000	343.18	3.25	215.97	69.23
		<b>417.0000</b>	<b>10,562.47</b>		<b>8,213.31</b>	<b>85.54</b>



Caravan Park	7878	74.6%
Visitor Centre	1418.2	13.4%
Resource Centre	923.1	8.7%
Post Office	343.2	3.2%
<b>Total:</b>	<b>10562.5</b>	<b>100.0%</b>

## 12.5 MANAGEMENT AND POLICY

### 12.5.1 Actions performed under Delegation for the month of May 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	1 June 2017
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1221</b>
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**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*That Council receive the report of the actions performed under delegation for the month of May 2017 for information.*

**Carried 7/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the report of the actions performed under delegation for the month of May 2017 for information.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

To report back to Council actions performed under delegated authority from the period 1 May 2017 to 31 May 2017.

#### **RELEVANT TO STRATEGIC PLAN:**

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

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 May 2017 to 31 May 2017.

***Bushfire***

No delegated decisions were undertaken by the Shire of Menzies pursuant to bushfire matters from the period 1 May 2017 to 31 May 2017.

***Common Seal***

<i>Date of decision</i>	<i>Decision ref:</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
15/5/2017	N/A	Transfer of land from Gary Penn Nominees to Shire of Menzies Certificate of Titles: V112/F105; V167/F74; V213/F127; V306/F39; V376/F156; V394/F176; V401/F107; 403/F61; V417/165; V447/F167	Gary Penn Nominees	N/A

***Planning Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals from the period 1 May 2017 to 31 May 2017.

***Building Permits (including Septic Tank approvals)***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits from the period 1 May 2017 to 31 May 2017.

***Health Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals from the period 1 May 2017 to 31 May 2017.

***Ranger Related Dog Issues***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog from the period 1 May 2017 to 31 May 2017.

### 12.5.2 Guidelines – Events and School Holiday Program Guidelines

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 014
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	23 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.2 Events and School Holiday Programs Guidelines

<b>COUNCIL RESOLUTION:</b>	<b>No.1222</b>
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**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That Council endorse the guidelines for Special Events and School Holiday Programs as Attached.*

**Carried 6/1**

**Councillor Lee is recorded as voting against this motion.**

#### **OFFICER RECOMMENDATION:**

That Council endorse the guidelines for Special Events and School Holiday Programs as Attached.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

The budget for the year ended 30 June 2017 made provision for events and School Holiday Activities. The events scheduled are chosen following consultation by the Chief Executive Officer with Council and members of the community, most of whom are involved in some way with the running of the events.

#### **RELEVANT TO STRATEGIC PLAN:**

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

#### 14.3 Active civic leadership achieved

- 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.

#### 14.4 Heritage & Natural assets conserved

- Our natural environment will be protected and preserved for future generations.
- A strengthening of our cultural and heritage awareness and values.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### **RISK ASSESSMENTS:**

There is no current risk assessment related to this matter.

#### **BACKGROUND:**

The "Special Events and School Holiday Program Guidelines" are presented to communicate to Council and the Community the rules by which events will operate. These rules do not apply to activities run by the Shire as part of its normal operations. The Events referred to are specific one-off events which may run as the result of a request by the community.

#### **COMMENT:**

The guidelines are set to

1. minimise the risk to Council when children are under the care and control of employees (volunteers are considered to be employees for this purpose)
2. to promote transparency in the approval of special events, and ensure that the process is understood by all.

The contribution of \$5 per day per family for out of town activities is considered to be a token contribution, and where possible, sponsorship of the programs will be sought.



## Menzies Special Events and School Holiday Program Guidelines

### Events for Children Under 18 Years

All supervisors and volunteers must hold a current working with children certificate. Where possible at least one member of the group will hold First Aid Accreditation.

Disclaimer to be signed by parent or carer for each child. (can be done for period as determined)

#### Out of Town Activities

1. Minimum age for children is 5 years. Younger children may only be accepted if one volunteer for each child is in attendance.
2. A Driver cannot also be paid as carer during period of travel -
3. Minimum ratios of paid workers will be
  - 5 to 8 years 1 adult to 6 children
  - 9 to 12 years 1 adult to 8 children
  - 13 – 18 years 1 adult to 10 children
  - Minimum number of supervisors to be two
4. Additional supervisors – volunteers are encouraged. Costs will be covered for upto double the minimum supervisory numbers. i.e. if two supervisors paid, costs (excluding wages) will be paid.
5. Where excursion is for overnight, supervisor numbers will be doubled.
6. Meal allowance for each child will be agreed prior to each event – additional costs to be borne by participants
7. Each family will be required to contribute \$5 per day for each event

#### Town Based Events

1. Where possible facilities and equipment will be provided free of charge
2. Morning / afternoon tea will be provided as appropriate
3. Meal will be provided as appropriate (\$2 donation from non-participants will be requested)
4. Town Hall and Lady Shenton based activities will have one paid supervisor for each session. Volunteers will be sought to assist.

#### Alternate

Where MAC to fully operate Holiday Program – a payment of up to \$70 per day per child for approved program.

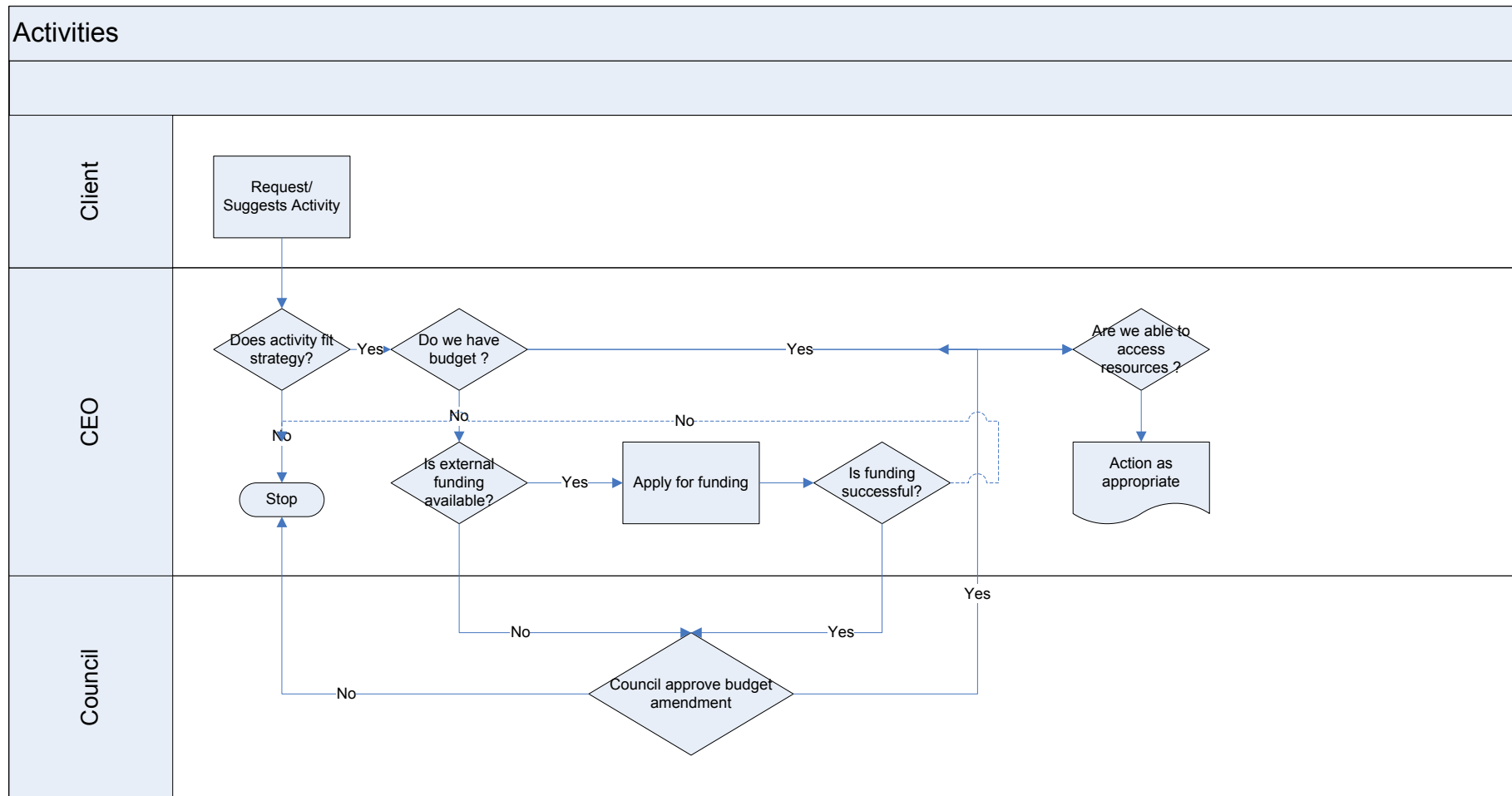
1. Maximum of 5 activity days per term April, July and September holiday period
2. Maximum of 5 town based and 5 out of town based activities for January break

#### Additional

Where specialist paid programs are operated in the town/community, separate budget to be submitted. Refer to attached workflow for activities.



## Menzies Special Events and School Holiday Program Guidelines





### 12.5.3 Application for Prospecting Licence 29/2414

<b>LOCATION:</b>	P29/2414
<b>APPLICANT:</b>	Melville Raymond Dalla Costa
<b>DOCUMENT REF:</b>	EDM 294/8821
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.3.1 Department of Lands – Application Overlay 12.5.3.2 of proposed lease over townsite map

<b>COUNCIL RESOLUTION:</b>
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<b>No.1223</b>
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**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*That Council advise the Department of Lands that is has no objection to Prospecting Licence 29/2414 subject to the following conditions:*

- 1. Upon the granting of the licence, the applicant must notify all property owners and lease holders within the area of the Prospecting Licence 29/2414 of their rights and obligations in relation to the granting of the prospecting lease.*
- 2. Any area to be disturbed to be identified and photographed to ensure no existing structures or landmarks are affected by mining associated activity*
- 3. Any disturbance to the area be reinstated at the conclusion of prospecting activity.*
- 4. Where activity is to be undertaken within 500 meters of a dwelling or occupied area, all owners and occupiers are to be notified of the activity proposed.*
- 5. All activity to be undertaken during the hours of daylight.*

**Carried 6/1**

**OFFICER RECOMMENDATION:**

That Council advise the Department of Lands that is has no objection to Prospecting Licence 29/2414 subject to the following conditions:

1. Upon the granting of the licence, the applicant must notify all property owners and lease holders within the area of the Prospecting Licence 29/2414 of their rights and obligations in relation to the granting of the prospecting lease.

2. Any area to be disturbed to be identified and photographed to ensure no existing structures or landmarks are affected by mining associated activity
3. Any disturbance to the area be reinstated at the conclusion of prospecting activity.
4. Where activity is to be undertaken within 500 meters of a dwelling or occupied area, all owners and occupiers are to be notified of the activity proposed.
5. All activity to be undertaken during the hours of daylight.

**VOTING REQUIREMENTS:** Simple Majority

**IN BRIEF:**

Notice of an Application by Melville Raymond Dalla Costa to the Department of Mines and Petroleum has been presented to Council by the Department of Lands for comment.

**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 be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.

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.

14.4 Heritage & Natural assets conserved

- Our natural environment will be protected and preserved for future generations.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:**

There is no policy relating to the matter.

**FINANCIAL IMPLICATIONS:**

Additional rating income would be generated following the approval of this application.

**RISK ASSESSMENTS:**

This activity presents little or no risk to Council. However, active mining may cause loss of amenity to residents for the period of prospecting.

**BACKGROUND:**

The proposed prospecting licence is to the north and east of the Menzies town site, adjacent to the Goldfields Highway and properties to the east of the railway line.

**COMMENT:**

The Department of Mines and Petroleum on behalf of Melville Raymond Della costa is seeing comments in recommendation with regard to the impact of the application over the areas as outlines on the attached maps. The area covers the town site north of Kensington Street. This area includes the Menzies Community School.

Whilst we have been assured that any mining activity would use sub-surface methods of extraction with the mine access outside the buffer zone around the town-site, It is the personal belief of the author that the granting of prospecting licences over a town site should preclude the ability of the lease holder from physical investigation of the lease, and limit to non invasive methods of determining mineralisation. The recommendation of the Officer reflects an acceptance of current legislation and the limitations of Local Government in this area.



Government of Western Australia  
Department of Lands

Regional and Metro Services

Our ref: 02780-1902      JOB No: 171009  
Enquiries: Jihan Baroquillo  
Ph: (08) 6552 4752  
Fax: (08) 6552 4413  
Email: [jihan.barquillo@lands.wa.gov.au](mailto:jihan.barquillo@lands.wa.gov.au)

28 May 2017

Shire of Menzies  
PO Box 4  
MENZIES WA 6436

FILE:	IR
CEO	PRES
06 JUN 2017	
DCEO	MCD
MWS	EHO
CEOXA	STAFF

Dear Sir/Madam

**APPLICATION FOR PROSPECTING LICENCE 29/2414 SITUATED ON MENZIES TOWNSITE – MEVILLE RAYMOND DALLA COSTA – SHIRE OF MENZIES**

Acting on behalf of Melville Raymond Dalla Costa (the applicant), the Department of Mines and Petroleum (DMP) has applied to the Hon Minister for Lands to consent to mine over portions of the declared Menzies Townsite.

The land covered by Prospecting Licence 29/2414 includes:

- Reserve 8509 comprising of Lots 151 and 152 on Deposited Plan 35568 managed by the Shire of Menzies for the purpose of "Common";
- Reserve 4592 managed by the Shire of Menzies for the purpose of "Recreation";
- Unmanaged Reserve 8795 comprising of Lot 1041 on Deposited Plan 110017 for the purpose of "Drill Hall";
- Reserve 6346 comprising of Lot 500 on Deposited Plan 65986 managed by the Shire of Menzies for the purpose of "Use and Requirements of the Shire of Menzies";
- Unmanaged Reserve 8654 comprising of Lots 884 and 885 on Deposited Plan 222801 for the purpose of "Inspector of Mines Quarters";
- Unmanaged Reserve 6788 comprising of Lots 889, 878 and 883 on Deposited Plan 222801 for the purpose of "Excepted for Sale";
- Unmanaged Reserve 9116 comprising of Lot 870 on Deposited Plan 222801 for the purpose of "Manse Site Presbyterian";
- Unmanaged Reserve 5115 comprising Lot 426 on Deposited Plan 222801 for the purpose of "Public Utility";
- Unmanaged Reserve 5108 comprising of Lot 429 on Deposited Plan 222801 for the purpose of "School Site";
- Unmanaged Reserve 5112 comprising of Lot 299 on Deposited Plan 222801 for the purpose of "Public Utility";
- Unmanaged Reserve 8332 comprising of Lots 318 and 319 on Deposited Plan 222801 for the purpose of "Public Buildings Mines Department";
- Unmanaged Reserve 5114 comprising of Lot 645 on Deposited Plan 222798 for the purpose of "Public Utility";
- Unmanaged Reserve 9040 comprising of Lot 3001 on Deposited Plan 45374 for the purpose of "Water Act 57 Vic No 20";
- Unmanaged Reserve 5109 comprising of Lot 548 on Deposited Plan 222801 for the purpose of "Recreation";

Gordon Stephenson House, 140 William Street Perth Western Australia 6000 PO Box 1143 West Perth Western Australia 6872  
Telephone (08) 6552 4400 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only)  
Email: [info@lands.wa.gov.au](mailto:info@lands.wa.gov.au) Website: [www.lands.wa.gov.au](http://www.lands.wa.gov.au)  
ABN: 68 565 723 484

- Unmanaged Reserve 5113 comprising of Lot 542 on Deposited Plan 222798 for the purpose "Public Utility";
- Unmanaged Reserve 5110 comprising of Lot 200 on Deposited Plan 222797 for the "Public Utility"; and
- Unmanaged Reserve 5111 comprising of Lot 201 on Deposited Plan 222797 for the purpose "Public Utility".

Could you please provide your comments and confirm if there are any objections in the Minister for Lands approving the abovementioned Prospecting Licence.

For your assistance, please find enclosed a copy of the mining tenement summary report, SmartPlan graphic showing the Prospecting Licence and surrounding area(s) and aerial photography.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,



**Jihan Baroquillo**  
**A/State Land Officer – Goldfields Esperance Wheatbelt Region**  
**Regional Metro Services**



Department of  
Mines and Petroleum



Map Grid of Australia, 1994 - Zone 51

TENGRAPH (c) 1992, 1993  
11:05 AM, 13/03/2017  
[Customized Screen] MIMRDIP PERXIA1

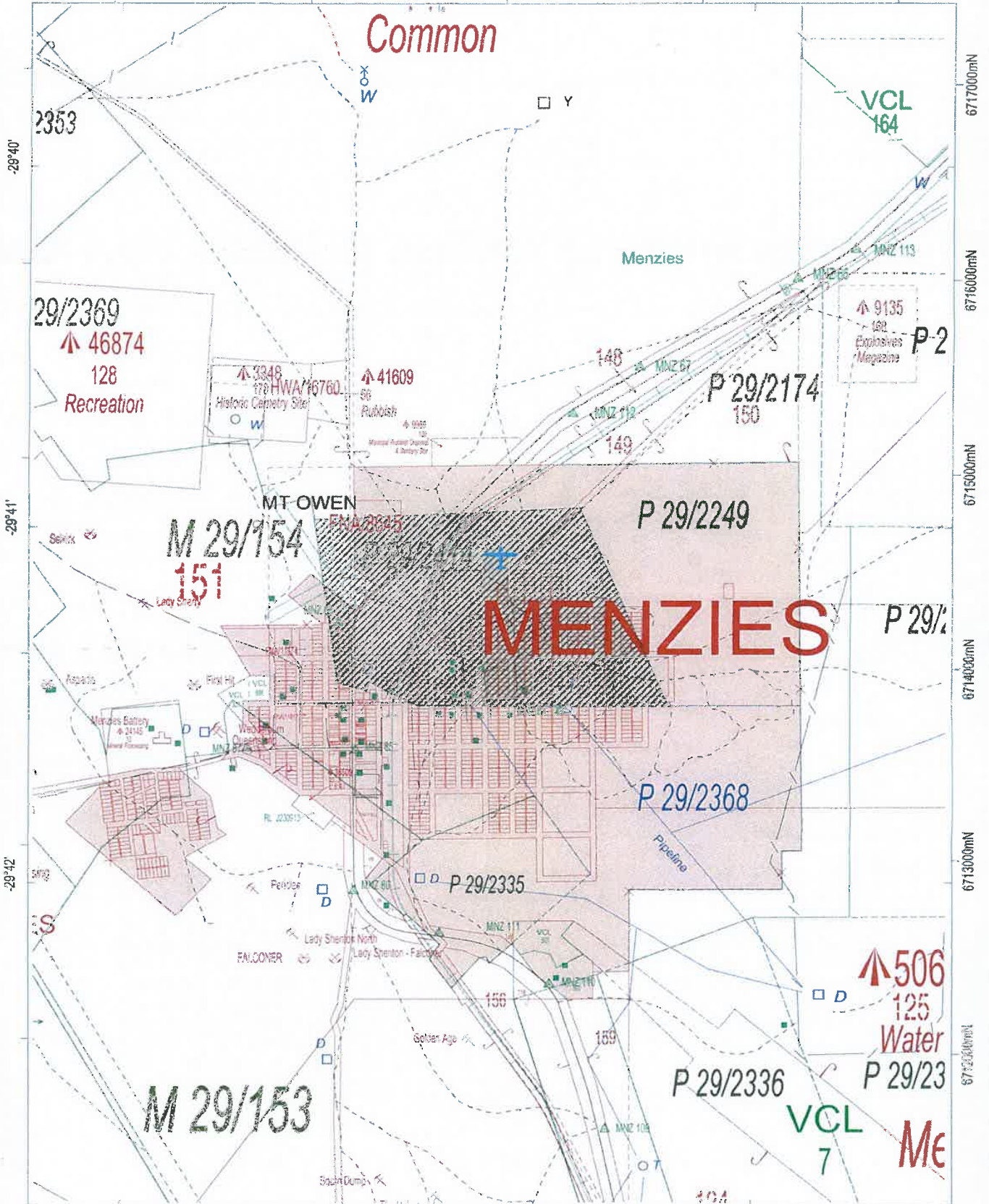
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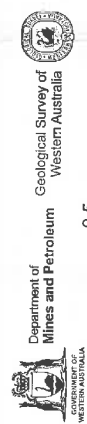
312000mE



Departmental Use Only  
12.5.3.1 Attachment







Department of Mines and Petroleum  
Geological Survey of Western Australia

0.5

Kilometers



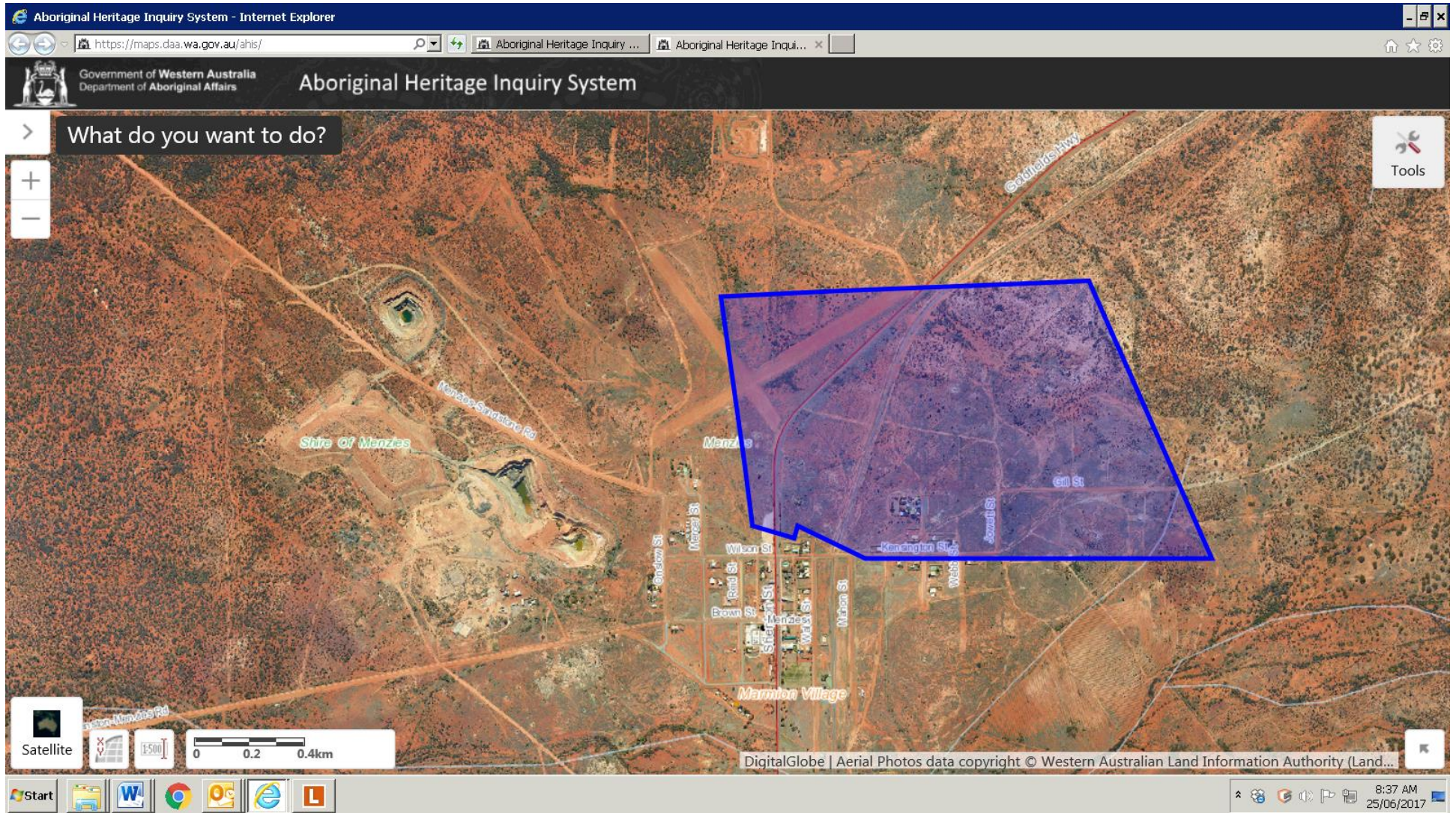
Recommend Reference for this map is: Geological Survey of Western Australia 2017, Prospecting Licence 29/2414 extracted from GeoVIEW.WA, on 29/03/2017 Perth, Western Australia; Department of Mines and Petroleum.

The data presented herein are interpreted, and made available in good faith, and derived from sources believed to be reliable and accurate at the time of release. You should not solely rely on this information when making a commercial decision.

### Prospecting Licence 29/2414

Geological Survey of Western Australia.





#### 12.5.4 Local Government Ordinary Election 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 111
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.4.1 WA Electoral Commission quote

#### **COUNCIL RESOLUTION:**

**No.1224**

**Moved: Cr Lee**

**Seconded: Cr Tucker**

*That Council:*

- 1. Declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral commissioner to be responsible for the conduct of the 2017 ordinary elections together with any other elections or polls which may be required; and*
- 2. Resolve that in accordance with Section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.*

**Carried by Absolute Majority 7/0**

#### **OFFICER RECOMMENDATION:**

That Council:

1. Declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral commissioner to be responsible for the conduct of the 2017 ordinary elections together with any other elections or polls which may be required; and
2. Resolve that in accordance with Section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### **IN BRIEF:**

Council must consider whether to appoint the Western Australian Electoral Commission (WAEC) to conduct the Local Government Ordinary Election to be held on 21 October 2017, or to conduct the election using it's own resources.

#### **RELEVANT TO STRATEGIC PLAN:**

##### 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.
- 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.
- 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.

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 4.4*

*Local Government Act 1995 Section 4.20(4)*

*Local Government Act 1995 Section 4.61(2)*

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

The cost of the election will be provided for in the next financial year adopted budget.

**RISK ASSESSMENTS:** Nil

#### **BACKGROUND:**

A Local Government Ordinary Election will be conducted in Saturday 21 October 2017 for two Rural Ward seats (Crs J Dwyer and I Tucker) and two Town Ward seats (Crs J Mazza and J Lee), all of which will become vacant at that time.

#### **COMMENT:**

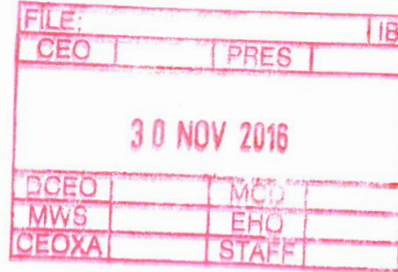
A quotation has been received from WAEC, offering to conduct a postal vote election and is presented as attached.



WESTERN AUSTRALIAN Electoral Commission

LGE 028

Mr Pascoe Durtanovich  
Acting Chief Executive Officer  
Shire of Menzies  
Shenton Street  
MENZIES WA 6436



Dear Mr Durtanovich

**Local Government Ordinary Election: 2017**

The next local government ordinary elections are being held on 21 October 2017. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2017/2018 budget preparations.

The estimated cost for the 2017 election if conducted as a postal ballot is \$12,000 inc GST, which has been based on the following assumptions:

- 250 electors
- response rate of approximately 55%
- 4 vacancies
- count to be conducted at the offices of the Shire of Menzies
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply.

This cost estimate includes a proposed increase in the postage rate by Australia Post effective from 4 January 2017. An additional amount of \$65 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages. Recent experiences with Australia Post indicate that Councils should seriously consider using the regular mail delivery service for the lodgement of the election packages. The additional cost of priority mail does not significantly speed up the delivery of the election packages.

Since the October 2015 Local Government Ordinary Elections were conducted, Australia Post has implemented the following percentage cost increases for its various mail services:

- Regular Mail Delivery - 42%
- Priority Mail Delivery – 60.5%
- Priority Reply Paid – 80.5%



Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day

The Commission is required by the Local Government Act to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only

The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2017 for the Shire of Menzies in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Menzies also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2015 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Menzies in anticipation of an affirmative vote by Council.

Yours sincerely



David Kerslake  
**ELECTORAL COMMISSIONER**

24 November 2016

**12.5.5 GVROC – Minutes of CEO’s Group meeting held on 26 May 2017**

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 126
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	23 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.5.1 Minutes 26 May 2017

<b>COUNCIL RESOLUTION:</b>	<b>No.1225</b>
----------------------------	----------------

**Moved: Cr Tucker**

**Seconded: Cr Lee**

*That Council receive the Minutes of the GVROC CEO’s Group Meeting held on 26 May 2017.*

**Carried 7/0**

**OFFICER RECOMMENDATION:**

That Council receive the Minutes of the GVROC CEO’s Group Meeting held on 26 May 2017.

**VOTING REQUIREMENTS:** Simple Majority

**IN BRIEF:**

The minutes of the CEO’s Group of the GVROC meeting held on 26 May 2017 are attached. Three resolutions are brought to the attention of Council.

Item 6.1 Establishment of a Working Party by GVROC to address Law and Order issues across the Goldfields-Esperance Region.

Item 6.3 Review of the Goldfields Records Storage Facility.

Item 6.4 Implementation of the GVROC Strategic Plan.

**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.

14.2 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.

- 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:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

The GVROC consisting of ten Councils in the Goldfields Esperance region meets ten times per annum. Each alternate meeting includes representation from both Councillor and CEO's. The intervening months, the CEO's meet as a group. The attached minutes are from the May 2017 meeting of the CEO's.

**COMMENT:**

The resolutions from the CEO's meeting will now go forward for consideration by the full meeting to be held on 30 June 2017. It should be noted that a number of the resolutions from this meeting will be included in the Strategic Plan for the GVROC, and may subsequently have an impact on Council's forthcoming Strategic Plan.



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# GVROC CEOs Group Meeting

Friday 26 May 2017  
In-Person Meeting  
Council Chambers, Shire of Coolgardie  
Sylvester Street, Coolgardie, commencing at 8.36am

## MINUTES



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FINAL DRAFT

## **GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC) CEOs GROUP MEETING**

An in-person meeting of the GVROC CEOs Group held in the Council Chambers, Shire of Coolgardie Sylvester Street, Coolgardie on Friday 26 May 2017, commencing at 8.36am

# MINUTES

### **1. DECLARATION OF INTEREST**

Pursuant to the Code of Conduct, Councillors and CEOs must declare to the Chair any potential conflict of interest they may have in a matter before the Goldfields Voluntary Regional Organisation of Councils as soon as they become aware of it. Councillors, CEOs and Deputies may be directly or indirectly associated with some recommendations of the Goldfields Voluntary Regional Organisation of Councils. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

### **2. OPENING AND ANNOUNCEMENTS**

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils.

### **3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

#### **3.1 Attendance**

Mr James Trail (Chair)  
Mr Doug Stead  
Mr Matthew Scott  
Mr John Walker  
Mr Jim Epis  
Ms Rhonda Evans (entered the meeting at 9.30am)  
Mr Ian Fitzgerald

A/CEO, Shire of Coolgardie  
CEO, Shire of Dundas  
CEO, Shire of Esperance  
CEO City of Kalgoorlie-Boulder  
CEO, Shire of Leonora  
CEO, Shire of Menzies  
CEO, Shire of Ravensthorpe

Mr Bruce Wittber

#### **3.2 Apologies**

Mr Steven Deckert, CEO Shire of Laverton  
Mr Colin Bastow, A/CEO Shire of Wiluna

Ms Helen Westcott, Joint Executive Officer

#### **3.3 Guests**

Ms Jill Dwyer, Deputy CEO, Shire of Coolgardie

### **4. GUEST SPEAKERS/PRESENTATIONS**

Nil

## **5. MINUTES OF MEETINGS**

### **5.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) CEOs Group held Friday 24 March 2017 (Attachment)**

Minutes of the GVROC CEOs Group Meeting held Friday 24 March 2017 have been circulated to Member Councils.

#### **RECOMMENDATION:**

That the Minutes of the GVROC Council Meeting held Friday 24 March 2017 be confirmed as a true and correct record of proceedings.

**RESOLUTION:**                      **Moved: Matthew Scott**                      **Seconded: Jim Epis**

**That the Minutes of the GVROC Council Meeting held Friday 24 March 2017 be confirmed as a true and correct record of proceedings.**

**CARRIED**

### **5.2 Business Arising from a Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) CEOs Group held Friday 24 March 2017**

Nil

### **5.3 Matters for Noting**

Nil

## 6. GVROC BUSINESS

### 6.1 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 17 May 2017

**Attachments:** Correspondence from the Department of Aboriginal Affairs re the Wati Association

**Background:**

At the GVROC Council Meeting held in Esperance on Friday 3 February 2017 the Shire of Laverton requested that the issue of law and order be considered by GVROC's Member Councils.

This request was agreed to. Following discussion GVROC Council resolved as shown below:

**RESOLUTION:** Moved: Mayor Bowler                      Seconded: Cr Weldon

1. That the GVROC Council congratulate the Shire of Laverton for raising the concerns around law and order. The GVROC as a body support the matters that have been raised and the City of Kalgoorlie-Boulder be asked to keep all Member Councils informed of the ongoing discussions between the City of Kalgoorlie-Boulder, relevant agencies and suppliers of alcohol.
2. That the City of Kalgoorlie-Boulder be requested to organise a working party of interested Member Councils to progress this matter.
3. That the GVROC Chair prepare a media statement on the outcomes of the discussion with a copy to be sent to all political parties.
4. That GVROC write to the Commissioner of Police seeking an increased police presence in communities across the Goldfields Esperance Region.

CARRIED

The matter was further considered by GVROC Council both informally at a meeting on the evening of Thursday 20 April 2017 and formally at the GVROC Council Meeting held the following day. At this time it was further resolved as shown below:

**RESOLUTION:** Moved: Cr Hill                                      Seconded: Cr Stewart

That:

1. GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region;
2. That the GVROC CEOs Group be requested to develop Terms of Reference for consideration by the GVROC at the GVROC Council Meeting scheduled for Friday 30 June 2017; and
3. Support to the Working Party by provided by the GVROC Executive Officer.

CARRIED

**Executive Officer Comment:**

The task set the CEOs Group is to develop Terms of Reference (ToR) but as the Shire of Leonora's CEO has highlighted GVROC also needs to work with those affected by any recommendations and or policies that GVROC agrees to action. To quote in part from Jim Epis' email to all GVROC's CEOs:

*Morning All,*

*I refer to Minutes of GVROC meeting held in Kalgoorlie 21<sup>st</sup> April, 2017, in particular Item 8.2 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region.*

*Dot point 1 of the recommendation was "GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region".*

*If the law and order issues we are referring to involve aboriginal people, it is my opinion that aboriginal people should be involved in developing their own strategies to overcome the issues.*

*Without naming individuals at this stage, the aboriginal people within our region have the leaders that could easily develop strategies. The Goldfields Wati Law and Culture Association Inc is an organisation with its membership open to all aboriginal men who have been initiated according to Western Desert Law. I believe that each of our local governments in the region would have a Wati member somewhere.*

*Please see attached a letter from the Department of Aboriginal Affairs which provides additional information in regards the objects of the Wati Association.*

*Problem is, how do we involve the aboriginal women in developing strategies and providing direction?*

*If a group of aboriginal leaders within our region could be formed of course it would need resources but surely this issue could be taken up with the State Government.*

A copy of the letter referred to in Jim Epis' email forms an attachment to the meeting agenda.

Involvement by community organisations across the region will be vital for the working group's success.

The question for the GVROC CEOs Working Group is how is this involvement and support from these organisations to be sought and agreed to.

A further question is whether the above can this be achieved as well as developing ToR in the timeframe allocated by GVROC Council (the draft ToR is to be completed for discussion at the GVROC Council Meeting scheduled for Friday 30 June 2017).

The Executive Officer believes that the two tasks should run as parallel exercises.

So from this meeting of the GVROC CEOs Group there should be two outcomes:

1. Consideration of who should be invited to join the working group once established; and
2. Development of Terms of Reference for submission to the GVROC Council Meeting at the GVROC Council Meeting scheduled for Friday 30 June 2017.

**Consultation:** Nil

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

**Meeting Comment:**

The question was raised as to whether the working party was to cover the broad law and order issue or specific segments. It was generally agreed that whilst indigenous issues were a part of the consideration it was felt that the intent of the working party was to cover the more broad law and order issues.

The question was also raised as to who, if a working party was formed, would be invited to join the group?

The City of Kalgoorlie-Boulder indicated that it was interested in being involved however there were a significant number of law and order issues that the City was currently involved in and as such was not in a position to be directly involved in organising and managing a working party.

The CEOs Group were of the opinion that the work involved with establishing and operating a separate working party was unnecessary and duplication of effort and that both the GVROC Council and CEOs Group could include on each agenda, as a standing agenda item, law and order issues.

John Walker reported to the meeting that on the 17 May the Hon Alan Tudge, Federal Minister for Human Services visited the City together with the Shire of Laverton to discuss issues generally around the “cashless debit card”. The Shire of Leonora also attended the meeting at Laverton.

James Trail A/CEO Shire of Coolgardie advised he had spoken to the police in Kambalda on law and order issues generally.

John Walker also commented on the apparent lack of coordination of Government services in the region. Initially the heads of agencies didn't see that local government had a need to be involved in the coordination group. The City however took the view that it is “our City” and pushed hard to achieve permanent representation for local government. There is also the opportunity for GVROC members to attend meetings as the agency group meets around the various areas within GVROC. John urged the Councils to take up the opportunity if the circumstances allowed.

Jim Epis indicated that the Shire of Leonora has interagency meetings every two months

Matthew Scott advised that the Shire of Esperance had also initiated a meeting with local agencies.

John Walker also reported that the City had held its first meeting on the liquor accord. There was unanimous agreement to form a liquor accord which will be driven by the City.

During discussion it was suggested that Superintendent Darryl Gaunt be invited to attend the next GVROC Meeting.

It was also suggested that GVROC consider inviting the State Government Reform Group to the GVROC August Meeting.

**RESOLUTION:**                      **Moved: John Walker**                      **Seconded: Jim Epis**

**That given all GVROC Members wish to be represented on any working party established in relation to law and order issues, the CEO Group recommend to the GVROC Council that:**

- 1. the regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order; and**
- 2. an action within the GVROC Strategic Plan includes a strategy relating to law and order issues.**

**CARRIED**

## 6.2 Goldfields Biosecurity Workshop

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 17 May 2017

**Attachments:** Nil

### **Background:**

At the GVROC Council Meeting in Kalgoorlie on Friday 22 April 2016, the Shire of Wiluna requested that the issue of resourcing for the Southern Rangelands Natural Resource Management (SNRM) unit of the statewide agency Rangelands Natural Resource Management WA be considered by GVROC. It was resolved that a meeting with representatives from Rangelands NRM WA be arranged. A meeting with Dr Gaye McKenzie, CEO Rangelands NRM WA, and Mr Kieran Massie, Program Manager Rangelands NRM WA, was arranged during the meeting held in Perth on Wednesday 3 August 2016.

Following this meeting GVROC Council resolved as shown below:

**RESOLUTION:** *Moved: Cr Hill* *Seconded: Cr Dwyer*

*That GVROC:*

1. *Write to the Department of Mines and Petroleum requesting involvement in the review of the 1998 Memorandum of Understanding (MoU) established between the Departments of Mines and Petroleum and Planning;*
2. *Arrange annual updates from Squires Patton Boggs on Native Title issues affecting GVROC's Member Councils; and*
3. *Seek to hold discussions with other groups from across the Goldfields Esperance region involved in landcare management.*

**CARRIED**

The Executive Officer sought the assistance of WALGA in arranging a workshop. A number of agencies/groups were invited to participate in the workshop, with the following representatives were able to attend the workshop held in Kalgoorlie on Friday 21 April 2017:

- Goldfields Rangelands Biosecurity Association – Ross Wood, the Goldfields Rangelands Biosecurity Association's Executive Officer;
- Rangelands NRM – Gaye McKenzie, CEO Rangelands NRM and Kieran Massie, Program Manager Rangelands NRM;
- South Coast NRM – representatives from the South Coast NRM were unable to attend the workshop but Gaye McKenzie from Rangelands NRM represented their key projects;
- Kalgoorlie-Boulder Urban Landcare Centre – the Kalgoorlie-Boulder Urban Landcare Centre's CEO, Kim Eckert;
- Department of Food and Agriculture WA – Glenice Batchelor, Biosecurity Officer, DAFWA; and
- Goldfields Land and Sea Council – Barry Hooper, Ranger Coordinator, and Trevor Donaldson Jnr, Ranger Superintendent.

The workshop was facilitated by Mark Batty, WALGA's Executive Manager Environment and Waste.

### **Executive Officer Comment:**

Whilst not being able to attend the workshop, the Executive Officer understands that the workshop was well received by participants.

The Executive Officer sought feedback from Mark Batty as to how he felt the workshop was received. In summary he provided the following comments:

- One key issue that the workshop sought to address was improving the level on knowledge about what is actually happening and by whom in the NRM/biosecurity realm across the GVROC region as whole. Having a standing agenda item on NRM/biosecurity matters would assist in ensuring regular information updates are available for Member Councils.

- In addition to the above, Mark Batty suggested that it would be beneficial for GVROC to consider requesting perhaps a twice yearly update on current and future projects from the following:
  - ✓ Rangelands NRM;
  - ✓ South Coast NRM;
  - ✓ Goldfields Land and Sea Council; and
  - ✓ Goldfields Nullarbor Rangelands Biosecurity Association.
 These meetings could be held around the meetings scheduled for Esperance and Perth.
- Another option to the one just detailed above to provide for greater profiling of and engagement of GVROC in the on-ground activity being undertaken in the region is to hold an annual presentation day similar to the workshop, either as stand-alone event or as part of a GVROC Council Meeting (Mark Batty noted that it would be interesting to get a feel for how and if the GVROC want more input into the programs/projects of the four main organisations – this was an issue that did get discussed in any depth at the workshop).
- Mark Batty believed that it would be worthwhile for more formal arrangements to be in place between the GVROC and each of the four groups listed above, not just related to leveraging funding and seeing where current individual Member Councils funding is going to but also to provide for greater input in partnering/undertaking of more projects of value to the GVROC as region. He thought this might be an issue for discussion within the GVROC CEOs Group before it was considered at Council level.

The above dot points cover matters around NRM/biosecurity that can be addressed in the short-term.

Mark Batty also commented that into the future the GVROC might look to establish its own NRM region. Whilst acknowledging this would take considerable time and commitment by GVROC, precedence for this has been set with the recent Peel Harvey Catchment Council splitting from South West Catchment Council to become its own NRM region. This model (eg a “Goldfields NRM” region) could then contract works through these, and other, project deliverers, much like the other NRMs. In Mark’s view there are some good arguments for the case to be put to the State and (predominately) the Commonwealth (as the main funding entity) for this to take place.

Mark Batty has also indicated that he is happy to meet with the GVROC CEOs Group to further any or all of the above issues.

Member Councils need to determine whether GVROC is serious in pursuing greater involvement in NRM/biosecurity issues.

**Consultation:**

Nil

**Voting Requirement:**

Simple majority

The matter is presented for discussion and decision.

9.30am Rhonda Evans entered the meeting

**RESOLUTION:**

**Moved: Jim Epis**

**Seconded: Matthew Scott**

1. That the GVROC CEOs Group recommends to the GVROC Council that an invitation be extended to the Minister for Agriculture or her representative to attend a GVROC Council Meeting to discuss the State Government’s position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.
2. That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.

**CARRIED**

**Footnote:**

**It was suggested that an invitation may be appropriate for the August 2017 Meeting in Perth.**

9.31am meeting adjourned for morning tea

9.45am meeting resumed after morning tea



### **6.3 Review of the Goldfields Records Storage Facility**

<b>Reporting Officer:</b>	Helen Westcott, Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	17 May 2017
<b>Attachments:</b>	Goldfields Records Storage Facility FAA Goldfields Records Storage Facility Management Agreement

#### **Background:**

As Member Councils are aware, GVROC has established a committee to review the operations of the Goldfields Records Storage Facility (GRS). Currently the review committee's membership is as shown below:

- Matthew Scott, CEO Shire of Esperance (Chair)
- John Walker, CEO City of Kalgoorlie-Boulder
- Tanya Browning, D/CEO Shire of Leonora
- Ian Fitzgerald, CEO Shire of Ravensthorpe

The review committee has met on two occasions. At its first meeting held Friday 6 January 2017 Terms of Reference (ToR) were developed. These were considered and adopted by GVROC Council when it met in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

**RESOLUTION:** *Moved: Cr Rathbone* *Seconded: Cr Harris*

*That GVROC adopt the following Terms of Reference for the review of the Goldfields Records Storage Facility:*

1. *Determine the expectations of the GVROC Member Councils on the role and purpose of the Goldfields Records Storage Facility;*
2. *Review the current storage usage by GVROC Member Councils to establish "barriers" to usage and determine appropriate strategies and processes to encourage greater use by GVROC Members Councils;*
3. *Review the requirements and/or need by GVROC Member Councils for professional records management assistance provided through the Goldfields Records Storage Manager;*
4. *Review current marketing strategies to encourage use by government and commercial clients and potential "barriers" to greater use by such clients;*
5. *Examine current budget and accounting practices/processes (including fees charged) to determine what changes could be implemented to improve the financial efficiency;*
6. *Review the current management agreement between the GVROC Member Councils and the City of Kalgoorlie-Boulder and provide recommendations on potential changes to the management agreement and structure including the possibility of establishing a regional subsidiary.*

**CARRIED**

The review committee met again on Friday 17 March 2017 to work through each of the ToR. Following discussion around the ToR the review committee resolved as follows:

**RESOLUTION:** *Moved: Ian Fitzgerald* *Seconded: John Walker*

*That:*

1. *The Goldfields Records Storage Manager, Yvette Hargreaves, upon her return to work and subject to her ability to travel, be requested to visit each GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes; and*
2. *The information gathered from these reviews be used to develop a minimum records management benchmark for use by GVROC's Member Councils.*

**CARRIED**

**Executive Officer Comment:**

As Member Councils are aware, the GRS' manager is currently on leave due to sustaining a work related injury and is not anticipated to return to work until mid-July of this year. This puts in jeopardy the successful completion of the current review of the GRS.

Whilst the City of Kalgoorlie-Boulder provided a brief report to the GVROC Council Meeting held Friday 28 April 2017 there has been no further information volunteered by the City as to the GRS' performance.

Additionally, the Shire of Wiluna advised as follows on Friday 1 May 2017 of its intention to withdraw from the GRS:

*Hi All*

*Please be advised that the Shire of Wiluna's Council had resolved the following at its Ordinary Council Meeting held on the 26 April 2017:*

**That Council:**

**Authorise the CEO to withdraw the Shire from being a member of the GVROC Regional Record Storage Facility.**

**CARRIED 5/0**

*For the Shire to remain a member of the GVROC Regional Record Storage Facility there will need to be extra record management services on offered, as the Shire can establish and operate its own records storage facility at a considerable lessor cost than the GVROC Storage Facility. I currently plan to make a decision on this matter sometime within the next fortnight.*

*Regards*

*Colin Bastow  
Acting CEO*

Prior to receiving the above information from the Shire of Wiluna, Matthew Scott as Chair of the Records Review Committee requested that a meeting be held following the GVROC CEOs Group meeting on Friday 26 May 2016, the Executive Officer believes that the matter should be considered by the GVROC CEOs Group as a whole.

To assist with discussion, copies of the following documents form attachments to the meeting agenda:

- Goldfields Records Storage Facility FAA; and
- Goldfields Records Storage Facility Management Agreement.

These documents are provided to assist with discussion.

A further issue that needs consideration is clause 6c) of the Goldfields Records Storage Facility Management Agreement which provides for an annual budget to be agreed between the parties by 30 April each year. Clause 8f) of the agreement requires the "Manager" being the City of Kalgoorlie-Boulder to prepare the budget for consideration. To the Executive Officer's knowledge this has not been done.

**Consultation:** Nil

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

**Meeting Comment:**

The meeting noted that the Shire of Wiluna has indicated that it will be withdrawing from membership of the Goldfields Records Storage Facility.

John Walker CEO, City of Kalgoorlie-Boulder advised that when Yvette Hargreaves, Manager Goldfields Records Storage facility returns to work she will be is on light duties and this could be long term. Consequently she will not be in a position to undertake the duties of visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.

The question was raised that if the Manager is on workers compensation was it possible to engage someone to undertake the work being requested and determine a benchmark.

It was also enquired whether there was anyone in the GVROC Membership that could be seconded to the role.

Concern was expressed that GVROC Member Councils may not be meeting the requirements of the State Records Act.

**RESOLUTION: Moved: Ian Fitzgerald Secoded: Doug Stead**

1. That GVROC President write to Shire of Wiluna expressing disappointment at the decision to withdraw from the Goldfields Records Storage Facility and advising that the Shire of Wiluna must comply with the requirements of clause 15 of the Archives and Record Management Agreement signed on the 1 February 2013.
2. That the Executive Officer seek two quotes from records professionals to undertake a records review including visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.
3. That the Goldfields Records Storage Facility be disbanded and its functions be undertaken by the GVROC CEOs Group.
4. That the Executive Officer arrange a meeting of the GVROC CEOs Group by mid June 2017 to enable the Goldfields Records Storage Facility budget to be adopted.

**CARRIED**

## 6.4 Implementation of the GVROC Strategic Plan

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 17 May 2017

**Attachments:** GVROC Strategic Plan

### **Background:**

GVROC formally adopted its Strategic Plan at the GVROC Council Meeting held in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

**RESOLUTION:** *Moved: Mr Stead* *Seconded: Cr Harris*

*That GVROC:*

1. *Adopt the Strategic Plan prepared by Puzzle Consulting; and*
2. *Provide copies of the Strategic Plan to the Premier, the Leader of the Opposition, Leader of the National Party, all current members of parliament at both State and Federal level, the Goldfields Esperance Development Commission and RDA Goldfields Esperance; and*
3. *Request the GVROC CEOs Group develop an implementation plan to ensure the objectives and goals that underpin the Group's strategic vision are realised, with the implementation plan to be completed before the end of the 2016/2017 financial year.*

**CARRIED**

### **Executive Officer Comment:**

In developing an implementation plan, GVROC has also requested that the CEOs Group consider the establishment of a regional information network. This request resulted from the discussion lead by the Shire of Dundas regarding the establishment of an online newspaper. The discussion at the GVROC Council meeting held Friday 3 February 2017 resulted in GVROC Council meeting resolving as follows:

**RESOLUTION:** *Moved: Cr Best* *Seconded: Cr Rathbone*

*That the matter of the establishment of a Goldfields Regional Information Network be referred to GVROC CEOs Group for consideration as part of the development of an implementation plan for the GVROC the Strategic Plan.*

**CARRIED**

At the February meeting of the GVROC Council the Shire of Dundas also raised the matter of whether a facility similar to Camp Kulin could be established in the Goldfields Esperance Region. Following discussion of the proposal the meeting resolved as shown below:

**RESOLUTION:** *Moved: Cr Best* *Seconded: Cr Williams*

1. *That the GVROC Council extend an invitation to a representative of Camp Kulin to attend a GVROC Council Meeting to present on Camp Kulin.*
2. *That the Executive Officer investigate options for the development of a facility similar to Camp Kulin in the Goldfields Esperance Region.*

**CARRIED**

This is also an issue which should be included in the meeting's discussion on developing an implementation plan.

Similarly, the Executive Officer believes that the GVROC CEOs Group should consider future involvement with outside organisations as part of its preparing an implementation plan for GVROC Council's consideration. This could include working with the various NRM/biosecurity groups who participated in the WALGA facilitated workshop on Friday 21 April 2017.

The matter of the GVROC establishing a law and order work group also needs to be included in any discussion on preparing an implementation plan.

Given the discussions around the Goldfields Records Facility (GRS) the Executive Officer also believes that the future of the GRS should be included in the development of an implementation plan.

**Consultation:** Nil

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

**CONSENSUS RESOLUTION:**

The GVROC CEOs Group recommends to the GVROC Council Meeting that following strategic actions be adopted for the 2017/2018 year:

- **Objective 1**
  - Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full review of the legislative environment in which local government operates particularly including the Local Government Act;
  - Invite representatives of Camp Kulin to a GVROC Meeting (possibly August 2017 Meeting in Perth);
  - Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;
  - Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;
- **Objective 2**
  - Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;
- **Objective 3**
  - Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;
- **Objective 4**
  - Identify and develop innovative technologies through the development of a regional digital strategy;
  - Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);
- **Objective 5**
  - Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;
  - Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.

**CARRIED**

## 6.5 Restrictions on Land Subdivisions

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 17 May 2017

**Attachments:** Nil

### **Background:**

The Shire of Leonora recently emailed all Member Councils on recent restrictions placed upon the Shire by the Department of Mines and Petroleum (DMP) on a proposed residential development.

As GVROC CEO, James Trail has requested that this matter be listed for discussion believing the issue to a regional one.

### **Executive Officer Comment:**

James Trail has suggested that a possible outcome from the meeting's discussion on this matter be that the GVROC write to the relevant minister(s) and agency head(s) requesting a meeting to discuss the impact these restrictions are having on communities across the region.

As Member Councils will be aware, the Shire of Coolgardie and Menzies have experienced similar problems to those currently affecting the Shire of Leonora over a long period of time.

The Shire of Ravensthorpe has also provided evidence of where it is being similarly affected. Within the Shire there is a parcel of land that someone wants to gift the Shire for future residential/small acreage development. The DMP is, however, against the proposal because of perceived mineralisation over the land in question. The Shire has, however, been told that this information is not correct but the DMP is unwilling to reverse its current position.

**Consultation:** Shire of Leonora

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

### **Meeting Comment:**

Jim Epis, CEO Shire of Leonora advised that a contingent of senior managers from the Department of Mines and Petroleum were visiting Leonora on Tuesday 30 May. It is possible that some advice of interest to other GVROC Member Councils may come out of the visit.

**RESOLUTION:**                      **Moved: Jim Epis**                      **Seconded: Rhonda Evans**

1. That the issue of restrictions on land subdivisions be added as a lobby issue under Strategic Plan Objective 1.
2. That Jim Epis, CEO Shire of Leonora provide an update to the GVROC Meeting on 30 June 2017 in relation to the visit to Leonora by representatives of the Department of Mines and Petroleum.

**CARRIED**

## **7. LATE ITEMS as notified, introduced by decision of the Meeting**

### **7.1 Information Sharing**

John Walker raised the matter of whether the CEOs Group sees any benefit in including on the agenda as standing agenda item information sharing on issues of interest that may be being undertaken by CEOs.

It was generally agreed that this idea had merit and will be included in future agendas.

### **7.2 WANDDRA Funding**

Ian Fitzgerald provided an update on WANDDRA funding arrangements. He advised that considerable progress had been made but there were still a few issues to be finalised.

### **7.3 Esperance Tanker Jetty**

Matthew Scott provided an update on the Esperance Tanker Jetty.

## **8. FUTURE MEETINGS/FUNCTIONS**

- Friday 30 June 2017 – an in-person meeting of the GVROC Council at which the WALGA State Council Agenda for the State Council meeting to be held Wednesday 5 July 2017 will also be considered (in Kalgoorlie unless otherwise determined);
- Friday 14 July 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Wednesday 2 August 2017 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);
- Friday 25 August 2017 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held on Thursday and Friday 7 and 8 September 2017;
- Friday 15 September 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Friday 13 October 2017 2016 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);
- Friday 1 December 2017 – an in-person meeting of the GVROC Council to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 6 December 2017 (in Kalgoorlie unless otherwise determined);
- Friday 8 December 2017 an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and
- Friday 2 February 2018 – an in-person meeting of the GVROC Council in Esperance.

## **9. CLOSURE OF MEETING**

There being no further business the Chair declared the meeting closed at 11.17am

**13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**

There were no Elected Members motion of which previous notice has been given.

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

There was no new business of an urgent nature introduced by a decision of the Meeting.

**15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

There were no items for consideration behind closed doors.

**16 NEXT MEETING**

The next Ordinary Council Meeting for the Shire of Menzies will be held on Thursday 27 July 2017 commencing at 1pm.

**17 CLOSURE OF MEETING**

There being no further business the Chairperson closed the meeting at 1.54pm.

I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 29 June 2017 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 27 July 2017.

Signed: \_\_\_\_\_

Dated: 27 July 2017