



**SHIRE OF MENZIES**

## **MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 25 June 2015**

**Shire of Menzies**

**Commencing at 10:20am**

## **DISCLAIMER**

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

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

## **FINANCIAL INTEREST (EFFECTIVE 1 JULY 1996)**

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

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

**Councillors should declare an interest:**

- a) In a written notice given to the CEO before the meeting: or**
- b) At the meeting immediately before the matter is discussed**

A member who has declared an interest must not:

Preside at the part of the meeting relating to the matter: or  
Participate in, or be present during any discussion or decision making procedure relating to the matter.

Unless the member is allowed to do so under Section 5.68 or 5.69, Local Government Act 1995

Ref: Local Government Act 1995 Division 6 – Disclosure of Financial Interest.  
Specifically Sections 5.60, 5.61, 5.65 and 5.67

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## MINUTES OF THE ORDINARY MEETING OF COUNCIL

### 1. DECLARATION OF OPENING

The Shire President, Cr Greg Dwyer, declared the meeting open at 10:20am, welcomed the attendees, visitors and guests and proceeded with the Agenda as planned.

### 2. ANNOUNCEMENT OF VISITORS

Mick Wayne, Visitor  
Michelle Pass, Principal Menzies Community School (from 11:30am)  
Isaac Ruando, Leonora Police (from 11:30am)  
Brendan Livingston, Leonora Police (from 11:30am)

### 3. RECORD OF ATTENDANCE

#### 3.1 PRESENT:

<b>Councillors:</b>	Cr G Dwyer	President
	Cr P Twigg	Deputy President (by telephone)
	Cr I Tucker	Councillor
	Cr J Mazza	Councillor
	Cr J Lee	Councillor (from 10:25am)
	Cr J Dwyer	Councillor

<b>Staff:</b>	M Fitzgerald	A/CEO
	K Oborn	DCEO
	R Pepper	MWS
	L Downie	Minutes

**Observers:** Mick Wayne, Visitor  
Michelle Pass, Principal Menzies Community School  
Isaac Ruando, Leonora Police  
Jamie Cresswell, Leonora Police

#### 3.2 APOLOGIES

**Councillors:** Nil

**Staff:** Nil

#### 3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

### 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

### 5. PUBLIC QUESTION TIME

Nil

### 6. APPLICATIONS FOR LEAVE OF ABSENCE

**Moved: Cr Mazza**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0810**

**That Council approve Leave of Absence for the Ordinary Council Meeting to be held on 30 July 2015 at the Shire of Menzies for Cr Peter Twigg to attend the meeting by electronic means.**

**10:26am**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

**7. DECLARATIONS OF INTEREST**  
Nil

*Cr Tucker left the meeting at 10:26am*

**8. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**  
Nil

**9. CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 21 MAY 2015**

**VOTING REQUIREMENTS:**  
Simple Majority Decision required

**Moved: Cr J Dwyer**

**Seconded: Cr Mazza**

**COUNCIL DECISION:**

**No: 0811**

**That the Minutes of the Ordinary Meeting of Council held on 21 May 2015 be confirmed as a true and accurate record.**

**10:27am**

**CARRIED 4/0**

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

*Cr Tucker returned to the meeting at 10:30am*

*Karen Oborn left the meeting at 10:30am*

*Cr Twigg joined the meeting by telephone at 10:38am*

*Karen Oborn returned to the meeting at 10:38am*

*Ray Pepper left the meeting at 10:40am*

**11. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**11.1 PRESIDENT'S REPORT (to be tabled at the meeting)**

**Tuesday 26<sup>th</sup> May**

With Cr Dwyer and A/CEO met with GEDC Chairman Tony Crook, CEO Shayne Flanagan, Project Officer Pip McCahon, Martin Clifford, DRD and Tim Connoley, RPS Consultant with the GEDC Blue Print.

With Crs Dwyer, Lee, Mazza, A/CEO, Staff and Community Members met with Wendy Duncan MLA and Rob Leceister DRD at the Menzies CRC for a briefing and discussions on the future of the CRC.

**Thursday 28<sup>th</sup> May**

With the A/CEO, Steve Slocum and Marie Walker from WACHS, I attended as an observer, the interview with an Applicant for the nurse position for Menzies.

Friday 29 <sup>th</sup> May	With A/CEO attended the judging of the Leonora Art Prize.
Saturday 30 <sup>th</sup> & Sunday 31 <sup>st</sup> May	Annual Cyclclassic Event in Menzies and Leonora over the long weekend featuring another Fireworks Display of the first order. A great weekend enjoyed by all who attended.
Thursday 4 <sup>th</sup> June	With available Councillors attended a general discussion on new Staff strategy.
Monday 8 <sup>th</sup> June	Attended a Special Meeting to prepare for Recruitment of a new CEO.
Tuesday 9 <sup>th</sup> June	Met with Goldfields Cycle Club members at Beyond Bank to discuss the Cyclclassic Weekend and preparation and funding for next year.
Friday 12 <sup>th</sup> June	With Crs Dwyer, Mazza and ACEO attended a meeting convened by Police in Leonora for a briefing on the new Legislation regards stock marking.
Monday 15 <sup>th</sup> June	Convened an Audit Committee Meeting followed by a Special Meeting to set the CEO package and draft contract.
Wednesday 17 <sup>th</sup> June	Attended Northern Goldfields Inter Agency Meeting in Leonora.
Thursday 18 <sup>th</sup> June	GTNA Board Meeting was held in Menzies from which a Business Plan to deal with out sourcing services to other bodies.
Friday 19 <sup>th</sup> June	With the A/CEO attended the GVROC Meeting in Kalgoorlie.  Met with representatives from Lotteries West with discussions regarding funding.
Wednesday 24 <sup>th</sup> June	With A/CEO, met with representatives from Horizon Power advising we are being serviced from Esperance.

**Moved: Cr Mazza**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0812**

**That the President's Report as tabled, be received.**

**10:41am**

**CARRIED 6/0**

## **12. REPORTS OF COMMITTEES AND OFFICERS**



### **12.1 HEALTH, BUILDING & TOWN PLANNING BUSINESS**

**Nil**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.2 FINANCE AND ADMINISTRATION BUSINESS

#### 12.2.1 MONTHLY FINANCIAL REPORT – MAY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM052
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	5 June 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.2.1 Attachment #1 Monthly Statement of Financial Activity and associated reports for May 2015

#### SUMMARY:

Statutory Financial Reports are submitted to Council for receipt as a record of financial activity during the reporting month.

#### BACKGROUND:

The monthly reports have been prepared by Shire Officers to reflect revenue and expenditure transactions for the period to 31 May 2015.

#### COMMENT:

The Shire of Menzies is now using Synergy to compile the Monthly Financial reports.

**CONSULTATION:** N/A

#### STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations – Regulation 34

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATION:** Nil

**STRATEGIC IMPLICATIONS:** Nil

#### VOTING REQUIREMENTS:

Simple Majority decision is required.

**Moved:** Cr Mazza

**Seconded:** Cr Lee

**COUNCIL DECISION:**

**No: 0812**



**That Council acknowledge receipt of the Statements of Financial Activity and associated reports for the period to 31 May 2015.**

**10:50am**

**CARRIED 6/0**



## **SHIRE OF MENZIES**

### **MONTHLY FINANCIAL REPORT**

**For the Period Ended 30th May 2015**

**LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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Statement of Financial Activity  
Budget vs. Actual - graphs  
Net Current Funding Position  
Cash and Investments  
Receivables  
Cash Backed Reserves  
Grants & Contributions  
Trust  
Major Variation Notes  
Schedules 3 To 14 ( By Program)

#### **includes**

Grants and Contributions  
Capital Expenditure  
EOFY / Budget Predictions  
Financial Overview for the EOFY

**Prepared By: Karen Oborn, Deputy CEO**

**Date: 16/06/2015**

**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th May 2015**

	Annual Budget 2014-15	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	3,000	2,750	2,593	(157)	(6.05%)	
General Purpose Funding	1,888,815	1,731,414	908,005	(823,408)	(90.68%)	▼
Law, Order and Public Safety	6,450	5,913	8,823	2,910	32.98%	
Health	500	458	0	(458)	(100.00%)	
Housing	62,500	57,292	538,569	481,277	89.36%	▲
Community Amenities	6,350	5,821	6,345	524	8.26%	
Recreation and Culture	320,475	293,769	278,182	(15,587)	(5.60%)	
Transport	3,440,566	3,153,852	1,523,028	(1,630,825)	(107.08%)	▼
Economic Services	214,403	196,536	209,525	12,989	6.20%	
Other Property and Services	61,500	56,375	39,018	(17,357)	(44.49%)	▼
<b>Total (Ex. Rates)</b>	<b>6,004,558</b>	<b>5,504,179</b>	<b>3,514,087</b>	<b>(1,990,992)</b>		
<b>Operating Expense</b>						
Governance	(651,632)	(597,329)	(692,668)	(95,338)	(13.76%)	▼
General Purpose Funding	(218,920)	(200,877)	(189,353)	11,323	5.98%	
Law, Order and Public Safety	(90,786)	(83,221)	(119,268)	(36,045)	(30.22%)	▼
Health	(182,254)	(167,066)	(23,924)	143,142	598.33%	▲
Education and Welfare	(9,500)	(6,708)	0	8,708	100.00%	
Housing	(20,000)	(18,333)	(89,442)	(71,109)	(79.50%)	▼
Community Amenities	(163,198)	(149,596)	(134,451)	15,145	11.26%	▲
Recreation and Culture	(474,023)	(434,521)	(325,151)	109,370	33.64%	▲
Transport	(4,556,111)	(4,176,435)	(3,018,972)	1,157,463	38.34%	▲
Economic Services	(1,152,816)	(1,058,749)	(1,252,841)	(196,093)	(15.65%)	▼
Other Property and Services	(5,000)	(4,583)	379,426	384,010	(101.21%)	
<b>Total</b>	<b>(7,524,238)</b>	<b>(6,897,218)</b>	<b>(5,466,641)</b>	<b>1,430,577</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,104,121	1,928,778	2,270,210	341,433	15.04%	▲
Adjust (Profit)/Loss on Asset Disposal	(2,200)	(2,017)	0	2,017	(100.00%)	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>582,242</b>	<b>533,722</b>	<b>317,656</b>	<b>(216,066)</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	1,539,502	1,411,210	1,678,899	267,689	15.94%	
Proceeds from Disposal of Assets	80,000	73,333	0	(73,333)	(100.00%)	▼
Transfer from Reserves	438,000	401,500	364,639	(36,861)	(10.11%)	▼
<b>Total</b>	<b>2,057,502</b>	<b>1,886,044</b>	<b>2,043,538</b>	<b>157,494</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,231,175)	(1,128,577)	(570,610)	557,967	97.78%	▲
Plant and Equipment	(810,300)	(742,775)	(235,327)	507,448	215.64%	▲
Furniture and Equipment	(28,000)	(25,667)	(13,099)	12,568	95.95%	▲
Infrastructure Assets - Roads	(2,792,087)	(2,568,413)	(1,264,316)	1,295,097	102.43%	▲
Infrastructure Assets - Other	(400,000)	(368,867)	(386,008)	(19,341)	(5.01%)	
Loan Principal	0	0	0	0		
Transfer to Reserves	(92,759)	(85,029)	(23,407)	61,622	263.26%	▲
<b>Total</b>	<b>(5,354,321)</b>	<b>(4,908,128)</b>	<b>(2,492,766)</b>	<b>2,415,361</b>		
<b>Net Capital</b>	<b>(3,296,819)</b>	<b>(3,022,084)</b>	<b>(449,229)</b>	<b>2,572,856</b>		
<b>Total Net Operating + Capital</b>	<b>(2,714,577)</b>	<b>(2,488,362)</b>	<b>(131,573)</b>	<b>2,356,790</b>		
Opening Funding Surplus(Deficit)	1,573,372	1,328,886	1,328,886	0	0.00%	
Rate Revenue	2,680,707	2,680,707	2,850,853	170,146	5.97%	
<b>Closing Funding Surplus(Deficit)</b>	<b>1,539,502</b>	<b>1,521,231</b>	<b>4,048,167</b>	<b>2,526,936</b>		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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 statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

All figures shown in this statement 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**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade 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.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

**General**

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

**Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

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

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**(j) 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.

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

Buildings	5.00%
Furniture and Equipment	10.00%
Plant and Equipment - Heavy	15.00%
Plant and Equipment - Sundry	25.00%
Electronic Equipment	25.00%
Tools	20.00%
Infrastructure - Grids	4.00%
Infrastructure - Floodways	6.00%
Pavement	2.50%
Seal	6.67%
Curbing	2.00%
Other Infrastructure	2.00%

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***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.

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(o) 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 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.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

In order to discharge its responsibilities to the community, the 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.

Council operations as disclosed in this statement 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 by-laws, fire prevention and animal control.

**HEALTH**

Monitor and control health standards within the community, provide support and assistance with airstrips to enable all residents access to the Royal Flying Doctor for regular and emergency health services. Analytical services.



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(r) STATEMENT OF OBJECTIVE (Continued)**

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

Maintain a refuse site for the settlement.

**RECREATION AND CULTURE**

Provide a library and museum and operation thereof. Maintain recreation centre, sports field, parks, gardens and other recreational facilities.

**TRANSPORT**

Construction and maintenance of roads, drainage works and traffic signs. Maintenance of settlement airstrip.

**ECONOMIC SERVICES**

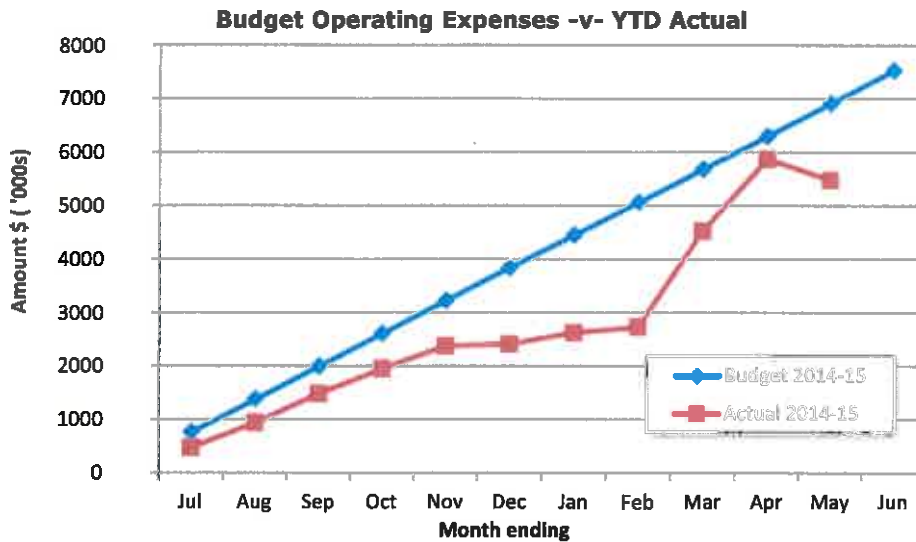
Building control, provision of power and water supplies. Supply and maintenance of television re-broadcast installation. Provision of radio communication. Maintenance of caravan park. Vermin control and area promotion.

**OTHER PROPERTY & SERVICES**

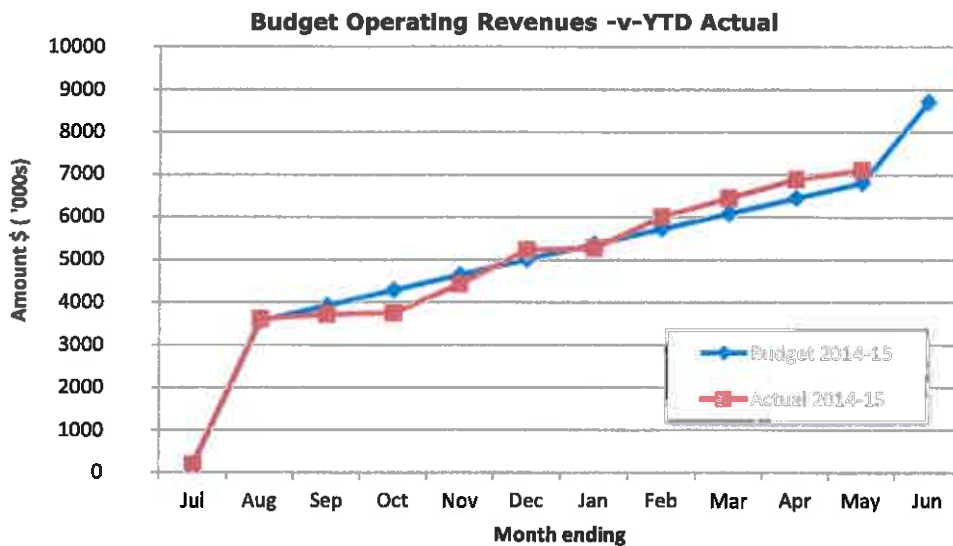
Private works operations, plant repairs and operations costs.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**Graphical Representation - Source Statement of Financial Activity**

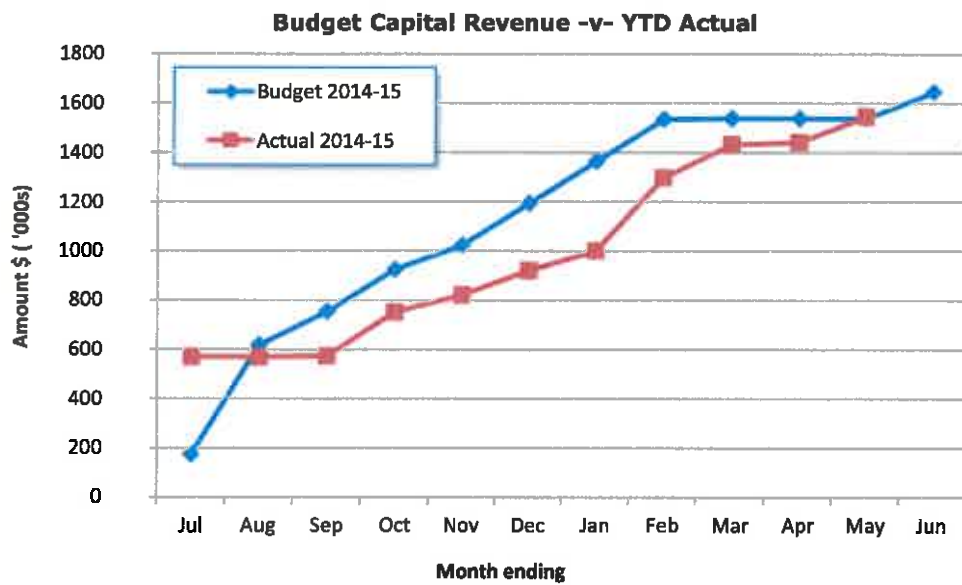
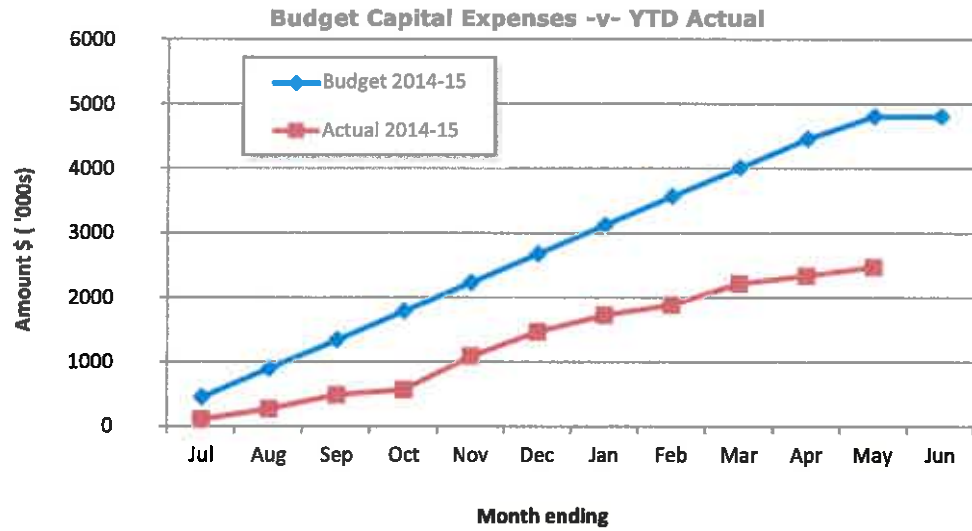


Road Depreciation was corrected in MAY 2015



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**Graphical Representation - Source Statement of Financial Activity**



## SHIRE OF MENZIES

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30th May 2015

#### NET CURRENT FUNDING POSTION

##### Current Assets

Cash Unrestricted  
Cash Restricted  
Receivables - Rates  
Receivables -Other  
Provision for Doubtful Debts  
Inventories  
(timing of bulk inv processing)

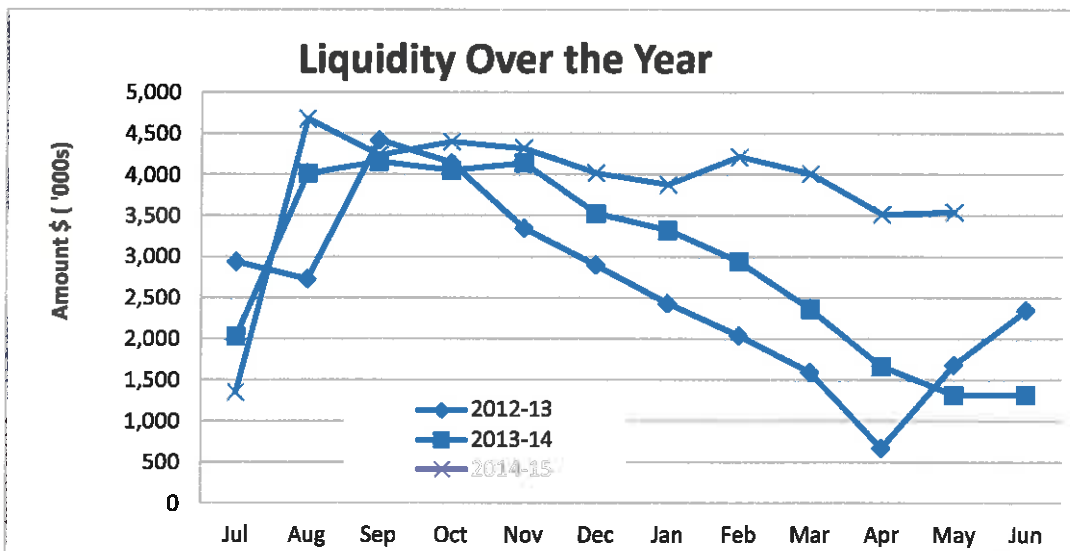
##### Less: Current Liabilities

Payables  
Provisions

Less: Cash Reserves  
Add: Cash Backed Leave Provisions

##### Net Current Funding Position

Positive=Surplus (Negative=Deficit)		
YTD	B/F	YTD
For the Period Ended 30th May 2015	30th June 2014	Same Period Previous Year
\$	\$	\$
2,867,843	1,140,123	1,140,123
2,214,930	2,556,161	2,556,161
1,069,869	524,474	524,474
831,026	305,436	305,436
(200,000)	(200,000)	(200,000)
(17,049)	4,587	4,587
<b>6,766,618</b>	<b>4,330,781</b>	<b>4,330,781</b>
(370,360)	(445,734)	(445,734)
(89,873)	(89,873)	(89,873)
<b>(460,233)</b>	<b>(535,607)</b>	<b>(535,607)</b>
(2,214,929)	(2,556,161)	(2,556,161)
89,873	89,873	89,873
<b>4,181,329</b>	<b>1,328,886</b>	<b>1,328,886</b>



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Account	Variable	247,809			247,809	NAB	Cheque Acc.
Cash Maximiser Account	Variable	92,424			92,424	NAB	Cheque Acc.
Trust	Nil			4,400	4,400	NAB	Cheque Acc.
Cash On Hand		580			580	N/A	On Hand
(b) <b>Term Deposits</b>							
Municipal Investment		2,527,030			2,527,030	NAB	Various
Reserves			2,214,930		2,214,930	NAB	Various
(c) <b>Other Investments</b>							
N/A					0		
<b>Total</b>		<b>2,867,843</b>	<b>2,214,930</b>	<b>4,400</b>	<b>5,087,173</b>		

# SHIRE OF MENZIES

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30th May 2015

### RECEIVABLES

#### Receivables - Rates Receivable

Opening Arrears Previous Years  
Levied this year  
Less Collections to date  
Equals Current Outstanding

**Net Rates Collectable**  
% Collected

incls inerims

For the Period Ended 30th May 2015	YTD 30th June 2014
\$	\$
524,474	770,454
2,850,853	2,418,257
(1,780,985)	(2,664,237)
<b>1,069,869</b>	<b>524,474</b>
<b>1,069,869</b>	<b>524,474</b>
52.76%	83.55%

#### Receivables - General

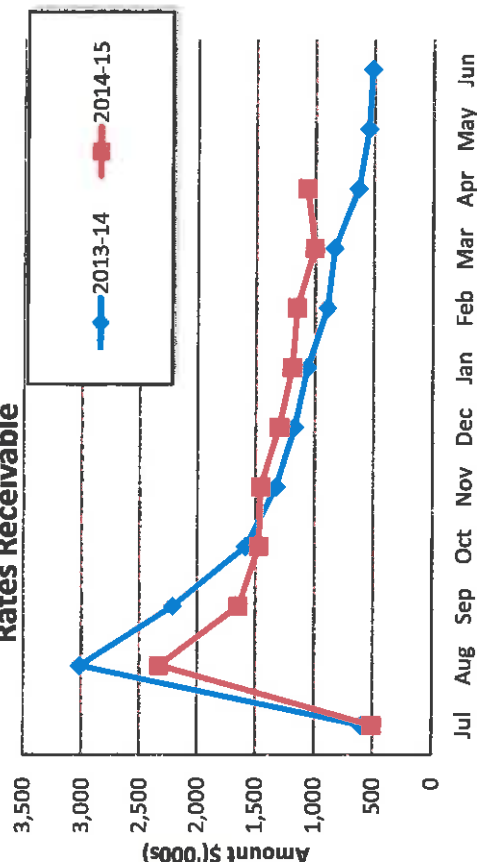
Receivables - General

**Total Receivables General Outstanding**

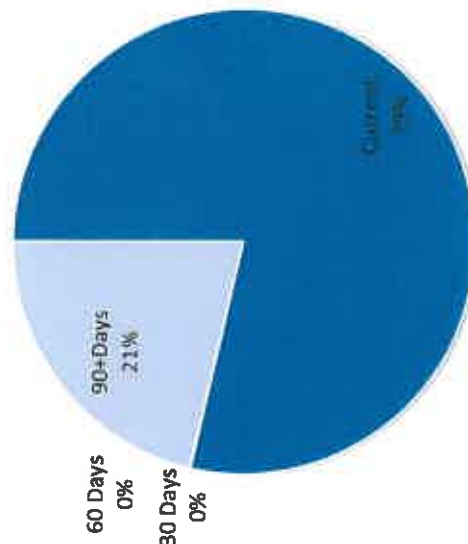
**Amounts shown above include GST (where applicable)**

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
612,526	549	0	166,345
<b>779,390</b>			

#### Rates Receivable



#### Accounts Receivable (non-rates)

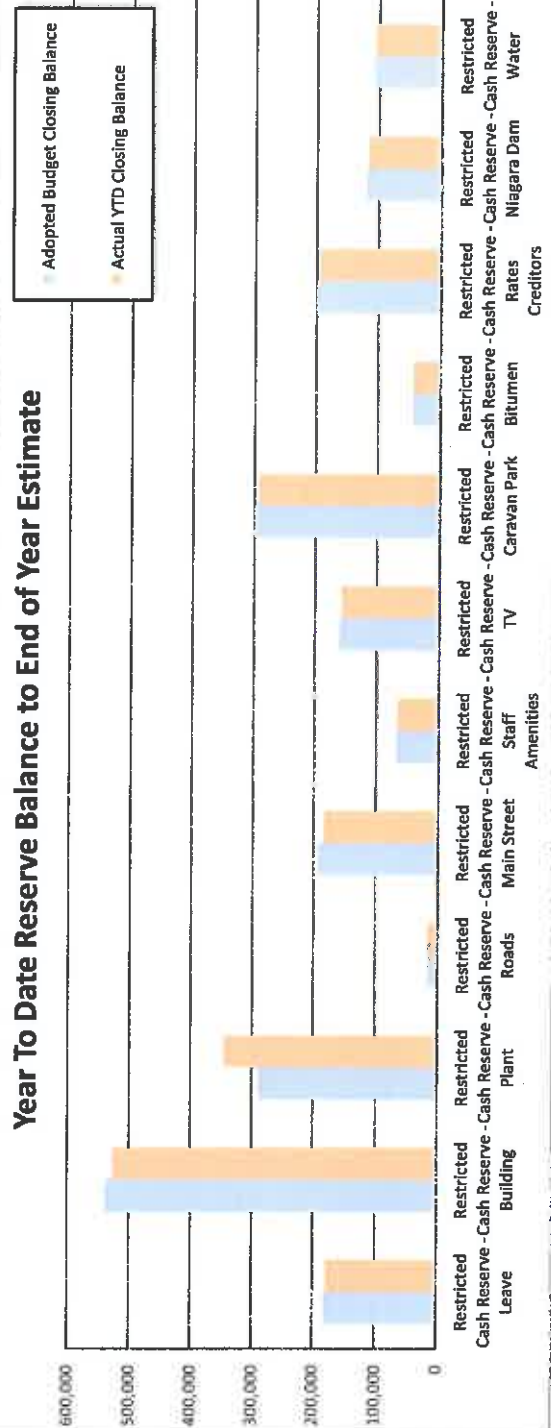


**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**Cash Backed Reserves**

2014-15	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Actual YTD Closing Balance
Restricted Cash Reserve - Leave	\$ 175,720	\$ 6,015	\$ 1,609	\$ 0	\$ 0	\$ 0	\$ 0	\$ 181,735	\$ 177,330
Restricted Cash Reserve - Building	521,122	17,839	4,772	0	0	0	0	538,961	525,894
Restricted Cash Reserve - Plant	702,996	24,064	6,437	0	0	(4,339,000)	(364,639)	289,060	344,795
Restricted Cash Reserve - Roads	14,353	491	131	0	0	0	0	14,844	14,485
Restricted Cash Reserve - Main Street	180,828	6,190	1,656	5,259	0	0	0	192,277	182,483
Restricted Cash Reserve - Staff Amenities	64,747	2,216	593	0	0	0	0	66,963	65,340
Restricted Cash Reserve - TV	154,392	5,285	1,414	0	0	0	0	159,677	155,806
Restricted Cash Reserve - Caravan Park	289,192	9,899	2,648	0	0	0	0	299,091	291,840
Restricted Cash Reserve - Bitumen	42,272	1,447	387	0	0	0	0	43,719	42,659
Restricted Cash Reserve - Rates Creditors	191,605	6,559	1,755	0	0	0	0	198,164	193,359
Restricted Cash Reserve - Niagara Dam	115,103	3,940	1,054	0	0	0	0	119,043	116,157
Restricted Cash Reserve - Water	103,831	3,555	951	0	0	0	0	107,386	104,782
	<b>2,556,161</b>	<b>87,500</b>	<b>23,407</b>	<b>5,259</b>	<b>0</b>	<b>(438,000)</b>	<b>(364,639)</b>	<b>2,210,920</b>	<b>2,214,929</b>

**Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Adopted Budget For the Period Ended 30th May 2015		
Cost	Accum Depr	Proceeds	Profit (Loss)		Adopted Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
14,000	834	2,727	(10,439)	Plant and Equipment			
12,000	715	1,818	(9,467)	Ute 1 - Plant P0154 A213	7,600	(10,439)	(18,039)
50,000	1,667	35,000	(16,667)	Ute 2 - Plant 0133 A211	7,600	(9,467)	(17,067)
37,000	3,083	19,500	(20,583)	MWS - Plant P0174 A327	(4,000)	(16,667)	(12,667)
				Crew Cab - Plant P0130 A299	(9,000)	(20,583)	(11,583)
			0			0	0
			0			0	0
			0			0	0
113,000	6,299	59,045	(57,156)		2,200	(57,156)	(59,356)

Comments - Capital Disposal/Replacements

Comments	Summary Acquisitions	Adopted Budget For the Period Ended 30th May 2015		
		Amended Budget	Actual	Variance
		\$	\$	\$
	Land and Buildings	1,026,175	570,610	(455,565)
	Plant and Equipment	790,300	235,327	(554,973)
	Furniture and Equipment	28,000	13,099	(14,901)
	Infrastructure - Roads	2,792,087	1,096,473	(1,695,614)
	Infrastructure - Other	625,000	0	(625,000)
	<b>Capital Totals</b>	<b>5,261,562</b>	<b>1,915,509</b>	<b>(3,346,054)</b>

Comments - Capital Acquisitions



SHIRE OF MENZIES					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30th May 2015					
Note 8: CAPITAL DISPOSALS AND ACQUISITIONS					
Comments	Land and Buildings	Adopted Budget For the Period Ended 30th May 2015			
		Adopted Budget	Actual	Variance	
		\$	\$	\$	
	Buy Land	20,000	0	(20,000)	
	2 New Houses	650,000	430,730	(219,270)	
	Solar Panels for Houses	50,000	0	(50,000)	
	Fencing for New Houses	40,000	44,572	4,572	
	Landscaping for New Houses (was 2 now 4)	48,000	50,434	2,434	
	Sheds	112,000	39,602	(72,398)	
	Landscaping for Shenton Units	10,500	0	(10,500)	
	Remove Asbestos from 10 Shenton	30,675	0	(30,675)	
	CEO XA and MW new fencing	5,000	4,070	(930)	
	Depot Extension	60,000	402	(59,598)	
	Solar Panels GVR0C project	0	800	800	
	<b>Capital Totals</b>	<b>1,026,175</b>	<b>570,610</b>	<b>(455,565)</b>	

Comments	Plant & Equipment	Adopted Budget For the Period Ended 30th May 2015			
		Adopted Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
	Crew Cab Truck	85,000	65,558	(19,442)	
	MWS Vehicle	86,300	75,276	(11,024)	
	Ute 1	40,000	38,446	(1,554)	
	Ute 2	40,000	0	(40,000)	
	Grader	360,000	0	(360,000)	
	Mtce Grader Accommodation	140,000	49,447	(90,553)	
	Loadrite	12,000	0	(12,000)	
	5' Single Rotor Slasher	7,000	6,600	(400)	
	Traffic Counters	20,000	0	(20,000)	
				0	
	<b>Capital Totals</b>	<b>790,300</b>	<b>235,327</b>	<b>(554,973)</b>	

SHIRE OF MENZIES				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30th May 2015				
Note 8: CAPITAL DISPOSALS AND ACQUISITIONS				
Comments	Furniture & Equipment	Adopted Budget For the Period Ended 30th May 2015		
		Adopted Budget	Actual	Variance (Under)Over
	Council Table	\$ 18,000	\$ 13,099	\$ (4,901)
	New Locking System	10,000	0	(10,000)
	<b>Capital Totals</b>	<b>28,000</b>	<b>13,099</b>	<b>(14,901)</b>

Comments	Roads	Adopted Budget For the Period Ended 30th May 2015		
		Adopted Budget	Actual	Variance (Under)Over
	Evanston-Menzies Road CRSF	\$ 307,000	\$ 177,084	\$ (129,916)
	Menzies Northwest Road RRG	130,043	141,976	11,933
	Evanston-Menzies Road RRG	280,000	218,400	(61,600)
	Yarri Road RRG	130,000	136,178	6,178
	Shire House Crossovers	165,544	13,532	(152,012)
	Menzies Northwest Road R2R	329,500	78,340	(251,160)
	Menzies Northwest Road	700,000	38,413	(661,587)
	Foot Paths - Walsh & Kensington	100,000	6,714	(93,286)
	Tjutjun Access - muni	219,000	145,474	(73,526)
	Main Street Upgrade-muni	350,000	133,907	(216,093)
	Connie Sue - muni funds	31,000	0	(31,000)
	Connie Sue - R2R remote abor access rds	50,000	6,454	(43,546)
	<b>Capital Totals</b>	<b>2,792,087</b>	<b>1,095,473</b>	<b>(1,696,614)</b>

Comments	Other Infrastructure	Adopted Budget For the Period Ended 30th May 2015		
		Adopted Budget	Actual	Variance (Under)Over
	Hall Toilets	\$ 180,000	\$	\$ (180,000)
	Upgrade Old Catholic Church	25,000		(25,000)
	New Pound (Mobile)	20,000		(20,000)
	Water Park	350,000		(350,000)
	War Memorial Park	50,000	0	(50,000)
	<b>Capital Totals</b>	<b>625,000</b>	<b>0</b>	<b>(625,000)</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

<b>Note 9: RATING INFORMATION</b>		<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>Rate Revenue \$</b>	<b>Interim Rates \$</b>	<b>Back Rates \$</b>	<b>Total Revenue \$</b>	<b>Adopted Budget Rate Revenue \$</b>	<b>Adopted Budget Interim Rate \$</b>	<b>Adopted Budget Back Rate \$</b>	<b>Adopted Budget Total Revenue \$</b>
<b>RATE TYPE</b>												
<b>Differential General Rate</b>												
GRV		0.07172	30	198,484	14,235	0	0	14,235	14,235	(2,000)	0	12,235
UV	Pastoral	0.03690	19	1,083,514	39,982	0	0	39,982	39,589	0	0	39,589
	Other	0.02480	0	0	0	0	0	0	0	0	0	0
UV	Mining	0.13990	769	17,720,172	2,479,052	31,456	0	2,510,508	2,399,633	35,000	0	2,434,633
<b>Sub-Totals</b>			818	19,002,170	2,533,269	31,456	0	2,564,725	2,453,457	33,000	0	2,486,457
<b>Minimum Rates</b>		<b>Minimum \$</b>										
GRV		200	230	35,857	46,000	0	0	46,000	47,000	(15,000)	0	32,000
UV	Pastoral	200	7	19,582	1,400	0	0	1,400	1,400	0	0	1,400
	Other	200	123	339,980	24,600	0	0	24,600	24,600	0	0	24,600
UV	Mining	250	470	413,516	117,500	0	0	117,500	136,250	0	0	136,250
<b>Sub-Totals</b>			830	808,935	189,500	0	0	189,500	209,250	(15,000)	0	194,250
<b>Write offs</b>												
<b>Totals</b>								2,754,225				2,680,707
								0				(40,000)
								2,754,225				2,640,707

**Comments - Rating Information**

All land except exempt land in the Shire of Menzies is rated according to its Gross Rental Value (GRV) in town sites or Unimproved Value (UV) in the remainder of the Shire.

The differential rates detailed above for the 2014/15 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**10. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

Council has no borrowings.

**(b) New Debentures**

No new debentures were raised during the reporting period.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**GRANTS AND CONTRIBUTIONS**

Unconfirmed Minutes  
Ordinary Council Meeting 26 June 2015

Program/Details GL	Grant Provider	Approval	2014-15 Adopted Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status Received Not Received
<b>GENERAL PURPOSE GRANTS</b>							
03201-Grants Commission	WALGGC	y	1,714,415	11,126	1,725,541		1,725,541
03202-Federal Roads	WALGGC	y	0	759,021	759,021		759,021
<b>HOUSING</b>							
09190 - 2 new houses 14/15	Dept Regional Develop (11/12)	y	0	482,615	482,615		482,615
<b>LAW, ORDER, PUBLIC SAFETY</b>							
05107-Fire Prevention Grant	DFES	y	2,000	(510)	1,490		1,490
<b>RECREATION AND CULTURE</b>							
11308-Menzies Water Park	CSRFF	y	150,000	(18,000)		132,000	0
11308-Menzies Water Park	Lotterywest	y	120,000	15,000		135,000	0
11799-War Memorial Grants	Lotterywest	defer	20,000	(20,000)	0		0
11799-War Memorial Grants	Dept of Veteran's Affairs	defer	15,000	(15,000)	0		0
11799-War Memorial Grants	Minara	defer	15,000	(15,000)	0		0
<b>TRANSPORT</b>							
<b>MRWA ROAD FUNDING</b>							
12226-Direct Grants	MRWA Direct	y	140,000	8,800	148,800		148,800
12227-MRWA Subsidies	MRWA	y		1,713	1,713		1,713
12225-Commodity Route Evanston-Menzies	MRWA	y	190,000			190,000	0
0005G-Yarri Rd - RRG	RRG	y	86,667			86,667	0
0004G-Evanston Menzies RRG	RRG	y	186,667			186,667	0
0013G-Menzies NW - RRG	RRG	y	86,667			86,667	0
<b>OTHER ROAD/STREETS GRANTS</b>							
FAGs Sch.3. 12237-Local Roads Grant	WALGGC	y	340,000	(340,000)	0		0
0001G-Menzies North - R2R	Building Program	y	329,500	50,000		379,500	0
12222-Other - Footpaths	Bicycle Network	N	50,000	(50,000)		0	0
12242-Flood Damage WANDRRA	DFES	y	2,028,865	900,000	0	2,928,865	2,928,865
<b>ECONOMIC SERVICES</b>							
13750-Grant Income CRC	CRC	y	111,000	5,550	116,550		116,550
<b>TOTALS</b>			<b>5,585,781</b>	<b>1,775,315</b>	<b>3,235,730</b>	<b>4,125,366</b>	<b>4,300,231</b>
							<b>3,060,865</b>

Operating	4,046,280
Non-operating	1,539,501
	<u>5,585,781</u>
	<u>3,235,730</u>
	<u>1,064,501</u>
	<u>4,300,231</u>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-14	Amount Received	Amount Paid	Closing Balance 30-Sep-14
	\$	\$	\$	\$
Nomination Fees	0	160	(160)	0
Housing Bonds	3,600	0	(400)	3,200
Pet Bonds	1,400	0	(200)	1,200
	<b>5,000</b>	<b>160</b>	<b>(760)</b>	<b>4,400</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th May 2015**

**MAJOR VARIANCES - reasons**

**OPERATING REVENUES**

*SCH*

- 3 Rates were budgeted for \$2.6m, Rates Levied were \$2.8M. And the Shire is earning lower interest rates on TD's. FAG's Road component not included in 14/15 Budget.
- 4 n/a
- 5 n/a
- 7 n/a
- 8 n/a
- 9 The \$482,615 11/12 R\$R housing grant for the two new houses was received, not included in 14/15 budget
- 10 n/a
- 11 n/a
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 n/a
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**OPERATING EXPENSE**

*SCH*

- 3 n/a
- 4 Members conference costs over due to LG convention AUG14 & Subscription costs over- pd. LGA & Goldfields Vol. Org.
- 5 n/a
- 7 Reduced expenditure as Nurse not engaged yet
- 8 n/a
- 9 Housing Mtce costs have increased -fair wear and tear, this trend is expected to continue
- 10 Domestic refuse & Public Con. costs have increased -labour & plant O/Hs, due to improved Job allocation
- 11 Mtce & ops exps have increased whilst P&G have decreased due to improved Job allocations
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 Mtce and Ops. costs have increased -labour & plant O/Hs, this trend is expected to continue
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**CAPITAL REVENUE**

- > The Shire was not successful in securing the Bike west grant \$50,000 for 14/15 (will redo 15/16)
- > The \$482,615 11/12 R\$R housing grant for the two new houses was received, not included in 14/15 budget
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**CAPITAL EXPENSES**

- > The cost of the 2 new houses is less as \$199,000 was expended in 13/14
- > Landscaping costs will be significantly over budget due to the very high cost of materials transported to Menzies
- > Road construction costs are showing signs of being 10-15% over budget and this trend is expected to continue
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**OTHER ITEMS**

- > The 14/15 budget had a carried forward cash balance of \$1.5m, however this was corrected by the audit to \$1.3m; As \$214,000 was expended in 13/14 but recorded as 01/07/2014



**SHIRE OF MENZIES**  
**PROFIT & LOSS Budget Performance BY PROGRAM**  
For the Reporting Period ended  
**30/05/2015**

G/L NUMBER	PARTICULARS DESCRIPTION	REVIEWED BUDGET		ACTUAL TO 30/05/2015		CURRENT YEAR ACTUALS PROJECTED to The EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
<b>SCHEDULE 3</b>		\$	\$	\$	\$	\$	\$	\$	
<b>GENERAL PURPOSE INCOME</b>									
<u>Rates Income</u>									
03100	Rates Accounting Enquiry		500		(34)		-34	-534	
03101	Rate Notice Stationery expense		1,000		1,831		1,779	779	
03102	Valuation Expenses and Title Searches Expense		10,000		8,844		9,647	-353	
03103	Debt Collection Expenses		5,000		13,293		14,502	9,502	
03106	General Rates Levied	2,800,577		2,798,081		2,798,081		2,496	single line items from Reckon
03107	General Rates Levied UV Mining	0		0		0		0	all in GL 03106
03108	General Rates Levied UV Pastoral	0		0		0		0	all in GL 03106
03109	General Rates Levied GRV Residential	0		0		0		0	all in GL 03106
03110	General Rates Levied GRV Commercial	0		0		0		0	all in GL 03106
03111	General Rates Levied GRV Vacant	0		0		0		0	all in GL 03106
03112	General Rates Levied UV Mining - Min Rates	0		0		0		0	all in GL 03106
03113	General Rates Levied UV Pastoral - Min Rates	0		0		0		0	all in GL 03106
03114	General Rates Levied UV Other - Min Rates	0		0		0		0	all in GL 03106
03115	Interim Rates	47,619		52,530		52,530		-4,911	Maybe subject to refund (DM)
03116	Interim Rates GRV	0		0		0		0	all in GL 03106
03117	Interim Rates UV Mining	0		0		0		0	all in GL 03106
03118	GRV Minimum Rates Raised	0		0		0		0	all in GL 03106
03119	GRV	0		0		0		0	all in GL 03106
03121	Rates Written-off & Adjustments		10,000		2,738		2,987	-7,013	Adjs to date - Dead Assessments
03130	Rates Suspense Account	0		243		0		0	
03199	Admin Allocated to Rates		162,420		160,885		211,438	49,018	Non cash admin account
		2,848,196	188,920	2,850,863	187,367	2,850,611	240,319	48,984	
<u>Other General Purpose Funding</u>									
03120	Penalty Interest Raised on Rates	38,000		46,145		46,145		-8,145	increased income
03123	Instalment Interest Received	750		0		0		750	
03125	Pena Deferred Rates Interest Grant	0		0		0		0	
03126	Legal Charges recovered	500		0		0		500	
03127	ESL Penalty levied	363		1,197		1,197		-834	increased income
03200	Expenses relating to Other General Purpose Funding		344		1,706		1,861	1,517	
03201	Grants Commission Grant Received - Gener	1,725,541		1,725,521		1,725,541		0	FAGs POOL WA Adjusted July 2014
03202	Grant Commission - Ops Road Component	759,021		759,041		759,021		0	FAGs POOL WA Adjusted July 2014
03203	Grants Commission Grants Received - Spec	0		0		0		0	
03204	ESL Penalty Interest	1,222		1,222		1,222		0	increased income
03205	Interest Received - Municipal	36,242		29,973		32,698		3,544	Different Interest Rates & Timing
03206	Interest Received - Reserves	31,210		23,407		25,636		5,676	Different Interest Rates & Timing
03207	Other General Purpose funding received	9,417		108		108		9,309	increased income
		2,602,266	344	2,586,614	1,706	2,581,468	1,861	12,317	
3	TOTAL GENERAL PURPOSE INCOME	5,450,462	189,264	5,437,467	189,063	5,442,077	242,180		

<b>SCHEDULE 4</b>									
<b>GENERAL ADMINISTRATION</b>									
<u>Members of Council</u>									
04100	Members Travelling Expenses paid		25,000		24,299		26,508	1,508	
04101	Members Conference Expenses		15,000		10,788		11,769	-3,231	Local Govt. Convention Aug 2014
04102	Council Election Expenses		5,500		5,322		5,806	306	
04103	President's Allowance paid		12,000		14,330		15,632	3,632	
04104	Members Meeting Expenses		69,000		52,775		57,573	-11,427	allocations
04105	Members - Donations		7,500		2,500		2,727	-4,773	
04106	Members - Subscriptions		2,000		0		0	-2,000	
04107	Deputy President's Allowance paid		3,000		3,081		3,361	361	
04108	Members Communication Allowance		5,000		5,400		5,891	891	
04110	Civic Receptions & Functions Expense		5,000		3,227		3,521	-1,479	
04113	Members Printing		500		33		36	-464	
04114	Members Advertising		300		322		351	51	
04115	Members Citizenship Award		500		0		500	0	
04116	Insurance Reimbursements	2,500		2,593		2,593		-93	
04117	Members - Depreciation of Fixed Assets		1,282		0		1,282	0	deprn non cash acct
04119	Other Income Relating to Members	500		0		500		0	
04199	Admin Allocated to Members		406,050		517,101		528,595	122,545	Non cash admin account
		<b>3,000</b>	<b>567,632</b>	<b>2,593</b>	<b>639,179</b>	<b>3,093</b>	<b>663,663</b>	<b>105,828</b>	
<u>Other Governance</u>									
04201	Travel Expenses		3,000		1,451		1,582	-1,418	
04202	Printing & Stationary		2,250		263		287	-1,963	
04203	Legal Expenses Governance		7,500		5,105		5,669	-1,931	
04204	Subscription Expenses Governance		33,703		33,703		33,703	0	LGA & Goldfields Assoc
04205	Advertising Expenses Governance		10,000		7,096		7,741	-2,259	
04206	Meeting Expenses Governance		1,250		1,224		1,335	85	
04207	Refreshment Expenses Governance		1,000		1,874		2,044	1,044	
04208	Communication Expenses Governance		2,500		0		500	-2,000	
04209	Bad & Doubtful Debts		1,000		0		1,000	0	
04210	Records Expenses Governance		20,000		123		1,000	-19,000	
04215	Other Expenses Governance		25,000		2,651		2,892	-22,108	
		<b>0</b>	<b>107,203</b>	<b>0</b>	<b>53,489</b>	<b>0</b>	<b>57,663</b>	<b>(48,650)</b>	
<b>4</b>	<b>TOTAL GOVERNANCE</b>	<b>3,000</b>	<b>664,835</b>	<b>2,593</b>	<b>692,668</b>	<b>3,093</b>	<b>721,206</b>		Page 32



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SCHEDULE 5 LAW, ORDER & PUBLIC SAFETY							
<u>Fire Prevention</u>							
05100 Fire Advertising		500		794		866	366
05101 Fire Prevention - Utilities		500		111		121	-379
05102 Fire Prevention - Insurance		4,308		4,306		4,306	0 Increased premium
05103 Fire Fighting Expenses		18,785		11,064		12,070	-8,715
05104 ESL Levy Council Property		250		11,171		11,171	10,921
05106 Fire Prevention - Other Revenue & Admin F	5,639		7,278		7,278		-1,639
05107 FESA Operating Grant Income	2,000		1,490		1,490		510
05120 FESA Capital Grant	0		0		0		0
05177 Loss on Disposal of Assets		0		0		0	0
05188 Fire Prevention - Depreciation		14,509		43,321		47,260	32,751 depn non cash acct
05199 Admin Allocated to Fire Prevention		8,121		10,342		10,572	0 Non cash admin account
	7,639	46,971	8,768	81,109	8,768	86,365	36,814
<u>Animal Control</u>							
05201 Ranger Consultant		10,000		0		0	-10,000
05202 Wild Dog Control		0		0		0	0
05203 Cactus Control		22,208		24,392		24,392	2,184
05204 Dog Expenses		300		44		300	0
05205 Cat Expenses		500		0		500	0
05206 Ranger Expenses		5,000		0		0	-5,000
05207 Fines and Penalties - Animal Control	0		0		0		0
05208 Dog Registration Fees	350		55		55		295
05209 Cat Registration Fees	100		0		0		100
05299 Admin Allocated to Animal Control		8,121		3,285		10,572	2,451 Non cash admin account
	450	48,129	55	27,731	55	36,784	(9,970)
<u>Emergency Services</u>							
05301 Emergency Services Programs Expenses		1,000		1,536		1,678	678
05307 Police Station Costs		2,572		1,843		2,011	-561
05399 Other Expenses Related to Law Order Safety		3,500		7,047		7,687	4,187
	0	7,072	0	10,426	0	11,374	4,302
<b>5 TOTAL LAW ORDER &amp; PUBLIC SAFETY</b>	<b>8,089</b>	<b>100,172</b>	<b>8,823</b>	<b>119,266</b>	<b>8,823</b>	<b>133,603</b>	

SCHEDULE 7 HEALTH							
<u>Health Expenses</u>							
07700 EHO Contract		17,500		8,411		9,175	-8,325
07701 Nurse Expenses		50,000		0		0	-50,000 Nurse not engaged yet
07702 Other Expenses Relating to Health		0		0		0	0
07704 Income Relating to Health	0		0		0		0
07705 Septic Tank Application fees collected	500		0		500		0
07706 Purchase Furniture & Equipment - Health		0		0		0	0
07799 Admin Allocation - Health		12,182		15,513		15,858	3,676 Non cash admin account
	500	79,682	0	23,924	500	25,033	(64,649)
<b>7 TOTAL HEALTH</b>	<b>500</b>	<b>79,682</b>	<b>0</b>	<b>23,924</b>	<b>500</b>	<b>25,033</b>	

SCHEDULE 8 EDUCATION AND WELFARE							
<u>Welfare &amp; Education</u>							
08200 Other Expenses Relating to Welfare & Education		0		0		0	0
08201 Menzies School - Donations Paid		9,500		0		9,500	0
08204 Collections Goldfields Care Donations		0		0		0	0
	0	9,500	0	0	0	9,500	0
<b>8 TOTAL EDUCATION AND WELFARE</b>	<b>0</b>	<b>9,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,500</b>	

SCHEDULE 9 HOUSING							
<u>Staff Housing</u>							
09101 Maintenance Staff Housing		41,500		55,490		60,534	19,034 Increased exps to date
09102 Staff Housing Furniture - non capital		8,000		7,801		8,510	-490 Increased exps to date
09105 Staff House Costs Allocated to Services		(116,954)		(84,726)		(92,429)	24,525 Non cash admin account
09121 Staff Housing Rent Income	15,000		14,048		15,323		-323
09122 Staff Housing Grants	482,615		482,615		482,615		0 R4R GRANT from 11/12 Budget
09123 Staff Housing Reimbursements	750		0		0		750
09124 Staff Housing Other Revenue	250		0		0		250
09188 Depn Staff Housing		76,691		84,477		92,157	15,468 Depn non cash account
	498,615	10,237	496,661	63,042	497,938	68,773	59,213
<u>Other Housing</u>							
09201 Maintenance Non Staff Housing		7,000		8,193		8,937	1,937 increased exps
09202 Interest Paid on Loans #17		0		0		0	0
09203 Interest Paid on Loans #Other		0		0		0	0
09204 Housing Lease Payments		20,000		18,208		19,863	-137 increased exps- TBA by Nurse
09206 Other Housing Rental Fees	11,000		9,716		10,599		401 allocations
09207 Dept of Housing Leases - Teachers	35,500		32,192		35,119		381 allocations
	48,500	27,000	41,908	26,400	45,718	28,801	2,582
<b>9 TOTAL HOUSING</b>	<b>546,115</b>	<b>37,237</b>	<b>538,569</b>	<b>89,442</b>	<b>543,656</b>	<b>97,573</b>	

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<b>SCHEDULE 10 COMMUNITY AMENITIES</b>							
<u>Domestic Refuse</u>							
10100 Domestic Refuse Expenses		19,088		21,799		23,781	4,713 Increased exps
10101 Income Relating to Sanitation - Household B	6,350		6,345		6,345		5
10188 Refuse Collection - Depreciation		7,109		8,399		9,162	2,053 Depn non cash account
10199 Overheads Allocated to Sanitation		0		0		0	0 Non cash admin account
	<b>6,350</b>	<b>26,177</b>	<b>6,345</b>	<b>30,198</b>	<b>6,345</b>	<b>32,943</b>	<b>6,771</b>
<u>Other Sanitation</u>							
10200 Maintenance Tip Site		76,000		47,434		51,747	-24,253 allocation
10201 Litter & Graffiti Control Expenses		500		801		658	156 allocation
10204 Purchase Rubbish Bins - Sanitation - Other		2,500		0		2,500	0
	<b>0</b>	<b>78,000</b>	<b>0</b>	<b>48,035</b>	<b>0</b>	<b>54,902</b>	<b>(24,098)</b>
<u>Protection of the Environment</u>							
10500 Expenses Relating to Protection of Environment		0		0		0	0
10501 Income Relating to Protection Of Environment	0		0		0		0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>Regional Development</u>							
10800 Costs Relating to Town Planning & Regional Development		35,000		23,097		25,197	-9,803 timing
10801 Income Relating to Town Planning & Regional Development	0		0		0		0
	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>23,097</b>	<b>0</b>	<b>25,197</b>	<b>(9,803)</b>
<u>Community Amenity</u>							
10700 Expenses Relating to Other Community Amenities		14,794		0		0	-14,794
10701 Menzies Public Conveniences		26,250		16,576		18,082	-8,188 increased exps
10702 Maintenance - Cemetery		17,555		8,057		8,789	-8,766
10704 Public Conveniences Kookynie		15,650		8,203		8,949	-6,701 increased exps
10799 Depn		0		285		311	311 Depn non cash account
10706 Grants for Other Community Amenities	0		0		0		0
	<b>0</b>	<b>74,249</b>	<b>0</b>	<b>33,121</b>	<b>0</b>	<b>36,132</b>	<b>(38,117)</b>
<b>10 TOTAL COMMUNITY AMENITIES</b>	<b>6,350</b>	<b>214,426</b>	<b>6,345</b>	<b>134,481</b>	<b>6,345</b>	<b>149,174</b>	

<b>SCHEDULE 11 RECREATION &amp; CULTURE</b>							
<u>Public Halls and Civic Centres</u>							
11101 Maintenance - Hall		37,398		3,876		4,229	-33,167 timing
11103 Hall Hire Fees	100		0		0		100
11104 CLGF Grant - Toilet Upgrade - Halls	0		0		0		0
11105 Hire Fees - Chairs & Tables	25		0		0		25
11107 Sale of Water - Hall Standpipe	350		599		599		-249
	<b>475</b>	<b>37,398</b>	<b>599</b>	<b>3,876</b>	<b>599</b>	<b>4,229</b>	<b>(33,291)</b>
<u>Recreation &amp; Sports</u>							
11300 Sports Courts Utilities		7,000		5,014		5,470	-1,530 increased exps
11301 Other Recreation Expenses		16,000		12,933		14,108	-1,892 increased exps
11303 Parks & Gardens - Jobs		125,000		85,337		93,095	-31,805 improved allocations to jobs etc
11304 Playground Equipment Maintenance		5,979		235		256	-5,723
11306 Golf Club Expenses		19,500		11,855		12,932	-8,568 increased exps
11307 Water Park Operations		28,344		21,033		22,945	-5,399 Opened end of DEC 2014
11308 Grant Received- Menzies Water Park	285,000		267,583		267,583		17,417 LW \$135k & DSR \$132k
11309 DSR Grant Water Park Lights	10,000		10,000		10,000		0
11388 Depreciation Other Sport & Recreation		66,934		50,200		54,764	-12,170 Depn Non Cash account
11399 Other Expenses - Other Sport & Recreation		81,210		103,420		105,719	24,509 Non cash admin account
	<b>295,000</b>	<b>349,967</b>	<b>277,583</b>	<b>290,027</b>	<b>277,583</b>	<b>309,290</b>	<b>(23,280)</b>
<u>Rebroadcasting</u>							
11400 Expenses Relating to Television Radio		24,150		10,015		24,150	0
11402 SBS TV Digital Service Subsidy Received	21,650		0		21,650		0
	<b>21,650</b>	<b>24,150</b>	<b>0</b>	<b>10,015</b>	<b>21,650</b>	<b>439,159</b>	<b>0</b>
<u>Libraries</u>							
11500 Training Libraries		2,000		0		500	-1,500
11501 Postage & Freight Libraries		1,000		366		399	-601
11502 Printing Libraries		0		0		0	0
11503 AMLIB Fees Libraries		1,200		1,115		1,200	0
11505 Books & Programs Libraries		0		0		0	0
11599 Admin Allocated Libreres		8,121		10,342		10,572	2,451 Non cash admin account
	<b>0</b>	<b>12,321</b>	<b>0</b>	<b>11,823</b>	<b>0</b>	<b>12,671</b>	<b>360</b>
<u>Heritage &amp; Culture</u>							
11600 Heritage Consultants Costs		20,000		2,220		2,422	-17,578
11601 Heritage Utilities Costs		0		0		0	0
11602 Niagara Dam Review		25,000		0		10,000	-15,000
11603 Old Post Office Maintenance		2,833		1,201		1,310	-1,523
11605 Old Butcher Shop Maintenance		2,000		1,953		2,130	130
11606 Museum Shed Maintenance		8,200		710		774	-7,428
11618 CLGF Grants - Other Culture	0		0		0		0
11619 Lottery West Grants- Other Culture	0		0		0		0
	<b>0</b>	<b>58,033</b>	<b>0</b>	<b>6,083</b>	<b>0</b>	<b>16,636</b>	<b>(41,397)</b>
<u>Museum</u>							
11701 Anzac War Memorial Maintenance		2,041		2,865		3,125	1,084
11702 Anzac War Memorial Utilities		500		177		193	-307
11703 Anzac War Memorial Events		20,000		286		312	-19,688
11799 Anzac War Memorial Grant	0		0		0		0
	<b>0</b>	<b>22,541</b>	<b>0</b>	<b>3,327</b>	<b>0</b>	<b>3,630</b>	<b>(18,911)</b>
<b>11 TOTAL RECREATION &amp; CULTURE</b>	<b>317,125</b>	<b>504,408</b>	<b>278,182</b>	<b>325,181</b>	<b>299,832</b>	<b>786,614</b>	

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TRANSPORT							
Maintenance Streets, Roads, Bridges, Depots							
12102 Contract Grading		200,000	0		0	-200,000	
12103 Fuel for Resale		0	0		0	0	
12105 Blackspot funding Construction		0	0		0	0	
12107 Drainage Construction		0	0		0	0	
12200 Maintenance - Muni Fund Roads - Jobs		477,168	467,598		510,107	32,939	13/14 was \$900k
12201 Maintenance - Depot		26,335	18,751		21,547	-4,788	
12202 Maintenance - Footpaths & Kerbs		25,000	14,009		15,283	-9,717	Increased costs to date
12203 Ablution Blocks Removal		2,500	0		0	-2,500	
12204 Town Streets Clean Up & Sweeping		27,822	22,711		24,776	-3,046	allocations
12205 Slashing - Town Streets		4,000	5,624		6,135	2,135	allocations
12207 Main Street Development - non capital		1,500	9,224		10,062	8,562	no budget allocated 14/15
12208 Insulation for Records Sea Container		4,000	0		0	-4,000	
12209 Street Lighting		9,500	6,615		7,216	-2,284	
12210 Street Furniture		21,500	68		10,000	-11,500	
12211 Street Trees Gardens & Watering		17,320	5,820		6,349	-10,971	
12212 Sundry Tools & Materials		5,000	11,731		12,798	7,798	
12213 Maintenance - Sewer Ponds		3,072	597		651	-2,421	
12214 Rehabilitation of Gravel & Sand Pit (s)		50,000	0		30,000	-20,000	
12215 WANDRRA Repairs - Floods Storms etc.		2,900,000	442,968		483,235	-2,416,765	DFES to Repay
12216 Road Repairs Flood & Storm Damage MUNI		4,000	3,118		4,000	0	allocations
12220 Fuel Sales	50		48		50	0	Increased income
12221 Income Relating to Streets, Roads, Bridges	0		0		0	0	
12223 Roadside Furniture and Signage		50,318	2,311		5,000	-45,318	
12224 Misc Permit Fees	1,000		909		1,000	0	Increased Income
12226 Grant - MRWA Direct Grant	148,800		148,800		148,800	0	Increased Income
12227 Grant - MRWA Subsidies	1,713		1,713		1,713	0	not in 14/15 budget - streetlights
12230 Grant - Roadways	0		0		0	0	
12242 WANDRRA Flood Damage Grant	2,900,000		442,057		442,057	2,457,943	DFES to Repay
12222 Bikewest Grants - Dual Use Paths	0		0		0	0	not approved
12225 Grant - MRWA Projects - Evanstone Menzie	190,000		190,000		190,000	0	
12228 Grant - Roads to Recovery	379,500		379,500		379,500	0	missed in original 14/15 budget
12232 Grant - RRG (Jobs)	360,001		360,001		360,001	0	
12236 Grant - MRWA Blackspot	0		0		0	0	
12237 Grant - WALGOC Local Roads	0		0		0	0	FAGs Road Funding - Schedule 3
12238 Grant - Other: Tjun Access Indigenous Acce	0		0		0	0	
12277 Loss on Sale of Asset		13,000	65,500		13,000	0	to be corrected with ITV MAY 15
12278 Profit on Sale of Asset - Transport	0		0		0	0	to be corrected with ITV MAY 15
12288 Depreciation Transport		1,636,085	1,679,349		1,632,017	195,932	Depn Non cash admin account
12299 Admin Allocated - Transport		215,207	274,063		280,155	64,948	Non cash admin account
		3,981,064	5,693,327	1,623,028	3,031,066	1,623,121	3,272,332
							36,948
12840 Menzies Airstrip Maintenance		6,647	396		432	-6,215	
12641 Kookynie Airstrip Maintenance		3,893	5,979		5,979	2,086	
	0	10,540	0	6,374	0	6,410	(4,130)
<b>12 TOTAL TRANSPORT</b>	<b>3,981,064</b>	<b>5,703,867</b>	<b>1,623,028</b>	<b>3,037,431</b>	<b>1,623,121</b>	<b>3,278,743</b>	

SCHEDULE 13 ECONOMIC SERVICES							
Rural Services							
13100 Expenses Relating to Rural Services & Pest Control		50	33		35	-15	
13101 Income Relating to Rural Services	0		0		0	0	
	0	60	0	33	0	35	(15)
Tourism & Area Promotion							
13241 Events - Cyclclassic		85,000	55,437		85,000	0	
13243 Events - Holiday Programs		29,000	0		29,000	0	
13244 Events - Community		18,500	6,399		6,970	-11,530	
13250 Promotional Materials Advertising & Marketing Costs		25,000	4,898		5,123	-19,877	
13251 Goldfields Network Tourism Expenses		36,500	36,500		36,500	0	
13252 Golden Quest Vehicle Lease		11,900	7,214		7,870	-4,030	
13253 Old Butcher Shop Utilities and Insurance		2,500	206		225	-2,275	
13254 Kookynie Info Bay & Townsite		2,000	1,858		2,027	27	
13255 Kookynie Walk Trail		350	0		350	0	
13256 Ularring Tourist Facility		2,000	1,612		1,758	-242	
13257 Lake Bellard		30,000	20,885		22,784	-7,216	
13258 Niagara Dam		27,000	18,623		20,316	-6,684	
13259 Goongamia Cottages		22,000	13,687		14,931	-7,069	
13260 Tourism Signage		10,000	0		1,000	-9,000	
13261 Lady Shenton Maintenance		2,841	764		833	-2,008	
13262 Tourism Advertising		10,000	3,721		4,060	-5,940	
13271 Grants - Tourism	0		0		0	0	
13272 Tourism Reimbursements	500		0		0	500	
13273 Tourism Lease Income	11,903		5,410		5,410	6,493	
13275 Tourism Other Income	220		118		120	100	no budget entered for 14/15
13288 Depreciation - Tourism and Area Promotion		83,246	60,494		65,993	-17,253	Depn Non cash admin account
13289 Admin Allocated- Tourism and Area Promotion		182,420	208,840		211,438	49,018	Non cash admin account
		12,623	660,267	5,629	438,927	5,630	616,178
							(36,986)
Building Control							
13300 Building Surveyor Costs		12,500	10,638		11,605	-895	
13301 Building Licence Fees	3,500		9,178		9,178	-5,678	
13310 Other Expenses Relating to Building Control		250	1,300		1,300	1,050	
13399 Admin Allocation - Building		40,605	51,710		52,859	12,254	Non cash admin account
	3,500	63,355	9,178	63,648	9,178	66,764	6,731

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13400 Tjuntjuntjarra Sculpture Course	17,500		15,000		15,000	-2,500	
13404 Tjuntjuntjarra Consultants	5,000		14,532		14,532	9,532	
13405 Tjuntjuntjarra Holiday Program	50,000		47,538		51,880	1,880	
13406 Tjuntjuntjarra Research Costs	30,000		30,000		30,000	0	
13407 Tjuntjuntjarra Football Carnival	15,000		0		0	-15,000	
13408 Tjuntjuntjarra Dog Health Program	4,500		0		0	-4,500	
13499 Admin Allocation - Tjunjunama	81,210		103,420		105,719	24,509	Non cash admin account
	0	203,210	0	210,491	0	217,111	13,901

Nursery

13501 Nursery Operational Expenses	0		0		0	0	c/1 to 15/16 ~10k
	0	0	0	0	0	0	0
13630 Purchase Furniture & Equipment - Other Economic Services	0		0		0	0	
	0	0	0	0	0	0	0

CRC

13701 Community Development Manager	110,017		109,172		109,172	-845	allocations see 14600
13702 CRC Salaries & Wages	174,326		177,361		193,485	19,159	allocations see 14600
13703 CRC Insurances	6,000		5,954		5,954	-46	
13704 CRC Maintenance	10,000		5,394		5,884	-4,116	
13705 CRC Travel Expenses	1,000		249		1,000	0	
13706 CRC Postage & Freight	1,750		223		1,750	0	
13707 CRC Print & Stationary	11,000		7,939		8,660	-2,340	
13708 CRC Other admin expenses	500		281		500	0	
13709 CRC Membership Fees	1,000		800		1,000	0	
13710 CRC Computing Costs	10,000		5,925		6,464	-3,536	
13711 CRC Furniture NON Capital	20,000		4,205		4,587	-15,413	
13712 CRC Uniforms	1,500		0		1,500	0	
13713 CRC Telephone Card Purchases	10,000		4,548		4,961	-5,039	
13714 CRC Cost of Goods For Re-sale	14,500		15,671		17,095	2,595	
13715 CRC Marketing & Promotion	10,000		5,426		5,920	-4,080	
13716 CRC Utilities	5,000		6,001		6,547	1,547	
13717 CRC Refreshments	1,000		264		264	-736	
13718 CRC Cleaning	33,652		28,475		31,064	-2,588	allocations see 13704
13719 CRC Training & Conference Expenses	3,000		245		500	-2,500	
13720 CRC Programs	10,000		0		1,000	-9,000	
13721 CRC Reimbursements	1,500	1,500		1,500		0	
13722 CRC superannuation		19,146	20,411		22,266	3,120	allocations see 14600
13750 CRC Operating Grant	111,000		116,550		116,550	-5,550	
13751 CRC All Sales	15,000		26,914		26,914	-11,914	
13752 CRC Phone Card Sales	15,000		6,095		6,095	8,905	
13753 CRC Room Hire	500		(50)		50	450	
13754 Cost of Phone Cards for resale		900	455		496	-404	allocations see 13714
	143,000	454,281	151,009	398,999	151,108	430,070	(32,330)

Caravan Park

13801 Caravan Park Grants	0		0		0	0	
13802 Caravan Park Income from Charges	55,000		42,624		46,499	8,501	
13803 Caravan Park Income from Washer & Dryers	2,000		1,185		1,292	708	
13810 Caravan Park Salaries & Wages		77,158		72,526		79,120	1,962 allocations see 14600
13811 Caravan Park Maintenance		29,866		14,742		16,082	-13,764
13812 Caravan Park Landscaping and Gardening		35,066		27,838		30,369	-4,697 increased costs to date
13813 Caravan Park Other Costs		0		2,175		2,372	2,372
13814 Caravan Park Insurance		2,200		2,182		2,162	-38 decreased cost- to be confirmed
13815 Caravan Park Utilities		21,849		20,183		22,018	169
13816 Caravan Park Superannuation		1,000		1,116		1,217	217 allocations
	67,000	167,139	43,809	140,742	47,791	163,341	(4,590)

<b>SCHEDULE 14</b>							
<b>OTHER PROPERTY AND SERVICES</b>							
<u>Private Works</u>							
14100 Private Works Expenses		5,000		1,765		1,765	-3,235
14101 Private Works Income	5,000		302		302		4,698
	<b>5,000</b>	<b>5,000</b>	<b>302</b>	<b>1,765</b>	<b>302</b>	<b>1,765</b>	<b>1,463</b>
<u>Public works Overheads</u>							
14200 Supervision Wages - Public Works Overheads		312,244		366,827		400,175	87,931 allocations see 14600
14201 Superannuation - Public Works Overheads		90,477		79,634		86,873	-3,804 allocations see 14600
14202 Reimbursements PWOH		5,000		865		943	-4,057 allocations see 14600
14203 Leave Annual - Public Works Overheads		18,080		7,560		8,247	-7,833 allocations see 14600
14204 Leave Personal - Public Works Overheads		8,803		4,279		4,668	-4,135 allocations see 14600
14205 Long Service Leave - Public Works Overheads		0		0		0	0
14206 Public Holidays - Public Works Overheads		3,804		1,542		1,682	-2,122 allocations see 14600
14207 Leave Accruals - Public Works Overheads		0		1,003		1,094	1,094
14208 Allowances - Public Works Overheads		36,000		18,156		19,807	-16,193 allocations see 14600
14209 Protective Clothing & PPE - Public Works Overheads		5,000		1,245		1,358	-3,642 decreased costs
14210 Training & Conferences - Public Works Overheads		15,000		20,791		22,682	7,882 decreased costs
14211 Recruitment Costs - Public Works Overheads		1,000		2,181		2,379	1,379
14212 Meeting Expenses - Public Works Overheads		2,000		2,031		2,215	215
14213 Workers Comp - Public works Overheads		0		0		0	0
14214 Depot Insurance - Public Works Overheads		7,500		3,733		3,733	-3,767 allocations
14215 Other Exps - Public Works Overheads		500		1,024		1,117	617 allocations
14216 Staff Housing Allocated - Public Works Overheads		41,402		23,327		25,448	-15,954
14217 Depot Mice (to be allocated as PWOH)		10,000		4,951		5,401	-4,599 allocations
14218 MWS vehicle exps		500		256		279	-221 allocations
14219 Telephone - Public Works Overheads		4,500		6,338		6,914	2,414
14220 Utilities - Public Works Overheads		1,000		0		1,000	0
14221 PWOH Allocated to Works and Services	(909,930)		(1,682,202)		(1,043,097)		-133,167 Non cash admin account
14225 Depn - Public Works Overheads		24,000		11,961		13,048	-10,952 Depn Non cash admin account
14226 Depot Operational & Misc Tasks - Labour Costs		280		10,230		11,160	10,880 allocations
14299 Admin Allocated to Works - Public Works Overheads		324,840		413,730		422,876	98,036 Non cash admin account
	<b>0</b>	<b>0</b>	<b>0</b>	<b>(700,541)</b>	<b>0</b>	<b>(0)</b>	<b>(0) Call logged with ITV</b>

<u>Plant Operations</u>							
14301 Mech's Wages - Internal Repairs to P&E		132,388		142,710		155,683	23,285 new acct for clarity in GL postings
14302 Other Plant Costs		24,673		18,732		20,435	-4,238 allocations to 14301
14303 Fuel & Oils - Plant Operations		165,916		149,953		163,585	-2,331
14304 Tyres and Tubes - Plant Operations		29,880		22,410		24,447	-5,433
14305 Parts & Repairs - Plant Operations		236,442		185,384		202,237	-34,205 increased costs to date
14307 Vehicle Registrations & Insurance - Plant Operations		36,000		21,230		23,160	-12,840
14308 Plant Operations Reimbursements	12,280		18,547		18,547		-6,267 allocations
14309 Less Plant Costs Allocated		(939,634)		(692,501)		(882,916)	56,718 Non cash admin account
14370 Loss on Asset Sale		0		19,906		0	0 Non cash admin account
14388 Depreciation - Plant Operations		291,217		275,960		301,047	9,830 Depn Non cash admin account
14399 Admin Allocated - Plant Operations		155,506		144,788		148,006	-7,500 Non cash admin account
	<b>12,280</b>	<b>0</b>	<b>18,547</b>	<b>288,570</b>	<b>18,547</b>	<b>0</b>	<b>(6,267) Call logged with ITV</b>

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14501 Admin Memberships		2,500		1,308		1,428	-1,072
14502 Clearing acct - Social Club Contributions	0		3,150		0		0
14507 Employee Contributions - Sal. Sac. Superannuation		0		0		0	0
14508 Allowances		16,750		13,982		15,254	-1,486
14509 Records Mgt Costs		15,000		8,907		9,716	-5,284
14510 Admin Salaries & Wages		1,039,496		1,080,757		1,179,008	139,512 allocations see 14800
14511 Superannuation		100,771		90,051		98,237	-2,534 allocations see 14800
14512 Reimbursements	21,500		17,711		17,711		3,789
14513 Other Admin Costs		5,000		8,655		9,442	4,442
14514 Admin FBT		37,500		20,353		22,203	-15,297
14515 Audit Fees		45,000		32,127		35,047	-8,953
14516 Admin Travel Costs		2,000		2,228		2,430	430
14518 Admin Uniforms		5,000		1,112		5,000	0
14519 Housing Allowance		13,000		6,784		7,401	-5,599 no budget was entered for 14/15
14524 Admin Other Employee Costs		250		415		452	202
14525 RDO Accrual		15,000		17,269		17,269	2,269 Non cash admin account
14526 Workers Compensation Premiums		50,000		43,417		43,417	-6,583
14527 Professional Development Study - Administration		12,000		7,423		8,098	-3,902
14530 Recruitment Costs		3,500		958		1,045	-2,455
14532 Recruitment Relocation		7,500		7,662		8,358	858
14533 Legal Fees		7,500		2,136		2,330	-5,170
14534 Fair Value Valuations & Revaluations		2,500		20,587		22,459	19,959
14535 Accounting Services		100,000		99,048		108,053	8,053 Most services now in-house
14536 Contractors & Consultants		125,000		119,237		130,077	5,077
14537 Admin Printing & Stationary		30,000		28,248		30,816	816
14538 Bank Charges		3,000		3,310		3,610	610
14539 Insurance		75,000		69,384		69,384	-5,616
14540 Internet		20,000		11,308		12,336	-7,664
14541 Utilities		22,500		29,194		31,848	9,348
14542 Phones / Mobiles		30,000		13,812		15,068	-14,932
14544 Computing Costs & Support - Administration		80,000		75,852		82,748	2,748 ITV costs / Server RAM Fail/ Virus
14548 Training Expenses - Administration		900		595		649	-251 no budget was entered for 14/15
14555 Postage & Freight - General Administration		3,000		1,005		1,096	-1,904
14557 Meeting Costs - Administration		1,000		609		664	-336 increased expenditure to date
14558 Advertising - Administration		2,000		1,842		2,009	9
14559 Newspapers & Periodicals		750		831		906	156
14560 Admin Vehicle Expenses		6,500		22,028		24,030	17,530
14561 Office Maintenance		70,000		53,148		57,979	-12,021
14562 Staff Housing Expense- Administration		75,552		42,568		46,438	-29,114
14573 Purchase Plant & Equip - Administration		7,500		0		0	-7,500
14574 Purchase Furniture & Equipment Administration		7,500		4,478		4,885	-2,815
14588 Depn Admin		31,227		55,764		60,833	29,606 Depn Non cash admin account
14599 Administration Costs Allocated to Other Programs		(2,071,696)		(2,003,617)		(2,172,026)	-100,330 Non cash admin account
	21,500	0	20,861	(5,226)	17,711	(0)	3,789 auto allocated by System

Salaries & Wages							
14600 Gross Salaries & Wages		1,673,101		1,534,609		1,674,119	1,018 Based on mthly average of actual
14601 Workers Compensation Paid		0		0		0	0
14602 Workers Compensation Received	0		0		0		0
14603 Less Sal & Wages Allocated		(1,673,101)		(1,534,609)		(1,674,119)	-1,018 Based on mthly average of actual
14699 Admin Allocated to Salaries & Wages		0		0		0	0 Non cash admin account
	0	0	0	0	0	0	0
Unclassified							
14700 Expenses Relating to Unclassified		0		0		0	0
14701 Income Relating to Unclassified	0		0		0		0
	0	0	0	0	0	0	0
Town Planning							
14800 Expenses Relating to Town Planning Schemes		0		36,699		36,699	36,699 Exps dating back to 2013
14801 Income Relating to Town Planning Schemes	0		0		0		0
	0	0	0	36,699	0	36,699	36,699
<b>14 TOTAL OTHER PROPERTY AND SERVICE</b>	<b>38,780</b>	<b>5,000</b>	<b>39,711</b>	<b>(378,733)</b>	<b>38,561</b>	<b>38,464</b>	

Totals	10,588,608	8,948,693	8,044,242	5,485,503	8,077,618	6,983,489
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Operating (Surplus) / Deficit	(1,619,915)	(2,558,739)	(1,214,128)
2014-15	As Adopted Budget	YTD (Surplus) / Deficit	Projected (Surplus) / Deficit
Review Feb 2015		(2,058,739) Adjusted	

## SHIRE OF MENZIES CAPITAL TRANSACTIONS

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 30/06/2016		CURRENT YEAR ACTUALS PROJECTED to The EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Capital Grants									
11308	Grant Received- Menzies Water Park	285,000		267,583		267,583		17,417	LW \$135000 & DSR \$132000
11799	Anzac War Memorial Grant	0		0		0		0	Possibly 15/16
12222	Bikewest Grants - Dual Use Paths	0		0		0		0	Not awarded
12225	Grant - MRWA Projects - Evanstone Me	190,000		190,000		190,000		0	
12228	Grant - Roads to Recovery	379,500		379,500		379,500		0	
12232	Grant - RRG (jobs)	360,001		360,001		360,001		0	
12236	Grant - MRWA Blackspot	0		0		0		0	
12237	Grant - WALGGC Local Roads	0		0		0		0	FAGs Road - Sched 3 General Ops
12238	Grant - Other: Tjun Access Indigenous A	0		0		0		0	
14575	Solar Power Units - GVROC Project	0		(800)		0		0	TBA
09122	Staff Housing Grants	482,615		482,615		482,615		0	R4R Funds from 11/12 budget
		1,697,116	0	1,678,899	0	1,679,699	0	17,417	
Capital Expenses									
Land & Buildings									
14710	Purchase of land lots for town development		20,000		0		0	-20,000	
14575	Solar Power Units - GVROC Project		0		800		0	0	to 15/16
12120	Depot Extension -Asset Upgrade		60,000		402		402	-59,598	to 15/16
09190	Construction of 2 New Houses Menzies CLGF 12-13 R4R		440,000		430,730		430,730	-9,270	\$199,000 was expended in 13/14
09192	Installation of Solar Panels New Houses		50,000		0		0	-50,000	to 15/16
09191	Installation of Fencing - New Houses		44,572		44,572		44,572	0	11% over budget at completion
09193	Installation Landscaping New Houses		88,000		50,434		50,434	-37,566	c/f to 15/16
09194	Installation of Sheds for New Houses		112,000		39,602		43,202	-88,798	c/f to 15/16
09195	Installation landscaping - Shenton St Units		15,500		0		0	-15,500	to 15/16
09196	Asbestos removal - 10 Shenton Street		30,675		0		0	-30,675	House is to be removed- no cost
09250	Installation New Fencing - Walsh Street Units		4,070		4,070		4,070	0	
Furniture & Equipment									
04240	Council Table		14,000		13,099		13,099	-901	
04241	New Locking System		10,000		0		0	-10,000	to 15/16
Infrastructure Other									
05501	New Pound		20,000		11,570		11,570	-8,430	c/f to 15/16
11201	Water Park Construction Project		330,000		329,753		329,753	-247	under budget
11150	Construction Project Shire Hall Toilets		180,000		9,900		46,900	-133,100	c/f to 15/16
11750	War Memorial Construction Project		50,000		34,785		34,785	-15,215	to 15/16
11650	Upgrade of Old Church Menzies		25,000		0		0	-25,000	to 15/16
Infrastructure Roads									
12101	Road Construction CRSF - jobs		307,000		177,084		193,183	-113,817	to 15/16
CR0002	\$177,084.43								Evanstone Menzies Rd CRSF
12106	Road Construction Muni - jobs				460,307				to 15/16
CR0007	\$38,412.89		700,000				41,905	-658,095	Menzies NW Rd MUNI
CR0009	\$145,474.00		219,000				158,699	-60,301	TJJ Rd MUNI 14/16
	\$142,513.00		0				142,513	142,513	TJJ Rd MUNI costs from 13/14
CR0010	\$133,907.47		350,000				146,081	-203,919	Main Street MUNI
CR0011	\$0.00		31,000				0	-31,000	Connie Sue Rd MUNI
12109	Road Construction RRG - jobs				521,884				to 15/16
CR0004	\$216,400.31		280,000				238,255	-41,745	Evanstone Menzies Rd RRG
CR0005	\$136,177.85		130,000				148,558	18,558	Yarri Rd RRG
CR0013	\$141,976.00		130,043				154,883	24,840	Menzies NW Rd RRG
12110	Shire House - Crossover Construction		165,544		13,532		14,763	-150,781	to 15/16
12104	Roads to Recovery Construction -jobs				84,794				to 15/16
CR0001	\$78,339.79		328,500				85,462	-244,038	Menzies NW Rd R2R
CR0012	\$6,454.00		50,000				7,041	-42,959	Connie Sue Rd R2R
12108	Footpath Construction		100,000		6,714		7,325	-92,675	to 15/16
Plant & Equipment									
12301	Crew Cab Truck		85,000		65,558		65,558	-19,442	
12302	MWS Vehicle		86,300		75,276		75,276	-11,024	
12303	Ute (1)		40,000		38,446		38,446	-1,554	
12304	Ute (2)		0		0		0	0	Deferred to 15/16
12305	Grader		0		0		0	0	Deferred to 15/16
12306	Mtoe. Grader Accommodation		140,000		49,447		53,942	-86,058	c/f to 15/16
12307	Loadrite		0		0		0	0	Deferred to 15/16
12308	5" Single rotor Slasher		6,600		6,600		6,600	0	
12309	Traffic Counters		20,000		0		0	-20,000	Deferred to 15/16
		0	4,663,804	0	2,469,369	0	2,588,004	-2,075,800	

## KEY

	Not yet commenced
	Progressing
	Completed
	Deferred

**OVERVIEW 2014 / 2015**

	BUDGET	30/06/2015	PROJECTED to The EOFY
<b>EXPENDITURE</b>			
Total Operating Expenditure	8,946,693	5,466,641	6,863,489
Total Capital Expenditure	4,863,804	2,469,359	2,588,004
<i>(figures used in RSSbudget (p10) do not match project lis</i>	<u>13,610,497</u>	<u>7,936,000</u>	<u>9,451,493</u>
LESS			
Depreciation	2,232,300	2,270,210	2,477,564
	<u>11,378,197</u>	<u>5,665,790</u>	<u>6,973,929</u>
<b>PLUS</b>			
Transfer to Reserves	31,210	23,407	25,535
	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
<b>TOTAL CASH EXPENDITURE</b>	<u>11,709,407</u>	<u>5,889,197</u>	<u>7,299,465</u>
<b>INCOME</b>			
Balance B/F	1,328,886	1,328,886	1,328,886
Total Operating Revenue excluding Rates	6,021,296	3,514,067	3,547,306
Rates Revenue	2,848,196	2,850,853	2,850,611
Proceeds from Sale of assets	80,000	0	0
NON operating Capital Revenue	1,697,116	1,678,899	1,679,699
	<u>11,975,494</u>	<u>9,372,725</u>	<u>9,406,502</u>
<b>PLUS</b>			
Transfer from Reserves	438,000	364,639	438,000
<b>TOTAL CASH EXPENDITURE</b>	<u>12,413,494</u>	<u>9,737,364</u>	<u>9,844,502</u>
<b>(Surplus) /Deficit</b>	<u>(704,087)</u>	<u>(4,048,167)</u>	<u>(2,546,037)</u>

**SUMMARY**

	Reviewed BUDGET	YTD	PREDICTED PA
Operating Expenditu	8,946,693	5,466,641	6,863,489
Capital Expenditure	4,863,804	2,469,359	2,588,004
SUB	<u>13,610,497</u>	<u>7,936,000</u>	<u>9,451,493</u>
Operating Revenue	(8,869,482)	(8,364,940)	(8,397,917)
Sale of asset	(80,000)		
Capital Revenue	(1,697,116)	(1,678,899)	(1,679,699)
SUB	<u>(10,646,608)</u>	<u>(8,043,839)</u>	<u>(8,077,616)</u>
(Surplus) /Deficit	<u>2,963,889</u>	<u>(107,839)</u>	<u>1,373,878</u>
Transfer to Reserves	31,210	23,407	325,535
Transfer from Reser	(438,000)	(364,639)	(438,000)
Add back DEPN	(2,232,300)	(2,270,210)	(2,477,564)
Surplus B/F	(1,328,886)	(1,328,886)	(1,328,886)
<b>Cash and Cash Equivalents</b>	<u>(1,004,087)</u>	<u>(4,048,167)</u>	<u>(2,546,037)</u>

**OVERVIEW IN  
BUDGET DOCUMENTs**

7524238

5261562

12,785,800

2,104,121

10,681,679

92,759

10,774,438

1,573,372

4,465,058

2,680,707

1,617,301

10,346,438


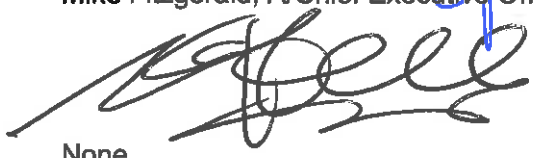
438,000

10,784,438



## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.2 LISTING OF PAYMENTS MADE IN MAY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM017
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	5 June 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.2.2 Attachment #1 List of payments made to Creditors in May 2015

#### SUMMARY:

The list of payments made are being submitted to the Ordinary Council Meeting of Council.

#### BACKGROUND:

Payments have been made by both cheque payment and electronic funds transfer from Council's Municipal bank account and duly authorised as required by Council Policy. These payments have been made under authority delegated to the CEO and are now reported to Council for approval.

#### COMMENT:

Payments made in May 2015 include cheques numbered 10233 to 10251 and direct transactions totalling \$658,060.81. The list of payments is submitted to each member of the Council on Thursday 25 June 2015.

**CONSULTATION:** Nil

#### STATUTORY ENVIRONMENT:

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.
- Local Government (Financial Management) Regulation 13

#### POLICY IMPLICATIONS:

Policy 4.7 – Creditors – Preparation for payment

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**VOTING REQUIREMENTS:**

Simple Majority decision required

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

**COUNCIL DECISION:**

**No: 0813**

**That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in May 2015 including cheques numbered 10233 to 10251 and direct transactions totalling \$658,060.81 submitted to each member of the Council on Thursday 25 June 2015.**

**10:51am**

**CARRIED 6/0**

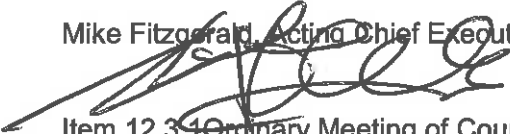
SHIRE OF MENZIES - LIST OF PAYMENTS MAY 2015					
Ref No.	Cheque/ EFT No	Date	Name	Invoice Description	Amount
1		01/05/2015	NAB	NAB BANK FEES AND CHARGES	\$64.74
2		21/05/2015	NAB	NAB BANK FEES AND CHARGES	\$59.24
3		30/05/2015	NAB	NAB BANK FEES AND CHARGES	\$43.90
4		30/05/2015	NAB	NAB BANK FEES AND CHARGES	\$87.80
5		30/05/2015	NAB	NAB BANK FEES AND CHARGES	\$21.95
6	EFT315	01/05/2015	Goldfields Crane Hire	supply crane to lift & place monument	\$1,014.55
7	EFT316	01/05/2015	Leanne Downie	Relocation costs	\$1,405.36
8	EFT317	01/05/2015	Air Liquide WA Pty Ltd	Monthly rental fees March 2015	\$74.54
9	EFT318	01/05/2015	BOC Limited	charlock	\$34.91
10	EFT319	01/05/2015	Brad Pepper	Grader Hire 1/4 - 21/4/2015	\$25,720.50
11	EFT320	01/05/2015	Cabcharge Australia Limited	Account Fees March & April 2015	\$12.00
12	EFT321	01/05/2015	Canning Pool & Pump Centre Pty	Focus Liquid Chlorine & non fuming acid	\$280.00
13	EFT322	01/05/2015	Central Institute of Technology	Oborn Karen BSB51107 Diploma of Management	\$1,325.00
14	EFT323	01/05/2015	Courier Australia	Freight charges airtol, goldfields, wa hino, office national	\$81.74
15	EFT324	01/05/2015	D & C Geraghty Pty Ltd On Behalf Of Geraghty Pastoral Trust	Water pump & generator	\$6,270.00
16	EFT325	01/05/2015	Daphne's Florist	2 silk wreaths	\$215.00
17	EFT326	01/05/2015	Eagle Petroleum (W.A.) Pty Ltd	Bulk Fuel 7500Litres	\$10,386.75
18	EFT327	01/05/2015	Fast Finishing Services	Council Minutes (2 volume set) 2014	\$118.80
19	EFT328	01/05/2015	Goldline Distributors	Refreshments	\$196.45
20	EFT329	01/05/2015	Menzies Hotel	Gas Bottles & Dinner for two	\$145.00
21	EFT330	01/05/2015	Ibis Style Kalgoorlie	Accommodation & Meals Greg Dwyer	\$222.00
22	EFT331	01/05/2015	IT Vision	Rates end of December 2014	\$440.00
23	EFT332	01/05/2015	J & R Miller Mining	Supply & thread 50mm galv pipe	\$71.12
24	EFT333	01/05/2015	Kalgoorlie Monumental Works	Final payment for War Monument	\$8,321.50
25	EFT334	01/05/2015	Breakaway C/O Key Factors	Loader Hire 29.3 - 2/4/15	\$6,682.50
26	EFT335	01/05/2015	Kooda Contracting Pty Ltd	Plant Hire 1/3-31/3/2015	\$128,259.51
27	EFT336	01/05/2015	Macarthur Minerals	Food, Water & accommodation Dennis	\$2,200.00
28	EFT337	01/05/2015	Mukinbudin Agencies	Ultramax, Hammer, niteroad	\$509.25
29	EFT338	01/05/2015	Michael Westbrook	Reimbursement for Pre-medical, Pathwest, and National Police check	\$116.84
30	EFT339	01/05/2015	Netlogic Information Technology	Remote consulting	\$300.00
31	EFT340	01/05/2015	Novotel Perth Langley	Accommodation & meals for Greg Dwyer	\$575.65
32	EFT341	01/05/2015	Oborn Mining And Electrical Consultants	Electrical work Ablution Block, McGrath homes, Shire & CEO house	\$1,727.00
33	EFT342	01/05/2015	Office National	Binding Machine	\$1,449.47
34	EFT343	01/05/2015	Pump Care Pty Ltd	Davey XP45T Pressure Pump	\$622.05
35	EFT344	01/05/2015	WesTrac Pty Ltd	Muffler, Manifold- exhaust, tooth	\$1,923.27
36	EFT345	19/05/2015	Goldfields Crane Hire	Kalgoorlie Monumental Works	\$169.09
37	EFT346	19/05/2015	David Bull	Fuel & Accommodation for relocation to Menzies	\$1,304.20
38	EFT347	19/05/2015	Leanne Downie	Fees for relocation	\$1,594.64
39	EFT348	19/05/2015	WA Local Govt Association	Notice of intention to impose differential rates	\$452.60
40	EFT349	19/05/2015	Air Liquide WA Pty Ltd	Rental cylinder sizes G & E	\$74.54
41	EFT350	19/05/2015	Angela Leech	Tjuntjuntjara Punu Project	\$6,000.00
42	EFT351	19/05/2015	Boord Constructions	Concrete work Monument	\$9,482.00
43	EFT352	19/05/2015	Brad Pepper	Grader hire 22-30/4/2015	\$16,835.50
44	EFT353	19/05/2015	Builders Regulation Board	Building Service Levy BP-06/15 165 Onslow, BP-08/15 1085 Mercer, BP-09/15 1086 Mercer, BP-07/15 93 Mercer	\$162.00
45	EFT354	19/05/2015	Bunnings	Potting mix Osmocote pro 25L	\$983.82
46	EFT355	19/05/2015	T/a Cardno Spectrum Survey Cardno (WA) Pty Ltd	Professional Services Rendered for the period ending 24/4/15	\$1,430.00
47	EFT356	19/05/2015	C Direct	Telstra prepaid recharge \$30 & \$50	\$1,344.00
48	EFT357	19/05/2015	Conway Highbury	Consultancy Service April 2015	\$1,677.50
49	EFT358	19/05/2015	Courier Australia	Freight - WesTrac, Truckpower, Westland Auto & Pathwest	\$319.39
50	EFT359	19/05/2015	Cutting Edges Equipment Parts	Grader Blades	\$1,859.00
51	EFT360	19/05/2015	Cybersecure	Back up service April 15	\$129.00
52	EFT361	19/05/2015	D & B Solutions	Solicitors fees Camegie Gold Pty Ltd	\$8,481.20
53	EFT362	19/05/2015	Department Of Environment Regulation	Menzies Liquid Waste Facility	\$985.51
54	EFT363	19/05/2015	Greg Cr Dwyer	Monthly meeting March 2015	\$7,738.90
55	EFT364	19/05/2015	Jillian Dwyer	Monthly meeting April 2015	\$984.55
56	EFT365	19/05/2015	Eagle Petroleum (W.A.) Pty Ltd	Fuel April 15	\$147.41
57	EFT366	19/05/2015	Executive Media	Caravanning Australia Winter 2015	\$750.00
58	EFT367	19/05/2015	FitzGerald Strategies	\$1,500 allowance to cover cost of mobilisation	\$1,500.00
59	EFT368	19/05/2015	Goldline Distributors	Refreshments	\$286.30
60	EFT369	19/05/2015	Goldfields Cyclastic	Menzies Classic Sponsorship, Event Underwriting Sponsorship	\$80,000.00
61	EFT370	19/05/2015	Goldfields Pest Control	Travel Menzies Kalgoorlie return complete termite inspections	\$736.90
62	EFT371	19/05/2015	Goldfields Truck Power	Mudflaps	\$130.30
63	EFT372	19/05/2015	Goldrush Tours	Brookman Menzies to Kalgoorlie	\$45.90
64	EFT373	19/05/2015	Hertz Australia Pty Ltd	Hire of car Chris Ruaya	\$332.49
65	EFT374	19/05/2015	Hitachi	Battery	\$498.72
66	EFT375	19/05/2015	Holcim	Crusher dust	\$3,932.54
67	EFT376	19/05/2015	Menzies Hotel	Newspapers April 2015	\$77.70
68	EFT377	19/05/2015	Tucker, Ian Cr	Monthly meeting April 2015	\$822.50
69	EFT378	19/05/2015	IT Vision	Interim Rate Notice Charges	\$228.80
70	EFT379	19/05/2015	Jamie Mazza	Monthly meeting April 2015	\$822.50
71	EFT380	19/05/2015	JR & A heresy	Safety equipment	\$2,153.89
72	EFT381	19/05/2015	Breakaway C/O Key Factors	Loader Hire April 2015	\$33,990.00
73	EFT382	19/05/2015	Kingston Surveys Pty Ltd	Surveying services Tjuntjuntjara Community	\$43,984.53

Unconfirmed Minutes  
Ordinary Council Meeting 25 June 2015

SHIRE OF MENZIES - LIST OF PAYMENTS MAY 2015					
Ref No.	Cheque/ EFT No	Date	Name	Invoice Description	Amount
74	EFT383	19/05/2015	Kooda Contracting Pty Ltd	Plant Hire April 2015	\$98,730.50
75	EFT384	19/05/2015	Justin Lee	Monthly meeting April 2015	\$822.50
76	EFT385	19/05/2015	Local Govt Managers Assoc	LGMA Workshop Art as tool Registration K Obom	\$125.00
77	EFT386	19/05/2015	Logo	Chris Ruaya - Auditor	\$1,571.13
78	EFT387	19/05/2015	Netlogic Information Technology	Remote Consulting 30/4 fix email reception, 7/5 change WiFi password, 10/5 begin migration to Office 365	\$450.00
79	EFT388	19/05/2015	Office National	Final meter reading Konica C554	\$881.71
80	EFT389	19/05/2015	Onsite Rental Group	Hire Variable Message sign, plate compactor & Vertical Rammer	\$6,214.07
81	EFT390	19/05/2015	Ian J Ridley	9 Days Accommodation Dennis Shillabeer	\$990.00
82	EFT391	19/05/2015	Planwest	Mapping	\$334.00
83	EFT392	19/05/2015	Paupiyala Tjarutja Aboriginal Council	School Holiday Program April 5-20 2015	\$11,883.51
84	EFT393	19/05/2015	Peter Twigg	Monthly meeting April 2015	\$2,436.72
85	EFT394	19/05/2015	Quality Railway Motel Kalgoorlie	Accommodation & meals 29/4-1/5/2015	\$471.50
86	EFT395	19/05/2015	Rylan Pty Ltd	550 mtrs Kerb in Menzies	\$18,682.40
87	EFT396	19/05/2015	St John Ambulance Menzies	Work place first aid kit	\$125.00
88	EFT397	19/05/2015	Total Asphalt	Spray emulsion and roll single coat 10mm	\$6,575.80
89	EFT398	19/05/2015	UHY Haines Norton	Accounting service fee for April 2015	\$2,530.00
90	EFT399	19/05/2015	WA Hino	Air filters & elements set, fuel filters	\$504.43
91	EFT400	19/05/2015	WesTrac Pty Ltd	Parts & repairs	\$999.99
92	EFT401	20/05/2015	Australian Taxation Office	APRIL 2015 IAS	\$28,268.00
93	DD190.1	08/05/2015	BOQ Finance	Copier charges April 15	\$874.29
94	DD190.2	08/05/2015	Australia Post	CRC Stamps	\$474.30
95	DD197.1	18/05/2015	Westnet	Monthly Direct Debit CRC Internet	\$90.45
96	DD201.1	18/05/2015	NAB	April Credit card Direct debit	\$777.92
97	DD209.1	12/05/2015	WA Local Govt Superannuation Plan	Payroll deductions	\$8,973.49
98	DD209.2	12/05/2015	Australian Super	Superannuation contributions	\$1,527.52
99	DD209.3	12/05/2015	B T Finanacial Group Superannuation	Superannuation contributions	\$512.96
100	DD209.4	12/05/2015	WA Local Govt Superannuation Plan	Superannuation contributions	\$5,466.52
101	DD209.5	12/05/2015	Australian Ethical	Superannuation contributions	\$459.95
102	DD210.1	29/05/2015	BOQ Finance	copier charges April 2015	\$1,464.78
103	DD210.2	29/05/2015	Goldfields Toyota	Direct Debit Vehicle Sub Lease Golden Quest	\$991.90
104	DD229.1	26/05/2015	Australian Super	Superannuation contributions	\$1,070.77
105	DD229.2	26/05/2015	WA Local Govt Superannuation Plan	Payroll deductions	\$2,415.89
106	DD229.3	26/05/2015	WA Local Govt Superannuation Plan	Superannuation contributions	\$1,836.94
107	DD229.4	26/05/2015	B T Financial Group Superannuation	Payroll deductions	\$516.65
108	10233	01/05/2015	Resource Centre Shire Of Menzies	Printing and Postage	\$146.00
109	10234	01/05/2015	Built By Geoff Fencing	Droppers	\$891.00
110	10235	01/05/2015	Harvey Noman	HP Envy 17-J108TX Notebook	\$2,178.00
111	10236	01/05/2015	Horizon Power	54 Shenton St 26/2-20/3/15	\$10.38
112	10237	01/05/2015	McBride's Garden Centre & Landscaping	Landscaping materials	\$586.51
113	10238	01/05/2015	R J Young	One month water ending 26/3/15	\$450.00
114	10239	01/05/2015	Telstra	118 2919 000	\$944.88
115	10240	19/05/2015	Resource Centre Shire Of Menzies	Stamps & Padded bag	\$21.95
116	10241	19/05/2015	City Of Kalgoorlie - Boulder	Member contribution - reg record facility 2014-15	\$9,336.17
117	10242	19/05/2015	Horizon Power	Lot 124 Shenton St 26/2-29/4/15	\$12,303.46
118	10243	19/05/2015	Kmart	Cutlery sets	\$395.00
119	10244	19/05/2015	McBride's Garden Centre & Landscaping	Mesembryanthemum Mix	\$53.55
120	10245	19/05/2015	McLeods Barristers & Solicitors	Closure of Pinjin Road & Responsibility for Niagara Dam	\$2,913.29
121	10246	19/05/2015	QML Pathology Accounts Receivable	David Bull	\$198.00
122	10247	19/05/2015	Roderick Sprigg Art Director Leonora Art Prize	2015 Leonora Art Prize	\$1,500.00
123	10248	19/05/2015	Telstra	367 1243 388	\$1,423.91
124	10249	19/05/2015	Tower Hotel	Accommodation Peter Crawford	\$377.00
125	10250	19/05/2015	Pacific Brands Workwear	Uniforms Ray Pepper	\$1,016.40
126	10251	19/05/2015	Water Corporation	53 Shenton St	\$36.01
			<b>TOTAL</b>		<b>\$658,060.81</b>

## 12.3 WORKS AND SERVICES BUSINESS

### 12.3.1 APPOINTMENT OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM407
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	2 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.3.1 Ordinary Meeting of Council, 1 August 2013

**ATTACHMENTS:**  
None

**SUMMARY:**

For Council to consider appointing Mr Glenn Casley, the Works Supervisor (WS) as the Deputy Chief Bush Fire Control Officer for the Shire of Menzies

**BACKGROUND:**

A local government may appoint a person as the Deputy Chief Bush Fire Control Officer.

**COMMENT:**

Due to the retirement of our previous Deputy Chief Bush Fire Control Officer, Mr Peter Crawford, it is proposed that Mr Casley assumes the role of Deputy Chief Bush Fire Control Officer.

**CONSULTATION:**

Mr Glenn Casley – Shire of Menzies

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Bush Fires Act 1954

- Section 38 - A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

There are no implications as a result of this recommendation

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

<b>COUNCIL DECISION:</b>
--------------------------

<b>No: 0815</b>
-----------------

**That Council agrees to:**

- 1. Appoint Mr Glenn Casley to the position of Deputy Chief Bush Fire Control Officer for the Shire of Menzies; and**
- 2. Cancel the appointment of Mr Peter Crawford as the Deputy Chief Bush Fire Control Officer for the Shire of Menzies.**

**10:52am**

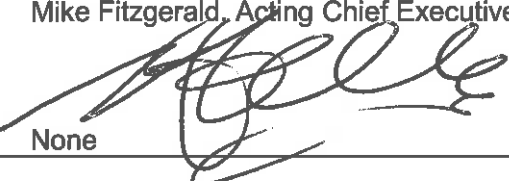
**CARRIED 6/0**

**12.4 COMMUNITY DEVELOPMENT BUSINESS**

**Nil**

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.1 FORMER POLICE STATION, MENZIES

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM353
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	2 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

None

#### SUMMARY:

For Council to consider what action is to be taken in relation to the old Police Station located at 8 Wilson Street Menzies.

#### BACKGROUND:

The former Police Station located at 8 Wilson Street has been valued by The Professionals at \$700,000. The insurance paid by the Shire annually on this valuation is in the vicinity of \$2,000.

#### COMMENT:

The Shire pays the utility bills on this property and also maintains the property under a Management Order.

The building is in need of maintenance and is likely to cost the Shire a considerable amount of money in the near future. As the Shire now has adequate housing there would appear to be no need to retain this property, it would not be able to be used as a residence without major alterations and there is no likelihood of it being used as a Police Station ever again.

It has been noted by the Valuer that the building contains asbestos and although this is quite safe if treated correctly, the building is not in a safe condition to use.

#### CONSULTATION:

None

#### STATUTORY ENVIRONMENT:

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

#### POLICY IMPLICATIONS:

Council has no Policies in relation to this matter

#### FINANCIAL IMPLICATIONS:

Provision for the asbestos removal has been made in the current Budget.

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council receive the above report and consider what future action is to be taken with the property at 8 Wilson Street in Menzies, known as the old Police Station.

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

<b>COUNCIL DECISION:</b>
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<b>No: 0816</b>
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**That Council instruct the Chief Executive Officer to advertise the property at 8 Wilson Street Menzies calling for expressions of interest indicating that the owners will develop to the tenant's specifications.**

**10:04am**

**CARRIED 6/0**

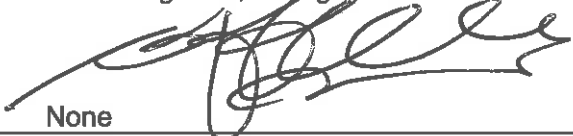
***Reason for the change was to reflect Council's deliberations and instruct the CEO to begin the process of calling for expressions of interest in the property.***

***Mick Wayne and Mike Fitzgerald left the meeting at 11:08am and returned at 11:09am.***



## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.2 MEMBERSHIP – KBCCI & GOLDFIELDS ESPERANCE GP NETWORK

<b>SUBMISSION TO:</b>	Ordinary Council Meeting, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM440
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	3 <sup>rd</sup> June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.5.2 Attachment #1 KBCCI Prospectus and Application Form

#### SUMMARY:

To consider the membership of the Kalgoorlie Boulder Chamber of Commerce and Industry (KBCCI) and the Goldfields Esperance GP Network (GEGPN).

#### BACKGROUND:

The Shire President requested in General Business at the Ordinary Council Meeting held on 21 May 2015 that Officers investigate the costs and benefits associated with membership of the KBCCI and GEGPN.

The cost of membership of the KBCCI is \$330.00 per annum and the GEGPN is \$100.00 per annum, the fee for this financial year would be waived for membership of the GEGPN. The KBCCI membership commences from the month of payment.

#### COMMENT:

Membership of the KBCCI provides numerous value-added benefits including opportunities to meet, develop, promote and recognise your business and people.

The Chamber hosts a range of corporate business events such as business luncheons, retail forums, information breakfasts, sundowners and a variety of other networking events. These events are designed to assist member businesses to continually develop skills and knowledge. The Chamber also regularly manages and promotes events in conjunction with other chamber members. Some of these have included briefings on skilled migration, investment, government legislation, as well as workshops for business planning, franchising and succession.

The KBCCI has a key role to play in regional development and it is critical to ensure we have strong effective relationships with each of the key stakeholders. Many of the KBCCI's partnerships are a reflection of the connections the Chamber must have to be truly effective in contributing to the future of the Goldfields region.

#### CONSULTATION:

Shire President, Cr Greg Dwyer

#### STATUTORY ENVIRONMENT:

**POLICY IMPLICATIONS:**

Promotion of the area

**FINANCIAL IMPLICATIONS:**

2015-16 budget commitment of \$330 including GST

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council make a 2015-16 budget allocation of \$330 including GST for membership of the Kalgoorlie-Boulder chamber of Commerce and Industry and commit to future membership of the Goldfields Esperance GP Network.

**Moved: Cr J Dwyer**

**Seconded: Cr Mazza**

<b>COUNCIL DECISION:</b>
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<b>No: 0817</b>
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**That Council:**

1. **Make a 2015-16 budget allocation of \$330 including GST for membership of the Kalgoorlie-Boulder chamber of Commerce and Industry and;**
2. **Instruct the Chief Executive Officer to arrange appointments with Medical Practitioners in Kalgoorlie to discuss the possibility of an alliance.**

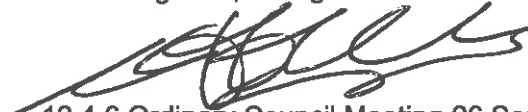
**11:16am**

**CARRIED 6/0**

***Reason for the change was to give Council the opportunity to consider which GP network would provide the best benefit to the community of Menzies.***

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.3 POLICY – 2 YEAR FULL REVIEW

<b>SUBMISSION TO:</b>	Ordinary Council Meeting, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM355
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	3 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	12.4.6 Ordinary Council Meeting 26 September 2013

#### ATTACHMENTS:

12.5.3 Attachment #1 Draft Policy Manual Review

#### SUMMARY:

For Council to consider the review of the Policy Manual.

#### BACKGROUND:

The Policy Manual contains a provision that the CEO is to carry out an administrative review of the Policy Manual each year when the Delegations Register is reviewed, and for Council to fully review the Policy Manual every 2 years.

The current Policy Manual had an administrative review in June 2014 and is now due for a full review by Council.

#### COMMENT:

In reviewing the Policies, the approach was taken that the Policy had to be relevant by controlling a matter for the future, in either its operation or prevention. The Policy also had to be current, achievable and useful.

Unlike delegations, policy is not governed or defined by legislation. The Introduction carefully defines the difference between a delegation and a policy, as well as closely defining several other terms:

**“Authority”** means the permission or requirement for a Committee or an Officer to act in accordance with:

- The Local Government Act or other legislation or regulation;
- A delegation made by Council;
- A policy made by Council; or
- A specific decision by Council.

**“Delegation”** means the authority for a Committee or the CEO to act on behalf of Council, where the power is either specifically or by implication, intended to be exercised by the elected members, rather than an organisational responsibility.

**“Policy”** as the context requires, means either:

- A procedural direction to officers to implement Council’s wishes or instructions in a particular way; or
- The authority for officers to act, where that authority is not considered to be a delegation, but more procedural in nature.

***“Instruction” means the requirement for a staff member to act in accordance with a direction given by a senior officer of the Shire.***

***“Council” means the elected members of the local government, as a body.***

***“Shire” means, as the context requires:***

- *The corporate entity of the local government, or*
- *The physical area of the local government.*

The Department of Local Government & Communities guidelines on Delegations refer to “acting through”. Effectively, Policy is the instructions of Council acting through staff – how they are to implement specific authorities and actions.

Accordingly, the Policy Manual is a critical document, and is essential that it be current and clear. Together with the Delegations Register, they are the day-to-day instruction manuals primarily to the CEO, but also to other staff exercising delegated authority, and to staff carrying out normal operational tasks to complete their functions in a particular way. These are Council’s instructions and non-compliance with them is non-compliance with a Council instruction.

Unless required by the Local Government Act in relation to a specific matter, policies can be made, amended or revoked at any time, by simple majority of Council and do not need to be advertised. As noted above, however, care does need to be taken. In this respect they are quite different to Planning Policy, which has a legislative framework, and must be advertised.

Please note that the Statement is the actual Policy adopted by Council, and other information is guidance, background and explanation of the Policy Statement.

#### **SUMMARY:**

Policies which have had changes made are:

##### **5.9 Leave Accruals – Annual and Long Service**

Revoked

Leave accruals, annual and long service leave are governed by the Local Government Officers (Western Australia) Interim Award 2011 and the Municipal Employees (Western Australia) Interim Award 2011.

##### **5.12 Local Government Industry Award**

Revoked

The Shire of Menzies staff entitlements are governed by the Local Government Officers (Western Australia) Interim Award 2011 and the Municipal Employees (Western Australia) Interim Award 2011.

##### **5.11 Employees – Menzies Allowance and Service Pay**

In accordance with Clause 4 of the Policy the amounts payable for the Menzies Allowance and Service Pay have been increased by the Local Government Cost Index as calculated by WALGA at 30 June.

Several other policies have been updated with changes to State Department authority names (eg) FESA is now DFES, DLG is now DLGC.

#### **CONSULTATION:**

Shire Management Staff

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no specific Policy in relation to this matter, however, reference is made to the practice of an administrative review each year and a full review by Council every second year.

**FINANCIAL IMPLICATIONS:**

Various policies provide financial benefit to elected members and to employees.

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council Resolves that the reviewed Policy Manual of June 2015 be adopted in its entirety, and all previous policies be revoked.

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

<b>COUNCIL DECISION:</b>
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<b>No: 0818</b>
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**That Council:**

1. Resolves that the reviewed Policy Manual of June 2015 be adopted in its entirety, and all previous policies be revoked; and
2. Instructs the Chief Executive Officer to conduct a further review of Policy 6.4 Fitness for Work and associated Schedules and provide a report to the next Ordinary Council Meeting.

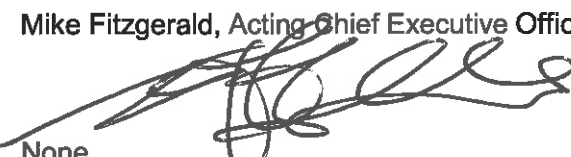
11:19am

**CARRIED 6/0**

***Reason for the change was to allow Council to consider a specific review of Policy 6.4 Fitness for Work.***

## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.4 DEFENCE RESERVES – SUPPORTIVE EMPLOYER PROGRAM

<b>SUBMISSION TO:</b>	Ordinary Council Meeting, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM057
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	5 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.5.4 Attachment #1 Correspondence received from WALGA dated 13 May 2015

#### SUMMARY:

To consider support for employees participating as Defence Reservists

#### BACKGROUND:

The Shire has received a request from Ricky Burges, Chief Executive Officer, WALGA to consider supporting and encouraging employee participation in the Defence Reserves.

#### COMMENT:

Defence Reserves Support Council is contacting employers across Australia, asking them to publicly pledge their support for Reservists by supporting the overarching principle that Reservists should have the backing of their civilian employers.

#### CONSULTATION:

WALGA

#### STATUTORY ENVIRONMENT:

N/A

#### POLICY IMPLICATIONS:

Policy 5.5 relates to Emergency Services volunteers and could include a clause recognising Defence Reservists

#### FINANCIAL IMPLICATIONS:

2015-16 budget includes normal hours wages that would apply

#### STRATEGIC IMPLICATIONS:

#### VOTING REQUIREMENTS:

Simple Majority Decision required

Moved: Cr Mazza

Seconded: Cr J Dwyer

COUNCIL DECISION:

No: 0819

**That Council:**

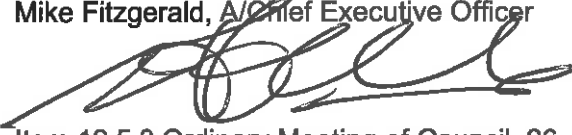
- 1. Recognise the personal sacrifice and commitment that service as a Reservists involves and pledge to provide top up pay to employees to cover any difference between their military pay and their civilian pay; and**
- 2. Authorise the amendment of Policy 5.5 Emergency Services – Call Outs Affecting Work Hours to include top up pay for employees involved in Defence Reservists activities.**

**11:31am**

**CARRIED 6/0**

## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.5 REVIEW OF DELEGATION REGISTER

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM046
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	25 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/C Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.3 Ordinary Meeting of Council, 26 June 2014

#### ATTACHMENTS:

12.5.5 Attachment #1 Delegation Register

#### SUMMARY:

For Council to consider approving and adopting the Delegation Register

#### BACKGROUND:

In exercising their responsibilities under the Local Government Act 1995, a local government has many tasks that have legislative actions and compliance requirements. A number of these responsibilities can be delegated to other bodies within the Act.

In accordance with Sections 5.18 and 5.46(1) of the Local Government Act 1995, these delegations must be reviewed once per year.

#### COMMENT:

A Council can delegate certain powers of authority to committees and other bodies but most significantly, to the Chief Executive Officer to enable the CEO to carry out the day to day operations of the local government. Many delegations are often then sub delegated from the CEO to other authorised staff members.

A register of those delegations must be kept and reviewed at least once annually by the local government (See 12.5.5 Attachment #1)

#### CONSULTATION:

Senior Shire Management Staff

#### STATUTORY ENVIRONMENT:

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.
- Section 5.18 – Requires the local government to keep a register of delegations made to committees and to review that register at least once annually
- Section 5.46 – The CEO is to keep a register of delegations made to the CEO and other authorised staff and to review that register at least once annually.



**POLICY IMPLICATIONS:**

Council has no policies in relation to this matter as this responsibility is a legislative requirement.

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

Will support the senior management of the Shire in operating efficiently.

**VOTING REQUIREMENTS:**

Absolute Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr Lee**

<b>COUNCIL DECISION:</b>
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<b>No: 0820</b>
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**That Council resolves to adopt the list of Delegations as detailed below:**

- 1. DELEGATIONS FROM COUNCIL TO COMMITTEES**
  - 1.1 Local Government Act Committees**
  - 1.2 Local Emergency Management Committee**
- 2. DELEGATIONS FROM COUNCIL TO CHIEF EXECUTIVE OFFICER**
  - 2.1 Use of Common Seal**
  - 2.2 Acquisition of Assets and Goods/Services – Tenders for Supply**
  - 2.3 Disposal of Assets**
  - 2.4 Creditors – Payment of accounts**
  - 2.5 Investment of surplus funds**  
*Delegation Schedule 2.5 – Investments*
  - 2.6 Debtors - Write-off of minor amounts**
  - 2.7 Fire fighting – Emergency plant hire**
  - 2.8 Mining tenements, exploration licences etc**
- 3. DELEGATIONS FROM COUNCIL TO OTHER OFFICERS**
  - 3.1 Alteration to Restricted and Prohibited Burning Periods**
  - 3.2 Control of Environmental Health Matters**  
*Delegation Schedule 3.2 – Septic Tank Licences*
  - 3.3 Control of Food Matters**
  - 3.4 Control of Building Matters**
  - 3.5 Control of Planning Matters**
- 4. DELEGATIONS FROM CEO TO OTHER OFFICERS**
  - 4.1 Employment and Management of Staff**
- 5. OTHER STATUTORY MATTERS NOT BEING DELEGATIONS**
  - 5.1 Media Releases**

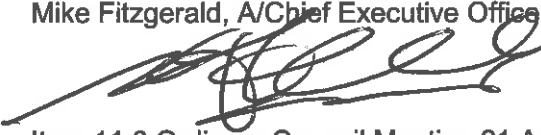
**11:32am**

**CARRIED BY ABSOLUTE MAJORITY 6/0**

***Cr Greg Dwyer left the meeting at 11:32am and requested the Acting Chief Executive Officer to Chair the meeting in his absence.***

## 12. MANAGEMENT & POLICY BUSINESS

### 12.5.6 AUTHORISED PERSON – DOG & CAT CONTROL

<b>SUBMISSION TO:</b>	Ordinary Council Meeting, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM104
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	17 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 11.6 Ordinary Council Meeting 21 April 2006

#### ATTACHMENTS:

12.5.6 Attachment #1 Letter from Menzies Aboriginal Corporation

12.5.6 Attachment #2 Letter to Menzies Aboriginal Corporation

#### SUMMARY:

This item is to request Council to delegate authority to the CEO pursuant to the *Dog Act 1976* and the *Cat Act 2011* so as to allow the CEO to appoint an authorised officer pursuant to these two acts to exercise duties related to the control of stray dogs and cats in the Shire of Menzies.

#### BACKGROUND:

Council will be aware that the control and destruction of stray and unhealthy dogs has until recently been undertaken on a voluntary basis by one of Menzies's elder statesmen assisted by his son, with the prior consent of the dog owners in the Shire. The destruction of stray and/or unhealthy dogs has been negotiated, on a case by case basis, when excessive dog numbers have been noticed in the town or the existence of seriously unhealthy or starving dogs have been seen wandering at large.

#### COMMENT:

In consultation with Mr Ian Tucker, in his capacity as a concerned citizen in these matters, it has been suggested that a community member could be considered as a suitable person for the role of dog control officer in Menzies. This person would need to be formally authorised under the two relevant Acts and be employed by the Shire in this capacity. Casual employment would probably be the most appropriate type of employment relationship for this officer.

Having somebody employed locally would provide flexibility to the Shire and ensure that there is an authorised officer available to deal with problems as and when they arise rather than engaging an external contractor who would only be available in Menzies at regular intervals, which may not concur with dog problems in the town.

Council, through the CEO would need to be properly authorised a stray animal control officer by delegation pursuant to the *Dog Act 1976* and the *Cat Act 2011*.

#### CONSULTATION:

Mr Ian Tucker and the Shire President.

**STATUTORY ENVIRONMENT:**  
*Dog Act 1976*

Part II

s9 Administrative responsibility

It shall be the duty of a local government within its district to administer and enforce the provisions of this Act, and where in the opinion of the Governor the powers conferred by this Act on a local government should be extended to an area outside the district the Governor may by Order declare that for the purposes of this Act the area is to be regarded as being within the district and the provisions of this Act shall then apply as if in fact the area were within the district.

*Dog Act 1975*

Part II

**s10AA. Delegation of local government powers and duties**

- (1) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act.
- (2) The delegation must be in writing.
- (3) The delegation may expressly authorise the delegate to further delegate the power or duty.
- (4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown.
- (5) Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.

*Cat Act 2011*

Part 3 – Management of Cats

s27 Cats may be seized

An authorised person may —

- (a) in any public place, seize any cat that the authorised person believes, or suspects, on reasonable grounds is the subject of an offence against this Act; or
- (b) in any premises lawfully entered by the authorised person, seize any cat —
  - (i) at the request, or with the consent, of the person who is, or appears to be, the owner or occupier of the premises; or
  - (ii) under a warrant issued under Part 4 Division 3 Subdivision 3.

s44 Delegation by Local Government

- (1) The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of this Act.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The Annual Budget provides this service

**STRATEGIC IMPLICATIONS:**

Shire of Menzies – Strategic Community Plan

Key Priority – Community

Outcomes – 2.1 Health and 2.2 – Essential Services and 2.5 Community needs and services are met

**VOTING REQUIREMENTS:**

Absolute Majority Decision required

Moved: Cr Mazza

Seconded: Cr J Dwyer

<b>COUNCIL DECISION:</b>
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<b>No: 0821</b>
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**That Council:**

1. Pursuant to section 9 of the *Dog Act 1976* and section 44 of the *Cat Act 2011*, delegates to the Chief Executive Officer any power or duty of the local government under the *Dog Act 1976* or the *Cat Act 2011*; and
2. Expressly authorises the Chief Executive Officer to further delegate the powers and duties referred to in 1 above to another officer of the Shire.

11:34am

**CARRIED BY ABSOLUTE MAJORITY 5/0**

*Cr Greg Dwyer returned to the meeting at 11:39am and resumed as Chairman*

*Mike Fitzgerald left the meeting at 11:40am and returned at 11:42am*

*Michelle Pass, Principal Menzies Community School, Brendan Livingstone and Isaac Ruando from the Leonora Police joined the meeting as guests of the Chairman at 11:44am*

*Cr Lee left the meeting at 11:43am and returned at 11:45am*

*Cr Twigg left the meeting at 11:58am*

*The meeting was adjourned for lunch at 11:58am*

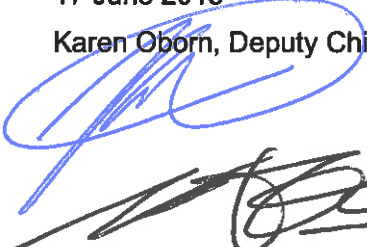

*The meeting resumed at 1:00pm*

*Leanne Downie left the meeting at 1:02pm and returned at 1:06pm*

*Cr Twigg joined the meeting at 1:09pm*

## 12. MANAGEMENT & POLICY BUSINESS

### 12.5.7 LADY SHENTON/COMMUNITY RESOURCE CENTRE – PROPOSAL FOR SERVICES

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM030
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	17 June 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 15.1 Ordinary Meeting of Council, 26 March 2015

#### ATTACHMENTS:

12.5.7 Attachment #1 – Review of Services – Lady Shenton/Community Resource Centre  
12.5.7 Attachment #2 – Potential lease agreement details

#### SUMMARY:

For Council to consider the future of the Lady Shenton/Community Resource Centre

#### BACKGROUND:

The Community Resource Centre (CRC) has been a controversial issue for Council for a number of years. A previous acting CEO recommended to Council in September 2011 that the CRC be handed back to the community to manage. It is uncertain just how much credence this recommendation holds as the Minutes do not record a mover or seconder to the motion but record that it was passed 4/0.

Because no action had been taken in this matter, a subsequent Agenda Item to Council by the CEO in December 2012 saw Council resolve to continue to operate the CRC with the Menzies Development Association Inc providing some advisory support.

Following on from the 2014/2015 service reviews undertaken by management to ensure that we are delivering the best possible service to the rate payers, a review of the CRC's operations was completed and is appended as 12.5.7 Attachment #1. This was presented to at the Ordinary Meeting of Council, 26 March 2015, with the recommendation that *"Council receive the report on the Review of Services for the Lady Shenton and Community Resource Centre"*.

#### COMMENT:

The vision of the previous CEO in 2012 was that this CRC was to be a model for other regions to admire. Unfortunately, the CRC has yet to function in the manner in which it is supposed to due to two factors, one being the small population of the region and secondly, the fact that the local community does not support the CRC as it was being managed.

A Manager Community Development (MCD) was engaged in October 2012 to oversee the CRC operations with the assistance from the CRC Coordinator. Despite many and varied

programs offered, there has been absolutely no patronage from the local community towards the CRC. As a result of this lack of support, a decision was made late last year that the position of MCD should be phased out in the new 2015/16 Budget.

The previous item before Council noted that in relation to any functions conducted by the CRC, only Shire employees attend in conjunction with a few tourists. It is further noted by the author however, that many stakeholders have expressed the view that, the only time community member attend is if there is free catering available to participants.

Whilst this this is viewed as a negative in the Shire of Menzies, having undertaken an informal survey of other local government officers involved in the community development sector on the 28 May 2015, most expressed the view that this was completely acceptable. The notion behind this concept is that it is viewed firstly, as a way of providing a 'common' denominator to bring all sectors of the community together. Secondly, sharing food' is a celebration of community, and thirdly when seeking community input, offering food' is viewed as a fair exchange of a gift, in return for the gift of ideas or community input.

The CRC also acts as the Community Postal Agency, freight terminal, library, visitor centre, caravan park agency during opening hours, etc.

As noted in the item presented to Council on the 26 March 2015, the advancement of technology has now allowed most people to access the internet from most anywhere. Communicating with each other by telephone, face book or twitter certainly appears to be the latest fashion, especially for the younger generation. The services offered by the CRC are not in demand to the same extent that they were five years ago and those that are, are rapidly diminishing further as time goes by. It has to be accepted that CRCs around the state are all experiencing the same challenges, especially when most of those CRCs are in more heavily populated towns.

Council should note however, that in discussions between the author and the Department of Premier and Cabinet, the department have advised that community members participating in the "Job Seeker" program, are required to complete 3 to 4 hours a week computer training and they expressed the view, that the CRC was the most suitable venue for this to occur.

However without ongoing local community support, the CRC cannot function.

Management has considered the options available to Council to resolve this matter from all directions.

#### OPTIONS:

The future of the Lady Shenton/CRC can be determined in a number of avenues but there is realistically only one that has any future purpose:

- Hand the CRC over to the community to manage
- Continue to operate the CRC with drastically reduced services
- Seek expressions of interest for a contractor to be appointed to take over the lease/management of the Lady Shenton/CRC operations

#### Option #1

The figures relevant to the CRC cannot support the continued operation of the facility in its current format. The Dept of Regional Development has to ensure that they are getting value for money in the program. As Council was advised previously, the CRC does not meet the minimum service levels set by the Dept. of Regional Development, due to lack of participants in the offered programs and services.

However, an extension of life to the CRC may be achieved if the CRC is wholly run by a community group. This would be very challenging for the community as the only local community group in Menzies is non-functional.

### Option #2

The ability to continue to operate the CRC with drastically reduced services, as previously advised, is dependent on the Department of Regional Development agreeing to continue to support the CRC with a reduced array of services. A satisfactory outcome to this option is extremely doubtful. It is unknown at this point, if there is any scope to review and modify the requirements in light of the advice for the Department of Premier and Cabinet regarding the job seeker programs ongoing requirements.

### Option #3

As previously advised, the option to seek expressions of interest for a contractor to be granted a lease of the Lady Shenton/CRC with the opportunity to conduct a private business from the premises as well, does give some benefits to the Shire as well as the business person, their business could attract local people into the building. This action could also then entice the community to take advantage of the CRC's facilities. It could be argued that this option would prolong the life and usefulness of the CRC.

The Department of Regional Development do not favour a contractor operating the CRC in their own right. However, if that contractor was also operating the CRC as an part time contracted employee of Shire, subject to receipt of grant funding for the CRC, with the role to provide CRC and library services, it should prove acceptable and the Department of Regional Development is likely to be receptive to supporting the continued operation of the CRC.

As Council was advised previously, the Department of Regional Development have not flagged the closing of the CRC, but the CRC annual reports that were submitted to the Department of Regional Development, show the lack of community support for this facility in its current form.

The details in 12.5.7 Attachment #2 make the leasing of the Lady Shenton/CRC with the Caravan Park, quite attractive to prospective contractors in that they could operate their own business while also delivering essential services such as the visitors centre, library, Post Office, freight services, etc.

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The previous resolution of Council to lease out the caravan park separately cannot be actioned as establishment of the boundaries revealed that the Lady Shenton's southern boundary runs down the middle of one of the internal roads in the caravan park and the western boundary is up against the front wall of the country kitchen. The caravan park is vested in the Council with a Management Order that allows the Shire to sublet the land. The Lady Shenton is owned outright by the Shire and can be leased out as Council sees fit.

Should Council decide to go with Option #3, it would be envisaged that specifications be prepared and tenders called to enable the new contractor to take over the management as of 1 August 2015.

### **CONSULTATION:**

Messrs Garry Ventris and Rob Leicester - DRD  
Shire of Menzies Management staff  
Various other local governments

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

Substantial savings could be achieved dependent on which option Council adopts

**STRATEGIC IMPLICATIONS:**

Strategic Community Plan 2013 -2023:

Key Community Priority #6.2:

Items 2.4 Connected Community and 2.5 Community Needs and Services are being met.

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0822**

**That:**

1. Council seek expressions of interest for a contractor to be granted a lease of the Lady Shenton/CRC and caravan park;
2. The lessee be provided opportunity to conduct a private business from the premises; and
3. The lessee be required to operate the Freight Service, the Post Office, the CRC and Library as a part time contracted employee of the Shire, and the part time employment contract be subject to receipt of grant funding for the CRC.


**1:40pm**

**CARRIED 6/0**



## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.8 COUNCILLOR'S INFORMATION BULLETINS 05/15

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 25 June 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM029
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	5 June 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.5 Ordinary Council Meeting 21 May 2015

**ATTACHMENTS:**  
None

**SUMMARY:**  
For Council to receive the Information Bulletin.

**BACKGROUND:**  
The Information Bulletin 05/15 containing general and confidential information was previously circulated to Councillors.

**COMMENT:**  
The intent of the Information Bulletin is to keep Council updated with the latest information relevant to the role of elected members.

Due to some confidential documents contained therein, the Information Bulletin is not for the general public's viewing and should be kept secure at all times.

**CONSULTATION:** Nil

**STATUTORY ENVIRONMENT:**  
Local Government Act 1995  
Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and  
Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**  
Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:**  
The Information Bulletin is designed to keep Councillors updated with information relevant to their roles as elected members.

**VOTING REQUIREMENTS:**  
Simple Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

<b>COUNCIL DECISION:</b>
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<b>No: 0823</b>
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**That Council acknowledges receipt of Information Bulletin 05/15 for the period ended 31 May 2015.**

**1:46pm**


**CARRIED 6/0**

13. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN  
Nil
14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING  
Nil
15. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS  
Nil
16. NEXT MEETING

The next Ordinary Meeting of Council will be held on Thursday 30<sup>th</sup> July 2015 at the Shire of Menzies commencing at 10:00am.

17. CLOSURE OF MEETING

There being no further business the President closed the meeting at 1:50pm.

 hereby certify that the Minutes of the Ordinary Meeting of Council held 25 June 2015 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held on 30 July 2015.

Signed  Dated:  2015