



SHIRE OF MENZIES

MINUTES

**OF THE AUDIT COMMITTEE MEETING
OF COUNCIL HELD**

Monday 6 August 2018

Commencing at 9.41am

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1 DECLARATION OF OPENING

The Shire President declared the meeting open at 9.41 am.

2 ANNOUNCEMENT OF VISITORS

Cr Keith Mader was present.

Cr Debbie Hansen entered the meeting at 9.54am.

3 RECORD OF ATTENDANCE

Present

Councillors:	Cr G Dwyer	Shire President
	Cr I Baird	Deputy Shire President
	Cr J Dwyer	
	Cr K Mader	
	Cr D Hansen	<i>entered the meeting at 9.54am</i>

Staff	Mrs R Evans	Chief Executive Officer
	Mrs J Taylor	Manager Finance and Administration
	Mrs D Whitehead	Executive Assistant

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

There were no announcement by Presiding Member without discussion.

6. REPORTS OF OFFICERS

6.1 Status of Budget and Accounts

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	FIN.860.1/NAM146
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	24 July 2018
AUTHOR:	Jeanette Taylor, Manager Finance and Administration
ATTACHMENT:	6.1-1 Differential Rates Objects and Reasons 2018/2019 6.1-2 Rates Modelling Ordinary Council Meeting - 31 May 2018

COMMITTEE RECOMMENDATION:

MOVED: Cr Jill Dwyer

SECONDED: Cr Ian Baird

That the Audit Committee receive the report from the Manager Finance and Administration.

Carried 3/0

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COMMITTEE:

That the Audit Committee receive the report from the Manager Finance and Administration.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

The Differential Rating strategy for 2018/2019 was tabled at the Ordinary Council Meeting of 31 May 2018. The schedule of Fees and Charges was also adopted. A report showing the carried forward capital items is included in this agenda.

It is proposed that the Budget for the year ending 30 June 2019 will be presented for adoption to the ordinary meeting of Council on 6 August 2018.

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

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

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

STATUTORY AUTHORITY:

Local Government Act 1995 Section 6.36

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Financial Management standards in relation to delivery of Council services.

RISK ASSESSMENTS:

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

OP32 Lack of working capital to meet Councils financial commitments.

OP49 Inability to fund the maintenance, replacement and renewal of infrastructure assets.

BACKGROUND:

Each year prior to adopting the Annual Budget Councils who decide to use differential rates must, in compliance with the *Local Government Act 1995 (the Act) Section 6.36* advertise the proposed rate in the dollar (RID) and minimum rates for those categories to be rated using the differential option.

At the briefing session held 19 April 2018, Council considered the needs for the forthcoming financial year, and indicated that a rate increase of no more than 1.8% would be required to enable the program for the year ending 30 June 2019. Council adopted this proposed rate increase of 1.8% for 2018/2019 at the Ordinary Council Meeting 26 May 2018.

COMMENT:

Using the rates adopted at the Ordinary Council Meeting 26 May 2018, \$3,163,515.17 rates revenue is calculated to be raised for the year ended 30 June 2019. Rates levied for the year ended 30 June 2018 was \$3,035,767. The increase of \$127,748 will be used in the operating area to cover the increased costs of motor vehicle licensing and associated stamp duty and increase in utilities and charges for services.

Fees and Charges, for the most part have remained the same as those set for the 2017/2018 Year with the exception of a new charge for Commercial Premises Tip Fee of \$904.20 (inc

GST). Service levels are proposed to remain similar to those for the 2017/18 with the added responsibility of administrating the Cashless Card, and new services to the Youth Centre..

Part of the Capital works program for the 2017/2018 year has been carried over into the 2018/2019 year. Funds earmarked for projects that were not anticipated to be undertaken in the 2018/2019 year have been transferred to Reserve to ensure adequate funds are available when required.

High priority must be given to the review of the Community Strategic Plan. Once complete, Council will be in a better position to prioritise the works and programs to be undertaken.

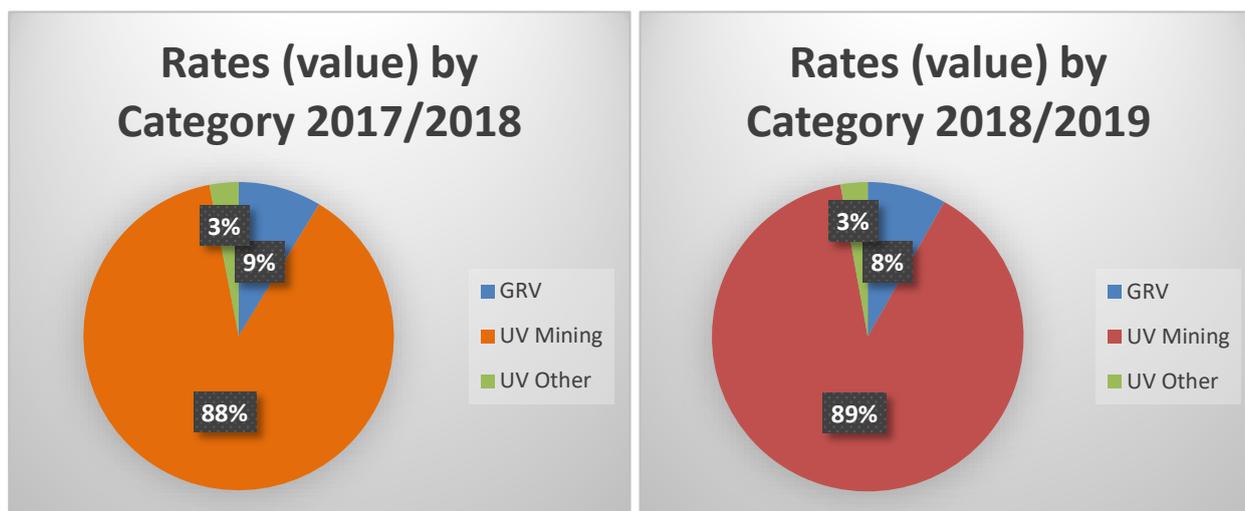


Objects and Reasons for Rating in the Shire of Menzies 2018/2019

The objective of Council's rates is to provide for the net funding requirements of Council's Operational and Capital Budget in order to achieve a balanced budget.

In arriving at the proposed rate in the dollar and minimum payments, Council has taken into consideration many factors and attempted to balance the need for revenue to fund essential services, facilities and infrastructure to the entire community. Given the funding variability from grants and other income sources, the shire looks to mining to be able to ensure funds are available.

The balance and contribution by each of the categories of ratepayers for the 2018/2019 Budget is materially the same as in 2017/2018. Once again, the Minimum for GRV Other has remained at \$200 to encourage owners of vacant lots in town to retain ownership and not surrender the blocks to the shire. The variance in all sectors reflects the changes to the rate in the dollar and the property valuation as set by the Valuer General.



Rates Increase for 2018/2019.

For 2018/2019 Council has agreed to increase the overall rate yield by at least 1.8% (0.3% on top of forecast CPI growth of 1.5%) with the exception of Minimum Rates for GRV Vacant which will remain at \$200

Basis of Rating

Property rates are calculated using the Gross Rental Value (GRV) and Unimproved Value (UV) provided for individual properties by the Valuer General's Office. A property's GRV represents the amount of the gross rental income the land might obtain if it is let on a tenancy from year to year. A property's UV represents the amount the land may reasonably be expected to obtain if it was sold and assuming no improvements to the land.

Updated Valuations

Updated unimproved values for rural properties are provided every year and updated gross rental values for residential, commercial and special rural properties are provided every five years.

Council's approach for 2018/2019 is to apply up to 1.8% increase to the rate in the dollar for the following categories, except for Minimum Rates for GRV Vacant which will remain at \$200.

GRV Vacant Land	from 8.34 c to 8.49c	minimum from \$200 to \$200
GRV improved Land	from 8.32c to 8.47c	minimum from \$306 to \$317
UV Mining Lease	from 15.97c to 16.26c	minimum from \$306 to \$317
UV Prospecting Lease	from 14.51c to 14.51c	minimum from \$240 to \$248
UV Exploration Lease	from 14.73c to 14.73c	minimum from \$270 to \$280
UV Other (includes Pastoral and Kookynie Townsite)	from 8.00c to 8.14c	minimum from \$306 to \$317

Objects and Reasons for Differential Rates.

GROSS RENTAL VALUE (GRV).

GRV covers properties within the townsite of Menzies and one mining camp. The average townsite non-vacant property rate is \$550 (excludes mining camp). Of the 39 properties in Menzies townsite, only five attract rates in excess of \$500 -three are commercial premises and two are multi residential.

The majority of the properties rated GRV are vacant lots. The minimum of \$200 has been set for these vacant lots. This represents a contribution to the community of \$3.85 per week, which although below expectation is considered to be fair to encourage owners of vacant blocks in town to retain ownership and not hand the blocks back into the Shire.

The reason for differentially rating this category is to meet the criteria of the Local Government Act 1995, which does not allow for a minimum rate exceeding \$200 per lot where the number of lots which attract the minimum rate is greater than 50% of the properties in the category (being GRV).

The Council resolves to apply a minimum of \$200 per property to the 201 properties rated as GRV Vacant to recognize the difficulty of developing land in Menzies. A more onerous rating position may result in properties being surrendered to the shire.

UNIMPROVED VALUATIONS (UV)

Mining, Exploration and Prospecting Leases are rated differentially to reflect the nature of the lease. Prospecting leases attract a lower minimum and rate in the dollar (RID) to acknowledge that these leases are not, for the most part, income producing.

As per previous years, the differential rate for UV Pastoral and Other has been set taking into account issues of rating equity including capacity to pay. The Pastoral and Other sector are increasingly taking the opportunities afforded to them to diversify, and it is believed that the capacity to pay for this sector has improved.

Objects and Reasons for Minimum Rates

The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount. A minimum rate for UV Mining Exploration and UV Mining Prospecting categories has been set lower than other rating categories to reflect the Shire's goal to encourage mining in the district.

Shire of Menzies
Rate Modelling May 2018

1 Same Rate in \$ as 17/18 year

Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00	30	\$ 9,200.00	\$ 2,724.00				\$ -		0.00	\$ -		
2 01	205	\$ -	\$ 62,172.00	\$ 200.00		8.3400	\$ 5,185.70	201	0.00	\$ 41,947.73	708.91	0.19
3 02	40	\$ -	\$ 2,505,965.00	\$ 311.00		8.3200	\$ 208,496.33	11	0.00	\$ 210,643.28	1.02	0.29
4 09	273	\$ 12,608,592.00	\$ -	\$ 311.00	15.9700		\$ 2,013,592.24	61	0.00	\$ 2,024,747.45	0.55	3.27
5 10	27	\$ 750,995.00	\$ -	\$ 311.00	8.0000		\$ 60,079.60	8	0.00	\$ 61,220.16	1.89	0.00
6 12	64	\$ 308,000.00	\$ -	\$ 311.00	8.0000		\$ 24,640.00	3	0.00	\$ 25,037.00	1.61	0.00
7 13	448	\$ 4,342,763.00	\$ -	\$ 275.00	14.7300		\$ 639,689.33	181	0.00	\$ 663,929.58	3.78	8.40
8 14	315	\$ 526,005.00	\$ -	\$ 244.00	14.5100		\$ 76,323.35	144	0.00	\$ 92,368.20	21.02	6.23
9 99							\$ -		0.00	\$ -		
	<u>1,402</u>	<u>\$ 18,545,555.00</u>	<u>\$ 2,570,861.00</u>				<u>\$ 3,028,006.55</u>	<u>609</u>		<u>\$ 3,119,893.40</u>		

2 Rate increase of 1.8% (except GRV - Vacant Minimum same as 17/18)

Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00	30	\$ 9,200.00	\$ 2,724.00				\$ -		0.00	\$ -		
2 01	205	\$ -	\$ 62,172.00	200.00		8.4900	\$ 5,277.99	201	0.00	\$ 41,979.17	695.36	0.27
3 02	40	\$ -	\$ 2,505,965.00	317.00		8.4700	\$ 212,255.26	11	0.00	\$ 214,445.24	1.03	2.10
4 09	273	\$ 12,608,592.00	\$ -	317.00	16.2600		\$ 2,050,157.06	61	0.00	\$ 2,061,536.36	0.55	5.14
5 10	27	\$ 750,995.00	\$ -	317.00	8.1400		\$ 61,131.00	8	0.00	\$ 62,295.97	1.90	1.75
6 12	64	\$ 308,000.00	\$ -	317.00	8.1400		\$ 25,071.20	3	0.00	\$ 25,476.82	1.61	1.75
7 13	448	\$ 4,342,763.00	\$ -	280.00	14.7300		\$ 639,689.33	181	0.00	\$ 664,834.58	3.93	8.55
8 14	315	\$ 526,005.00	\$ -	248.00	14.5100		\$ 76,323.35	145	0.00	\$ 92,946.98	21.78	6.90
9 99							\$ -		0.00	\$ -		
	<u>1,402</u>	<u>\$ 18,545,555.00</u>	<u>\$ 2,570,861.00</u>				<u>\$ 3,069,905.19</u>	<u>610</u>		<u>\$ 3,163,515.12</u>		

3 Combine (GRV and GRV vacant), (UV Mining, Exploration and Prospecting), (UV Pastoral and UV Other)

Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00	30	\$ 9,200.00	\$ 2,724.00				\$ -		0	\$ -		
2 01	245	\$ -	\$ 2,568,137.00	200		8.46	\$ 217,265.01	209	0	\$ 255,109.10	17.41	1.27
3 09	1036	\$ 17,477,360.00	\$ -	317	15.5		\$ 2,708,992.62	436	0	\$ 2,777,616.23	2.53	4.42
4 10	91	\$ 1,058,995.00	\$ -	317	8.15		\$ 86,308.10	11	0	\$ 87,876.34	1.81	1.87
5 99							\$ -		0	\$ -		
	<u>1,402</u>	<u>\$ 18,545,555.00</u>	<u>\$ 2,570,861.00</u>				<u>\$ 3,012,565.73</u>	<u>656</u>		<u>\$ 3,120,601.67</u>		

6.2 Corporate Plan 2018/2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	COR.882.1/NAM159
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	20 July 2018
AUTHOR:	Rhonda Evans, Chief Executive Officer
ATTACHMENT:	6.2-1 Corporate Plan for the year ending 30 June 2019

COMMITTEE RECOMMENDATION:

MOVED: Cr Ian Baird

SECONDED: Cr Jill Dwyer

That Council Adopt the Corporate Business Plan for the year ending 30 June 2019.

Carried by Absolute Majority 3/0

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COMMITTEE:

That Council Adopt the Corporate Business Plan for the year ending 30 June 2019

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

The *Local Government (Administration) Regulations 1996 19C(3)* requires that a Corporate Business Plan be presented each year.

RELEVANT TO STRATEGIC PLAN:

14.2 Strong sense of community maintained

- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

14.3 Active civic leadership achieved

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

STATUTORY AUTHORITY:

Local Government Act 1995 S5.56

Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

No Risk Assessment has been undertaken relating to this item.

BACKGROUND:

The Local Government Act requires Council to plan for the future and has mandated that a corporate business plan must be prepared and adopted by Council by an absolute majority.

COMMENT

The Corporate Business Plan is the action sheet for the Strategic Community Plan. It is the source document for the Annual Budget, and, while Council may choose to set a budget that diverges from the Plan, is used by Officers to assist in the preparation of the Budget.

The Corporate Plan is developed by drawing from the informing strategies of the Asset Management Plan, the Workforce Plan, the Long Term Financial Plan and the Strategic Community Plan. In the future, the Youth Strategy, and Disability Access Plan will be incorporated into the process.

The Chief Executive Officer will report to the Audit Committee and Council at regular intervals against the Corporate Plan.



SHIRE OF MENZIES

CORPORATE BUSINESS PLAN

**Financial Years 2018-2021
July 2018**

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1 Vision and Priorities

1.1 Vision

The Strategic Community Plan 2013 (reviewed 2017), sets out the Shire's community's vision, values and aspirations for the future. The Corporate Business Plan aims to progress the Council's strategic direction and vision while keeping with the communities' aspiration and values.

Our Aim:

Is for the Shire of Menzies to be a prosperous, sustainable, and dedicated community in which all residents are able to participate in decision making and benefit from the Shire's many opportunities and resources.

1.2 Priorities

Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

Strong sense of community maintained

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

Active civic leadership achieved

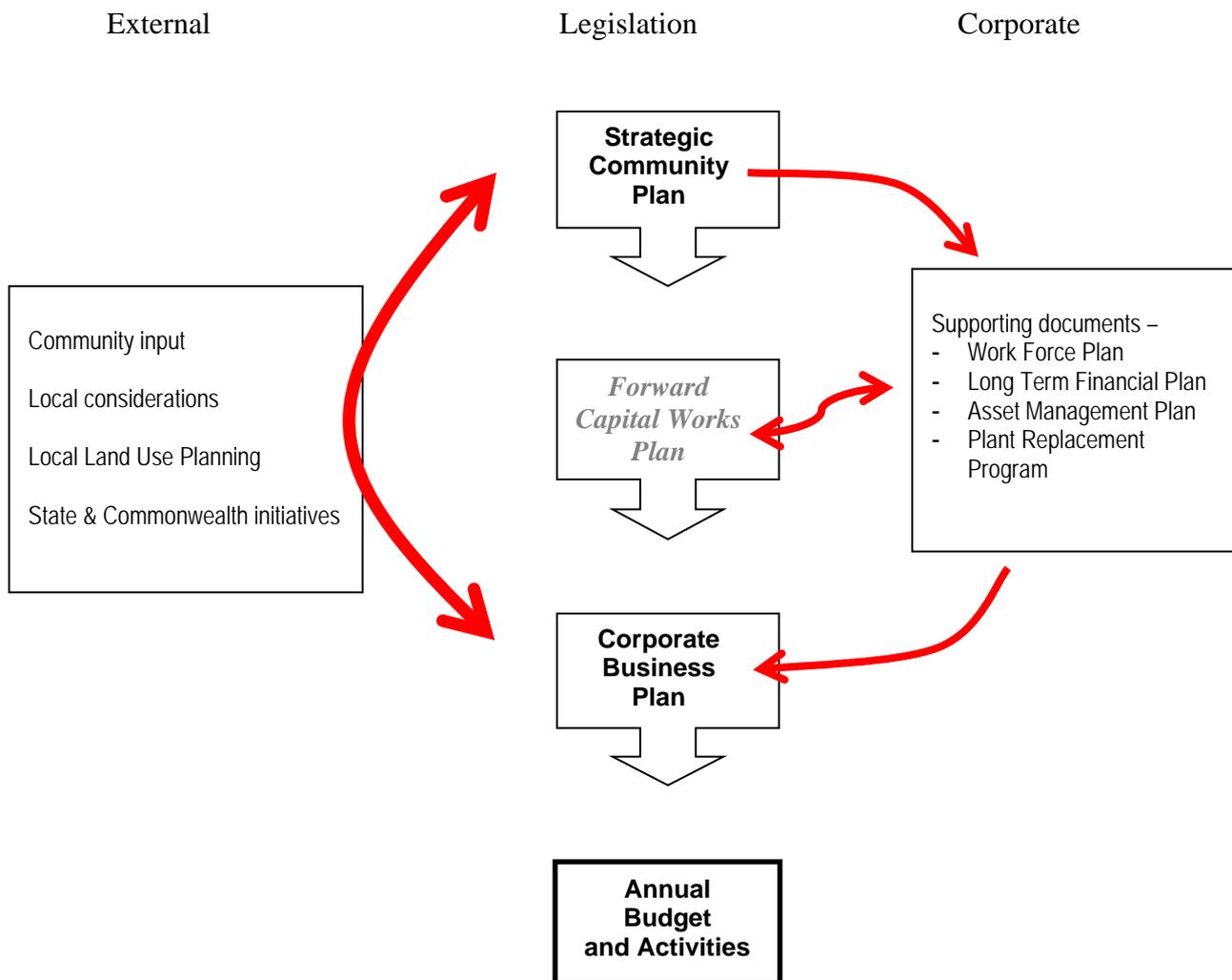
- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

- Regularly monitor and report on the Shire’s activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

Heritage & Natural assets conserved

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

2 Planning Framework



The Corporate Business Plan 2017-2021 together with the Strategic Community Plan 2013 (as amended) is the Plan for the Future and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulation 19C(3)*, a Corporate Business Plan for a district is to:

- Set out, consistent with any relevant priorities set out in the strategic community plan for the district a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
- Govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
- Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future in terms of *Section 6.2(2) of the Local Government Act 1995*.

Development of the Plan has also been influenced by the Department of Local Government, Sport and Cultural Industries Framework and Guidelines for Integrate Planning and Reporting.

2.1 Strategic Community Plan

The Menzies community had a strong involvement and voice in the outcomes contained in the Strategic Community Plan 2017. The community were invited to share their visions and aspirations for the future, and this information provided a valuable insight into the key issues as perceived by the local community. Importantly for the Council, these views have established priorities, and shaped the visions, values, objectives and strategies documented.

2.2 Corporate Business Plan

Achieving the community's vision and the Shire's strategic objectives requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. This planning process is formalised in this Corporate Business Plan, which puts the Strategic Community Plan into action via the Annual Budget.

The Corporate Business Plan 2018-2022 will be reviewed annually to assess the progress of projects and realign actions and priorities with current information and available funding.

Along with achieving the community aspirations and objectives, the Corporate Business Plan draws upon the information from all other strategic documents.

3 Informing Strategies

3.1 Asset Management Plan

The Shire has developed Asset Management Plans for Major asset classes in accordance with Council's Asset Management Policy. The asset management plans form a component of an overall Asset Management Strategy which addresses the Shire's current asset management processes and sets out the steps required to continuously improve the management of Shire controlled assets.

Capital renewal requirements detailed within the Asset Management Plans have been included to the extent the financial and workforce resources are available to enable the renewals to be undertaken.

3.2 Workforce Plan

The Workforce Plan outlines the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies contained in the Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Workforce Plan captured within the Long Term Financial Plan. A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

3.3 Long Term Financial Plan

The Shire of Menzies is planning for a positive and sustainable future. The Shire seeks to maintain, and where possible, improve service levels into the future while ensuring a healthy financial position.

4 Service Delivery

4.1 Sustainable Local economy

	Actions	Success Indicator	Budget 18/19	Responsible Person	Financial year ending 30 June			
					2019	2020	2021	2022
1.1	Adequate land for development	a) Lots are available for purchase b) Town planning scheme includes provision of at least 10 residential lots, 2 light industrial lots and a heavy industrial park	\$50,000	CEO Consultant	● ●			
1.2	Partnerships with business	Equitable funding agreements with Mining and Pastoral companies to ensure Road Networks meet needs. A fair and consistent framework is in place for <ul style="list-style-type: none"> • Development contributions • Community benefit contributions 	\$10,000	CEO Consultant	●	●	●	
1.3	Investigate alternate supplies for utilities	Implement alternative energy sources to public facilities.	\$100,000	CEO	●	●	●	●
1.4	Improve access to Road Network during inclement weather	All seasons access to major roads <ul style="list-style-type: none"> • Menzies NW Road • Menzies-Evanston Road 	\$1,000,000	CEO	●	●	●	●
1.5	Support Menzies as a regional place to visit	Increase in visitor numbers through Council facilities and privately owned business.	Operational	CEO	●	●	●	●

4.2 Community

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2019	2020	2021	2022
2.1	Adequate access to health services	Increase in presentation at Nursing Post	Operational	CEO	●	●	●	●
2.2	Adequate and appropriate essential services are available	Active volunteer base of 10 people for both Ambulance and Fire brigade providing year round services	Operational	CEO	●	●	●	●
2.3	Logical and affordable development of recreation facilities	The Recreation Facilities Development Plan reviewed and activated	Operational	CEO	●	●		
2.4	Strengthen community cohesiveness and participation	a) Participate in development of a regional plan for the provision of aged care services.	Operational	CEO	●	●		
		b) Weekly Youth activities during school term.	Operational Check	CEO MAC	●	●	●	●
		c) Annual Festival and Bi-Annual Festival to be undertaken.	Operational	CEO	●	●	●	●
2.5	Access to quality services to meet within the community	Define role, level of service, and develop partnerships for delivery.	Operational	CEO	●	●	●	●
2.6	Upgrade and maintain our infrastructure	The Asset Management Plans are developed, implemented and integrated with financial systems.	\$25,000	MFA Consultant	●	●		
2.7	New housing or accommodation constructed	a) Lots are available for purchase	Operational	Consultant	●	●	●	●
		b) Local Planning Policies applicable to residential development are current and appropriate .	Operational	CEO	●	●	●	●

4.3 Civic Leadership

	Actions	Success Indicator	Budget 17/18	Responsible Person	Financial year ending 30 June			
					2019	2020	2021	2022
3.1	Improve the sustainability of the Shire of Menzies	Integrated Planning and Reporting Framework has been implemented for the sustainable provision of services	\$67,000	CEO MFA Consultant	●	●	●	●
3.2	Records & archive storage compliant with State Records Office requirements	The Shire is a participant in the Regional Records Facility	\$14,000	CEO Consultant	●	●	●	●
3.3	Support local Bushfire Brigades and St Johns Ambulance Sub-Centre	Establishment and operation of Local Emergency Management Committee	Operational	CEO	●	●	●	●
3.4	Develop workforce capability, retain and attract the right people	Future skills and development, retention and attraction strategies of Shire staff have been identified.	Operational	CEO	●	●	●	●
3.5	Ensure resources are managed effectively	a) The Long Term Financial Plan to support the yearly budgeting decisions is current.	Operational	MFA	●	●	●	●

4.4 Heritage

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2019	2020	2021	2022
4.1	Protect and preserve natural environment	a) Programs to eradicate pest plants and animals have been maintained or increased	Operational	CEO	●	●	●	●
4.2	Manage and maintain the Lake Ballard Reserve	a) Provide and maintain information boards and public toilets	10,000	CEO	●	●	●	●
		b) The Council has established a Committee consisting of Shire, Tourism and traditional owners to advise on the management of Lake Ballard, as per the Local Government Act 1995	Operational	CEO	●	●	●	●
4.3	Manage and maintain the Niagara Dam and camping area	Provide and maintain information boards and public toilets	10,000	CEO	●	●	●	●
4.4	Maintain sculptures in Menzies and Kookynie	a) Provide and maintain the sculptures and information	Operational	CEO Consultant	●	●	●	●
		b) Extend the stories of sculptures in Menzies and Kookynie – use of Social Media			●			
4.5	Work with Menzies Aboriginal Corporation (MAC) and Tjuntjuntjara community (TJC) to appropriately preserve indigenous culture and heritage	As culturally appropriate in consultation with the two communities – a) Create a confidential register of sites that should not be developed b) Information for public use and distribution regarding the culture, heritage, significant sites is readily available.		CEO Consultant MAC TJ C	●	●	●	●
4.6	Restore and maintain historical buildings and places as financially able.	A program for the preservation and restoration of buildings in Menzies, Kookynie, Goongarrie has been adopted	\$100,000	CEO	●	●	●	●

5 History Summary

	Meeting Date	Purpose	Sections
1	June 2013	Adopted	All
2	June 2014	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in March 2014
2	July 2015	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in July 2015
3	July 2017	Adopted	All
4	August 2018	Adopted	All

6.3 Capital Budget 2018/2019

LOCATION:	N/A
APPLICANT:	N/A
DOCUMENT REF:	FIN.860.1/NAM149
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	24 July 2018
AUTHOR:	Jeanette Taylor, Manager Finance and Administration
ATTACHMENT:	6.3-1 Capital Budget 2018/2019

COMMITTEE RECOMMENDATION:

MOVED: Cr Jill Dwyer

SECONDED: Cr Ian Baird

That the Audit Committee receive the report of Capital items.

Carried 3/0

9.54am Cr Debbie Hansen entered the meeting.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COMMITTEE:

That the Audit Committee receive the report of Capital items.

VOTING REQUIREMENTS:

Simple Majority

IN BRIEF:

Capital budget and expenditure for the year ending 30 June 2019 is attached for information and discussion.

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

- The acquisition of appropriate resources to assist with economic and tourism planning and development.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

14.2 Strong sense of community maintained

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

14.3 Active civic leadership achieved

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

14.4 Heritage & Natural assets conserved

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

STATUTORY AUTHORITY: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

OP10 Budgets do not reflect strategic objectives

BACKGROUND:

In preparation for the budget for the year ending 30 June 2019, a review of the capital budget for the year ending 30 June 2018 has been undertaken.

COMMENT:

It is proposed to carry forward \$1,301,000 worth of items (*in the last table in the budget for the year ending 30 June 2018*). Below is a brief summary of current budget items.

C04001 Communications equipment – 2017/2018 project completed.

C04002 Software and Systems – Ongoing capital cost.

C08001 Youth Centre Building – building on site, handover scheduled for 7 August 2018.

C09002 Specific Maintenance 37 Reid Street – Floor coverings and painting to be undertaken when house is vacant.

C09009 Specific Maintenance Lot 1089 (57) Walsh Street – painting has been completed.

- C09012** Specific Maintenance Lot 91 (40) Mercer Street – Hot Water System replaced.
- C09019** Specific Maintenance 39 Mercer Street – complete
- C09020** Specific Maintenance 25 Onslow Street – complete
- C09021** Specific Maintenance 36 Mercer Street – complete
- C09022** Specific Maintenance 41 Mercer Street – complete
- C10700** Public Toilet Construction – funds have been transferred to Reserves
- C11100** Town Hall Upgrade – structural work has been carried out. Air-conditioning for public areas to be undertaken when electrical is upgraded.
- C11301** Playground Menzies Park – Fencing, drainage and paving completed. Fencing damaged and needs to be replaced in 2018/2019 budget.
- C11302** Splash Park – surrounds upgrade completed. Fencing damaged and needs to be replaced in 2018/2019 budget
- C11303** Softfall for Existing Playground – completed
- C11304** Tree Planting Establishment – 2017/2018 project complete.
- C11305** Upgrade of Town Dam – In progress, carryover to 2018/2019 Budget
- C11306** Hardcourts Resurface – Bitumen resurface completed, artificial turf still to be installed.
- C11400** Television and Radio Rebroadcast (Capital Equipment) – New satellite dishes being installed end of July 2018.
- C11309** Library Furniture and Equipment – project complete
- C11600** Butcher Shop and Tea Rooms (Capex Building) – Electrical work completed and new windows installed.
- C11307** Collections Furniture and Equipment – 2017/2018 purchases completed.
- Roads** Roads Program is currently underway – contractors now at work on Menzies NW Road seal. 2017/2018 town streets reseal and footpaths have been completed.
- Plant** Works Supervisor vehicle, Chief Executive Officer vehicle, Water Tank Trailer and Skid Steer Loader change over complete
- C12300** Electronic Signage – 2017/2018 project is complete.

- C12301** Banners and Signage – 2017/2018 project is complete.
- C12302** Street Lighting at Village – Project carried over to 2018/2019 budget.
- C13001** Tourism Information Bay – this is a work-in-progress. A new shelter and table has been erected, and new signage for the information board is underway. Banners for the entrance are in the process of being printed.
- C13002** Truck Bay – Wilson and Shenton. Surveying of this area is now complete. Designs for approval have been forwarded to Main Roads. 2017/2018 funds have been transferred to Reserves. Project expected to commence 2018/2019 budget.
- C13200** Museum and Surrounds – Fencing and upgrade of grounds complete.
- C13800** Caravan Park - Solar Project – Fund have been transferred to Reserves.

7 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

There were no Elected Members motions of which previous notice had been given.

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

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

9 NEXT MEETING

The next meeting of the Audit Committee will be held on Thursday 29 November 2018 commencing at a time to be announced.

10 CLOSURE OF MEETING

There being no further business the Chairperson closed the meeting at 10.00am.

I, _____ hereby certify that the Minutes of the Audit Committee Meeting held 6 August 2018 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 27 September 2018.

Signed: _____

Dated: 27 September 2018