



SHIRE OF MENZIES

Agenda

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

25 July 2019

Commencing at 2.00pm

**25 July
2019**

Ordinary Meeting of Council

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

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 29 August 2019 in the Shire of Menzies Council Chambers commencing at 1pm.

Peter Money
Chief Executive Officer

16 July 2019

DISCLAIMER

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

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

FINANCIAL INTEREST

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

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

Councillors should declare an interest:

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

A member who has declared an interest must not:

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

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

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



SHIRE OF MENZIES DISCLOSURE OF INTEREST

*(Under Section 5.65 of the Local Government Act 1995;
Section 5.103(3) & 34C of Local Government Regulations)*

- FINANCIAL** – 5.60A (LG Act)
- PROXIMITY** – 5.60B (LG Act)
- IMPARTIALITY**- 5.103(3) (LG Act) 34C(LG Regulations)

I disclose my interest in the following matter –

| | |
|------------------------|---------------------|
| Meeting of | Council / Committee |
| Type of Meeting | Ordinary / Special |

| | |
|-----------------------------|--|
| Date of Meeting | |
| Item Heading / Title | |
| Agenda Number | |

| | |
|---|--|
| Nature of Interest (Additional information may be attached) | |
| Extent of Interest (Monetary figure) | |

| | |
|--|--|
| Category of Approval to be completed for <i>FINANCIAL INTEREST</i> only) | |
| <input type="checkbox"/> Do not wish approval to remain at meeting <input type="checkbox"/> Council Approval to participate in debate | <input type="checkbox"/> Prior Ministerial Approval obtained to participate in debate and vote |

| | | | |
|------------------|--|--|--|
| Signature | | | |
| Name | | | |
| Date | | | |

To be completed by the Executive Assistant or the Chief Executive Officer

| | | | |
|-------------------------|--|----------------------|--|
| Date Received | | Time Received | |
| Noted in Minutes | | Initials | |

To be read aloud to the Council Meeting

*“With regard to (the matter in item)
I disclose that I have an association with the applicant.*

As a consequence, there may be a perception that my impartiality on the matter may be affected.

I declare that I will consider this matter on its merits and vote accordingly.”

1. PROXIMITY

| | |
|---|---|
| <p>Applicant’s property shares a common boundary or is directly opposite the member’s property.</p> | <ul style="list-style-type: none"> • Must leave the room. • Minister can give prior approval for the member to participate and vote if the Minister determines that it is in the best interests of electors/ratepayers. • Minister can also give prior approval if the disclosing member’s non-participation means there will be no quorum at the meeting to deal with the matter. |
|---|---|

2. FINANCIAL

| | |
|---|--|
| <p>Matter dealt with by council will result in a financial gain, loss, benefit or detriment to that person or that person’s closely associated persons.</p> <ul style="list-style-type: none"> • Closely associated person can be a business partner, direct relative or employer. | <ul style="list-style-type: none"> • Member must leave the room, notwithstanding the 2 exceptions mentioned below. <ul style="list-style-type: none"> ➢ Member can stay in the room, participate in the debate and vote if the full extent of the interest in common with a significant number of ratepayers/electors. The extent of the members’ participation is at council’s discretion. ➢ Member must leave the room while council decides if the interest is insignificant, trivial or an interest in common with a significant number of ratepayers/electors. • Minister can give prior approval that the member declaring the interest can participate in the debate and vote on the matter. |
|---|--|

3. IMPARTIALITY

| | |
|---|---|
| <p>Association with the applicant is in the nature of the applicant being the member’s relative, employer or business partner.</p> <p>Members need to be mindful of public perception and political fallout if a disclosure is not made in this instance.</p> | <ul style="list-style-type: none"> • Members can stay in the room, participate in the debate and vote. |
| <p>Where the applicant is a friend or adversary of the member, disclosure is at the member’s discretion.</p> <p>Members need to be mindful of public perception and political fallout if a disclosure is not made in this instance.</p> | <ul style="list-style-type: none"> • Members can stay in the room, participate in the debate and vote. |
| <p>In regulation S5.103(3) (LG Act) 34C(LG Regulations) — interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.</p> <p>Members need to be mindful of public perception and political fallout if a disclosure is not made in this instance.</p> | <ul style="list-style-type: none"> • Members can stay in the room, participate in the debate and vote. |

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12. REPORTS OF OFFICERS

12.1 HEALTH BUILDING AND TOWN PLANNING

12.1.1 Health and Building Report for the Months of July 2019

| | |
|--------------------------------|--|
| LOCATION: | Menzies |
| APPLICANT: | David Hadden |
| DOCUMENT REF: | N/A |
| DISCLOSURE OF INTEREST: | The Author has no interest to disclose |
| DATE: | July 2019 |
| AUTHOR: | David Hadden Health/Building Surveyor |
| ATTACHMENT: | Nil |

IN BRIEF:

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

RELEVANT TO STRATEGIC PLAN:

14.3 Active civic leadership achieved

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

STATUTORY AUTHORITY:

Building Act 2011

Public Health Act 2016

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

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

BACKGROUND:

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

COMMENT:

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

Health

Arranged for Councils consultant Mr Llew Withers to present the Health Profile for the shire which is the first process when creating a Public Health Plan for the Shire. Mr Withers will explain the process around producing the health profile and the further work of producing the Health Plan and consultation process.

Carried out an inspection with the Shire President Greg Dwyer of the WWTP, wet and dry mess facilities as well as accommodation buildings at the Anglo Gold Ashanti Mine on the 23rd July 2019. Anglo Gold offered the flight to the mine to allow inspection and approval of their new WWTP.

Prepared and forwarded the annual report on the Food Act 2008 (food premises inspections, prosecutions etc to the Health Department as required.

Dealt with various other enquires.

Building

Processed a building application for a transportable dwelling (sea container) at 45 Sheridan Street Menzies after planning approval was issued at the June 2019 Council Meeting.

Reported the number of private swimming pool inspections carried out through the year to DMIRS as requested by Mr Ken Bowron, Building Commissioner. Menzies have no private swimming pools in the town site requiring inspection.

Dealt with various other enquiries.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the report of the Environmental Health Officer for the month of July 2019 for information.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

12.1.2 REQUEST FOR RATES WRITE OFF A4450 & A4466

| | |
|--------------------------------|--|
| LOCATION: | N/A |
| APPLICANT: | Korda Mentha |
| DOCUMENT REF: | RAT936/NAM280 |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 25 July 2019 |
| AUTHOR: | Peter Money Chief Executive Officer |
| ATTACHMENT: | Extract of Agenda Item 12.2.3, 19 March 2019 Extract of Minute 1634 19 March 2019 |

SUMMARY

The Council resolution could not be acted on as the resolution was incorrect.

BACKGROUND

At the council Meeting of 24th April 2019, a report requested Council approval to write off rates from two assessments that had been surrendered.

The Officer recommendation and Council resolution was as follows:

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

Carried 6/0

However, the resolution presented to Council was incorrect in that the sum of the write off at that time should have been \$616.00. As a result, neither could be written off and the Item needed to be re-presented to Council with the correct sum of the write-off.

Furthermore, since that time interest has accrued on the two assessments and the sum to be written off is now a total of \$635.83 being;

Assessment A4450 - \$178.77

Assessment A4466 - \$457.06

COMMENT

The extracts of the Council Agenda and Council Meeting are dated for the Meeting of March 2019. In fact, the Item was in the Agenda and Minutes for the April 2019 meeting. But the two extracts are shown as they were presented to the Council in April 2019.

Below is the history of the reason for the proposed rate write-off:

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

CONSULTATION

Carol McAllan – Rates Officer

STATUTORY ENVIRONMENT

Local Government Act s6.12 Power to defer, grant discounts, waive or write off debts

POLICY IMPLICATIONS

Policy 4.6 - Debt Recovery – Outstanding Rates and Sundry debtors

FINANCIAL IMPLICATIONS

The financial loss to the Shire is \$635.83

RISK ASSESSMENT

If not written off, the debt will carry over as an uncollectable debt

STRATEGIC IMPLICATIONS

14.1 Sustainable local economy encouraged

- A local economy accessing the commercial options and services in place, for timely

development.

- The acquisition of appropriate resources to assist with economic and tourism planning and development.

VOTING REQUIREMENTS

Simple majority

OFFICERS RECOMMENDATION

That Council write-off all rates and charges on Assessment A4450 being E77/01814 for \$178.77 and Assessment A4466 being lease E77/01911 for the sum of \$457.06 with the total amount to be written off being \$635.83.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

12.2.3 REQUEST FOR RATES WRITE-OFF

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

RECOMMENDATION:

That Council Write off Rates and Interest of:

\$173.21 on Assessment A4450 for the property known as E77/01814 \$178.77
\$442.79 on Assessment A4466 for the property known as E77/01911 \$457.06

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

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

RELEVANT TO STRATEGIC PLAN:

14.1 *Sustainable local economy encouraged*

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

14.2 *Strong sense of community maintained*

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

14.3 Active civic leadership achieved

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

STATUTORY AUTHORITY:

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

POLICY IMPLICATIONS:

4.6 – Debt Recovery – Outstanding Rates and Sundry Debtors.

FINANCIAL IMPLICATIONS:

The financial loss to the Shire from this action will be ~~\$616.00~~ \$ 635.83

RISK ASSESSMENTS:

There is no risk assessment relating to this matter.

BACKGROUND:

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

COMMENT:

I can see no other way of these dead tenements being paid.

12.2.3 REQUEST FOR RATES WRITE-OFF

| | |
|--------------------------------|--|
| LOCATION: | N/A |
| APPLICANT: | Korda Mentha |
| DOCUMENT REF: | RAT.936.1/NAM280 |
| DISCLOSURE OF INTEREST: | The Author has no interest to disclose |
| DATE: | 19 March 2019 |
| AUTHOR: | Carol McAllan, Finance Officer |
| ATTACHMENT: | 12.2.3-1 Confidential Rates Notices |
| COUNCIL RESOLUTION: | No. 1634 |

MOVED: Cr Keith Mader

SECONDED: Cr Ian Tucker

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

Carried 6/0

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

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

VOTING REQUIREMENTS:

Absolute Majority

IN BRIEF:

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

RELEVANT TO STRATEGIC PLAN:

14.1 Sustainable local economy encouraged

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

14.2 Strong sense of community maintained

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

14.3 Active civic leadership achieved

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

STATUTORY AUTHORITY:

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

POLICY IMPLICATIONS:

4.6 – Debt Recovery – Outstanding Rates and Sundry Debtors.

FINANCIAL IMPLICATIONS:

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

RISK ASSESSMENTS:

There is no risk assessment relating to this matter.

BACKGROUND:

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

COMMENT:

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

12.1.3 REQUEST FOR RATES WRITE OFF A5259 & A5260

| | |
|--------------------------------|---|
| LOCATION: | N/A |
| APPLICANT: | WA Prospectors Pty Ltd |
| DOCUMENT REF: | A5259 and A5260 |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 27 July 2019 |
| AUTHOR: | Carol McAllan Finance Officer |
| ATTACHMENT: | 12.1.4-1 - Letter from Applicant 12.1.4-2 - 2 nd Letter from Applicant 12.1.4-3 - Emails |

SUMMARY

WA Prospectors Pty Ltd is requesting Council write off arrears and interest on a pro-rata basis on two mining tenements transferred to them from Black Oak Minerals.

BACKGROUND

Mr. Strange wrote to the Chief Executive Officer on 18 November 2018 requesting a pro-rata write-off of rates on tenements that were transferred to him from Black Oak Minerals (Attachment 1).

The tenements were:

Assessment 4643 (P77/4101)

Assessment 5259 (E77/2327)

Assessment 5260 (E77/2328).

He wrote again on 15 February 2019 saying he had not had a reply (Attachment 2)

This request was given to me on 21 February 2019 and I replied by email to WA Prospectors (Attachment 3).

When the liquidators of Black Oak Minerals paid out what the Shire of Menzies was owed, they included A4643 (P77/4101) but not the other two tenements.

COMMENT

As requested in the email on 21 February 2019, WA Prospectors paid the current 2018/2019 rates plus penalty interest on Assessment 5259 and Assessment 5260 on 25 February 2019.

Rates on any mining lease are raised against the lease owner, not against the land. Therefore, debts on leases that are transferred cannot be transferred to the new lease owner.

CONSULTATION

WA Prospectors Pty Ltd.

Tim Cole, Korda Mentha (Liquidators of Black Oak Minerals) CEO

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Policy 4.6 – Debt Recovery – Outstanding Rates and Sundry Debtors.

FINANCIAL IMPLICATIONS

A loss of \$626.62 to the Shire

RISK ASSESSMENT

If the rates are not written off they will be carried forward as collectable debts that in fact are not recoverable.

STRATEGIC IMPLICATIONS

14.1 Sustainable local economy encouraged

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

14.2 Strong sense of community maintained

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

OFFICERS RECOMMENDATION

That Council approve the write-off of 2017/2018 rates and interest on:

Assessment 5259 (E77/2327) to the value of \$443.12: and

Assessment 5260 (E77/2328) to the value of \$183.50

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

**SHIRE OF MENZIES
PO BOX 4
MENZIES WA 6436**

18/11/2018

**WEST AUSTRALIAN PROSPECTORS PTY LTD
VERN STRANGE
PO BOX 77
SOUTHERN CROSS WA 6426**

Dear Sir/Madam

RE: Tenement Rates A5259 (affecting E77/2327), A5260 (affecting E77/2328) and A4643 (affecting P77/4201).

I have recently received Rate Notices for the abovementioned tenements, and note that there fairly significant arrears attached to the tenements along with the current year rate amounts.

These tenements were transferred to me from Black Oak Minerals Ltd (In Liquidation) by way of a Supreme Court action, and subsequent settlement. The tenements were meant to be transferred in "good standing" as far as rents, rates and reporting were concerned, however the Liquidators appear to have defaulted on their obligations in this case. (no surprise as I believe the BOK Liquidators have been very reluctant to pay rates on any tenements since their appointment).

I am writing to request that Shire of Menzies re-assess the rates issued on these tenements, as I believe it is unreasonable that I should have to inherit or pay rates and arrears on tenements that I did not own at the time of assessment, and leaving me to be penalised for the failure of others to pay their rates.

I became registered holder of the tenements as of the following dates :

- P77/4101 (A4643) on 30/8/2018.
- E77/2327 (A5259) on 20/9/2018.
- E77/2328 (A5260) on 20/9/2018.

I would be grateful if Shire of Menzies would consider a pro-rata assessment and bill me for the rates as of when I became holder of the tenements , or alternately consider "writing off" the arrears and interest charges that were the responsibility of BOK in Liquidation, and just bill me for the current term of rates 1 July 18 to 30 June 19 which I am happy to pay.

Thank you for your consideration.

Yours sincerely



**Vern Strange
WA Prospectors Pty Ltd
Ph 0419 914880
Email sxdrill@wn.com.au**

SHIRE OF MENZIES
PO BOX 4
MENZIES WA 6436

15/02/2019

WEST AUSTRALIAN PROSPECTORS PTY LTD
VERN STRANGE
PO BOX 77
SOUTHERN CROSS WA 6426

RECEIVED
20 FEB 2019
BY: ICR1021

Dear Sir/Madam

RE: Tenement Rates A5259 (affecting E77/2327), A5260 (affecting E77/2328) and A4643 (affecting P77/4201).

I refer to the attached letter sent to Shire of Menzies on 18/11/2018, for which no reply has been received.

Respectfully, I request that the issue be addressed and a response made, as I wish to clear the matter up.

Yours sincerely



Vern Strange
WA Prospectors Pty Ltd
Ph 0419 914880
Email sdriill@wn.com.au

Carol McAllan

To: Vern Strange
Subject: RE: OE10457 - Menzies Rates

Vern Strange <sxdrill@wn.com.au>
Sent: Friday, 22 February 2019 8:54 AM
To: Carol McAllan <rates@menzies.wa.gov.au>
Subject: RE: OE10457 - Menzies Rates

Hi Carol

Thanks for attending to this.

I will pay the current year rates today.

Unusual that Korda Mentha (Black Oak) have paid up rates on P77/4101 but not on the other two, as they were transferred to me from Black Oak at the same time as part of a settlement.

I understand that Ramelius Resources has recently purchased Black Oak from Korda Mentha under a Deed of Company Arrangement. I believe Ramelius intends to make good any outstanding arrears in respect to rates that have been inherited from Black Oak. Certainly this is the case with Shire of Yilgarn, who were due many hundreds of thousands in BOK rates, and have come to an arrangement with Ramelius to have these squared away. So hopefully Ramelius will pay the arrears due on the two EL's to Menzies in due course.

Kind regards

Vern Strange
West Australian Prospectors Pty Ltd
Ph 0419914880

From: Carol McAllan [<mailto:rates@menzies.wa.gov.au>]
Sent: Thursday, 21 February 2019 3:10 PM
To: Vernon Strange
Subject: OE10457 - Menzies Rates

Good Afternoon Mr. Strange,

The Chief Executive Officer has today handed your letters to me to reply on her behalf.
The balances on the Tenements you list are as follows.

| | |
|------------------|--|
| P77/4101 (A4643) | Korda Mentha paid this in full on behalf of Black Oak Minerals. |
| E77/2327 (A5259) | \$1,195.01 owing of which \$740.18 plus penalty interest is current. |
| E77/2328 (A5260) | \$467.01 owing of which \$280.00 plus penalty interest is current. |

Rhonda (CEO) has said to tell you that if you pay the current rates immediately, then she will take this matter to Council.

Only Council have the authority to write-off rates.

Please be aware that the Council agenda is a public document, displayed on our website and your name/company will have to be included in the item.

Alternatively, we can offer you the opportunity to pay the rates off under a payment plan.

Regards

CAROL McALLAN

Finance Officer

Shire of Menzies

Address: Lot 124 Shenton Street Menzies WA 6436

Postal Address PO Box 4 Menzies WA 6436

Phone: (08) 9024 2041

Fax: (08) 9024 2110

Email: rates@menzies.wa.gov.au

Website: www.menzies.wa.gov.au

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12.2 FINANCE AND ADMINISTRATION

12.2.1 Statement of Financial Activity for June 2019

| | |
|--------------------------------|--|
| LOCATION: | N/A |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | FIN.935.1 |
| DISCLOSURE OF INTEREST: | The Author has no interest to disclose |
| DATE: | 15 July 2019 |
| AUTHOR: | Jeanette Taylor Manager Finance and Administration |
| ATTACHMENT: | 12.2.1-1 Monthly Financial Report for the period ending 30 June 2019 12.2.1-2 Material Variances for the period ending 30 June 2019 |

SUMMARY

Statutory Financial Reports are submitted to Council as a record of financial activity for the year to 30 June 2019.

BACKGROUND

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

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

COMMENT

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

CONSULTATION

Moore Stephens

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulation 1996, 34

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As detailed in the attachment

RISK ASSESSMENT

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

OP16 Council's statutory reports provide inaccurate financial information

STRATEGIC IMPLICATIONS

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS

Simple majority –

OFFICERS RECOMMENDATION

That Council receive the Statement of Financial Activity for the period ending 30 June 2019 as attached and note any material differences.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 June 2019

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

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| Note 13 Explanation of Material Variances | 27 |

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 July 2019

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

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 11.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

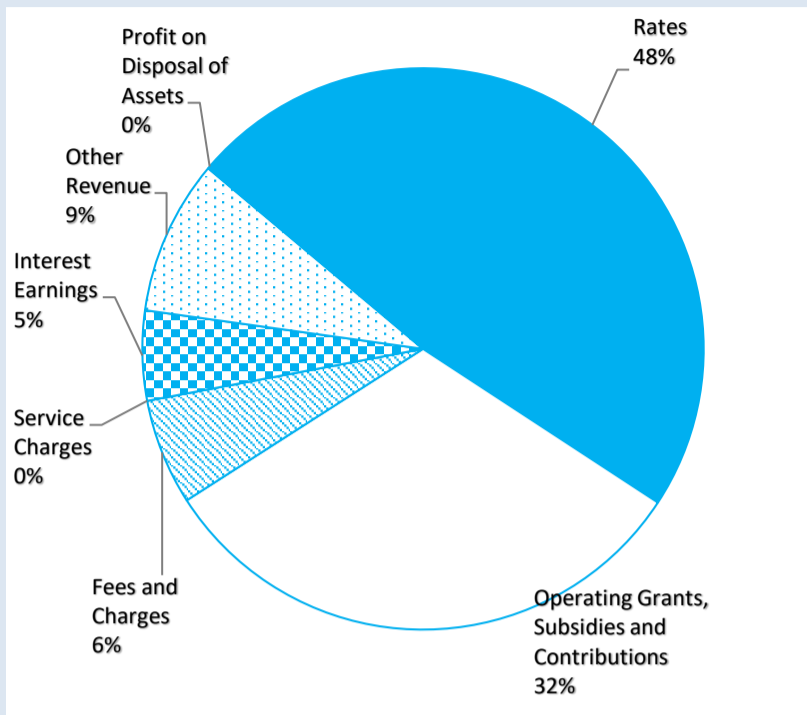
CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

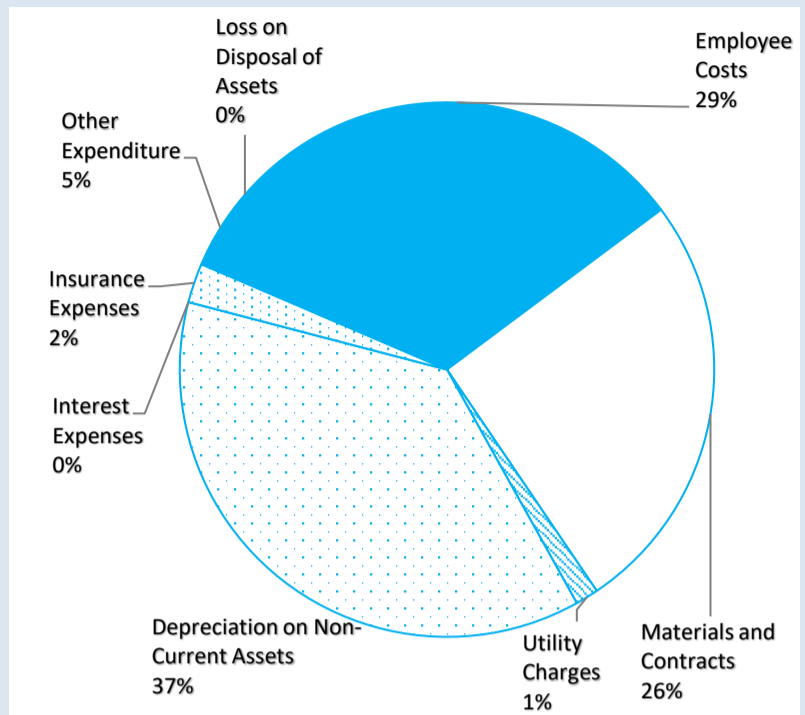
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

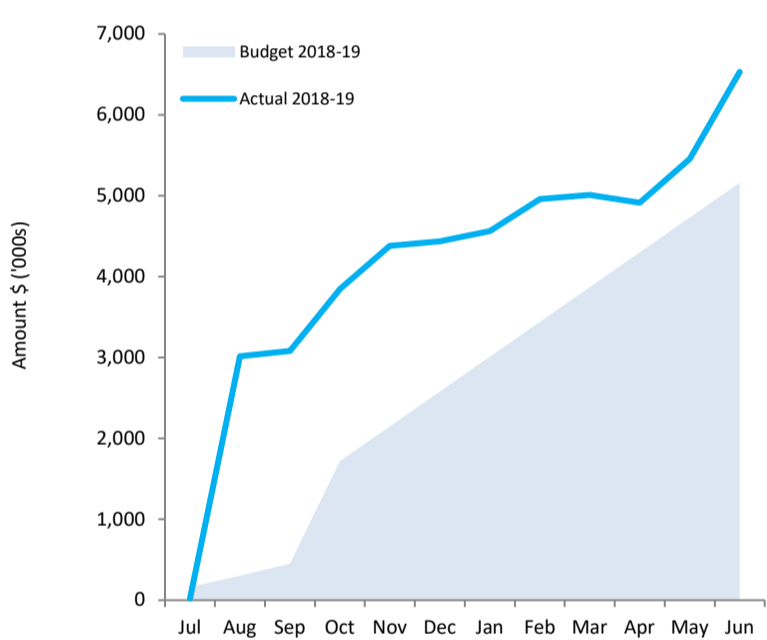
OPERATING REVENUE



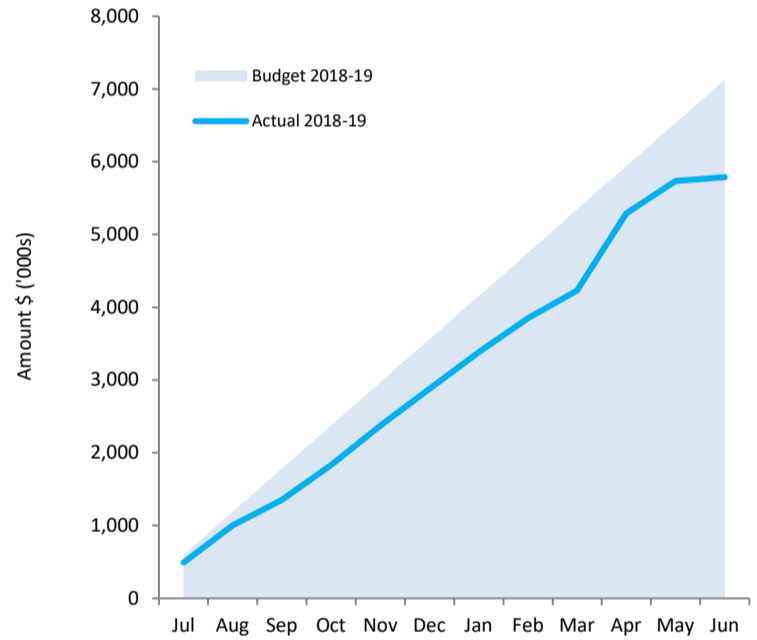
OPERATING EXPENSES



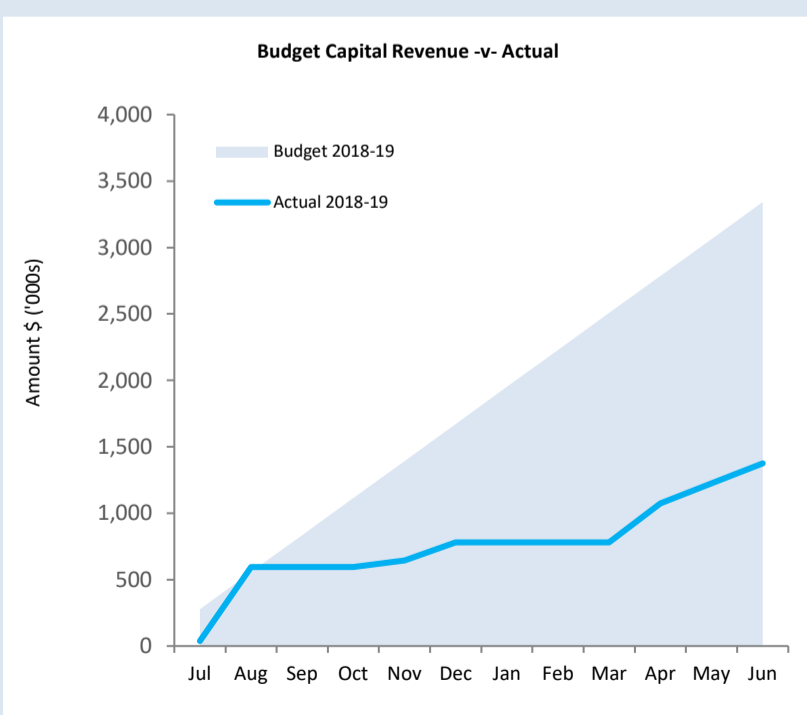
Budget Operating Revenues -v- Actual



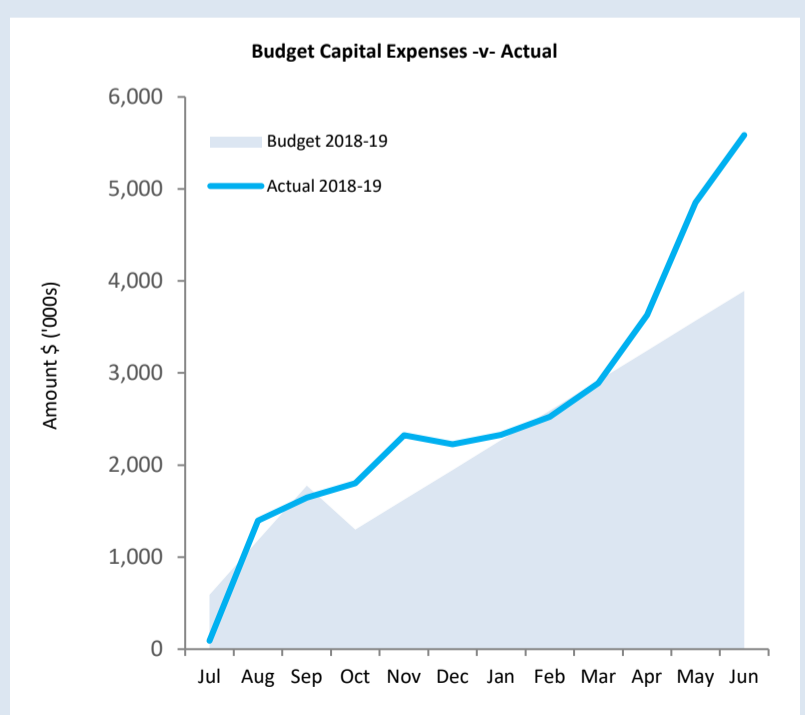
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

| | ACTIVITIES |
|---|---|
| GOVERNANCE Members and Administration | 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 General Revenue | Rates, general purpose government grants and interest revenue. |
| LAW, ORDER, PUBLIC SAFETY Community Safety | Supervision of various local laws. Fire prevention and animal support. |
| HEALTH Community Health | Monitor and control health standards within the community, provide support and assistance for Emergency Services. Analytical services. |
| EDUCATION AND WELFARE Facilitate Education and Welfare | Support of educational facilities within the shire and of any external resources necessary to assist with educational programs for all residents. |
| HOUSING Staff Housing | Provision and maintenance of staff housing. |
| COMMUNITY AMENITIES Provide facilities for the community | Maintain refuse sites for Menzies and Kookynie. Provision of public toilets to both townsites. |
| RECREATION AND CULTURE Recreational and cultural activities | Provide a library and museum. Maintenance and operations of Town Hall, sports oval and other recreation facilities. |
| TRANSPORT Transport network | Construction and maintenance of roads, drainage works and traffic signs. Maintenance of airstrips at Menzies and Kookynie. |
| ECONOMIC SERVICES Area promotion and economic development | Building control, provision of power and water supplies. Supply and maintenance of television rebroadcasting service. |
| OTHER PROPERTY AND SERVICES Pooled operations costs centres | Public works operations, plant repairs and operation costs. Cost of administration. |

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

STATUTORY REPORTING PROGRAMS

| | Ref Note | Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
|--|-------------|--------------------|----------------------|----------------------|--------------------|-----------------------|------|
| | | \$ | \$ | \$ | \$ | % | |
| Opening Funding Surplus(Deficit) | 1(b) | 3,730,680 | 3,730,680 | 3,731,837 | 1,157 | 0.03% | |
| Revenue from operating activities | | | | | | | |
| General Purpose Funding - Rates | 5 | 3,163,515 | 3,163,515 | 3,124,100 | (39,415) | (1.25%) | |
| General Purpose Funding - Other | | 1,060,881 | 1,060,881 | 2,023,313 | 962,432 | 90.72% | ▲ |
| Law, Order and Public Safety | | 3,200 | 3,200 | 6,554 | 3,354 | 104.81% | |
| Health | | 7,100 | 7,100 | 676 | (6,424) | (90.48%) | |
| Housing | | 105,600 | 105,600 | 90,982 | (14,618) | (13.84%) | |
| Community Amenities | | 8,300 | 8,300 | 17,997 | 9,697 | 116.83% | |
| Recreation and Culture | | 640 | 640 | 3,144 | 2,504 | 391.25% | |
| Transport | | 552,637 | 552,637 | 829,168 | 276,531 | 50.04% | ▲ |
| Economic Services | | 206,690 | 206,690 | 396,141 | 189,451 | 91.66% | ▲ |
| Other Property and Services | | 51,340 | 51,340 | 39,287 | (12,053) | (23.48%) | |
| | | 5,159,903 | 5,159,903 | 6,531,362 | | | |
| Expenditure from operating activities | | | | | | | |
| Governance | | (803,917) | (803,917) | (775,330) | 28,587 | 3.56% | |
| General Purpose Funding | | (185,769) | (185,769) | (161,600) | 24,169 | 13.01% | |
| Law, Order and Public Safety | | (108,274) | (108,274) | (95,131) | 13,143 | 12.14% | |
| Health | | (114,370) | (114,370) | (209,311) | (94,941) | (83.01%) | ▼ |
| Housing | | (174,276) | (174,276) | (138,811) | 35,465 | 20.35% | ▲ |
| Community Amenities | | (295,312) | (295,312) | (238,072) | 57,240 | 19.38% | ▲ |
| Recreation and Culture | | (972,811) | (972,811) | (717,535) | 255,276 | 26.24% | ▲ |
| Transport | | (3,345,542) | (3,345,542) | (2,066,758) | 1,278,784 | 38.22% | ▲ |
| Economic Services | | (1,076,068) | (1,076,068) | (1,173,714) | (97,646) | (9.07%) | |
| Other Property and Services | | (91,388) | (91,388) | (212,196) | (120,808) | (132.19%) | ▼ |
| | | (7,167,727) | (7,167,727) | (5,788,458) | | | |
| Operating activities excluded from Actual | | | | | | | |
| Add Back Depreciation | | 2,774,749 | 2,774,749 | 2,149,961 | (624,788) | (22.52%) | ▼ |
| Adjust (Profit)/Loss on Asset Disposal | 6 | 7,500 | 7,500 | (13,174) | (20,674) | (275.65%) | |
| Amount attributable to operating activities | | 774,425 | 774,425 | 2,879,691 | | | |
| Investing Activities | | | | | | | |
| Non-operating Grants, Subsidies and Contributions | 10 | 3,212,556 | 3,212,556 | 1,223,533 | (1,989,023) | (61.91%) | ▼ |
| Proceeds from Disposal of Assets | 6 | 129,000 | 129,000 | 151,174 | 22,174 | 17.19% | |
| Capital Acquisitions | 7 | (7,058,877) | (7,058,877) | (5,586,015) | 1,472,862 | 20.87% | ▲ |
| Amount attributable to investing activities | | (3,717,321) | (3,717,321) | (4,211,308) | | | |
| Financing Activities | | | | | | | |
| Proceeds from New Debentures | | 500,000 | 500,000 | 0 | (500,000) | (100.00%) | ▼ |
| Transfer from Reserves | 9 | 1,198,678 | 1,198,678 | 1,138,021 | (60,657) | (5.06%) | |
| Repayment of Debentures | 8 | (21,837) | (21,837) | 0 | 21,837 | 100.00% | |
| Transfer to Reserves | 9 | (2,504,625) | (2,504,625) | (1,268,636) | 1,235,989 | 49.35% | ▲ |
| Amount attributable to financing activities | | (827,784) | (827,784) | (130,615) | | | |
| Closing Funding Surplus(Deficit) | 1(b) | (40,000) | (40,000) | 2,269,605 | | | |

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2018-19 year is \$25,000 or 10.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 JUNE 2019

REVENUE

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 and service charges.

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 these as 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.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

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.

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 State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

BY NATURE OR TYPE

| | Ref Note | Amended Budget \$ | YTD Budget (a) \$ | YTD Actual (b) \$ | Var. \$ (b)-(a) \$ | Var. % (b)-(a)/(a) % |
|--|-------------|-------------------------|----------------------------|----------------------------|--------------------------|----------------------------|
| Opening Funding Surplus (Deficit) | 1(b) | 3,730,680 | 3,730,680 | 3,731,837 | 1,157 | 0.03% |
| Revenue from operating activities | | | | | | |
| Rates | 5 | 3,163,515 | 3,163,515 | 3,124,100 | (39,415) | (1.25%) |
| Operating Grants, Subsidies and Contributions | 10 | 1,439,517 | 1,439,517 | 2,070,938 | 631,421 | 43.86% |
| Fees and Charges | | 269,080 | 269,080 | 398,941 | 129,861 | 48.26% |
| Interest Earnings | | 224,501 | 224,501 | 337,268 | 112,767 | 50.23% |
| Other Revenue | | 48,290 | 48,290 | 582,882 | 534,592 | 1107.04% |
| Profit on Disposal of Assets | 6 | 15,000 | 15,000 | 17,233 | 2,233 | 14.89% |
| | | 5,159,903 | 5,159,903 | 6,531,362 | | |
| Expenditure from operating activities | | | | | | |
| Employee Costs | | (1,872,974) | (1,872,974) | (1,644,182) | 228,792 | 12.22% |
| Materials and Contracts | | (1,957,961) | (1,957,961) | (1,489,877) | 468,084 | 23.91% |
| Utility Charges | | (109,340) | (109,340) | (80,632) | 28,708 | 26.26% |
| Depreciation on Non-Current Assets | | (2,774,749) | (2,774,749) | (2,149,961) | 624,788 | 22.52% |
| Interest Expenses | | (7,000) | (7,000) | 0 | 7,000 | 100.00% |
| Insurance Expenses | | (124,470) | (124,470) | (137,984) | (13,514) | (10.86%) |
| Other Expenditure | | (298,733) | (298,733) | (281,763) | 16,970 | 5.68% |
| Loss on Disposal of Assets | 6 | (22,500) | (22,500) | (4,059) | 18,441 | 81.96% |
| | | (7,167,727) | (7,167,727) | (5,788,458) | | |
| Operating activities excluded from Actual | | | | | | |
| Add back Depreciation | | 2,774,749 | 2,774,749 | 2,149,961 | (624,788) | (22.52%) |
| Adjust (Profit)/Loss on Asset Disposal | 6 | 7,500 | 7,500 | (13,174) | (20,674) | (275.65%) |
| Amount attributable to operating activities | | 774,425 | 774,425 | 2,879,691 | | |
| Investing activities | | | | | | |
| Non-operating grants, subsidies and contributions | 10 | 3,212,556 | 3,212,556 | 1,223,533 | (1,989,023) | (61.91%) |
| Proceeds from Disposal of Assets | 6 | 129,000 | 129,000 | 151,174 | 22,174 | 17.19% |
| Capital acquisitions | 7 | (7,058,877) | (7,058,877) | (5,586,015) | 1,472,862 | 20.87% |
| Amount attributable to investing activities | | (3,717,321) | (3,717,321) | (4,211,308) | | |
| Financing Activities | | | | | | |
| Proceeds from New Debentures | | 500,000 | 500,000 | 0 | (500,000) | (100.00%) |
| Transfer from Reserves | 9 | 1,198,678 | 1,198,678 | 1,138,021 | (60,657) | (5.06%) |
| Repayment of Debentures | 8 | (21,837) | (21,837) | 0 | 21,837 | 100.00% |
| Transfer to Reserves | 9 | (2,504,625) | (2,504,625) | (1,268,636) | 1,235,989 | 49.35% |
| Amount attributable to financing activities | | (827,784) | (827,784) | (130,615) | | |
| Closing Funding Surplus (Deficit) | 1(b) | (40,000) | (40,000) | 2,269,605 | | |

KEY INFORMATION

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

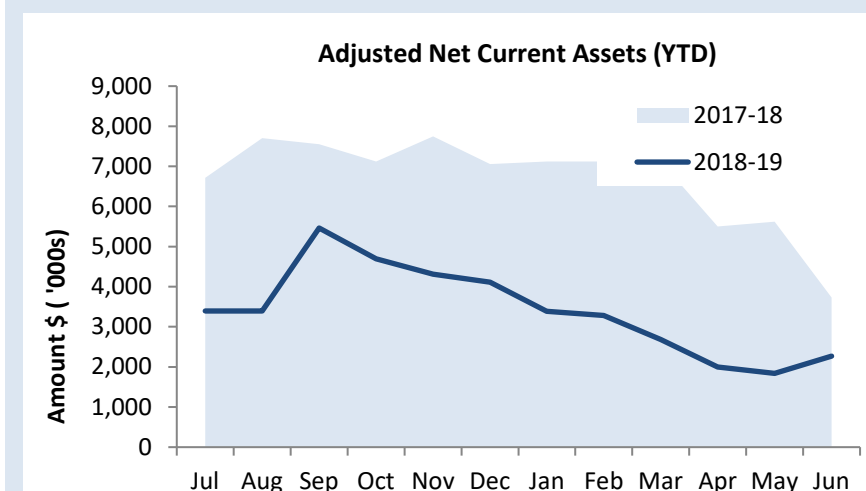
| | Ref Note | Last Years Closing 30 June 2018 | This Time Last Year 30 Jun 2018 | Year to Date Actual 30 Jun 2019 |
|--|----------|------------------------------------|------------------------------------|------------------------------------|
| Adjusted Net Current Assets | | \$ | \$ | \$ |
| Current Assets | | | | |
| Cash Unrestricted | 2 | 4,042,019 | 4,042,019 | 2,122,894 |
| Cash Restricted | 2 | 8,366,631 | 8,366,631 | 8,497,246 |
| Rates outstanding | 3 | 710,858 | 710,858 | 828,276 |
| Sundry debtors | 3 | 26,391 | 26,391 | 17,247 |
| GST receivable | 3 | 198,385 | 198,385 | 252,935 |
| Provisions for Doubtful Debts | 3 | (385,257) | (385,257) | (385,257) |
| Accrued Income/Payments in Advance | 3 | 11,485 | 11,485 | 35,117 |
| Inventories | | 5,157 | 5,157 | 13,594 |
| | | 12,975,669 | 12,975,669 | 11,382,052 |
| Less: Current Liabilities | | | | |
| Payables | 4 | (877,201) | (877,201) | (615,201) |
| Provisions - employee | | (170,534) | (170,534) | (170,534) |
| | | (1,047,735) | (1,047,735) | (785,735) |
| Unadjusted Net Current Assets | | 11,927,934 | 11,927,934 | 10,596,317 |
| Adjustments and exclusions permitted by FM Reg 32 | | | | |
| Less: Cash reserves | 2 | (8,366,631) | (8,366,631) | (8,497,246) |
| Add: Provisions - employee | | 170,534 | 170,534 | 170,534 |
| Adjusted Net Current Assets | | 3,731,837 | 3,731,837 | 2,269,605 |

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



**This Year YTD
Surplus(Deficit)**

\$2.27 M

**Last Year YTD
Surplus(Deficit)**

\$3.73 M

SIGNIFICANT ACCOUNTING POLICIES

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.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits (Continued)

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

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

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

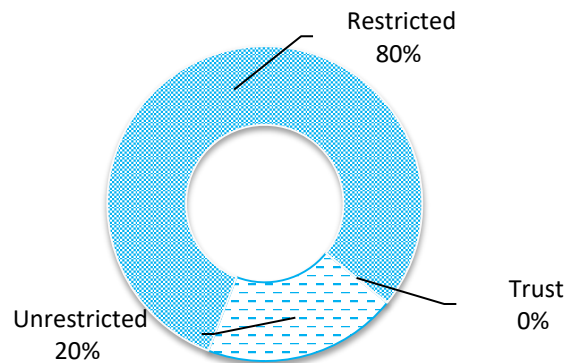
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS**

| Description | Unrestricted | Restricted | Trust | Total YTD Actual | Institution | Interest Rate | Maturity Date |
|--------------------------|------------------|------------------|----------|-------------------|-------------|---------------|---------------|
| | \$ | \$ | \$ | \$ | | | |
| Municipal Cash at Bank | 1,700,257 | | | 1,700,257 | NAB | Variable | n/a |
| Cash on Hand | 755 | | | 755 | n/a | n/a | n/a |
| Cash Maximiser | 421,882 | | | 421,882 | NAB | Variable | n/a |
| Term Deposits - Reserves | | | | 8,497,246 | | | |
| | | 3,405,970 | | | NAB | 2.30% | 16/08/2019 |
| | | 2,898,270 | | | NAB | 2.40% | 14/07/2019 |
| | | 2,193,006 | | | Bankwest | 1.85% | 27/08/2019 |
| Total | 2,122,894 | 8,497,246 | 0 | 10,620,140 | | | |

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



| Total Cash | Unrestricted |
|------------------|-----------------|
| \$10.62 M | \$2.12 M |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

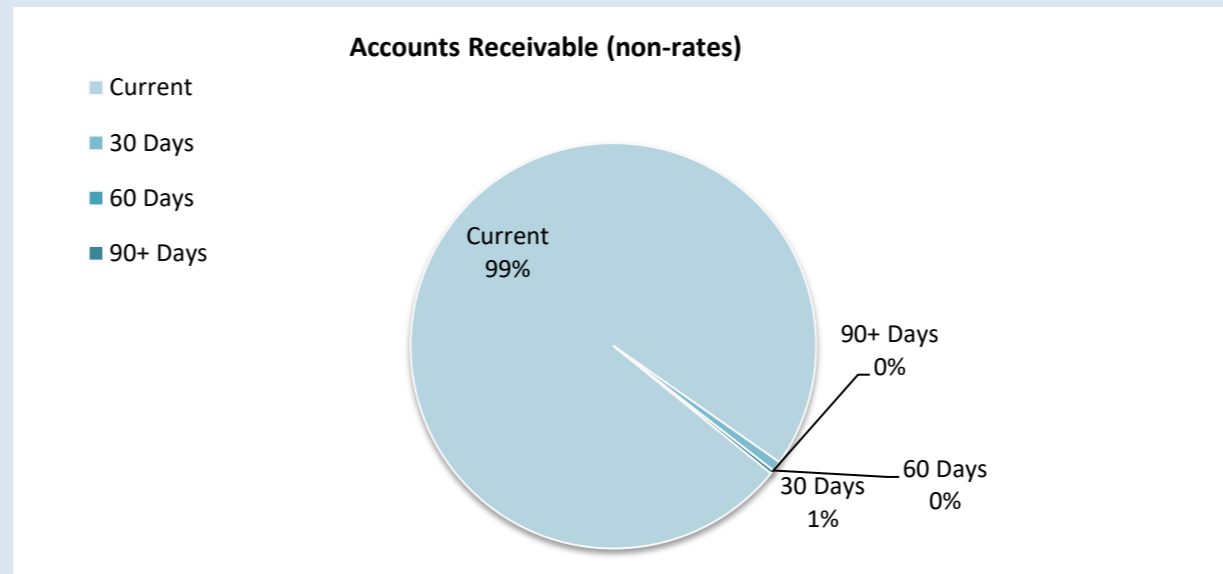
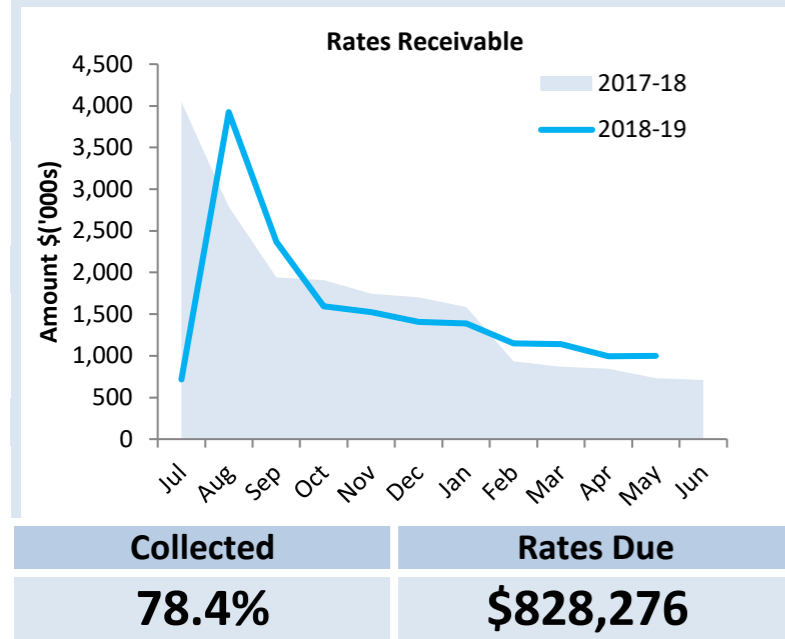
| Rates Receivable | 30 June 2018 | 30 Jun 2019 |
|--------------------------------|----------------|----------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 710,858 | 710,858 |
| Levied this year | 3,124,101 | 3,124,100 |
| Less Collections to date | (3,124,101) | (3,006,682) |
| Equals Current Outstanding | 710,858 | 828,276 |
| Net Rates Collectable | 710,858 | 828,276 |
| % Collected | 81.5% | 78.4% |

| Receivables - General | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|--------|---------|---------|---------|----------|-----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - General | 0 | 17,058 | 139 | 0 | 50 | 17,247 |
| Percentage | 0% | 98.9% | 0.8% | 0% | 0.3% | |
| Balance per Trial Balance | | | | | | |
| Sundry debtors | | | | | | 17,247 |
| GST receivable | | | | | | 252,935 |
| Provisions for Doubtful Debts | | | | | | (385,257) |
| Accrued Income/Payments in Advance | | | | | | 35,117 |
| Total Receivables General Outstanding | | | | | | (79,958) |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as the non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



| |
|---------------------|
| Debtors Due |
| (\$79,958) |
| Over 30 Days |
| 1% |
| Over 90 Days |
| 0.3% |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

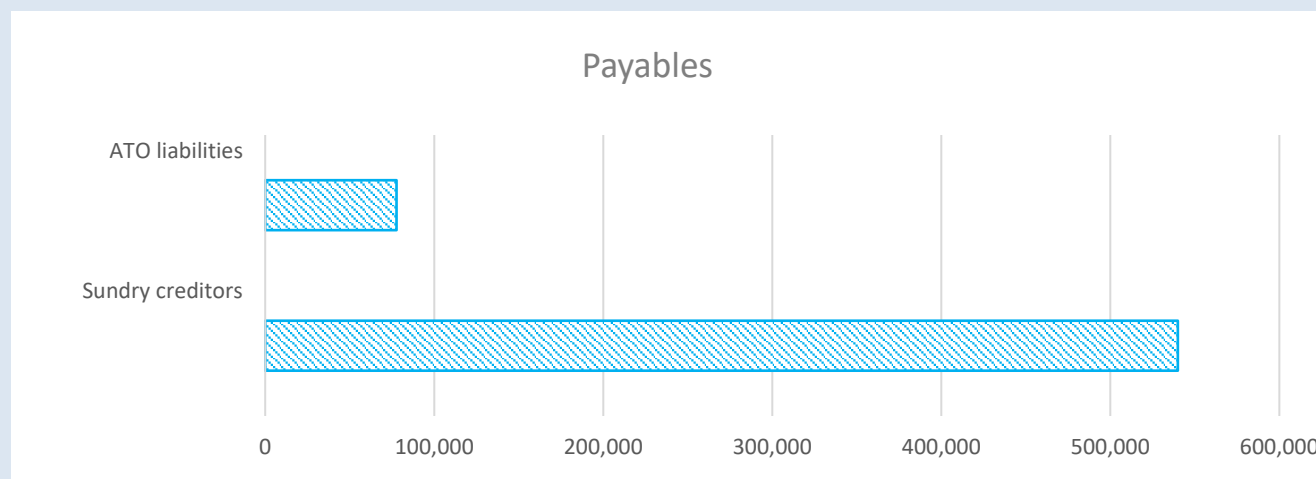
**OPERATING ACTIVITIES
NOTE 4
Payables**

| Payables - General | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|---------------|----------------|----------------|----------------|-----------------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - General | 0 | 389,479 | 97,364 | 34,153 | 18,912 | 539,908 |
| Percentage | 0% | 72.1% | 18% | 6.3% | 3.5% | |
| Balance per Trial Balance | | | | | | |
| Sundry creditors | | | | | | 539,908 |
| ATO liabilities | | | | | | 77,646 |
| Insurance Claims Control Account | | | | | | (2,353) |
| Total Payables General Outstanding | | | | | | 615,201 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire 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, are recognised as a current liability and are normally paid within 30 days of recognition.



Creditors Due
\$615,201

Over 30 Days
28%

Over 90 Days
3.5%

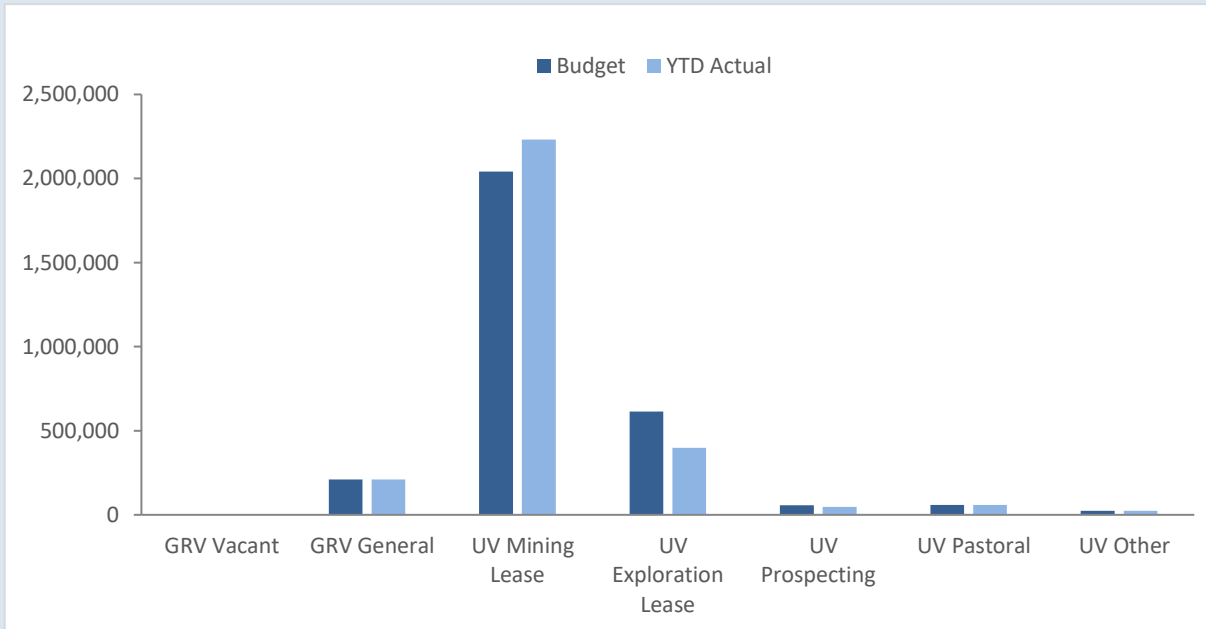
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

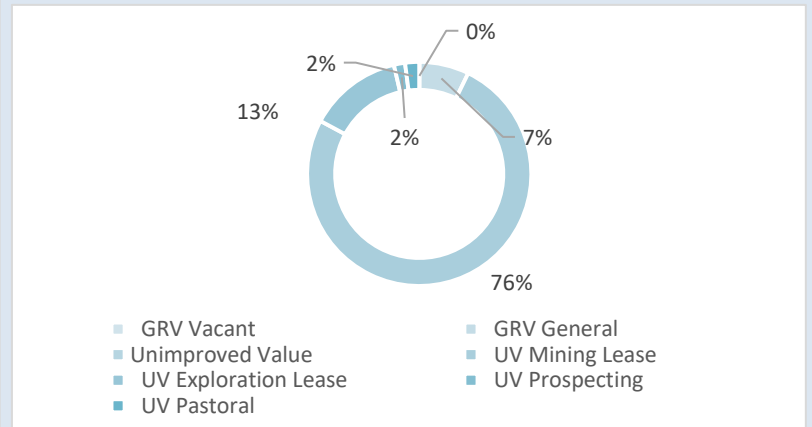
| General Rate Revenue | Budget | | | | | | | YTD Actual | | | |
|----------------------------------|-------------------|----------------------|-------------------|------------------|--------------|-----------|------------------|------------------|-----------------|------------|------------------|
| | Rate in | Number of Properties | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Total Revenue | Rate Revenue | Interim Rates | Back Rates | Total Revenue |
| RATE TYPE | \$ | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Differential General Rate | | | | | | | | | | | |
| Gross Rental Value | | | | | | | | | | | |
| GRV Vacant | 0.084900 | 4 | 18,748 | 1,779 | 0 | 0 | 1,779 | 1,779 | 0 | 0 | 1,779 |
| GRV General | 0.084700 | 29 | 2,490,652 | 210,958 | 0 | 0 | 210,958 | 210,958 | 0 | 0 | 210,958 |
| Unimproved Value | | | | | | | | | | | |
| UV Mining Lease | 0.162600 | 212 | 12,559,652 | 2,042,199 | 0 | 0 | 2,042,199 | 2,273,172 | (41,217) | 0 | 2,231,955 |
| UV Exploration Lease | 0.147300 | 267 | 4,169,413 | 614,155 | 0 | 0 | 614,155 | 395,990 | 3,313 | 0 | 399,303 |
| UV Prospecting | 0.081400 | 170 | 392,743 | 56,987 | 0 | 0 | 56,987 | 50,521 | (2,986) | 0 | 47,535 |
| UV Pastoral | 0.081400 | 19 | 734,152 | 59,760 | 0 | 0 | 59,760 | 59,760 | 0 | 0 | 59,760 |
| UV Other | 0.081400 | 61 | 301,300 | 24,526 | 0 | 0 | 24,526 | 24,526 | 0 | 0 | 24,526 |
| Sub-Total | | 762 | 20,666,660 | 3,010,364 | 0 | 0 | 3,010,364 | 3,016,706 | (40,890) | 0 | 2,975,816 |
| Minimum Payment | Minimum \$ | | | | | | | | | | |
| Gross Rental Value | | | | | | | | | | | |
| GRV Vacant | 200 | 201 | 40,553 | 40,200 | 0 | 0 | 40,200 | 40,200 | 0 | 0 | 40,200 |
| GRV General | 317 | 11 | 15,313 | 3,487 | 0 | 0 | 3,487 | 3,487 | 0 | 0 | 3,487 |
| Unimproved Value | | | | | | | | | | | |
| UV Mining Lease | 317 | 61 | 49,292 | 19,337 | | | 19,337 | 19,654 | 0 | 0 | 19,654 |
| UV Exploration Lease | 280 | 181 | 166,163 | 50,680 | | | 50,680 | 48,720 | 0 | 0 | 48,720 |
| UV Prospecting | 248 | 145 | 192,047 | 35,960 | | | 35,960 | 32,736 | 0 | 0 | 32,736 |
| UV Pastoral | 317 | 8 | 16,843 | 2,536 | | | 2,536 | 2,536 | 0 | 0 | 2,536 |
| UV Other | 317 | 3 | 15,900 | 951 | | | 951 | 951 | 0 | 0 | 951 |
| Sub-Total | | 610 | 496,111 | 153,151 | 0 | 0 | 153,151 | 148,284 | 0 | 0 | 148,284 |
| Amount from General Rates | | | | | | | 3,163,515 | | | | 3,124,100 |
| Total General Rates | | | | | | | 3,163,515 | | | | 3,124,100 |

KEY INFORMATION

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.

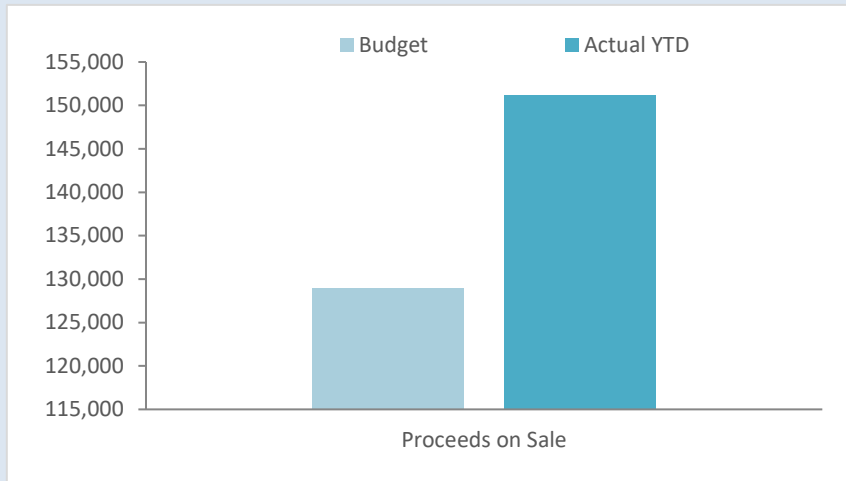


| General Rates | | |
|-----------------|-----------------|---------------|
| Budget | YTD Actual | % |
| \$3.16 M | \$3.12 M | 0.9875 |



| Asset Ref. | Asset Description | Budget | | | | YTD Actual | | | |
|------------|--------------------------------|----------------|----------------|---------------|-----------------|----------------|----------------|---------------|----------------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | Transport | | | | | | | | |
| | P0161 Triaxle Drop Deck Loader | 35,000 | 50,000 | 15,000 | 0 | 35,000 | 32,822 | 0 | (2,178) |
| | P0180 Merc Truck | 84,000 | 65,000 | 0 | (19,000) | 84,000 | 101,233 | 17,233 | 0 |
| | Ford Ranger | 17,500 | 14,000 | 0 | (3,500) | 17,500 | 16,527 | 0 | (973) |
| | P0127 Kubota Generator Camp 12 | 0 | 0 | | | 1,500 | 592 | 0 | (908) |
| | | 136,500 | 129,000 | 15,000 | (22,500) | 138,000 | 151,174 | 17,233 | (4,059) |

KEY INFORMATION



| Proceeds on Sale | | |
|------------------|------------------|-------------|
| Annual Budget | YTD Actual | % |
| \$129,000 | \$151,174 | 117% |

| Capital Acquisitions | Adopted | | | YTD Actual Variance |
|-----------------------------------|------------------|------------------|------------------|------------------------|
| | Budget | YTD Budget | YTD Actual | |
| | \$ | \$ | \$ | \$ |
| Buildings | 1,270,376 | 1,270,376 | 394,651 | (875,725) |
| Furniture & Equipment | 80,000 | 80,000 | 33,662 | (46,338) |
| Plant & Equipment | 542,574 | 542,574 | 492,084 | (50,490) |
| Roads | 3,478,881 | 3,478,881 | 4,278,111 | 799,230 |
| Footpaths | 75,640 | 75,640 | 0 | (75,640) |
| Other Infrastructure | 1,611,406 | 1,611,406 | 387,507 | (1,223,899) |
| Capital Expenditure Totals | 7,058,877 | 7,058,877 | 5,586,015 | (1,472,862) |

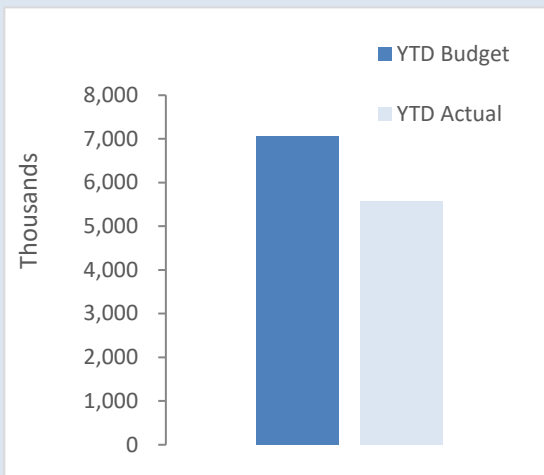
Capital Acquisitions Funded By:

| | \$ | \$ | \$ | \$ |
|----------------------------------|------------------|------------------|------------------|--------------------|
| Capital grants and contributions | 3,212,556 | 3,212,556 | 1,223,533 | (1,989,023) |
| Borrowings | 500,000 | 500,000 | 0 | (500,000) |
| Other (Disposals & C/Fwd) | 129,000 | 129,000 | 151,174 | 22,174 |
| Cash Backed Reserves | | | | |
| Building reserve | 161,000 | 161,000 | 110,343 | (50,657) |
| Plant reserve | 396,000 | 396,000 | 386,000 | (10,000) |
| Roads reserve | 239,000 | 239,000 | 239,000 | 0 |
| Economic development reserve | 402,678 | 402,678 | 402,678 | 0 |
| Contribution - operations | 2,018,643 | 2,018,643 | 3,073,287 | 1,054,644 |
| Capital Funding Total | 7,058,877 | 7,058,877 | 5,586,015 | (1,472,862) |

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION



| | | | |
|----------------------|----------------------|-------------------|-------------------|
| Acquisitions | Annual Budget | YTD Actual | % Spent |
| | \$7.06 M | \$5.59 M | 79% |
| Capital Grant | Annual Budget | YTD Actual | % Received |
| | \$3.21 M | \$1.22 M | 38% |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**

% of
Completion

Level of completion indicator, please see table at the end of this note for further detail.

| | | | Adopted | | Variance | |
|---------------------|------------------------|--|------------------|------------------|----------------|----------------|
| | | | Budget | YTD Budget | (Under)/Over | |
| | | | | | | |
| Capital Expenditure | | | | | | |
| Buildings | | | | | | |
| Job Description | | | | | | |
| 0.61 | C08001 | Youth Centre (Building) | 215,000 | 215,000 | 130,670 | 84,330 |
| | BC001 | Construction Of New Staff Housing | 500,000 | 500,000 | 0 | 500,000 |
| 0.66 | C09002 | Capital - Lot 1 (37 - 39 Reid) St (Asset 209) | 33,000 | 33,000 | 21,669 | 11,331 |
| | C09009 | Capital - Lot 1089 (57) Walsh St (Asset 76) | 0 | 0 | 2,456 | (2,456) |
| 0.06 | C09012 | Capital - Lot 91 (40) Mercer St (Asset 200) | 30,000 | 30,000 | 1,921 | 28,079 |
| | C09022 | 41 Mercer Street (Building Capital) | 0 | 0 | 8,529 | (8,529) |
| 0.42 | C09204 | 55B (12B) Walsh Street (Building Capital) | 16,000 | 16,000 | 6,674 | 9,326 |
| | C09014 | Old Post Office (Building Capital) | 25,000 | 25,000 | 0 | 25,000 |
| | C09205 | 55B (14B) Walsh Street (Capital) | 22,000 | 22,000 | 0 | 22,000 |
| 0.19 | C09206 | 12A Walsh Street (Capital) - Nurses Unit | 16,000 | 16,000 | 3,022 | 12,978 |
| 0.24 | C09207 | 14A Walsh Street (Capital) - Teachers Unit | 22,000 | 22,000 | 5,320 | 16,680 |
| 0.66 | C11100 | Town Hall - Capital Upgrade | 187,000 | 187,000 | 123,506 | 63,494 |
| 0.04 | C11600 | Butcher Shop And Tea Rooms (Capex Building) | 25,000 | 25,000 | 900 | 24,100 |
| 0.89 | C12101 | Depot Extension | 59,698 | 59,698 | 52,949 | 6,749 |
| | C13100 | Lady Shenton Upgrade | 38,000 | 38,000 | 0 | 38,000 |
| 0.60 | C13101 | Airconditioner Replacement Program | 6,000 | 6,000 | 3,570 | 2,430 |
| 0.70 | C13102 | Rainwater Tanks (2) At Lady Shenton | 13,678 | 13,678 | 9,521 | 4,157 |
| 0.41 | C13106 | Goongarrie Cottage Maintenance | 52,000 | 52,000 | 21,216 | 30,784 |
| 0.27 | C13107 | Old Church Building (Lot 8) 50 Shenton Street (Building Capital) | 10,000 | 10,000 | 2,728 | 7,272 |
| 0.31 | Buildings Total | | 1,270,376 | 1,270,376 | 394,651 | 875,725 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**

% of
Completion *Level of completion indicator, please see table at the end of this note for further detail.*

| | | Job Description |
|------|--|---|
| | Furniture & Equipment | |
| | C04002 | Software And Systems |
| 0.75 | C04001 | Administration Communications Equipment |
| 0.42 | Furniture & Equipment Total | |
| | Plant & Equipment | |
| 1.10 | CP008 | Works Utility Replacement |
| 0.88 | CP009 | Triaxle Drop Deck Trailer Replacement |
| 0.91 | CP010 | Truck Replacement |
| | C11311 | Street Lights At Kookynie |
| 0.73 | C12301 | Banners And Signage |
| 0.43 | C12302 | Street Lighting - Village |
| | C12303 | Solar Generator For Accomodation Camp |
| 1.13 | C12304 | Pump - 4 Diesel Transfer Pump |
| 0.91 | Plant & Equipment Total | |

| Adopted | | | Variance (Under)/Over |
|----------------|----------------|----------------|--------------------------|
| Budget | YTD Budget | YTD Actual | |
| | | | |
| 35,000 | 35,000 | 0 | 35,000 |
| 45,000 | 45,000 | 33,662 | 11,338 |
| 80,000 | 80,000 | 33,662 | 46,338 |
| | | | |
| 40,000 | 40,000 | 44,167 | (4,167) |
| 150,000 | 150,000 | 131,800 | 18,200 |
| 300,000 | 300,000 | 272,225 | 27,775 |
| 0 | 0 | 5,089 | (5,089) |
| 9,879 | 9,879 | 7,250 | 2,629 |
| 7,694 | 7,694 | 3,307 | 4,387 |
| 10,000 | 10,000 | 0 | 10,000 |
| 25,000 | 25,000 | 28,246 | (3,246) |
| 542,574 | 542,574 | 492,084 | 50,490 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**

% of
Completion

Level of completion indicator, please see table at the end of this note for further detail.

| | | | Adopted | | Variance |
|------------------|--|---|------------------|------------------|----------------------------|
| | | | Budget | YTD Budget | (Under)/Over |
| Job Description | | | | | |
| Roads | | | | | |
| 1.53 | | CR0001 Menzies Northwest Road R2R | 855,760 | 855,760 | 1,308,658 (452,898) |
| | | CR0009 Tjunjuntjarra Access Road | 66,667 | 66,667 | 0 66,667 |
| | | CR0017 Kookynie Mt Remarkable Road | 0 | 0 | 6,082 (6,082) |
| 0.82 | | CR0032 Program Reseal | 200,700 | 200,700 | 164,169 36,531 |
| 0.76 | | CR0004 Evanston Menzies Road Rrg | 297,207 | 297,207 | 224,863 72,344 |
| | | CR0005 Yarri Road Rrg | 135,800 | 135,800 | 0 135,800 |
| 0.23 | | CR0013 Menzies Northwest Rd Rrg | 292,747 | 292,747 | 67,505 225,242 |
| 0.95 | | CR0040 Pinjin Road | 330,000 | 330,000 | 314,498 15,502 |
| 0.09 | | WR0000 Wandrra Funding - Including Associated Costs (Wml) | 1,300,000 | 1,300,000 | 118,758 1,181,242 |
| | | WR0002 Wandrra Kookynie Yarri Road | 0 | 0 | 94,259 (94,259) |
| | | WR0003 Wandrra Mt Remarkable Road | 0 | 0 | 319,357 (319,357) |
| | | WR0004 Wandrra Cranky Jack Road | 0 | 0 | 224,420 (224,420) |
| | | WR0007 Wandrra Menzies North West Road | 0 | 0 | 7,252 (7,252) |
| | | WR0015 Wandrra Mt Ida Road | 0 | 0 | 133,588 (133,588) |
| | | WR0028 Wandrra Mt Celia Road | 0 | 0 | 581,183 (581,183) |
| | | WR0039 Wandrra Yarri Road | 0 | 0 | 713,520 (713,520) |
| 1.23 | | Roads Total | 3,478,881 | 3,478,881 | 4,278,111 (799,230) |
| Footpaths | | | | | |
| 0.00 | | C12100 Bicycle Path Construction | 75,640 | 75,640 | 0 75,640 |
| 0.00 | | Footpaths Total | 75,640 | 75,640 | 0 75,640 |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

% of
Completion

Level of completion indicator, please see table at the end of this note for further detail.

| | | | Adopted | | Variance | |
|-----------------|-----------------------------------|--|------------------|------------------|------------------|------------------|
| | | | Budget | YTD Budget | (Under)/Over | |
| Job Description | | | | | | |
| | Other Infrastructure | | | | | |
| 0.75 | C11301 | Playground Menzies Park | 10,000 | 10,000 | 7,548 | 2,452 |
| 0.01 | C11305 | Upgrade Town Dam (2) | 181,331 | 181,331 | 2,000 | 179,331 |
| 0.91 | C11306 | Hardcourts - Resurface | 28,882 | 28,882 | 26,150 | 2,732 |
| 0.77 | C11308 | Hardourts Fencing | 20,000 | 20,000 | 15,430 | 4,570 |
| 0.54 | C11310 | Splash Park Monitoring System | 19,399 | 19,399 | 10,483 | 8,916 |
| 0.95 | C11400 | Television And Radio Rebroadcast (Capital Equipment) | 29,207 | 29,207 | 27,764 | 1,443 |
| | CR0006 | Shire House Crossovers | 30,000 | 30,000 | 0 | 30,000 |
| 0.68 | C12103 | Bores To Support Road Works | 30,000 | 30,000 | 20,494 | 9,506 |
| 0.56 | C12104 | Grid Replacement Program | 134,354 | 134,354 | 75,218 | 59,136 |
| 0.11 | C13001 | Tourism Information Bay Shenton / Brown | 8,679 | 8,679 | 992 | 7,687 |
| 0.29 | C13002 | Truck Bay Wilson And Shenton | 654,879 | 654,879 | 191,512 | 463,367 |
| | C13010 | Niagara Dam - Other Infrastructure Capitalised | 0 | 0 | 4,553 | (4,553) |
| | C13012 | Bicycle Track Lake Ballard | 133,886 | 133,886 | 0 | 133,886 |
| 0.03 | C13013 | Bicycle Track Menzies Town | 133,886 | 133,886 | 3,553 | 130,333 |
| 0.08 | C13200 | Museum And Surrounds | 12,698 | 12,698 | 1,059 | 11,639 |
| | C13560 | Plant Nursery Infrastructure | 55,000 | 55,000 | 0 | 55,000 |
| | C13801 | Caravan Park Landscaping | 4,204 | 4,204 | 0 | 4,204 |
| 0.01 | C13802 | Caravan Park Upgrade | 125,000 | 125,000 | 752 | 124,248 |
| 0.24 | Other Infrastructure Total | | 1,611,406 | 1,611,406 | 387,507 | 1,223,899 |
| 0.79 | Grand Total | | 7,058,877 | 7,058,877 | 5,586,016 | 1,472,861 |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - Borrowings

| Information on Borrowings Particulars | 1 July 2018 | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--|-------------|-----------|---------|----------------------|--------|-----------------------|---------|---------------------|--------|
| | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Self Supporting Loans | | | | | | | | | |
| Housing | | | | | | | | | |
| Housing WATC | 0 | 0 | 500,000 | 0 | 21,837 | 0 | 478,163 | 0 | 7,000 |
| | 0 | 0 | 500,000 | 0 | 21,837 | 0 | 478,163 | 0 | 7,000 |
| Total | 0 | 0 | 500,000 | 0 | 21,837 | 0 | 478,163 | 0 | 7,000 |

All debenture repayments were financed by general purpose revenue.

New Borrowings 2018-19

| Particulars | Amount Borrowed | Amount Borrowed | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) | | Balance Unspent |
|--------------|-----------------|-----------------|-------------|-----------|------------|--------------------------|---------------|---------------|---------|-----------------|
| | Actual | Budget | | | | | | Actual | Budget | |
| | \$ | \$ | | | | % | \$ | \$ | \$ | |
| Housing WATC | 0 | 500,000 | WATC | Debenture | 20 | 0 | 3 | 0 | 500,000 | 0 |
| | 0 | 500,000 | | | | 0 | | 0 | 500,000 | 0 |

Unspent Borrowings

The Shire has no unspent debenture funds as at 30th June 2018, nor is it expected to have unspent funds as at 30th June 2019.

KEY INFORMATION

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.

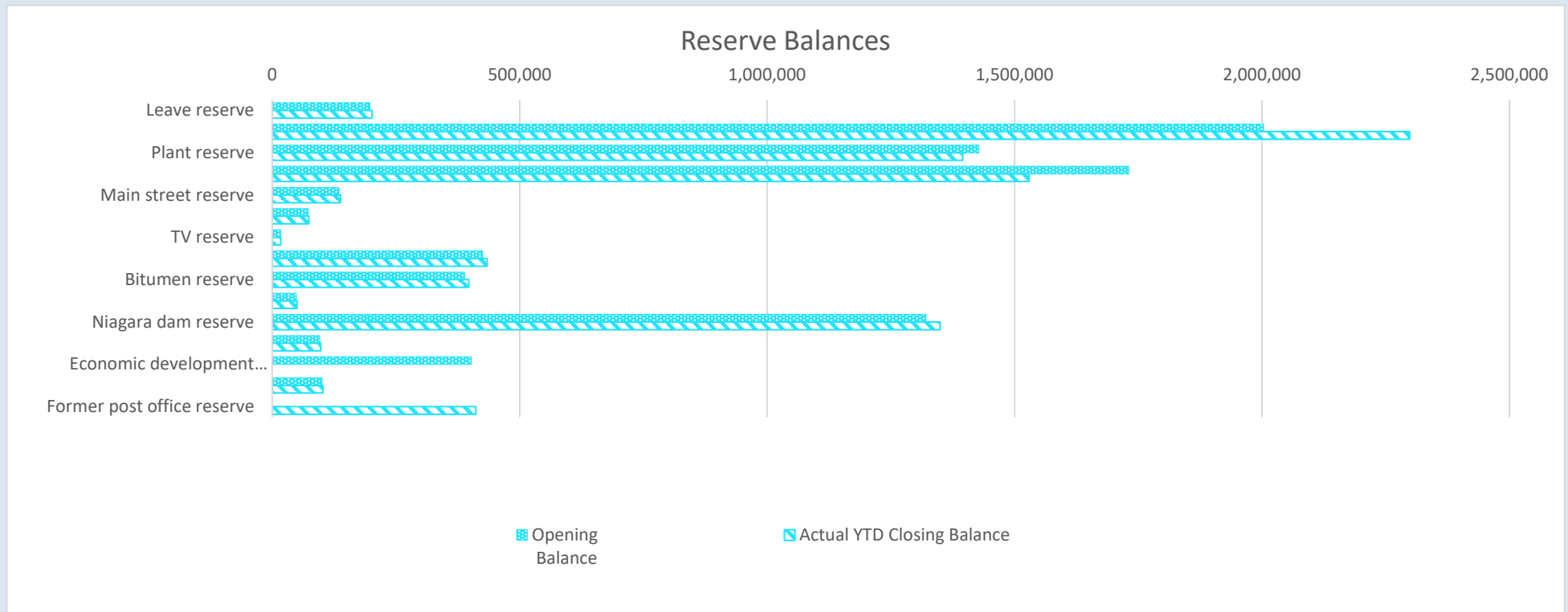
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS**

Cash Backed Reserve

| Reserve Name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|------------------------------|------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Leave reserve | 197,364 | 2,123 | 4,279 | 0 | 0 | 0 | 0 | 199,487 | 201,643 |
| Building reserve | 2,003,260 | 726 | 45,984 | 380,000 | 359,177 | (161,000) | (110,343) | 2,222,986 | 2,298,078 |
| Plant reserve | 1,427,758 | 7,841 | 30,832 | 330,000 | 322,483 | (396,000) | (386,000) | 1,369,599 | 1,395,073 |
| Roads reserve | 1,730,660 | 8,904 | 37,730 | 1,340,000 | 0 | (239,000) | (239,000) | 2,840,564 | 1,529,390 |
| Main street reserve | 135,175 | 1,454 | 2,930 | 0 | 0 | 0 | 0 | 136,629 | 138,105 |
| Staff amenities reserve | 72,722 | 782 | 1,577 | 0 | 0 | 0 | 0 | 73,504 | 74,299 |
| TV reserve | 17,216 | 185 | 373 | 0 | 0 | 0 | 0 | 17,401 | 17,589 |
| Caravan park reserve | 424,818 | 4,570 | 9,209 | 0 | 0 | 0 | 0 | 429,388 | 434,027 |
| Bitumen reserve | 388,662 | 4,181 | 8,426 | 0 | 0 | 0 | 0 | 392,843 | 397,088 |
| Rates creditors | 48,788 | 525 | 1,330 | 0 | 0 | 0 | 0 | 49,313 | 50,118 |
| Niagara dam reserve | 1,320,885 | 14,209 | 28,635 | 0 | 0 | 0 | 0 | 1,335,094 | 1,349,520 |
| Water park reserve | 96,060 | 1,033 | 2,082 | 0 | 0 | 0 | 0 | 97,093 | 98,142 |
| Economic development reserve | 402,678 | 0 | 0 | 0 | 0 | (402,678) | (402,678) | 0 | 0 |
| Waste management reserve | 100,585 | 1,082 | 2,181 | 0 | 0 | 0 | 0 | 101,667 | 102,766 |
| Former post office reserve | 0 | 0 | 8,730 | 407,010 | 402,678 | 0 | 0 | 407,010 | 411,408 |
| | 8,366,631 | 47,615 | 184,298 | 2,457,010 | 1,084,338 | (1,198,678) | (1,138,021) | 9,672,578 | 8,497,246 |

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 10
GRANTS AND CONTRIBUTIONS**

Grants and Contributions

| Grant Provider | Amended Budget | | YTD Budget | Annual Budget (d) | Expected (d)+(e) | YTD Actual Revenue (b) |
|---|------------------|------------------|------------------|-------------------|------------------|------------------------|
| | Operating | Capital | | | | |
| | \$ | \$ | \$ | | | \$ |
| General purpose funding | | | | | | |
| WA Grants Commission | 821,540 | 0 | 821,540 | 821,540 | 821,540 | 819,059 |
| Law, order, public safety | | | | | | |
| Fire Prevention (Jobs) | 3,000 | 0 | 3,000 | 3,000 | 3,000 | 6,522 |
| Recreation and culture | | | | | | |
| Youth Services | 0 | 72,871 | 72,871 | 72,871 | 72,871 | 0 |
| Lottery West Grants- Other Culture | 0 | 0 | 0 | 0 | 0 | 47,301 |
| Transport | | | | | | |
| Road construction RRG | 0 | 88,000 | 88,000 | 88,000 | 88,000 | 0 |
| Maintenance - Muni Fund Roads | 537,637 | 0 | 537,637 | 537,637 | 537,637 | 0 |
| Grant - MRWA Direct Grant | 0 | 0 | 0 | 0 | 0 | 181,189 |
| Grant - Roads | 0 | 0 | 0 | 0 | 0 | 811,830 |
| Grant - Other: Tjun Access Indigenous Access | 0 | 0 | 0 | 66,667 | 66,667 | 127,272 |
| Grant - Roads to Recovery | 0 | 612,853 | 612,853 | 612,853 | 612,853 | 692,224 |
| Road construction RRG | 0 | 480,165 | 480,165 | 480,165 | 480,165 | 301,165 |
| Grant - WANDRRA | 0 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 | 24,843 |
| Grant - Other: Tjun Access Indigenous Access | 0 | 66,667 | 66,667 | 66,667 | 66,667 | 48,000 |
| Economic services | | | | | | |
| Tourism | 0 | 592,000 | 592,000 | 0 | 0 | 110,000 |
| Community Resource Centre | 77,340 | 0 | 77,340 | 77,340 | 77,340 | 122,670 |
| Grants - Tourism | 0 | 0 | 0 | 0 | 0 | 123 |
| Other property and services | | | | | | |
| PWOH cost of operations | 0 | 0 | 0 | 0 | 0 | 2,273 |
| TOTALS | 1,439,517 | 3,212,556 | 4,652,073 | 4,126,740 | 4,126,740 | 3,294,471 |
| SUMMARY | | | | | | |
| Operating grants, subsidies and contributions | 1,439,517 | 0 | 1,439,517 | 1,506,184 | 1,506,184 | 2,070,938 |
| Non-operating grants, subsidies and contributions | 0 | 3,212,556 | 3,212,556 | 2,620,556 | 2,620,556 | 1,223,533 |
| TOTALS | 1,439,517 | 3,212,556 | 4,652,073 | 4,126,740 | 4,126,740 | 3,294,471 |

There are no funds held at balance date over which the Shire has no control and which are not included in this statement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 12
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

| GL Code | Description | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|---------|---|--------------------|--------------------|---------------------|----------------------------|----------------------------|--------------------------------|
| | | | | \$ | \$ | \$ | \$ |
| | Budget Adoption | | Opening Surplus | | 1,156 | (1,156) | 0 |
| 13245 | Lady Shenton Visitors Centre | | Operating Expenses | | | (40,000) | (40,000) |
| 11653 | Other Culture - Capital purchases - Furniture | | Operating Expenses | | | (5,000) | (45,000) |
| C11307 | Collections Furniture | | Capital Expenses | | 5,000 | | (40,000) |
| 14595 | OP&S Capital - Furniture | | Operating Expenses | | | (20,000) | (60,000) |
| C14000 | Office Furniture | | Capital Expenses | | 20,000 | | (40,000) |
| 11351 | Rec & Sport - Capital | | Operating Expenses | | | (47,796) | (87,796) |
| C11304 | Rec & Sport - Capital | | Capital Expenses | | 47,796 | | (40,000) |
| 12325 | Transport - Minor Plant | | Operating Expenses | | | (20,000) | (60,000) |
| C12102 | Minor Plant | | Capital Expenses | | 20,000 | | (40,000) |
| | | | | 0 | 93,952 | (133,952) | (40,000) |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 13
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2018-19 year is \$25,000 or 10.00% whichever is the greater.

| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
|---|-------------|-----------|------|-------------------|--|
| | \$ | % | | | |
| Revenue from operating activities | | | | | |
| General Purpose Funding - Other | 962,432 | 90.72% | ▲ | Permanent | FAGs early payment of 2019/20 grant |
| Transport | 276,531 | 50.04% | ▲ | Permanent | FAGs early payment of 2019/20 grant |
| Economic Services | 189,451 | 91.66% | ▲ | Timing | Rodeo ticket sales and sponsorship |
| Expenditure from operating activities | | | | | |
| Community Amenities | 57,240 | 19.38% | ▲ | Timing | Town planning consultancy budgeted for but no expense to date |
| Recreation and Culture | 255,276 | 26.24% | ▲ | Timing | Overall cost savings. Contributions to communities under budget |
| Transport | 1,278,784 | 38.22% | ▲ | Timing | Depreciation under budget due to road revauations 30 June 2018 |
| Other Property and Services | (120,808) | (132.19%) | ▼ | Timing | Plant cost allocated according to plant usage |
| Investing Activities | | | | | |
| Non-operating Grants, Subsidies and Contribut | (1,989,023) | (61.91%) | ▼ | Timing | WANDRRA grant funding not yet received |
| Capital Acquisitions | 1,472,862 | 20.87% | ▲ | Timing | Some projects deferred (Town Dam Lining), savings on projects and projects reliant on grants not received (Bike Tracks) not commenced. |
| Financing Activities | | | | | |
| Proceeds from New Debentures | (500,000) | (100.00%) | ▼ | Permanent | New housing loan from Treasury not applied for |
| Transfer to Reserves | 1,235,989 | 49.35% | ▲ | Permanent | Transfers to Road Reserve not done |

KEY INFORMATION

12.2.2 Monthly Listing of Payments for the Month of June 2019

| | |
|--------------------------------|---|
| LOCATION: | N/A |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | FIN.935.1/NAM307 |
| DISCLOSURE OF INTEREST: | The Author has no interest to disclose |
| DATE: | 15 July 2019 |
| AUTHOR: | Jeanette Taylor, Manager Finance and Administration |
| ATTACHMENT: | 12.2.2-1 Payment Listing for May 2019 |

SUMMARY

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

BACKGROUND:

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

COMMENT:

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

After payment, the balance of creditors will be \$480,524.43.

CONSULTATION

N/A

STATUTORY Environment:

Local Government (Financial Management) Regulations 1996 Regulation 13

POLICY IMPLICATIONS:

Policy 4.7 – Creditors – Preparation for Payment

FINANCIAL IMPLICATIONS: Nil

RISK ASSESSMENTS:

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

STRATEGIC IMPLICATIONS:

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council receive the list of payments for the month of June 2019 totalling \$934,646.92 being:

- 1) There were no cheques written.
- 2) Electronic Fund Transfer EFT4151 – EFT4214 payments in the Municipal Fund totalling \$889,215.93.
- 3) Direct Debit payments from the Municipal Fund totally \$45,430.99.
- 4) Credit Card payments for the statement period 30 April 2019 to 28 May 2019 totalling \$9,153.34.

COUNCIL DECISION

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

Shire of Menzies
Payments for the Month of June 2019

| Chq/EFT | Date | Name | Description | Amount |
|----------------|-------------|--|--------------------|---------------------------|
| | | Cheques | | \$0.00 |
| | | EFT | | \$889,215.93 |
| | | Direct Debit | | \$45,430.99 |
| | | Total Payments | <hr/> | \$934,646.92 <hr/> |
| | | Credit Card Payments (included in Direct Debit) | | \$9,153.34 |

**Shire of Menzies
Payments for the Month of June 2019**

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|---|--|---------------|
| EFT4151 | 17/06/2019 | Moki International Pty Ltd | Technology goods for resale | \$124.61 |
| EFT4152 | 17/06/2019 | Child Support | Payroll deductions | \$300.00 |
| EFT4153 | 17/06/2019 | Griffin Valuation Advisory | Revaluation of Plant & Equipment for year end | \$7,070.45 |
| EFT4154 | 17/06/2019 | 3E Advantage | Photocopier costs | \$1,737.59 |
| EFT4155 | 17/06/2019 | Riklan Emergency Management Services | Traing for Fire Extinguisher tagging. | \$600.00 |
| EFT4156 | 17/06/2019 | Artemis Films | 25 x Inside Australia DVD for resale | \$302.43 |
| EFT4157 | 17/06/2019 | Toyworld Kalgoorlie | Supplies for Youth Centre | \$192.94 |
| EFT4158 | 17/06/2019 | Purewater Pool Services Pty Ltd | Modem and SIM Messaging for Water Park | \$1,518.00 |
| EFT4159 | 17/06/2019 | Popp - Public Outdoor Pingpong | 50% Deposit on Outdoor Ping Pong Table | \$4,823.50 |
| EFT4160 | 17/06/2019 | WA Local Govt Association | LG Emergency Management Preparation course | \$677.00 |
| EFT4161 | 17/06/2019 | Air Liquide WA Pty Ltd | Cylinder fee hire | \$28.16 |
| EFT4162 | 17/06/2019 | Ian Baird | Travel Allowance | \$1,544.56 |
| EFT4163 | 17/06/2019 | Bunnings | Consumables for workshop | \$331.58 |
| EFT4164 | 17/06/2019 | Cabcharge Australia Limited | Cabcharge Perth Staff Training | \$276.34 |
| EFT4165 | 17/06/2019 | T/a Cardno Spectrum Survey Cardno (wa) | Survey Costs | \$2,178.00 |
| EFT4166 | 17/06/2019 | Cardile International Fireworks Pty Ltd | Cyclassic fireworks - 1 June 2019 | \$19,800.00 |
| EFT4167 | 17/06/2019 | C Direct | Phone credit for resale | \$2,642.39 |
| EFT4168 | 17/06/2019 | Cockburn Cement Ltd | 1 pallet of cement | \$523.95 |
| EFT4169 | 17/06/2019 | Toll Transport Pty Ltd | Freight | \$151.51 |
| EFT4170 | 17/06/2019 | DJ Rev CB | MC Services - Cyclassic Weekend | \$7,700.00 |
| EFT4171 | 17/06/2019 | Goldline Distributors | Consumables for Cyclassic weekend | \$263.31 |
| EFT4172 | 17/06/2019 | Menzies Hotel | Meals for Fireworks providers. | \$246.85 |
| EFT4173 | 17/06/2019 | Landgate | UV and Rural UV Rolls for 2019/2020 | \$1,142.55 |
| EFT4174 | 17/06/2019 | Cr Keith Mader | Travel Allowance | \$253.48 |
| EFT4175 | 17/06/2019 | Marketforce | Advertising | \$1,020.68 |
| EFT4176 | 17/06/2019 | Shire of Menzies Social Club | Payroll deductions | \$110.00 |
| EFT4177 | 17/06/2019 | Office National | Stationery | \$975.22 |
| EFT4178 | 17/06/2019 | Penns Cartage | Transport of culverts from perth to Mt remarkable | \$6,737.72 |
| EFT4179 | 17/06/2019 | Shire Of Leonora | Health and Building Services | \$7,015.00 |
| EFT4180 | 17/06/2019 | Moore Stephens | Accounting Assistance | \$660.00 |
| EFT4181 | 17/06/2019 | Wa Country Health Service - Goldfields | Service at Menzies Health Centre 1 June to 30 June | \$4,554.63 |
| EFT4182 | 26/06/2019 | Roadtech Construction | Wandrra - Road Works | \$244,141.04 |
| EFT4183 | 26/06/2019 | Child Support | Payroll deductions | \$300.00 |
| EFT4184 | 26/06/2019 | Northern Goldfields Earthmoving Pty Ltd | Contract grading | \$60,445.00 |
| EFT4185 | 26/06/2019 | Department Of Mines Industry | BSL Collected in May 2019 | \$214.20 |
| EFT4186 | 26/06/2019 | Comiskey's Contracting | Building Truck Bay | \$265,678.41 |
| EFT4187 | 26/06/2019 | Purewater Pool Services Pty Ltd | Supply & Install pump for Waterpark | \$9,966.00 |
| EFT4188 | 26/06/2019 | Popp - Public Outdoor Pingpong | Final 50% payment - Outdoor Ping Pong Table | \$4,823.50 |
| EFT4189 | 26/06/2019 | Nigel's Service Centre | Outdoor Staff Training | \$4,350.00 |
| EFT4190 | 26/06/2019 | Derek Morrison | 12 month maintenance for clock tower | \$1,150.00 |
| EFT4191 | 26/06/2019 | Australian Taxation Office | IAS - PAYG for May 2019 | \$48,548.00 |
| EFT4192 | 26/06/2019 | Central Regional TAFE | Staff Training | \$590.00 |
| EFT4193 | 26/06/2019 | Toll Transport Pty Ltd | Freight | \$21.18 |
| EFT4194 | 26/06/2019 | Eagle Petroleum (W.A) Pty Ltd | Bulk Fuel - 6,000ltrs | \$8,616.96 |
| EFT4195 | 26/06/2019 | Department of Fire And Emergency | 2018/2019 ESL Quarter 4 | \$4,854.40 |
| EFT4196 | 26/06/2019 | Goldfields Records Storage | User charges for May 2019 | \$26.83 |

**Shire of Menzies
Payments for the Month of June 2019**

| | | | | |
|---------|------------|---|--|---------------------|
| EFT4197 | 26/06/2019 | Hesperian Press | Books for re sale | \$1,295.95 |
| EFT4198 | 26/06/2019 | Jump 4 Us | Obstacle course - Cyclassic weekend | \$960.00 |
| EFT4199 | 26/06/2019 | Landgate | Consolidated Mining Tenement Roll 2019/2020 | \$7,986.35 |
| EFT4200 | 26/06/2019 | Local Government Professionals | Goldfields Forum 6-7 June 2019 | \$40.00 |
| EFT4201 | 26/06/2019 | Local Government Supervisors | LGSA conference - Works Supervisor | \$929.50 |
| EFT4202 | 26/06/2019 | Logo | CEO Recruitment | \$11,287.19 |
| EFT4203 | 26/06/2019 | Cr Keith Mader | Travel Allowance | \$253.48 |
| EFT4204 | 26/06/2019 | Carol Mcallan | Meals while on Training | \$27.95 |
| EFT4205 | 26/06/2019 | Shire of Menzies Social Club | Payroll deductions | \$120.00 |
| EFT4206 | 26/06/2019 | Netlogic Information Technology | Microsoft Surface Pro, Keyboard Type Cover, Mouse, | \$4,935.50 |
| EFT4207 | 26/06/2019 | Office National | Desk for CEO, Youth Centre furniture, stationery | \$4,545.81 |
| EFT4208 | 26/06/2019 | Paupiyala Tjarutja Aboriginal Corporation | Tjuntjuntjara School Holiday Program | \$11,760.20 |
| EFT4209 | 26/06/2019 | Kalgoorlie Retravisision | Fan heater for front desk | \$118.00 |
| EFT4210 | 26/06/2019 | Jeanette Taylor | Meals and fares while on Training in Perth and | \$269.26 |
| EFT4211 | 26/06/2019 | Verlinden's Electrical Service | Electrical services at Water Park | \$1,823.80 |
| EFT4212 | 26/06/2019 | Wa Hino | Glass for Hino Truck | \$665.10 |
| EFT4213 | 26/06/2019 | WML Consultants | Engineering Services | \$38,233.10 |
| EFT4214 | 26/06/2019 | WesTrac Pty Ltd | Fuel, oil and air filters | \$247.49 |
| | 06/06/2019 | Payroll | | \$36,358.44 |
| | 20/06/2019 | Payroll | | 38130.84 |
| | | | | |
| | | | | \$889,215.93 |

Shire of Menzies
Payments for the Month of June 2019

| Chq/EFT | Date | Name | Description | |
|----------------|-------------|-----------------------------------|--|--------------------|
| DD2656.1 | 04/06/2019 | WA Local Govt Superannuation Plan | Superannuation contributions | \$4,478.46 |
| DD2656.2 | 04/06/2019 | WA Local Govt Superannuation Plan | Payroll deductions | \$1,869.17 |
| DD2656.3 | 04/06/2019 | Sunsuper | Superannuation contributions | \$817.31 |
| DD2656.4 | 04/06/2019 | Amp | Superannuation contributions | \$96.87 |
| DD2656.5 | 04/06/2019 | Australian Super | Superannuation contributions | \$374.14 |
| DD2656.6 | 04/06/2019 | Commonwealth Essential Super | Superannuation contributions | \$199.15 |
| DD2656.7 | 04/06/2019 | Kinetic Superannuation | Payroll deductions | \$240.38 |
| DD2680.1 | 18/06/2019 | WA Local Govt Superannuation Plan | Superannuation contributions | \$4,202.74 |
| DD2680.2 | 18/06/2019 | WA Local Govt Superannuation Plan | Payroll deductions | \$1,849.59 |
| DD2680.3 | 18/06/2019 | Sunsuper | Superannuation contributions | \$2,166.48 |
| DD2680.4 | 18/06/2019 | Amp | Superannuation contributions | \$153.37 |
| DD2680.5 | 18/06/2019 | Australian Super | Superannuation contributions | \$386.41 |
| DD2680.6 | 18/06/2019 | Commonwealth Essential Super | Superannuation contributions | \$120.91 |
| DD2680.7 | 18/06/2019 | Kinetic Superannuation | Payroll deductions | \$637.20 |
| DD2682.1 | 03/06/2019 | NAB | Credit card - for 30 April 2019 to 28 May 2019 | \$9,153.34 |
| DD2693.1 | 03/06/2019 | WESTNET | Internet - CRC | \$54.99 |
| DD2695.1 | 07/06/2019 | GoGo Media | On Hold messages phone system June 2019 | \$75.90 |
| DD2697.1 | 11/06/2019 | Telstra - DIRECT DEBIT ONLY | Office Internet May 2019 | \$694.93 |
| DD2701.1 | 17/06/2019 | Woolworths Ltd | Groceries for Anzac Day. | \$121.48 |
| DD2701.2 | 17/06/2019 | Toyota Finance DIRECT DEBIT ONLY | Fleet payment for toyota landcruiser lease | \$1,099.07 |
| DD2704.1 | 26/06/2019 | Gregory Dwyer | Presidents Allowance June 2019 | \$3,364.49 |
| DD2704.2 | 26/06/2019 | Ian Baird | Sitting fee June 2019 | \$1,289.67 |
| DD2704.3 | 26/06/2019 | Jillian Dwyer | Sitting fees June 2019 | \$875.83 |
| DD2704.4 | 26/06/2019 | Cr Debbie Hansen | Sitting fee June 2019 | \$875.83 |
| DD2704.5 | 26/06/2019 | Cr Ian Tucker | Sitting Fee June 2019 | \$875.83 |
| DD2704.6 | 26/06/2019 | Cr Justin Lee | Sitting fee June 2019 | \$875.83 |
| DD2704.7 | 26/06/2019 | Cr Keith Mader | Sitting fee June 2019 | \$700.66 |
| DD2706.1 | 28/06/2019 | NAB | Merchant Fee June 2019 | \$185.45 |
| DD2708.1 | 27/06/2019 | NAB | NAB Connect Fee June 2019 | \$48.49 |
| DD2710.1 | 10/06/2019 | Telstra - DIRECT DEBIT ONLY | Office Internet - May 2019 | \$6,884.43 |
| DD2712.1 | 20/06/2019 | Horizon Power | Street Lights 01/05/2019 to 31/05/2019 | \$662.59 |
| | | | | |
| | | | | |
| | | | | \$45,430.99 |

**Shire of Menzies
Payments for the Month of June 2019**

| Date | Name | Description | Amount |
|-------------|-------------------|--|--------------------|
| 03/05/2019 | Rydges Kalgoorlie | Brad (Netlogic) accomodation | \$ 895.47 |
| 27/05/2019 | Qantas | Staff airfare WALGA training | \$ 698.01 |
| 27/05/2019 | The Murray Hotel | Staff accomodation WALGA Training | \$ 244.80 |
| 28/05/2019 | NAB | Card Fee | \$ 9.00 |
| 07/05/2019 | Eagle Petroleum | Fuel Nisan Xtrail 5MN | \$ 66.76 |
| 07/05/2019 | Horizon Power | Power for teachers house - reimbursed | \$ 139.40 |
| 13/05/2019 | Officeworks | Printer, ink, computer back packs | \$ 173.13 |
| 14/05/2019 | Officeworks | Printer and ink | \$ 107.88 |
| 22/05/2019 | Holiday Inn Perth | Staff accomodation Perth Moore Stephens training | \$ 2,721.30 |
| 22/05/2019 | Holiday Inn Perth | Staff accomodation Perth Moore Stephens training | \$ 2,105.19 |
| 23/05/2019 | Officeworks | Printer paper | \$ 4.88 |
| 24/05/2019 | Holiday Inn Perth | Staff accomodation Perth Moore Stephens training | \$ 1,056.25 |
| 24/05/2019 | Holiday Inn Perth | Staff accomodation Perth Moore Stephens training | \$ 922.27 |
| 28/05/2019 | NAB | Card Fee | \$ 9.00 |
| | | | |
| | | Direct Debit | \$ 9,153.34 |

12.3 WORKS AND SERVICES

12.3.1 Works Report for the period June 2019

| | |
|--------------------------------|--|
| LOCATION: | Works Depot |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | N/A |
| DISCLOSURE OF INTEREST: | The Author has no interest to disclose |
| DATE: | 25 July 2019 |
| AUTHOR: | Paul Warner, Works Supervisor |
| ATTACHMENT: | Nil |

SUMMARY

Summary of works carried out over the previous month.

BACKGROUND

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

COMMENT

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

- Cement bases laid for BBQ and seating table.
- New container arrived and put in place at youth centre, new shelving also put in place.
- Evanston-Menzies Road re-sheeting completed.
- Maintenance grader finished Menzies N/W road.
- Once back from break 10th April grading will commence on Mount Ida Road to the Leonora boundary including covering the potholes that were reported.
- We will also grade the road into Lake Ballard and there is a section near the Mt Ida turnoff that needs grading due to the recent rain.
- The P0120 tri axle dolly has had all new pins and bushes and brake boosters fitted and new mudflaps and mudguards.

- All fire extinguishers in depot, machinery, trucks, cars and buildings have been tagged and tested.
- Paul Warner attended a workshop on the Local Government Act held in Leonora.
- Andrew Tucker, Michael Peterson, Xavier Johnston attended training in Leonora for high risk, excavator and working at heights and were successfully ticketed.
- The light poles for the Kookynie township are ordered and should arrive in 4 to 5 weeks.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK ASSESSMENT

No Risk Assessment has been undertaken relating to this item.

STRATEGIC IMPLICATIONS

14.1 Sustainable local economy encouraged

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

14.2 Strong sense of community maintained

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

- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.

14.3 Active civic leadership achieved

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

14.4 Heritage & Natural assets conserved

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

VOTING REQUIREMENTS

Simple majority

OFFICERS RECOMMENDATION

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

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

12.4.1 ORDINARY MEETING DATES

| | |
|--------------------------------|--|
| LOCATION: | N/A |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | as applicable |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 25 July 2019 |
| AUTHOR: | Peter Money Chief Executive Officer |
| ATTACHMENT: | Nil |

SUMMARY

The dates of the Ordinary Meeting Dates are attached for Council approval.

BACKGROUND

At least once each year a local government is to give local public notice of the dates and the time and place at which the ordinary council meetings are to be held.

COMMENT

The meeting dates will also be advertised on the Shire website.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996. Regulation 12

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil.

RISK ASSESSMENT

Without nominating and advertising the dates of meetings, Council would be non-compliant with the Regulations.

STRATEGIC IMPLICATIONS

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS

Simple majority

OFFICERS RECOMMENDATION

That Council approves the following Ordinary Council meeting dates for the period July 2019 to June 2020:

| | | |
|----------------------------|-----|---------|
| Thursday 25 July 2019 | 1pm | Menzies |
| Thursday 29 August 2019 | 1pm | Menzies |
| Thursday 26 September 2019 | 1pm | Menzies |
| Thursday 31 October 2019 | 1pm | Menzies |
| Thursday 28 November 2019 | 1pm | Menzies |
| Thursday 12 December 2019 | 1pm | Menzies |
| Thursday 27 February 2020 | 1pm | Menzies |
| Thursday 26 March 2020 | 1pm | Menzies |
| Thursday 30 April 2020 | 1pm | Menzies |
| Thursday 28 May 2020 | 1pm | Menzies |
| Thursday 25 June 2020 | 1pm | Menzies |

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /



SHIRE OF MENZIES

ORDINARY MEETINGS OF COUNCIL

The public is advised that pursuant to Regulation 12(1)(a) of the Local Government (Administration) Regulations 1996, the following dates, times and locations have been appointed as Ordinary Council Meeting dates for the period ending 30 June 2019.

| | |
|-----------------------------------|--------------------|
| Thursday 25 July 2019 | 1pm Menzies |
| Thursday 29 August 2019 | 1pm Menzies |
| Thursday 26 September 2019 | 1pm Menzies |
| Thursday 31 October 2019 | 1pm Menzies |
| Thursday 28 November 2019 | 1pm Menzies |
| Thursday 12 December 2019 | 1pm Menzies |
| Thursday 27 February 2020 | 1pm Menzies |
| Thursday 26 March 2020 | 1pm Menzies |
| Thursday 30 April 2020 | 1pm Menzies |
| Thursday 28 May 2020 | 1pm Menzies |
| Thursday 25 June 2020 | 1pm Menzies |

The public is reminded that Council Meetings are open to the public and prior notice will be given of any Special or Committee Meetings being called.

Peter Money
Chief Executive Officer
Shire of Menzies
PO Box 4
Menzies WA 6436

12.4.2 CORPORATE PLAN 2019/2020

| | |
|--------------------------------|---|
| LOCATION: | N/A |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | as applicable |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 25 July 2019 |
| AUTHOR: | Peter Money Chief Executive Officer |
| ATTACHMENT: | Draft Corporate Business Plan 2019 – 2023 |

SUMMARY

The Corporate Business Plan has been reviewed by Moore Stephens for updating of data and compliance with changing Regulations.

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 annually 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, it is used by Officers to assist in the preparation of the Budget.

The Corporate Business Plan is developed by drawing from the strategies of the Asset Management Plan, the Workforce Plan, the Long-Term Financial Plan and the Strategic Community Plan. 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.

CONSULTATION

Tanya Browning - Moore Stephens
Manager Finance and Administration
Works Supervisor

STATUTORY ENVIRONMENT

Local Government Act 1995 S5.56

Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil as activities proposed in the Plan are subject to funding in the budget process.

RISK ASSESSMENT

There is no risk in the adoption of the Corporate Business Plan as it is used only to give direction to the CEO in preparing the annual budget and the budget remains subject to Council approval. Failure to adopt the Plan would leave the Council non-compliant.

STRATEGIC IMPLICATIONS

14.1 Sustainable local economy encouraged

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

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS

Absolute majority

OFFICERS RECOMMENDATION

That Council Adopt the Corporate Business Plan for the period 2019 – 2023.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /



Shire of Menzies

Our Vision: 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



Draft Corporate Business Plan 2019 – 2023

Contents

| | |
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| Strategic Risk Management | 16 |
| References and Acknowledgement..... | 16 |

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Integrated Planning and Reporting Framework

This Draft Corporate Business Plan 2019 – 2023, together with the Strategic Community Plan 2013 - 2023, is the Shire of Menzies's Plan for the Future and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulations 1996 Regulation 19DA (3)*, a Corporate Business Plan is to:

- a) set out, consistent with any relevant priorities included 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
- b) 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
- c) 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 Integrated Planning and Reporting.

Strategic Community Plan

The Shire of Menzies community were invited to share their vision, aspirations and objectives for the future of the Shire of Menzies during the development of the Strategic Community Plan 2013-2023. The Plan subsequently has been reviewed and updated to reflect the community aspirations.

This information provided a valuable insight into the key issues and aspirations, as held by the local community. Importantly for the Council, these views have helped establish clear priorities and shaped the visions, values, objectives and strategies contained within the Strategic Community Plan 2013-2023. This Plan requires a major review in conjunction with community consultation, which is planned to be undertaken in the coming year.

The following four key strategic objectives are defined within the Plan.

- **Local Economy:** The integration of economic, social, cultural and environmental dimensions in the way the shire develops;
- **Community:** Effective community participation in significant decisions about the Shire of Menzies's direction and future;
- **Civic Leadership:** Leadership, transparency, accountability, proper management, community engagement, effective services, equitable access and organisational capacity building; and
- **Heritage:** The exchange of good practice, support and management of the natural and built environment within the Shire of Menzies.

Integrated Planning and Reporting Framework (continued)

Corporate Business Plan

Achieving the community's vision and the Shire's strategic objectives requires the development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required to achieve the objectives and desired outcomes due to the limited resources available. This planning process is formalised by the development of our Corporate Business Plan. The Corporate Business Plan then converts the Strategic Community Plan into action through the adoption of an Annual Budget.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives, the Corporate Business Plan draws on information contained within the following strategic documents.

Asset Management Plan

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

Capital renewal estimates contained within the Asset Management Plan have been included to the extent the financial and workforce resources are available to enable the renewals to occur.

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 maintaining a healthy financial position.

During the development of this Corporate Business Plan, the Long Term Financial Plan was considered to ensure integration with this Plan, resulting in an update to the capital works program. A review of the Long Term Financial Plan is planned during 2019/20 where detailed results of capital works program updates will be prepared for future reporting and planning.

Workforce Plan

The Workforce Plan provides the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies of the Shire's Strategic Community Plan.

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

Review of Plan

In accordance with statutory requirements, the Corporate Business Plan is to be reviewed and updated annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding. A minor review of the Corporate Business Plan 2014-2018 was undertaken in June 2019. Following the planned major review of the Strategic Community Plan, this Corporate Business Plan will be updated to align to the new Strategic Community Plan.

Capital Program

A number of projects are forecast to be undertaken during the life of the Plan, which result in additional capital expenditure. The projects include new, expansion, upgrade and renewal of assets and are detailed in the forecast capital expenditure provided in the Long Term Financial Plan (LTFP).

A number of the projects listed in the LTFP are reliant on external contributions, should these not be received the project may be deferred until adequate funding is available.

| Action | Project | 2019-20 \$ | 2020-21 \$ | 2021-22 \$ | 2022-23 \$ |
|--------------|---|------------------|------------------|------------------|------------------|
| 2.6.1.1 | Buildings Renewal | 200,000 | 250,000 | | |
| 3.4.1.4 | New Staff Housing | 600,000 | | | |
| 4.6.1.1 | Buildings Renewal | | | 256,750 | 263,682 |
| 2.4.2.2 | Other Infrastructure | 100,000 | 150,000 | 30,000 | 30,000 |
| 2.4.2.2 | Parks and Gardens | 100,000 | 175,000 | 150,000 | 100,000 |
| 4.4.1.2 | Parks and Gardens | 100,000 | 175,000 | 150,000 | 100,000 |
| 1.5.1.3 | Plant Replacement Program | 420,053 | 229,556 | 777,801 | 1,039,637 |
| 1.5.1.3 | Menzies North West | 980,898 | 1,007,382 | 1,034,581 | 1,062,514 |
| 1.5.1.3 | Evanstone (~5km) | 500,000 | 500,000 | | |
| 1.5.1.3 | Town Streets – construction | 191,831 | 197,011 | 202,331 | 207,794 |
| 1.5.1.3 | Town Streets – reseal | 73,332 | 75,312 | 77,345 | 79,433 |
| 1.5.1.3 | Roads Provision (inc Tjuntjuntjarra Access Rd & Yarri Rd) | 536,667 | 537,000 | 767,000 | 667,000 |
| Total | | 3,802,781 | 3,296,261 | 3,445,808 | 3,550,060 |

Service Delivery

The Shire of Menzies delivers services to its community in line with its vision, values and the four key strategic objectives set out within the Strategic Community Plan. Each of the four objectives has several outcomes the Shire seeks to achieve over the 10+ years of the Strategic Community Plan.

The table below summarises the desired outcomes under each of the four key strategic objectives. Strategies and detailed actions to achieve these outcomes have been developed and are detailed on the following pages.

Local Economy

Sustainable local economy encouraged

- | | |
|-------------|--|
| Outcome 1.1 | Land Development: Adequate land for commercial, industrial and residential purposes |
| Outcome 1.2 | Mining Partnership: Working in partnership with the local mining industry to formalise service levels and funding arrangements to deliver mutual benefits |
| Outcome 1.3 | Emerging Industries: Collaborate and support local emerging industries such as sandalwood crops and industrial salt production to deliver mutual benefits |
| Outcome 1.4 | Reliable Utilities: Lobby State Government service providers for reliable access to power and water with the capacity to meet future demand |
| Outcome 1.5 | Safe and Useable Road Network: Provide all seasons access to major roads where practicable |
| Outcome 1.6 | Commercial and Industrial Growth: Facilitate Commercial and Service Industry Growth |
| Outcome 1.7 | Tourism Growth: Promote and develop Menzies as a regional place to visit |

Community

Maintain a Strong Sense of Community

- | | |
|-------------|---|
| Outcome 2.1 | Health and Wellbeing: Ensure community health and wellbeing by: managing cactus, domestic animals and stray stock; adequate access to health services; appropriate power, water, sanitation and septic infrastructure |
| Outcome 2.2 | Essential Services: Adequate and appropriate essential services are available. Continue to recognize and support volunteers: encourage community initiatives; provide opportunities to acknowledge the valuable contribution of volunteers |
| Outcome 2.3 | Recreational Facilities: Logical and affordable recreation facilities |
| Outcome 2.4 | Connected Community: Strengthen community cohesiveness and participation. Continue to develop the main street in Menzies. Encourage large scale events that celebrate local life and attract visitors. Continue to provide facilities for visiting services, community members and visitors, such as a Community Resource Centre |
| Outcome 2.5 | Community Needs and Services: Ensure access to quality services to meet changing needs within the community |
| Outcome 2.6 | Quality Built Environment: Logical and affordable upgrades and maintenance of infrastructure and assets |
| Outcome 2.7 | Increased Capacity and Accommodation Choices: Construction of a variety of new housing. Provision of caravan and camping facilities |
| Outcome 2.8 | Community Identity: Maintain effective representation of the local community's identity: continue to develop the main street in Menzies; increase communication and tourism signage throughout the Shire; review Shire logo and promotional materials. |

Service Delivery

Civic Leadership

Active Civic Leadership Achieved

| | |
|-------------|---|
| Outcome 3.1 | Sustainability: Improve the sustainability of the Shire of Menzies |
| Outcome 3.2 | Regional and Onsite Record Keeping: Completion of Regional Records Facility; implementation of standard internal record keeping |
| Outcome 3.3 | Reliable Emergency Services: Support local Bushfire Brigades and St Johns Ambulance Sub-Centre |
| Outcome 3.4 | Sustainable Shire Workforce: Develop workforce capability retain and attract the right people to do the work |
| Outcome 3.5 | Sustainable Resource Management: Ensure resources are managed effectively. Prepare timely accurate reports on the Shire's activities, budgets, plans and performance |
| Outcome 3.6 | Council and Community Leadership: Provide leadership and advocacy on behalf of the community |
| Outcome 3.7 | Community Engagement: Continue to engage in effective communication and collaboration with community members. Shire representatives involved in local initiatives with community group. Review plans with community consultation in alignment with community engagement policy |

Heritage

Heritage and Natural Assets Conserved

| | |
|-------------|--|
| Outcome 4.1 | Natural Environment Conserved: Protect and preserve natural environment |
| Outcome 4.2 | "Inside Australia" and Lake Ballard Protected: Manage and maintain the Lake Ballard Reserve |
| Outcome 4.3 | Niagara Dam Protected: Manage and maintain the Niagara Dam and camping area where practicable |
| Outcome 4.4 | Sculptures in Town to Attract and Inform: Increase the number and maintain sculptures in Menzies and Kookynie |
| Outcome 4.5 | Preservation of Indigenous Culture and Heritage: Work with Menzies Aboriginal Corporation and Tjuntjuntjara community to appropriately preserve indigenous culture and heritage |
| Outcome 4.6 | Built Environment Preserved: Restore and maintain historical buildings and places as financially able |

As the Shire strives to achieve these outcomes, the community will be kept informed of the progress by means of the Annual Report.

Local Economy

Sustainable local economy encouraged

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 1.1 Land Development: Adequate land for commercial, industrial and residential purposes

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| 1.1.1 Facilitate land availability for development | 1.1.1.1 Review land availability and current demand level | ■ | | ■ | | ➔ |
| 1.1.2 Ensure Town planning scheme is effective | 1.1.2.1 Review Town Planning Scheme | ■ | | | | ➔ |
| 1.1.3 Encourage industry growth | 1.1.3.1 Ensure adequate provision for land use requirements included in the Town Planning Scheme | ■ | | | | ➔ |
| | 1.1.3.2 Encourage value add tertiary industries to support primary industry | ■ | ■ | ■ | ■ | ➔ |

Outcome 1.2 Mining Partnership: Working in partnership with the local mining industry to formalise service levels and funding arrangements to deliver mutual benefits

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|--|---------|---------|---------|---------|------|
| 1.2.1 Provide effective transport network | 1.2.1.1 Maintain transport infrastructure in line with Asset Management Plan | ■ | ■ | ■ | ■ | ➔ |
| 1.2.2 Work with key stakeholders to formalise service levels and funding arrangements | 1.2.2.1 Develop, maintain and implement framework for managing development contributions | | ■ | ■ | ■ | ➔ |
| | 1.2.2.2 Develop, maintain and implement framework for managing community benefit contributions | | ■ | ■ | ■ | ➔ |

Outcome 1.3 Emerging Industries: Collaborate and support local emerging industries such as sandalwood crops and industrial salt production to deliver mutual benefits

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|--|---------|---------|---------|---------|------|
| 1.3.1 Encourage local emerging industries | 1.3.1.1 Collaborate and support local emerging industries to deliver mutual benefits | ■ | ■ | ■ | ■ | ➔ |

Outcome 1.4 Reliable Utilities: Lobby State Government service providers for reliable access to power and water with the capacity to meet future demand

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 1.4.1 Lobby for reliable and adequate access to utilities | 1.4.1.1 Ensure properties in the designated area have Horizon power service and water corporation meter connected | ■ | ■ | ■ | ■ | ➔ |

Local Economy

Sustainable local economy encouraged

Outcome 1.5 Safe and Useable Road Network: Provide all seasons access to major roads where practicable

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|--|---------|---------|---------|---------|------|
| 1.5.1 Provide all seasons access to major roads | 1.5.1.1 Prioritise Riverina and Sandstone Roads in asset management planning to provide all seasons access | ■ | ■ | ■ | ■ | ➔ |
| | 1.5.1.2 Complete and implement road safety management / action plan | | | | | ➔ |
| | 1.5.1.3 Maintain and implement asset management planning, aligned with long term financial planning | ■ | ■ | ■ | ■ | ➔ |
| | 1.5.1.4 Review capital works plan and facilities maintenance, in line with annual and long term financial planning | ■ | ■ | ■ | ■ | ➔ |

Outcome 1.6 Commercial and Industrial Growth: Facilitate Commercial and Service Industry Growth

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 1.6.1 Facilitate commercial and service industry growth | 1.6.1.1 Actively promote local business development | ■ | ■ | ■ | ■ | ➔ |

Outcome 1.7 Tourism Growth: Promote and develop Menzies as a regional place to visit

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| 1.7.1 Promote and develop Menzies as a regional place to visit | 1.7.1.1 Participate and complete development of a regional tourism plan | ■ | ■ | ■ | ■ | ➔ |
| | 1.7.1.2 Support the local visitor centre | ■ | ■ | ■ | ■ | ➔ |
| | 1.7.1.3 Build tourism capability through events, arts, history, walkways, and cultural experiences | ■ | ■ | ■ | ■ | ➔ |
| | 1.7.1.4 Maintain 'place making' and community art/ garden initiatives in Main Street | ■ | ■ | ■ | ■ | ➔ |

Measuring our progress

| Indicator | Target |
|--|---|
| Council facility local business visitors | Increase in number of visitors |
| Alternate energy sources available | Maintain increase connections to Council facilities |
| Development building approvals | Increase in applications and approvals |

Community

Maintain a strong sense of community

Outcome 2.1 Health and Wellbeing: Ensure community health and wellbeing by: managing cactus, domestic animals and stray stock; adequate access to health services; appropriate power, water, sanitation and septic infrastructure

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|--|---------|---------|---------|---------|------|
| | | | | | | → |
| 2.1.1 Support pest and weed control within the district | 2.1.1.1 Effective management of cactus, domestic animals and stray stock | ■ | ■ | ■ | ■ | → |
| | 2.1.1.2 Maximise external funding for pest and weed control | ■ | ■ | ■ | ■ | → |
| 2.1.2 Seek adequate medical and health services | 2.1.2.1 Lobby for adequate access to health services | ■ | ■ | ■ | ■ | → |
| 2.1.3 Ensure appropriate power, water, sanitation and septic infrastructure | 2.1.3.1 Provide high quality regulatory services | ■ | ■ | ■ | ■ | → |
| | 2.1.3.2 Lobby for appropriate power, water, sanitation and septic infrastructure | ■ | ■ | ■ | ■ | → |

Outcome 2.2 Essential Services: Adequate and appropriate essential services are available. Continue to recognize and support volunteers: encourage community initiatives; provide opportunities to acknowledge the valuable contribution of volunteers

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| | | | | | | → |
| 2.2.1 Support provision of emergency services and encourage community volunteers | 2.2.1.1 Work with key stakeholders and community to recognize and support volunteers | ■ | ■ | ■ | ■ | → |
| | 2.2.1.2 Encourage and support community initiatives | ■ | ■ | ■ | ■ | → |
| | 2.2.1.3 Provide opportunities to acknowledge the valuable contribution of volunteers | ■ | ■ | ■ | ■ | → |

Outcome 2.3 Recreational Facilities: Logical and affordable recreation facilities

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| | | | | | | → |
| 2.3.1 Maintain and enhance recreation facilities | 2.3.1.1 Maintain recreation facilities in line with asset management plan | ■ | ■ | ■ | ■ | → |
| | 2.3.1.2 Complete the Recreation Facilities Development Plan | | | | | → |

Community

Maintain a strong sense of community

Outcome 2.4 Connected Community: Strengthen community cohesiveness and participation. Continue to develop the main street in Menzies. Encourage large scale events that celebrate local life and attract visitors. Continue to provide facilities for visiting services, community members and visitors, such as a Community Resource Centre

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| 2.4.1 Actively promote and support community events and activities within the district | 2.4.1.1 Implement 'place making' and community art/ garden initiatives in Main Street | ■ | ■ | ■ | ■ | ➔ |
| | 2.4.1.2 Actively promote and support local events and activities | ■ | ■ | ■ | ■ | ➔ |
| 2.4.2 Community services and infrastructure meeting the needs of the district | 2.4.2.1 Continue to provide facilities for visiting services, community members and visitors | ■ | ■ | ■ | ■ | ➔ |
| | 2.4.2.2 Maintain and renew infrastructure in line with the Asset Management Plans | ■ | ■ | ■ | ■ | ➔ |
| | 2.4.2.3 Participate in development of a regional plan for the provision of aged care services | ■ | | | | |
| | 2.4.2.4 Complete and implement plan to deliver specific youth activities and opportunities | ■ | ■ | ■ | ■ | ➔ |
| | 2.4.2.5 Complete and implement plan to support cultural experiences (events, festivals, crafts and entertainment) | ■ | ■ | ■ | ■ | ➔ |

Outcome 2.5 Community Needs and Services: Ensure access to quality services to meet changing needs within the community

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| 2.5.1 Facilitate community safety, security and well being | 2.5.1.1 Define role, level of service, and develop partnerships for delivery | ■ | ■ | ■ | ■ | ➔ |
| | 2.5.1.2 Facilitate improved regional health and education services | ■ | ■ | ■ | ■ | ➔ |

Community

Maintain a strong sense of community

Outcome 2.6 Quality Built Environment: Logical and affordable upgrades and maintenance of infrastructure and assets

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| | | | | | | ➔ |
| 2.6.1 Ongoing assessment of services and infrastructure | 2.6.1.1 Maintain and renew infrastructure in line with the Asset Management Plans | ■ | ■ | ■ | ■ | ➔ |

Outcome 2.7 Increased Capacity and Accommodation Choices: Construction of a variety of new housing. Provision of caravan and camping facilities

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| | | | | | | ➔ |
| 2.7.1 Support the community to address housing issues as well as enhancing and maintaining local attractions and associated infrastructure | 2.7.1.1 Review land use strategy and policies | ■ | ■ | ■ | ■ | ➔ |
| | 2.7.1.2 Facilitate affordable and sustainable housing options | ■ | ■ | ■ | ■ | ➔ |
| | 2.7.1.3 Provision of caravan and camping facilities | ■ | ■ | ■ | ■ | ➔ |
| | 2.7.1.4 Advocate relevant agencies on behalf of the community to access appropriate services | ■ | ■ | ■ | ■ | ➔ |

Outcome 2.8 Community Identity: Maintain effective representation of the local community's identity; continue to develop the main street in Menzies; increase communication and tourism signage throughout the Shire; review Shire logo and promotional materials

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| | | | | | | ➔ |
| 2.8.1 Effective representation of the local community identity | 2.8.1.1 Continue to develop and maintain the main street in Menzies | ■ | ■ | ■ | ■ | ➔ |
| | 2.8.1.2 Review Shire branding and style guide | | ■ | | | |

Measuring our progress

| Indicator | Target |
|---|---------------------|
| Local volunteer base | Maintain Increase |
| Community activities events | Maintain Increase |
| Partnerships with private and public bodies | Maintain Increase |

Civic Leadership

Active Civic Leadership Achieved

Outcome 3.1 Sustainability: Improve the sustainability of the Shire of Menzies

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|------------------------------------|---|---------|---------|---------|---------|------|
| 3.1.1 Provide strategic leadership | 3.1.1.1 Support and implement the Integrated Planning and Reporting Framework | ■ | ■ | ■ | ■ | ➔ |

Outcome 3.2 Regional and Onsite Record Keeping: Participation in Regional Records Facility; implementation of standard internal record keeping

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| 3.2.1 Maintain a high level of corporate governance, responsibility and accountability | 3.2.1.1 Review and implement Record Keeping Plan | ■ | | ■ | | ➔ |
| | 3.2.1.2 Active participant of Regional Records Facility | ■ | ■ | ■ | ■ | ➔ |

Outcome 3.3 Reliable Emergency Services: Support local Bushfire Brigades and St Johns Ambulance Sub-Centre

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 3.3.1 Advocate and actively support emergency management and services | 3.3.1.1 Lobby for regular and adequate support of volunteers | ■ | | ■ | | ➔ |
| | 3.3.1.2 Continue to support emergency service volunteers | ■ | ■ | ■ | ■ | ➔ |
| | 3.3.1.3 Active involvement with the Local Emergency Management Committee (LEMC) | ■ | ■ | ■ | ■ | ➔ |

Outcome 3.4 Sustainable Shire Workforce: Develop workforce capability to retain and attract the right people to do the work

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 3.4.1 Maintain organisational policies and strategies for the attraction and retention of quality employees | 3.4.1.1 Review and maintain effective workforce planning | ■ | ■ | ■ | ■ | ➔ |
| | 3.4.1.2 Ensure implementation and commitment to continual workplace health and safety improvement | ■ | ■ | ■ | ■ | ➔ |
| | 3.4.1.3 Provide opportunities for training and development for staff | ■ | ■ | ■ | ■ | ➔ |
| | 3.4.1.4 Provision of quality housing for key staff to maintain a locally based workforce | ■ | | | | |

Civic Leadership

Active Civic Leadership Achieved

Outcome 3.5 Sustainable Resource Management: Ensure resources are managed effectively. Prepare timely accurate reports on the Shire's activities, budgets, plans and performance

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| 3.5.1 Maintain a high level of corporate governance, responsibility and accountability | 3.5.1.1 Seek to deliver best practice services and outcomes within resource capacity | ■ | ■ | ■ | ■ | → |
| | 3.5.1.2 Develop and maintain strategic plans | ■ | ■ | ■ | ■ | → |
| | 3.5.1.3 Maintain effective policies, procedures and practices | ■ | ■ | ■ | ■ | → |
| | 3.5.1.4 Demonstrate sound financial planning and management | ■ | ■ | ■ | ■ | → |
| | 3.5.1.5 Seek a high level of legislative compliance and effective internal controls | ■ | ■ | ■ | ■ | → |

Outcome 3.6 Council and Community Leadership: Provide leadership and advocacy on behalf of the community

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 3.6.1 Provide leadership to the community, staff and wider region | 3.6.1.1 Effectively represent and promote the Shire of Menzies | ■ | ■ | ■ | ■ | → |
| | 3.6.1.2 Collaborate with regional partners, key stakeholders and other organisations to enhance community services and infrastructure | ■ | ■ | ■ | ■ | → |
| | 3.6.1.3 Lobby and advocate for improved services, infrastructure and access | ■ | ■ | ■ | ■ | → |

Outcome 3.7 Community Engagement: Continue to engage in effective communication and collaboration with community members. Shire representatives involved in local initiatives with community groups. Review plans with community consultation in alignment with community engagement policy

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|--|---------|---------|---------|---------|------|
| 3.7.1 Effective communication and engagement with community | 3.7.1.1 Ongoing communication and engagement with community | ■ | ■ | ■ | ■ | → |
| 3.7.2 Promote and advocate for the community and district | 3.7.2.1 Actively promoting and advocating on behalf of the community | ■ | ■ | ■ | ■ | → |
| | 3.7.2.2 Participation with key stakeholders and committees | ■ | ■ | ■ | ■ | → |

Measuring our progress

| Indicator | Target |
|--------------------------------|---|
| Elected members representation | Maintain participation on boards and committees |
| Strategic plans and reports | Maintain currency |
| Statutory financial ratios | Maintain healthy ratios |

Heritage

Heritage and Natural Assets Conserved

Outcome 4.1 Natural Environment Conserved: Protect and preserve natural environment

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| 4.1.1 Protect and preserve our natural environment | 4.1.1.1 Develop a marketing plan to promote the significant natural features of the shire | | ■ | | | ➔ |
| | 4.1.1.2 Support programs to eradicate pest plants and animals | ■ | ■ | ■ | ■ | ➔ |
| | 4.1.1.3 Ensure restricted vehicle access to fragile areas | ■ | ■ | ■ | ■ | ➔ |

Outcome 4.2 "Inside Australia" and Lake Ballard Protected: Manage and maintain the Lake Ballard Reserve

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|---|---------|---------|---------|---------|------|
| 4.2.1 Manage and maintain the Lake Ballard Reserve | 4.2.1.1 Maintain infrastructure in line with asset management plan | ■ | ■ | ■ | ■ | ➔ |
| | 4.2.1.2 Review Local Laws in relation to vehicle access | | ■ | | | ➔ |
| | 4.2.1.3 Liaise with Australia's Golden Outback and key stakeholders to promote Lake Ballard Reserve | ■ | ■ | ■ | ■ | ➔ |

Outcome 4.3 Niagara Dam Protected: Manage and maintain the Niagara Dam and camping area where practicable

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|--|--|---------|---------|---------|---------|------|
| 4.3.1 Manage and maintain the Niagara Dam and camping area | 4.3.1.1 Maintain infrastructure in line with asset management plan | ■ | ■ | ■ | ■ | ➔ |

Outcome 4.4 Sculptures in Town to Attract and Inform: Increase the number and maintain sculptures in Menzies and Kookynie

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 4.4.1 Enhance and maintain local attractions and infrastructure | 4.4.1.1 Maintain sculptures and information boards in consultation with the artists | ■ | ■ | ■ | ■ | ➔ |
| | 4.4.1.2 Increase number of sculptures in Menzies and Kookynie | | | ■ | | |

Heritage

Heritage and Natural Assets Conserved

Outcome 4.5 Preservation of Indigenous Culture and Heritage: Work with Menzies Aboriginal Corporation and Tjuntjuntjara community to appropriately preserve indigenous culture and heritage

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|---|---|---------|---------|---------|---------|------|
| 4.5.1 Preserve our culture and heritage | 4.5.1.1 Collaborate with key stakeholders to develop a complete register of sites to be protected | ■ | ■ | ■ | ■ | ➔ |
| | 4.5.1.2 Collaborate with key stakeholders to develop appropriate information for public use and distribution regarding the culture, heritage, significant sites | | ■ | | | |

Outcome 4.6 Built Environment Preserved: Restore and maintain historical buildings and places as financially able

| Strategy | Actions | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023 |
|------------------------------------|---|---------|---------|---------|---------|------|
| 4.6.1 Maintain our heritage assets | 4.6.1.1 Develop a program for the preservation and restoration of buildings in Menzies, Kookynie, Goongarrie in line with asset management plan | ■ | ■ | ■ | ■ | ➔ |

Measuring our progress

| Indicator | Target |
|--|-----------------------------------|
| Statutory asset management ratios | Improve Maintain healthy ratios |
| Infrastructure maintenance and renewal | In line with budget |

Services and Facilities

Services and facilities provided by the Shire have been linked with the relevant strategies in the Strategic Community Plan in the following table. The table provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Menzies.

| Services Facilities Support | Local Economy | Community | Civic Leadership | Heritage |
|--|---------------------|--------------|------------------|----------|
| Customer service | | | 3.6.1 | |
| Community consultation engagement | | | 3.7.1 | |
| Strategic planning | | | 3.1.1 | |
| Town planning | 1.1.2 | | | |
| Economic development | 1.1.3, 1.3.1, 1.6.1 | | | |
| Lake Ballard Reserve | | | | 4.2.1 |
| Tourism management | 1.7.1 | 2.4.2 | | |
| Event management | | 2.4.1 | | |
| Emergency services fire control | | 2.2.1 | 3.3.1 | |
| Ranger services | | 2.1.3 | | |
| Natural resource management | | | | 4.1.1 |
| Rubbish kerbside collection | | 2.1.3 | | |
| Building control | | 2.1.3 | | |
| Health administration inspection | | 2.1.3 | | |
| Parks gardens reserves | | 2.4.1, 2.4.2 | | |
| Town beautification landscaping | | 2.4.1, 2.8.1 | | |
| Sport recreation facilities | | 2.3.1 | | |
| Council buildings heritage assets | | | | 4.6.1 |
| Caravan park | | 2.7.1 | | |
| Airstrip | | 2.6.1 | | |
| Library library services Post office | | 2.4.2, 2.5.1 | | |
| Visitor Centre Community Resource Centre | 1.7.1 | | | |
| Cemetery management | | 2.6.1 | | |
| Roads infrastructure | 1.2.1, 1.5.1 | | | |
| Street lighting | 1.4.1 | | | |
| Public toilets | 1.7.1 | | | |
| Waste management facility | | 2.1.3 | | |
| Medical health services | | 2.1.2, 2.5.1 | | |
| Youth services | | 2.4.2 | | |
| Aged disabled services | | 2.4.2 | | |
| Indigenous relations | 1.2.2 | | | 4.5.1 |
| Support for volunteers | | | 3.3.1 | |

Strategic Risk Management

It is important to consider the external and internal context in which the Shire of Wiluna operates, relative to risk, to understand the environment in which the Shire seeks to achieve its strategic objectives. The factors identified and considered during the preparation of this Plan are:

| External Factors | Internal Factors |
|--|---|
| Increasing community expectations in relation to service levels and service delivery | The objectives and strategies contained in the Council's current Strategic Community Plan |
| Rapid changes in information technology changing the service delivery environment | The timing and actions contained in the Council's Corporate Business Plan |
| Increased compliance requirements due to Government Policy and Legislation | Organisational size, structure, activities and location |
| Cost shifting by Federal and State Governments | Human resourcing levels and staff retention |
| Reducing external funding for infrastructure and operations | The financial capacity of the Shire |
| Changes in mining and pastoral practices and the associated social impacts | Allocation of resources to achieve strategic outcomes |
| Climate change and subsequent response | Maintenance of corporate records |

References and Acknowledgement

Reference to the following documents or sources were made during the preparation of the Corporate Business Plan:

- Shire of Menzies Strategic Community Plan 2013 – 2023;
- Council website: www.menzies.wa.gov.au; and
- Shire of Menzies Corporate Business Plan 2013-2016.

Prepared with the assistance of:

Moore Stephens (WA) Pty Ltd
Telephone: (08) 9225 5355
Email: perth@moorestephens.com.au

Disclaimer

This Plan has been prepared for the exclusive use of the Shire of Menzies.

This Plan contains quantitative and qualitative statements, including projections, estimates, opinions and forecasts concerning the anticipated future performance of the Shire of Menzies, based on a large number of assumptions, and will be, subject to significant uncertainties and contingencies many, if not all, of which are outside the control of the Shire of Menzies.

This Plan is supplied in good faith for public information purposes and the Shire accepts no responsibility for any loss occasioned by any person acting or refraining from action as a result of reliance on the Plan.

Document Management

Version 2019 – 2023 | V2.0
Status Draft
Date of Adoption XX July 2019

12.4.3 REVIEW OF FINANCIAL MANAGEMENT, RISK MANAGEMENT, LEGISLATIVE COMPLIANCE AND INTERNAL CONTROLS.

| | |
|--------------------------------|---|
| LOCATION: | N/A |
| APPLICANT: | Shire of Menzies |
| DOCUMENT REF: | GOV.860.1/NAM250 |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 18 July 2019 |
| AUTHOR: | Peter Money Chief Executive Officer |
| ATTACHMENT: | Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls |

SUMMARY

This Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls was conducted by Moore Stephens and completed in April 2019. It is a process-wide review of the internal activities and practices within the Shire administration. It also provides a more detailed analysis of processes not usually covered in the audit process.

BACKGROUND

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

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

This Report was commissioned by the Council early in 2019 and was carried out by Tanya Browning from Moore Stephens.

The Report is a comprehensive review of many aspects of the Shire operations and practices.

There are some matters that will require immediate implementation (though some were already implemented on my appointment as CEO) and others that will take some time due to other constraints on the available staff.

Moore Stephens will provide to the CEO a spreadsheet of the findings in the Report and this spreadsheet will prioritise the various tasks emanating from the Report with timelines.

Progress through the findings will be reported regularly to the Council to ensure transparency on the progression of the necessary improvements.

COMMENT

This Report is a comprehensive review of administrative activities which encompasses Council policies and plans, financial procedures, human resource management including payroll, registers and audit practices.

The completion of the task is identified within the Report will take an as yet unknown number of months to complete as progress will be dependent of available human resources and the levels of corporate knowledge.

It is likely that external resources may be employed to hasten compliance with the findings. Funding for this is reflected in the 2019-20 Budget for consultation services.

CONSULTATION

Tanya Browning – Moore Stephens
Shire President
Manager Finance & Administration

STATUTORY ENVIRONMENT

Local Government (Audit) Regulations – Regulation 17

POLICY IMPLICATIONS

Policy 1.7 – Enterprise Risk Management

FINANCIAL IMPLICATIONS

The financial implications at this time are unknown as it is not yet determined what external resources will be employed to hasten compliance with the findings.

RISK ASSESSMENT

There are risks of non-compliance, breaches of Regulations if the more urgent recommendations are not implemented especially those relating to tender processes. These risks are minimised as some important changes have already been implemented.

Other risks are that the Shire could be deemed non-compliant in several other aspects if the recommendations are not implemented.

STRATEGIC IMPLICATIONS

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.

VOTING REQUIREMENTS

Simple majority

OFFICERS RECOMMENDATION

That Council adopts the Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls from April 2019.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

12.4.4 AUDITORS REPORTS

| | |
|--------------------------------|--|
| LOCATION: | N/A |
| APPLICANT: | Auditor General's Office |
| DOCUMENT REF: | as applicable |
| DISCLOSURE OF INTEREST: | Nil |
| DATE: | 27 June 2019 |
| AUTHOR: | Peter Money Chief Executive Officer |
| ATTACHMENT: | 12.4.4-1 Financial Report 12.4.4-2 Independent Auditors Report 12.4.4-3 Audit Findings |

SUMMARY

The audited Financial Report, Independent Auditors Report and Audit Findings for the 2017/2018 financial year are presented to Council from the Audit Committee recommending adoption.

BACKGROUND

Local governments are subject to annual audits currently by agents appointed by the Office of the Auditor General (OAG).

The 2018/19 audit was conducted by Butler Setteniri.

The regulations require the audit to be completed and presented to the Audit Committee and Council prior to 31st December 2018. If this timeline cannot be met approval for deferment is required from the Auditor General.

This did not happen and as a result this did not occur and so the Council is in breach of the Local Government Act in that regard and this will likely be reported in the 2018/19 audit report

The audit was delayed for some length of time as requested documents were not provided to the auditors as requested and this was not resolved until May 2019.

COMMENT

Nil

CONSULTATION

OAG
Manager Finance and Administration
Butler Setteniri

STATUTORY ENVIRONMENT

Local Government Act s 7.9; 7.12A;

Local Government (Audit) Regulations 10

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK ASSESSMENT

Nil as the report is only for recommendation for approval by the Council.

STRATEGIC IMPLICATIONS

Select one or more of the outcomes from the Strategic Plan – delete those not relevant

14.1 Sustainable local economy encouraged

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

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS

Absolute majority

OFFICERS RECOMMENDATION

That Council adopt the 2017/2018 Financial Report, Independent Auditors Report and Audit Findings as recommended by the Audit Committee.

COUNCIL DECISION

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

MOVED: Cr

SECONDED: Cr

Carried /

SHIRE OF MENZIES
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

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COMMUNITY VISION

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

Principal place of business:

124 Shenton Street
MENZIES WA 6436


**SHIRE OF MENZIES
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Menzies for the financial year ended 30 June 2018 is based on proper accounts and records to present fairly the financial position of the Shire of Menzies at 30 June 2018 and the results of the operations for the financial year then ended in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the *26th* day of *June* 2019



Chief Executive Officer

Peter Money

Name of Chief Executive Officer

**STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2018**

| | NOTE | 2018 Actual \$ | 2018 Budget \$ | 2017 Actual \$ |
|---|-------|----------------------|----------------------|----------------------|
| Revenue | | | | |
| Rates | 21(a) | 3,035,767 | 2,809,112 | 2,863,670 |
| Operating grants, subsidies and contributions | 2(a) | 3,027,985 | 1,717,444 | 4,178,929 |
| Fees and charges | 2(a) | 246,983 | 171,620 | 175,722 |
| Interest earnings | 2(a) | 312,795 | 184,600 | 250,445 |
| Other revenue | 2(a) | 52,357 | 46,200 | 84,398 |
| | | <u>6,675,887</u> | <u>4,928,976</u> | <u>7,553,164</u> |
| Expenses | | | | |
| Employee costs | | (1,597,958) | (1,615,058) | (1,569,381) |
| Materials and contracts | | (1,441,736) | (2,876,272) | (1,224,847) |
| Utility charges | | (100,056) | (56,160) | (48,211) |
| Depreciation on non-current assets | 9(b) | (2,392,955) | (2,076,951) | (2,076,922) |
| Insurance expenses | | (127,351) | (130,430) | (138,200) |
| Other expenditure | | (278,054) | (332,400) | (524,345) |
| | | <u>(5,938,110)</u> | <u>(7,087,271)</u> | <u>(5,581,906)</u> |
| | | 737,777 | (2,158,295) | 1,971,258 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,274,434 | 3,609,875 | 608,491 |
| Profit on asset disposals | 9(a) | 28,141 | 10,750 | 7,138 |
| (Loss) on asset disposals | 9(a) | (11,183) | (9,250) | 0 |
| Impairment of parks and infrastructure | 8(b) | (84,699) | 0 | 0 |
| Net result | | 2,944,470 | 1,453,080 | 2,586,887 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 10 | (2,754,292) | 0 | (2,385,160) |
| Total other comprehensive income | | (2,754,292) | 0 | (2,385,160) |
| Total comprehensive income | | 190,178 | 1,453,080 | 201,727 |

This statement is to be read in conjunction with the accompanying notes.



**STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2018**

| | NOTE | 2018 Actual \$ | 2018 Budget \$ | 2017 Actual \$ |
|---|------|----------------------|----------------------|----------------------|
| Revenue | | | | |
| | 2(a) | | | |
| Governance | | 164 | 0 | 91 |
| General purpose funding | | 4,999,469 | 3,889,706 | 7,213,835 |
| Law, order, public safety | | 2,965 | 6,400 | 5,935 |
| Health | | 7,337 | 0 | 0 |
| Housing | | 99,840 | 65,220 | 63,205 |
| Community amenities | | 9,291 | 6,600 | 7,628 |
| Recreation and culture | | 1,085 | 10,000 | 294 |
| Transport | | 1,303,252 | 727,250 | 66 |
| Economic services | | 196,913 | 185,100 | 189,807 |
| Other property and services | | 55,571 | 38,700 | 72,303 |
| | | 6,675,887 | 4,928,976 | 7,553,164 |
| Expenses | | | | |
| Governance | | (733,330) | (534,774) | (777,853) |
| General purpose funding | | (224,429) | (133,974) | (34,375) |
| Law, order, public safety | | (71,659) | (45,180) | (51,920) |
| Health | | (94,238) | (109,000) | (36,615) |
| Housing | | (140,908) | (291,334) | (189,079) |
| Community amenities | | (214,083) | (202,910) | (134,137) |
| Recreation and culture | | (638,518) | (503,390) | (402,944) |
| Transport | | (2,581,706) | (2,597,655) | (2,457,273) |
| Economic services | | (936,257) | (830,321) | (788,328) |
| Other property and services | | (302,982) | (1,838,733) | (709,382) |
| | | (5,938,110) | (7,087,271) | (5,581,906) |
| | | 737,777 | (2,158,295) | 1,971,258 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,274,434 | 3,609,875 | 608,491 |
| Profit on disposal of assets | 9(a) | 28,141 | 10,750 | 7,138 |
| (Loss) on disposal of assets | 9(a) | (11,183) | (9,250) | 0 |
| Impairment of parks and infrastructure | 8(b) | (84,699) | 0 | 0 |
| | | 2,206,693 | 3,611,375 | 615,629 |
| | | 2,944,470 | 1,453,080 | 2,586,887 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 10 | (2,754,292) | 0 | (2,385,160) |
| Total other comprehensive income | | (2,754,292) | 0 | (2,385,160) |
| Total comprehensive income | | 190,178 | 1,453,080 | 201,727 |

This statement is to be read in conjunction with the accompanying notes.



**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2018**

| | NOTE | 2018 | 2017 |
|--------------------------------------|------|--------------------|--------------------|
| | | \$ | \$ |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 3 | 12,408,650 | 10,095,673 |
| Trade and other receivables | 5 | 564,214 | 779,660 |
| Inventories | 6 | 5,157 | 8,522 |
| TOTAL CURRENT ASSETS | | 12,978,021 | 10,883,855 |
| NON-CURRENT ASSETS | | | |
| Property, plant and equipment | 7 | 8,797,243 | 8,803,884 |
| Infrastructure | 8 | 113,590,657 | 115,200,938 |
| TOTAL NON-CURRENT ASSETS | | 122,387,900 | 124,004,822 |
| TOTAL ASSETS | | 135,365,921 | 134,888,677 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 11 | 879,554 | 634,837 |
| Provisions | 13 | 170,534 | 125,858 |
| TOTAL CURRENT LIABILITIES | | 1,050,088 | 760,695 |
| NON-CURRENT LIABILITIES | | | |
| Provisions | 13 | 67,925 | 70,253 |
| TOTAL NON-CURRENT LIABILITIES | | 67,925 | 70,253 |
| TOTAL LIABILITIES | | 1,118,013 | 830,948 |
| NET ASSETS | | 134,247,908 | 134,057,730 |
| EQUITY | | | |
| Retained surplus | | 15,235,528 | 16,039,864 |
| Reserves - cash backed | 4 | 8,366,631 | 4,617,825 |
| Revaluation surplus | 10 | 110,645,749 | 113,400,041 |
| TOTAL EQUITY | | 134,247,908 | 134,057,730 |

This statement is to be read in conjunction with the accompanying notes.



**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2018**

| NOTE | RESERVES | | | TOTAL EQUITY |
|-----------------------------------|---------------------|------------------|------------------------|--------------------|
| | RETAINED SURPLUS | CASH BACKED | REVALUATION SURPLUS | |
| | \$ | \$ | \$ | \$ |
| Balance as at 1 July 2016 | 15,404,410 | 2,666,392 | 115,785,201 | 133,856,003 |
| Comprehensive income | | | | |
| Net result | 2,586,887 | 0 | 0 | 2,586,887 |
| Changes on revaluation of assets | 10 | 0 | (2,385,160) | (2,385,160) |
| Total comprehensive income | 2,586,887 | 0 | (2,385,160) | 201,727 |
| Transfers from/(to) reserves | (1,951,433) | 1,951,433 | 0 | 0 |
| Balance as at 30 June 2017 | 16,039,864 | 4,617,825 | 113,400,041 | 134,057,730 |
| Comprehensive income | | | | |
| Net result | 2,944,470 | 0 | 0 | 2,944,470 |
| Changes on revaluation of assets | 10 | 0 | (2,754,292) | (2,754,292) |
| Total comprehensive income | 2,944,470 | 0 | (2,754,292) | 190,178 |
| Transfers from/(to) reserves | (3,748,806) | 3,748,806 | 0 | 0 |
| Balance as at 30 June 2018 | 15,235,528 | 8,366,631 | 110,645,749 | 134,247,908 |

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2018**

| | NOTE | 2018 Actual | 2018 Budget | 2017 Actual |
|---|------|--------------------|--------------------|--------------------|
| | | \$ | \$ | \$ |
| CASH FLOWS FROM OPERATING ACTIVITIES | | | | |
| Receipts | | | | |
| Rates | | 3,324,540 | 2,295,772 | 2,492,870 |
| Operating grants, subsidies and contributions | | 3,073,827 | 1,717,444 | 5,438,635 |
| Fees and charges | | 246,983 | 171,620 | 175,722 |
| Interest earnings | | 312,795 | 184,600 | 250,445 |
| Goods and services tax | | 37,150 | 0 | 207,067 |
| Other revenue | | 52,357 | 46,200 | 84,399 |
| | | <u>7,047,652</u> | <u>4,415,636</u> | <u>8,649,138</u> |
| Payments | | | | |
| Employee costs | | (1,464,141) | (1,615,058) | (1,515,239) |
| Materials and contracts | | (1,285,123) | (1,809,588) | (1,199,411) |
| Utility charges | | (100,056) | (56,160) | (48,211) |
| Insurance expenses | | (127,351) | (130,430) | (138,200) |
| Goods and services tax | | (156,318) | 0 | (73,971) |
| Other expenditure | | (278,054) | (332,400) | (524,345) |
| | | <u>(3,411,043)</u> | <u>(3,943,636)</u> | <u>(3,499,377)</u> |
| Net cash provided by (used in) operating activities | 14 | <u>3,636,609</u> | <u>472,000</u> | <u>5,149,761</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | |
| Payments for purchase of property, plant & equipment | | (818,087) | (1,498,000) | (226,188) |
| Payments for construction of infrastructure | | (2,945,051) | (5,034,287) | (783,324) |
| Non-operating grants, subsidies and contributions | | 2,274,434 | 3,609,875 | 608,491 |
| Proceeds from sale of fixed assets | | 165,072 | 81,000 | 50,455 |
| Net cash provided by (used in) investment activities | | <u>(1,323,632)</u> | <u>(2,841,412)</u> | <u>(350,566)</u> |
| Net increase (decrease) in cash held | | 2,312,977 | (2,369,412) | 4,799,195 |
| Cash at beginning of year | | 10,095,673 | 10,095,673 | 5,296,478 |
| Cash and cash equivalents at the end of the year | 14 | <u>12,408,650</u> | <u>7,726,262</u> | <u>10,095,673</u> |

This statement is to be read in conjunction with the accompanying notes.

**RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2018**

| | NOTE | 2018 Actual | 2018 Budget | 2017 Actual |
|--|------|----------------|----------------|----------------|
| | | \$ | \$ | \$ |
| OPERATING ACTIVITIES | | | | |
| Net current assets at start of financial year - surplus/(deficit) | | 5,631,192 | 5,631,192 | 3,811,416 |
| | | 5,631,192 | 5,631,192 | 3,811,416 |
| Revenue from operating activities (excluding rates) | | | | |
| Governance | | 164 | 0 | 91 |
| General purpose funding | | 1,963,702 | 965,594 | 4,350,165 |
| Law, order, public safety | | 2,965 | 6,400 | 5,935 |
| Health | | 7,337 | 0 | 0 |
| Housing | | 99,840 | 65,220 | 63,205 |
| Community amenities | | 9,291 | 6,600 | 8,418 |
| Recreation and culture | | 1,085 | 10,000 | 294 |
| Transport | | 1,327,170 | 738,000 | 66 |
| Economic services | | 196,913 | 185,100 | 189,807 |
| Other property and services | | 59,794 | 38,700 | 78,651 |
| | | 3,668,261 | 2,015,614 | 4,696,632 |
| Expenditure from operating activities | | | | |
| Governance | | (733,330) | (534,774) | (777,853) |
| General purpose funding | | (224,429) | (133,974) | (34,375) |
| Law, order, public safety | | (71,659) | (45,180) | (51,920) |
| Health | | (94,238) | (109,000) | (36,615) |
| Housing | | (140,908) | (291,334) | (189,079) |
| Community amenities | | (214,083) | (202,910) | (134,137) |
| Recreation and culture | | (638,518) | (503,390) | (402,944) |
| Transport | | (2,592,150) | (2,606,906) | (2,457,273) |
| Economic services | | (936,257) | (830,321) | (788,328) |
| Other property and services | | (388,420) | (1,838,733) | (709,382) |
| | | (6,033,992) | (7,096,522) | (5,581,906) |
| Operating activities excluded | | | | |
| (Profit) on disposal of assets | 9(a) | (28,141) | (10,750) | (7,138) |
| Loss on disposal of assets | 9(a) | 11,183 | 9,250 | 0 |
| Loss on revaluation of fixed assets | 8(b) | 84,699 | 0 | 0 |
| Movement in employee benefit provisions (non-current) | | 42,348 | 0 | 73,595 |
| Depreciation and amortisation on assets | 9(b) | 2,392,955 | 2,076,951 | 2,076,922 |
| Amount attributable to operating activities | | 5,768,505 | 2,625,735 | 5,069,521 |
| INVESTING ACTIVITIES | | | | |
| Non-operating grants, subsidies and contributions | | 2,274,434 | 3,609,875 | 608,491 |
| Proceeds from disposal of assets | 9(a) | 165,072 | 81,000 | 50,455 |
| Purchase of property, plant and equipment | 7(b) | (818,087) | (1,498,000) | (226,188) |
| Purchase and construction of infrastructure | 8(b) | (2,945,051) | (5,034,287) | (783,324) |
| Amount attributable to investing activities | | (1,323,632) | (2,841,412) | (350,566) |
| FINANCING ACTIVITIES | | | | |
| Transfers to reserves (restricted assets) | 4 | (3,895,806) | (3,033,935) | (2,183,668) |
| Transfers from reserves (restricted assets) | 4 | 147,000 | 272,000 | 232,235 |
| Amount attributable to financing activities | | (3,748,806) | (2,761,935) | (1,951,433) |
| Surplus(deficiency) before general rates | | 696,067 | (2,977,612) | 2,767,522 |
| Total amount raised from general rates | 21 | 3,035,767 | 2,924,112 | 2,863,670 |
| Net current assets at June 30 c/fwd - surplus/(deficit) | 22 | 3,731,834 | (53,499) | 5,631,192 |

This statement is to be read in conjunction with the accompanying notes.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 24 to these financial statements.

**AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY
Land under roads**

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES

| (a) Revenue | 2018 Actual | 2017 Actual |
|-------------------------------|----------------|----------------|
| | \$ | \$ |
| Other revenue | | |
| Reimbursements and recoveries | 6,926 | 17,927 |
| Other | 45,431 | 66,472 |
| | 52,357 | 84,398 |
| Fees and Charges | | |
| General purpose funding | 9,094 | 7,514 |
| Law, order, public safety | 0 | 168 |
| Health | 7,337 | 0 |
| Housing | 99,840 | 63,205 |
| Community amenities | 8,443 | 8,367 |
| Recreation and culture | 1,039 | 292 |
| Economic services | 116,337 | 94,284 |
| Other property and services | 4,893 | 1,892 |
| | 246,983 | 175,722 |

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

| | 2018 | 2017 |
|--|------------------|------------------|
| | \$ | \$ |
| Operating grants, subsidies and contributions | | |
| Governance | 84 | 91 |
| General purpose funding | 1,641,638 | 4,092,029 |
| Law, order, public safety | 2,965 | 5,766 |
| Recreation and culture | 46 | 0 |
| Transport | 1,303,252 | 0 |
| Economic services | 80,000 | 80,917 |
| Other property and services | 0 | 126 |
| | <u>3,027,985</u> | <u>4,178,929</u> |
| Non-operating grants, subsidies and contributions | | |
| Law, order, public safety | 0 | 400 |
| Recreation and culture | 128,335 | 20,000 |
| Transport | 2,146,099 | 530,364 |
| Economic services | 0 | 57,727 |
| | <u>2,274,434</u> | <u>608,491</u> |
| Total grants, subsidies and contributions | <u>5,302,419</u> | <u>4,787,420</u> |

SIGNIFICANT ACCOUNTING POLICIES

Grants, Donations and Other Contributions

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

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

Grants, Donations and Other Contributions (Continued)
a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 20. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

| | 2018 | 2018 | 2017 |
|---|----------------|----------------|----------------|
| | Actual | Budget | Actual |
| | \$ | \$ | \$ |
| Interest earnings | | | |
| - Loans receivable - clubs/institutions | | | |
| - Reserve funds | 57,269 | 80,000 | 102,431 |
| - Other funds | 131,370 | 50,000 | 41,289 |
| Other interest revenue (refer note 21(b)) | 124,156 | 54,600 | 106,725 |
| | <u>312,795</u> | <u>184,600</u> | <u>250,445</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES (Continued)

(b) Expenses

The following amounts are included in Other Expenditure

Auditors remuneration

| | 2018 | 2017 |
|---|--------------|---------------|
| | \$ | \$ |
| - Audit of the Annual Financial Report* | 7,850 | 10,902 |
| - Other Services | 0 | 800 |
| - Disbursements | 0 | 6,613 |
| | <u>7,850</u> | <u>18,315</u> |

* The fee for the audit of the 2017-18 financial statements is \$27,000 (\$19,163 : 2016-17)

Rental charges

| | | |
|--------------------|---------------|---------------|
| - Operating leases | 36,995 | 34,102 |
| | <u>36,995</u> | <u>34,102</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

3. CASH AND CASH EQUIVALENTS

| | NOTE | 2018 | 2017 |
|--------------|------|------------|------------|
| | | \$ | \$ |
| Unrestricted | | 4,039,686 | 5,302,583 |
| Restricted | | 8,368,964 | 4,793,090 |
| | | 12,408,650 | 10,095,673 |

The following restrictions have been imposed by regulations or other externally imposed requirements:

| | | | |
|------------------------------|----|-----------|-----------|
| Leave Reserve | 4 | 197,364 | 192,460 |
| Building Reserve | 4 | 2,003,260 | 1,161,096 |
| Plant Reserve | 4 | 1,427,758 | 932,561 |
| Roads Reserve | 4 | 1,730,660 | 474,836 |
| Main Street Reserve | 4 | 135,175 | 131,578 |
| Staff Amenities Reserve | 4 | 72,722 | 70,915 |
| TV Reserve | 4 | 17,216 | 16,789 |
| Caravan Park Reserve | 4 | 424,818 | 316,747 |
| Bitumen Reserve | 4 | 388,662 | 379,618 |
| Rates Creditors Reserve | 4 | 48,788 | 47,576 |
| Niagara Dam Reserve | 4 | 1,320,885 | 800,049 |
| Water Park Reserve | 4 | 96,060 | 93,601 |
| Economic Development Reserve | 4 | 402,678 | 0 |
| Waste Management Reserve | 4 | 100,585 | 0 |
| Unspent grants | 20 | 2,333 | 175,264 |
| | | 8,368,964 | 4,793,090 |

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk

Cash and cash equivalents (Continued)

of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

4. RESERVES - CASH BACKED

| | 2018 | | 2018 | | 2018 | | 2018 | | 2018 | | 2017 | | 2017 | |
|------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | Actual | Actual | Actual | Actual | Budget | Budget | Budget | Budget | Actual | Actual | Actual | Actual | Transfer | Actual |
| | Opening | Transfer | Transfer | 2018 | Opening | Transfer | Transfer | Closing | Opening | Transfer | Opening | Transfer | to | Closing |
| | Balance | (from) | (from) | Actual | Balance | to | (from) | Balance | Balance | (from) | Balance | (from) | to | Balance |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Leave Reserve | 192,460 | 4,904 | 0 | 197,364 | 192,460 | 0 | 0 | 192,460 | 187,871 | 4,589 | 0 | 0 | 4,589 | 192,460 |
| Building Reserve | 1,161,096 | 872,164 | (30,000) | 2,003,260 | 1,161,096 | 750,000 | (130,000) | 1,781,096 | 684,085 | 477,011 | 0 | 0 | 477,011 | 1,161,096 |
| Plant Reserve | 932,561 | 612,197 | (117,000) | 1,427,758 | 932,561 | 283,600 | (142,000) | 1,074,161 | 558,154 | 521,642 | (147,235) | (147,235) | 521,642 | 932,561 |
| Roads Reserve | 474,836 | 1,255,825 | 0 | 1,730,661 | 474,836 | 1,000,000 | 0 | 1,474,836 | 164,020 | 310,816 | 0 | 0 | 310,816 | 474,836 |
| Main Street Reserve | 131,578 | 3,597 | 0 | 135,175 | 131,578 | 0 | 0 | 131,578 | 193,332 | 3,246 | (65,000) | (65,000) | 3,246 | 131,578 |
| Staff Amenities Reserve | 70,915 | 1,807 | 0 | 72,722 | 70,915 | 0 | 0 | 70,915 | 69,225 | 1,690 | 0 | 0 | 1,690 | 70,915 |
| TV Reserve | 16,789 | 427 | 0 | 17,216 | 16,789 | 0 | 0 | 16,789 | 16,388 | 400 | 0 | 0 | 400 | 16,789 |
| Caravan Park Reserve | 316,747 | 108,071 | 0 | 424,818 | 316,747 | 0 | 0 | 316,747 | 309,195 | 7,552 | 0 | 0 | 7,552 | 316,747 |
| Bitumen Reserve | 379,618 | 9,044 | 0 | 388,662 | 379,618 | 0 | 0 | 379,618 | 203,608 | 176,010 | 0 | 0 | 176,010 | 379,618 |
| Rates Creditors Reserve | 47,576 | 1,212 | 0 | 48,788 | 47,576 | 0 | 0 | 47,576 | 46,442 | 1,134 | 0 | 0 | 1,134 | 47,576 |
| Niagara Dam Reserve | 800,049 | 520,835 | 0 | 1,320,884 | 800,048 | 500,000 | 0 | 1,300,048 | 123,062 | 676,986 | 0 | 0 | 676,986 | 800,049 |
| Water Park Reserve | 93,600 | 2,459 | 0 | 96,059 | 93,601 | 0 | 0 | 93,601 | 111,011 | 2,592 | (20,000) | (20,000) | 2,592 | 93,600 |
| Economic Development Reserve | 0 | 402,678 | 0 | 402,678 | 0 | 400,335 | 0 | 400,335 | 0 | 0 | 0 | 0 | 0 | 0 |
| Waste Management Reserve | 0 | 100,586 | 0 | 100,586 | 0 | 100,000 | 0 | 100,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 4,617,825 | 3,895,806 | (147,000) | 8,366,631 | 4,617,825 | 3,033,935 | (272,000) | 7,379,760 | 2,666,393 | 2,183,668 | (232,235) | (232,235) | 2,183,668 | 4,617,825 |

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

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

| Name of Reserve | Anticipated date of use | Purpose of the reserve |
|------------------------------|-------------------------|--|
| Leave Reserve | Perpetual | To be used to fund annual and long service leave requirements. |
| Building Reserve | Perpetual | To be used for the acquisition of future building and renovation of existing buildings. |
| Plant Reserve | Perpetual | To be used for the purchase of major plant. |
| Roads Reserve | Perpetual | To be used to fund major road works. |
| Main Street Reserve | Perpetual | Established for the beautification of the main street. |
| Staff Amenities Reserve | Perpetual | Established for the purpose of providing staff housing and amenities. |
| TV Reserve | Perpetual | To be used to fund upgrades to the rebroadcasting equipment. |
| Caravan Park Reserve | Perpetual | Established for the purpose of upgrading the caravan park. |
| Bitumen Reserve | Perpetual | Established to fund future resealing of roads. |
| Rates Creditors Reserve | Perpetual | Established for future rates claims. |
| Niagara Dam Reserve | Perpetual | Established for ongoing upgrade of Niagara Dam valve workings and other maintenance. |
| Water Park Reserve | Perpetual | Established to provide a water park. |
| Economic Development Reserve | Perpetual | To provide for new or additional services in the Shire in partnership with Not for Profit organisations. |
| Waste Management Reserve | Perpetual | To provide for the statutory reinstatement and development of the reserve. |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

5. TRADE AND OTHER RECEIVABLES

Current

| | 2018 | 2017 |
|------------------------------------|-----------|-----------|
| | \$ | \$ |
| Rates outstanding | 710,858 | 999,631 |
| Sundry debtors | 26,391 | 51,642 |
| GST receivable | 198,385 | 79,217 |
| Provision for doubtful debts | (385,257) | (385,257) |
| Accrued income/payments in advance | 13,837 | 34,427 |
| | 564,214 | 779,660 |

Information with respect to the impairment or otherwise of the totals of rates outstanding and sundry debtors is as follows:

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

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

Rates outstanding

| | 2018 | 2017 |
|-------------------------------|---------|---------|
| Not past due and not impaired | - | - |
| Past due and impaired | 385,257 | 385,257 |
| Past due and not impaired | | |
| - up to 1 month | 0 | 0 |
| - 1 to 3 months | 0 | 0 |
| - 3 months to 1 year | 8,881 | 50,339 |
| - 1 to 5 years | 316,720 | 564,027 |
| - more than 5 years | | |
| | 710,858 | 999,623 |

Sundry debtors outstanding

| | 2018 | 2017 |
|-------------------------------|--------|--------|
| Not past due and not impaired | 25,176 | 16,948 |
| Past due and impaired | - | - |
| Past due and not impaired | | |
| - up to 1 month | 679 | - |
| - 1 to 3 months | 20 | - |
| - 3 months to 1 year | 516 | 11,518 |
| - 1 to 5 years | - | - |
| - more than 5 years | - | - |
| | 26,391 | 28,466 |

Classification and subsequent measurement

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

6. INVENTORIES

| | 2018 | 2017 |
|---------------------------------|--------------|--------------|
| | \$ | \$ |
| Current | | |
| Fuels, Oils & materials on hand | 5,157 | 8,522 |
| | <u>5,157</u> | <u>8,522</u> |

SIGNIFICANT ACCOUNTING POLICIES

General

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

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

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

7 (a). PROPERTY, PLANT AND EQUIPMENT

| Land and buildings | 2018 | 2017 |
|--|------------------|------------------|
| | \$ | \$ |
| Land - freehold land at: | | |
| - Independent valuation 2017 - level 2 | 684,000 | 684,000 |
| | 684,000 | 684,000 |
| Total land | 684,000 | 684,000 |
| Buildings - non-specialised at: | | |
| - Management valuation 2017 - level 3 | 1,116,700 | 1,116,700 |
| - Independent valuation 2017 - level 3 | 835,000 | 835,000 |
| - Additions after valuation - cost | 41,192 | 0 |
| - Transfers | 300,000 | 0 |
| Buildings - non-specialised - Less: accumulated depreciation | (118,378) | 0 |
| | 2,174,514 | 1,951,700 |
| Buildings - specialised at: | | |
| - Management valuation 2017 - level 3 | 266,201 | 266,200 |
| - Independent valuation 2017 - level 3 | 4,400,000 | 4,400,000 |
| - Additions after valuation - cost | 348,123 | 0 |
| - Transfers | (257,359) | 0 |
| Buildings - specialised - Less: accumulated depreciation | (240,801) | 0 |
| | 4,516,164 | 4,666,200 |
| Total buildings | 6,690,678 | 6,617,900 |
| Total land and buildings | 7,374,678 | 7,301,900 |
| Furniture and equipment at: | | |
| - Management valuation 2016 - level 3 | 27,000 | 27,000 |
| - Additions after valuation - cost | 103,738 | 0 |
| Furniture and equipment - Less: accumulated depreciation | (44,684) | (3,890) |
| | 86,054 | 23,110 |
| Plant and equipment at: | | |
| - Management valuation 2016 - level 3 | 1,377,880 | 1,564,632 |
| - Additions after valuation - cost | 504,446 | 179,411 |
| Plant and equipment - Less: accumulated depreciation | (545,815) | (265,169) |
| | 1,336,511 | 1,478,874 |
| Total property, plant and equipment | 8,797,243 | 8,803,884 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

| | Land - freehold land | Total land | Buildings - non- specialised | Buildings - specialised | Total buildings | Total land and buildings | Furniture and equipment | Plant and equipment | Total property, plant and equipment |
|--|-------------------------|------------|---------------------------------|----------------------------|--------------------|--------------------------------|----------------------------|------------------------|--|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 672,261 | 672,261 | 2,465,206 | 4,647,626 | 7,112,832 | 7,785,093 | 27,000 | 1,607,948 | 9,420,041 |
| Additions | 0 | 0 | 0 | 46,777 | 46,777 | 46,777 | 0 | 179,411 | 226,188 |
| (Disposals) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (43,316) | (43,316) |
| Revaluation increments/(decrements) transferred to revaluation surplus | 11,739 | 11,739 | (399,543) | 217,456 | (182,087) | (170,348) | 0 | 0 | (170,348) |
| Depreciation (expense) | 0 | 0 | (113,963) | (245,659) | (359,622) | (359,622) | (3,890) | (265,169) | (628,681) |
| Carrying amount at 30 June 2017 | 684,000 | 684,000 | 1,951,700 | 4,666,200 | 6,617,900 | 7,301,900 | 23,110 | 1,478,874 | 8,803,884 |
| Additions | 0 | 0 | 41,191 | 348,123 | 389,314 | 389,314 | 103,738 | 325,035 | 818,087 |
| (Disposals) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (148,114) | (148,114) |
| Depreciation (expense) | 0 | 0 | (118,377) | (243,169) | (361,546) | (361,546) | (40,794) | (324,082) | (726,422) |
| Transfers | 0 | 0 | 300,000 | (254,990) | 45,010 | 45,010 | 0 | 4,798 | 49,808 |
| Carrying amount at 30 June 2018 | 684,000 | 684,000 | 2,174,514 | 4,516,164 | 6,690,678 | 7,374,678 | 86,054 | 1,336,511 | 8,797,243 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of Valuation | Date of Last Valuation | Inputs Used |
|---|----------------------|---|--|------------------------|--|
| Land and buildings | | | | | |
| Land - freehold land | 2 | Market approach using recent market data for similar properties | Independent Registered Valuer | June 2017 | Price per hectare |
| Land - vested in and under the control of Council | 3 | | | | |
| Buildings - non-specialised | 3 | Market approach using recent market data for similar properties | Management Valuation | June 2017 | Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Buildings - specialised | 3 | Market approach using recent market data for similar properties | Independent Registered Valuer and Management Valuation | June 2017 | Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Furniture and equipment | 3 | Cost approach using depreciated replacement cost | Management Valuation | June 2017 | Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Plant and equipment | 3 | Cost approach using depreciated replacement cost | Management Valuation | June 2016 | Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs. |

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs. There were no transfers between Level 2 and Level 3 for the year 2017/18 . All transfers relate to Level 3 and represent a reclassification of fixed assets.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8 (a). INFRASTRUCTURE

| | 2018 | 2017 |
|---|--------------------|--------------------|
| | \$ | \$ |
| Roads | | |
| - Independent valuation 2015 - level 3 | 0 | 141,850,854 |
| - Independent valuation 2018 - level 3 | 109,742,712 | 0 |
| - Additions after valuation - cost | 0 | 3,372,117 |
| Roads - Less: accumulated depreciation | 0 | (33,118,019) |
| | <u>109,742,712</u> | <u>112,104,952</u> |
| Infrastructure Other | | |
| - Independent valuation 2014 - level 3 | 0 | 1,623,164 |
| - Management valuation 2014 - level 3 | 3,464,964 | 389,203 |
| - Additions after valuation - cost | 0 | 1,010,804 |
| Infrastructure Other - Less: accumulated depreciation | 0 | (207,839) |
| | <u>3,464,964</u> | <u>2,815,332</u> |
| Parks & Ovals | | |
| - Independent valuation 2014 - level 3 | 0 | 222,000 |
| - Independent valuation 2018 - level 3 | 260,110 | 0 |
| Parks & Ovals - Less: accumulated depreciation | 0 | (13,325) |
| | <u>260,110</u> | <u>208,675</u> |
| Footpaths | | |
| - Management valuation 2014 - level 3 | 171,936 | 171,936 |
| - Additions after valuation - cost | 58,647 | 0 |
| Footpaths - Less: accumulated depreciation | (107,712) | (99,957) |
| | <u>122,871</u> | <u>71,979</u> |
| Total infrastructure | <u>113,590,657</u> | <u>115,200,938</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8. INFRASTRUCTURE (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

| | Roads | Infrastructure | | | Footpaths | Total Infrastructure |
|---|--------------------|------------------|----------------|----------------|--------------------|----------------------|
| | | Other | Parks & Ovals | | | |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 115,058,017 | 2,737,556 | 213,115 | 71,979 | 118,080,667 | |
| Additions | 697,877 | 85,447 | 0 | 0 | 783,324 | |
| Revaluation increments/ (decrements) transferred to revaluation surplus | (2,214,812) | 0 | 0 | 0 | (2,214,812) | |
| Depreciation (expense) | (1,361,167) | (82,634) | (4,440) | 0 | (1,448,241) | |
| Transfers | (74,963) | 74,963 | 0 | 0 | 0 | |
| Carrying amount at 30 June 2017 | 112,104,952 | 2,815,332 | 208,675 | 71,979 | 115,200,938 | |
| Additions | 2,519,127 | 250,745 | 116,531 | 58,648 | 2,945,051 | |
| Revaluation increments/ (decrements) transferred to revaluation surplus | (3,338,839) | 584,547 | 0 | 0 | (2,754,292) | |
| Revaluation (loss)/ reversals transferred to profit or loss | 0 | 0 | (84,699) | 0 | (84,699) | |
| Depreciation (expense) | (1,542,528) | (78,930) | (37,319) | (7,756) | (1,666,533) | |
| Transfers | 0 | (106,730) | 56,922 | 0 | (49,808) | |
| Carrying amount at 30 June 2018 | 109,742,712 | 3,464,964 | 260,110 | 122,871 | 113,590,657 | |

8. INFRASTRUCTURE (Continued)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of Valuation | Date of Last Valuation | Inputs Used |
|----------------------|----------------------|--|-----------------------|------------------------|--|
| Roads | 3 | Cost approach using depreciated replacement cost | Independent Valuation | June 2018 | Construction costs and current conditions (level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Infrastructure Other | 3 | Cost approach using depreciated replacement cost | Independent Valuation | June 2018 | Construction costs and current conditions (level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Parks & Ovals | 3 | Cost approach using depreciated replacement cost | Independent Valuation | June 2018 | Construction costs and current conditions (level 2), residual values and remaining useful life assessments (Level 3) inputs. |
| Footpaths | 3 | Cost approach using depreciated replacement cost | Management Valuation | June 2015 | Construction costs and current conditions (level 2), residual values and remaining useful life assessments (Level 3) inputs. |

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs. All Transfers relate to Level 3 and represent a reclassification of fixed assets.

9. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under control

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

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

9. FIXED ASSETS (Continued)

(a) Disposals of Assets

The following assets were disposed of during the year.

| | Actual Net Book Value | Actual Sale Proceeds | Actual Profit | Actual Loss | Budget Net Book Value | Budget Sale Proceeds | Budget Profit | Budget Loss |
|--|-----------------------------|----------------------------|------------------|----------------|-----------------------------|----------------------------|------------------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Plant and Equipment | | | | | | | | |
| Transport | | | | | | | | |
| 12 - P0144 Multi-tyred roller MN 572 | 425 | 482 | 57 | 0 | 0 | 0 | 0 | 0 |
| 228 - P0108 2008 Cat skid steer (Bobcat) | 19,990 | 11,000 | 0 | (8,990) | 21,250 | 12,000 | 0 | (9,250) |
| 298 - P0151 Semi water tanker 1TKO412 | 16,492 | 20,850 | 4,358 | 0 | 17,000 | 25,000 | 8,000 | 0 |
| 392 - P0184 Two axle dog trailer 1TO1574 | 12,369 | 19,439 | 7,070 | 0 | 0 | 0 | 0 | 0 |
| 8 - P0122 Husqvarna ride on mower | 1,206 | 136 | 0 | (1,070) | 0 | 0 | 0 | 0 |
| 496 - P0139 Custom made grass slasher | 128 | 100 | 0 | (28) | 0 | 0 | 0 | 0 |
| 490 - P0163 Vacuum tank | 4,250 | 16,682 | 12,432 | 0 | 0 | 0 | 0 | 0 |
| 492 - P0135 Plate compactor - hand oper. | 375 | 19 | 0 | (356) | 0 | 0 | 0 | 0 |
| Other property and services | | | | | | | | |
| 59 - P0205 Toyota landcruiser 2016 200 | 53,958 | 58,182 | 4,224 | 0 | 0 | 0 | 0 | 0 |
| 6 - P0201 Toyota prado 2014 1EPF107 | 38,921 | 38,182 | 0 | (739) | 41,250 | 44,000 | 2,750 | 0 |
| | 148,114 | 165,072 | 28,141 | (11,183) | 79,500 | 81,000 | 10,750 | (9,250) |

(b) Depreciation

| | 2018 | 2017 |
|-----------------------------|-----------|-----------|
| | \$ | \$ |
| Buildings - non-specialised | 118,377 | 113,963 |
| Buildings - specialised | 243,169 | 245,659 |
| Furniture and equipment | 40,794 | 3,890 |
| Plant and equipment | 324,082 | 265,169 |
| Roads | 1,542,528 | 1,361,167 |
| Infrastructure Other | 78,930 | 82,634 |
| Parks & Ovals | 37,319 | 4,440 |
| Footpaths | 7,756 | 0 |
| | 2,392,955 | 2,076,922 |

9. FIXED ASSETS (Continued)

(b) Depreciation (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated as follows

- a) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Depreciation rates

Major depreciation periods used for each class of depreciable asset are:

| | |
|------------------------------|-----------------|
| Buildings | 20 years |
| Furniture and equipment | 10 years |
| Plant and equipment - heavy | 6 years |
| Plant and equipment - sundry | 4 years |
| Roads | |
| formation | not depreciated |
| pavement | 25 years |
| Infrastructure floodways | 12.5 years |
| Infrastructure other | 50 years |
| Infrastructure grids | 25 years |

Depreciation (Continued)

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

10. REVALUATION SURPLUS

| | 2018 | | | 2018 | | | 2017 | | | 2017 | | |
|--|-----------------|-----------------------|-------------------------|-------------------------------------|-----------------|-----------------|-----------------------|-------------------------|-------------------------------------|-----------------|-----------------------|-------------------------|
| | Opening Balance | Revaluation Increment | Revaluation (Decrement) | Revaluation Movement on Revaluation | Closing Balance | Opening Balance | Revaluation Increment | Revaluation (Decrement) | Revaluation Movement on Revaluation | Closing Balance | Revaluation Increment | Revaluation (Decrement) |
| Revaluation surplus -Land - freehold land | 680,443 | 0 | 0 | 0 | 680,443 | 668,704 | 11,739 | 0 | 0 | 680,443 | 11,739 | 0 |
| Revaluation surplus -Buildings - non-specialised | 3,250,986 | 0 | 0 | 0 | 3,250,986 | 3,650,529 | 0 | (399,543) | (399,543) | 3,250,986 | 0 | (399,543) |
| Revaluation surplus -Buildings - specialised | 217,456 | 0 | 0 | 0 | 217,456 | 0 | 0 | 217,456 | 217,456 | 217,456 | 0 | 0 |
| Revaluation surplus -Plant and equipment | 703,442 | 0 | 0 | 0 | 703,442 | 703,442 | 0 | 0 | 0 | 703,442 | 0 | 0 |
| Revaluation surplus - Roads | 108,363,787 | 0 | (3,338,839) | (3,338,839) | 105,024,948 | 110,578,599 | 0 | (2,214,812) | (2,214,812) | 108,363,787 | 0 | (2,214,812) |
| Revaluation surplus - Infrastructure Other | 183,927 | 584,547 | 0 | 584,547 | 768,474 | 183,927 | 0 | 0 | 0 | 183,927 | 0 | 0 |
| | 113,400,041 | 584,547 | (3,338,839) | (2,754,292) | 110,645,749 | 115,785,201 | 11,739 | (2,396,899) | (2,385,160) | 113,400,041 | 11,739 | (2,385,160) |

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

11. TRADE AND OTHER PAYABLES

Current

| | 2018 | 2017 |
|----------------------------|----------------|----------------|
| | \$ | \$ |
| Sundry creditors | 656,124 | 437,982 |
| Income received in advance | 26,321 | 26,321 |
| Accrued salaries and wages | 30,756 | 21,961 |
| ATO liabilities | 105,548 | 22,874 |
| Payroll creditors | 31,408 | 36,653 |
| Accrued expenses | 29,397 | 89,046 |
| | 879,554 | 634,837 |

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

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

Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

12. INFORMATION ON BORROWINGS

The shire has no loans or overdraft facilities at 30 June 2018.

(a) Undrawn Borrowing Facilities

Credit Standby Arrangements

Bank overdraft limit

0 0

Bank overdraft at balance date

0 0

Credit card limit

25,000 25,000

Credit card balance at balance date

(5,621) (13,395)

Total amount of credit unused

19,379 11,605

Unused loan facilities at balance date

NIL

NIL

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

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 until such time as the asset is substantially ready for its intended use or sale.

13. PROVISIONS

| | Provision for Annual Leave | Provision for Long Service Leave | Total |
|---------------------------------------|----------------------------------|--|----------------|
| | \$ | \$ | \$ |
| Opening balance at 1 July 2017 | | | |
| Current provisions | 105,969 | 19,889 | 125,858 |
| Non-current provisions | 0 | 70,253 | 70,253 |
| | <u>105,969</u> | <u>90,142</u> | <u>196,111</u> |
| Additional provision | 15,552 | 26,796 | 42,348 |
| Balance at 30 June 2018 | <u>121,521</u> | <u>116,938</u> | <u>238,459</u> |
| Comprises | | | |
| Current | 121,521 | 49,013 | 170,534 |
| Non-current | 0 | 67,925 | 67,925 |
| | <u>121,521</u> | <u>116,938</u> | <u>238,459</u> |

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and annual leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued) rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

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

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

14. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

| | 2018 Actual | 2018 Budget | 2017 Actual |
|---------------------------|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| Cash and cash equivalents | 12,408,650 | 7,726,262 | 10,095,673 |

Reconciliation of Net Cash Provided By
Operating Activities to Net Result

| | | | |
|---|-------------|-------------|-----------|
| Net result | 2,944,470 | 1,453,080 | 2,586,887 |
| Non-cash flows in Net result: | | | |
| Depreciation | 2,392,955 | 2,076,951 | 2,076,922 |
| (Profit)/loss on sale of asset | (16,958) | (1,500) | (7,138) |
| Loss on revaluation of Parks & Ovals | 84,699 | 0 | 0 |
| Changes in assets and liabilities: | | | |
| (Increase)/decrease in receivables | 215,446 | (513,340) | 1,022,003 |
| (Increase)/decrease in inventories | 3,365 | 1,522 | (1,319) |
| Increase/(decrease) in payables | 244,718 | 1,065,163 | 7,301 |
| Increase/(decrease) in provisions | 42,348 | 0 | 73,596 |
| Grants contributions for the development of assets | (2,274,434) | (3,609,875) | (608,491) |
| Net cash from operating activities | 3,636,609 | 472,000 | 5,149,761 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

15. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

| | 2018 | 2017 |
|-----------------------------|--------------------|--------------------|
| | \$ | \$ |
| Governance | 4,800 | 52,976 |
| General purpose funding | 4,655,021 | 6,092,220 |
| Law, order, public safety | 148,199 | 154,374 |
| Housing | 2,728,067 | 2,415,428 |
| Community amenities | 3,022,633 | 979,446 |
| Recreation and culture | 4,434,493 | 3,432,201 |
| Transport | 115,292,110 | 115,113,372 |
| Economic services | 3,447,026 | 4,545,310 |
| Other property and services | 1,633,572 | 2,103,350 |
| | <u>135,365,921</u> | <u>134,888,677</u> |

16. CONTINGENT LIABILITIES

The Shire of Menzies has in compliance with the Contaminated Sites Act 2003 section 11 listed sites to be possible sources of contamination:

Memorial M995306 ML, Lot 8 on Plan 222795 as shown on certificate of title 1096/558 known as 50 Shenton St, Menzies WA 6436.

Until the Shire conducts an investigation to determine the presence and scope of contamination, assess the risk and agree with the Department of Water and Environment Regulation the need and criteria for remediation, the Shire is unable to accurately quantify its clean-up liabilities for potentially contaminated sites.

The Shire is continuing to monitor the sites and will progressively undertake site investigations and remediation on a risk based approach. This approach is consistent with the Department of Water and Environment Regulation guidelines.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

17. CAPITAL AND LEASING COMMITMENTS

(a) Capital Expenditure Commitments

| | 2018 | 2017 |
|--------------------------------|-----------|-----------|
| | \$ | \$ |
| Contracted for: | | |
| - capital expenditure projects | 2,782,234 | 1,224,685 |
| - plant & equipment purchases | 0 | 72,279 |
| Payable: | | |
| - not later than one year | 2,782,234 | 1,296,964 |

The capital expenditure outstanding at the end of the 2018 reporting period represents a further 5km seal of the Menzies Northwest Road, and WANDRRA funded road works.

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

| | | |
|---|---------|--------|
| Payable: | | |
| - not later than one year | 41,607 | 13,189 |
| - later than one year but not later than five years | 108,006 | 46,161 |
| - later than five years | 0 | 0 |
| | 149,613 | 59,350 |

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

18. JOINT ARRANGEMENTS

The Shire together with the City of Kalgoorlie Boulder, Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Ngaanyatjaraku, Ravensthorpe and Wiluna have a joint venture arrangement with regards to the provision of a Regional Records Service. Management have interpreted this as a joint operation. The assets included in the joint venture are one-tenth share as follows:

| | 2018 | 2017 |
|--------------------------------|---------------|---------------|
| | \$ | \$ |
| Non-current assets | | |
| Land and buildings | 75,500 | 75,500 |
| Less: accumulated depreciation | (1,812) | |
| | <u>73,688</u> | <u>75,500</u> |
| | | |
| Plant and equipment | 4,182 | 4,182 |
| Less: accumulated depreciation | (1,008) | (504) |
| | <u>3,174</u> | <u>3,678</u> |
| | | |
| Furniture and equipment | 8,204 | 8,204 |
| Less: accumulated depreciation | (1,805) | (902) |
| | <u>6,399</u> | <u>7,302</u> |
| | | |
| Light vehicles | 3,200 | 3,200 |
| Less: accumulated depreciation | (960) | (480) |
| | <u>2,240</u> | <u>2,720</u> |

SIGNIFICANT ACCOUNTING POLICIES

Interests in joint arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 26 for a description of the equity method of accounting.

Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

19. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

| The following fees, expenses and allowances were paid to council members and/or the President. | 2018 | 2018 | 2017 |
|--|----------------|----------------|----------------|
| | Actual | Budget | Actual |
| | \$ | \$ | \$ |
| Meeting Fees | 75,870 | 75,870 | 75,870 |
| President's allowance | 19,864 | 19,864 | 19,864 |
| Deputy President's allowance | 4,966 | 4,966 | 4,966 |
| Travelling expenses | 33,876 | 56,800 | 33,797 |
| Telecommunications allowance | 7,700 | 7,700 | 7,700 |
| | <u>142,276</u> | <u>165,200</u> | <u>142,197</u> |

Key Management Personnel (KMP) Compensation Disclosure

| The total of remuneration paid to KMP of the Shire during the year are as follows: | 2018 | 2017 |
|--|----------------|----------------|
| | \$ | \$ |
| Short-term employee benefits | 409,412 | 376,445 |
| Post-employment benefits | 64,396 | 63,995 |
| Other long-term benefits | <u>20,252</u> | <u>8,791</u> |
| | <u>494,060</u> | <u>449,231</u> |

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual and long service benefits accruing during the year.

Transactions with related parties

Transactions between related parties, and the Shire are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

| The following transactions occurred with related parties: | 2018 | 2017 |
|---|-------|-------|
| | \$ | \$ |
| Sale of goods and services - council property rates | 6,573 | 5,816 |
| Purchase of goods and services | 6 | |

Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel. Key management personnel includes councilors and senior staff.

ii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

iii. Joint venture entities

The Shire has a one-tenth interest in a regional records service. The interest in the joint venture operation is accounted for in these financial statements by recognising the Shire's share of assets, liabilities, income and expenses. For details of interests held in joint venture entities refer to Note 18.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

20. CONDITIONS OVER GRANTS/CONTRIBUTIONS

| Grant/Contribution | Opening | Received ⁽²⁾ | Expended ⁽³⁾ | Closing | Received ⁽²⁾ | Expended ⁽³⁾ | Closing |
|---------------------------|-----------------------------------|-------------------------|-------------------------|------------------------------------|-------------------------|-------------------------|---------------------|
| | Balance ⁽¹⁾ 1/07/16 | 2016/17 | 2016/17 | Balance ⁽¹⁾ 30/06/17 | 2017/18 | 2017/18 | Balance 30/06/18 |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Law, order, public safety | | | | | | | |
| DFES Operating Grant | 3,187 | 5,768 | (5,007) | 3,948 | 2,965 | (4,580) | 2,333 |
| Transport | | | | | | | |
| Roads to Recovery | 341,114 | 286,269 | (517,267) | 110,116 | 1,171,037 | (1,281,153) | 0 |
| Tjuntjunjarra Access Road | 61,200 | 0 | 0 | 61,200 | 146,223 | (207,423) | 0 |
| Total | 405,501 | 292,037 | (522,274) | 175,264 | 1,320,225 | (1,493,156) | 2,333 |

Notes:

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

21. RATING INFORMATION

(a) Rates

| RATE TYPE | Rate in \$ | Number of Properties | Value \$ | Rate Revenue \$ | Interim Rates \$ | Total Revenue \$ | Budget Rate Revenue \$ | Budget Total Revenue \$ |
|---|-------------------|----------------------|-------------------|------------------|------------------|------------------|------------------------|-------------------------|
| Differential general rate / general rate | | | | | | | | |
| Gross rental valuations | | | | | | | | |
| Vacant | 0.0834 | 3 | 15,652 | 1,305 | 0 | 1,305 | 1,305 | 1,305 |
| General | 0.0832 | 30 | 2,497,152 | 207,763 | 113,118 | 320,881 | 207,763 | 207,763 |
| Unimproved valuations | | | | | | | | |
| Mining Lease | 0.1597 | 221 | 11,665,114 | 1,862,919 | 0 | 1,862,919 | 1,862,919 | 1,862,919 |
| Exploration Lease | 0.1473 | 19 | 3,749,048 | 552,235 | 0 | 552,235 | 552,235 | 552,235 |
| Prospecting | 0.1451 | 63 | 433,233 | 62,862 | 0 | 62,862 | 62,862 | 62,862 |
| Pastoral | 0.0814 | 225 | 734,152 | 59,760 | (1,028) | 58,732 | 59,760 | 59,760 |
| Other | 0.0814 | 197 | 310,500 | 25,275 | (435) | 24,840 | 25,275 | 25,275 |
| Sub-Total | | 758 | 19,404,851 | 2,772,119 | 111,655 | 2,883,774 | 2,772,119 | 2,772,119 |
| Minimum payment | Minimum \$ | | | | | | | |
| Gross rental valuations | | | | | | | | |
| Vacant | 200 | 201 | 43,649 | 42,600 | 0 | 42,600 | 42,600 | 42,600 |
| General | 311 | 11 | 8,813 | 2,488 | 0 | 2,488 | 2,488 | 2,488 |
| Unimproved valuations | | | | | | | | |
| Mining Lease | 311 | 62 | 48,050 | 19,282 | 0 | 19,282 | 19,282 | 19,282 |
| Exploration Lease | 275 | 174 | 149,360 | 45,650 | 0 | 45,650 | 45,650 | 45,650 |
| Prospecting | 244 | 132 | 151,557 | 38,552 | 0 | 38,552 | 38,552 | 38,552 |
| Pastoral | 311 | 8 | 16,843 | 2,488 | 0 | 2,488 | 2,488 | 2,488 |
| Other | 311 | 3 | 6,700 | 933 | 0 | 933 | 933 | 933 |
| Sub-Total | | 591 | 424,972 | 151,993 | 0 | 151,993 | 151,993 | 151,993 |
| Total amount raised from general rate | | 1,349 | 19,829,823 | 2,924,112 | 111,655 | 3,035,767 | 2,924,112 | 2,924,112 |
| Discounts/concessions (refer note 21(b)) | | | | | | 0 | | 0 |
| Totals | | | | | | 3,035,767 | | 2,924,112 |
| | | | | | | | | 2,924,112 |

SIGNIFICANT ACCOUNTING POLICIES

Rates

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

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

21. RATING INFORMATION (Continued)

(b) Interest Charges & Instalments

| Instalment Options | Date Due | Instalment Plan | | Instalment Plan Interest Rate | Unpaid Rates Interest Rate |
|-----------------------------|-----------|-----------------|---------------|-------------------------------|----------------------------|
| | | Admin Charge | Interest Rate | | |
| | | \$ | % | % | % |
| Option One | | | | | |
| Single full payment | 9-Dec-17 | 0 | 0.00% | 0.00% | 11.00% |
| Option Two | | | | | |
| First instalment | | 0 | 0.00% | 0.00% | 0.00% |
| Second instalment | | 0 | 0.00% | 0.00% | 0.00% |
| Option Three | | | | | |
| First instalment | 9-Dec-17 | 0 | 0.00% | 0.00% | 11.00% |
| Second instalment | 14-Nov-17 | 10 | 5.50% | 5.50% | 11.00% |
| Third instalment | 16-Jan-18 | 10 | 5.50% | 5.50% | 11.00% |
| Fourth instalment | 13-Mar-18 | 10 | 5.50% | 5.50% | 11.00% |
| | | | | 2018 | 2018 |
| | | | | Budget | Budget |
| | | | | \$ | \$ |
| Interest on unpaid rates | | | | 120,191 | 50,000 |
| Interest on instalment plan | | | | 3,965 | 4,600 |
| Charges on instalment plan | | | | 7,944 | 4,000 |
| | | | | <u>132,100</u> | <u>58,600</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

22. NET CURRENT ASSETS

Composition of net current assets for
the purposes of the Rate Setting Statement

| | 2018 (30 June 2018 Carried Forward) \$ | 2018 (1 July 2017 Brought Forward) \$ | 2017 (30 June 2017 Carried Forward) \$ |
|--|--|---|--|
| Surplus/(Deficit) 1 July 17 brought forward | 3,731,834 | 5,631,192 | 5,631,192 |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | | | |
| Unrestricted | 4,039,686 | 5,302,583 | 5,302,583 |
| Restricted | 8,368,964 | 4,793,090 | 4,793,090 |
| Receivables | | | |
| Rates outstanding | 710,858 | 999,631 | 999,631 |
| Sundry debtors | 26,391 | 51,642 | 51,642 |
| GST receivable | 198,385 | 79,217 | 79,217 |
| Provision for doubtful debts | (385,257) | (385,257) | (385,257) |
| Accrued income/payments in advance | 13,837 | 34,427 | 34,427 |
| Inventories | | | |
| Fuels, Oils & materials on hand | 5,157 | 8,522 | 8,522 |
| LESS: CURRENT LIABILITIES | | | |
| Trade and other payables | | | |
| Sundry creditors | (656,124) | (437,982) | (437,982) |
| Income received in advance | (26,321) | (26,321) | (26,321) |
| Accrued salaries and wages | (30,756) | (21,961) | (21,961) |
| ATO liabilities | (105,548) | (22,874) | (22,874) |
| Payroll creditors | (31,408) | (36,653) | (36,653) |
| Accrued expenses | (29,397) | (89,046) | (89,046) |
| Provisions | | | |
| Provision for annual leave | (121,521) | (105,969) | (105,969) |
| Provision for long service leave | (49,013) | (19,889) | (19,889) |
| Unadjusted net current assets | 11,927,933 | 10,123,160 | 10,123,160 |
| Adjustments | | | |
| Less: Reserves - restricted cash | (8,366,631) | (4,617,826) | (4,617,826) |
| Add: Cash backed provision for leave | 170,534 | 125,858 | 125,858 |
| Adjusted net current assets - surplus/(deficit) | 3,731,834 | 5,631,192 | 5,631,192 |

Difference

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

23. FINANCIAL RISK MANAGEMENT

The Shire's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Shire's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Shire.

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

The Shire held the following financial instruments at balance date:

| | Carrying Value | | Fair Value | |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2018 | 2017 | 2018 | 2017 |
| | \$ | \$ | \$ | \$ |
| Financial assets | | | | |
| Cash and cash equivalents | 12,408,650 | 10,095,673 | 12,408,650 | 10,095,673 |
| Receivables | 365,829 | 700,443 | 365,829 | 700,443 |
| | <u>12,774,479</u> | <u>10,796,116</u> | <u>12,774,479</u> | <u>10,796,116</u> |
| Financial liabilities | | | | |
| Payables | 748,063 | 588,805 | 748,063 | 588,805 |
| | <u>748,063</u> | <u>588,805</u> | <u>748,063</u> | <u>588,805</u> |

Fair value is determined as follows:

Cash and cash equivalents, receivables, payables - estimated to the carrying value which approximates net market value.

23. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

The Shire's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the Shire.

The Shire manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

| | 2018 | 2017 |
|--|--------|--------|
| | \$ | \$ |
| Impact of a 1% ⁽¹⁾ movement in interest rates on cash | | |
| - Equity | 37,685 | 32,189 |
| - Statement of Comprehensive Income | 37,685 | 32,189 |

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible interest rate movements.

| | Weighted average interest rate | Carrying amounts | Fixed interest rate | Variable interest rate | Non-interest bearing |
|---------------------------|--------------------------------------|---------------------|------------------------|---------------------------|-------------------------|
| 2018 | | | | | |
| Cash and cash equivalents | 1.68% | 12,408,650 | 8,639,339 | 3,768,470 | 841 |
| 2017 | | | | | |
| Cash and cash equivalents | 1.79% | 10,095,673 | 6,876,007 | 3,218,960 | 706 |

23. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The Shire's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges relating to non mining properties is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Shire's credit risk at balance date was:

| | 2018 | 2017 |
|--|-------------|-------------|
| | % | % |
| Percentage of rates and annual charges | | |
| - Current | 0.00% | 0.00% |
| - Overdue | 100.00% | 100.00% |
| Percentage of other receivables | | |
| - Current | 95.00% | 33.00% |
| - Overdue | 5.00% | 67.00% |

23. FINANCIAL RISK MANAGEMENT (Continued)

(c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the Shire's Payables are set out in the Liquidity Table below:

| | Due within 1 year | Due between 1 & 5 years | Due after 5 years | Total contractual cash flows | Carrying values |
|--------------------|-------------------------|-------------------------------|-------------------------|------------------------------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ |
| <u>2018</u> | | | | | |
| Payables | 748,063 | 0 | 0 | 748,063 | 748,063 |
| | 748,063 | 0 | 0 | 748,063 | 748,063 |
| <u>2017</u> | | | | | |
| Payables | 588,805 | 0 | 0 | 588,805 | 588,805 |
| | 588,805 | 0 | 0 | 588,805 | 588,805 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

24. TRUST FUNDS

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

| | 1 July 2017 | Amounts Received | Amounts Paid | 30 June 2018 |
|---------------|--------------|---------------------|-----------------|-----------------|
| | \$ | \$ | \$ | \$ |
| Housing Bonds | 1,680 | | 0 | 1,680 |
| Pet Bonds | 200 | 0 | 0 | 200 |
| | <u>1,880</u> | | | <u>1,880</u> |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Shire.

Management's assessment of the new and amended pronouncements that are relevant to the Shire, applicable to future reporting periods and which have not yet been adopted are set out as follows:

| Title | Issued / Compiled | Applicable (1) | Impact |
|--|-------------------|----------------|--|
| (i) AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8) | December 2014 | 1 January 2018 | Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Shire, it is not anticipated the Standard will have any material effect. |
| (ii) AASB 15 Revenue from Contracts with Customers | December 2014 | 1 January 2019 | This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer. The effect of this Standard will depend on the nature of future transactions the Shire has with those third parties it has dealings with. The Shire has not yet assessed the impact of this standard. |
| (iii) AASB 16 Leases | February 2016 | 1 January 2019 | Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted. |

Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the Shire, the impact is not expected to be significant.

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

25. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (Continued)

| Title | Issued / Compiled | Applicable (1) | Impact |
|--|-------------------|----------------|---|
| (iv) AASB 1058 Income of Not-for-Profit Entities | December 2016 | 1 January 2019 | <p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> - Assets received below fair value; - Transfers received to acquire or construct non-financial assets; - Grants received; - Prepaid rates; - Leases entered into at below market rates; and - Volunteer services. |

The Shire has not yet assessed the impact of this standard.

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

Adoption of New and Revised Accounting Standards

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

- | | | |
|------|---|----------------|
| (i) | AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities | 1 January 2017 |
| (ii) | AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities | 1 January 2017 |

26. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

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

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

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

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

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

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

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

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

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

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

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

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

27. ACTIVITIES/PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

| PROGRAM NAME | OBJECTIVE | ACTIVITIES |
|--------------|-----------|------------|
|--------------|-----------|------------|

GOVERNANCE

Objective: To provide a decision making process for the efficient allocation of scarce resources.

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the members of council and the administrative support available to the council for the provision of the governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE

FUNDING

Objective: To collect revenue to allow for the provision of services.

To collect revenue to allow for the provision of services.

Activities:

The reporting of the Shire's general rating income and the recognition of the Western Australian Grants Commission payment together with interest on investments and costs associated with the collection of funds.

LAW, ORDER, PUBLIC

SAFETY

Objective: To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Objective: To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND

WELFARE

Objective: To provide services to disadvantaged persons, the elderly, children and youth.

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Expenditure to assist in the education of the children and youth within the shire.

HOUSING

Objective: To provide and maintain housing.

Activities:

Income and expenditure associated with the provision of housing to staff and others.

COMMUNITY AMENITIES

Objective: To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND

CULTURE

Objective: To establish and effectively manage infrastructure and resources which will help the social well being of the community.

Activities:

The reporting of income and expenditure associated with the Town Hall, library and recreation area, oval and reserves operated by Council.

TRANSPORT

Objective: To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, grids, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting and the maintenance of the Council's airstrips.

ECONOMIC SERVICES

Objective: To help promote the shire and its economic well being.

Activities:

The reporting of income and expenditure including the operation of Council's caravan park and administration of the Building Code of Australia.

OTHER PROPERTY AND SERVICES

Objective: To monitor and control Shire's overheads operating accounts.

Activities:

Involves the expenditure and allocation of employee overheads and plant costs. Also included is the accounting for private works, salary and wages reconciliation and other incomes and expenditures not included elsewhere.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

28. FINANCIAL RATIOS

| | 2018 | 2017 | 2016 |
|-----------------------------------|------|------|--------|
| Current ratio | 5.24 | 9.59 | 6.43 |
| Asset consumption ratio | 0.99 | 0.79 | 1.72 |
| Asset renewal funding ratio | N/A | 1.00 | 0.19 |
| Asset sustainability ratio | 1.49 | 0.46 | 1.35 |
| Debt service cover ratio | 0.00 | 0.00 | 0.00 |
| Operating surplus ratio | 0.21 | 0.60 | (0.61) |
| Own source revenue coverage ratio | 0.61 | 0.59 | 0.47 |

The above ratios are calculated as follows:

| | |
|-----------------------------------|--|
| Current ratio | $\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$ |
| Asset consumption ratio | $\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$ |
| Asset renewal funding ratio | $\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$ |
| Asset sustainability ratio | $\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$ |
| Debt service cover ratio | $\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$ |
| Operating surplus ratio | $\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$ |
| Own source revenue coverage ratio | $\frac{\text{own source operating revenue}}{\text{operating expenses}}$ |

Notes:

Three of the ratios disclosed above were distorted by the early receipt of Financial Assistance Grants. In addition, two of the ratios were impacted by revenue and expenses associated with flood damage re-instatement which is considered one-off in nature.

| | 2017/18 | 2016/17 | 2015/16 |
|--|-----------|-----------|-----------|
| | \$ | \$ | \$ |
| Amount of Financial Assistance Grant received during the year relating to the subsequent year. | 1,307,695 | 1,316,866 | 0 |
| Amount of Financial Assistance Grant received in prior year relating to current year. | 1,316,866 | 0 | 0 |
| Amount of reimbursement for flood damage received | 32,202 | 213,019 | 1,031,420 |
| Expenditure on flood damage re-instatement | | | |

If the events detailed above did not occur, the impacted ratios in the 2018, 2017 and 2016 columns above would be as follows:

| | 2018 | 2017 | 2016 |
|-----------------------------------|------|-------|------|
| Current ratio | 5.23 | 11.67 | 5.08 |
| Operating surplus ratio | 0.19 | 0.20 | NA |
| Own source revenue coverage ratio | 0.61 | 0.59 | NA |



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Council of the Shire of Menzies

Report on the Audit of the Financial Report

Opinion

I have audited the annual financial report of the Shire of Menzies which comprises the Statement of Financial Position as at 30 June 2018, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Menzies:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Basis of Accounting

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Shire's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Report

The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on Other Legal and Regulatory Requirements

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) The following material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law were identified during the course of my audit:
 - a. A service contract of \$172,000 was not procured through a tender process. The Local Government (Functions and General) Regulations 1996 require public tenders to be invited for services above \$150,000. We also identified 14 purchases from a sample of 54 where the Shire did not obtain 3 quotes for the purchase of goods and services which were below the \$150,000 tender threshold. These practices increases the likelihood of not receiving value for money in procurement.
 - b. For 8 employees, there were no signed employment contracts or letters of employment in the Shire's records.
 - c. The Shire has not reported the Asset Renewal Funding Ratio for 2018 in its annual financial report, as required by regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996, as planned capital renewals and required capital expenditure were not estimated in a long term financial plan and asset management plan respectively.
- (ii) All required information and explanations were obtained by me.
- (iii) All audit procedures were satisfactorily completed.
- (iv) In my opinion, the asset consumption ratio included in the annual financial report was supported by verifiable information and reasonable assumptions.

Other Matter

The financial report of the Shire for the year ended 30 June 2017 was audited by another auditor who expressed an unmodified opinion on that financial report. The financial ratios for 2017 and 2016 in Note 28 of the audited financial report were included in the supplementary information and/or audited financial report for those years.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the Shire of Menzies for the year ended 30 June 2018 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.



DON CUNNINGHAME
ASSISTANT AUDITOR GENERAL FINANCIAL AUDIT
Delegate of the Auditor General for Western Australia
Perth, Western Australia

4 July 2019

SHIRE OF MENZIES

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018

FINDINGS IDENTIFIED DURING THE AUDIT

| INDEX OF FINDINGS | RATING | | |
|---|-------------|----------|-------|
| | Significant | Moderate | Minor |
| 1. Procurement – Tenders | ✓ | | |
| 2. Procurement – Obtaining Quotes | ✓ | | |
| 3. Employment Contracts | ✓ | | |
| 4. Asset Renewal Funding Ratio | ✓ | | |
| 5. Daily Cash Reconciliation | | ✓ | |
| 6. Valuation of Footpath Infrastructure | | ✓ | |

KEY TO RATINGS

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

SHIRE OF MENZIES**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE AUDIT****1. Procurement - Tenders****Finding:**

We noted one instance where the Shire contracted to purchase services valued at \$172,000 that was not procured through the tender process as required by the *Local Government Act 1995* and Regulations.

Rating: Significant**Implication:**

If financial limits for procurement are not complied with, this increases the risk that high value purchases may be made from an inappropriate supplier. In addition, this is not compliant with the Shire's purchasing policy and the *Local Government Act 1995* and Regulations.

Recommendation:

The Shire should ensure all purchases greater than \$150,000 are subject to a tender process.

We recommend that approval for the total amount spent with this supplier be brought to the attention of Council and the breach be reported to the Department of Local Government by way of inclusion in the next Compliance Annual Review Report.

Management's Comments:

1. Future major purchases and tenders will be brought before Council for approval.
2. The Shire must adhere to purchasing policies and tender requirements. Going forward the Shire will be diligent and rules and regulations will be adhered to.
3. Council has expressed disapproval of using WALGA preferred suppliers without going to tender. Council supports going to tender for all purchases over \$150,000
4. Attention will be given to cumulative expenses from a supplier so the limit is not breached

Responsible Person: Peter Money, Chief Executive Officer (CEO)
Completion Date: Ongoing

SHIRE OF MENZIES**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE AUDIT****2. Procurement – Obtaining Quotes****Finding:**

During our procurement testing, we noted 14 instances from a sample of 54 where there was insufficient documentation to indicate that the Shire obtained three quotes for the purchase of goods and services.

The Shire's purchasing policy requires the Shire to obtain three quotes for purchases greater than \$10,000.

Rating: Significant**Implication:**

If purchases are made without obtaining sufficient quotes, there is a risk of favouritism of suppliers and not obtaining value for money.

Recommendation:

1. For purchases below the tender threshold but above \$10,000, quotes should be obtained, in accordance with the Shire's purchasing policy
2. If instances arise where it is impractical to obtain the requisite number of quotations, the reasons should be recorded and attached to the purchase order at the time of the purchase being made.

Management's Comments:

Under the new CEO, this policy will be enforced. In instances where 3 quotes are not possible this will be recorded.

Responsible Person: Peter Money (CEO)

Completion Date: Ongoing

SHIRE OF MENZIES**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE AUDIT****3. Employment Contracts****Finding:**

We noted that there were:

- 8 employees without any employment contracts or letters of employment in their personnel file
- 3 employment contracts without the employee's signature to acknowledge terms and conditions of the contracts.

We also noted that the annual increment letters and confirmation of employment notices were not prepared and issued to staff following the annual performance reviews.

Rating: Significant**Implication:**

Without a properly signed contract or letter of employment, there is an increased risk that the employees may not be legally bound and there could be disputes regarding the correct terms of employment, including pay rates.

Recommendation:

All employment contracts should be signed and retained in the HR system and/or an appropriate records management system.

In addition, the Shire should issue annual increment letters to all its employees following annual performance reviews.

Management Comments:

A review of staff files will be conducted to update for missing employment information. Where employees are found to not have an employment contract this will be rectified. Annual reviews will be conducted and followed up with letters to employees with the outcomes.

Responsible Person: Peter Money (CEO)

Completion Date: To be completed

SHIRE OF MENZIES

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018

FINDINGS IDENTIFIED DURING THE AUDIT

4. Asset Renewal Funding Ratio

Finding:

We noted that the Shire has not reported the asset renewal funding ratio for 2018 in its annual financial report, as required by regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996, as the Shire has not updated and approved its Asset Management Plan.

Rating: Significant

Implication:

The financial report does not comply with regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996.

Recommendation:

The Shire should update and approve its Asset Management Plan.

Management Comments:

The Shire is employing an Asset Management Officer to support existing staff to update the plan, determine levels of funding and manage the process.

Responsible Person: Peter Money (CEO)

Completion Date: Ongoing

SHIRE OF MENZIES**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE AUDIT****5. Daily Cash Reconciliation****Finding:**

We noted that the daily cash reconciliation was not reviewed by an independent officer and the preparer did not sign the reconciliation.

Rating: Moderate**Implication:**

Without an independent review of the daily cash reconciliation, there is an increased risk of undetected data entry errors and misappropriation of cash.

Recommendation

The Shire should ensure that:

- the preparer signs and dates the daily cash reconciliation to demonstrate that they prepared it
- an independent officer reviews the daily cash reconciliation.

Management Comments:

Procedures have been put in place to address this issue.

Visitor Centre

1. Daily reports from the visitor centre POS are signed by the preparer. The till is balanced at the end of day.
2. Cash is counted and signed for by administration staff who takes the daily takings/banking from visitor centre to administration.
3. Administration staff (not the person who collects banking from visitor centre in point 2) reconcile cash and EFT and process in Synergy. Cash is counted and put into banking cash bag. Banking reconciliation is signed by that staff member.
4. This cash is then counted by another staff member and that staff member seals the banking bag and signs banking report.

Hence cash is counted 4 times.

Administration

1. Receipts are issued for every over the counter transaction at the time of the transaction.
2. Cash and EFTPOS are closed off and balanced at the end of the day. Signed by the preparer
3. This cash is then counted by another staff member and that staff member seals the banking bag and signs the report.

Hence cash is counted 2 times.

Responsible Person: Peter Money (CEO)
Completion Date: Completed (25 May 2018)

SHIRE OF MENZIES**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE AUDIT****6. Valuation of Footpath Infrastructure****Finding:**

As part of our testing of the valuation of infrastructure at 30 June 2018, we noted that the Shire has not revalued footpath infrastructure since 2014. This is inconsistent with the Shire's accounting policy and the former Regulation 17A of the Local Government (Financial Management) Regulations 1996 which required valuations to be performed every 3 years.

Rating: Moderate**Implication:**

While the value of footpath infrastructure is small in comparison to the other classes of infrastructure assets, there is a risk that its fair value may differ from its carrying value if valuations are not performed frequently.

Recommendation:

We recommend that the Shire undertake valuation of footpath infrastructure in 2018-19 so as to comply with the new Regulation 17A of the Local Government (Financial Management) Regulations 1996 which requires a revaluation before the expiry of a period of 3 to 5 years after the day on which the asset was last valued or revalued.

Management Comments:

The Asset Management Officer will work with management staff to ensure a valuation is carried out and recorded properly

Responsible Person: Peter Money (CEO)

Completion Date: Ongoing

13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

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

15 NEXT MEETING

The next Ordinary Meeting of Council will be held on 29 August 2019 commencing at 1pm.

16 CLOSURE OF MEETING

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