



SHIRE OF MENZIES

Ordinary Agenda

NOTICE OF MEETING

I respectfully bring to the attention of Council Members that an Ordinary Meeting of the Council will be held in the Council Chambers, 124 Shenton Street, Menzies on Thursday, 25 July 2024 commencing at 1.00 PM.

A handwritten signature in black ink, appearing to read "Glenda Teede".

Glenda Teede
Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Menzies for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff. The Shire of Menzies disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council / Committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Menzies during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Menzies. The Shire of Menzies warns that anyone who has an application lodged with the Shire of Menzies must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Menzies in respect of the application.

DISCLOSURES OF INTEREST

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to a Proximity or Financial interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

Councillor Meeting Information

Shire of Menzies Council Meetings

Council Members are bound by legislation to act with integrity and make decisions for the whole of the Shire.

Attending meetings

Council Members have a duty to attend all the Council Meetings to ensure that electors are adequately represented. In recognition of this, under the *Local Government Act 1995* a Council Member who is absent from three consecutive meetings of the Council without leave being granted by the Council, is automatically disqualified. If a member wishes to be absent for more than six consecutive ordinary meetings, Ministerial approval is necessary as well as the Council approval.

It should be noted that applications for leave of absence are usually supported but must be approved by the Council before, or at, the meeting(s) the Council Member is to be absent from. Leave of absence cannot be approved retrospectively.

Voting at meetings

If a Council Member is present at a Council Meeting, he or she is required by law to vote on all matters before that meeting unless he or she has a financial interest in the matter. Agendas are delivered to the Council Members within the required timeframes of the Local Government Act 1995, being a minimum of seventy-two (72) hours prior to the advertised commencement of the meeting. While late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Council Members are required to give due consideration to all matters contained in the agenda. Without adequate time for reading the agenda, it is extremely difficult for the Council Members to make effective assessments of issues and provide constructive input to the Council debate and decision making. It is recommended that further information be requested if there is insufficient material available to make an informed decision.

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1 DECLARATION OF OPENING

The Shire President, as Presiding Member declared the meeting open at ____pm.

2 ANNOUNCEMENT OF VISITORS

Nil

3 RECORD OF ATTENDANCE

Councillors: Cr P Warner, Shire President
 Cr S Sudhir, Deputy Shire President
 Cr G Dwyer
 Cr J Dwyer
 Cr A Tucker
 Cr I Baird
 Cr K Tucker

Staff: Ms G Teede, Chief Executive Officer
 Ms K Van Kuyl, Chief Financial Officer
 Ms M Yulo-Uy, Executive Officer (Minutes)

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The CEO confirmed that letter of response was sent to Mr R Parfitt on 8 July 2024. A copy of the letter has been circulated to the Councillors.

Mr R Parfitt, Menzies

Summary of Question: When is this Council going to adopt the attitude that there are no problems, only solutions? I have plenty to say and will reserve that for the end of this meeting.

Summary of Response:

The Shire of Menzies, both the Council and staff, share a common goal of delivering quality services and facilities to residents, ratepayers, and stakeholders, within legislative and budgetary constraints. On that basis, we are always endeavouring to identify efficient, effective and economical solutions to problems.

5 PUBLIC QUESTION TIME

6 APPROVED LEAVE OF ABSENCE

7 DISCLOSURES OF INTEREST

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Item 16.1 Purchase of Established House and Land

9 CONFIRMATION/RECEIVAL OF MINUTES

9.1 Confirmation of Minutes - Ordinary Meeting 27 June 2024 *(Provided under Separate Cover)*

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 27 June 2024 be confirmed as a true and correct record.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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10 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

11 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

OFFICER RECOMMENDATION

That the President's Report for the month of July 2024 be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF OFFICERS

13.1 Finance Reports

13.1.1	2024/2025 Annual Budget
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1318
DATE OF REPORT	15 July 2024
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	<ol style="list-style-type: none">01. 2024-25 Menzies Statutory Budget (I E 18783) [13.1.1.1 - 23 pages]02. 2024-2025 Fees and Charges V 5 - Public [13.1.1.2 - 6 pages]

SUMMARY:

To recommend the 2024/2025 Draft Budget and associated budget schedules for the year ending 30 June 2025 be adopted.

BACKGROUND:

There have been several workshops involving the Council and the Executive Officers, focused on reviewing the Shire's Capital and Operational programs. The 2024/2025 Annual Budget has been prepared after considering the minor review of the Shire's Corporate Business Plan and Strategic Community Plan, which were adopted at the Ordinary Council Meeting on 27 June 2024.

COMMENT:

Rates

Unimproved Values (UV) have been provided by the Valuer General's Office and have increased over the 2023/2024 financial year. To maintain the level of services to the community and facilities, the Shire's applying the same rate in the dollar and minimum over the 2024/2025 financial year, bringing an 8.35% increase over the 2023/2024 rates revenue.

The following table of Rates in the dollar and Minimum payments to be applied for 2024/2025 financial year:

Rate Category	Number of Properties	Rates in \$	Minimum Payment
GRV - VACANT	206	8.9400	\$200.00
GRV - IMPROVED RESIDENTIAL	44	8.9400	\$200.00
UV - MINING OPERATIONAL	297	16.3930	\$328.00
UV - PASTORAL	26	8.5300	\$328.00
UV - OTHER	71	8.5300	\$328.00
UV MINING EXPLORATION	631	14.7540	\$328.00
UV MINING PROSPECTING	313	14.7540	\$328.00

This has resulted in the rates revenue as summarized in the table below:

Rate Category	Total Properties	Total Revenue 2024/2025	Total Revenue 2023/2024	% Revenue
Gross Rental Revenue (GRV)	250	\$236,158	\$219,463	
Unimproved Value (UV)	1338	\$4,569,032	\$4,215,397	
Total	1588	\$4,805,190	\$4,434,860	8.35%

Installments

It is recommended that the following two payment options be offered as in previous years.

1. To pay the total rates and charges included in the rate notice in full by the 35th day after the date of issue of the rates notice; or
2. Payment in four instalments after the date of issue of rates notice to be applied:
 - a. First instalment 20 September 2024
 - b. Second instalment 22 November 2024
 - c. Third instalment 31 January 2025
 - d. Fourth instalment 04 April 2025

Instalment Fee

It is recommended that an instalment fee of \$10 be charged for each instalment reminder after the first instalment is paid. This is the same as that charged in recent years.

Interest on Instalment

It is recommended that the maximum interest rate of 5.5% per annum be applied to instalment payment. This is the same as that charged in recent years.

Late Payment Penalty Interest

It is recommended that late payment penalty interest be charged at 7% per annum aligned to the Australia Taxation Office's General Interest Charge (GIC) and in accordance with section 6.51(1) of the Local Government Act 1995.

It is proposed that the late payment penalty interest will apply to rates that remain unpaid, where no election was made to pay rate by instalment and on overdue instalment payments where an election was made to pay by instalments.

Fees and Charges

The Schedule of Fees and Charges for all services has been reviewed during the budget deliberation process. An increase of 2.5% over the 2023/2024 Schedule Fees and Charges has been incorporated into the 2024/2025 Annual Budget for adoption.

Budget

The 2024/2025 Annual Budget continues to deliver services and facilities across all programs. The budget maintains a focus on road renewal, building maintenance, and renewing other assets at sustainable levels. Capital roadworks and infrastructure of 5.7 million are proposed, with over \$2.8 million being directly funded by State and federal sources and a continued contribution agreement with the City of Kalgoorlie Boulder.

Major capital expenditures included the completion of the Local Road Community Infrastructure Program (LRCIP) phase 4, construction of Government Regional Officer Housing (GROH), refurbishment of the Lady Shenton Building, the Old Office, Astrotourism, Menzies Playground, and the replacement of several plants and equipment.

Western Australia Treasury Corporation (WATC) approved the new loan borrowing of \$650,000.00. These funds will be used for the Government Regional Officer Housing (GROH) capital project and fully offset by revenue (principal and interest).

In general, the operating budget programs mirror the recent year budget by focusing on improved service delivery to the community including Landfill and Waste maintenance, Niagara Dam stage 1 program maintenance, Cyclclassic sponsorship, AGRN 962 Public Asset Reconstruction Works from Department of Fire and Emergency Services.

The 2024/2025 Annual Budget for the Shire of Menzies, contained as an attachment, includes the following:

- Statement of Comprehensive Income.
- Statement of Cash Flows.
- Statement of Financial Activity.
- Notes to the Budget.
- Schedule of Fees and Charges.

Material Variance

Pursuant to regulation 34(5) of the Local Government (Financial Management) Regulation 1996. Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statement of financial activity for reporting material variances.

A variance of 10% be adopted, and a minimum of \$25,000 be used in the Statement Financial Activity and Annual Budget Review for the 2024/2025 financial year.

CONSULTATION:

External consultation and budget workshops have occurred during the preparation of this report. Moore Australia (WA) and Bob Waddell Associated have also assisted with preparing the statutory budget report.

In addition, the proposed differential rates were advertised as required by legislation on 15 June 2024. No submissions were received.

STATUTORY AUTHORITY:

Local Government Act 1995 provides at Section 6.2 that Local Governments are to prepare an annual budget.

POLICY IMPLICATIONS:

Policy – 4.1 – Budget Preparation Timetable.

FINANCIAL IMPLICATIONS:

The Budget for the 2024/2025 financial year incorporates an 8.35% increase to Rates Revenue and 2.5% increase to the Schedule Fees and Charges.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The Councils budget provides the mechanism to raise revenue and undertake works.	Low	Adopt budget.

STRATEGIC IMPLICATIONS:

The Shire’s Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome
4.2 An efficient and effective organisation.

Strategy
4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer’s recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

- Recommendation 1 - Absolute Majority Required
- Recommendation 2 - Absolute Majority Required
- Recommendation 3 - Absolute Majority Required
- Recommendation 4 - Simple Majority Required

OFFICER RECOMMENDATION 1 – 2024/2025 General Rates, Instalment, Fees, Interest

That:

- 1. For the purpose of yielding the deficiency disclosed by the 2024/2025 Municipal Fund Budget, pursuant to sections 6.32, 6.33, 6.34, and 6.35 of the Local Government Act 1995, the following general and minimum rates be imposed on Gross Rental and Unimproved Values.
 - 1.1 General Rates
 - o GRV – Vacant 8.9400 cents in the dollar
 - o GRV – Improved 8.9400 cents in the dollar
 - o UV - Mining Operations 16.3930 cents in the dollar
 - o UV - Mining Exploration 14.7540 cents in the dollar
 - o UV - Mining Prospecting 14.7540 cents in the dollar
 - o UV – Pastoral and Other 8.5300 cents in the dollar
 - 1.2 Minimum Rates
 - o GRV – Vacant \$200.00
 - o GRV – Improved \$200.00
 - o UV - Mining Operations \$328.00
 - o UV - Mining Exploration \$328.00
 - o UV - Mining Prospecting \$328.00
 - o UV – Pastoral and Other \$328.00

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, the following due dates be nominated for the payment in full or by instalments:

Issue Date 16 August 2024
Payment in Full 20 September 2024

Payment in Four Instalments

- a) First instalment 20 September 2024
- b) Second instalment 22 November 2024
- c) Third instalment 31 January 2025
- d) Fourth instalment 04 April 2025

3. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, an instalment fee of \$10.00 be adopted where the owner has elected to pay rates through an instalment option for each instalment after the initial instalment payment.
4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, an interest rate of 5.5% be adopted where the owner has elected to pay rates through an instalment option.
5. Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, an interest rate of 7% be adopted for rates that remain unpaid after becoming due and payable.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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OFFICER RECOMMENDATION 2 – 2024/2025 Annual Budget

Pursuant to the provision of section 6.2 of the local Government Act 1995 and part 3 of the Local Government Financial Management) Regulations 1996, the Budget as attached for the 2024/2025 financial year which includes the following:

- Statement of Comprehensive Income.
- Statement of Cash Flows.
- Statement of Financial Activity.
- Notes to the Budget.
- Schedule of Fees and Charges.

be adopted.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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OFFICER RECOMMENDATION 3 – 2024/2025 Schedule Fees and Charges

Pursuant to section 6.16 of the Local Government Act 1995 and other relevant legislation, the 2024/2025 Schedule of Fees and Charges included as attachment to the statutory document, be adopted.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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OFFICER RECOMMENDATION 4 – 2024/2025 Material Variance Reporting

Pursuant to regulation 34(5) of the Local Government (Financial Management) Regulation 1996, a variance of 10% be adopted and a minimum of \$25,000 be used in the Statement Financial Activity and Annual Budget Review for the 2024/2025 financial year.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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SHIRE OF MENZIES
ANNUAL BUDGET
FOR THE YEAR ENDED 30 JUNE 2025
LOCAL GOVERNMENT ACT 1995

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SHIRE'S VISION

An inclusive and welcoming community, celebrating our heritage and place.

SHIRE OF MENZIES
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
Revenue		\$	\$	\$
Rates	2(a)	4,805,190	4,434,860	4,335,810
Grants, subsidies and contributions		777,381	2,858,093	558,417
Fees and charges	13	245,805	265,803	240,205
Interest revenue	9(a)	281,000	352,247	301,000
Other revenue		1,275,361	27,097	30,450
		<u>7,384,737</u>	<u>7,938,100</u>	<u>5,465,882</u>
Expenses				
Employee costs		(2,731,689)	(2,338,482)	(2,896,464)
Materials and contracts		(4,556,500)	(2,244,690)	(2,627,425)
Utility charges		(122,800)	(103,907)	(110,200)
Depreciation	6	(2,387,402)	(1,916,606)	(2,140,427)
Finance costs	9(c)	(21,210)	0	(26,085)
Insurance		(164,383)	(184,181)	(163,583)
Other expenditure		(533,601)	(163,508)	(601,711)
		<u>(10,517,585)</u>	<u>(6,951,374)</u>	<u>(8,565,895)</u>
		<u>(3,132,848)</u>	<u>986,726</u>	<u>(3,100,013)</u>
Capital grants, subsidies and contributions		3,884,081	3,337,470	6,986,077
Profit on asset disposals	5	127,145	32,523	43,894
Loss on asset disposals	5	0	(2,730)	0
		<u>4,011,226</u>	<u>3,367,263</u>	<u>7,029,971</u>
Net result for the period		878,378	4,353,989	3,929,958
Total other comprehensive income for the period		0	0	0
Total comprehensive income for the period		878,378	4,353,989	3,929,958

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

SHIRE OF MENZIES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		\$ 4,805,190	\$ 4,266,708	\$ 4,370,064
Grants, subsidies and contributions		854,271	2,763,013	483,191
Fees and charges		245,805	265,803	240,205
Interest revenue		281,000	352,247	301,000
Goods and services tax received		225,881	460,097	113,007
Other revenue		1,275,361	27,097	30,450
		7,687,508	8,134,965	5,537,917
Payments				
Employee costs		(2,731,689)	(2,328,668)	(2,896,464)
Materials and contracts		(4,037,916)	(2,313,391)	(2,137,525)
Utility charges		(122,800)	(103,907)	(110,200)
Finance costs		(21,210)	0	(26,085)
Insurance paid		(164,383)	(184,181)	(163,583)
Goods and services tax paid		(518,584)	(247,167)	(465,907)
Other expenditure		(533,601)	(163,508)	(601,711)
		(8,130,183)	(5,340,822)	(6,401,475)
Net cash provided by (used in) operating activities	4	(442,675)	2,794,143	(863,558)
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	5(a)	(4,838,141)	(1,959,237)	(5,013,177)
Payments for construction of infrastructure	5(b)	(6,430,668)	(3,227,032)	(9,947,828)
Capital grants, subsidies and contributions		2,538,731	3,814,325	6,996,981
Proceeds from sale of property, plant and equipment	5(a)	221,000	42,698	80,000
Net cash (used in) investing activities		(8,509,078)	(1,329,246)	(7,884,024)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(44,829)	0	(53,627)
Proceeds on disposal of financial assets at amortised cost - term deposits		0	0	2,130,225
Proceeds from new borrowings	7(a)	650,000	0	650,000
Net cash provided by financing activities		605,171	0	2,726,598
Net increase (decrease) in cash held		(8,346,582)	1,464,897	(6,020,984)
Cash at beginning of year		19,260,716	17,795,819	6,020,984
Cash and cash equivalents at the end of the year	4	10,914,134	19,260,716	0

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2025

OPERATING ACTIVITIES

Revenue from operating activities

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
General rates	2(a)(i)	\$ 4,621,750	\$ 4,141,746	\$ 4,141,746
Rates excluding general rates	2(a)	183,440	293,114	194,064
Grants, subsidies and contributions		777,381	2,858,093	558,417
Fees and charges	13	245,805	265,803	240,205
Interest revenue	9(a)	281,000	352,247	301,000
Other revenue		1,275,361	27,097	30,450
Profit on asset disposals	5	127,145	32,523	43,894
		7,511,882	7,970,623	5,509,776

Expenditure from operating activities

Employee costs		(2,731,689)	(2,338,482)	(2,896,464)
Materials and contracts		(4,556,500)	(2,244,690)	(2,627,425)
Utility charges		(122,800)	(103,907)	(110,200)
Depreciation	6	(2,387,402)	(1,916,606)	(2,140,427)
Finance costs	9(c)	(21,210)	0	(26,085)
Insurance		(164,383)	(184,181)	(163,583)
Other expenditure		(533,601)	(163,508)	(601,711)
Loss on asset disposals	5	0	(2,730)	0
		(10,517,585)	(6,954,104)	(8,565,895)

Non cash amounts excluded from operating activities

	3(c)	2,260,257	1,886,813	2,093,989
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Amount attributable to operating activities

INVESTING ACTIVITIES

Inflows from investing activities

Capital grants, subsidies and contributions		3,884,081	3,337,470	6,986,077
Proceeds from disposal of assets	5	221,000	42,698	80,000
		4,105,081	3,380,168	7,066,077

Outflows from investing activities

Payments for property, plant and equipment	5(a)	(4,838,141)	(1,959,237)	(5,013,177)
Payments for construction of infrastructure	5(b)	(6,430,668)	(3,227,032)	(9,947,828)
		(11,268,809)	(5,186,269)	(14,961,005)

Amount attributable to investing activities

FINANCING ACTIVITIES

Inflows from financing activities

Proceeds from new borrowings	7(a)	650,000	0	650,000
Transfers from reserve accounts	8(a)	4,034,624	1,161,543	4,640,924
		4,684,624	1,161,543	5,290,924

Outflows from financing activities

Repayment of borrowings	7(a)	(44,829)	0	(53,627)
Transfers to reserve accounts	8(a)	(2,644,588)	(2,524,324)	(2,510,699)
		(2,689,417)	(2,524,324)	(2,564,326)

Amount attributable to financing activities

MOVEMENT IN SURPLUS OR DEFICIT

Surplus at the start of the financial year

Amount attributable to operating activities	3	5,913,967	6,179,517	6,130,460
Amount attributable to investing activities		(745,446)	2,903,332	(962,130)
Amount attributable to financing activities		(7,163,728)	(1,806,101)	(7,894,928)
Amount attributable to financing activities		1,995,207	(1,362,781)	2,726,598
Surplus/(deficit) remaining after the imposition of general rates	3	0	5,913,967	0

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

**SHIRE OF MENZIES
FOR THE YEAR ENDED 30 JUNE 2025
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SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

1 BASIS OF PREPARATION

The annual budget is a forward looking document and has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the annual budget be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the annual budget 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 Shire controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 10 to the annual budget.

2023/24 actual balances

Balances shown in this budget as 2023/24 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

Budget comparative figures

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

Comparative figures

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

Rounding off figures

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

Statement of Cashflows

Investing and financing transactions that do not require the use of cash or cash equivalents shall be excluded from a statement of cash flows. Such transactions shall be disclosed elsewhere in the financial statements in a way that provides all the relevant information about these investing and financing activities.

Initial application of accounting standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-1 Amendments to Australian Accounting Standards
 - Classification of Liabilities as Current or Non-current
- AASB 2022-5 Amendments to Australian Accounting Standards
 - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards
 - Non-current Liabilities with Covenants
- AASB 2023-1 Amendments to Australian Accounting Standards
 - Supplier Finance Arrangements
- AASB 2023-3 Amendments to Australian Accounting Standards
 - Disclosure of Non-current Liabilities with Covenants: Tier 2

It is not expected these standards will have an impact on the annual budget.

- AASB 2022-10 Amendments to Australian Accounting Standards
 - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities, became mandatory during the budget year. Amendments to AASB 13 Fair Value Measurement impacts the future determination of fair value when revaluing assets using the cost approach. Timing of future revaluations is defined by regulation 17A of *Local Government (Financial Management) Regulations 1996*. Impacts of this pronouncement are yet to be quantified and are dependent on the timing of future revaluations of asset classes. No material impact is expected in relation to the 2024-25 statutory budget.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards
 - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2021-7c Amendments to Australian Accounting Standards
 - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-9 Amendments to Australian Accounting Standards
 - Insurance Contracts in the Public Sector
- AASB 2023-5 Amendments to Australian Accounting Standards
 - Lack of Exchangeability

It is not expected these standards will have an impact on the annual budget.

Judgements, estimates and assumptions

The preparation of the annual budget 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 balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings
- impairment of financial assets
- estimated useful life of assets
- estimation of provisions

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2024/25 Budgeted rate revenue	2024/25 Budgeted interim rates	2024/25 Budgeted total revenue	2023/24 Actual total revenue	2023/24 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$
(i) General rates									
Vacant and Improved	Gross rental valuation	0.08940	38	2,167,320	193,759	0	193,759	153,439	153,439
Mining	Unimproved valuation	0.16393	238	21,386,520	3,505,892	0	3,505,892	3,098,965	3,098,965
Exploration and Prospecting	Unimproved valuation	0.14754	583	5,675,174	837,315	0	837,315	804,046	804,046
Pastoral and Other	Unimproved valuation	0.08530	87	993,953	84,784	0	84,784	85,296	85,296
Total general rates			946	30,222,967	4,621,750	0	4,621,750	4,141,746	4,141,746
	Minimum								
	\$								
(j) Minimum payment									
Vacant and Improved	Gross rental valuation	200.00	212	48,990	42,400	0	42,400	52,334	42,200
Mining	Unimproved valuation	328.00	59	59,139	19,352	0	19,352	115,322	19,352
Exploration and Prospecting	Unimproved valuation	328.00	361	420,828	118,408	0	118,408	122,990	129,232
Pastoral and Other	Unimproved valuation	328.00	10	18,965	3,280	0	3,280	2,468	3,280
Total minimum payments			642	547,922	183,440	0	183,440	293,114	194,064
Total general rates and minimum payments			1,588	30,770,889	4,805,190	0	4,805,190	4,434,860	4,335,810
Total rates					4,805,190	0	4,805,190	4,434,860	4,335,810

The Shire did not raise specified area rates for the year ended 30th June 2025.

All rateable properties within the district used predominately for non-rural purposes are rated according to their Gross Rental Valuation (GRV), all other properties are rated according to their Unimproved Valuation (UV).

The general rates detailed for the 2024/25 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Option 1 (Full Payment)

Full amount of rates and charges including arrears, to be paid on or before 20 September 2024 or 35 days after the date of issue appearing on the rate notice whichever is the later.

Option 2 (Four Instalments)

First instalment to be made on or before 20 September 2024 or 35 days after the date of issue appearing on the rate notice, whichever is later including all arrears and a quarter of the current rates and service charges.

Second instalment to be made on or before 22 November 2024 or 2 months after the due date of the first instalment, whichever is later; and

Third instalment to be made on or before 31 January 2025 or 2 months after the due date of the second instalment, whichever is later; and

Fourth instalment to be made on or before 4 April 2025 or 2 months after the due date of the third instalment, whichever is later.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single full payment	20/09/2024	0	0.0%	7.0%
Option Two				
First instalment	20/09/2024	10	5.5%	7.0%
Second instalment	22/11/2024	10	5.5%	7.0%
Third instalment	31/01/2025	10	5.5%	7.0%
Fourth instalment	4/04/2025	10	5.5%	7.0%
		2024/25 Budget revenue	2023/24 Actual revenue	2023/24 Budget revenue
		\$	\$	\$
Instalment plan admin charge revenue		7,000	5,730	7,000
Instalment plan interest earned		7,000	13,442	7,000
Unpaid rates and service charge interest earned		44,000	52,042	44,000
		58,000	71,214	58,000

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

Differential general rate

Description	Characteristics	Objects	Reasons
Gross Rental Value (GRV)	This category includes all properties where the basis of rate is the Gross Rental Value (GRV)	The object of the rate in the dollar for this category is to raise sufficient revenue to offset the costs associated with the provision of current and future services	This rate ensures all ratepayers make a reasonable contribution towards the ongoing maintenance, provision of works, service, and facilities in the Shire.
Unimproved Value (UV) Mining	This category associated with all mining lease/tenements where the basis rate is Unimproved Value (UV)	The objective is to achieve an appropriate contribution from mining operations toward budgeted deficiency.	Due to the difference in valuation methodology and recognise the impact of mining related activities on the Shire
Unimproved Value (UV) Exploration and Prospecting	This category associated with all exploration and prospecting lease where the basis rate is Unimproved Value (UV)	Exploration leases are rated differentially to reflect the nature of the lease and acknowledge that these leases are not for the most part income producing.	This rate ensure an appropriate contribution towards the ongoing maintenance and provision throughout the Shire.
Unimproved Value (UV) Pastoral and Other	This category associated all pastoral and other land not included in other categories where the basis rate is Unimproved Value (UV)	Pastoral and Other leases are rated differentially to reflect the nature of the lease and acknowledge that these leases are not for the most part income producing.	This rate ensure an appropriate contribution towards the ongoing maintenance and provision throughout the Shire.

(d) Differential Minimum Payment

Gross Rental Value (GRV)	The Council has established minimum rates for Gross Rental Value (GRV)	These amounts represent the minimum rate that should be charged reasonable contribution to services to the Community,	Minimum rates have been prepared to comply with the <i>Local Government Act 1995</i> which required no more than 50% of properties to be levied on a minimum rate unless Ministerial approval is obtained.
Unimproved Value (UV)	The Council has established minimum rates for Unimproved Value (UV)	These amounts represent the minimum rate that should be charged reasonable contribution to services to the Community,	Minimum rates have been prepared to comply with the <i>Local Government Act 1995</i> which required no more than 50% of properties to be levied on a minimum rate unless Ministerial approval is obtained.

(e) Service Charges

The Shire did not raise service charges for the year ended 30th June 2025.

(f) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2025.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

3. NET CURRENT ASSETS

(a) Composition of estimated net current assets

Current assets

Cash and cash equivalents

Financial assets

Receivables

Contract assets

Inventories

Less: current liabilities

Trade and other payables

Capital grant/contribution liability

Long term borrowings

Employee provisions

Net current assets

Less: Total adjustments to net current assets

Net current assets used in the Statement of Financial Activity

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
4	10,914,134	19,260,716	0
	0	0	9,644,611
	994,984	994,984	381,131
	0	302,771	0
	17,234	17,234	16,438
	11,926,352	20,575,705	10,042,180
	(178,772)	(178,772)	(397,569)
	0	(1,345,350)	0
7	(62,136)	0	(53,627)
	(161,180)	(161,180)	(207,824)
	(402,088)	(1,685,302)	(659,020)
	11,524,264	18,890,403	9,383,160
3(b)	(11,524,264)	(12,976,436)	(9,383,160)
	0	5,913,967	0

(b) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets

Less: Cash - reserve accounts

Add: Current liabilities not expected to be cleared at end of year

- Current portion of borrowings

- Current portion of employee benefit provisions held in reserve

Total adjustments to net current assets

8	(11,747,580)	(13,137,616)	(9,644,611)
	62,136	0	53,627
	161,180	161,180	207,824
	(11,524,264)	(12,976,436)	(9,383,160)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(c) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to operating activities

Less: Profit on asset disposals

Add: Loss on asset disposals

Add: Depreciation

Movement in current employee provisions associated with restricted cash

Non cash amounts excluded from operating activities

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
5	(127,145)	(32,523)	(43,894)
5	0	2,730	0
6	2,387,402	1,916,606	2,140,427
	0	0	(2,544)
	2,260,257	1,886,813	2,093,989

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

3. NET CURRENT ASSETS

(d) MATERIAL ACCOUNTING POLICIES

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.

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 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

INVENTORIES

General

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

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

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.

LAND HELD FOR RESALE

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

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

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

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.

CONTRACT LIABILITIES

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

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 grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

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.

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 determination of the net current asset position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions 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.

CONTRACT ASSETS

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

4. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
Cash at bank and on hand		\$ 10,914,134	\$ 19,260,716	\$ 0
Total cash and cash equivalents		10,914,134	19,260,716	0
Held as				
- Unrestricted cash and cash equivalents		(833,446)	4,777,750	0
- Restricted cash and cash equivalents		11,747,580	14,482,966	0
	3(a)	10,914,134	19,260,716	0
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		11,747,580	14,482,966	0
- Restricted financial assets at amortised cost - term deposits		0	0	9,644,611
		11,747,580	14,482,966	9,644,611
The assets are restricted as a result of the specified purposes associated with the liabilities below:				
Reserve accounts	8	11,747,580	13,137,616	9,644,611
Unspent capital grants, subsidies and contribution liabilities		0	1,345,350	0
		11,747,580	14,482,966	9,644,611
Reconciliation of net cash provided by operating activities to net result				
Net result		878,378	4,353,989	3,929,958
Depreciation	6	2,387,402	1,916,606	2,140,427
(Profit)/loss on sale of asset	5	(127,145)	(29,793)	(43,894)
(Increase)/decrease in receivables		0	(560,929)	34,529
(Increase)/decrease in contract assets		302,771	510,627	813,398
Increase/(decrease) in payables		0	(58,887)	137,000
Increase/(decrease) in contract liabilities		0	0	(75,501)
Increase/(decrease) in unspent capital grants		(1,345,350)	476,855	(802,494)
Capital grants, subsidies and contributions		(2,538,731)	(3,814,325)	(6,996,981)
Net cash from operating activities		(442,675)	2,794,143	(863,558)

MATERIAL ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

5. PROPERTY, PLANT AND EQUIPMENT

	2024/25 Budget				2023/24 Actual					2023/24 Budget			
	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Disposals - Loss	Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit
(a) Property, Plant and Equipment	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land - freehold land	13,091	0	0	0	64,206	0	0	0	0	76,000	0	0	0
Buildings - non-specialised	834,000	0	0	0	963,709	0	0	0	0	896,691	0	0	0
Buildings - specialised	2,802,050	0	0	0	635,688	0	0	0	0	3,240,486	0	0	0
Plant and equipment	1,189,000	(93,855)	221,000	127,145	295,634	(12,905)	42,698	32,523	(2,730)	800,000	(36,106)	80,000	43,894
Total	4,838,141	(93,855)	221,000	127,145	1,959,237	(12,905)	42,698	32,523	(2,730)	5,013,177	(36,106)	80,000	43,894
(b) Infrastructure													
Infrastructure - roads	4,832,833	0	0	0	2,993,137	0	0	0	0	7,574,541	0	0	0
Infrastructure - footpaths	75,000	0	0	0	0	0	0	0	0	50,000	0	0	0
Infrastructure - parks and ovals	500,000	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure - other	1,022,835	0	0	0	233,895	0	0	0	0	2,323,287	0	0	0
Total	6,430,668	0	0	0	3,227,032	0	0	0	0	9,947,828	0	0	0
Total	11,268,809	(93,855)	221,000	127,145	5,186,269	(12,905)	42,698	32,523	(2,730)	14,961,005	(36,106)	80,000	43,894

MATERIAL ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

6. DEPRECIATION

By Class

Buildings - non-specialised
Buildings - specialised
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - parks and ovals
Infrastructure - other

By Program

Law, order, public safety
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2024/25 Budget	2023/24 Actual	2023/24 Budget
\$	\$	\$
158,309	112,289	108,128
399,037	283,037	298,158
225,610	383,243	314,133
1,204,645	854,457	1,198,635
23,454	16,636	22,863
57,591	40,850	47,473
318,756	226,094	151,037
2,387,402	1,916,606	2,140,427
42,782	30,345	31,094
163,312	115,837	102,807
28,194	19,998	22,505
133,821	94,919	112,296
1,332,749	945,322	1,254,629
324,163	229,929	191,065
362,381	480,256	426,031
2,387,402	1,916,606	2,140,427

MATERIAL ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold 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.

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.

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

Buildings - non-specialised	30 to 72 years
Buildings - specialised	20 to 120 years
Plant and equipment	5 to 15 years
Infrastructure - roads	15 to 80 years
Infrastructure - footpaths	30 to 60 years
Infrastructure - parks and ovals	10 to 30 years
Infrastructure - other	10 to 100 years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

7. BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget Principal 1 July 2024	2024/25 Budget New Loans	2024/25 Budget Principal Repayments	Budget Principal outstanding 30 June 2025	2024/25 Budget Interest Repayments	Actual Principal 1 July 2023	2023/24 Actual New Loans	2023/24 Actual Principal Repayments	Actual Principal outstanding 30 June 2024	2023/24 Actual Interest Repayments	Budget Principal 1 July 2023	2023/24 Budget New Loans	2023/24 Budget Principal Repayments	Budget Principal outstanding 30 June 2024	2023/24 Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
GROH House	241	WATC	4.1%	0	650,000	(44,829)	605,171	(21,210)	0	0	0	0	0	0	650,000	(53,627)	596,373	(26,085)
				0	650,000	(44,829)	605,171	(21,210)	0	0	0	0	0	0	650,000	(53,627)	596,373	(26,085)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.

The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

7. BORROWINGS

(b) New borrowings - 2024/25

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
GROH House Construction x 2	WATC	Debenture	10	4.5%	\$ 650,000	\$ 142,467	\$ 650,000	\$ 0
					650,000	142,467	650,000	0

(c) Unspent borrowings

Loan Details	Purpose of the loan	Year loan taken	Amount b/fwd.	Amount used 2024/25 Budget	New loans unspent at 30 June 2025	Amount as at 30 June 2025
Loan 241	Housing	2024	\$ 0	\$ 650,000	\$ 0	\$ 0
			0	650,000	0	0

(d) Credit Facilities

	2024/25 Budget	2023/24 Actual	2023/24 Budget
Undrawn borrowing facilities credit standby arrangements	\$	\$	\$
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	25,000	25,000	25,000
Credit card balance at balance date	0	(1,598)	0
Total amount of credit unused	25,000	23,402	25,000
Loan facilities			
Loan facilities in use at balance date	605,171	0	596,373

MATERIAL ACCOUNTING POLICIES

BORROWING COSTS

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

8. RESERVE ACCOUNTS

(a) Reserve Accounts - Movement

	2024/25 Budget				2023/24 Actual				2023/24 Budget			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Leave reserve	214,046	3,259	0	217,305	210,368	3,678	0	214,046	210,368	3,930	0	214,298
(b) Building reserve	3,039,696	538,296	(350,985)	3,227,007	3,234,402	966,837	(1,161,543)	3,039,696	3,234,402	960,431	(1,980,162)	2,214,671
(c) Plant reserve	1,833,161	427,907	(841,000)	1,420,068	1,801,730	31,431	0	1,833,161	1,801,730	33,663	(500,000)	1,335,393
(d) Road Infrastructure reserve	2,381,342	824,870	(1,125,000)	2,081,212	2,340,514	40,828	0	2,381,342	2,340,514	43,730	(550,000)	1,834,244
(e) Main Street reserve	146,590	2,232	(148,822)	0	144,086	2,504	0	146,590	144,086	2,692	0	146,778
(f) Staff Amenities reserve	412,601	6,281	(418,882)	0	405,535	7,066	0	412,601	405,535	7,577	0	413,112
(g) TV reserve	18,676	284	(18,960)	0	18,354	322	0	18,676	18,354	343	0	18,697
(h) Caravan Park reserve	446,106	6,791	(27,000)	425,897	438,455	7,651	0	446,106	438,455	8,192	0	446,647
(i) Bitumen reserve	630,202	9,594	(639,796)	0	619,404	10,798	0	630,202	619,404	11,573	(200,000)	430,977
(j) Rates creditors reserve	53,367	812	(54,179)	0	52,454	913	0	53,367	52,454	980	0	53,434
(k) Niagara Dam reserve	1,787,901	27,218	0	1,815,119	1,274,702	513,199	0	1,787,901	1,274,702	508,566	(850,762)	932,506
(l) Water reserve	227,634	3,465	0	231,099	223,733	3,901	0	227,634	223,734	4,180	(150,000)	77,914
(m) Waste Management reserve	671,197	310,218	0	981,415	361,054	310,143	0	671,197	361,054	306,746	0	667,800
(n) Former Post Office reserve	436,681	6,648	(410,000)	33,329	429,193	7,488	0	436,681	429,193	8,019	(410,000)	27,212
(o) Land Purchase reserve	211,257	3,216	0	214,473	207,630	3,627	0	211,257	207,630	3,881	0	211,511
(p) Commercial Enterprise reserve	627,159	473,497	0	1,100,656	13,221	613,938	0	627,159	13,221	606,196	0	619,417
	13,137,616	2,644,588	(4,034,624)	11,747,580	11,774,835	2,524,324	(1,161,543)	13,137,616	11,774,836	2,510,699	(4,640,924)	9,644,611

(b) Reserve Accounts - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Leave reserve	Perpetual	To be used to fund annual and long service leave requirements.
(b) Building reserve	Perpetual	To be used for the acquisition of future buildings and renovation of existing building.
(c) Plant reserve	Perpetual	To be used for the purchase of major plant.
(d) Road Infrastructure reserve	Perpetual	To be used to fund major road works.
(e) Main Street reserve	30/06/2025	Established for the beautification of the main street.
(f) Staff Amenities reserve	30/06/2025	Established for the purpose of providing staff housing and amenities.
(g) TV reserve	30/06/2025	To be used to fund upgrades to the rebroadcasting equipment.
(h) Caravan Park reserve	Perpetual	Established for the purpose of providing upgrades to the caravan park.
(i) Bitumen reserve	30/06/2025	Established to fund the resealing of roads.
(j) Rates creditors reserve	30/06/2025	Established for future rate claims.
(k) Niagara Dam reserve	Perpetual	Established for ongoing upgrade of Niagara Dam valve workings and other maintenance.
(l) Water reserve	Perpetual	To assist the Tjuntjunjarra community to achieve funding for a swimming pool.
(m) Waste Management reserve	Perpetual	Provide for the statutory reinstatement and development of the reserve.
(n) Former Post Office reserve	Perpetual	For restoration and maintenance if the former post office.
(o) Land Purchase reserve	Perpetual	To be used for purchase of selective properties with developmental potential.
(p) Commercial Enterprise reserve	Perpetual	To fund an activity or purchase with a view to producing a profit.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

9. OTHER INFORMATION

The net result includes as revenues

(a) Interest earnings

Investments	230,000	286,763	250,000
Other interest revenue	51,000	65,484	51,000
	281,000	352,247	301,000

The net result includes as expenses

(b) Auditors remuneration

Audit services	85,000	70,240	70,000
	85,000	70,240	70,000

(c) Interest expenses (finance costs)

Borrowings (refer Note 7(a))	21,210	0	26,085
	21,210	0	26,085

(d) Write offs

General rate	240,000	4,082	240,000
	240,000	4,082	240,000

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

10. ELECTED MEMBERS REMUNERATION

	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
Elected member 1			
President's allowance	21,493	12,916	12,916
Meeting attendance fees	20,927	16,248	20,122
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,715	2,753	8,574
	49,235	33,017	42,712
Elected member 2			
Deputy President's allowance	5,373	3,229	3,445
Meeting attendance fees	10,183	9,791	9,791
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,715	2,887	8,571
	22,371	17,007	22,907
Elected member 3			
Meeting attendance fees	10,183	9,791	9,791
Deputy President's allowance	0	1,722	1,722
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,714	8,092	8,571
	16,997	20,705	21,184
Elected member 4			
Meeting attendance fees	10,183	9,791	9,791
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,714	1,116	8,571
	16,997	12,007	19,462
Elected member 5			
Meeting attendance fees	10,183	6,527	0
Annual allowance for ICT expenses	1,100	733	0
Travel and accommodation expenses	5,714	0	0
	16,997	7,260	0
Elected member 6			
Meeting attendance fees	10,183	9,791	9,791
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,714	1,334	8,571
	16,997	12,225	19,462
Elected member 7			
Meeting attendance fees	10,183	13,665	9,791
President's allowance	0	7,750	7,750
Annual allowance for ICT expenses	1,100	1,100	1,100
Travel and accommodation expenses	5,714	2,294	8,571
	16,997	24,809	27,212
Elected member 8			
Meeting attendance fees	0	3,264	9,791
Annual allowance for ICT expenses	0	367	1,100
Travel and accommodation expenses	0	769	8,571
	0	4,400	19,462
Total Elected Member Remuneration	156,591	131,430	172,401
President's allowance	21,493	20,666	20,666
Deputy President's allowance	5,373	4,951	5,167
Meeting attendance fees	82,025	78,868	78,868
Annual allowance for ICT expenses	7,700	7,700	7,700
Travel and accommodation expenses	40,000	19,245	60,000
	156,591	131,430	172,401

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

11. REVENUE AND EXPENDITURE

(a) Revenue and Expenditure Classification

REVENUES

RATES

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

All amounts received as grants, subsidies and contributions that are not capital grants.

CAPITAL 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.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water. Exclude rubbish removal charges which should not be classified as a service charge. 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 REVENUE

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 cannot be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Gain on the disposal of assets including gains on the disposal of long-term investments.

EXPENSES

EMPLOYEE COSTS

All costs associated 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.

Note AASB 119 *Employee Benefits* provides a definition of employee benefits which should be considered.

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 (such as telephone and internet charges), 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 and rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

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 and amortisation expenses raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

11. REVENUE AND EXPENDITURE

(b) Revenue Recognition

Recognition of revenue from contracts with customers is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of Revenue recognition
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval
Waste management entry fees	Waste treatment and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Sale of stock	Kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

12. PROGRAM INFORMATION

Key Terms and Definitions - Reporting Programs

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

OBJECTIVE

ACTIVITIES

Governance

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

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

To collect revenue to allow for the provision of services.

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

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

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

Health

To provide an operational framework for environmental and community health.

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

Education and welfare

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

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

Housing

To provide and maintain housing.

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

Community amenities

To provide services required by the community.

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

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

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

Transport

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

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

Economic services

To help promote the Shire and its economic well being.

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

To monitor and control Shire's overheads operating accounts.

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 expenditure not included elsewhere.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2025

13. FEES AND CHARGES

	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
By Program:			
General purpose funding	10,305	9,794	10,305
Law, order, public safety	550	1,000	150
Health	300	632	300
Housing	54,500	62,677	49,500
Community amenities	17,200	16,614	17,200
Recreation and culture	700	406	500
Economic services	159,000	171,364	159,000
Other property and services	3,250	3,316	3,250
	245,805	265,803	240,205

The subsequent pages detail the fees and charges proposed to be imposed by the local government.

SHIRE OF MENZIES



FEES AND CHARGES

2024/2025

2024/2025 FEES AND CHARGES		
GENERAL		
Photocopying - per A4 sheet	\$ 0.60	inc GST
Photocopying - per A3 sheet	\$ 0.85	inc GST
Laminating - A4 colour per sheet	\$ 3.80	inc GST
Laminating - A3 colour per sheet	\$ 4.70	inc GST
Council Meeting Agenda - hard copy. Free at Council Meeting or on website)	\$ 16.20	inc GST
Council Minutes - hard copy with attachments. (Free on website)	\$ 16.20	inc GST
Council Minutes - hard copy without attachments. (Free on website)	\$ 5.45	inc GST
Electoral Rolls - per roll - set by the Electoral Act	\$ -	GST Free
Rates - Order and Requisitions per assessment	\$ 70.00	inc GST
Rates Enquiry fee - per assessment (1-3 enquiries)	\$ 16.20	inc GST
Gravel from Shire pits - per tonne + delivery if applicable	\$ 0.20	inc GST
Water from Standpipe - per 1,000 litres	\$ 16.00	GST Free
Diesel and Unleaded Fuel - Price per litre	As per market price	inc GST
Telescope Hire - Per day	\$ 53.00	inc GST
Telescope Bond	\$ 105.00	inc GST
Towing services (i.e. Lake Ballard to Menzies or Kalgoorlie) per Klm (inc return)	\$ 11.00	inc GST
Shire of Menzies License Plate Fee	\$ 225.00	inc GST
ROOM FOR HIRE		
Room Hire Town Hall - per day - alcohol consumed - \$250 bond	\$ 84.00	inc GST
Room Hire Lady Shenton - per day - alcohol consumed - \$250 bond	\$ 84.00	inc GST
Room Hire Town Hall - per day - no alcohol consumed - \$100 bond	\$ 84.00	inc GST
Room Hire Lady Shenton- per day - no alcohol consumed - \$100 bond	\$ 84.00	inc GST
Room Hire Town Hall - per day - Community purpose - \$100 bond	Free	
Room Hire Lady Shenton - per day - Community purpose - \$100 bond	Free	
Room Hire - Ngaliaku Building (Youth Centre) Community Group (no alcohol)	\$ 36.00	inc GST
Room Hire - Ngaliaku Building (Youth Centre) General (no alcohol)	\$ 62.00	inc GST
Kitchen Hire - Per Hour	\$ 31.00	inc GST
Cleaning Bond - for all room facility hire	\$ 200.00	inc GST
Cleaning Charges - in excess of Bond - Per Hour	\$ 36.00	inc GST
WASTE		
Domestic Refuse Removal - first bin, per annum (issued with rates notice)	\$ 148.00	GST Free
Domestic Refuse Removal - second bin or non rateable properties	\$ 164.00	plus GST
Non Residential Property - 240lt Bin Service (per service)	\$ 180.00	inc GST
Commercial Premises Tip Fee - per annum	\$ 990.00	inc GST
Commercial Waste (per tonne)	\$ 47.00	inc GST
Containers 200L Drums (per tonne) washed and cleaned only	\$ 47.00	inc GST
Asbestos (per tonne)	\$ 82.00	inc GST
Additional fee for waste generated outside Menzies Shire (per tonne)	\$ 185.00	inc GST
Commercial tyres and conveyor belts (per tonne) - local business	\$ 263.00	inc GST
Commercial tyres and conveyor belts (per tonne)-business based outside Menzies	\$ 382.00	inc GST
PRIVATE WORKS (MUST BE APPROVED BY CEO)		
Grader Hire - per hour	\$ 240.00	inc GST
Roller - per hour	\$ 255.00	inc GST
Mack Truck & Side Tipper Trailer Hire - per hour	\$ 205.00	inc GST
Mack Truck & Trailer Hire - per hour	\$ 260.00	inc GST
Light Truck - Hino - per hour	\$ 133.50	inc GST
Backhoe - per hour	\$ 129.00	inc GST
Loader - John Deere - per hour	\$ 138.00	inc GST
Mack Truck & Water Cart Hire - per hour	\$ 260.00	inc GST
Skid Steer (Caterpillar) - per hour	\$ 106.00	inc GST
Forklift (Komatsu) - per hour	\$ 105.00	inc GST
Excavator (Komatsu) - per hour	\$ 105.00	inc GST
Labour hire - per hour	\$ 77.00	inc GST
Whipper Snipper - per hour	\$ 75.00	inc GST
Lawn Mower - per hour	\$ 68.50	inc GST
Please Note - no dry hire of machinery		

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2024/2025 FEES AND CHARGES		
GENERAL		
SULLAGE/WASTE REMOVAL		
Oil - no charges if delivered to Menzies Shire Depot	\$ -	
Sewerage deposited in Sewer Ponds - per litre	\$ 0.10	inc GST
BUS HIRE		
First 100km	\$ 105.00	inc GST
Over 100km - per km rate	\$ 1.00	inc GST
Bond	\$ 205.00	inc GST
Cleaning if required - per hour	\$ 36.00	inc GST
If fuel tank empty - per litre	\$ 3.00	inc GST
Community Service	Free	
Community/medical use for sponsored medical services	Free	
CARAVAN PARK		
Non-Powered Site - Day Rate	\$ 25.00	inc GST
Non-Powered Site - Weekly Rate	\$ 107.00	inc GST
Powered Site - Day Rate	\$ 33.00	inc GST
Powered Site - Weekly Rate	\$ 180.00	inc GST
Additional fee per day for extra person over the age of 5 years	\$ 5.00	inc GST
Caravan Park Cabins Per Night	\$ 185.00	inc GST
Caravan Park Cabins Extra Nights	\$ 115.00	inc GST
Caravan Park Cabins- Bond - Refundable by bank deposit/EFT	\$ 200.00	GST Free
Chalet - 2 bedrooms 29A Shenton Street	\$ 135.00	inc GST
Chalet - 2 bedrooms 29 Reid Street	\$ 185.00	inc GST
Chalet - Bond - Refundable by bank deposit	\$ 150.00	GST Free
Chalet - additional days	\$ 75.00	inc GST
Depot Accommodation - 2x King Single Bed	\$ 120.00	inc GST
Depot Accommodation - 1x King Single Bed	\$ 80.00	inc GST
Depot Accommodation - additional days	\$ 60.00	inc GST
Depot Accommodation Bond - Refundable by bank deposit/EFT	\$ 120.00	GST Free
Washing Machine - per load	\$ 3.00	inc GST
Dryer - per load	\$ 3.00	inc GST
Showers - per person	\$ 5.00	inc GST
Water from Caravan park (5 litres up to 150 litres)	\$ 5.00	GST Free
STAFF HOUSING RENTAL		
Housing Rental - per week. Category 1 - Separate House - 4 bed 2 bath	\$ 105.00	GST Free
Housing Rental - per week. Category 2 - Separate House - 3 bed 2 bath	\$ 84.00	GST Free
Housing Rental - per week. Category 4 - Duplex - 2 bed 1 bath	\$ 52.00	GST Free
Housing Rental - per week. Category 5 - Depot Room 1 or 2 (Furnish and inclusive utilities)	\$ 25.00	GST Free
Housing Rental - per week. Category A - Furnished or Semi-Furnished.	\$ 21.00	GST Free
Housing Rental - per tenancy. Category B - Pet Bond.	\$ 105.00	GST Free
Agreement refer to Café Lease - Caravan Park Powered Site	\$ 75.00	GST Free
Agreement refer to Café Lease - 56 Shenton Street (furnish)	\$ 100.00	GST Free
Agreement Old Post Office Residential	\$ 25.00	GST Free
INTERNET USE (for use of computers at Community Resource Centre)		
15 Minutes	\$ 1.60	inc GST
30 Minutes	\$ 3.20	inc GST
45 Minutes	\$ 4.70	inc GST
60 Minutes	\$ 6.30	inc GST
Full Day Usage	\$ 21.00	inc GST
Wi-Fi USE - Vouchers for Public & Caravan Park Usage		
Guests at the Caravan Park	Free	
General Public 24 Hour W-Fi Internet Access	Free	
ADVERTISING IN MENZIES MATTERS		
Regional Local Government - Golden Quest Discovery Trail Members - per issue	FREE	inc GST
Menzies Local Business and Community - per issue	FREE	inc GST
Quarter Page - per issue	\$ 5.50	inc GST
Half Page - per issue	\$ 11.00	inc GST

Printed 5/06/2024

2024/2025 FEES AND CHARGES		
GENERAL		
Whole Page - per issue	\$ 21.00	inc GST
COMMUNITY POST BOX LEASE (Bound by Aust Post Agreement)		
Small Box - per annum	\$ 25.00	inc GST
Large Box - per annum	\$ 50.00	inc GST
DOG FEES AND CHARGES - STATUTORY (DOG ACT, 1976)		
Annual Registration - Sterilised Dog or Bitch*	\$ 20.00	inc GST
Annual Registration - Unsterilised Dog or Bitch	\$ 50.00	inc GST
Three Year Registration - Sterilised Dog or Bitch*	\$ 42.50	inc GST
Three Year Registration - Unsterilised Dog or Bitch	\$ 120.00	inc GST
Life Registration - Sterilised Dog or Bitch*	\$ 100.00	inc GST
Life Registration - Unsterilised Dog or Bitch	\$ 250.00	inc GST
Concessions - Guide Dogs	Free	
Concessions - Dogs used for Droving/Tending Stock - 25% of Fee	25% of Fee	inc GST
Concessions - Dogs owned by Pensioners - 50% of Fee	50% of Fee	inc GST
Concessions - Registration after 31 May - 50% of Fee	50% of Fee	inc GST
Impounding Fees - As per Dog Act & Regulations	\$ 100.00	inc GST
Impounded Dog - Sustenance and maintenance Fee per day	\$ 20.00	inc GST
Microchipping	At Cost	inc GST
<p><i>* Must sight certificate signed by a Registered Vet, a Statutory Declaration or sight ear tattoo for Sterilisation Concession</i> <i>All dogs three months of age + must be licenced. Licences are due on November 1 of each year and can be paid at the Shire of Menzies Administration office during normal office hours.</i> <i>In respect of every first registration made after 31 May, in any year, only one half of the registration fee shall be payable.</i> <i>Renewals are to take effect from 1 November in any year, within the preceding period period of 21 days from and including 11 October</i></p>		
CAT FEES AND CHARGES - STATUTORY (CAT REGULATIONS 2012)		
Annual Registration	\$ 20.00	inc GST
Three Year Registration	\$ 42.50	inc GST
Life Registration	\$ 100.00	inc GST
Pensioners	50% of Fee	inc GST
Microchipping	At Cost	inc GST
HEALTH		
Lodging House Licence Per Annum	\$ 236.50	GST Free
Lodging House New Registration	\$ 131.00	GST Free
Notification of New Food Business	\$ 58.00	GST Free
Registration Fee of New Food Business	\$ 157.50	GST Free
Low Risk Food Business Registration Renewal - Annual	\$ 126.00	GST Free
Medium Risk Food Business Registration Renewal - Annual	\$ 247.00	GST Free
Request for Inspection/Service/Advise - Per Hour	\$ 136.50	inc GST
Special Event or Temporary Food Permit Registration	\$ 25.00	GST Free
STATUTORY - HEALTH ACT, 1911		
Septic Tank Application Fee	\$ 118.00	GST Free
Septic Tank Installation Fee	\$ 118.00	inc GST
Septic Tank Inspection Fee	\$ 40.00	inc GST
ART GALERY		
As MoU signed by Shire of Menzies and Artist		
Commission on sale of Artwork and Other items	20% of sales items	inc GST
ANIMAL CONTROL TRAP		
Cat Trap - First 7 days	FREE	inc GST
Cat Trap - After 7 days (Per Day)	\$ 5.00	inc GST
Refundable Trap Deposit	\$ 50.00	GST Free
CEMETERY		
Grave Preparation (Adult)	\$ 800.00	inc GST
Grave Preparation (Child under 13 years of age)	\$ 400.00	inc GST
Grave Preparation (extra deep)	\$ 100.00	inc GST

Printed 5/06/2024

2024/2025 FEES AND CHARGES

TOWN PLANNING		
Town Planning Scheme Amendment - text based only plus advertising costs	\$ 600.00	inc GST
Town Planning Scheme Amendment - minor plus advertising costs	\$ 1,350.00	inc GST
Town Planning Scheme Amendment - major plus advertising costs	\$ 2,640.00	inc GST
Planning Application for all Land Uses other than "P" (Permitted) uses as set out in the Zoning Table		
- Not more than \$50,000	\$ 147.00	GST Free
- More than \$50,000 but less than \$500,000	0.32% of the estimated cost of development	GST Free
- More than \$500,000 but not more than \$2.5 Million	\$1,700 + 0.257% for every \$1 in excess of \$0.5m	GST Free
- More than \$2.5 Million but not more than \$5 Million	\$7,161 + 0.206% for every \$1 in excess of \$2.5m	GST Free
- More than \$5 Million but not more than \$21.5 Million	\$12,633 + .123% for every \$1 in excess of \$5m	GST Free
- More than \$21.5 Million	\$ 34,196.00	GST Free
Inspection/ Assessment of Potential Home-Based Businesses, other than Home Occupation as Defined by the Town Planning Scheme.	\$ 60.00	GST Free
Home Occupation - Initial Application	\$ 222.00	GST Free
Home Occupation - Annual Fee	\$ 73.00	GST Free
Zoning & Other Information Enquiry (Non Resident), or provide Zoning Certificate	\$ 73.00	GST Free

2024/2025 FEES AND CHARGES

BUILDING FEES					
Building Act 2011 - Fees and Levies					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	Application Fee
Certified Application for a Building Permit	1a & 10	0.19%	\$ 48,421	\$ 110.00	GST Free
Certified Application for a Building Permit	1b, 2 - 9	0.09%	\$ 102,222	\$ 110.00	GST Free
Uncertified Building Application	1a & 10	0.32%	\$ 28,750	\$ 110.00	GST Free
Demolition Permit	1a & 10	-	Fixed	\$ 110.00	GST Free
Demolition Permit	1b, 2 - 9	Per storey	Per Storey	\$ 110.00	GST Free
Extend Time which an Occupancy Permit or Building Approval Certificate has Effect	-	-	Fixed	\$ 110.00	GST Free
Occupancy Permit - Completed Building	-	-	Fixed	\$ 110.00	GST Free
Temporary Occupancy Permit - Incomplete Building	-	-	Fixed	\$ 110.00	GST Free
Modification of an Occupancy Permit	-	-	Fixed	\$ 110.00	GST Free
Occupancy Permit for a Permanent Change to Classification	-	-	Fixed	\$ 110.00	GST Free
Occupancy Permit - Unauthorised Works	-	0.18%	\$ 51,111	\$ 110.00	GST Free
Replace Occupancy Permit for Existing Building			Fixed	\$ 110.00	GST Free
Building Approval Certificate - Unauthorised Building Work	-	0.38%	\$ 24,210	\$ 110.00	GST Free
Building Approval Certificate for Existing Building - Authorised Building Work	-	-	Fixed	\$ 110.00	GST Free
Building Services Levy (BSL) - (Former Builders Registration Board Levy - BRB)					
Item	Building Classification	Value/Quantity		Minimum or Set Fee	
Building Commission Levy (old BRB) under \$45,000	All			\$ 61.65	
Building Commission Levy (old BRB) over \$45,000	All	Value of work x 0.137%			
Building Commission Levy (Unauthorised works) under	All			\$ 123.30	
Building Commission Levy (Unauthorised works) over \$45,000	All	Value of works x 0.274%			
Demolition Permit Application Residential	All			\$ 61.65	
Demolition Permit Application Commercial	All	per storey		\$ 61.65	
Demolition Licence	All	-	= < \$45000	\$ 61.65	
Occupancy Permit Application New Building Work	All	-	Fixed	\$ 61.65	
Occupancy Permit Unauthorised Building Work	All	Value of works x 0.18%		\$ 123.30	
Building Approval Certificate	All			\$ 61.65	
Building Approval Certificate Unauthorised Work	All	Value of works x 0.38%		\$ 61.65	
Authorised Building Work \$45,000 or under	All	-	= < \$45000	\$ 61.65	
Construction Training Fund (CTF) - (Former BCITF Levy)					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	
CTF Levy (old BCITF) over \$20,000	All	Value of work x 0.2%		-	

General Notes:

A **Certified Application** has a Certificate of Design Compliance prepared by a Registered Building Surveyor before the application is lodged.

Uncertified Applications can be lodged with the Local Government Authority as usual. They will be assessed and if approved will be issued with a Certificate of Design Compliance and a Building Permit.

13.1.2	Finance Report - June 2024
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1319
DATE OF REPORT	10 July 2024
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	<ol style="list-style-type: none"> 01. Statement of Financial Activity - Menzies - June 2024 [13.1.2.1 - 28 pages] 02. FIS - Financial Information Statement - June 2024 [13.1.2.2 - 8 pages]

SUMMARY:

To receive the Statement of Financial Activity for the period ended 30 June 2024.

BACKGROUND:

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, in the following details:

- The annual budget estimates;
- Budget estimates to the end of the month;
- The actual amounts of expenditure, revenue, income to the end of the relevant month;
- Material variances between the comparable amounts between budget estimates to the end of the month and the year to date amount of expenditure, revenue and income to the end of the relevant month;
- Include the net current assets.

Regulation 35 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial position of the local government as at the last day of the previous month and the last day of the previous financial year.

COMMENT:

This report contains the annual budget, 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 with timing differences for the purpose of keeping the Council informed of the current financial position.

CONSULTATION:

Bob Waddell and Associates

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations (1996):

Regulation 34 requires the local government to prepare and provide a statement of financial activity as of the end of the relevant month.

Regulation 35 requires the local government to prepare and provide a statement of financial position as of the end of the relevant month.

POLICY IMPLICATIONS:

There is no policy related to the subject matter.

FINANCIAL IMPLICATIONS:

There are no financial implications for this report.

RISK ASSESSMENT:

Nil

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome

4.2 An efficient and effective organisation.

Strategy

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the Statement of Financial Activity for the period ending 30 June 2024 as attached be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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SHIRE OF MENZIES

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 June 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2024**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire for the 203/24 year is \$25,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

	% Collected / Completed	Annual Budget	YTD Budget (a)	YTD Actual (b)	Variance (Under)/Over (a-b)
Lot 500-502 (56) Wilson St - Land (Capital)	99%	64,000	64,000	63,297	703
CEO House - Lot - 1085 (39) Mercer St - Building (Capital)	98%	75,000	75,000	73,149	1,851
Lot 93 (36) Mercer St - Building (Capital)	0%	9,000	9,000	0	9,000
29A Reid Street (North Unit) - Building (Capital)	96%	448,346	448,346	432,091	16,255
29B Reid Street (South Unit) - Building (Capital)	96%	448,346	448,346	432,091	16,255
Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	79%	496,486	496,486	393,415	103,071
Town Hall (Admin) - Building (Capital)	98%	200,000	200,000	195,773	4,227
Administration Communications Equipment	82%	15,000	15,000	12,296	2,704
Vehicle Replacement CEO	100%	71,000	71,000	70,994	6
LRCI Menzies CCTV Expenditure	102%	112,000	112,000	114,272	(2,272)
Tjunjuntjara Access Road (R2R 23-24)	100%	510,627	510,627	510,627	0
Tjuntjuntjara Access Road (Indigenous Community Access Rd)	44%	320,000	320,000	142,309	177,691
Cutline Road Expenditure CKB	50%	3,033,000	3,033,000	1,513,772	1,519,228
Tjuntjuntjara Access Road (NoRA Supplementary Funding 22/23)					
Expenditure	100%	700,000	700,000	700,000	0

Financial Position		Prior Year 30 June 2023	Current Year 30 June 2024
Adjusted Net Current Assets	96%	\$ 6,179,518	\$ 5,913,967
Cash and Equivalent - Unrestricted	102%	\$ 6,020,984	\$ 6,123,100
Cash and Equivalent - Restricted	112%	\$ 11,774,836	\$ 13,137,616
Receivables - Rates	132%	\$ 518,992	\$ 687,145
Receivables - Other	224%	\$ 273,224	\$ 611,968
Payables	53%	\$ 276,645	\$ 145,542

% Compares current ytd actuals to prior year actuals at the same time

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.

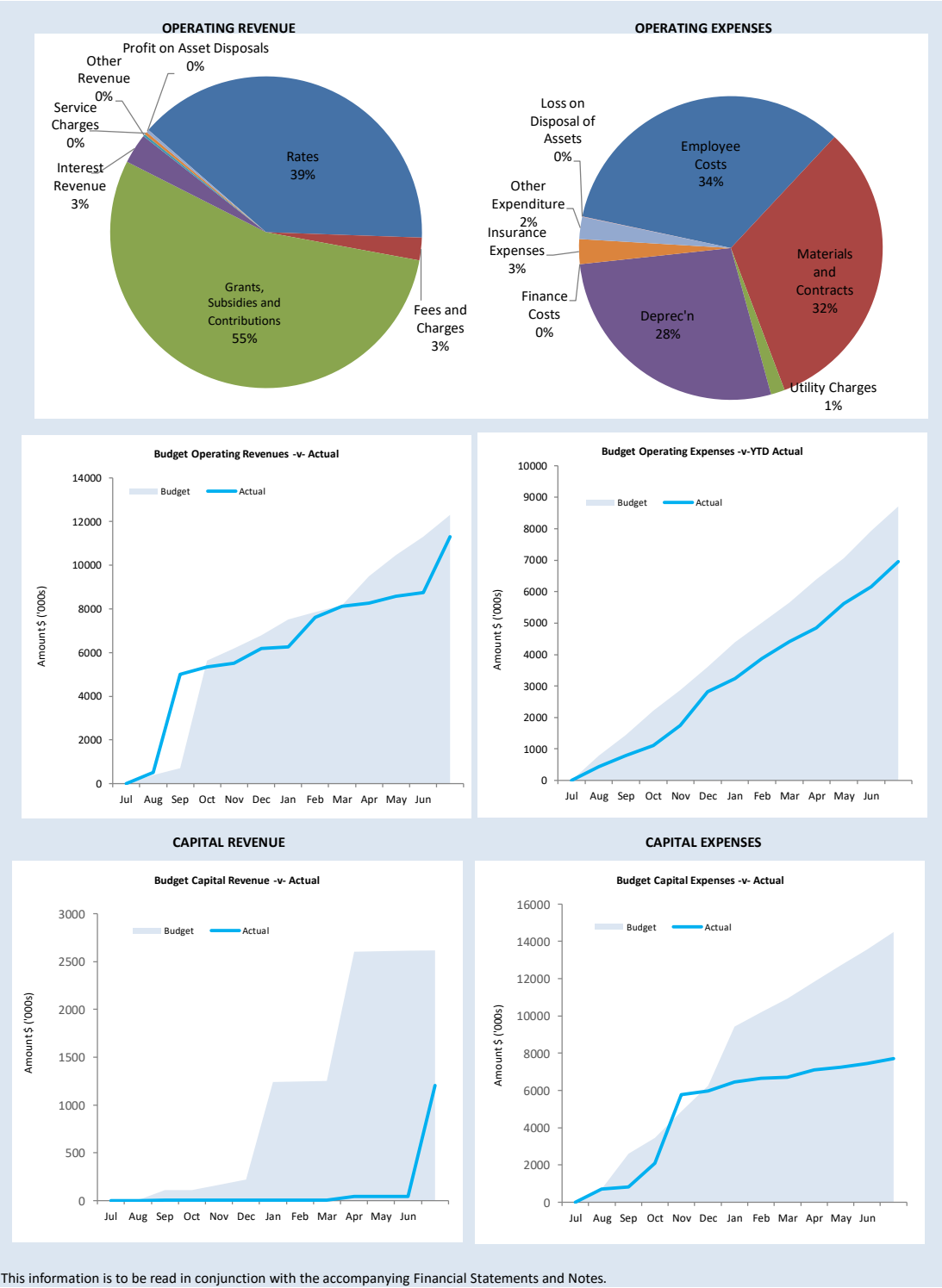
SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2024

SUMMARY INFORMATION

<p>PREPARATION TIMING AND REVIEW</p> <p>Date prepared: All known transactions up to 30 June 2024 Prepared by: Kristy Van Kuyl (Chief Financial Officer) Reviewed by: CEO</p> <p>BASIS OF PREPARATION</p> <p>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.</p> <p>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), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.</p> <p>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 14.</p>	<p>SIGNIFICANT ACCOUNTING POLICES</p> <p>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.</p> <p>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.</p> <p>ROUNDING OFF FIGURES All figures shown in this statement are rounded to the nearest dollar.</p>
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SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2024

SUMMARY GRAPHS



SHIRE OF MENZIES**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 JUNE 2024****NATURE OR TYPE DESCRIPTIONS****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.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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 REVENUE

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

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.

FINANCE COSTS

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.

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

BY NATURE

Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates	6	4,335,810	4,435,810	4,435,810	(950)	(0%)	▼	
Grants, Subsidies and								
Contributions	12	558,417	575,417	575,417	2,282,676	397%	▲	\$
Fees and Charges		240,205	299,905	299,905	(34,102)	(11%)	▼	\$
Service Charges		0	0	0	0			
Interest Revenue		301,000	309,000	309,000	43,247	14%	▲	\$
Other Revenue		30,450	38,850	38,850	(11,753)	(30%)	▼	
Profit on Disposal of Assets	7	43,894	43,894	43,894	(11,372)	(26%)	▼	
Gain FV Valuation of Assets		0	0	0	0			
		5,509,776	5,702,876	5,702,876				
Expenditure from operating activities								
Employee Costs		(2,896,464)	(2,921,581)	(2,921,581)	583,099	20%	▲	\$
Materials and Contracts		(2,627,425)	(2,723,986)	(2,723,986)	479,296	18%	▲	\$
Utility Charges		(110,200)	(114,300)	(114,300)	10,393	9%	▲	
Depreciation		(2,140,427)	(2,150,427)	(2,150,427)	233,820	11%	▲	\$
Finance Costs		(26,085)	0	0	0			
Insurance Expenses		(163,583)	(173,504)	(173,504)	(10,676)	(6%)	▼	
Other Expenditure		(601,711)	(620,711)	(620,711)	457,204	74%	▲	\$
Loss on Disposal of Assets	7	0	(2,730)	(2,730)	(0)	(0%)	▼	
Loss FV Valuation of Assets		0	0	0	0			
		(8,565,893)	(8,707,239)	(8,707,239)				
Non-cash amounts excluded from operating activities								
Add back Depreciation		2,140,427	2,150,427	2,150,427	(233,820)	(11%)	▼	\$
Adjust (Profit)/Loss on Asset Disposal	7	(43,894)	(41,164)	(41,164)	11,372	(28%)	▲	
Movement in Leave Reserve (Added Back)		(2,544)	(2,544)	0	0			
Movement in Deferred Pensioner Rates/ESL		0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0			
Rounding Adjustments		0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0			
Loss on Asset Revaluation		0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0			
		2,093,989	2,106,719	2,109,263				
		(962,129)	(897,644)	(895,100)				
Amount attributable to operating activities								
INVESTING ACTIVITIES								
Inflows from investing activities								
Capital Grants, Subsidies and Contributions	13	6,986,077	6,605,411	6,605,411	(3,267,941)	(49%)	▼	\$
Proceeds from Disposal of Assets	7	80,000	80,000	80,000	(37,303)	(47%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	9	0	0	0	0			
		7,066,077	6,685,411	6,685,411				
Outflows from investing activities								
Land Held for Resale	8	0	0	0	0			
Land and Buildings	8	(4,213,177)	(3,123,177)	(3,123,177)	1,459,574	47%	▲	\$
Plant and Equipment	8	(800,000)	(813,000)	(813,000)	517,366	64%	▲	\$
Furniture and Equipment	8	0	0	0	0			
Infrastructure Assets - Roads	8	(7,574,541)	(6,703,541)	(6,703,541)	3,710,404	55%	▲	\$
Infrastructure Assets - Footpaths	8	(50,000)	0	0	0			
Infrastructure Assets - Parks and Ovals	8	0	0	0	0			
Infrastructure Assets - Other	8	(2,323,287)	(1,372,525)	(1,372,525)	1,138,630	83%	▲	\$
Payments for financial assets at amortised cost - self supporting loans		0	0	0	0			
		(14,961,005)	(12,012,243)	(12,012,243)				
Amount attributable to investing activities								
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new borrowings		650,000	0	0	0			
Transfer from Reserves	10	4,640,924	2,535,659	2,535,659	(1,374,116)	(54%)	▼	\$
Transfer from Restricted Cash - Other		0	0	0	0			
		5,290,924	2,535,659	2,535,659				
Outflows from financing activities								
Repayment of borrowings	9	(53,627)	0	0	0			
Payments for principal portion of lease liabilities	9	0	0	0	0			
Transfer to Reserves	10	(2,510,699)	(2,490,699)	(2,490,699)	(33,625)	(1%)	▼	
Transfer to Restricted Cash - Other		0	0	0	0			
		(2,564,326)	(2,490,699)	(2,490,699)				
Amount attributable to financing activities								
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	6,130,460	6,179,518	6,179,518	0	0%		
Amount attributable to operating activities		(962,129)	(897,644)	(895,100)				
Amount attributable to investing activities		(7,894,928)	(5,326,832)	(5,326,832)				
Amount attributable to financing activities		2,726,598	44,960	44,960				
Surplus or deficit at the end of the financial year	1	1	1	2,545				

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2023/24 year is \$25,000 and 10%.

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2024

	30 June 2023	30 June 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	17,795,820	19,260,716
Trade and other receivables	488,087	994,984
Inventories	17,234	17,234
Contract assets	813,398	302,771
TOTAL CURRENT ASSETS	19,114,539	20,575,705
NON-CURRENT ASSETS		
Trade and other receivables	506	506
Other financial assets	19,451	19,451
Property, plant and equipment	12,032,928	13,200,692
Infrastructure	173,846,812	175,935,807
TOTAL NON-CURRENT ASSETS	185,899,697	189,156,456
TOTAL ASSETS	205,014,236	209,732,161
CURRENT LIABILITIES		
Trade and other payables	291,691	178,772
Other liabilities	868,495	1,345,350
Employee related provisions	161,180	161,180
TOTAL CURRENT LIABILITIES	1,321,366	1,685,302
NON-CURRENT LIABILITIES		
Employee related provisions	50,641	50,641
TOTAL NON-CURRENT LIABILITIES	50,641	50,641
TOTAL LIABILITIES	1,372,007	1,735,943
NET ASSETS	203,642,229	207,996,218
EQUITY		
Retained surplus	27,086,972	30,078,180
Reserve accounts	11,774,836	13,137,616
Revaluation surplus	164,780,422	164,780,422
TOTAL EQUITY	203,642,229	207,996,218

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

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

NOTE 1

ADJUSTED NET CURRENT ASSETS

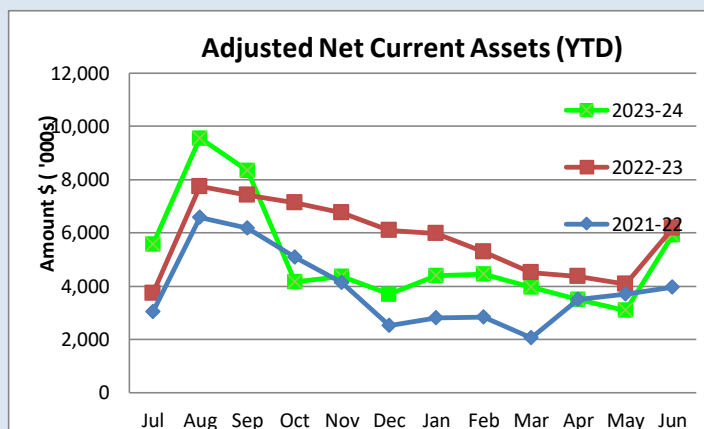
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 30/06/2023	Year to Date Actual 30/06/2024
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	6,020,984	6,020,984	6,123,100
Cash Restricted - Reserves	2	11,774,836	11,774,836	13,137,616
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	518,992	518,992	687,145
Receivables - Other	3	273,224	273,224	611,968
Impairment of Receivables	3	(304,129)	(304,129)	(304,129)
Other Assets Other Than Inventories	4	813,398	813,398	302,771
Inventories	4	17,234	17,234	17,234
		19,114,539	19,114,539	20,575,705
Less: Current Liabilities				
Payables	5	(276,645)	(276,645)	(145,542)
Contract Liabilities	11	(868,495)	(868,495)	(1,345,350)
Bonds & Deposits	14	(15,046)	(15,046)	(33,230)
Loan and Lease Liability	9	0	0	0
Provisions	11	(161,180)	(161,180)	(161,180)
		(1,321,366)	(1,321,366)	(1,685,302)
Less: Cash Reserves	10	(11,774,836)	(11,774,836)	(13,137,616)
Add Back: Component of Leave Liability not Required to be funded		161,180	161,180	161,180
Add Back: Loan and Lease Liability		0	0	0
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		6,179,518	6,179,518	5,913,967

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) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

\$5.91 M

Last Year YTD

Surplus(Deficit)

\$6.18 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

NOTE 2

CASH AND FINANCIAL ASSETS

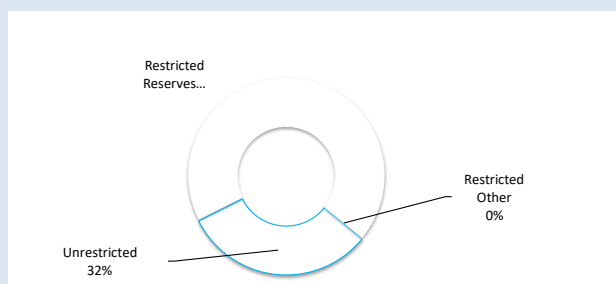
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash On Hand - Admin	830	0	0	830	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Bank Account	3,849,167	0	0	3,849,167	NAB	1.150%	Ongoing
Reserve Bank Account		13,137,616		13,137,616	NAB	1.150%	Ongoing
Term Deposits							
Municipal Maximiser Investment Account	2,273,103	0	0	2,273,103	NAB	1.150%	Ongoing
Investments							
Total	6,123,100	13,137,616	0	19,260,716			

SIGNIFICANT ACCOUNTING POLICIES

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.

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
\$19.26 M	\$13.14 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

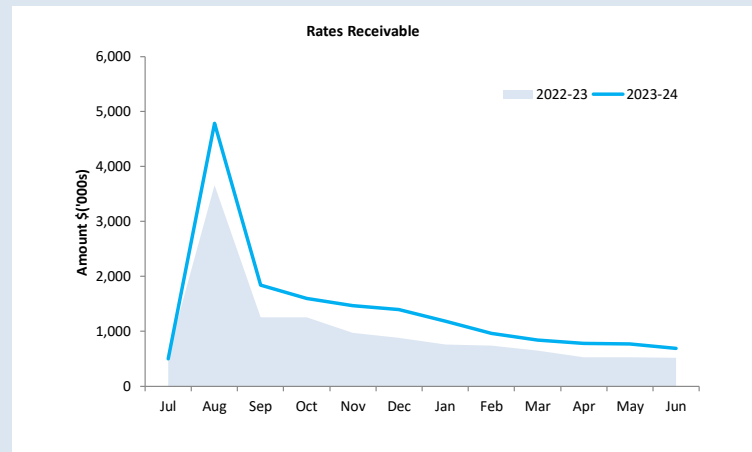
NOTE 3

RECEIVABLES

Receivables - Rates & Rubbish	30 June 2023	30 Jun 24
	\$	\$
Opening Arrears Previous Years	594,451	519,498
Levied this year	4,191,359	4,449,887
Less Collections to date	(4,266,313)	(4,281,733)
Equals Current Outstanding	519,498	687,651
Net Rates Collectable	519,498	687,651
% Collected	89.15%	86.16%

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.

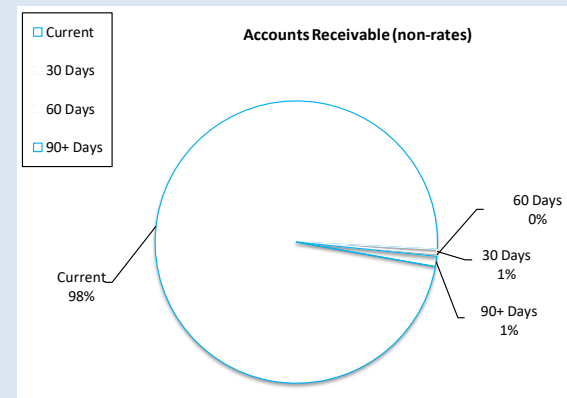


Collected	Rates Due
86%	\$687,651

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	432,172	2,219	1,347	5,123	440,861
Percentage	98%	1%	0%	1%	
Balance per Trial Balance					
Sundry Debtors					440,861
Impairment of Receivables					(304,129)
Receivables - Other					171,107
Total Receivables General Outstanding					307,839
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

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.



Debtors Due

\$307,839

Over 30 Days

2%

Over 90 Days

1%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 Jul 2023	Asset Increase	Asset Reduction	Closing Balance 30 Jun 2024
Other Current Assets	\$	\$	\$	\$
Inventory				
Fuel, Oil & Materials on hand	17,234	0	0	17,234
Contract assets				
Contract assets	813,398	0	(510,627)	302,771
Total Other Current assets				320,005
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

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

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

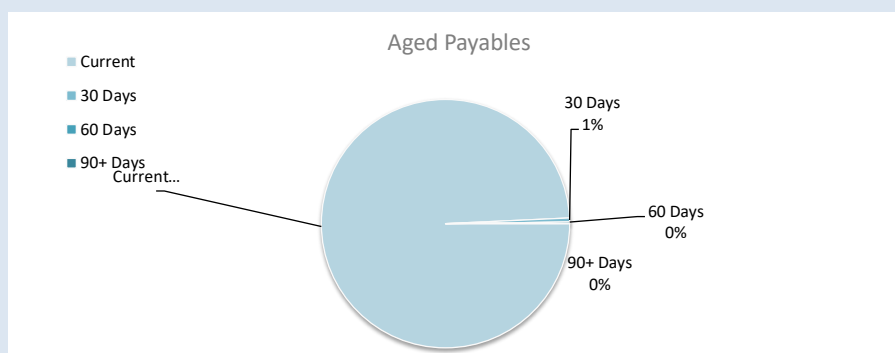
NOTE 5

Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	38,534	206	0	(79)	38,662
Percentage	99.7%	0.5%	0%	-0.2%	
Balance per Trial Balance					
Sundry creditors - General					38,662
Accruals/Income in Advance					29,167
ATO liabilities					42,842
Other accruals/payables					(4,976)
Prepaid rates					39,847
Total Payables General Outstanding					145,542
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.



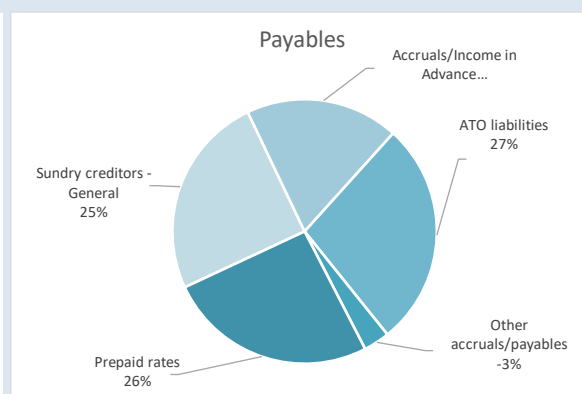
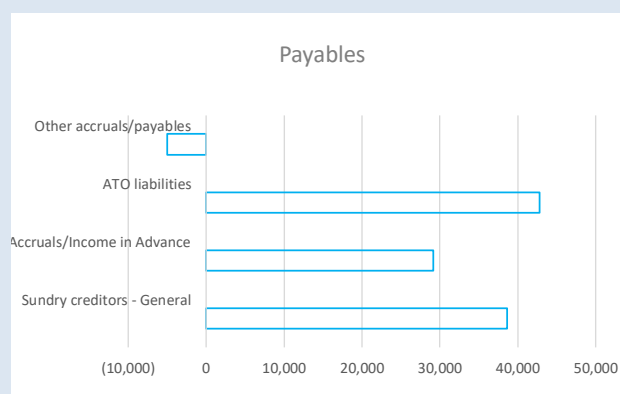
Creditors Due

\$145,542

Over 30 Days

0%

Over 90 Days

-0.2%

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

				Budget				YTD Actual			
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross rental valuations											
Vacant and improved	0.089400	36	1,716,320.00	153,439.00	0.00	0.00	153,439	153,439.00	18,828.87	4,995.20	177,263.07
Non Rateable	0.000000	38	2,781.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
Unimproved valuations											
Mining	0.163934	231	18,903,738.00	3,098,964.96	100,000.00	0.00	3,198,965	3,098,965.39	93,406.37	2,390.05	3,194,761.81
Exploration and Prospecting	0.147548	557	5,449,383.00	804,046.00	0.00	0.00	804,046	804,045.58	(18,031.06)	(2,454.27)	783,560.25
Pastoral and Other	0.085300	88	999,953.00	85,296.00	0.00	0.00	85,296	85,295.99	(511.80)	(300.42)	84,483.77
Non-Rateable			63,326.00				0	0.00	1,370.20	(643.42)	726.78
Sub-Totals		950	27,135,501.00	4,141,745.96	100,000.00	0.00	4,241,746	4,141,745.96	95,062.58	3,987.14	4,240,795.68
	Minimum \$										
Minimum Payment											
Gross rental valuations											
Vacant and improved	200	211	48,774.00	42,200.00	0.00	0.00	42,200	42,200.00	0.00	0.00	42,200.00
					0.00	0.00	0		0.00	0.00	0.00
Unimproved valuations											
Mining	328	59	56,615.00	19,352.00	0.00	0.00	19,352	19,352.00	0.00	0.00	19,352.00
Exploration and Prospecting	328	394	465,000.00	129,232.00	0.00	0.00	129,232	129,232.00	0.00	0.00	129,232.00
Pastoral and Other	328	10	18,965.00	3,280.00	0.00	0.00	3,280	3,280.00	0.00	0.00	3,280.00
				0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
Sub-Totals		674	589,354.00	194,064.00	0.00	0.00	194,064	194,064.00	0.00	0.00	194,064.00
		1,624	27,724,855.00	4,335,809.96	100,000.00	0.00	4,435,810	4,335,809.96	95,062.58	3,987.14	4,434,859.68
Discounts							0				0.00
Concession							0				0.00
Amount from General Rates							4,435,810				4,434,859.68
Ex-Gratia Rates							0				0.00
Movement in Excess Rates							0				0.00
Specified Area Rates							0				0.00
Total Rates							4,435,810				4,434,859.68

SHIRE OF MENZIES

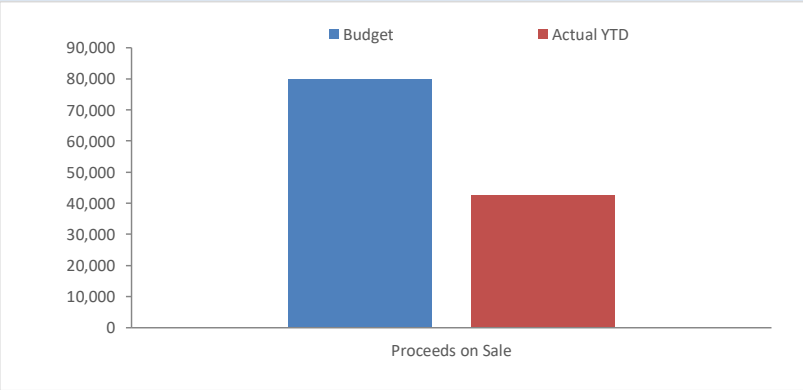
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
83	Toyota Prado Dsl Wagon 2019 1Hzu332 (Old 1Mn), P0230	8,912	50,000	41,088		6,674	39,197	32,522	
	P0207 Hino 300 Series 816 Medium Auto Rubbish								
515	Truck - Mn963	27,194	30,000	2,806		0	0		
541	Auto Tyre Changer	2,730	0		(2,730)	6,230	3,500		(2,730)
		38,836	80,000	43,894	(2,730)	12,905	42,697	32,522	(2,730)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$80,000	\$42,697	53%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

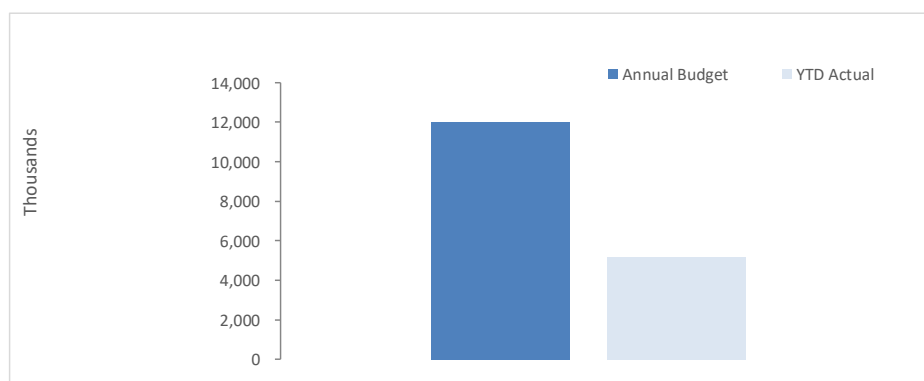
Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Adopted Annual Budget	YTD Budget	Annual Budget	
	\$	\$	\$	\$
Land Held for Resale	0	0	0	0
Land and Buildings	4,213,177	3,123,177	3,123,177	(1,459,574)
Equipment on Reserves	0	0	0	0
Plant and Equipment	800,000	813,000	813,000	(517,366)
Motor Vehicles	0	0	0	0
Furniture and Equipment	0	0	0	0
Infrastructure Assets - Roads	7,574,541	6,703,541	6,703,541	(3,710,404)
Infrastructure Assets - Footpaths	50,000	0	0	0
Infrastructure Assets - Parks and Ovals	0	0	0	0
Infrastructure Assets - Other	2,323,287	1,372,525	1,372,525	(1,138,630)
Capital Expenditure Totals	14,961,005	12,012,243	12,012,243	(6,825,974)
Capital acquisitions funded by:				
	\$	\$	\$	\$
Capital Grants and Contributions	6,986,077	6,605,411	6,605,411	(3,267,941)
Borrowings	650,000	0	0	0
Other (Disposals & C/Fwd)	80,000	80,000	80,000	(37,303)
Council contribution - Cash Backed Reserves				
Various Reserves	2,535,659	2,535,659	2,535,659	(1,374,116)
Council contribution - operations	4,709,269	2,791,173	2,791,173	(2,146,613)
Capital Funding Total	14,961,005	12,012,243	12,012,243	(6,825,974)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair

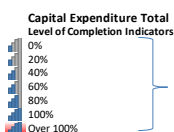
KEY INFORMATION

Acquisitions	Annual Budget	YTD Actual	% Spent
	\$12.01 M	\$5.19 M	43%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.61 M	\$3.34 M	51%



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

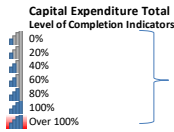


Percentage YTD Actual to Annual Budget.
Expenditure over budget highlighted in red.

% of Completion	Assets	Account Number	Balance Sheet Category	Job Number	Adopted		Amended		Variance (Under)/Over
					Annual Budget	Annual Budget	YTD Budget	Total YTD	
					\$	\$	\$	\$	\$
Land									
Economic Services									
0.99	Lot 500-502 (56) Wilson St - Land (Capital)	4130809	508	LC001	(64,000)	(64,000)	(64,000)	(63,297)	703
0.08	Lot 9 (54) Shenton Street - Land (Capital)	4130809	508	LC002	(12,000)	(12,000)	(12,000)	(909)	11,091
	Total - Economic Services				(76,000)	(76,000)	(76,000)	(64,206)	11,794
0.84	Total - Land				(76,000)	(76,000)	(76,000)	(64,206)	11,794
Buildings									
Education & Welfare									
1.00	Community Building	4080410	510	BC060A	(300,000)	0	0	0	0
	Total - Education & Welfare				(300,000)	0	0	0	0
Housing									
0.98	CEO House - Lot - 1085 (39) Mercer St - Building (Capital)	4090110	510	BC002	0	(75,000)	(75,000)	(73,149)	1,851
1.32	Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	4090110	510	BC007	0	(20,000)	(20,000)	(26,379)	(6,379)
0.00	Lot 93 (36) Mercer St - Building (Capital)	4090110	510	BC005	0	(9,000)	(9,000)	0	9,000
0.96	29A Reid Street (North Unit) - Building (Capital)	4090110	510	BC010	(326,691)	(448,346)	(448,346)	(432,091)	16,255
0.96	29B Reid Street (South Unit) - Building (Capital)	4090110	510	BC011	(570,000)	(448,346)	(448,346)	(432,091)	16,255
1.00	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	4090210	510	BC020	(894,000)	0	0	0	0
0.03	GROH House 4x2	4090210	510	BC023	(700,000)	(700,000)	(700,000)	(24,225)	675,775
0.04	GROH House 2x1	4090210	510	BC024	(550,000)	(550,000)	(550,000)	(19,805)	530,195
	Total - Housing				(3,040,691)	(2,250,691)	(2,250,691)	(1,007,738)	1,242,953
Recreation And Culture									
0.00	Town Hall (Hall) - Building (Capital)	4110110	510	BC026	(100,000)	(100,000)	(100,000)	0	100,000
1.00	Old Butcher Shop Lot 1094 (53) Shenton St - Building (Capital)	4110610	510	BC029	0	0	0	(2,470)	(2,470)
	Total - Recreation And Culture				(100,000)	(100,000)	(100,000)	(2,470)	97,530
Economic Services									
1.00	Building not specified	4130210	510	BC000	(100,000)	0	0	0	0
0.79	Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	4130210	510	BC028	(496,486)	(496,486)	(496,486)	(393,415)	103,071
	Total - Economic Services				(596,486)	(496,486)	(496,486)	(393,415)	103,071
Other Property & Services									
0.98	Town Hall (Admin) - Building (Capital)	4140210	510	BC027	(100,000)	(200,000)	(200,000)	(195,773)	4,227
0.98	Total - Other Property & Services				(100,000)	(200,000)	(200,000)	(195,773)	4,227
0.52	Total - Buildings				(4,137,177)	(3,047,177)	(3,047,177)	(1,599,397)	1,447,780
Plant & Equipment									
Governance									
0.82	Administration Communications Equipment	4040230	530	C0141	(15,000)	(15,000)	(15,000)	(12,296)	2,704
1.00	Software and IT Systems	4040230	530	C0142	(100,000)	0	0	0	0
1.00	Vehicle Replacement CEO	4040230	530	CP001	(80,000)	(71,000)	(71,000)	(70,994)	6
	Total - Governance				(195,000)	(86,000)	(86,000)	(83,290)	2,710
Other Law, Order & Public Safety									
1.02	LRCI Menzies CCTV Expenditure	4050330	530	LRC0118	(90,000)	(112,000)	(112,000)	(114,272)	(2,272)
	Total - Other Law, Order & Public Safety				(90,000)	(112,000)	(112,000)	(114,272)	(2,272)
Recreation & Culture									
0.81	TV RADIO - Plant & Equipment (Capital)	4110430	530		0	(100,000)	(100,000)	(81,462)	18,538
	Total - Recreation & Culture				0	(100,000)	(100,000)	(81,462)	18,538
Transport									
1.00	Minor Plant Purchases	4120330	530	C0127	(15,000)	0	0	0	0
0.00	Rubbish Truck with Compactor	4120330	530	CP006	(340,000)	(340,000)	(340,000)	0	340,000
0.00	Trailer for Accommodation (23/24)	4120330	530	C1220	(160,000)	(160,000)	(160,000)	0	160,000
1.11	AlcoMeasure Breathalyser's x 2	4120330	530	PA163	0	(15,000)	(15,000)	(16,610)	(1,610)
	Total - Transport				(515,000)	(515,000)	(515,000)	(16,610)	498,390
0.36	Total - Plant & Equipment				(800,000)	(813,000)	(813,000)	(295,634)	517,366
Infrastructure - Roads									
Transport									
0.00	Program Reseal	4120140	540	C1213	(250,000)	(250,000)	(250,000)	0	250,000
1.00	Grids Capital	4120140	540	GRIDCAP	(100,000)	0	0	0	0
1.00	Niagara Dam Rd (Capital)	4120141	540	RC059	(200,000)	0	0	0	0
0.00	Kookynie Malcom Rd (Capital)	4120142	540	RC038	(300,000)	(300,000)	(300,000)	0	300,000
0.03	Tjuntjunjarra Access Rd (Capital)	4120142	540	RC049	(300,000)	(300,000)	(300,000)	(9,375)	290,625
0.00	Tjuntjunjarra Internal Roads Program (20-21)	4120142	540	RC249	(250,000)	(250,000)	(250,000)	0	250,000
1.00	Tjuntjunjarra Access Road (R2R 23-24)	4120146	540	R2R049D	(510,627)	(510,627)	(510,627)	(510,627)	0
0.00	Yarri Road (RRG 21-22)	4120150	540	RRG039A	(38,000)	(38,000)	(38,000)	0	38,000
0.00	Tjuntjunjarra Access Rd (RRG)	4120150	540	RRG049	(80,000)	(80,000)	(80,000)	0	80,000
0.00	Menzies North West (RRG 23/24)	4120151	540	RRG007F	(624,000)	(624,000)	(624,000)	0	624,000
1.00	Evanston - Menzies Road (RRG 23/24)	4120151	540	RRG008B	(81,000)	0	0	0	0
1.00	Riverina - Snake Hill Road (RRG 23/24)	4120151	540	RRG013A	(490,000)	0	0	0	0
0.00	Kookynie - Malcom Road (RRG 23/24)	4120151	540	RRG038A	(297,914)	(297,914)	(297,914)	0	297,914
1.00	Kookynie Mt Remarkable Rd - Flood Damage	4120159	540	RFD003	0	0	0	(1,209)	(1,209)

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of Completion		Level of completion indicator, please see table at the top of this note for further detail.				Adopted		Amended			
Assets		Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over		
					\$	\$	\$	\$	\$		
0.44		Tjuntjuntjarra Access Road (Indigenous Community Access Rd)	4120164	540	ICA049	(320,000)	(320,000)	(320,000)	(142,309)	177,691	
0.50		Cutline Road Expenditure CKB	4120164	540	ICA050	(3,033,000)	(3,033,000)	(3,033,000)	(1,513,772)	1,519,228	
1.00		Tjuntjuntjarra Access Road (NoRA Supplementary Funding 22/23) E	4120164	540	NORA049	(700,000)	(700,000)	(700,000)	(700,000)	0	
1.00		LRCI Projects Phase 3 - Budgeting Purposes Only	4120164	540	LRC000A	0	0	0	(115,845)	(115,845)	
Total - Transport						(7,574,541)	(6,703,541)	(6,703,541)	(2,993,137)	3,710,404	
0.45		Total - Infrastructure - Roads				(7,574,541)	(6,703,541)	(6,703,541)	(2,993,137)	3,710,404	
Infrastructure - Footpaths											
Transport											
1.00		Footpath Construction General (Budgeting Only)	4120170	560	FC000	(50,000)	0	0	0	0	
Total - Transport						(50,000)	0	0	0	0	
1.00		Total - Infrastructure - Footpaths				(50,000)	0	0	0	0	
Infrastructure - Other											
Community Amenities											
1.01		LRCI Sealing of Parking Menzies Public Toilets Expenditure	4100790	590	LRC0116	(143,350)	(143,350)	(143,350)	(144,123)	(773)	
Total - Community Amenities						(143,350)	(143,350)	(143,350)	(144,123)	(773)	
Recreation And Culture											
0.00		Tjuntjuntjarra Water Park Expenditure	4110390	590	PC114	(150,000)	(150,000)	(150,000)	0	150,000	
0.31		LRCI Marmion Village Access Improvement	4110390	590	LRC0120	(197,445)	(197,445)	(197,445)	(60,388)	137,057	
0.00		LRCI Menzies Skatepark	4110390	590	LRC0121	(350,000)	(350,000)	(350,000)	0	350,000	
0.00		LRCI Sealing Kensington Street Menzies (Access to Water Reservo	4110390	590	LRC0122	(315,778)	(315,778)	(315,778)	0	315,778	
Total - Recreation And Culture						(1,013,223)	(1,013,223)	(1,013,223)	(60,388)	952,835	
Transport											
1.00		Bores to Support Road Works	4120190	590	C0123	(50,000)	0	0	0	0	
1.00		Main Street (Shenton) Streetscaping	4120190	590	C100	(50,000)	0	0	0	0	
0.00		Truck Bay Wilson and Shenton	4120190	590	C1211	(10,000)	(10,000)	(10,000)	0	10,000	
Total - Transport						(110,000)	(10,000)	(10,000)	0	10,000	
Economic Services											
1.00		Niagara Dam Capital Works	4130290	590	C0131	(850,762)	0	0	0	0	
0.14		LRCI Tourism Signage (district wide) Expenditure	4130290	590	LRC0117	(205,952)	(205,952)	(205,952)	(29,384)	176,568	
Total - Economic Services						(1,056,714)	(205,952)	(205,952)	(29,384)	176,568	
0.17		Total - Infrastructure - Other				(2,323,287)	(1,372,525)	(1,372,525)	(233,895)	1,138,630	
0.43		Grand Total				(14,961,005)	(12,012,243)	(12,012,243)	(5,186,269)	6,825,974	

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

Movement in borrowings and interest between the beginning and the end of the current financial year.

Particulars/Purpose	01 Jul 2023	New Loans			Principal Repayments			Principal Outstanding			Interest & Guarantee Fee Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing													
GROH House Construction x 2	0	0	0	650,000	0	0	53,627	0	0	596,373	0	0	26,085
Total	0	0	0	650,000	0	0	53,627	0	0	596,373	0	0	26,085
Current loan borrowings	0							0					
Non-current loan borrowings	0							0					
	0							0					
Current financing borrowings	0							0					

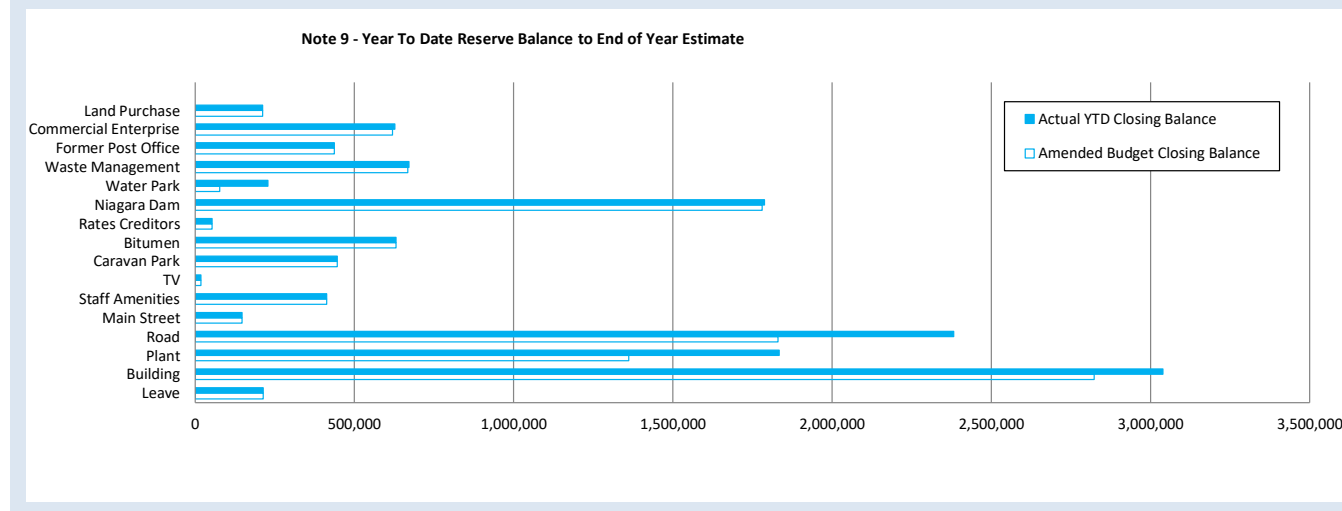
SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES
NOTE 10
CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave	210,368	3,573	3,679	0	0	0	0	213,941	214,046
Building	3,234,402	54,936	66,837	900,000	900,000	(1,365,659)	(1,161,543)	2,823,679	3,039,696
Plant	1,801,730	30,603	31,432	0	0	(470,000)	0	1,362,333	1,833,161
Road	2,340,514	39,755	40,828	0	0	(550,000)	0	1,830,269	2,381,342
Main Street	144,086	2,447	2,504	0	0	0	0	146,533	146,590
Staff Amenities	405,535	6,888	7,066	0	0	0	0	412,423	412,601
TV	18,354	312	321	0	0	0	0	18,666	18,676
Caravan Park	438,455	7,447	7,651	0	0	0	0	445,902	446,106
Bitumen	619,404	10,521	10,798	0	0	0	0	629,925	630,202
Rates Creditors	52,454	891	913	0	0	0	0	53,345	53,367
Niagara Dam	1,274,702	21,651	28,449	484,750	484,750	0	0	1,781,103	1,787,901
Water Park	223,733	3,800	3,901	0	0	(150,000)	0	77,533	227,634
Waste Management	361,054	6,133	10,143	300,000	300,000	0	0	667,187	671,197
Former Post Office	429,193	7,290	7,487	0	0	0	0	436,483	436,681
Commercial Enterprise	13,221	225	7,989	605,949	605,949	0	0	619,395	627,159
Land Purchase	207,630	3,528	3,626	0	0	0	0	211,158	211,257
	11,774,836	200,000	233,625	2,290,699	2,290,699	(2,535,659)	(1,161,543)	11,729,876	13,137,616

KEY INFORMATION



SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

NOTE 11

OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2023	Liability Increase	Liability Reduction	Closing Balance 30 Jun 2024
		\$	\$	\$	\$
Other Liabilities					
- Contract liabilities	12	75,501	518,013	(102,977)	490,538
- Capital grant/contribution liabilities	13	792,994	3,399,288	(3,337,470)	854,812
Total other liabilities		868,495	3,917,301	(3,440,446)	1,345,350
Employee Related Provisions					
Annual leave		124,637	0	0	124,637
Long service leave		36,543	0	0	36,543
Total Provisions		161,180	0	0	161,180
Total Other Current Liabilities					1,506,530
Amounts shown above include GST (where applicable)					

KEY INFORMATION

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.

EMPLOYEE RELATED PROVISIONS

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.

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

CAPITAL GRANT/CONTRIBUTION LIABILITIES

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 12
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent Grant, Subsidies and Contributions Liability					Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2023	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Jun 2024	Current Liability 30 Jun 2024	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and Subsidies									
General purpose funding									
Grants Commission - General (WALGGC)	0	0	0	0	0	87,722	87,722	87,722	1,491,554
Grants Commission - Roads (WALGGC)	0	0	0	0	0	46,788	46,788	46,788	1,006,612
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	3,369	4,000	(7,369)	0	0	8,000	8,000	8,000	7,369
Transport									
Direct Grant (MRWA)	0	0	0	0	0	190,000	190,000	190,000	230,243
Street Lighting Subsidy (MRWA)	0	0	0	0	0	1,713	1,713	1,713	2,957
LRCIP Grant - Menzies Town Greening	46,460	0	(46,460)	0	0	96,460	96,460	96,460	46,460
DFES - AGRN962 Flood Damage Reimbursement	0	427,377	0	427,377	427,377	0	0	0	0
Economic services									
WACRN Community Resource Centre Grant	0	40,000	(40,000)	0	0	80,000	80,000	80,000	40,000
DSS Community Hub Grant	4,376	39,734	(8,556)	35,554	35,554	39,734	39,734	39,734	8,556
City Kalgoorlie Boulder Community-Led Support Operating Grant	0	3,902	(591)	3,311	3,311	0	0	0	591
CRC Development Grant Expenditure Accounts	0	3,000	0	3,000	3,000	0	0	0	0
	54,205	518,013	(102,977)	469,242	469,242	550,417	550,417	550,417	2,834,343
Contributions									
Recreation and culture									
Menzies Discovery Day Contributions	0	0	0	0	0	8,000	25,000	25,000	23,750
Economic services									
INDUE Cashless Debit Card Contribution	21,296	0	0	21,296	21,296	0	0	0	0
	21,296	0	0	21,296	21,296	8,000	25,000	25,000	23,750
TOTALS	75,501	518,013	(102,977)	490,538	490,538	558,417	575,417	575,417	2,858,093

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 13
CAPITAL GRANTS AND CONTRIBUTIONS

Provider	Unspent Capital Grants, Subsidies and Contributions Liability					Capital Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2023	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Jun 2024	Current Liability 30 Jun 2024	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital Grants and Subsidies									
General purpose funding									
LRCIP Grant - Phase 4 - Budgeting Purposes Only	0	0	0	0	0	863,223	0	0	0
Law, order, public safety									
LRCIP Grant - Menzies CCTV	38,988	0	(38,988)	0	0	90,000	90,000	90,000	38,988
Community amenities									
LRCIP Grant - Sealing of Parking Menzies Public Toilets	68,350	0	(68,350)	0	0	150,000	150,000	150,000	68,350
WALGGC Special Road Grant - Tjuntjuntjarra Access Road	160,000	224,704	(142,309)	242,395	242,395	320,000	320,000	320,000	142,309
NORA Supplementary Funding Grant - Tjuntjuntjarra Access Road	80,000	620,000	(700,000)	0	0	700,000	700,000	700,000	700,000
Economic services									
LRCIP Grant - Tourism Signage (district wide)	100,000	0	(29,384)	70,616	70,616	205,952	205,952	205,952	29,384
	720,990	1,873,265	(1,823,698)	770,557	770,557	3,953,077	3,572,411	3,572,411	1,823,698
Capital Contributions									
Transport									
City Kalgoorlie Boulder Cutline Road Expenditure	72,004	1,526,023	(1,513,772)	84,255	84,255	3,033,000	3,033,000	3,033,000	1,513,772
	72,004	1,526,023	(1,513,772)	84,255	84,255	3,033,000	3,033,000	3,033,000	1,513,772
Total Capital grants, subsidies and contributions	792,994	3,399,288	(3,337,470)	854,812	854,812	6,986,077	6,605,411	6,605,411	3,337,470

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 14

BONDS & DEPOSITS AND TRUST FUNDS

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

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

Description	Opening Balance 01 Jul 2023	Amount Received	Amount Paid	Closing Balance 30 Jun 2024
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Pet Bonds	302.50	310.00	0.00	612.50
Staff Housing Bonds	3,617.00	964.00	(852.00)	3,729.00
BCITF	(591.75)	1,245.95	(1,245.94)	(591.74)
Building Levy	37.95	2,115.55	(2,115.55)	37.95
Nomination Fees	0.00	700.00	(700.00)	0.00
Unclaimed Moines	400.00	816.98	(34.56)	1,182.42
Hall Hire Bond	100.00	800.00	(800.00)	100.00
Other Housing Bond	0.00	1,845.00	0.00	1,845.00
Community Bus Bond	200.00	205.00	(205.00)	200.00
Retention Bonds & Liabilities	10,979.98	15,134.81	0.00	26,114.79
Sub-Total	15,045.68	24,137.29	(5,953.05)	33,229.92
Trust Funds				
Nil				
Sub-Total	0.00	0.00	0.00	0.00
	15,045.68	24,137.29	(5,953.05)	33,229.92

KEY INFORMATION

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 15

EXPLANATION OF SIGNIFICANT 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 budget materially.

The material variance adopted by Council for the 2023/24 year is \$25,000 and 10%.

Reporting Program	Var. \$	Var. %	Var. ▲▼	Significant Var. \$	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$	%				
Grants, Subsidies and Contributions	2,282,676	397%	▲	\$	Timing	24-25 FAGS Grant received in 23-24.
Expenditure from operating activities						
Employee Costs	583,099	20%	▲	\$	Timing	2 vacant position, effecting the YTD operational cost. Budget greater than the YTD expenditure
Materials and Contracts	479,296	18%	▲	\$	Timing	Delay on the commencement of the projects.
Other Expenditure	457,204	74%	▲	\$	Timing	Rate write-offs budgeted for have not yet occurred.
Non-cash amounts excluded from operating activities						
INVESTING ACTIVITIES						
Capital Grants, Subsidies and Contributions	(3,267,941)	(49%)	▼	\$	Timing	Budget Allocations for completed projects which are grant related in this FY are ahead of actuals.
Proceeds from Disposal of Assets	(37,303)	(47%)	▼	\$	Timing	Not all budgeted Disposal have occurred yet.
Land and Buildings	1,459,574	47%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Plant and Equipment	517,366	64%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Roads	3,710,404	55%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Other	1,138,630	83%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
FINANCING ACTIVITIES						
Transfer from Reserves	(1,374,116)	(54%)	▼	\$	Timing	Most allocations occur at year-end

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

NOTE 16
BUDGET AMENDMENTS

GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Closing Surplus/(Deficit)			0	0
		Opening surplus adjustment		Opening Surplus(Deficit)			49,058	49,058
3030130		RATES - Rates Levied - Synergy	Mid Year Review	Operating Revenue		100,000		149,058
3110700		OTH CUL - Contributions & Donations - Other Culture	Mid Year Review	Operating Revenue		17,000		166,058
3030146		RATES - Instalment Interest Received	Mid Year Review	Operating Revenue		8,000		174,058
3030235		GEN PUR - Other Income	Mid Year Review	Operating Revenue		5,000		179,058
3100735		COM AMEN - Other Income	Mid Year Review	Operating Revenue		500		179,558
3140235		ADMIN - Other Income Relating to Administration	Mid Year Review	Operating Revenue		2,000		181,558
3030245		GEN PUR - Interest Earned - Reserve Funds	Mid Year Review	Operating Revenue			(20,000)	161,558
3030246		GEN PUR - Interest Earned - Municipal Funds	Mid Year Review	Operating Revenue		20,000		181,558
3050221		ANIMAL - Animal Registration Fees	Mid Year Review	Operating Revenue		500		182,058
3090101		STF HOUSE - Staff Rental Reimbursements	Mid Year Review	Operating Revenue		5,000		187,058
3100120		SAN - Domestic Refuse Collection Charges	Mid Year Review	Operating Revenue		4,000		191,058
3110501		LIBRARY - Reimbursements Lost Books	Mid Year Review	Operating Revenue		200		191,258
3110735		OTH CUL - Other Income	Mid Year Review	Operating Revenue		900		192,158
3130221		TOUR - Caravan Park Fees	Mid Year Review	Operating Revenue		50,000		242,158
3120110	RRGI008B	Evanston - Menzies Road (RRG 23-24) Income	Mid Year Review	Operating Revenue			(54,000)	188,158
3120110	RRGI013A	Riverina - Snake Hill Road (RRG 23/24) Income	Mid Year Review	Operating Revenue			(326,666)	(138,508)
2030100		RATES - Employee Costs	Mid Year Review	Operating Expenses		50,000		(88,508)
2030118		RATES - Rates Write Off	Mid Year Review	Operating Expenses			(20,000)	(108,508)
2030152		RATES - Consultants	Mid Year Review	Operating Expenses			(20,000)	(128,508)
2040116		MEMBERS - Election Expenses	Mid Year Review	Operating Expenses			(2,000)	(130,508)
2040205		OTH GOV - Recruitment	Mid Year Review	Operating Expenses		5,000		(125,508)
2040210		OTH GOV - Motor Vehicle Expenses	Mid Year Review	Operating Expenses			(10,000)	(135,508)
2040211		OTH GOV - Civic Functions, Refreshments & Receptions	Mid Year Review	Operating Expenses			(6,000)	(141,508)
2040250		OTH GOV - Consultancy - Statutory	Mid Year Review	Operating Expenses		11,000		(130,508)
2040251		OTH GOV - Consultancy - Strategic	Mid Year Review	Operating Expenses			(11,000)	(141,508)
2040286		OTH GOV - Expensed Minor Asset Purchases	Mid Year Review	Operating Expenses			(3,000)	(144,508)
2050110		FIRE - Motor Vehicle Expenses	Mid Year Review	Operating Expenses			(500)	(145,008)
2050188	BO035	Fire Brigade Shed 52 Archibald St - Building Operations	Mid Year Review	Operating Expenses		500		(144,508)
2050288		ANIMAL - Animal Pound Operations	Mid Year Review	Operating Expenses			(200)	(144,708)
2050565		ESL BFB - Maintenance Plant & Equipment	Mid Year Review	Operating Expenses			(2,000)	(146,708)
2090186		STF HOUSE - Expensed Minor Asset Purchases	Mid Year Review	Operating Expenses			(10,000)	(156,708)
2090270		OTH HOUSE - Loan Interest Repayments	Mid Year Review	Operating Expenses		26,085		(130,624)

GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
2110188	BO026	Town Hall (Hall) - Building Operations	Mid Year Review	Operating Expenses			(5,000)	(135,624)
2110386		REC - Expensed Minor Asset Purchases	Mid Year Review	Operating Expenses		5,000		(130,624)
2110541		LIBRARY - Subscriptions & Memberships	Mid Year Review	Operating Expenses			(10,000)	(140,624)
2110689	BM029	Old Butcher Shop Lot 1094 (53) Shenton St - Building Maintenance	Mid Year Review	Operating Expenses			(21,170)	(161,794)
2110689	W0022	Museum and Surrounds Maintenance/Operation	Mid Year Review	Operating Expenses		6,170		(155,624)
2110714		OTH CUL - Christmas Events	Mid Year Review	Operating Expenses			(5,000)	(160,624)
2110717		OTH CUL - Community Arts	Mid Year Review	Operating Expenses		20,000		(140,624)
2110725	EV004	Fundraising and Activities	Mid Year Review	Operating Expenses		455		(140,169)
2110725	MDD001	Menzies Discovery Day Expenditure	Mid Year Review	Operating Expenses			(15,455)	(155,624)
2120391		PLANT - Loss on Disposal of Assets	Mid Year Review	Operating Expenses	(2,730)			(155,624)
2130266	BO038	Caravan Park Ablution Blocks - Building Operations	Mid Year Review	Operating Expenses			(7,000)	(162,624)
2130266	W0013	Caravan Park Maintenance/Operations	Mid Year Review	Operating Expenses		81,579		(81,045)
2130266	W0021	Caravan Park Waste Water Maintenance/Operations	Mid Year Review	Operating Expenses		421		(80,624)
2130855		OTH ECON - Community Bus	Mid Year Review	Operating Expenses			(5,000)	(85,624)
2130860	CRC03	CRC Community Social Activity	Mid Year Review	Operating Expenses		3,902		(81,722)
2130860	CRC10	CKB - Community-Led Support Expenditure Accounts	Mid Year Review	Operating Expenses			(3,902)	(85,624)
2130888	BO034	Ex Police Station 8 Wilson (56 Shenton) - Building Operations	Mid Year Review	Operating Expenses			(5,000)	(90,624)
2140200		ADMIN - Employee Costs	Mid Year Review	Operating Expenses		100,000		9,376
2140206		ADMIN - Fringe Benefits Tax (FBT)	Mid Year Review	Operating Expenses			(22,000)	(12,624)
2140230		ADMIN - Insurance Expenses (Other than Bld and W/Comp)	Mid Year Review	Operating Expenses			(2,500)	(15,124)
2140289	BM027	Town Hall (Admin) - Building Maintenance	Mid Year Review	Operating Expenses			(4,000)	(19,124)
2140289	BM049	New Records Facility - Building Maintenance	Mid Year Review	Operating Expenses		4,000		(15,124)
2140300		PWO - Employee Costs	Mid Year Review	Operating Expenses			(225,000)	(240,124)
2140321		PWO - Information Technology	Mid Year Review	Operating Expenses			(7,000)	(247,124)
2140352		PWO - Consultants	Mid Year Review	Operating Expenses			(20,000)	(267,124)
2140392		PWO - Depreciation	Mid Year Review	Operating Expenses	(10,000)			(267,124)
4030281		GEN PUR - Transfer Interest to Reserve	Mid Year Review	Capital Expenses		20,000		(247,124)
4040230	CO142	Software and IT Systems	Mid Year Review	Capital Expenses		100,000		(147,124)
4040230	CP001	Vehicle Replacement CEO	Mid Year Review	Capital Expenses		9,000		(138,124)
4050330	LRC0118	LRCI Menzies CCTV Expenditure	Mid Year Review	Capital Expenses			(22,000)	(160,124)
4080410	BC060A	Community Building	Mid Year Review	Capital Expenses		300,000		139,876
4090110	BC002	CEO House - Lot - 1085 (39) Mercer St - Building (Capital)	Mid Year Review	Capital Expenses			(75,000)	64,876
4090110	BC005	Lot 93 (36) Mercer St - Building (Capital)	Mid Year Review	Capital Expenses			(9,000)	55,876
4090110	BC007	Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	Mid Year Review	Capital Expenses			(20,000)	35,876
4090110	BC010	29A Reid Street (North Unit) - Building (Capital)	Mid Year Review	Capital Expenses			(121,655)	(85,778)
4090110	BC011	29B Reid Street (South Unit) - Building (Capital)	Mid Year Review	Capital Expenses		121,655		35,876
4090210	BC020	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	Mid Year Review	Capital Expenses		894,000		929,876
4090282		OTH HOUSE - Loan Principal Repayments	Mid Year Review	Capital Expenses		53,627		983,503
4110430		TV RADIO - Plant & Equipment (Capital)	Mid Year Review	Capital Expenses			(100,000)	883,503
4120140	GRIDCAP	Grids Capital	Mid Year Review	Capital Expenses		100,000		983,503
4120141	RC059	Niagara Dam Rd (Capital)	Mid Year Review	Capital Expenses		200,000		1,183,503

GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
4120151	RRG008B	Evanston - Menzies Road (RRG 23/24)	Mid Year Review	Capital Expenses		81,000		1,264,503
4120151	RRG013A	Riverina - Snake Hill Road (RRG 23/24)	Mid Year Review	Capital Expenses		490,000		1,754,503
4120170	FC000	Footpath Construction General (Budgeting Only)	Mid Year Review	Capital Expenses		50,000		1,804,503
4120190	C0123	Bores to Support Road Works	Mid Year Review	Capital Expenses		50,000		1,854,503
4120190	C100	Main Street (Shenton) Streetscaping	Mid Year Review	Capital Expenses		50,000		1,904,503
4120330	C0127	Minor Plant Purchases	Mid Year Review	Capital Expenses		15,000		1,919,503
4120330	PA163	AlcoMeasure Breathalyser's x 2	Mid Year Review	Capital Expenses			(15,000)	1,904,503
4130210	BC000	Building not specified	Mid Year Review	Capital Expenses		100,000		2,004,503
4130290	C0131	Niagara Dam Capital Works	Mid Year Review	Capital Expenses		850,762		2,855,265
4140210	BC027	Town Hall (Admin) - Building (Capital)	Mid Year Review	Capital Expenses			(100,000)	2,755,265
5040281		OTH GOV - Transfers from Reserve	Mid Year Review	Capital Revenue			(30,000)	2,725,265
5080481		SENIOR - Transfers from Reserve	Mid Year Review	Capital Revenue			(300,000)	2,425,265
5090183		STF HOUSE - Transfers from Building Reserve	Mid Year Review	Capital Revenue			(227,518)	2,197,747
5090255		OTH HOUSE - New Loan Borrowings	Mid Year Review	Capital Revenue			(650,000)	1,547,747
5090281		OTH HOUSE - Transfers from Former Post Office Reserve	Mid Year Review	Capital Revenue			(496,985)	1,050,762
5120184		ROADC - Transfers from Bitumen Reserve	Mid Year Review	Capital Revenue			(200,000)	850,762
5130283		TOUR - Transfers from Niagara Dam Reserve	Mid Year Review	Capital Revenue			(850,762)	0
					(12,730)	4,012,255	(4,012,255)	0

SHIRE OF MENZIES FINANCIAL INFORMATION SCHEDULE AS AT 30 JUNE 2024



PURPOSE OF DOCUMENT - The Financial Information Schedule has been developed so that Councillors can have a more detailed breakdown of operating expenses and income. The document should be read in conjunction with the Monthly Financial Report as it is a useful tool in understanding variances to the budget.

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
		General Purpose Funding				
		Rates				
		Operating Income				
	3030120	RATES - Instalment Admin Fee Received	-\$7,000.00	\$0.00	-\$7,000.00	-\$5,730.00
	3030121	RATES - Account Enquiry Charges	-\$100.00	\$0.00	-\$100.00	\$0.00
	3030122	RATES - Reimbursement of Debt Collection Costs	-\$3,000.00	\$0.00	-\$3,000.00	-\$2,501.80
	3030130	RATES - Rates Levied - Synergy	-\$4,335,809.96	-\$100,000.00	-\$4,435,809.96	-\$4,434,859.68
	3030145	RATES - Penalty Interest Received	-\$40,000.00	\$0.00	-\$40,000.00	-\$45,866.14
	3030146	RATES - Instalment Interest Received	-\$7,000.00	-\$8,000.00	-\$15,000.00	-\$13,441.71
		Total Operating Income	-\$4,392,909.96	-\$108,000.00	-\$4,500,909.96	-\$4,502,399.33
		Other General Purpose Funding				
		Operating Income				
	3030201	GEN PUR - Reimbursements	-\$100.00	\$0.00	-\$100.00	\$0.00
	3030210	GEN PUR - Financial Assistance Grant - General	-\$87,722.00	\$0.00	-\$87,722.00	-\$1,491,554.00
	3030211	GEN PUR - Financial Assistance Grant - Roads	-\$46,788.00	\$0.00	-\$46,788.00	-\$1,006,612.00
	3030214	GEN PUR - Grant Funding	-\$863,223.00	\$863,223.00	\$0.00	-\$14,604.10
	3030220	GEN PUR - Charges - Photocopying / Faxing	-\$205.00	\$0.00	-\$205.00	\$0.00
	3030235	GEN PUR - Other Income	\$0.00	-\$5,000.00	-\$5,000.00	-\$4,688.50
	3030245	GEN PUR - Interest Earned - Reserve Funds	-\$220,000.00	\$20,000.00	-\$200,000.00	-\$233,624.67
	3030246	GEN PUR - Interest Earned - Municipal Funds	-\$30,000.00	-\$20,000.00	-\$50,000.00	-\$53,137.43
		Total Operating Income	-\$1,248,038.00	\$858,223.00	-\$389,815.00	-\$2,804,220.70
		Rates				
		Operating Expenditure				
	2030100	RATES - Employee Costs	\$146,133.90	-\$50,000.00	\$96,133.90	\$58,384.36
	2030104	RATES - Training & Development	\$2,500.00	\$0.00	\$2,500.00	\$1,739.54
	2030109	RATES - Travel & Accommodation	\$2,000.00	\$0.00	\$2,000.00	\$792.06
	2030112	RATES - Valuation Expenses	\$15,000.00	\$0.00	\$15,000.00	\$24,893.45
	2030113	RATES - Title/Company Searches	\$500.00	\$0.00	\$500.00	\$30.50
	2030114	RATES - Debt Collection Expenses	\$17,000.00	\$0.00	\$17,000.00	\$2,481.80
	2030116	RATES - Postage and Freight	\$2,000.00	\$0.00	\$2,000.00	\$1,287.03
	2030118	RATES - Rates Write Off	\$240,000.00	\$20,000.00	\$260,000.00	\$4,081.88
	2030119	RATES - Seizure of Land	\$10,000.00	\$0.00	\$10,000.00	\$429.00
	2030152	RATES - Consultants	\$20,000.00	\$20,000.00	\$40,000.00	\$24,527.00
	2030187	RATES - Other Expenses Relating To Rates	\$500.00	\$0.00	\$500.00	\$365.50
	2030199	RATES - Administration Allocated	\$50,347.00	\$0.00	\$50,347.00	\$40,972.62
		Total Operating Expenditure	\$505,980.90	-\$10,000.00	\$495,980.90	\$159,984.74
		Other General Purpose Funding				
		Operating Expenditure				
	2030211	GEN PUR - Bank Fees & Charges	\$7,000.00	\$0.00	\$7,000.00	\$5,709.22
	2030214	GEN PUR - Rounding	\$10.00	\$0.00	\$10.00	\$0.00
	2030299	GEN PUR - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$40,574.00	\$0.00	\$40,574.00	\$33,024.37
		Total Operating Income	-\$5,640,947.96	\$750,223.00	-\$4,890,724.96	-\$7,306,620.03
		Total Operating Expenditure	\$546,554.90	-\$10,000.00	\$536,554.90	\$193,009.11
		Governance				
		Other Governance				
		Operating Income				
	3040135	MEMBERS - Other Income	\$0.00	\$0.00	\$0.00	-\$300.00
	3040290	OTH GOV - Profit on Disposal of Assets	-\$41,088.00	\$0.00	-\$41,088.00	-\$32,522.40
		Total Operating Income	-\$41,088.00	\$0.00	-\$41,088.00	-\$32,822.40
		Members Of Council				
		Operating Expenditure				
	2040104	MEMBERS - Training & Development	\$30,000.00	\$0.00	\$30,000.00	\$15,248.44
	2040109	MEMBERS - Members Travel and Accommodation	\$70,000.00	\$0.00	\$70,000.00	\$37,099.27
	2040111	MEMBERS - Mayors/Presidents Allowance	\$20,666.00	\$0.00	\$20,666.00	\$20,666.04
	2040112	MEMBERS - Deputy Mayors/Presidents Allowance	\$5,167.00	\$0.00	\$5,167.00	\$4,951.67
	2040113	MEMBERS - Members Sitting Fees	\$78,868.00	\$0.00	\$78,868.00	\$78,867.48
	2040114	MEMBERS - Communications Allowance	\$7,700.00	\$0.00	\$7,700.00	\$7,700.28
	2040115	MEMBERS - Printing and Stationery	\$400.00	\$0.00	\$400.00	\$311.65
	2040116	MEMBERS - Election Expenses	\$22,000.00	\$2,000.00	\$24,000.00	\$23,487.06
	2040121	MEMBERS - Information Systems	\$3,000.00	\$0.00	\$3,000.00	\$0.00
	2040129	MEMBERS - Donations to Community Groups	\$30,000.00	\$0.00	\$30,000.00	\$10,590.91
	2040130	MEMBERS - Insurance Expenses	\$11,959.00	\$0.00	\$11,959.00	\$11,958.96
	2040186	MEMBERS - Expensed Minor Asset Purchases	\$5,000.00	\$0.00	\$5,000.00	\$2,429.77
	2040199	MEMBERS - Administration Allocated	\$335,648.00	\$0.00	\$335,648.00	\$273,150.61
		Total Operating Expenditure	\$620,408.00	\$2,000.00	\$622,408.00	\$486,462.14
		Other Governance				
		Operating Expenditure				
	2040200	OTH GOV - Employee Costs	\$513,607.53	\$0.00	\$513,607.53	\$400,466.68
	2040204	OTH GOV - Training & Development	\$15,000.00	\$0.00	\$15,000.00	\$1,262.99
	2040205	OTH GOV - Recruitment	\$25,000.00	-\$5,000.00	\$20,000.00	\$19,857.13
	2040209	OTH GOV - Conference, Travel and Accommodation	\$10,000.00	\$0.00	\$10,000.00	\$4,122.34
	2040210	OTH GOV - Motor Vehicle Expenses	\$17,103.00	\$10,000.00	\$27,103.00	\$32,342.93
	2040211	OTH GOV - Civic Functions, Refreshments & Receptions	\$5,000.00	\$6,000.00	\$11,000.00	\$7,325.50
	2040215	OTH GOV - Printing and Stationery	\$500.00	\$0.00	\$500.00	\$367.50
	2040216	OTH GOV - Postage and Freight	\$500.00	\$0.00	\$500.00	\$0.00
	2040221	OTH GOV - Information Systems	\$5,000.00	\$0.00	\$5,000.00	\$0.00
	2040240	OTH GOV - Advertising & Promotion	\$2,000.00	\$0.00	\$2,000.00	\$1,245.55
	2040241	OTH GOV - Subscriptions & Memberships	\$90,000.00	\$0.00	\$90,000.00	\$63,755.74
	2040250	OTH GOV - Consultancy - Statutory	\$11,000.00	-\$11,000.00	\$0.00	\$0.00
	2040251	OTH GOV - Consultancy - Strategic	\$26,000.00	\$11,000.00	\$37,000.00	\$20,955.13

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
	2040252	OTH GOV - Other Consultancy	\$8,000.00	\$0.00	\$8,000.00	\$4,980.00
	2040285	OTH GOV - Legal Expenses	\$15,000.00	\$0.00	\$15,000.00	\$15,568.33
	2040286	OTH GOV - Expensed Minor Asset Purchases	\$5,000.00	\$3,000.00	\$8,000.00	\$4,319.41
	2040298	OTH GOV - Staff Housing Allocated	\$0.00	\$0.00	\$0.00	\$0.00
	2040299	OTH GOV - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$782,274.53	\$14,000.00	\$796,274.53	\$603,884.38
		Total Operating Income	-\$41,088.00	\$0.00	-\$82,176.00	-\$32,822.40
		Total Operating Expenditure	\$1,402,682.53	\$16,000.00	\$1,418,682.53	\$1,090,346.52
		Law, Order & Public Safety				
		Animal Control, Law, Order & Public Safety				
		Operating Income				
	3050220	ANIMAL - Pound Fees	-\$50.00	\$0.00	-\$50.00	\$0.00
	3050221	ANIMAL - Animal Registration Fees	-\$100.00	-\$500.00	-\$600.00	-\$1,000.00
	3050310	OLOPS - Grants	-\$90,000.00	\$0.00	-\$90,000.00	-\$38,988.25
		Total Operating Income	-\$90,150.00	-\$500.00	-\$90,650.00	-\$39,988.25
		Emergency Services Levy - Bush Fire Brigade				
		Operating Income				
	3050502	ESL BFB - Admin Fee/Commission	-\$4,000.00	\$0.00	-\$4,000.00	\$0.00
	3050510	ESL BFB - Operating Grant	-\$8,000.00	\$0.00	-\$8,000.00	-\$7,369.25
	3050545	ESL BFB - Non-Payment Penalty Interest	-\$4,000.00	\$0.00	-\$4,000.00	-\$6,177.06
		Total Operating Income	-\$16,000.00	\$0.00	-\$16,000.00	-\$13,546.31
		Fire Prevention				
		Operating Expenditure				
	2050110	FIRE - Motor Vehicle Expenses	\$0.00	\$500.00	\$500.00	\$109.45
	2050113	FIRE - Fire Prevention and Planning	\$500.00	\$0.00	\$500.00	\$0.00
	2050188	FIRE - Building Operations	\$3,665.00	-\$500.00	\$3,165.00	\$821.06
	2050189	FIRE - Building Maintenance	\$998.00	\$0.00	\$998.00	\$0.00
	2050192	FIRE - Depreciation	\$3,250.00	\$0.00	\$3,250.00	\$2,203.09
		Total Operating Expenditure	\$8,413.00	\$0.00	\$8,413.00	\$3,133.60
		Animal Control				
		Operating Expenditure				
	2050253	ANIMAL - Contract Services	\$30,000.00	\$0.00	\$30,000.00	\$36,300.00
	2050265	ANIMAL - Animal Care Day Menzies	\$5,000.00	\$0.00	\$5,000.00	\$4,070.45
	2050288	ANIMAL - Animal Pound Operations	\$100.00	\$200.00	\$300.00	\$188.70
	2050289	ANIMAL - Animal Pound Maintenance	\$100.00	\$0.00	\$100.00	\$0.00
	2050292	ANIMAL - Depreciation	\$1,252.00	\$0.00	\$1,252.00	\$1,549.96
	2050299	ANIMAL - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$70,016.00	\$200.00	\$70,216.00	\$69,424.26
		Other Law, Order & Public Safety				
		Operating Expenditure				
	2050311	OLOPS - CCTV Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2050312	OLOPS - LEMC Support	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2050313	OLOPS - Community Emergency Services	\$4,000.00	\$0.00	\$4,000.00	\$2,647.79
	2050392	OLOPS - Depreciation	\$26,592.00	\$0.00	\$26,592.00	\$26,592.13
	2050399	OLOPS - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$40,983.00	\$0.00	\$40,983.00	\$36,068.74
		Emergency Services Levy - Bush Fire Brigade				
		Operating Expenditure				
	2050530	ESL BFB - Insurance Expenses	\$3,250.00	\$0.00	\$3,250.00	\$3,250.00
	2050565	ESL BFB - Maintenance Plant & Equipment	\$8,671.50	\$2,000.00	\$10,671.50	\$16,541.76
	2050589	ESL BFB - Maintenance Land & Buildings	\$5,545.00	\$0.00	\$5,545.00	\$0.00
	2050599	ESL BFB - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$25,857.50	\$2,000.00	\$27,857.50	\$26,620.58
		Total Operating Income	-\$106,150.00	-\$500.00	-\$106,650.00	-\$53,534.56
		Total Operating Expenditure	\$145,269.50	\$2,200.00	\$147,469.50	\$135,247.18
		Health				
		Preventative Services - Inspection/Admin				
		Operating Income				
	3070420	HEALTH - Health Regulatory Fees & Charges	-\$300.00	\$0.00	-\$300.00	-\$632.00
		Total Operating Income	-\$300.00	\$0.00	-\$300.00	-\$632.00
		Preventative Services - Inspection/Admin				
		Operating Expenditure				
	2070411	HEALTH - Contract EHO	\$40,000.00	\$0.00	\$40,000.00	\$48,341.40
	2070412	HEALTH - Analytical Expenses	\$400.00	\$0.00	\$400.00	\$360.00
	2070485	HEALTH - Legal Expenses	\$3,000.00	\$0.00	\$3,000.00	\$0.00
	2070499	HEALTH - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
	2070553	PEST - Pest Control Programs	\$5,000.00	\$0.00	\$5,000.00	\$7,391.82
		Total Operating Expenditure	\$56,791.00	\$0.00	\$56,791.00	\$62,922.04

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
		Other Health				
		Operating Expenditure				
	2070750	OTH HEALTH - Nurse Expenses	\$3,000.00	\$0.00	\$3,000.00	\$0.00
		Total Operating Expenditure	\$3,000.00	\$0.00	\$3,000.00	\$0.00
		Total Operating Income	-\$300.00	\$0.00	-\$300.00	-\$632.00
		Total Operating Expenditure	\$59,791.00	\$0.00	\$59,791.00	\$62,922.04
		Community Amenities				
		Other Welfare				
		Operating Expenditure				
	2080700	WELFARE - Employee Costs	\$49,437.89	\$0.00	\$49,437.89	\$29,703.36
	2080712	WELFARE - Youth Services	\$4,000.00	\$0.00	\$4,000.00	\$1,085.17
		Total Operating Expenditure	\$53,437.89	\$0.00	\$53,437.89	\$30,788.53
		Total Operating Expenditure	\$53,437.89	\$0.00	\$53,437.89	\$30,788.53
		Housing				
		Staff and Other Housing				
		Operating Income				
	3090101	STF HOUSE - Staff Rental Reimbursements	-\$25,000.00	-\$5,000.00	-\$30,000.00	-\$31,529.00
	3090220	OTH HOUSE - Fees & Charges	-\$24,300.00	\$0.00	-\$24,300.00	-\$31,148.34
	3090235	OTH HOUSE - Other Income	-\$200.00	\$0.00	-\$200.00	\$0.00
		Total Operating Income	-\$49,500.00	-\$5,000.00	-\$54,500.00	-\$62,677.34
		Staff Housing				
		Operating Expenditure				
	2090186	STF HOUSE - Expensed Minor Asset Purchases	\$10,000.00	\$10,000.00	\$20,000.00	\$17,505.35
	2090188	STF HOUSE - Staff Housing Building Operations	\$24,451.00	\$0.00	\$24,451.00	\$29,423.66
	2090189	STF HOUSE - Staff Housing Building Maintenance	\$104,670.00	\$0.00	\$104,670.00	\$47,046.00
	2090192	STF HOUSE - Depreciation	\$65,878.00	\$0.00	\$65,878.00	\$58,108.12
	2090198	STF HOUSE - Staff Housing Costs Recovered	-\$129,121.00	\$0.00	-\$129,121.00	-\$74,151.38
	2090199	STF HOUSE - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$0.00
		Total Operating Expenditure	\$109,442.00	\$10,000.00	\$119,442.00	\$77,931.75
		Other Housing				
		Operating Expenditure				
	2090270	OTH HOUSE - Loan Interest Repayments	\$26,084.59	-\$26,084.59	\$0.00	\$0.00
	2090285	OTH HOUSE - Legal Expenses	\$4,000.00	\$0.00	\$4,000.00	\$0.00
	2090288	OTH HOUSE - Building Operations	\$16,630.00	\$0.00	\$16,630.00	\$15,803.79
	2090289	OTH HOUSE - Building Maintenance	\$65,942.00	\$0.00	\$65,942.00	\$20,044.11
	2090292	OTH HOUSE - Depreciation	\$36,929.00	\$0.00	\$36,929.00	\$57,729.18
	2090298	OTH HOUSE - Staff Housing Costs Recovered	-\$44,313.00	\$0.00	-\$44,313.00	-\$11,744.82
	2090299	OTH HOUSE - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$54,630.07
		Total Operating Expenditure	\$138,836.59	-\$26,084.59	\$112,752.00	\$136,462.33
		Total Operating Income	-\$49,500.00	-\$5,000.00	-\$54,500.00	-\$62,677.34
		Total Operating Expenditure	\$248,278.59	-\$16,084.59	\$232,194.00	\$214,394.08
		Community Amenities				
		Community Amenities				
		Operating Income				
	3100120	SAN - Domestic Refuse Collection Charges	-\$10,000.00	-\$4,000.00	-\$14,000.00	-\$15,026.82
	3100200	SAN OTH - Commercial Collection Charge	-\$5,000.00	\$0.00	-\$5,000.00	\$0.00
	3100321	SEW - Septic Tank Inspection Fees	-\$700.00	\$0.00	-\$700.00	\$0.00
	3100335	SEW - Other Income	-\$1,000.00	\$0.00	-\$1,000.00	-\$1,587.62
	3100620	PLAN - Planning Application Fees	-\$500.00	\$0.00	-\$500.00	\$0.00
	3100710	COM AMEN - Grants	-\$150,000.00	\$0.00	-\$150,000.00	-\$68,350.00
	3100735	COM AMEN - Other Income	\$0.00	-\$500.00	-\$500.00	-\$275.73
		Total Operating Income	-\$167,200.00	-\$4,500.00	-\$171,700.00	-\$85,240.17
		Sanitation - General				
		Operating Expenditure				
	2100111	SAN - Waste Collection	\$99,023.00	\$0.00	\$99,023.00	\$97,556.33
	2100117	SAN - General Tip Maintenance	\$78,934.00	\$0.00	\$78,934.00	\$49,374.33
	2100118	SAN - Purchase of Bins (Sulo and Other)	\$2,000.00	\$0.00	\$2,000.00	\$1,875.00
	2100119	SAN - Landfill Closure	\$0.00	\$0.00	\$0.00	\$0.00
	2100192	SAN - Depreciation	\$8,625.00	\$0.00	\$8,625.00	\$15,118.91
	2100199	SAN - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$222,146.00	\$0.00	\$222,146.00	\$191,239.72
		Sanitation - Other				
		Operating Expenditure				
	2100212	SAN OTH - Waste Disposal	\$1,300.00	\$0.00	\$1,300.00	\$1,303.50
	2100214	SAN OTH - Purchase of Street Bins	\$500.00	\$0.00	\$500.00	\$0.00
		Total Operating Expenditure	\$1,800.00	\$0.00	\$1,800.00	\$1,303.50
		Sewerage				
		Operating Expenditure				
	2100365	SEW - Maintenance/Operations	\$7,142.00	\$0.00	\$7,142.00	\$1,046.46
	2100399	SEW - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$40,706.00	\$0.00	\$40,706.00	\$28,361.61

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
		Town Planning & Regional Development				
		Operating Expenditure				
	2100615	PLAN - Printing and Stationery	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2100640	PLAN - Advertising & Promotion	\$5,000.00	\$0.00	\$5,000.00	\$903.43
	2100650	PLAN - Contract Town Planning	\$2,880.00	\$0.00	\$2,880.00	\$3,596.30
	2100652	PLAN - Consultants	\$40,000.00	\$0.00	\$40,000.00	\$26,999.96
	2100653	PLAN - Scheme Amendments	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2100699	PLAN - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$58,271.00	\$0.00	\$58,271.00	\$38,328.51
		Other Community Amenities				
		Operating Expenditure				
	2100711	COM AMEN - Cemetery Maintenance/Operations	\$12,695.00	\$0.00	\$12,695.00	\$7,254.72
	2100788	COM AMEN - Public Conveniences Operations	\$95,056.00	\$0.00	\$95,056.00	\$71,903.86
	2100789	COM AMEN - Public Conveniences Maintenance	\$55,142.00	\$0.00	\$55,142.00	\$10,031.08
	2100792	COM AMEN - Depreciation	\$13,880.00	\$0.00	\$13,880.00	\$4,879.06
	2100799	COM AMEN - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$185,164.00	\$0.00	\$185,164.00	\$100,897.54
		Total Operating Income	-\$167,200.00	-\$4,500.00	-\$171,700.00	-\$85,240.17
		Total Operating Expenditure	\$508,087.00	\$0.00	\$508,087.00	\$360,130.88
		Recreation & Culture				
		Operating Income				
	3110120	HALLS - Town Hall Hire	-\$200.00	\$0.00	-\$200.00	-\$224.55
	3110135	HALLS - Other Income	-\$100.00	\$0.00	-\$100.00	\$0.00
	3110310	REC - Grants	\$0.00	-\$863,223.00	-\$863,223.00	-\$60,387.73
	3110320	REC - Fees & Charges	-\$100.00	\$0.00	-\$100.00	-\$181.82
	3110335	REC - Other Income	-\$100.00	\$0.00	-\$100.00	\$0.00
	3110501	LIBRARY - Reimbursements Lost Books	\$100.00	-\$200.00	-\$100.00	\$0.00
	3110540	LIBRARY - Fines & Penalties	-\$100.00	\$0.00	-\$100.00	\$0.00
	3110700	OTH CUL - Contributions & Donations - Other Culture	-\$8,000.00	-\$17,000.00	-\$25,000.00	-\$23,750.00
	3110720	OTH CUL - Fees & Charges	-\$100.00	\$0.00	-\$100.00	\$0.00
	3110735	OTH CUL - Other Income	-\$100.00	-\$900.00	-\$1,000.00	-\$802.59
		Total Operating Income	-\$8,700.00	-\$881,323.00	-\$890,023.00	-\$85,346.69
		Public Halls And Civic Centres				
		Operating Expenditure				
	2110186	HALLS - Expensed Minor Asset Purchases	\$5,000.00	\$0.00	\$5,000.00	\$0.00
	2110188	HALLS - Town Halls and Public Bldg Operations	\$10,000.00	\$5,000.00	\$15,000.00	\$12,404.30
	2110189	HALLS - Town Halls and Public Bldg Maintenance	\$10,305.00	\$0.00	\$10,305.00	\$1,897.89
	2110199	HALLS - Administration Allocated	\$50,347.00	\$0.00	\$50,347.00	\$68,287.73
		Total Operating Expenditure	\$75,652.00	\$5,000.00	\$80,652.00	\$82,589.92
		Other Recreation And Sport				
		Operating Expenditure				
	2110353	REC - Sports Courts Maintenance/Operations	\$16,349.00	\$0.00	\$16,349.00	\$7,090.63
	2110355	REC - Water Park Maintenance/Operations	\$55,403.00	\$0.00	\$55,403.00	\$36,330.52
	2110365	REC - Parks & Gardens Maintenance/Operations	\$162,636.00	\$0.00	\$162,636.00	\$174,750.55
	2110366	REC - Town Sports Oval Maintenance/Operations	\$16,799.00	\$0.00	\$16,799.00	\$8,726.86
	2110367	REC - Rodeo Grounds Maintenance/Operations	\$1,396.00	\$0.00	\$1,396.00	\$1,590.55
	2110368	REC - Playground Equipment Mtce	\$7,261.00	\$0.00	\$7,261.00	\$6,243.91
	2110386	REC - Expensed Minor Asset Purchases	\$10,000.00	-\$5,000.00	\$5,000.00	\$0.00
	2110388	REC - Youth Centre Building Operations	\$7,299.00	\$0.00	\$7,299.00	\$5,410.03
	2110389	REC - Youth Centre Building Maintenance	\$8,261.00	\$0.00	\$8,261.00	\$1,716.82
	2110392	REC - Depreciation	\$69,796.00	\$0.00	\$69,796.00	\$74,219.52
	2110399	REC - Administration Allocated	\$83,911.00	\$0.00	\$83,911.00	\$109,260.31
		Total Operating Expenditure	\$439,111.00	-\$5,000.00	\$434,111.00	\$425,339.70
		Tv And Radio Re-Broadcasting				
		Operating Expenditure				
	2110465	TV RADIO - Re-Broadcasting Maintenance/Operations	\$8,074.00	\$0.00	\$8,074.00	\$7,799.78
	2110492	TV RADIO - Depreciation	\$42,500.00	\$0.00	\$42,500.00	\$20,699.23
	2110499	TV RADIO - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$84,138.00			\$55,814.16
		Libraries				
		Operating Expenditure				
	2110512	LIBRARY - Book Purchases	\$1,000.00	\$0.00	\$1,000.00	\$77.95
	2110516	LIBRARY - Postage and Freight	\$400.00	\$0.00	\$400.00	\$0.00
	2110541	LIBRARY - Subscriptions & Memberships	\$1,460.00	\$10,000.00	\$11,460.00	\$8,685.28
	2110586	LIBRARY - Expensed Minor Asset Purchases	\$2,000.00	\$0.00	\$2,000.00	\$0.00
	2110588	LIBRARY - Library Building Operations	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2110599	LIBRARY - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$14,251.00	\$10,000.00	\$24,251.00	\$15,592.05
		Heritage				
		Operating Expenditure				
	2110688	HERITAGE - Building Operations	\$3,470.00	\$0.00	\$3,470.00	\$6,755.64
	2110689	HERITAGE - Building Maintenance	\$17,723.00	\$15,000.00	\$32,723.00	\$42,096.05
		Total Operating Expenditure	\$21,193.00	\$15,000.00	\$36,193.00	\$48,851.69

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
		Other Culture				
		Operating Expenditure				
		2110711 OTH CUL - Australia Day	\$2,117.00	\$0.00	\$2,117.00	\$1,246.22
		2110712 OTH CUL - ANZAC Day	\$1,000.00	\$0.00	\$1,000.00	\$848.78
		2110714 OTH CUL - Christmas Events	\$7,000.00	\$5,000.00	\$12,000.00	\$11,155.06
		2110716 OTH CUL - Postage and Freight	\$50.00	\$0.00	\$50.00	\$0.00
		2110717 OTH CUL - Community Arts	\$20,000.00	-\$20,000.00	\$0.00	\$0.00
		2110719 OTH CUL - Menzies School Programs	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00
		2110723 OTH CUL - Outback Graves	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00
		2110725 OTH CUL - Festival & Events	\$22,959.00	\$15,000.00	\$37,959.00	\$42,389.97
		2110743 OTH CUL - Other Festival Events	\$5,000.00	\$0.00	\$5,000.00	\$4,829.31
		2110760 OTH CUL - Tjuntjunjara Community Programs & Events	\$134,300.00	\$0.00	\$134,300.00	\$65,733.64
		2110799 OTH CUL - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$270,990.00	\$0.00	\$270,990.00	\$198,518.13
		Total Operating Income	-\$8,700.00	-\$881,323.00	-\$890,023.00	-\$85,346.69
		Total Operating Expenditure	\$905,335.00	\$25,000.00	\$846,197.00	\$826,705.65
		Transport				
		Operating Income				
		3120110 ROADC - Regional Road Group Grants (MRWA)	-\$1,113,275.00	\$380,666.00	-\$732,609.00	-\$259,047.90
		3120111 ROADC - Roads to Recovery Grant	-\$510,627.00	\$0.00	-\$510,627.00	-\$510,627.00
		3120117 ROADC - Other Grants - Aboriginal Roads	-\$1,020,000.00	\$0.00	-\$1,020,000.00	-\$842,308.71
		3120133 ROADC - Other Contrib & Donations - Roads/Streets	-\$3,033,000.00	\$0.00	-\$3,033,000.00	-\$1,513,771.61
		3120200 ROADM - Street Lighting Subsidy	-\$1,713.00	\$0.00	-\$1,713.00	-\$2,957.19
		3120210 ROADM - Direct Road Grant (MRWA)	-\$190,000.00	\$0.00	-\$190,000.00	-\$230,243.00
		3120211 ROADM - Other Grants	-\$96,460.00	\$0.00	-\$96,460.00	-\$46,460.00
		3120235 ROADM - Other Income	-\$500.00	\$0.00	-\$500.00	\$0.00
		3120390 PLANT - Profit on Disposal of Assets	-\$2,806.00	\$0.00	-\$2,806.00	\$0.00
		Total Operating Income	-\$5,968,381.00	\$380,666.00	-\$5,587,715.00	-\$3,405,415.41
		Maintenance - Streets, Roads, Bridges & Depots				
		Operating Expenditure				
		2120211 ROADM - Road Maintenance - Built Up Areas	\$179,191.00	\$0.00	\$179,191.00	\$72,692.64
		2120212 ROADM - Road Maintenance - Sealed Outside BUA	\$12,535.00	\$0.00	\$12,535.00	\$1,829.19
		2120213 ROADM - Road Maintenance - Gravel Outside BUA	\$406,074.00	\$0.00	\$406,074.00	\$96,495.38
		2120214 ROADM - Road Maintenance - Formed Outside BUA	\$423,180.00	\$0.00	\$423,180.00	\$591,981.64
		2120217 ROADM - Ancillary Maintenance - Built Up Areas	\$331,358.00	\$0.00	\$331,358.00	\$201,933.45
		2120232 ROADM - Crossover Council Contribution	\$2,896.00	\$0.00	\$2,896.00	\$0.00
		2120234 ROADM - Street Lighting	\$10,200.00	\$0.00	\$10,200.00	\$11,549.74
		2120235 ROADM - Traffic Signs/Equipment (Safety)	\$500.00	\$0.00	\$500.00	\$0.00
		2120236 ROADM - Bores for Roadworks Maintenance/Operations	\$1,396.00	\$0.00	\$1,396.00	\$0.00
		2120237 ROADM - Road Grids Maintenance	\$22,924.00	\$0.00	\$22,924.00	\$0.00
		2120252 ROADM - Consultants	\$100,000.00	\$0.00	\$100,000.00	\$86,216.19
		2120285 ROADM - Legal Expenses	\$5,000.00	\$0.00	\$5,000.00	\$0.00
		2120286 ROADM - Workshop/Depot Expensed Equipment	\$15,000.00	\$0.00	\$15,000.00	\$6,130.90
		2120288 ROADM - Depot Building Operations	\$60,254.00	\$0.00	\$60,254.00	\$22,416.57
		2120289 ROADM - Depot Building Maintenance	\$29,713.00	\$0.00	\$29,713.00	\$3,661.18
		2120292 ROADM - Depreciation	\$1,254,629.00	\$0.00	\$1,254,629.00	\$945,321.60
		2120299 ROADM - Administration Allocated	\$67,129.00	\$0.00	\$67,129.00	\$54,630.07
		2120391 PLANT - Loss on Disposal of Assets	\$0.00	\$2,730.00	\$2,730.00	\$2,730.38
		Total Operating Expenditure	\$2,921,979.00	\$2,730.00	\$2,924,709.00	\$2,097,588.93
		Aerodromes				
		Operating Expenditure				
		2120665 AERO - Airstrip & Grounds Maintenance/Operations	\$16,440.00	\$0.00	\$16,440.00	\$6,203.44
		2120765 WATER - Town Dam Maintenance/Operations	\$26,812.00	\$0.00	\$26,812.00	\$5,643.01
		Total Operating Expenditure	\$43,252.00	\$0.00	\$43,252.00	\$11,846.45
		Total Operating Income	-\$5,968,381.00	\$380,666.00	-\$5,587,715.00	-\$3,405,415.41
		Total Operating Expenditure	\$2,965,231.00	\$2,730.00	\$2,967,961.00	\$2,109,435.38
		Economic Services				
		Operating Income				
		3130202 TOUR - Commission	-\$500.00	\$0.00	-\$500.00	\$0.00
		3130210 TOUR - Grants	-\$205,952.00	\$0.00	-\$205,952.00	-\$29,384.41
		3130221 TOUR - Caravan Park Fees	-\$100,000.00	-\$50,000.00	-\$150,000.00	-\$130,640.43
		3130222 TOUR - Caravan Park Laundry Fees	-\$4,500.00	\$0.00	-\$4,500.00	-\$4,843.63
		3130225 TOUR - Visitors Centre Lady Shenton Income	-\$25,000.00	\$0.00	-\$25,000.00	-\$21,178.30
		3130235 TOUR - Other Income Relating to Tourism & Area Promotion	-\$500.00	\$0.00	-\$500.00	-\$420.93
		3130302 BUILD - Commission - BSL & CTF	-\$150.00	\$0.00	-\$150.00	-\$10.00
		3130320 BUILD - Fees & Charges (including Licences)	-\$18,000.00	\$0.00	-\$18,000.00	-\$3,649.28
		3130821 OTH ECON - Standpipe Income	-\$2,000.00	\$0.00	-\$2,000.00	-\$622.96
		3130823 OTH ECON - Community Resource Centre Contributions	\$0.00	\$0.00	\$0.00	\$0.00
		3130824 OTH ECON - Community Resource Centre Grants	-\$119,734.02	\$0.00	-\$119,734.02	-\$49,147.29
		3130826 OTH ECON - Post Office Income	-\$9,000.00	\$0.00	-\$9,000.00	-\$10,008.47
		Total Operating Income	-\$485,336.02	-\$50,000.00	-\$535,336.02	-\$249,905.70
		Rural Services				
		Operating Expenditure				
		2130111 RURAL - Noxious Weed Control	\$42,589.00	\$0.00	\$42,589.00	\$0.00
		2130160 RURAL - Dog Health Program Tjuntjunjara	\$20,000.00	\$0.00	\$20,000.00	\$636.80
		2130165 RURAL - Maintenance/Operations	\$30,000.00	\$0.00	\$30,000.00	\$0.00
		Total Operating Expenditure	\$92,589.00	\$0.00	\$92,589.00	\$636.80
		Tourism And Area Promotion				
		Operating Expenditure				

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
	2130200	TOUR - Employee Costs	\$70,120.81	\$0.00	\$70,120.81	\$61,295.25
	2130205	TOUR - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00
	2130211	TOUR - Visitor Centre Operations	\$86,130.08	\$0.00	\$86,130.08	\$73,984.30
	2130215	TOUR - Printing and Stationery	\$1,000.00	\$0.00	\$1,000.00	\$1,092.38
	2130230	TOUR - Insurance Expenses	\$52.00	\$0.00	\$52.00	\$51.92
	2130235	TOUR - Signage	\$7,000.00	\$0.00	\$7,000.00	\$0.00
	2130236	TOUR - Tour Guide	\$100.00	\$0.00	\$100.00	\$7.99
	2130240	TOUR - Public Relations & Area Promotion	\$8,500.00	\$0.00	\$8,500.00	\$5,040.05
	2130241	TOUR - Subscriptions & Memberships	\$12,900.00	\$0.00	\$12,900.00	\$12,395.00
	2130242	TOUR - Events Other	\$6,000.00	\$0.00	\$6,000.00	\$3,000.00
	2130243	TOUR - Cyclistic Event	\$90,000.00	\$0.00	\$90,000.00	\$86,907.00
	2130258	TOUR - Kookynie Townsite and Info Bay Maintenance/Operations	\$3,094.00	\$0.00	\$3,094.00	\$2,004.72
	2130259	TOUR - Goongarrie Cottages Maintenance/Operations	\$29,938.00	\$0.00	\$29,938.00	\$5,543.00
	2130260	TOUR - Niagara Dam Maintenance/Operations	\$7,776.00	\$0.00	\$7,776.00	\$5,559.01
	2130261	TOUR - Golden Quest Trail Maintenance/Operations	\$6,396.00	\$0.00	\$6,396.00	\$181.66
	2130265	TOUR - Lake Ballard Maintenance/Operations	\$7,912.00	\$0.00	\$7,912.00	\$8,645.54
	2130266	TOUR - Caravan Park General Maintenance/Operations	\$375,538.03	-\$75,000.00	\$300,538.03	\$289,095.71
	2130286	TOUR - Expensed Minor Asset Purchases	\$5,000.00	\$0.00	\$5,000.00	\$910.73
	2130288	TOUR - Building Operations	\$55,322.00	\$0.00	\$55,322.00	\$58,712.78
	2130289	TOUR - Building Maintenance	\$67,708.00	\$0.00	\$67,708.00	\$35,505.05
	2130292	TOUR - Depreciation	\$191,065.00	\$0.00	\$191,065.00	\$229,928.99
	2130299	TOUR - Administration Allocated	\$243,342.00	\$0.00	\$243,342.00	\$129,746.63
		Total Operating Expenditure	\$1,274,893.92	-\$75,000.00	\$1,199,893.92	\$1,009,607.71
		Building Control				
		Operating Expenditure				
	2130350	BUILD - Contract Building Services	\$20,000.00	\$0.00	\$20,000.00	\$0.00
	2130385	BUILD - Legal Expenses	\$5,000.00	\$0.00	\$5,000.00	\$5,546.00
	2130399	BUILD - Administration Allocated	\$33,564.00	\$0.00	\$33,564.00	\$27,315.15
		Total Operating Expenditure	\$58,564.00	\$0.00	\$58,564.00	\$32,861.15
		Economic Development				
		Operating Expenditure				
	2130630	ECON DEV - Insurance Expenses	\$1,476.00	\$0.00	\$1,476.00	\$1,476.00
	2130641	ECON DEV - Subscriptions & Memberships	\$33,000.00	\$0.00	\$33,000.00	\$32,866.18
		Total Operating Expenditure	\$34,476.00	\$0.00	\$34,476.00	\$34,342.18
		Other Economic Services				
		Operating Expenditure				
	2130855	OTH ECON - Community Bus	\$5,759.00	\$5,000.00	\$10,759.00	\$13,594.83
	2130860	OTH ECON - Community Resource Centre Operations	\$224,384.89	\$0.00	\$224,384.89	\$189,155.79
	2130863	OTH ECON - Post Office Operations	\$10,340.43	\$0.00	\$10,340.43	\$11,256.52
	2130886	OTH ECON - Expensed Minor Asset Purchases	\$4,000.00	\$0.00	\$4,000.00	\$369.00
	2130888	OTH ECON - Building Operations	\$3,432.00	\$5,000.00	\$8,432.00	\$14,967.74
	2130889	OTH ECON - Building Maintenance	\$8,584.00	\$0.00	\$8,584.00	\$12,732.89
	2130899	OTH ECON - Administration Allocated	\$8,391.00	\$0.00	\$8,391.00	\$6,828.82
		Total Operating Expenditure	\$264,891.32	\$10,000.00	\$274,891.32	\$248,905.59
		Total Operating Income	-\$485,336.02	-\$50,000.00	-\$535,336.02	-\$249,905.70
		Total Operating Expenditure	\$1,725,414.24	-\$65,000.00	\$1,660,414.24	\$1,326,353.43
		Other Property & Services				
		Other Property & Services				
		Operating Income				
	3140120	PRIVATE - Private Works Income	-\$3,000.00	\$0.00	-\$3,000.00	-\$3,019.40
	3140220	ADMIN - Fees & Charges	-\$250.00	\$0.00	-\$250.00	-\$296.00
	3140235	ADMIN - Other Income Relating to Administration	\$0.00	-\$2,000.00	-\$2,000.00	-\$1,459.10
	3140410	POC - Fuel Tax Credits Grant Scheme	-\$25,000.00	\$0.00	-\$25,000.00	-\$21,123.00
		Total Operating Income	-\$28,250.00	-\$2,000.00	-\$30,250.00	-\$25,897.50
		Private Works and General Administration Overheads				
		Operating Expenditure				
	2140187	PRIVATE - Private Works Expenses	\$5,805.00	\$0.00	\$5,805.00	\$0.00
	2140200	ADMIN - Employee Costs	\$596,726.38	-\$100,000.00	\$496,726.38	\$445,708.33
	2140203	ADMIN - Uniforms	\$6,800.00	\$0.00	\$6,800.00	\$1,437.91
	2140204	ADMIN - Training & Development	\$17,100.00	\$0.00	\$17,100.00	\$22,454.56
	2140205	ADMIN - Recruitment	\$9,000.00	\$0.00	\$9,000.00	\$3,953.22
	2140206	ADMIN - Fringe Benefits Tax (FBT)	\$9,656.00	\$22,000.00	\$31,656.00	\$31,941.20
	2140208	ADMIN - Other Employee Expenses	\$5,000.00	\$0.00	\$5,000.00	\$11,254.35
	2140209	ADMIN - Travel & Accommodation	\$12,000.00	\$0.00	\$12,000.00	\$3,880.42
	2140210	ADMIN - Motor Vehicle Expenses	\$29,308.00	\$0.00	\$29,308.00	\$16,607.21
	2140215	ADMIN - Printing and Stationery	\$50,000.00	\$0.00	\$50,000.00	\$45,940.18
	2140216	ADMIN - Postage and Freight	\$2,500.00	\$0.00	\$2,500.00	\$1,605.27
	2140220	ADMIN - Communication Expenses	\$48,000.00	\$0.00	\$48,000.00	\$44,941.92
	2140221	ADMIN - Information Technology	\$50,000.00	\$0.00	\$50,000.00	\$20,253.80
	2140226	ADMIN - Office Equipment Mtce	\$1,000.00	\$0.00	\$1,000.00	\$660.00
	2140227	ADMIN - Records Management	\$2,600.00	\$0.00	\$2,600.00	\$0.00
	2140230	ADMIN - Insurance Expenses (Other than Bld and W/Comp)	\$45,801.16	\$2,500.00	\$48,301.16	\$47,910.86
	2140240	ADMIN - Advertising and Promotion	\$15,000.00	\$0.00	\$15,000.00	\$14,009.54
	2140241	ADMIN - Subscriptions and Memberships	\$7,000.00	\$0.00	\$7,000.00	\$6,642.55
	2140252	ADMIN - Consultants	\$150,000.00	\$0.00	\$150,000.00	\$164,607.83
	2140265	ADMIN - Software Licences/Upgrades	\$100,000.00	\$0.00	\$100,000.00	\$150,183.20
	2140284	ADMIN - Audit Fees	\$70,000.00	\$0.00	\$70,000.00	\$70,240.00
	2140285	ADMIN - Legal Expenses	\$20,000.00	\$0.00	\$20,000.00	\$3,181.75
	2140286	ADMIN - Expensed Minor Asset Purchases	\$15,000.00	\$0.00	\$15,000.00	\$5,753.67
	2140287	ADMIN - Other Expenses	\$1,000.00	\$0.00	\$1,000.00	\$1,387.19
	2140288	ADMIN - Building Operations	\$94,185.00	\$0.00	\$94,185.00	\$76,601.39
	2140289	ADMIN - Building Maintenance	\$24,309.00	\$0.00	\$24,309.00	\$6,443.16
	2140292	ADMIN - Depreciation	\$148,737.00	\$0.00	\$148,737.00	\$94,785.66
	2140298	ADMIN - Admin Staff Housing Costs Allocated	\$147,498.00	\$0.00	\$147,498.00	\$74,808.79

30/06/2024	COA	Description	Original Budget 23/24	Budget Amendments	Current Budget 23/24	YTD Actual 30/06/2024
	2140299	ADMIN - Administration Overheads Recovered	-\$1,678,221.00	\$0.00	-\$1,678,221.00	-\$1,365,753.28
		Total Operating Expenditure	\$5,804.54	-\$75,500.00	-\$69,695.46	\$1,440.68
		Public Works Overheads				
		Operating Expenditure				
	2140300	PWO - Employee Costs	\$267,164.75	\$225,000.00	\$492,164.75	\$608,382.08
	2140303	PWO - Uniforms	\$7,500.00	\$0.00	\$7,500.00	\$3,460.56
	2140304	PWO - Training & Development	\$10,000.00	\$0.00	\$10,000.00	\$9,502.79
	2140305	PWO - Recruitment	\$5,000.00	\$0.00	\$5,000.00	\$119.50
	2140307	PWO - Protective Clothing	\$2,000.00	\$0.00	\$2,000.00	\$0.00
	2140308	PWO - Other Employee Expenses	\$750.00	\$0.00	\$750.00	\$267.00
	2140309	PWO - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00
	2140310	PWO - Motor Vehicle Expenses	\$77,595.50	\$0.00	\$77,595.50	\$61,179.77
	2140316	PWO - Postage and Freight	\$2,000.00	\$0.00	\$2,000.00	\$1,219.41
	2140320	PWO - Communication Expenses	\$8,000.00	\$0.00	\$8,000.00	\$5,736.29
	2140321	PWO - Information Technology	\$8,000.00	\$7,000.00	\$15,000.00	\$9,597.51
	2140323	PWO - Sick Pay	\$28,059.00	\$0.00	\$28,059.00	\$38,024.56
	2140324	PWO - Annual Leave	\$65,936.00	\$0.00	\$65,936.00	\$79,715.13
	2140325	PWO - Public Holidays	\$37,003.00	\$0.00	\$37,003.00	\$21,845.46
	2140329	PWO - Insurance Expenses (Except Workers Comp)	\$19,566.00	\$0.00	\$19,566.00	\$19,565.46
	2140330	PWO - OHS and Toolbox Meetings	\$45,337.00	\$0.00	\$45,337.00	\$60,785.42
	2140352	PWO - Consultants	\$10,000.00	\$20,000.00	\$30,000.00	\$48,402.79
	2140361	PWO - Engineering & Technical Support	\$50,000.00	\$0.00	\$50,000.00	\$1,000.00
	2140365	PWO - Maintenance/Operations	\$117,960.00	\$0.00	\$117,960.00	\$120,992.71
	2140371	PWO Bldg Mtce - Employee Costs	\$47,772.00	\$0.00	\$47,772.00	\$29,488.73
	2140372	PWO Bldg Mtce - Uniforms	\$500.00	\$0.00	\$500.00	\$0.00
	2140373	PWO Bldg Mtce - Training & Development	\$1,000.00	\$0.00	\$1,000.00	\$3,211.22
	2140374	PWO Bldg Mtce - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00
	2140376	PWO Bldg Mtce - Protective Clothing	\$1,000.00	\$0.00	\$1,000.00	\$0.00
	2140380	PWO Bldg Mtce - Expendable Tools	\$1,000.00	\$0.00	\$1,000.00	\$909.09
	2140381	PWO Bldg Mtce - Minor Expenses	\$500.00	\$0.00	\$500.00	\$287.79
	2140386	PWO - Expensed Minor Asset Purchases	\$20,000.00	\$0.00	\$20,000.00	\$17,510.91
	2140392	PWO - Depreciation	\$16,013.00	\$10,000.00	\$26,013.00	\$47,952.68
	2140393	PWO - LESS Allocated to Works (PWO's)	-\$1,328,705.00	\$0.00	-\$1,328,705.00	-\$1,168,192.42
	2140398	PWO - Staff Housing Costs Allocated	\$25,936.00	\$0.00	\$25,936.00	\$11,087.41
	2140399	PWO - Administration Allocated	\$453,120.00	\$0.00	\$453,120.00	\$368,752.30
	2140400	POC - Internal Plant Repairs - Wages & O/Head	\$217,106.00	\$0.00	\$217,106.00	\$95,221.68
	2140411	POC - External Parts & Repairs	\$78,960.00	\$0.00	\$78,960.00	\$103,297.49
	2140412	POC - Fuels and Oils	\$163,181.25	\$0.00	\$163,181.25	\$114,025.83
	2140413	POC - Tyres and Tubes	\$29,400.00	\$0.00	\$29,400.00	\$7,070.50
	2140416	POC - Licences/Registrations	\$6,929.00	\$0.00	\$6,929.00	\$6,738.77
	2140417	POC - Insurance Expenses	\$21,366.00	\$0.00	\$21,366.00	\$21,364.00
	2140492	POC - Depreciation	\$261,280.50	\$0.00	\$261,280.50	\$337,518.09
	2140494	POC - LESS Plant Operation Costs Allocated to Works	-\$778,222.75	\$0.00	-\$778,222.75	-\$482,711.05
		Total Operating Expenditure	\$7.25	\$262,000.00	\$262,007.25	\$603,329.46
		Salaries And Wages				
		Operating Expenditure				
	2140500	SAL - Gross Salary and Wages	\$2,441,406.57	\$0.00	\$2,441,406.57	\$2,041,715.08
	2140501	SAL - LESS Salaries & Wages Allocated	-\$2,441,406.57	\$0.00	-\$2,441,406.57	-\$2,041,715.08
		Total Operating Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
		Total Operating Income	-\$28,250.00	-\$2,000.00	-\$30,250.00	-\$25,897.50
		Total Operating Expenditure	\$5,811.79	\$186,500.00	\$192,311.79	\$604,770.14
		Total Operating Income	-\$12,495,852.98	\$187,566.00	-\$12,349,374.98	-\$11,308,091.80
		Total Operating Expenditure	\$8,565,893.44	\$141,345.41	\$8,623,100.85	\$6,954,102.94

13.1.3	List of Monthly Payments - June 2024
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1320
DATE OF REPORT	08 July 2024
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. 03. List of Payment for Council June 2024 [13.1.3.1 - 6 pages]

SUMMARY:

To receive the list of payments made for the month of June 2024.

BACKGROUND:

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

COMMENT:

The EFT, Direct Debit, Credit Card, Payroll, Fuel Card payments made for the month of June 2024 are attached.

CONSULTATION:

Nil

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 r13

POLICY IMPLICATIONS:

Policy 4.7 – Creditors Preparation for Payment

FINANCIAL IMPLICATIONS:

\$948,230.50 was withdrawn from the Municipal Bank Account.

RISK ASSESSMENT:

The Shire may incur reputational damage if financial obligations are not met.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome

4.2 An efficient and effective organisation.

Strategy

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the list of payments for the month of June 2024 totaling \$948,230.50 being:

1. Electronic Funds Transfer from EFT9161 to EFT9250 payments from Municipal Fund totaling \$739,095.56
2. Direct Debit payments from the Municipal Fund totaling \$103,094.72
3. Payroll payments from the Municipal Fund totaling \$101,438.27
4. Credit Card payments for the Statement Month of May 2024 from the Municipal Fund totaling \$2,754.46
5. Fuel Card payments from the Municipal Fund totaling \$1,760.02
6. Cabcharge payments from the Municipal Fund totaling of \$87.47

be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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Shire of Menzies
Payments for the Month of June 2024

Date	Name	Description	Amount
	Cheque		-
	EFT		739,095.56
	Direct Debit		103,094.72
	Credit Card Payment		2,754.46
	Payroll	\$	101,438.27
	Fuel Card Payment		1,760.02
	CabCharge Payment	\$	87.47
	<u>Total Payments</u>	\$	948,230.50

Shire of Menzies
Payments for the Month of June 2024

EFT	Date	Name	Description	Amount
EFT9161	07/06/2024	DALE CLEVES MUSIC PTY LTD T/AS BILLY HYDE MUSIC	DESSERT STARS PURCHASE AND FREIGHT OF MUSIC INSTRUMENTS	4,532.00
EFT9162	07/06/2024	CORE BUSINESS AUSTRALIA PTY LTD	CLAIM 1 AGRN 1120 (TJUNTTJUNTJARRA) STORMS AND ASSOCIATED FLOODING IN GOLDFIELDS AND EUCLA. TRAVEL CLAIM, SUPPORT OFFICER FOR THE MONTH OF MARCH 2024	11,651.04
EFT9163	14/06/2024	CANINE CONTROL	RANGER SERVICE FOR THE MONTH OF MAY 2024	1,815.00
EFT9164	14/06/2024	LEONORA PHARMACY	PHARMACY ITEMS SOLD ON CONSIGNMENT - MAY 2024	339.71
EFT9165	14/06/2024	MONARCH VENTURES PTY LTD T/AS ROADTECH CIVIL & CONSTRUCTION	DELIVER GRAVEL FOR ROAD REPAIR TO EVANSTON ROAD	1,452.00
EFT9166	14/06/2024	3E ADVANTAGE	ADMIN AND CRC PRINTER USAGE FROM 01/05/2024 TO 30/05/2024	2,598.37
EFT9167	14/06/2024	PICCADILLY BUTCHERS	CYCLASSIC 2024 BBQ BREAKFAST MEAT AND EGGS	774.00
EFT9168	14/06/2024	XSTRA GLOBAL IT AND COMMUNICATION SOLUTIONS	MONTHLY PBX RENTAL AND SERVICES MAY ARREARS AND IN ADVANCE JULY 2024	338.22
EFT9169	14/06/2024	STEVEN TWEEDIE	GOVERNANCE SUPPORT FOR MAY 2024	1,012.00
EFT9170	14/06/2024	KRISTY VAN KUYL	REIMBURSEMENT FOR COUNCIL REFRESHMENT	17.47
EFT9171	14/06/2024	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH THE MONTHLY FINANCIAL STATEMENTS AND ANNUAL BUDGET	1,402.50
EFT9172	14/06/2024	LAMBRON CONTRACTING PTY LTD	RFT 03/2021 GRADING KOOKYNIE YARRI RD MAINTENANCE, MT REMARKABLE & KOOKYNIE MALCOM (COUNCIL RESOLUTION CM-54), CAMP MOBILITATION	36,344.00
EFT9173	14/06/2024	DORSETT RETAIL PTY LTD T/AS KALGOORLIE RETRAVISION	DEPOT PURCHASE OF NEW BBQ	798.00
EFT9174	14/06/2024	VANGUARD PUBLISHING PTY LTD T/A PREMIUM PUBLISHERS	THIRD PAGE ADVERTISEMENT FOR MENZIES CARAVAN PARK IN AUSTRALIA'S GOLDEN OUTBACK 2024 PLANNER INCLUDES DESIGN FEE	858.00
EFT9175	14/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGE FOR PARTS P0207 HINO RUBBISH TRUCK	92.27
EFT9176	14/06/2024	SHIRE OF MOUNT MAGNET	EHO/BUILDING SURVEYOR SERVICES FOR MAY 2024	4,825.75
EFT9177	14/06/2024	LENOX HILL	ADVISORY SERVICE WEBSITE DEVELOPMENT & PROJECT MANAGEMENT	5,500.00
EFT9178	14/06/2024	GLEN FLOOD GROUP PTY LTD	PROJECT PLANNING SUPPORT CONSULTANT FROM APRIL 2024 TO MAY 2024	2,429.11
EFT9179	14/06/2024	DEREK MORRISON	ANNUAL TOWN CLOCK MAINTENANCE MAY 2024	1,450.00
EFT9180	14/06/2024	AIR LIQUIDE AUSTRALIA LTD	RENTAL ON OXYGEN CYLINDER FOR MAY 2024	28.16
EFT9181	14/06/2024	AUSTRALIAN TAXATION OFFICE	IAS FOR PERIOD 01 MAY - 31 MAY 2024	55,639.00
EFT9182	14/06/2024	IAN BAIRD	REIMBURSEMENT OF TRAVEL - TO ATTEND OCM MAY 2024	2,811.84
EFT9183	14/06/2024	BROWNS PARTY HIRE	CYCLASSIC DINNER HIRE OF TABLES, CHAIRS, CROCKERY, CUTLERY	2,067.35
EFT9184	14/06/2024	WESTFARMERS LTD T/AS BUNNINGS	DEPOT CONSUMABLES GAS BOTTLES	308.71
EFT9185	14/06/2024	CARDILE INTERNATIONAL FIREWORKS PTY LTD	FIREWORKS DISPLAY CYCLASSIC 2024	22,000.00
EFT9186	14/06/2024	CHOICES FLOORING BY KENNEDYS	SUPPLY AND INSTALL CARPET AT TOWN HALL ADMIN OFFICE (EA, ADMIN), INSTALL LUXAFLEX ROLLER BLINDS TOWN HALL	13,686.00
EFT9187	14/06/2024	CORE BUSINESS AUSTRALIA PTY LTD	WHS SUPPORT ADVISORY MAY 2024, MENZIES AGRN1113 (KOOKYNIE) TROPICAL LOW AND ASSOCIATED FLOODING 21-27 JANUARY, MENZIES AGRN962 MENZIES NORTH WEST, TECHNICAL SUPPORT FOR GROH HOUSING, POST OFFICE AND OTHERS	59,524.53
EFT9188	14/06/2024	CYBERSECURE	CLOUD STORAGE BACKUP SUBSCRIPTION JUNE 2024	549.18
EFT9189	14/06/2024	DJ REV CB	PROVISION OF DJ ENTERTAINMENT FOR GOLDFIELDS CYCLASSIC 2024	8,800.00
EFT9190	14/06/2024	ROVAR PTY LTD T/AS GOLDLINE DISTRIBUTORS	FOOD SUPPLIES AND CLEANING PRODUCTS ADMIN AND CRC	993.46
EFT9191	14/06/2024	HEATLEYS SAFETY AND INDUSTRIAL	PPE FOR GARDENER REVERS VEST	90.55
EFT9192	14/06/2024	KLEENHEAT GAS	BULK DELIVERY 9X 45KG GAS CYLINDERS	3,272.78
EFT9193	14/06/2024	KMART	TOWN HALL 1X KETTLE AND 2X TOASTER	123.00
EFT9194	14/06/2024	LANDGATE	PROVISION OF A GRV FOR THE DAVYHURST MINING VILLAGE, URBAN UV REVALUATION 2023/2024, GRV SCHEDULE G2024/2	2,486.05
EFT9195	14/06/2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE - BUILDING ISSUE	3,294.50
EFT9196	14/06/2024	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 11/06/2024	150.00
EFT9197	14/06/2024	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 11/06/2025	360.00
EFT9198	14/06/2024	NETLOGIC INFORMATION TECHNOLOGY	IT SUPPORT- CONSULTING LABOUR FOR JUNE 2024	1,687.50

Shire of Menzies
Payments for the Month of June 2024

EFT	Date	Name	Description	Amount
EFT9199	14/06/2024	OFFICE NATIONAL	ADMIN DESK CORNER WORKSTATION, STATIONARY, PAPERS ADMIN AND CRC	3,077.04
EFT9200	14/06/2024	PAUPIYALA TJARUTJA ABORIGINAL CORPORATION (PTAC)	ACCOMMODATION - CR I BAIRD - MAY 2024 COUNCIL MEETING	100.00
EFT9201	14/06/2024	LEONORA ART PRIZE INC	DONATION TO LEONORA ART PRIZE 2024	3,000.00
EFT9202	14/06/2024	MOORE AUSTRALIA (WA) PTY LTD	MOORE AUSTRALIA TRAINING 2024 ANNUAL BUDGET WORKSHOP & FINANCIAL REPORTING WORKSHOPS	6,611.00
EFT9203	14/06/2024	WA HINO	P0206 HINO 300 SERVICE KIT	1,167.24
EFT9204	27/06/2024	CANINE CONTROL	RANGER SERVICE TOWNSITE PATROL 11 JUNE 2024	1,815.00
EFT9205	27/06/2024	MONARCH VENTURES PTY LTD T/AS ROADTECH CIVIL & CONSTRUCTION	LRCI SEALING OF PARKING MENZIES PUBLIC TOILETS CLEARING, EARTHWORKS AND DRAINAGE	227,702.89
EFT9206	27/06/2024	BATTERIES N MORE	PUBLIC TOILETS MENZIES- BATTERIES	280.95
EFT9207	27/06/2024	3E ADVANTAGE	ADMIN PRINTER USAGE MONTH OF JUNE 2024	2,585.91
EFT9208	27/06/2024	STATEWIDE BEARINGS	DIGGA WEST SWEEPER BEARINGS	51.70
EFT9209	27/06/2024	KTEAM	SITE INSPECTION, SUPERVISION AND TRAVEL TJUNTJUNTJARA ABORIGINAL ACCESS ROAD CLAIM FROM 07/12/2020 TO 26/01/2022	32,893.00
EFT9210	27/06/2024	BELLINI BULK HAULAGE T/A GOLDFIELDS LITTLE LOADS	LRCI MENZIES TOWN GREENING EXPENDITURE PLANTS AND SOIL	1,559.37
EFT9211	27/06/2024	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH 24/25 ANNUAL BUDGET AND MAY MONTHLY FINANCIAL STATEMENTS	907.50
EFT9212	27/06/2024	LAMBRON CONTRACTING PTY LTD	CRANKY JACK & MT IDA ROAD GRADING 193 HRS 31ST MAY - 19TH JUNE	49,918.00
EFT9213	27/06/2024	CABCHARGE PAYMENTS PTY LTD	STAFF TRAVEL	87.47
EFT9214	27/06/2024	HELENE PTY LTD T/AS LO-GO APPOINTMENTS	CONTRACT SERVICE - WORKS TEMPORARY STAFF TRAVEL 42.5 HRS WEEK ENDING 22ND JUNE	4,747.14
EFT9215	27/06/2024	HARVEY NORMAN FURNITURE KALGOORLIE	FURNITURE FOR STAFF ACCOMMODATION 29 A & B REID STREET	1,908.00
EFT9216	27/06/2024	LEGEND LAND T/AS HOLIDAY INN PERTH CITY CENTRE	MEMBERS TRAVEL AND ACCOMODATION CR PAUL WARNER FOR DIPLOMA IN LOCAL GOVERNMENT FROM 20 TO 23 JUNE 2024	1,037.00
EFT9217	27/06/2024	HARVEY NORMAN ELECTRICAL	WHITE GOOD FRIDGE AND WASHER 29 A & B REID STREET	5,000.00
EFT9218	27/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FOR LAURIES CAFE GRIDDLE	444.01
EFT9219	27/06/2024	ALU GLASS	OLD BUTCHER SHOP SHOP FRONT WINDOW	1,450.00
EFT9220	27/06/2024	SUE-ELLEN HERWIG	REIMBURSEMENT POLICE CHECK	88.69
EFT9221	27/06/2024	CINDY K & JEREMY M GOUGH T/A TRUE COLOURS MEDIA	ADVERTISING PACKAGE THREE EDITIONS GREY NOMAD TIMES	495.00
EFT9222	27/06/2024	COUNTRYWIDE PUBLICATIONS	ADVERTISING YOUR GUIDE TO PERTH ADVERTISING 2024 EDITION	600.00
EFT9223	27/06/2024	ROBERT GLENN BONE	PROCESS MINING TENEMENT TO GRV RATING - DAVYHURST	2,810.50
EFT9224	27/06/2024	AUSTRALIAN COMMUNICATIONS & MEDIA AUTH (ACMA)	RENEWAL OF APPARATUS LICENCE ACMA LICENCE NO.1954424/1	46.00
EFT9225	27/06/2024	WESTFARMERS LTD T/AS BUNNINGS	LRCI MENZIES TOWN GREENING GARDENING SUPPLIES	4,188.01
EFT9226	27/06/2024	CORE BUSINESS AUSTRALIA PTY LTD	WHS SUPPORT SERVICES CLAIM 12 JUNE 2024	17,341.77
EFT9227	27/06/2024	OHSG PTY LTD T/A DEAN'S AUTO GLASS	WINDSCREEN REPLACEMENT AND TRAVEL - 1MN, 009MN, HINO P0202	4,301.00
EFT9228	27/06/2024	EAGLE PETROLEUM (W.A) PTY LTD	SEAN MCGAY UNLEADED FUEL BY EAGLE CARD	85.82
EFT9229	27/06/2024	GOLDFIELDS TOYOTA	P0236 TOYOTA HILUX 70KM SERVICE 009MN	2,636.03
EFT9230	27/06/2024	HEATLEYS SAFETY AND INDUSTRIAL	WORKSHOP/DEPOT EXPENSED EQUIPMENT ROADM- AIR COMPRESSERS	6,743.99
EFT9231	27/06/2024	HARVEY NORMAN BEDDING	BEDDING AND FURNITURE FOR 29A AND 29B REID STREET	5,690.00
EFT9232	27/06/2024	IT VISION	ANNUAL LICENCE FEE SYNERGYSOFT FY 2024/2025	47,407.61
EFT9233	27/06/2024	LANDGATE	MINING TENAMENTS CHARGEABLE SCHEDULE NO. M2024/05	237.60
EFT9234	27/06/2024	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 25/06/2024	240.00
EFT9235	27/06/2024	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 25/06/2024	360.00
EFT9236	27/06/2024	SHIRE OF MENZIES	JONES LAND LASALLE RATES PAYMENT	2,628.59
EFT9237	27/06/2024	MOORE AUSTRALIA (WA) PTY LTD	PREPARATION AND LODGEMENT OF THE IAS 31 MAY 2024	385.00
EFT9238	27/06/2024	VISSIGN AUSTRALIA PTY LTD	TOURISM ROAD SIGNAGE LRCI PHASE 3	18,297.85
EFT9239	27/06/2024	PAUL WARNER	TRAVEL COST TO ATTEND COURSE IN DIPLOMA OF LG - COUNCIL RESOLUTION 181/23	399.82

Shire of Menzies
Payments for the Month of June 2024

EFT	Date	Name	Description	Amount
EFT9240	27/06/2024	WATER CORPORATION	WATER - SHIRE OF MENZIES VARIOUS PROPERTIES - USAGE FROM 12/04/2024 TO 12/06/2024	3,942.20
EFT9241	27/06/2024	WESTRAC PTY LTD	P0188 AND P0234 GRADER SEVICE KITS	2,856.38
EFT9242	28/06/2024	CANINE CONTROL	RANGER SERVICE 24 JUNE KOOKYNIIE AND NIAGARA PATROL	1,815.00
EFT9243	28/06/2024	BATTERIES N MORE	P0206 HINO BATTERIES AND JUMP LEADS	455.00
EFT9244	28/06/2024	BELLINI BULK HAULAGE T/A GOLDFIELDS LITTLE LOADS	LRCI MENZIES TOWN GREENING SOIL AND DELIVERY	1,989.21
EFT9245	28/06/2024	BREATHALYSER SALES & SERVICE PTY LTD	BREATHATHYSER CALIBRATION AND SERVICE	266.20
EFT9246	28/06/2024	CLAIRE WOOLMER T/AS LAURIE'S CAFE	CATERING FOR MEETING FROM JANUARY TO JUNE 2024, ASSISTANCE DURING CYCLASSIC EVENT AT THE TOWN HALL AND CARAVAN PARK	3,311.00
EFT9247	28/06/2024	WESTFARMERS LTD T/AS BUNNINGS	PLANTS FOR LRCI MENZIES TOWN GREENING	2,980.59
EFT9248	28/06/2024	GOLDFIELDS TOYOTA	P0235 5MN AND P0242 3MN CAR SERVICE	1,526.98
EFT9249	28/06/2024	NETLOGIC INFORMATION TECHNOLOGY	IT SUPPORT- CONSULTING LABOUR 15/05/2024 TO 20/06/2024	1,537.50
EFT9250	28/06/2024	OFFICE NATIONAL	ADMIN AND CRC STATIONERY	986.95
TOTAL EFT PAYMENT				\$739,095.56

Shire of Menzies
Payments for the Month of June 2024

Direct Debit	Date	Name	Description	Amount
DD6306.1	03/06/2024	NAB	MERCHANT FEE 6854150 - EFTPOS MACHINE MAY 2024	215.40
DD6306.2	03/06/2024	WESTNET	CRC PUBLIC INTERNET JUNE 2024	54.99
DD6313.1	07/06/2024	POWER ICT PTY LTD	MESSAGES ON HOLD - MAY 2024	75.90
DD6316.1	11/06/2024	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 11/06/2024	8,241.22
DD6316.2	11/06/2024	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 11/06/2024	1,117.41
DD6316.3	11/06/2024	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS PPE 11/06/2024	583.48
DD6316.4	11/06/2024	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 11/06/2024	1,308.94
DD6316.5	11/06/2024	THE TRUSTEE FOR TWU SUPERANNUATION FUND T/AS TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 11/06/2024	577.71
DD6318.1	10/06/2024	TELSTRA	SHIRE OF MENZIES OFFICE, CRC, INTERNET AND MOBILE PHONE FROM 20/05/2024 TO 19/06/2024	3,668.27
DD6320.1	11/06/2024	TELSTRA	ADMIN AND WORKS PHONE USAGE FROM 23/05/2024 TO 22/06/2024	688.49
DD6326.1	17/06/2024	RESONLINE	CARAVAN PARK ONLINE BOOKING COMMISSION	587.26
DD6329.1	18/06/2024	THE WEST AUSTRALIAN	NEWSPAPERS ONLINE JUNE 2024	28.00
DD6331.1	19/06/2024	HORIZON POWER	STREETLIGHTING 1 MAY TO 31 MAY 2024	1,081.01
DD6331.2	19/06/2024	PIVOTEL SATELLITE PTY LTD	SPOT TRACKING 1 JUNE TO 30 JUNE 2024	31.00
DD6338.1	21/06/2024	PAUL WARNER	SITTING FEE AND PRESIDENT ALLOWANCE JUNE 2024	3,490.67
DD6338.2	21/06/2024	SUDHIR	SITTING FEE FOR CR. SUDHIR JUNE 2024	1,338.16
DD6338.3	21/06/2024	GREGORY DWYER	SITTING FEE CR. GREG DWYER JUNE 2024	907.58
DD6338.4	21/06/2024	IAN BAIRD	SITTING FEE CR. IAN BAIRD JUNE 2024	907.58
DD6338.5	21/06/2024	JILLIAN DWYER	SITTING FEE CR JILL DWYER JUNE 2024	907.58
DD6338.6	21/06/2024	ANDREW TUCKER	SITTING FEE FOR CR. ANDREW TUCKER JUNE 2024	907.58
DD6338.7	21/06/2024	KRISTIE TUCKER	SITTING FEE FOR CR. KRISTIE TUCKER JUNE 2024	907.58
DD6341.1	25/06/2024	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 25/06/2024	8,239.93
DD6341.2	25/06/2024	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 25/06/2024	1,131.76
DD6341.3	25/06/2024	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS PPE 25/06/2024	662.40
DD6341.4	25/06/2024	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 25/06/2024	1,311.09
DD6341.5	25/06/2024	THE TRUSTEE FOR TWU SUPERANNUATION FUND T/AS TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 25/06/2024	312.91
DD6348.1	27/06/2024	GOLDFIELDS SETTLEMENTS	PURCHASE OF 56 SHENTON STREET MENZIES	63,472.40
DD6348.2	27/06/2024	NAB	NAB CONNECT FEE JUNE 2024	41.24
DD6350.1	28/06/2024	NAB	ACCOUNT FEES JUNE 2024	297.18
TOTAL DIRECT DEBIT PAYMENT				\$103,094.72

Shire of Menzies
Payments for the Month of June 2024

Date	Name	Description	Amount
CEO CARD NO: **** * 2547			
8/05/2024	VANESSA AUSTRALIA	CRC RESALE JEWELRY AND WOOD MAGNET	781.40
20/05/2024	ASSET VALUATIONS	PROPERTY VALUATION	779.79
20/05/2024	MELBOURNE GLOBAL SYSTEM	CRC POSTAL SCANNER	382.32
28/05/2024	CARD FEE	MONTHLY CARD FEE AND CHARGES	9.00
TOTAL CEO CREDIT CARD			\$ 1,952.51
CFO CARD NO: **** * 6310			
30/04/2024	SHIRE OF MENZIES	STAMPS RATES NOTICE POSTAGE	9.50
15/05/2024	WA NEWS	CRC SUBSCRIPTION ONLINE NEWSPAPER	84.00
20/05/2024	WOOLWORTH	CYCLASSIC 2024 BREAKFAST	173.80
22/05/2024	STARLINK AUSTRALIA PTY LTD	STARLINK MAY SUBSCRIPTION	139.00
23/05/2024	ADOBE	ADOBE MONTHLY SUBSCRIPTION FEE	386.65
28/05/2024	CARD FEE	MONTHLY CARD FEE AND CHARGES	9.00
TOTAL CFO CREDIT CARD			\$ 801.95
12/06/2024		PAYROLL PAYMENT PPE 11/06/2024	51,180.37
26/06/2024		PAYROLL PAYMENT PPE 25/06/2024	50,257.90
TOTAL PAYROL			\$ 101,438.27
01/07/2024		FUEL CARD - CEO - FOR THE MONTH OF MAY 2024	951.22
01/07/2024		FUEL CARD - CFO - FOR THE MONTH OF MAY 2025	536.42
01/07/2024		FUEL CARD - WORKS MANAGER - FOR THE MONTH OF MAY 2024	11.55
01/07/2024		FUEL CARD - CDM - FOR THE MONTH OF MAY 2024	260.83
TOTAL FUEL CARD			\$ 1,760.02
12/06/2024		CABCHARGE - FOR THE MONTH OF JUNE 2024 - STAFF	87.47
TOTAL CABCHARGE			\$ 87.47

13.1.4	The Building Caveat on 21 and 23 Reid Street	
LOCATION	21 and 23 Reid Street, Menzies	
APPLICANT	Internal	
DOCUMENT REF	NAM1321	
DATE OF REPORT	15 July 2024	
AUTHOR	Chief Financial Officer, Kristy Van Kuyl	
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	1. CONFIDENTIAL - Email from property owners [13.1.4.1 - 1 page]	

SUMMARY:

To consider extending the building caveat on 21 and 23 Reid Street Menzies.

BACKGROUND:

At its Ordinary Council Meeting held on 31 March 2022, the Council resolved:

‘That Council:

1. Authorises the CEO to sell through auction, in accordance with Section 3.58 of the Local Government Act 1995, 21 and 23 Reid Street, Menzies with pricing to be in accordance with Shire of Menzies Delegation 1.1.19.
2. Notes the sale will be subject to a caveat requiring the purchaser to commence building within 2 years from the date of sale, and
3. Authorises the Shire President and CEO to sign and affix the Common Seal of the Shire of Menzies to sale documentation.’

At the Ordinary Council Meeting held on 28 July 2022 following advice that licensed Auctioneers may not be available and a recommendation that the lots be disposed of by private treaty. The matter was deferred pending further investigation into the availability of licensed Auctioneers.

At the Ordinary Council Meeting held on 25 August 2022; the Council resolved:

‘That Council:

1. Appoints Mr Boyd Fraser, Auctioneer, Acton Projects to conduct an online auction for the disposal of 21 and 23 Reid Street, Menzies.
2. Notes the sale will be subject to a caveat requiring the purchaser to commence building within two years from the date of execution of the contract of sale.
3. Sets a reserve price as per valuation.

4. Authorises the Shire President and the Acting CEO to sign and affix the Common Seal of the Shire of Menzies on sale documentation.'

At the Ordinary Council Meeting held on 29 September 2022, the Council resolved:

'That 21 and 23 Reid Street Menzies be disposed of to the highest bidders at the online auction held on 17 September 2022 at a negotiated price above the Reserve set.'

The settlement of 21 and 23 Reid Street was completed to the highest bidders on 9 December 2022.

COMMENT:

The Shire received written correspondence from one of the property owners requesting that the Caveat expiration date on the property be waived.

Due to their health and financial constraints, they are unable to meet the deadline for building prior to the Caveat expiration date on 9 December 2024.

CONSULTATION:

Carol McAllan

STATUTORY AUTHORITY:

Local Government Act 1995, Part 3, Division 3, section 3.58

Sale of land by a Local Government Authority is in accordance with the following sections of the Local Government Act 1995.

3.58 Disposing of property.

(1) In this section

Dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not property includes the whole or any part of the interest of a local government in property but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to:

(a) the highest bidder at a public auction, or

(b) the person who at public tender called by local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection 2 if, before agreeing to dispose of the property,

(a) it gives local public notice of the proposed disposition
(i) describing the property concerned, and
(ii) giving details of the proposed disposition, and
(iii) inviting submissions to be made to the local government before
a date to be specified in the notice, being a date not less than
2 weeks after the notice is first given.

And

(b) it considers any submissions made to it before the date specified in the notice
and, if its decision is made by the council or a committee, the decision and the
reasons for it are recorded in the minutes of the meeting at which the decision
was made.

POLICY IMPLICATIONS:

There are no policy implications resulting from the recommendations of this report.

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from the recommendations of this report.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Limiting future town growth through new investment	Low	New residential property.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome:

2.1 An innovative, diverse and prosperous economy.

Strategy:

2.1.1 Support local business and encourage further investment in the district.

2.1.2 Continue to work with industry and stakeholders for the economic development of the district.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That:

1. The one-year extension of the building caveat on 21 and 23 Reid Street Menzies, with an expiration date of 9 December 2025 be approved.
2. The applicant be advised that Council is unlikely to approve any further applications for an extension.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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13.1.5	Rates Write Off A1789
LOCATION	Lot 10 Cosmos Street, Kookynie
APPLICANT	Internal
DOCUMENT REF	NAM1322
DATE OF REPORT	15 July 2024
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. CONFIDENTIAL - 03.1 - A 1789 [13.1.5.1 - 1 page]

SUMMARY:

To consider rates on the Assessment 1789, Lot 10 Cosmos Street Kookynie.

BACKGROUND:

At the Ordinary Council Meeting held on 29 September 2022, the Council resolved:

‘That the offer from Mr.Wayne Parola to donate Lot 10 Cosmos Street, Kookynie to the Shire of Menzies be accepted, outstanding current rates be written off and land transfer costs be the responsibility of the Shire of Menzies’

COMMENT:

There were several complexities during the settlement process. However, the process was completed on 27 June 2023. Total of write off rates and interest as the period ending 30 July 2025 is \$523.14

The ownership of 10 Cosmos Street Kookynie has been updated to the Shire of Menzies and marked as non-rateable.

CONSULTATION:

Carol McAllan, Rates Consultant

STATUTORY AUTHORITY:

Local Government Act 1995

Section 6.12(1)c provides that a local Government may write off any amount of money which is owed to the local government.

*Absolute Majority required.

POLICY IMPLICATIONS:

Policy 4.11 Rating Strategy

Policy 4.12 Financial Hardship Policy (Rates Relief)

FINANCIAL IMPLICATIONS:

Reduction in rates revenue of \$523.14 for 2024/2025 financial year.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The Shire has a significant number of outstanding debtors on its books relating to non-payment of rates.	High	Undertake a debt collection process to recover debts. Write off outstanding rates where the likelihood collection is low or the cost of collection exceeds the debt.

STRATEGIC IMPLICATIONS:

The Shire of Menzies Strategic Community Plan 2021-2031 includes the following Outcome and Strategies.

Outcome:

4.2 An efficient and effective organization.

Strategies:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

4.2.2 Provide appropriate services to the community in a professional and efficient manner.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That, in accordance with clause 6.12(1)c of the Local Government Act 1995, the outstanding rates and penalty interest for Assessment 1789, totaling \$523.14, be written off.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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13.1.6	Rates Write Off
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1323
DATE OF REPORT	15 July 2024
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. CONFIDENTIAL - Rates Write off - July 2024 [13.1.6.1 - 1 page]

SUMMARY:

The purpose of this report is for the Council to consider writing off rates and interest on multiple properties that are deemed uncollectable, as enclosed in the attachment.

BACKGROUND:

The enclosed attachment shows multiple properties classified as Mining Tenements, most of which are now dead and de-registered.

The overdue amount has been in Shire rate books for many years, mainly, the amount owing is penalty interest. They have been sent to AMPAC Debt Collection with the suggestion to write off.

COMMENT:

The rates officer searched the Department of Mines and Petroleum website, and the results showed that the Department of Mines and Petroleum forfeited several of these tenements for non-payment of fees and expenditures.

CONSULTATION:

Tien Tran, Rates Officer
Carol McAllan, Rates Consultant
AMPAC Debt Collection

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 6.12(1)c provides that a local Government may write off any amount of money which is owed to the local government.

*Absolute Majority required.

POLICY IMPLICATIONS:

Policy 4.11 Rating Strategy

Policy 4.12 Financial Hardship Policy (Rates Relief)

FINANCIAL IMPLICATIONS:

Reduction in rates revenue of \$26,708.52 for 2024/2025 financial year.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The Shire has a significant number of outstanding debtors on its books relating to non-payment of rates.	High	Undertake a debt collection process to recover debts. Write off outstanding rates where the likelihood collection is low or the cost of collection exceeds the debt.

STRATEGIC IMPLICATIONS:

The Shire of Menzies Strategic Community Plan 2021-2031 includes the following Outcome and Strategies.

Outcome:

4.2 An efficient and effective organization.

Strategies:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

4.2.2 Provide appropriate services to the community in a professional and efficient manner.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That, in accordance with clause 6.12(1)c of the Local Government Act 1995, outstanding rates and penalty interest of the properties identified as enclosed in the confidential attachment be written off.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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13.1.7	Changing Methods of Valuation of Land
LOCATION	Davyhurst Gold Mine
APPLICANT	Internal
DOCUMENT REF	NAM1332
DATE OF REPORT	15 July 2024
AUTHOR	Glenn Bone, Consultant
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. 05.1 Davyhurst attachment [13.1.7.1 - 2 pages]

SUMMARY:

To recommend the submission of an application to the Minister for Local Government, Sporting and Cultural Industries to change the basis of rating to the mine site accommodation village at the Davyhurst Gold Mine situated on tenement M 30/255.

BACKGROUND:

The Council has previously agreed to the principle of 'spot rating' to the accommodation village at the Tropicana, Riverina and Edjudina mine sites. This opportunity now extends to the Davyhurst mining village located on Tenement M 30/255 and held by Carnegie Gold Pty Ltd.

At the meeting held on 27 June 2024, Council commenced the process for a Change of Method of Valuation and accordingly resolved at Minute 072/24:

- That the formalities for changing the method of valuation for the accommodation village and associated infrastructure on Assessment 5364 Carnegie Gold Pty Ltd (Davyhurst Gold Mine), be commenced.

COMMENT:

As a compliance requirement to the DLGSC Rating Policy – Valuation of Land – Mining, letters explaining Council's proposal were forwarded on to Carnegie Gold Pty Ltd (the tenement holder) and to Jacqueline Ly (the designated tenement contact), following the 27 June 2024 Council meeting. The policy stipulates that the holder is to be given at least 28 days after receiving the information to make submissions to the local government on the proposal.

As a final point and to put the matter beyond all doubt for compliance with the Department's guidelines, the consultation advice of the Shire's GRV rating intentions was sent on 3 July 2024 (electronically) to both parties identified above. As a period of at least 28 days from receipt of the Shire's correspondence is to be allowed for the

lodgement of submissions, the closure time was set at 4.30 pm on Wednesday 7 August 2024 (34 days).

On 5 July 2024 Ora Banda Mining (on behalf of Carnegie Gold Pty Ltd), advised that Carnegie Gold Pty Ltd does not oppose the Shire's intention to change the valuation method from UV to GRV.

Consequently, no submissions were received.

CONSULTATION:

Glenn Bone, Consultant

STATUTORY AUTHORITY:

Local Government Act 1995

Section 6.28 – Stipulates that the Minister for Local Government is responsible for determining the method of valuation of land to be used by a local government as the basis for a rate.

In determining the method of valuation, the Minister is to have regard to the general principle that the basis for a rate is to be:

- Where the land is used predominately for rural purposes, the UV of the land; and
- Where the land is used predominately for non-rural purposes, the GRV of the land.

Section 6.31 – Enables a local government to phase-in valuations in accordance with the provisions of Schedule 6.1.

Schedule 6.1(2) – Deals with phasing-in of valuations where a determination is made by the Minister under Section 6.28 to change the method of valuing land from UV to GRV. A local government may phase-in the impact (cost) of the change over a three year period.

POLICY IMPLICATIONS:

There are no Council policy implications resulting from the recommendations of this report.

Minister for Local Government – Valuation of Land – Mining

FINANCIAL IMPLICATIONS:

The principal details relevant to the change of method of valuation for M 30/255 are set out below:

Proposed Change of Method of Valuing Land:

CARNEGIE GOLD PTY LTD

Property Details:

Assessment 5364	M 30/255
Name	Davyhurst
Location	Davyhurst, 53km SW of Menzies

Improvements:

Accommodation Village	Accommodates up to 220 persons
Mine Life	No information available

Valuation System

Currently UV rating for M 30/255	\$134,841 (2023/24 rates for the whole of the tenement area)
Proposed GRV (notional) – village	\$250,000
Notional 2022/23 rates (without phase-in)	\$22,350
Estimated Effective Date	1 October 2024 (pro rata for 2024/25)

Similar Properties:

Currently there are three other mining operations in the Shire that are subject to 'spot' GRV rating. These are the Tropicana, Riverina and Edjudina mine site accommodation villages.

Phase-in Consideration:

Any proposal for a change of method of valuation should also include consideration as to whether there should be a phase-in of the intended change. As mentioned elsewhere, Schedule 6.1 enables a local government to phase-in the impact of the change over a period of three years.

In practical terms, such a move would ameliorate the financial impact on the Davyhurst operation quite considerably. Instead of being faced with the total impact immediately, the extra cost would be borne progressively by one third in Year 1, two thirds in Year 2 and finally, the full amount in Year 3. This would result in the operators saving approximately one year's impact of the new rating impost over the triennium.

From the Shire's point of view, the cost (reduced income) of a phase-in for the Davyhurst accommodation village based on 2024/25 notional Year 1 full rating, would be more than \$22,000 over the triennium. However, this is not a new principle for the Shire as the question also arose when the other three mine site villages were initially considered. On each occasion the phase-in approach was not pursued.

A further dissuasion to the use of the phase-in approach also arises due to the 12 month embargo on capital improvements, as entrenched in the Government's policy. Consequently, to allow a further concession on potential rating income would further add to the issue of equity being applied across-the-board.

Once again and for the reasons stated above, it is considered the phase-in approach should not be used on this occasion.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Risk 1 Legislative and policy compliance	Unlikely	Rigorously comply with legislative requirements and the Departmental Guidelines.
Risk 2 Reputation	Unlikely	Pursuing consistency to ensure all mining village operators are rated in a like manner to those who have been previously GRV rated.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcomes and Strategies:

Outcome

2.1 An innovative, diverse and prosperous economy.

Strategies

2.1.2 Continue to work with industry and stakeholders for the economic development of the district.

2.1.3 Advocate for reliable essential utility services to the district.

Outcome

4.2 An efficient and effective organisation.

Strategies

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

4.2.2 Provide appropriate services to the community in a professional and efficient manner.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That, in accordance with the provisions of section 6.28 of the *Local Government Act 1995*, an application to the Minister for Local Government, Sporting and Cultural Industries, to change the basis of rating from Unimproved Values to Gross Rental Values, for the following mining operation:

- Carnegie Gold Pty Ltd
Davyhurst mining Village – M 30/255 – A5364, with effect from 1 October 2024, or thereabouts.
- Technical Description:

Starting from a point at coordinate 276100.0 metres East, 6673900.0 metres North (MGA9494 Zone 51) and extending easterly 90 degrees, 0 minutes, 0.0 seconds, 300.0 metres; thence southerly 180 degrees, 0 minutes, 0.0 seconds, 150 metres; thence westerly 270 degrees, 0 minutes, 0.0 seconds, 300 metres; thence northerly 0 degrees; 0 minutes, 0.0 seconds, 150.0 metres to the starting point.

Approximate Area: 4.5 hectares

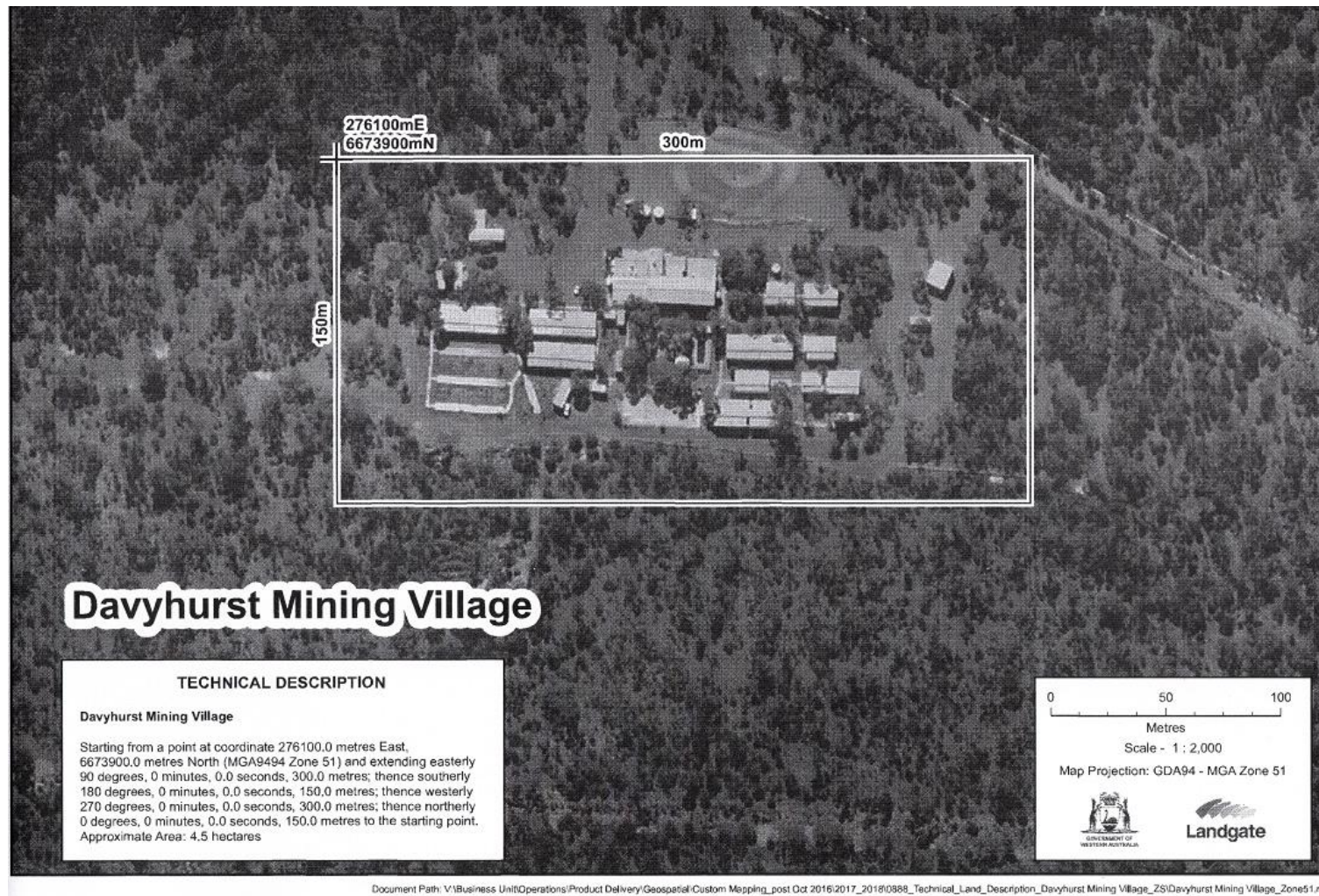
be completed and submitted.

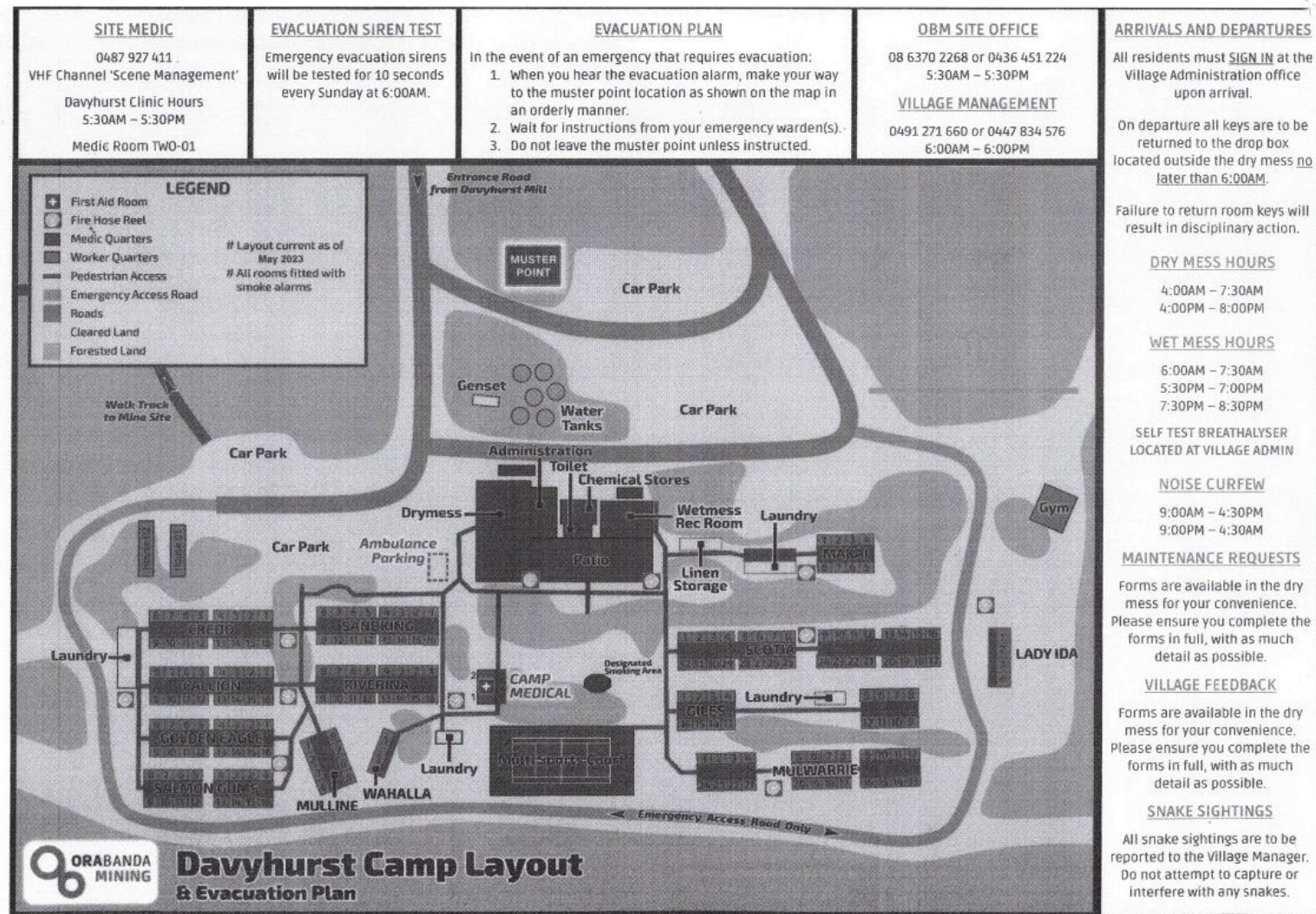
COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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13.2 Administration Reports

13.2.1	Community Bus Service
LOCATION	Shire of Menzies
APPLICANT	Internal
DOCUMENT REF	NAM1324
DATE OF REPORT	15 July 2024
AUTHOR	Community Development Manager, Sean McGay
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Menzies Community Bus Service - Trial Report 2024 [13.2.1.1 - 2 pages]

SUMMARY:

To consider the continuation of the free community bus service running weekly from Menzies to Kalgoorlie-Boulder, allowing community members to get to and from each destination.

BACKGROUND:

At the Ordinary Council Meeting held on 3 November 2023, the Council endorsed the use of the Shire-owned Toyota 12-seat bus as a community bus running weekly to Kalgoorlie-Boulder. There was to be a trial period until May 2024, at which time the service would be evaluated.

COMMENT:

The trial period was extended because the bus service did not start until a month after it was planned (30 January), as there was little enough demand during the summer months. The first service ran on 28 February 2024. The trial period was counted until 11 July 2024.

The Community Development Manager has collated data and feedback into a trial report, attached to this agenda item, where he is recommending the continuation of the community bus service.

CONSULTATION:

Community members of the town of Menzies
Department of Transport

STATUTORY AUTHORITY:

Transport (Road Passenger Services) Act 2018

POLICY IMPLICATIONS:

Policy 1.1.3 Volunteer Code of Conduct
Policy 12.7 Bus Hire

FINANCIAL IMPLICATIONS:

Fuel and repair costs for and to the Shire-owned bus.
The estimated fuel cost for a return trip is \$60.00.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Road accident	Low	Ensure the bus is serviced regularly and not used outside of its defined parameters and Shire policies
Damage to vehicle	Low	Fix damages as they occur to ensure the bus is sound enough to drive

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcomes and Strategies:

1.1 An engaged and inclusive community.

1.1.1 Facilitate, encourage and support community volunteers, groups, events and initiatives.

1.1.2 Welcoming to all residents, strengthen community cohesiveness and participation.

1.1.3 Provide, maintain and improve community facilities.

1.2 A healthy and safe community.

1.2.2 Advocate for appropriate medical and health services.

1.2.3 Support community health and wellbeing initiatives.

3.2 A natural environment for the benefit and enjoyment of current and future generations.

3.2.2 Promote reduced environmental impact within the Shire.

4.1 A strategically focused Council, leading our community.

4.1.3 Encourage and support community engagement and collaboration.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That following the successful trial of the community bus service to Kalgoorlie-Boulder

1. The subsidised community bus run to Kalgoorlie-Boulder from the Menzies townsite once per week using the Shire's Toyota 12-seater bus be endorsed,
2. The service be open to all travellers,
3. The route includes stops in Kalgoorlie-Boulder at major supermarkets, the CBD, Kalgoorlie Health Campus, health services and other government-service organisations, and
4. The service continues until 30 June 2025 with a further review report provided to the Council at the June 2025 Ordinary Council Meeting.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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Menzies Community Bus Service – Trial Report

July 2024

Introduction

On 3 November 2023, the Council of Shire of Menzies resolved to allow the use of the Shire-owned Toyota 12-seat bus as a community bus for Menzies residents to get to and from Kalgoorlie-Boulder.

This was in response to a public question brought up by a resident in Public Question Time at the Ordinary Meeting of Council of 28 September 2023 and subsequent public consultation.

The first service ran on 29 February 2024 after calls for volunteers in late January. A number of community members volunteered, though Yvette Tressidder was selected for her enthusiasm, experience and availability. Another volunteer was selected as a backup.

Running of Service

The bus is driven by one volunteer, Yvette Tressidder, on Thursdays, when she is available. The service was originally planned to run on Mondays, though after feedback from stakeholders, it was decided that Thursdays would suit the majority of people who were planning to use the bus service.

The original fee for the service was one-way at \$5 and \$10 at a return trip. Money was taken on the first trip, though at a budget workshop in March, Council decided to allow the bus service to be free. This was formalised in the Financial Year 2025 Fees & Charges.

BUS HIRE		
First 100km	\$ 105.00	inc GST
Over 100km - per km rate	\$ 1.00	inc GST
Bond	\$ 205.00	inc GST
Cleaning if required - per hour	\$ 36.00	inc GST
If fuel tank empty - per litre	\$ 3.00	inc GST
Community Service	Free	
Community/medical use for sponsored medical services	Free	

The bus service is not run every week, and in fact has not run for eight of the 19 weeks of the trial (to 11 July 2024), or about 40% of the time. Factors for this include: volunteer availability; Easter holidays; school holidays and; demand

from passengers. The last element is the most important factor in whether the bus service runs on a particular week: it has been found that some weeks there is simply no demand for the service, so it is not run.

(Registrations for use of the bus in a particular week were originally asked of by community members, though very few registrations have been taken.)

Before the beginning of each trip, the Visitor Services Officer cleans and refuels the bus. The bus normally uses approximately 30L of diesel per trip, equivalent to less than \$60 per trip.

The backup volunteer driver has been utilised once, though has not often been called upon when Ms Tressidder is unavailable due to short notice.

Statistics

A formal manifest started to be kept on 28 March 2023, though stats were taken for the prior three trips. Passenger names are taken by the driver, then scanned and recorded on Shire of Menzies server – this process is done for safety purposes and keeping of statistics, and is kept confidential.

68 people have utilised the service since its inception, with 65 of them being Indigenous (or 96%). An average of five people use the service each week.

Conclusion

The community bus service has been utilised consistently by the community over the trial period and seems to be well received. There has been minimal cost to the Shire (<\$600) and negligible damage to the vehicle.

One aspect to be explored should the service continue is to have another backup volunteer driver available for short notice. The Community Development Manager can discuss the viability of this option with the current volunteer drivers and members of the community of Menzies.

The Community Development Manager recommends that the weekly community bus service to Kalgoorlie-Boulder continues until the end of this Financial Year 2025 (30 June 2025), where the service can be then reevaluated in terms of its effect on the wellbeing of the community.

13.2.2	Goldfields Cyclclassic 2024 Report and Feedback	
LOCATION	Shire of Menzies	
APPLICANT	Internal	
DOCUMENT REF	NAM1325	
DATE OF REPORT	15 July 2024	
AUTHOR	Community Development Manager, Sean McGay	
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede	
OFFICER DISCLOSURE OF INTEREST	Nil.	
ATTACHMENT	1. 2024 Goldfields Cyclclassic Final Report - External [13.2.2.1 - 26 pages] 2. Survey results - Cyclclassic - 2024 & 2023 Combined [13.2.2.2 - 2 pages]	

SUMMARY:

To accept the reports and results of survey feedback for the Goldfields Cyclclassic Event 2024, prepared by EventMatrix and Shire of Menzies Community Development Manager, respectively.

BACKGROUND:

Goldfields Cyclclassic 2024 was held over the long weekend beginning 1 June 2024, with the Kalgoorlie-Menzies section being run on Saturday 1 June 2024. The Shire of Menzies promoted, donated to and hosted this section of the event. EventMatrix organised the event proper, on behalf of Eastern Goldfields Cycle Club. EventMatrix has provided an Event Report, while Shire of Menzies Community Development Manager has provided feedback on survey questions asked on the day (and included results from the same survey conducted in 2023).

COMMENT:

Feedback from the event organiser for Goldfields Cyclclassic 2024, along with feedback from spectators on the ground, can provide Shire of Menzies Council with valuable information on how the event contributes to the economic development of the shire. It also provides insight into how the event benefits the community (e.g. wellbeing, economic) and how the event might evolve in future to maximise such benefits.

CONSULTATION:

EventMatrix

STATUTORY AUTHORITY:

There are no statutory implications for this report.

POLICY IMPLICATIONS:

Policy 4.4 – Donations, Sponsorship and Contributions.

FINANCIAL IMPLICATIONS:

Continued donations and in-kind contributions to Goldfields Cyclclassic 2024.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil.		

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcomes and Strategies:

1.1 An engaged and inclusive community.

1.1.1 Facilitate, encourage and support community volunteers, groups, events and initiatives.

1.1.2 Welcoming to all residents, strengthen community cohesiveness and participation.

2.1 An innovative, diverse and prosperous economy.

2.1.1 Support local business and encourage further investment in the district.

2.1.2 Continue to work with industry and stakeholders for the economic development of the district.

2.2 An attractive destination for visitors.

2.2.1 Promote our natural attractions and heritage sites as part of a regional approach.

2.2.2 Maintain and enhance our local attractions.

2.2.3 Continue to provide and maintain visitor support services.

4.1 A strategically focused Council, leading our community.

4.1.2 Effectively represent, promote and advocate for the community and district.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That:

1. The following reports for Goldfields Cyclclassic 2024 be received:
 - a. 2024 Goldfields Cyclclassic Final Report – External
 - b. Survey results – Cyclclassic – 2024 and 2023 Combined
2. A further report be provided to the Council in advance of any proposed 2025 event for consideration.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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GOLDFIELDS CYCLASSIC

2024 EVENT REPORT EXTERNAL

Prepared by: EventMatrix Pty Ltd

Last update date: 10 July 2024

Version control: Version 1

1-2 June 2024

Kalgoorlie • Menzies • Leonora



cyclassic.com.au

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SECTION 1 – EVENT OVERVIEW

The 2024 Goldfields Cyclclassic is a prestigious cycling race with a history dating back to 1928. This year marked the 95th Shire of Menzies Classic, the 13th Leonora Golden Wheels, and the second Minara Resources Leonora Women's Classic. The event took place on June 1 and 2, 2024, continuing its tradition of being held over the WA Day long weekend.

Originally, the Menzies Classic started in Menzies and ended with a sprint down Hannan Street in Kalgoorlie-Boulder. However, in 2011, the direction was reversed, and a second day was added, featuring the Menzies to Leonora route (Leonora Golden Wheels) to coincide with the nationally recognized athletic carnival, the Leonora Golden Gift.

The two-day Goldfields Cyclclassic attracts both professional and amateur cyclists. Besides the overall winners of the Goldfields Cyclclassic, each day features a stand-alone race. Day One is the Shire of Menzies Classic Chas Egan Memorial Race, which begins in Kalgoorlie-Boulder and finishes near the Menzies Town Hall, covering a distance of 132 km. This race uses a graded handicap system, providing all participants a chance to etch their names in the history of this long-standing and esteemed event.

Local social riders and corporate teams can also participate in the Northern Star Community Challenge Ride, held on Saturday, June 1, 2024. This non-competitive relay-style ride from Kalgoorlie to Menzies allows participants to start ahead of the main race, providing a less competitive way to experience this unique and historic event.

On Saturday evening, Laurie's Café provided dinner for riders, officials, supporters, and spectators in the Menzies Town Hall, followed by the formal presentations of the day's events. The Shire of Menzies also organised entertainment and a fireworks display, offering participants a memorable weekend experience.

On Day Two of the 2024 Goldfields Cyclclassic, riders faced inclement weather for the journey to Leonora. The Minara Resources Leonora Women's Classic and the Leonora Golden Wheels covered the 105 km from Menzies to Leonora, coinciding with the Leonora Golden Gift running races. Unfortunately, the Leonora Criterium had to be cancelled due to local flooding on the course.

The Leonora Golden Gift is the premier cultural and sporting event in the Northern Goldfields, drawing large crowds to the region. With over 3,000 permanent residents in the Shires of Leonora, Laverton, and Menzies, the event enjoys strong local support. People from all over the region flock to Leonora to partake in the festivities, and the inclusion of the cycle races, which conclude on Tower Street, adds extra excitement to the day's activities.

Each day of the Goldfields Cyclclassic features its own awards presentation, with the overall winners receiving their prizes on the main stage in Leonora as part of the Gift Award presentations. The Eastern Goldfields Cycle Club (EGCC) supports cyclists, supporters, and spectators by offering travel and accommodation options, equipment transport, and catering services. A special charter flight from Perth to Kalgoorlie on Saturday morning, returning from Leonora on Sunday evening, is organised with Alliance Airlines to facilitate travel to the

Goldfields. These subsidized travel arrangements attract a large and high-quality field of elite riders.

The 2024 Goldfields Cyclclassic awarded \$20,000 in prize money, the highest prize pool for cyclists in Western Australia and one of the largest nationally. The event was sanctioned by AusCycling, requiring all participants to have an AusCycling license and pay an entry fee to ensure insurance coverage.

The event benefits from strong support from contributing partners, including:

- Shire of Menzies (the major financial contributor)
- Tourism WA
- Minara Resources (the major Corporate Sponsor)
- City of Kalgoorlie-Boulder
- Shire of Leonora
- Northern Star Resources
- Other local sponsors

Their contributions enhance the experience for both the community and visitors to the region.

1.1 Event and Operational Management

EventMatrix were again engaged by the EGCC to manage the 2024 Goldfields Cyclclassic. EventMatrix Pty Ltd (EventMatrix) is a professional event management company formed in June 2020. EventMatrix have an extensive background managing regional events and cycling events in Western Australia.

1.2 Event Objectives

The club's objectives for 2024 remain focused on ensuring the longevity and viability of this iconic event. Maintaining consistent engagement with supporters is a key goal for the EGCC to guarantee the event's continued success.

This year, the EGCC set several targets and objectives:

- Preserve the tradition of a unique annual event that boosts tourism and enhances the visibility of the City of Kalgoorlie-Boulder and the towns of Leonora and Menzies.
- Stimulate economic activity in the Northern Goldfields region.
- Offer local residents a complimentary opportunity to experience the exhilarating atmosphere and vibrant spectacle of cycling events.
- Provide positive sporting role models for the youth and children of the Northern Goldfields region.
- Increase access to and participation in sporting and recreational activities for the community.

- Demonstrate that cycling can promote the benefits of physical activity and recreation, including health, economic, and social advantages.
- Provide participants and their supporters with a memorable and unique experience, encouraging those who might not typically visit the Goldfields to do so.

SECTION 2 – EVENT MANAGEMENT

2.1 Event Structure

Organisation Name	Eastern Goldfields Cycle Club Incorporated
Organisation Role	Event Owner
Organisation Website	https://www.egcc.com.au/
Responsibilities	Event Owner, stakeholder and sponsor introductions, volunteer contacts and recruitment, event and budget authority

Organisation Name	EventMatrix Pty Ltd
Organisation Role	Operations Contractor
Organisation Website	https://eventmatrix.com.au/
Responsibilities	All aspects of Event Management on behalf of the EGCC (including marketing, athlete services and event operations)

Organisation Name	AusCycling
Organisation Role	National Sporting Body - Cycling
Organisation Website	https://www.auscycling.org.au/
Responsibilities	Event Sanctioning, event insurances, rider membership, event commissaires and handicapping.

2.2 Event Volunteers

The EGCC is a not for profit cycling club with a volunteer committee elected annually to assist with all club related aspects including Club Events, member engagement, budgeting, cycling advocacy and ownership of the Goldfields Cyclclassic.

There are several volunteer positions to effectively deliver the event and include;

- Athlete Services – 4 positions
- Sprint Judges – 7 locations
- Lead Vehicle Drivers – 2 positions
- Support Vehicles – 5 positions
- Commissaire Assistants – 2 positions
- Finish/Start Marshals
- Event Treasurer
- Bike Mechanic

A number of current and previous club members again gave up their personal time to ensure the event ran safely and all participants received the expected services and support.

The 2024 event would not have been possible without the following volunteers:

2024 Volunteers

Gavin Gilmour	Spares Vehicle Driver
Rob Miller	Pre-event Sign
Maree Clifton	Challenge Support Driver
Bryce Lannigan	Spares Vehicle Driver
Peter Lucy	Spares Vehicle Driver
Lauren Hayes	Rego and Event assist
Renny Leo	Event Assist/ Sprint Judge
Angus McConnell	Event Assist/ Sprint Judge
Shane Power	Lead Vehicle Driver
Helen Carter	Scribe for Chief Commissaire
Heather Connan	Scribe for Commissaire
Stuart Petz	Lead Vehicle Driver
Christina Petz	Lead Vehicle Driver
Sam Duddy	Rego Desk from 6.30am Saturday
Kelli Leo	Rego Desk from 6.30am Saturday
Aaron Bull	Bike Mechanic/Spares Vehicle Driver
Jane Howston	Race Results and Prize Distribution

Note: A number of positions were not filled with volunteers and some positions were left vacant or filled with paid staff.

2.3 Event Staffing

Due to the previously mentioned volunteer deficit, EventMatrix engaged three experienced event staff to assist with:

- Management and construction of the Menzies finish/start and accommodation precinct.
- Traffic Management of Menzies Start and Finish
- Support vehicle driver and Leonora finish precinct

Two staff members arrived on the Thursday prior to the event and assisted with equipment collection on Friday before relocating to Menzies on Friday afternoon. The other staff travelled on the chartered flight assisting passengers and distributing the rider guide to participants on the flight.

SECTION 3 – FINANCIAL REPORTING

3.1 Summary

Overall the event returned a loss of -\$5,423.40 ex GST to the Eastern Goldfields Cycling Club. This is reduced from a profit of \$2,671.33 excluding GST in 2023.

3.2 Sponsorship and Grants

The Goldfields Cyclclassic again received substantial funding from the 3 Shires and Tourism WA, however Corporate funding reduced significantly in 2024.

Event Partners

Shire of Menzies
City of Kalgoorlie-Boulder
Tourism WA - Grant
Shire of Leonora

Event Sponsors

Minara Resources
Northern Star
Pacific Energy
Arc Infrastructure

Value In Kind Supporters

GRT Minesite Transfers
Allied Pickford
Hertz Kalgoorlie and Welshpool
Kennards Hire
Pedal Mafia
Kalgoorlie Miner
Design Sense

This year, overall the event received \$126,250 ex GST in sponsorship funds. This is reduced from \$157,027.27 ex GST for the 2023 event.

3.3 Athlete Entries

All participants are required to pay for an event entry. Riders then also had the options to purchase additional items through the registration system, including: flight, accommodation and jersey options.

Athlete entries (including supplementary items) generated \$33,301.27 excluding GST. This is in comparison to \$26,909.09 excluding GST in 2023.

3.4 Expenditure

Operationally, the full final budget has now been completed and for 2024 the expenditure is \$165,410.92 excluding GST. This is decreased from \$183,936.36 excluding GST in 2023. When the club realised the event income was likely to be reduced from previous years a number of measures were put in place to limit the event loss, namely;

- A reduction in staffing and accommodation
- Reduced spending on catering and refreshments
- Removing volunteer and staff uniforms
- Reduced spending on merchandise
- Removal of the post event thank you party

All supplier invoices (where possible) were paid by Eastern Goldfields Cycling Club, with EventMatrix processing remaining expenses which were reimbursed by EGCC.

SECTION 4 – ATHLETE SERVICES

4.1 Event Entries

Race Roster was used as the portal for event entries, with 2024 entry figures included below for reference:

Event	Entered	Scratched	Started	Finished
Goldfields Cyclassic	81	6	70	60
Community Challenge	17	0	11	10
Totals	98	6	81	70

Please see 2023 figures below, for reference:

Event	Entered	Scratched	Started	Finished
Goldfields Cyclassic	83	10	73	72
Community Challenge	21	5	17	17
Totals	103	15	90	89

Entries in the 2024 event were slightly lower than the participant numbers received in 2023. There was a number of contributing factors that had an adverse effect on participant levels, including:

- The SEVEN gravel event is held in Nannup WA only three weeks prior. This event is now part of the international UCI series and this is having a significant impact on the participant numbers.
- The current economic environment resulted in reduced participation by athletes
- Many West Australian elite riders are now competing overseas, with them departing Australia for the European racing season prior to the Cyclassic weekend
- Direct flights from Melbourne and Adelaide to Kalgoorlie have not yet resumed limiting opportunities for interstate participation

The Race Roster form was hosted here for reference:

<https://raceroster.com/events/2024/85820/goldfields-cyclassic>

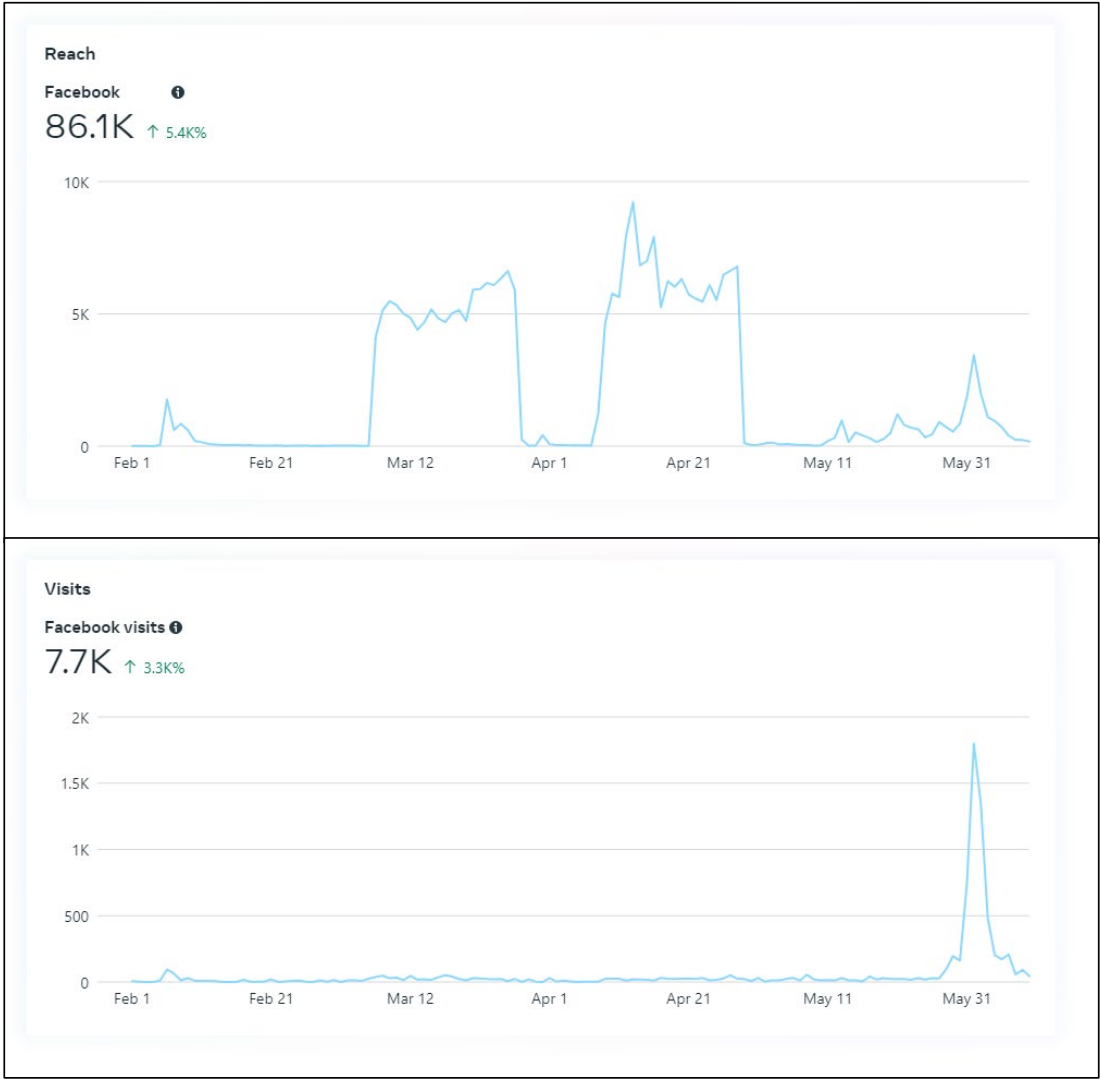
SECTION 5 – MARKETING

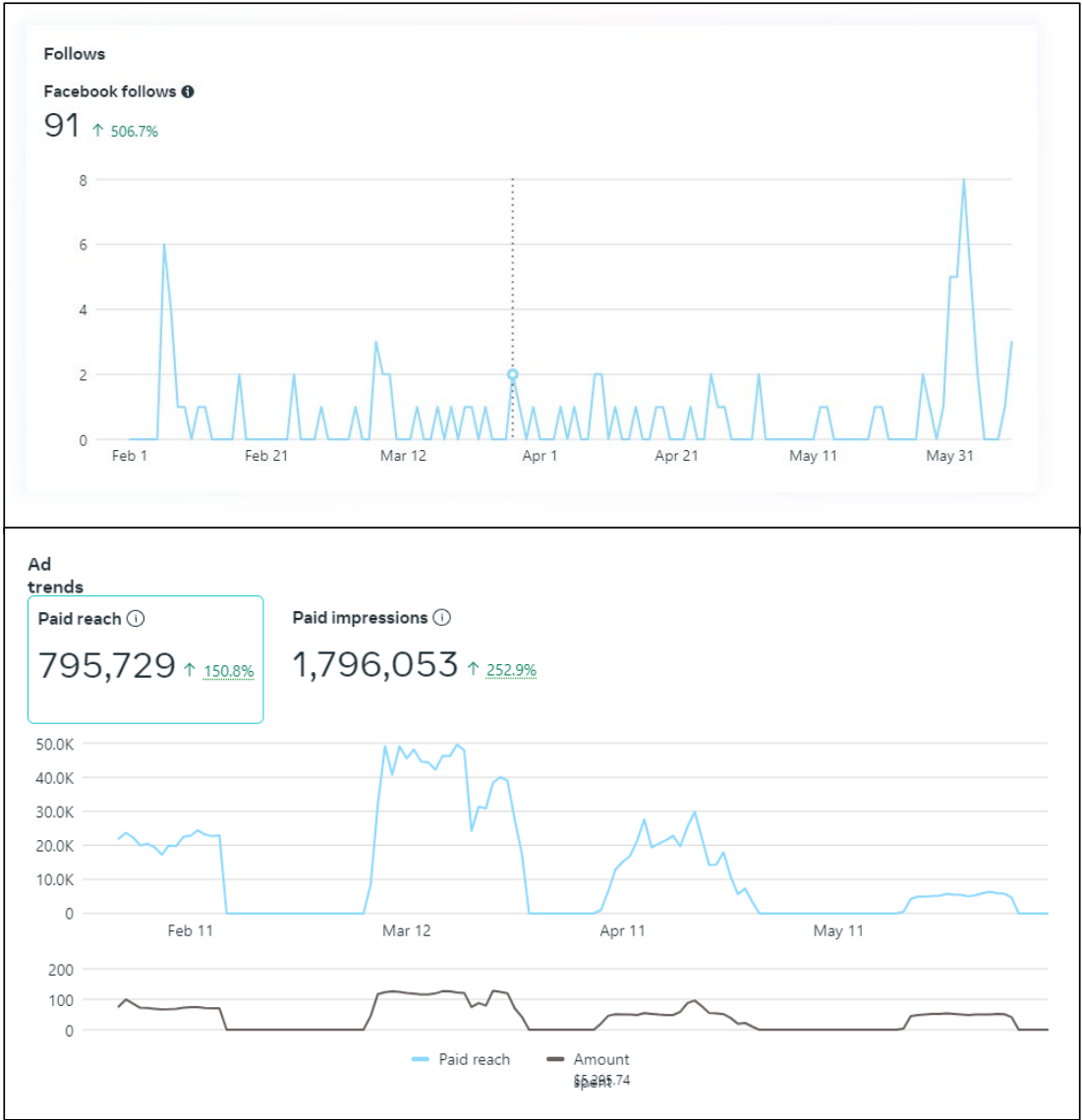
The EGCC, EventMatrix and AusCycling promoted the event to participants using social media and direct marketing including attending other cycling events to reach out directly to riders. Free flights were also donated as prizes at other event on the WA AusCycling calendar to increase the events exposure.

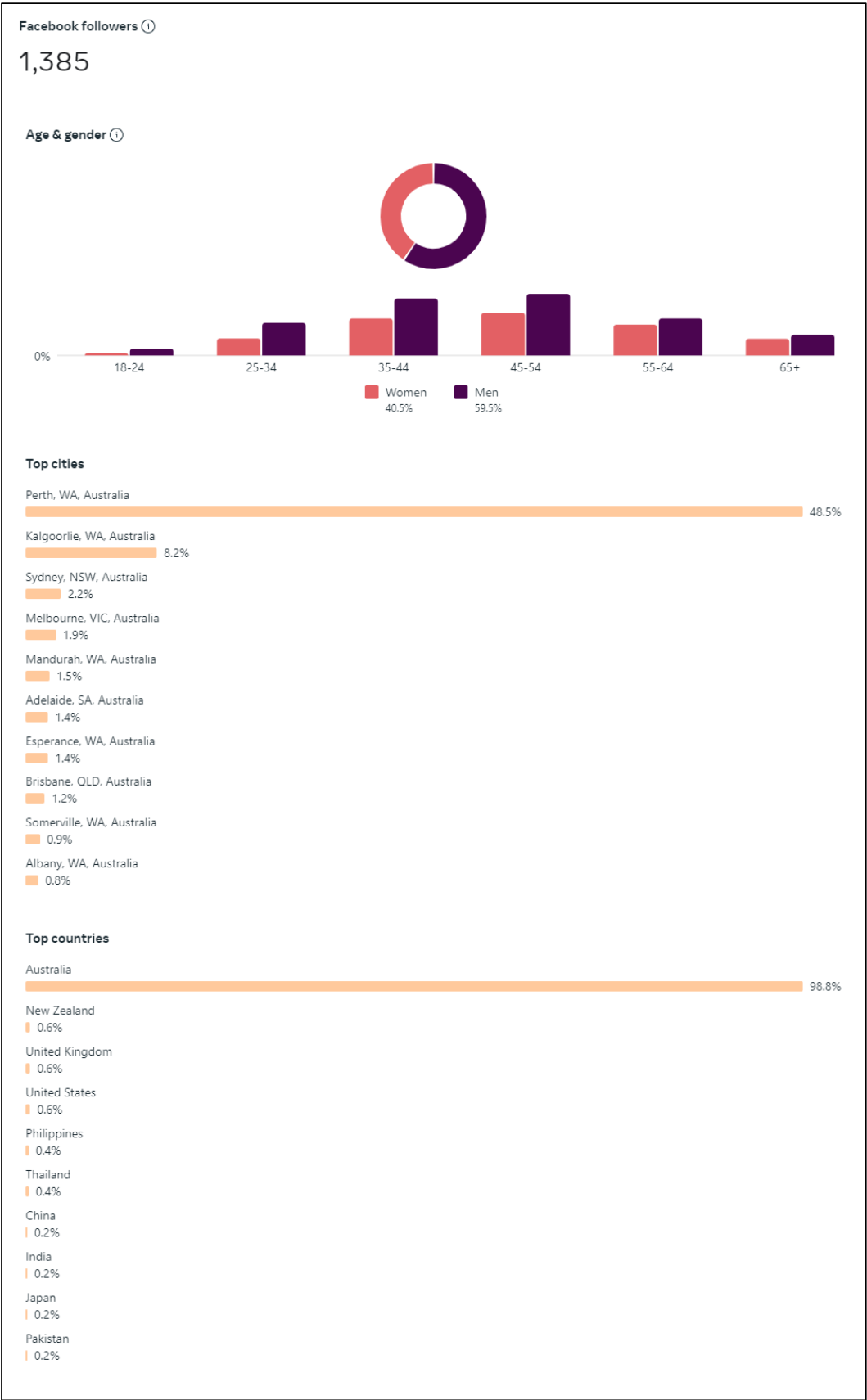
Social media was the key channel of promotion for the event, which across both platforms has an audience of 1,703.

Facebook is the main social media platform utilised for the event, with an audience of 1,385 followers – increased from 1,282 from 2023.

Please see reporting statistics from the [event Facebook page](#) below:

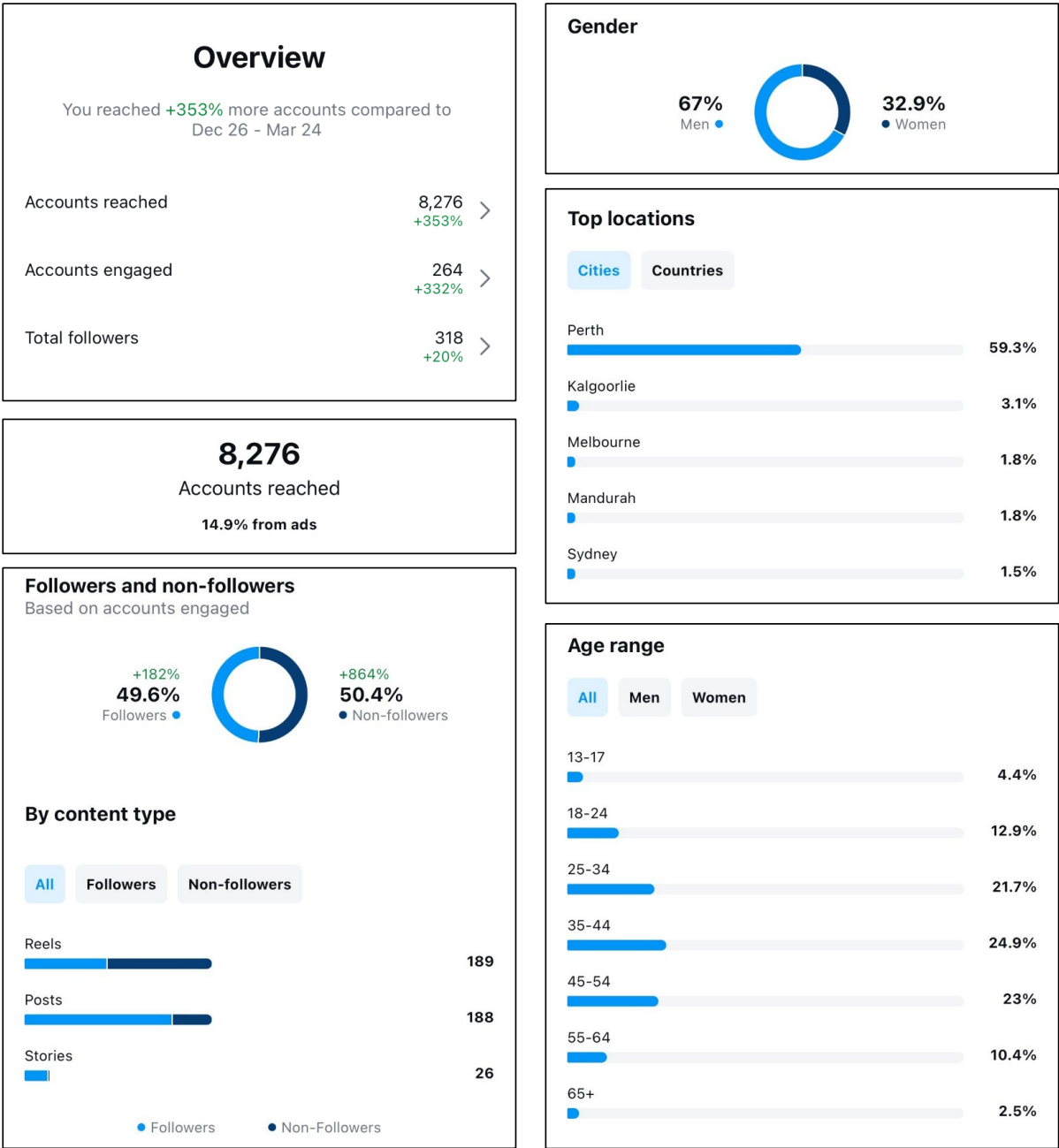






The event also has an [Instagram account](#), which was created ahead of the 2022 event. The page has an audience of 318 followers, increased from 240 followers since the 2023 event.

Please see reporting statistics from the [Instagram account](#) below:



The 2024 Goldfields Cyclassic was also covered multiple times in the Kalgoorlie Miner, including:

Date	Link
Friday 19 April	https://www.kalminer.com.au/news/kalgoorlie-miner/separate-womens-event-to-again-feature-at-goldfields-cyclassic-c-14358552
Friday 10 May	https://www.kalminer.com.au/news/kalgoorlie-miner/limited-charter-flight-seats-offered-for-annual-goldfields-cyclassic-c-14593238
Friday 17 May	https://www.kalminer.com.au/news/kalgoorlie-miner/goldfields-cyclassic-steeped-in-tradition-c-14691010
Friday 24 May	https://www.kalminer.com.au/news/kalgoorlie-miner/club-stalwart-back-in-the-saddle-for-annual-goldfields-cyclassic-c-14768041
Tuesday 4 June	https://www.kalminer.com.au/news/kalgoorlie-miner/freiberg-victorious-in-goldfields-cyclassic-for-second-year-after-braving-tough-conditions--c-14880845
Wednesday 5 June	https://www.kalminer.com.au/news/regional/cyclists-face-test-of-their-mettle-in-2024-goldfields-cyclassic-with-gruelling-conditions--c-14894269
Saturday 8 June	https://www.kalminer.com.au/news/regional/wet-weather-fails-to-dampen-leonora-golden-gift-and-goldfields-cyclassic-events-c-14892611

Photos from print versions also included below:



Broad promotion of the event also included:

- Engaged Design Sense to ensure professional branding, design on electronic media and printed material, including the design of the event jersey
- Local newspaper, posters, the Cyclclassic website, promotional videos made by high profile riders and social media.
- The event merchandise was increased to include Hoodies and polo-shirts and are used as a way of promoting sponsors and the event. The Event jersey was a well sought item due to its unique design.

The tourism opportunities surrounding the Cyclclassic, particularly for Menzies, are significant. The Cyclclassic is the biggest event on the Shire of Menzies annual calendar. The event brings not only the riders into the town for the day and night but also their supporters as well.

Many of the service providers of the event are local businesses. Not only do the businesses of the town, such as the Menzies Hotel and Morapoi Station benefit from the increased numbers in the town.

There are also ongoing tourism benefits as the event is an opportunity to showcase the Northern Goldfields. Many riders come back year after year while others stay on to explore the region.

SECTION 6 – EVENT OPERATIONS

6.1 Approvals and Compliance – Stakeholders

The event requires applications/approvals with the following:

- Three local government authorities (City of Kalgoorlie-Boulder, Shires of Menzies and Leonora)
- WA Police (Order for a Road Closures)
- Main Roads Western Australia (MRWA) Traffic Management Plan Endorsement
- AusCycling – Event Sanctioning and Insurance Compliance

The event received all permits/approvals prior to the event.

The following documentation was developed for the 2024 Goldfields Cyclclassic:

- Traffic Management Plan
- Risk Management Plan

6.2 Medical

St Johns Ambulance again provided mobile support to the event with two vehicles on Saturday and 3 on Sunday. A paramedic in an SUV was allocated a roving response role and started behind the Community Challenge Ride on Saturday. On Sunday the two paramedics were distributed between the men's and women's races. An ambulance with two crew followed the last rider each day.

An on-call nurse was on-site in Menzies on Saturday evening to attend to any requests during the night. There was no calls for the nurse.

One rider fell from their bike during the Menzies Classic and after being treated promptly by St Johns he resumed and completed the race. On Sunday a female presented at the finish with hyperthermia and was assessed by the fSt Johns crew before being conveyed to Leonora Hospital. Her injuries were non-life threatening and she was released and returned to Perth on the event charter flight.

6.3 Event Logistics

Pre Event Notification

In addition to the event marketing in the Kalgoorlie Miner newspaper, three Visual Message Boards (VMB) were distributed on course to ensure road users were aware of the event.

These VMB boards were distributed with assistance from Renny Leo and EventMatrix at prominent positions on the Goldfields Hwy including Kalgoorlie, Menzies and Leonora.

Event Bump In

The St Mary's Catholic Church and Hall were used as the event village for riders to prepare for the event. this included:

- The collection of bikes and equipment transported from Perth
- Rider registration, number and timing chip collection
- Rider, Commissaire and Volunteer Briefings

Bump in at the church commenced on Friday May 31. Access was granted allowing preparation of signage, vehicles, bike racks and the registration area.

Course marking and checking was completed by EventMatrix, Angus McConnell and Renny Leo on Wednesday, Thursday and Friday. This includes marking all intermediate sprint locations and inspecting the course to ensure the safety of riders.

EventMatrix and Angus McConnell also commenced the bump in of the event camping area and finish precinct in Menzies on Friday May 31.

Traffic Management

Altus Traffic were engaged to perform the required Traffic Management at the start in Kalgoorlie. Qualified traffic manager, Matt Byrne, installed and maintained the traffic management in Menzies for the Saturday finish and Sunday race starts. On Sunday the finish into Leonora is integrated into the Traffic Management Plan conducted by the Shire of Leonora.

Signage for the Menzies traffic management is kindly supplied by the City of Kalgoorlie-Boulder. The 2024 Traffic Management Plan was approved by all relevant authorities.

Travel

67 people utilised the Alliance Airline Chartered flight from Perth to Kalgoorlie to attend the event. The manifest included riders, commissaires, spectators and staff. On arrival GRT Minesite Transfers conveyed all passengers to the St Mary's Church where they could prepare for the event. Bikes and equipment were again transported from Perth by Allied Pickford.

International and Interstate Participation

In 2024 there were three interstate participants.

Event Camping Accommodation

As previously mentioned a new initiative started in 2022 was to offer Tent Accommodation in Menzies. A fee was charged in the entry system and the tents previously purchased by the EGCC were erected on the Shire of Menzies Tennis/Basketball court. An inflatable mattress was also supplied and prepared prior to the rider's arrival.

Attendees also used accommodation at the Menzies Hotel, Morapoi Station and the Menzies Caravan Park. The Commissaires returned to Kalgoorlie and stayed at The Albion Hotel.

SECTION 7 – PRESENTATIONS AND FORMALITIES

7.1 Menzies Dinner

Local Menzies café, Lauries Café, successfully managed the dinner for all participants, supporters, volunteers and officials.

DJ Rev ensured everyone was entertained during the afternoon and evening.

7.2 Menzies Presentations

Following the dinner service MC Erik Mellegers successfully managed the presentations for the Shire of Menzies Classic and Northern Star Community Challenge in the Menzies Town Hall.

A Number of dignitaries attended and assisted with the award presentation including;

- Paul Warner, Shire President, Shire of Menzies
- Glenda Teede, CEO Shire of Menzies
- Ross Norrie, Deputy Shire President, Shire of Leonora
- Matt Poyner, AusCycling State Manager

The evening concluded with a great Fireworks display provided by the Shire of Menzies.

7.3 Leonora Presentations

The overall winners of the Goldfields Cyclclassic and the Minara Resources Leonora Women's Classic were presented on the Main Stage in conjunction with the Leonora Golden Gift presentations. Original Boomerangs designed and hand painted by an indigenous artist were presented with Yellow Jerseys to the Goldfields Cyclclassic winners. A perpetual trophy, replica trophy and Jersey were presented to the inaugural winner of the Minara Resources Leonora Women's Classic.

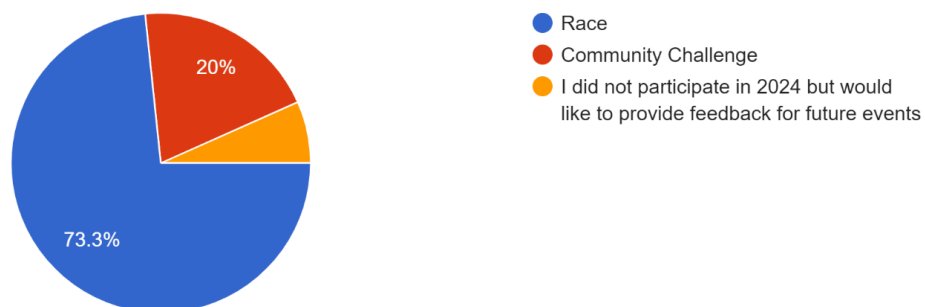
Presentations for the Leonora Golden Wheels were presented at The Leonora Central Hotel. Food and Refreshments were purchased from the hotel by the event. Following the presentation most participants were taken to the nearby Leonora Airport for the return flight to Perth.

SECTION 8 – POST EVENT SURVEY

EventMatrix conducted a post event survey which was emailed to all registered athletes. The survey received 15 responses, majority of which were positive responses. Please see charts included below displaying the survey data:

Which event did you participate in?

15 responses

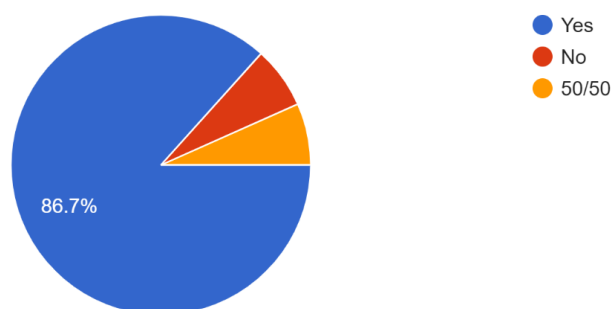


Please rate your overall 2024 event experience



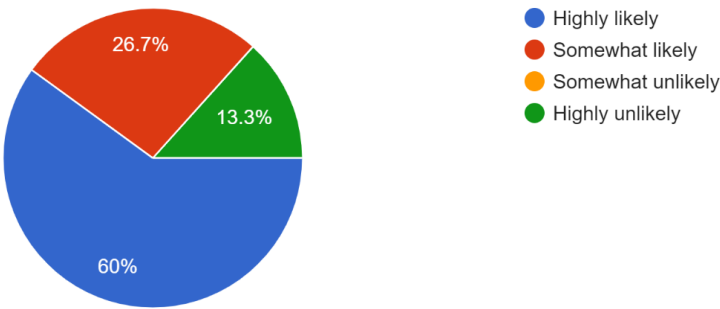
Were your expectations of the event met?

15 responses



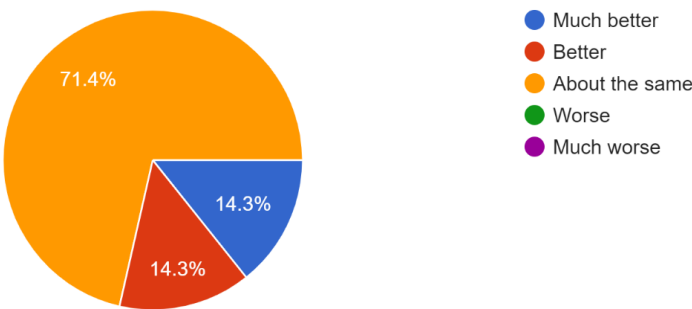
How likely is it that you will register for the 2025 event?

15 responses



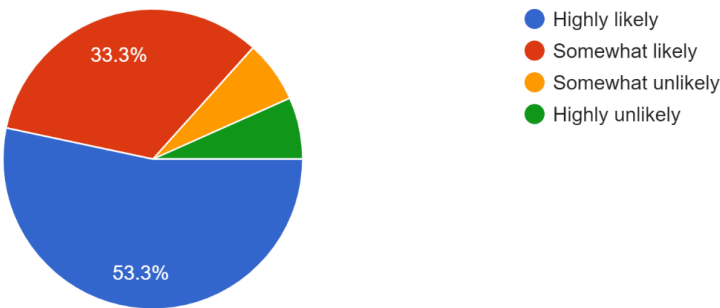
If yes, how did the 2024 event compare to previous events?

7 responses



The 100th anniversary of the Menzies Classic is in June 2028. How likely is that you would register for this event?

15 responses



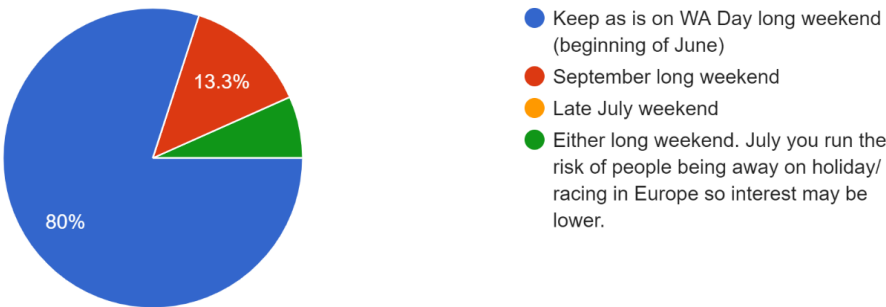
If the format of the Cycclassic was to change, what would be your ideal event format?

15 responses



What would be your ideal date for the Cycclassic for you to take part again?

15 responses



A complete breakdown of the rider feedback can be provided on request.

SECTION 9 – SUMMARY

Overall the 2024 Goldfields Cyclassic was a success and the Eastern Goldfields Cycle Club delivered another outstanding event. More support from Sponsors and participants is required to ensure the viability and sustainability of this iconic regional event.

Participant numbers were slightly lower than 2023 and this appears to be directly related to the costs of attending the event and riders participating in other events. The Seven gravel event held in Nannup WA 3 weeks prior is becoming more and more popular. Seven also requires a significant financial commitment to entry fees and accommodation and this appears to affect riders ability to attend both events.

Corporate support reduced in 2024 primarily due to one company not continuing their sponsorship and another reducing their financial commitment. Pacific Energy were a new supporter for 2024 and the club continue to investigate new opportunities.

The final budget included a loss for the Eastern Goldfields Cycle Club.

All races and events were conducted without significant incident and other road users were generally considerate and understanding of the event.

There are many unique aspects to this event beyond the remote regional location including the chartered flight, bike and equipment transfer, Menzies presentation dinner and fireworks, camping and accommodation options. These points of difference and the regional integration make this event memorable for all involved.

Summary of Cyclassic Answers for 2024

Analysis

1. A number of people were uncomfortable being asked how much they would spend
2. More than half of the respondents were from the Goldfields
3. One respondent mentioned that a community event be held for locals on Saturday night

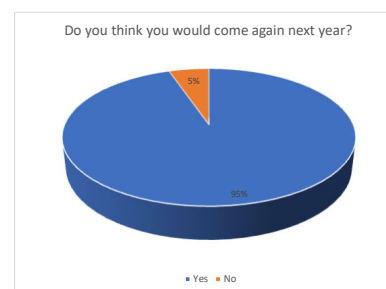
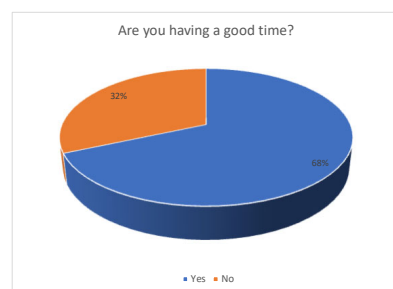
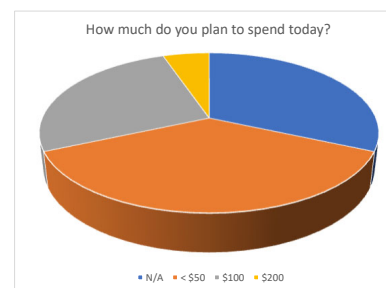
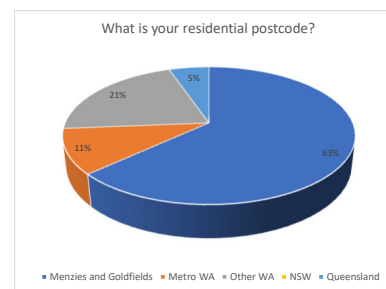
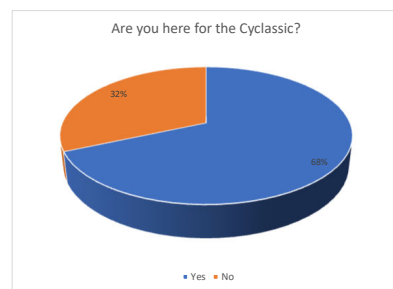
Comparison to 2023

1. The lack of food options in 2023 were addressed and not mentioned in this year's survey
2. People were spending more money than 2023
3. Fewer people were having a good time, though more said they would be back the next year
4. There was more advertising this year than 2023, which is reflected in the answers

Comments

1. Fantastic place to visit
2. Add market stalls, food truck, food stalls, community involvement for Saturday night [event for locals]
Very helpful and friendly front office [Community Resource Centre]

Respondents: 19



Summary of Cyclastic Questions for 2023

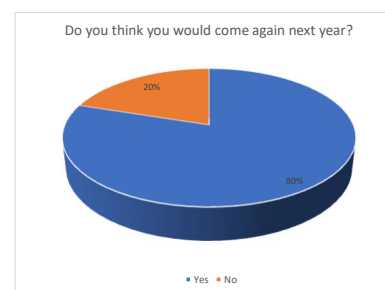
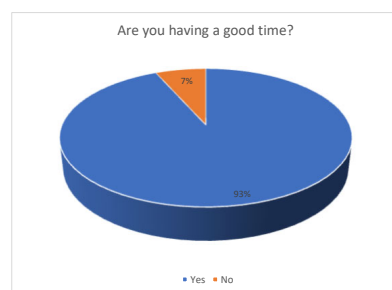
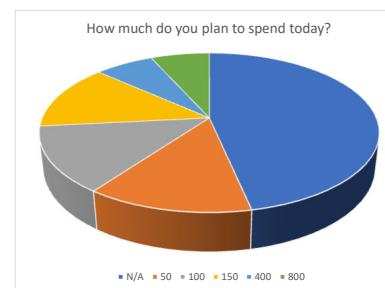
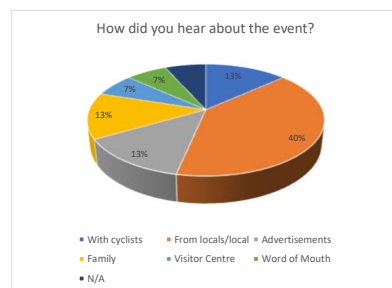
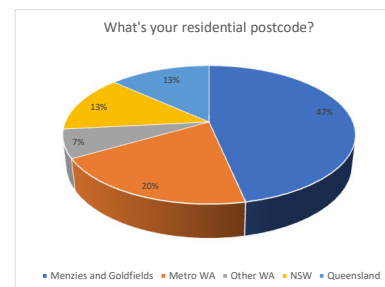
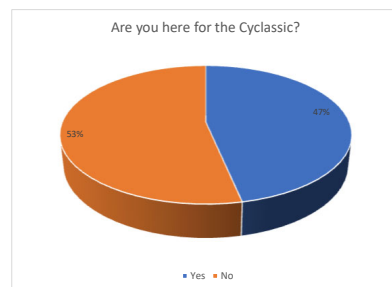
Analysis

1. A lot of people were uncomfortable being asked how much they would spend
2. About half of the respondents were from the Goldfields
3. Lack of food and beverages were general comments that were not necessarily recorded
4. Though many respondents reported they were not there specifically for the event, they were mostly in the main street, watching

Comments

Brilliant location - would like to see the scenery. Live stream please.
 Need food.
 Dissapointed - no food vans, no beverages (just the pub and not everyone drinks).
 Menzies "going downhill". Lack of kids (and anything for them).
 More advertising in Kalgoorlie.
 [Consider accommodation] packages.

Respondents: 15



13.2.3	2024 WALGA Local Government Convention	
LOCATION	Not Applicable	
APPLICANT	Internal	
DOCUMENT REF	NAM1326	
DATE OF REPORT	15 July 2024	
AUTHOR	Executive Officer, Maureen Yulo-Uy	
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	Nil	

SUMMARY:

The 2024 WALGA (Western Australian Local Government Association) Local Government Convention will be held from Tuesday 8 October to Thursday 10 October 2024 at Perth Convention and Exhibition Centre.

This report recommends that additional representatives from the Shire of Menzies be authorised to attend the Convention.

BACKGROUND:

WALGA is the peak body for local governments in Western Australia.

The Convention is held annually and creates an opportunity for all local governments in WA to attend keynote addresses relating to local government, network with representatives from other local governments and, usually, creates an opportunity to meet with government representatives to discuss matters relating to local government and specifically their own local government. It also provides an opportunity for services providers to the local government industry to showcase their products and services.

At its Ordinary Meeting held on 30 May 2024, the Council resolved:

‘That Cr G Dwyer, Cr J Dwyer and the CEO, Ms G Teede be authorised to attend the 2024 WALGA Local Government Convention and the costs of registration, accommodation, meals and transport be charged to Members Training and Development, Members Travel and Accommodation and Other Governance-Conference, Travel and Accommodation.’

The CEO has received an expression of interest from a few other Councillors in attending the 2024 WALGA Local Government Convention.

COMMENT:

Attendance is considered worthwhile for all Council Members.

CONSULTATION:

No external consultation has occurred in relation to the preparation of this report.

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 5.90A (2) provides that a local government must prepare a policy that deals with matters relating to the attendance of Council Members and the CEO at events

POLICY IMPLICATIONS:

Policy 1.12 Elected Members Ongoing Professional Development.

The above policy provides (among other things) that attendance at WALGA conferences is considered part of a Council Member's ongoing professional development.

Further, any Council Member attending the conference must provide a written report to the Council on the benefits of attending.

FINANCIAL IMPLICATIONS:

The draft 2024–2025 Budget allocates \$75,000.00 for the professional development, travel and accommodation of Council Members.

RISK ASSESSMENT:

Should fewer than all Council Members attend the Convention, or no Council Member attends the Convention, the risk is considered low that there will be any short-term impact.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome:

4.2 An efficient and effective organisation.

Strategy:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Councillor _____, _____, _____, _____, and _____ be authorised to attend the 2024 WALGA Local Government Convention and the costs of registration, accommodation, meals and transport be charged to Members Training and Development and Members Travel and Accommodation.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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13.2.4	New Policy - Public Question Time
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1327
DATE OF REPORT	10 July 2024
AUTHOR	Governance Consultant, Steven Tweedie
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

To adopt Policy 1.4 Public Question Time, which will formalise procedures during public question time at Shire of Menzies Council Meetings, complementing the legislative framework, including the Meeting Procedures Local Law (MPLL).

BACKGROUND:

Public Question Time (PQT) in Local Governments in Western Australia is an important avenue for residents, stakeholders and any person seeking information relating to the local government.

The Shire of Menzies has determined to formalise procedures to complement the legislative framework, including the Meeting Procedures Local Law (MPLL).

COMMENT:

If, at any time an issue arises that is not covered by the legislation, or this Policy, then in accordance with cl 7.1(a) of the Local Government (Administration) Regulations 1996, the Presiding Member will determine same, or the Council may do so by 'overruling' the Presiding Member.

CONSULTATION:

Steven Tweedie, Governance Consultant

STATUTORY AUTHORITY:

Local Government Act 1995 - s5.24, and others,
Local Government (Administration) Regulations 1996 – r5,6,7,

Shire of Menzies Meeting Procedures Local Law – cl 6.3, 6.4, 6.5, 6.6, 6.7.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There are no financial implications if the officer's recommendation is endorsed.

RISK ASSESSMENT:

There are no risk implications if the new policy is adopted.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategies:

Outcome:

4.2 An efficient and effective organisation.

Strategies:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

4.2.2 Provide appropriate services to the community in a professional and efficient manner.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Policy 1.4 Public Question Time, as follows:

'Background'

Public Question Time (PQT) in Local Governments in WA is an important avenue for residents, stakeholders and any person seeking information relating to the local government.

The Shire of Menzies has determined to formalise procedures to complement the legislative framework, including the Meeting Procedures Local Law (MPLL).

If, at any time an issue arises that is not covered by the legislation, or this Policy, then in accordance with cl 7.1(a) of the Local Government (Administration) Regulations 1996, the Presiding Member will determine same, or the Council may do so by “overruling” the Presiding Member.

Whatever procedure that is then determined by Council, is the adopted procedure (for that meeting alone, in the absence of any ongoing commitment to it, and assuming it is not inconsistent with the Act, Regulations, or Meeting Procedures Local Law.

Legislative Framework

PQT rules and procedures are set out in:

- Local Government Act 1995 - s5.24, and others,
- Local Government (Administration) Regulations 1996 – r5,6,7,
- Shire of Menzies Meeting Procedures Local Law – cl 6.3, 6.4, 6.5, 6.6, 6.7.

The Local Government (Administration) Regulations 1996 also confirm that the Presiding Member at the meeting may determine the procedures for the asking of and responding to questions raised by members of the public (unless the MPLL, or a Policy specifies same).

Where processes, or procedures are specified in the Act, Regulations, or Meeting Procedures Local Law, the reference is shown, otherwise matters are the adopted Policy/Procedures of the Shire of Menzies and are shown in *italics*.

Application of PQT:

- Must be at every Ordinary meeting of Council,
- Must be at every Special meeting of Council,
- Must be at every Committee, which has a delegated authority.

Commencement of PQT:

At the start of every Ordinary/Special Council meeting (that is before any matter that requires a decision), and Committee, to which it has been delegated authority (cl 6 Regs).

Duration of PQT

PQT will be for a minimum of 15 minutes at the start of every Ordinary/Special Council meeting (that is before any matter that requires a decision), and Committee, to which it has been delegated authority (cl 6 Regs).

The Presiding Member may agree to extend public question time beyond the prescribed 15 minutes, but not more than an additional 15 minutes (MPLL cl 6.7 (9)).

Application of Question

Questions from the public (Regs cl 7(4)):

- Where asked at an Ordinary Meeting, must relate to the Local Government,
- Where asked at a Special Council Meeting, must relate to the purpose of the meeting,
- Where asked at a Committee, with delegated authority, must relate to the functions of the Committee.

Asking a Question

Questions should be addressed to the Presiding Member and submitted in writing to the Chief Executive Officer by midday the business day prior to the meeting.

Priority will be given to those questions relating to a matter on the Agenda before the meeting. General questions will only be addressed if time permits.

Multiple parts to a question are considered separate questions.

Questions are to be directed to the Presiding Member, not to any other person.

Questions regarding personal affairs or opinions, or to information or perceptions not relating directly to Shire business will be refused.

A member of the public who raises a question during question time, is to state his or her name and address (MPLL cl 6.7(1)).

A member of the public shall have two minutes to submit a question or questions, unless the presiding member agrees to extend the time permitted (MPLL cl 6.7(5)).

Each member of the public with a question is entitled to ask up to two questions before other members of the public will be invited to ask their questions (MPLL cl 6.7(6)).

When specifically requested, questioner's details may be kept private.

Questions without notice or multiple parts to a question will be answered in the order they are asked to a maximum of 2.

Should time permit, after all members of the public present have had an opportunity to ask a question, additional questions may be considered

Dealing with a Question

A question may be taken on notice by the Council for later response (MPLL cl 6.7 (2)).

When a question is taken on notice the CEO is to ensure that –

- a response is given to the member of the public in writing; and
- a summary of the response is included in the agenda of the next meeting of the Council (MPLL cl 6.7 (3)).

The Presiding Member may decide that a public question shall not be responded to where –

- the same or similar question was asked at a previous meeting; a response was provided, and the member of the public is directed to the minutes of the meeting at which the response was provided,

- the member of the public uses public question time to make a statement, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the statement as a question, or
- the member of the public asks a question that is offensive or defamatory in nature, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory. (MPLL cl 6.7(8)).

Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes (MPLL cl 6.7(10)).

A question without notice at the meeting is to be written on the form available at the meeting so that the exact wording of the question is recorded in the minutes of the meeting. Staff will be made available to assist in wording the question if desired.

A timer may be activated at the beginning of each person's time period and the Presiding Member will require questioners to conclude after 2 minutes.

The CEO is to compile the same or similar questions submitted with notice and provide a single response.

Matters considered confidential under section 5.23 of the Act will not be addressed other than to advise of such.

Responses will be provided in reasonable detail, but in order to permit as many questions as possible, will be concise and to the point. Should greater detail be required, this should be notified to the Shire after the meeting.

The meeting will not debate nor discuss the question raised with the questioner. Discussion or debate directly with an elected member or employee, or within the gallery is not permitted.

Interests

Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to –

- declare that he or she has an interest in the matter; and
- allow another person to respond to the question.

(MPLL cl 6.7 (4)).

Future Changes

It is noted that the State Government intends to commence a uniform Meeting Procedures Local Law in 2025, and which, in part, will address PQT. At that time the Shire of Menzies will determine what changes, if any, need to be made to this Policy, and procedures.

Public Question Time – Question by Member of Public

Shire of Menzies

Please ensure that your question complies with the Rules of Public Question Time as printed and in accordance with the Shire of Menzies Meeting Procedures Local Law.

Public Question Time Proforma		
Name		
Address		
Business, Organisation or Group (if presenting on behalf of)		
Meeting date	Item number (if applicable)	

Question (Please write your question/s as clearly and concisely as possible, lengthy questions may be paraphrased)

[illegible]

Signed (above)

Dated:

Contact:

Privacy Collection Notice

The Shire of Menzies may collect personal information for the purposes of liaising with applicants or residents about requested services, programs or to provide relevant information.

Without this, we may be unable to action requests or work, contact stakeholders or deliver targeted services.

The Shire may disclose this personal information to third party providers to deliver services and programs, to communicate with residents or to undertake satisfaction surveys of our services and programs.

Information you disclose is collected in accordance with the Local Government Act 1995 (WA) and associated regulations and the Privacy Act 1988 (Cth).

You can access and request amendments to your personal information by contacting the Shire of Menzies in writing.

Visit our privacy policy at www.menzies.wa.gov.au for more information on how the Shire of Menzies treats personal information.'

be adopted.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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13.2.5	Review of Policy 7.4 Closed Circuit Television System	
LOCATION	Not Applicable	
APPLICANT	Internal	
DOCUMENT REF	NAM1328	
DATE OF REPORT	10 July 2024	
AUTHOR	Executive Officer, Maureen Yulo-Uy	
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	1. Policy 7.4 Closed Circuit Television System with marked changes [13.2.5.1 - 3 pages]	

SUMMARY:

To review Policy 7.4 Closed Circuit Television System (CCTV) in accordance with the Council's annual rolling review of all policies.

BACKGROUND:

The CCTV Policy was adopted by the Council on 13 December 2018 to assist in deterring offences against persons or property.

COMMENT:

The report will recommend that the Council's current policy relating to CCTV be endorsed with minor amendments in the following:

- a. access control,
- b. a clear response to unauthorised access, and
- c. the removal of the MOU section, as the policy was adopted without it.

CONSULTATION:

Steven Tweedie, Governance Consultant

STATUTORY AUTHORITY:

Local Government Act 1195
WA Criminal Code Act Compilation Act 1913
Criminal Procedures Act 2004
State Records Act 2000

POLICY IMPLICATIONS:

This policy is being reviewed in accordance with Policy 1.13 Policy Review Schedule.

FINANCIAL IMPLICATIONS:

There is no financial implication if the officer's recommendation is endorsed.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
There is a risk of inappropriate access to CCTV footage, leading to potential breaches of privacy and security.	Moderate	Endorse the updated policy, defining access protocols and specifying authorised personnel.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcomes and Strategies:

Outcome:

1.2 A healthy and safe community.

Strategy:

1.2.3 Support community health and wellbeing initiatives.

Outcome:

4.1 A strategically focused Council, leading our community.

Strategy:

4.1.1 Provide strategic leadership and governance.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That updated Policy 7.4 Closed Circuit Television System, as attached with marked changes, be endorsed.

COUNCIL DECISION:

Council Resolution Number	
----------------------------------	--

Moved		Seconded	
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Carried	
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POLICY – 7.4 – Closed Circuit Television System

Relevant Delegation

N/A

Objective

The Shire of Menzies provides CCTV units to the district in order to assist in the deterrence of offences against person or property.

Policy Statement

This policy will apply to all persons who are authorised to manage or use the CCTV units within the Shire of Menzies.

Definitions

“*Authorised Person*” means a person appointed by the Chief Executive Officer (CEO) to manage, maintain, view and have access to the Shire’s CCTV system.

“*CEO*” means the Chief Executive Officer of the Shire of Menzies.

“*CCTV*” means Closed Circuit Television System.

~~“*WAPOL*” means the Western Australian Police and where the context requires any person duly sworn as a member of the WA Police.~~

“*Ownership and Control of CCTV Units*”

The CCTV unit is owned by and is the sole property of the Shire of Menzies.

Surveillance

- a) Authorised Persons may scan and monitor all cameras routinely for the purpose stated on the record.
- b) Members of the public going about their normal and lawful business shall not be the subject of undue or illegal surveillance.

CCTV System Control

Recording of Images and Still Photographs

- a) Images and still photographs may only be recorded by an Authorised Person.
- b) Copying images or still photographs shall only occur if the Shire of Menzies Authorised Person is of the opinion that a situation of concern is being or is likely to be committed.
- c) At no time shall copying of images or still photographs be undertaken of the public going about their lawful business.

- d) At no time shall the CCTV units be used to provide surveillance of individuals or groups engaging in rallies, protests or other political behaviour unless there is a well-founded belief that an offence against statute law is likely to or is taking place.
- e) All information recorded, collected and collated by means of the CCTV units shall remain the sole property of the Shire of Menzies.
- f) Any incident recorded or still photograph taken shall be recorded in a register kept for that purpose including date, time and category of incident.
- g) All original recordings shall be erased and still photographs shredded after twenty eight (28) days after the date of the recording unless a request is made in writing for it to be held.
- h) Authorised Persons may view any recording on a random basis.

View of Recorded Footage

The Shire's CCTV system and analytics software will only be accessed by Shire employees, authorised, in writing by the CEO, to do so.

Any unauthorised access by a Council Member, employee, or contractor, will be addressed as a potential breach of the relevant Code of Conduct, or conditions of employment, or engagement.

Original recordings or data will not be released unless requested under a search warrant, court summons or by a recognised State or Federal law enforcement agency. Such a request must be in writing, addressed to the CEO, and specify the subject, date, time and location of the incident.

- ~~a) WAPOL, Lawyers acting on behalf of individuals engaged in legal proceedings related to a recorded incident, or individuals acting as their own legal counsel in relation to a recorded incident may request to view the footage of that incident.~~
- ~~b) Such a request must specify the subject, date, time and location of the incident, which the person wants to view.~~
- ~~c) Requests by lawyers and individuals shall be made in writing and lodged with the CEO.~~

Record Keeping

The CEO shall be responsible for the keeping of records relating to the CCTV units including recorded footage and still photographs.

Legislation and Other References:

Local Government Act 1195

WA Criminal Code Act Compilation Act 1913

Criminal Procedures Act 2004

State Records Act 2000

~~State CCTV Memorandum of Understanding (MOU) as attached (Attachment A) provides list the Services who are approved to access Local Government CCTV systems~~

– End of Policy

~~Refer to Attachment A – State CCTV Memorandum of Understanding (The Minister for Police)~~

ADOPTED: 13 DECEMBER 2018
LAST REVIEWED: 25 JULY 2024

13.2.6	Review of Policy 5.1 Acting Chief Executive Officer or Temporary Employment of CEO
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1329
DATE OF REPORT	11 July 2024
AUTHOR	Executive Officer, Maureen Yulo-Uy
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Policy 5.1 Acting Chief Executive Officer or Temporary Employment of CEO with marked changes [13.2.6.1 - 2 pages]

SUMMARY:

To review Policy 5.1 Acting Chief Executive Officer in accordance with the Council's annual rolling review of all policies.

BACKGROUND:

Policy 5.1 Acting Chief Executive Officer was adopted by Absolute Majority in May 2023. The main objective of the policy is to provide for the appointment of an Acting Chief Executive Officer when there is a substantive vacancy of the Chief Executive Office (CEO).

COMMENT:

This report recommends amending the existing policy by Absolute Majority for the following reasons:

1. The policy should complement a delegation. The Delegation Register adopted in February 2024 does not include the authority to appoint an Acting Chief Executive Officer for all leave periods, both planned and unplanned, up to five weeks.
2. The policy should include a condition stating that an employee appointed to temporarily act in the Chief Financial Officer position is not considered to be suitably qualified to perform the role of Acting CEO or Temporary CEO.
3. Syntax

CONSULTATION:

Steven Tweedie, Governance Consultant

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 5.39C requires a policy to be adopted by absolute majority relating to the appointment of an Acting CEO for a term not exceeding one year.

Section 5.39C provides that a local government may amend the policy by an absolute majority.

Section 5.42 provides that the local government may delegate to the CEO the exercise of any of its powers

Local Government (Administration) Regulation 1996:

Regulation 18A refers to appointments of Acting CEO for periods up to one year.

POLICY IMPLICATIONS:

The delegation under section 5.42 of the Local Government Act 1995 will complement the policy of appointing an Acting Chief Executive Officer.

FINANCIAL IMPLICATIONS:

There are no financial implications should the officer’s recommendation be adopted.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The existing policy can be challenged as not legally compliant.	Low	To amend the existing policy based on the officer’s recommendation.

STRATEGIC IMPLICATIONS:

The Shire’s Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome:

4.2 An efficient and effective organisation.

Strategy:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer’s recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That:

1. By Absolute Majority, the Chief Executive Officer be delegated the authority to appoint an Acting Chief Executive Officer for all leave periods, both planned and unplanned, up to five weeks, and
2. By Absolute Majority, the existing policy on Acting Chief Executive Officer be amended and the attached amended Policy 5.1 Acting Chief Executive Officer, with marked changes, be adopted.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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POLICY – 5.1 – Acting Chief Executive Officer or Temporary Employment of CEO

Relevant Delegation
N/A

Objective

To establish a policy in accordance with Section 5.39C of the Local Government Act 1995 relating to the appointment of an Acting or Temporary Chief Executive Officer for periods up to one year of planned or unplanned leave or an interim vacancy in the substantive office of Chief Executive Officer.

Policy Statement

When the CEO is on planned or unplanned leave, or the CEO's employment with the local government has ended, an Acting or temporary CEO is to be appointed in accordance with this policy to fulfil the functions of the CEO as detailed in Section 5.41 of the Local Government Act 1995 and other duties as set down in the Act and associated Regulations.

Through this policy and in accordance with Section 5.36 (2) (a) of the Local Government Act 1995, the Council determines that the employee appointed to the substantive position of:

Chief Financial Officer

is considered suitably qualified to perform the role of Acting or Temporary Chief Executive Officer.

An employee appointed to temporarily act in the Chief Financial Officer position is not considered to be suitably qualified to perform the role of Acting CEO or Temporary CEO.

Appointment of Acting CEO – Planned and unplanned leave for periods up to five weeks

The Chief Executive Officer is ~~delegated~~authorised to appoint the Chief Financial Officer in writing as Acting Chief Executive Officer where the Chief Executive Officer is on planned or unplanned leave for periods not exceeding five weeks.

The Chief Executive Officer must appoint an Acting Chief Executive Officer for any leave period ~~up to greater than 48 hours and less than~~ five weeks. The Chief Executive Officer must immediately advise all Councillors when and for what period of time the authorised officer is appointed as Acting Chief Executive Officer.

If the Chief Financial Officer is unable ~~or unwilling~~ to act in the position of Chief Executive Officer or if the CEO is unable to make an appointment of Acting Chief Executive Officer, the matter must be referred to the Council.

The Council may, by resolution, extend an Acting Chief Executive Officer's period of appointment beyond five weeks if the substantive Chief Executive Officer remains unavailable or unable to perform their functions and duties.

Appointment of Acting Chief Executive Officer – Substantive Vacancy

~~If in the event that~~ the substantive Chief Executive Officer's employment is ending, the Council, when determining to appoint a Temporary Chief Executive Officer may either:

- by resolution appoint the Chief Financial Officer as the temporary Chief Executive Officer for the period of time until the substantive Chief Executive Officer has been recruited and commences their employment: or
- by resolution, appoint the Chief Financial Officer as the interim temporary Chief Executive Officer for the period of time until an external recruitment process for a temporary Chief Executive Officer can be completed: or
- following an external recruitment in accordance with the principles of merit and equity prescribed in Section 5.40 of the Local Government Act 1995, appoint a temporary Chief Executive Officer for the period of time until the substantive Chief Executive Officer has been recruited and commences employment.

– End of Policy

ADOPTED BY ABSOLUTE MAJORITY: 25 MAY 2023
LAST REVIEWED: 25 JULY 2024

13.2.7	Review of Policy 1.1.1 Code of Conduct for Council Members, Committee Members and Candidates (Model Code of Conduct)	
LOCATION	Not Applicable	
APPLICANT	Internal	
DOCUMENT REF	NAM1330	
DATE OF REPORT	12 July 2024	
AUTHOR	Executive Officer, Maureen Yulo-Uy	
RESPONSIBLE OFFICER	Chief Executive Officer, Glenda Teede	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	1. Policy 1.1.1 Code of Conduct for Council Members Committee Members and [13.2.7.1 - 9 pages]	

SUMMARY:

To review Policy 1.1.1 Code of Conduct for Council Members, Committee Members and Candidates in accordance with the Council's rolling review of all policies.

BACKGROUND:

The Model Code of Conduct for Council Members, Committee Members and Candidates was adopted by the Council on 25 March 2021 and was recently reviewed in June 2023.

COMMENT:

The existing policy is consistent with legislation and can be endorsed without amendment.

CONSULTATION:

Steven Tweedie, Governance Consultant

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 5.104 requires the adoption of a code of conduct which incorporates the model code of conduct.

Local Government (Model Code of Conduct) Regulations 2021:
Schedule 1 of the regulations contains the Model Code of Conduct.

POLICY IMPLICATIONS:

The Model Code of Conduct has been adopted as Policy 1.1.1 of the Council.

This policy is being reviewed by the Council in accordance with Policy 1.13 Policy Review Schedule.

FINANCIAL IMPLICATIONS:

There are no financial implications if the Officer's Recommendation is adopted.

RISK ASSESSMENT:

The Model Code of Conduct, if followed by Councillors will reduce legal and reputational risk.

STRATEGIC IMPLICATIONS:

The Shire's Strategic Community Plan 2021-2031 outlines the following Outcome and Strategy:

Outcome:

4.2 An efficient and effective organisation.

Strategy:

4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer's recommendation aligns with the Strategic Community Plan.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Policy 1.1.1 Code of Conduct for Council Members, Committee Members and Candidates be endorsed without amendment.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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SHIRE OF MENZIES

**CODE
OF
CONDUCT
2024**

**Council Members, Committee
Members and Candidates**



POLICY – 1.1.1 – Code of Conduct

Relevant Delegation

N/A

1. Objectives

- 1.1 The Regulations set out general principles to guide the behaviour of Council Members, Committee Members and Candidates.

2. Policy Statement

The Local Government (Model Code of Conduct) Regulations 2021 (Model Code Regulations) bring into effect sections 48-51 of the Amendment Act by introducing a mandatory code of conduct for council members, committee members and candidates.

The following regulations took effect on 3 February 2021, implementing the remaining parts of the Amendment Act:

- Local Government (Administration) Amendment Regulations 2021
 - Local Government (Model Code of Conduct) Regulations 2021
- 2.1. The following Policy Schedule 1.1.1 – Model Code of Conduct for Council Members, Committee Members and Candidates forms part of this Statement.
- 2.2. The Model Code of Conduct applies to: -
- Councillors, insofar as it is not contradicted by the Local Government Act or Rules of Conduct Regulations;
 - Committee Members and Council Election Candidates.

ADOPTED: 25 MARCH 2021
LAST REVIEWED: 25 JULY 2024

POLICY SCHEDULE 1.1.1 – MODEL CODE OF CONDUCT

FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

Based on Mandatory Code of Conduct issued by DLGSC

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Menzies Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and act with integrity and honesty; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and participate in decision-making in an honest, fair, impartial and timely manner; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

- 1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
- 2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —
electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;
resources of a local government includes —
 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —
local government employee means a person —
 - (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.

- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —
 - closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
 - confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;
 - document** includes a part of a document;
 - non-confidential document** means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —
 - interest** —
 - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.

- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

– End of Schedule

ADOPTED: 25 MARCH 2021
LAST REVIEWED: 25 JULY 2024

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NEW BUSINESS OF AN URGENT NATURE

Nil

16 BEHIND CLOSED DOORS - CONFIDENTIAL REPORTS

Item 16.1 Purchase of Established House and Land

This item is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- c. a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- e. a matter that if disclosed, would reveal: i) a trade secret; ii) information that has a commercial value to a person; or iii) information about the business, professional, commercial or financial affairs of a person. Where the trade secret or information is held by, or is about, a person other than the local government.

OFFICER RECOMMENDATION:

That in accordance with Section 5.23(2) of the Local Government Act 1995 the meeting be closed to members of the public to consider Item 16.1 Purchase of Established House and Land.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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MEETING OPENED TO THE PUBLIC:

Council Resolution Number	
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Moved		Seconded	
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That the meeting be opened to the Members of the Public.

Carried	
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17 NEXT MEETING

The next meeting is to be held on 29 August 2024 at the Shire Offices in Menzies commencing at 1.00pm.

18 CLOSURE OF MEETING

The Shire President, as Presiding Member declared the meeting closed at _____pm.