

# SHIRE OF MENZIES AGENDA



25 May 2017

**ORDINARY COUNCIL MEETING**

Agenda for the Ordinary Council Meeting to be held on Thursday  
25 May 2017 commencing at 1.00pm in the Council Chambers.

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

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 25 May 2017 in the Shire of Menzies council chambers commencing at 1.00pm.

Rhonda Evans  
Chief Executive Officer

19 May 2017

**DISCLAIMER**

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

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

**FINANCIAL INTEREST**

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

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

**Councillors should declare an interest:**

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

A member who has declared an interest must not:

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

## TABLE OF CONTENTS

1	DECLARATION OF OPENING .....	5
2	ANNOUNCEMENT OF VISITORS.....	5
3	RECORD OF ATTENDANCE .....	5
4	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	5
5	PUBLIC QUESTION TIME.....	5
6	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
7	DECLARATIONS OF INTEREST.....	5
8	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS .....	5
9	CONFIRMATION / RECEIVAL OF MINUTES .....	5
9.1	Confirmation of Minutes of the Ordinary Council Meeting held on 27 April 2017.....	5
9.2	Confirmation of Minutes of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Meeting held on 21 April 2017 .....	5
10	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	44
11	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....	44
11.1	Presidents Report .....	44
12	REPORTS OF OFFICERS .....	45
12.1	HEALTH BUILDING AND TOWN PLANNING .....	45
12.1.1	Health and Building Report for the month of April 2017.....	45
12.2	FINANCE AND ADMINISTRATION .....	47
12.2.1	Statement of Financial Activity for the Month of April 2017 .....	47
12.2.2	Monthly Listing of Payments for the Month of May 2017.....	107
12.2.3	Debtors Write Off .....	114
12.2.4	Disposal of Plant and Asset .....	116
12.2.5	Amendment of Fees and Charges .....	119
12.2.6	Differential Rating .....	126
12.3	WORKS AND SERVICES.....	133
12.3.1	Tender 03-2017 Construct and Seal Menzies NW Road ( <b>Confidential until 1pm 25 May 2017</b> ).....	133
12.4	COMMUNITY DEVELOPMENT .....	163
12.4.1	Report Lady Shenton Building for the Month of April 2017 .....	163
12.5	MANAGEMENT AND POLICY .....	167
12.5.1	Actions performed under Delegation for the month of April 2017 .....	167
12.5.2	Reserve 5064 – Management Order .....	169
12.5.3	Western Australian Local Government Convention 2017.....	180
12.5.4	Appointment of Consultant – CEO Annual Performance Review .....	201

13	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN .....	205
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....	205
15	ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS .....	205
16	NEXT MEETING.....	205
17	CLOSURE OF MEETING .....	205



- 1 DECLARATION OF OPENING**
- 2 ANNOUNCEMENT OF VISITORS**
- 3 RECORD OF ATTENDANCE**
- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 5 PUBLIC QUESTION TIME**
- 6 APPLICATIONS FOR LEAVE OF ABSENCE**
- 7 DECLARATIONS OF INTEREST**
- 8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**
- 9 CONFIRMATION / RECEIVAL OF MINUTES**
  - 9.1 Confirmation of Minutes of the Ordinary Council Meeting held on 27 April 2017.**  
*That the minutes of the Ordinary Meeting of Council held on Thursday 27 April 2017 be confirmed as a true and correct record.*
  - 9.2 Confirmation of Minutes of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Meeting held on 21 April 2017**  
*That the minutes of the Goldfields Voluntary Regional Organisation of Councils Meeting held on Friday 21 April 2017 be received for information.*



Ph: (08) 9328 1991  
Fax: (08) 9228 0071  
PO BOX 6456 EAST PERTH WA 6892  
Email: [hwestcott@wsquared.com.au](mailto:hwestcott@wsquared.com.au)

## Council Meeting

Friday 21 April 2017  
In-Person Meeting  
City of Kalgoorlie-Boulder Councillors Conference Room

## MINUTES

<b>CONTENTS</b>
-----------------

<b>1.</b>	<b>OPENING AND ANNOUNCEMENTS</b> .....	<b>4</b>
<b>2.</b>	<b>DECLARATION OF INTEREST</b> .....	<b>4</b>
<b>3.</b>	<b>RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE</b> .....	<b>4</b>
	3.1 Attendance .....	4
	3.2 Apologies.....	5
	3.3 Guests .....	5
	3.4 WALGA Representatives .....	5
	3.5 Department of Local Government and Communities Representative.....	5
<b>4.</b>	<b>GUEST SPEAKERS/PRESENTATIONS</b> .....	<b>5</b>
	4.1 Mr Dougall Ethell, Minderoo Foundation (Attachments) .....	5
	4.2 Mr Neil McGilp, Manager Goldfields Tourism Network Association Inc.....	6
	4.3 Goldfields Biosecurity Workshop (Attachment).....	6
<b>5.</b>	<b>MINUTES OF MEETINGS</b> .....	<b>8</b>
	5.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held Friday 3 February 2017 (Attachment).....	8
	5.2 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held Friday 24 February 2017 (Attachment).....	8
	5.3 Meeting of the Goldfields Records Facility Review Committee held Friday 17 March 2017 (Attachment).....	8
	5.4 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) GVROC CEOs Group held Friday 24 March 2017 (Attachment) .....	9
	5.5 Business Arising from Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) - GVROC Status Report for April 2017 .....	9
	5.6 Matters for Noting .....	9
<b>6.</b>	<b>GVROC FINANCE</b> .....	<b>10</b>
	6.1 Financial Statements for the Period ending 31 March 2017 (Attachment) and Accounts for Payment .....	10
	6.2 GVROC 2017/2018 Budget.....	12
<b>7.</b>	<b>GOLDFIELDS RECORDS STORAGE FACILITY - FINANCE AND OTHER MATTERS</b> .....	<b>14</b>
<b>8.</b>	<b>GVROC BUSINESS</b> .....	<b>15</b>
	8.1 Country Local Government Fund – 2012/2013 Regional Group Projects Applications – GVROC Solar PV Project and the GVROC LED Streetlight Project.....	15
	8.2 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region.....	18
	8.3 Introduction of the “welfare card” across Communities in the Goldfields Esperance Region 20	
	8.4 GVROC Regional Equipment Pool.....	21
	8.5 Review of the GVROC Technical Officers Working Group’s Terms of Reference ..	23
	8.6 Asset Management Improvement Project Report .....	24
	8.7 Restricted and Prohibited Burning Periods .....	26
<b>9.</b>	<b>WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS</b> <b>28</b>	
	9.1 State Councillor / Goldfields Esperance Zone President’s Report.....	28
	9.2 WALGA Status Report (Attachment).....	28
	9.3 Review of WALGA State Council Agenda - Matters for Decision .....	28
<b>10.</b>	<b>Agency Reports</b> .....	<b>31</b>
	10.1 Department of Local Government and Communities .....	31
<b>11.</b>	<b>Members of Parliament</b> .....	<b>31</b>
<b>12.</b>	<b>LATE ITEMS as notified, introduced by decision of the Meeting</b> .....	<b>31</b>
	12.1 Chamber of Minerals and Energy – Advertising Campaign during the State Government Elections .....	31
<b>13.</b>	<b>FUTURE MEETINGS</b> .....	<b>31</b>

**CLOSURE OF MEETING** ..... **32**



## GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)

An in-person meeting of the GVROC Council will be held Friday 21 April 2017 commencing at 8.35am

# MINUTES

## 1. OPENING AND ANNOUNCEMENTS

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils and to consider and provide advice to the WALGA State Council Representative, Cr Mal Cullen.

## 2. DECLARATION OF INTEREST

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

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

### 3.1 Attendance

Cr Mal Cullen (Chair)	President, Shire of Coolgardie
Cr Sherryl Botting	Councillor, Shire of Coolgardie
Mr James Trail	A/CEO, Shire of Coolgardie
Cr Jacquie Best	President, Shire of Dundas
Cr Victoria Brown (joined the meeting via teleconference)	President, Shire of Esperance
Cr Beverley Stewart (joined the meeting at 8.55am via teleconference)	Councillor, Shire of Esperance
Mr Matthew Scott (joined the meeting via teleconference)	CEO, Shire of Esperance
Mayor John Bowler	Mayor, City of Kalgoorlie-Boulder
Cr Suzie Williams	Councillor, City of Kalgoorlie-Boulder
Mr John Walker	CEO, City of Kalgoorlie-Boulder
Cr Patrick Hill	President, Shire of Laverton
Mr Steven Deckert	CEO, Shire of Laverton
Mr Jim Epis	CEO, Shire of Leonora
Cr Jamie Mazza	Councillor, Shire of Menzies
Ms Rhonda Evans	CEO, Shire of Menzies
Cr Damian McLean (joined the meeting via teleconference, leaving the meeting at morning tea)	President, Shire of Ngaanyatjarraku
Mr Chris Paget (joined the meeting via teleconference)	CEO, Shire of Ngaanyatjarraku
Cr Peter Smith	Deputy President, Shire of Ravensthorpe
Mr Ian Fitzgerald	CEO, Shire of Ravensthorpe
Cr Jim Quadrio	President, Shire of Wiluna
Cr Graham Harris	Deputy President, Shire of Wiluna
Mr Colin Bastow	A/CEO, Shire of Wiluna

Ms Helen Westcott, Joint Executive Officer  
Mr Bruce Wittber, Joint Executive Officer

### **3.2 Apologies**

Cr Tracey Rathbone, Deputy President, Shire of Coolgardie  
Mr Doug Stead, CEO Shire of Dundas  
Cr Shaneane Weldon, Deputy President, Shire of Laverton  
Cr Peter Craig, President Shire of Leonora  
Cr Keith Dunlop, President, Shire of Ravensthorpe  
Cr Ian Goldfinch, Councillor, Shire of Ravensthorpe

Mr Rick Wilson MP, Member for O'Connor

### **3.3 Guests**

Mr Dougall Ethell, Minderoo Foundation (left the meeting at the break for morning tea, returning at 11.09am)

Mr Neil McGilp, Manager Goldfields Tourism Network Association Inc (entered the meeting following the morning tea break at 10.22am, leaving the meeting at 10.54am)

Dr Lesley Arnott, Research Officer, Rick Wilson MP Member for O'Connor (left the meeting at the break for morning tea at 10.00am)

Mr Jarrod Lucas, News Reporter ABC Goldfields-Esperance (left the meeting at the break for morning tea at 10.00am, returning at 11.09am)

The following people attended the biosecurity workshop following lunch and the conclusion of the GVROC Council Meeting:

Mr Ross Wood, Executive Officer, Goldfields Rangelands Biosecurity Association

Dr Gaye McKenzie, CEO Rangelands NRM

Mr Kieran Massie, Rangelands NRM Program Manager

Ms Kim Eckert, CEO Kalgoorlie-Boulder Urban Landcare Centre

Ms Glenice Batchelor, Department of Food and Agriculture WA

Mr Barry Hooper, Ranger Coordinator, Goldfields Land and Sea Council

Mr Trevor Donaldson Jnr, Ranger Superintendent Goldfields Land and Sea Council

### **3.4 WALGA Representatives**

Mr Mark Batty, Executive Manager Environment and Waste

Ms Cherie Wallace, Road Safety Advisor, Goldfields Esperance

### **3.5 Department of Local Government and Communities Representative**

The Department is unable to send a representative to the meeting.

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

### **4.1 Mr Dougall Ethell, Minderoo Foundation (Attachments)**

Mr Dougall Ethell from Minderoo Foundation has been invited to discuss with GVROC's Member Councils the cashless debit card and its trialling here in WA and South Australia (this matter was a topic for discussion at the last in-person GVROC Council Meeting held in Esperance in early February).

Copies of a brochure and handout made available by Dougall Ethell form attachments to the minutes of the meeting.

**Meeting adjourned for morning tea at 9.58am**

**Meeting resumed after morning tea at 10.22am**

## **4.2 Mr Neil McGilp, Manager Goldfields Tourism Network Association Inc**

Mr Neil McGilp, Manager Goldfields Tourism Network Association Inc (GTNA) has been invited to meet with GVROC Member Councils to provide an update on the GTNA's activities and discuss its budget request for the 2017/2018 financial year.

Mr Neil McGilp joined the meeting following the meeting's resumption after morning tea.

It was agreed to invite Mr Neil McGilp to meet with the CEOs Group at its next meeting to discuss the development of Member Councils tourism data requirements

**Mr McGilp left the meeting at 10.54am**

## **4.3 Goldfields Biosecurity Workshop (Attachment)**

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

Following this meeting GVROC Council resolved as shown below:

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

*That GVROC:*

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

**CARRIED**

Due to GVROC's other commitments it has not been possible to hold these discussions until now.

In bringing together these various groups the Executive Officer sought the assistance of WALGA. A workshop has been developed to discuss the issue of landcare management/biosecurity across the region. A number of agencies/groups were invited to participate in the workshop, with the following representatives able to attend:

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

The workshop facilitated by Mark Batty, WALGA's Executive Manager Environment and Waste, will be in two parts:

1. Information session – 15 mins for each group to outline their biosecurity activities, issues and opportunities; and
2. Next steps / where to from here. This part of the workshop will focus around a couple of key questions, such as:
  - What does GVROC see as its future role/involvement in post-border biosecurity?

- How should it be structured and resourced?

The workshop was held following the lunch break taken at the conclusion of the GVROC Council Meeting.

A copy of the workshop program forms an attachment to the minutes of the meeting.



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

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

**RECOMMENDATION:**

That the Minutes of the GVROC CEOs Group Meeting held Friday 24 March 2017 be received.

**EN BLOC RESOLUTION: Moved: Cr Harris**

**Seconded: Cr Williams**

**That the Minutes of the GVROC CEOs Group Meeting held Friday 24 March 2017 be received.**

**CARRIED**

**5.5 Business Arising from Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) - GVROC Status Report for April 2017**

The Executive Officer will provide an update to Member Councils.

**RECOMMENDATION:**

That the GVROC Status Report, as presented, be received.

**RESOLUTION:**

**Moved: Mr Fitzgerald**

**Seconded: Cr Harris**

**That the GVROC Status Report, as presented, be received with the following actions to be undertaken in response to discussion on the Status Report:**

1. That GVROC extend an invitation to the Directors General of the Departments of Planning and Minerals and Petroleum to attend the GVROC Council Meeting scheduled to be held in Perth on Wednesday 2 August 2017;
2. That a report on the impact of charter vs Regulated Transport be completed for consideration by the GVROC Council at the meeting scheduled to be held in Kalgoorlie on Friday 30 June 2017; and
3. That GVROC extend an invitation to a representative from Camp Kulin to attend the GVROC Council Meeting scheduled to be held in Perth on Wednesday 2 August 2017.

**CARRIED**

**5.6 Matters for Noting**

Nil

## 6. GVROC FINANCE

### 6.1 Financial Statements for the Period ending 31 March 2017 (Attachment) and Accounts for Payment

From Executive Officer

#### **Background:**

Presenting the unaudited financial statement for the period 1 July 2016 to 31 March 2017 and the accounts approved for payment for the period 18 January 2017 to 7 April 2017

#### **Financial Statement:**

The Executive Officer provides the following comment:

1. Account 501 - Members Subscriptions – all members' annual subscriptions have been paid.
2. Account 502 – Members Subscriptions Goldfields District Display – all members' annual subscriptions have been paid.
3. Account 512 - Project General Contributions - all members' annual subscriptions have been paid.
4. Account 521 – Reimbursements – this is the reimbursement of costs of attendance at the GVROC Dinner held during Local Government Week;
5. Accounts 1512, 1513, 1514 and 1515 – Executive Officer Services – payment for Executive Officer Services and expenses incurred such as travel and accommodation.
6. Account 1555 – Council Expenses – Meeting Food and Beverage - included in this account is expenditure for the GVROC Meeting held during Local Government Week and catering for the Strategic Planning Workshop.
7. Account 1557 – Council Expenses Travel and Accommodation – this account includes the costs associated with charter flights and accommodation for the Warburton meeting on 4 November 2016.
8. Account 1559 – Council Expenses Audit – cost of undertaking the financial audit.
9. Account Reimbursements – amount reimbursed for attendance at GVROC Dinner.
10. Account 1846 – Project General – the cost of Strategic Planning consultancy has been paid from this account.
11. Account 1836 – Sponsorship Goldfields District Display – expenditure to assist the preparation of the Royal Show District Display.
12. Account 1848 – DLG Asset Management Business Case – reimbursement payments paid to the City of Kalgoorlie-Boulder on a quarterly basis.

#### **Accounts Paid:**

Cheque/ EFT	Date	Payee	Details	Amount incl GST
EFT	090217	Up to Date Accounting	Financial Management December 2016 and January 2017	435.60
EFT	090217	City of Kalgoorlie- Boulder	Reimbursement of Expenditure on GERCG Asset Management Project September 2016 Quarter	56,456.00
EFT	090217	Puzzle Consulting	Final Payment Strategic Plan Development	6,314.00
EFT	210217	City of Kalgoorlie- Boulder	Reimbursement of Expenditure on GERCG Asset Management Project December 2016 Quarter	26,358.51
EFT	100317	BHW Consulting	Professional Services October 2016, November 2016, December 2016 and	11,265.53

			Reimbursements for travel and accommodation and teleconference meetings	
EFT	140317	BHW Consulting	Professional Services January 2017 and reimbursement teleconference meetings	3,678.07
EFT	230317	Up to Date Accounting	Financial Management February 2017	118.80
				TOTAL \$104,626.51

**RECOMMENDATION:**

1. That the Statement of Financial Position for the period ending 31 March 2017, as attached, be received.
2. That the Accounts Paid for the period 18 January 2017 to 7 April 2017 totalling \$104,626.51 be approved.

**RESOLUTION:**

**Moved: Mr Epis**

**Seconded: Cr Botting**

1. That the Statement of Financial Position for the period ending 31 March 2017, as attached, be received.
2. That the Accounts Paid for the period 18 January 2017 to 7 April 2017 totalling \$104,626.51 be approved.

**CARRIED**



## 6.2 GVROC 2017/2018 Budget

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

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

**Date:** 11 April 2017

**Attachments:** Draft 2017/2018 Budget

### **Background:**

Presenting the Draft 2017/2018 Budget for the Goldfields Voluntary Regional Organisation of Councils (GVROC) for adoption

### **Executive Officer Comment:**

The following notes are provided in regard to the Draft 2017/2018 Budget:

1. Given that the estimated surplus at 30 June 2017 will be in the order of some \$474,000 and recognising that local government faces some uncertainty with respect to grant funding and increased impost through the loss of motor vehicle concessions it is proposed to decrease the annual subscription for the 2017/2018 financial year to \$5,500 (excl GST) per Member Council which is half of the 2016/2017 subscription.
2. During 2013/2014 GVROC agreed to change the funding level for the support of the Goldfields District Display (this support is made to the Goldfields Tourism Network Association Inc). The new arrangement was implemented in 2013/2014 and is proposed to be maintained in 2017/2018. The contributions for 2016/2017 year were:
  - City of Kalgoorlie-Boulder - \$6,500.00
  - Shire of Coolgardie – \$2,400.00
  - Shire of Dundas - \$2,400.00
  - Shire of Laverton - \$2,400.00
  - Shire of Leonora - \$2,400.00
  - Shire of Menzies - \$2,400.00
  - Shire of Ngaanyatjarraku - \$2,400.00
  - Shire of Wiluna - \$2,400.00

All amounts exclude GST.

The level of sponsorship has been retained at \$24,000 and is matched by the expenditure line item.

3. Interest accrued on general operating GVROC funds – the amount has been reduced from the 2016/2017 year due to a continuing decline in interest rates.
4. Interest accrued to the DLGC Grant for the asset management implementation project and is required to be accounted separately and added to the grant. It is likely that most of the funds will be expended by the 30 June 2017 and as such there is only a minimal amount of interest included in the budget.
5. An annual subscription of \$2,500 (excl GST) for each Member Council that gives flexibility to undertake special projects or consultancies. It should be noted that the GVROC Projects General account is estimated to have a surplus of \$51,000 at 30 June 2017.
6. The allocation relates to the GVROC Executive Officer services and covers providing Executive Support, research, communication expenses, office expenses, travel and accommodation.
7. An allocation to meet the cost of meeting room hire for any meetings that may be held in Perth. During Local Government Week no cost is incurred when using a meeting room at the Convention Centre however the GVROC may decide to meet elsewhere at Local Government Week 2017.
8. Cost of holding meetings by teleconference. This amount has increased over the previous year as there is a growing tendency to have some Member Councils to join meetings by teleconference.

9. An allocation to meet the cost of food and beverages at meetings and other events. The main cost is related to meetings held during Local Government Week but there is also an allowance should GVROC wish to meet the cost of some dinner functions including the cost of GVROC guests attending such functions.
10. This allocation covers the cost of the GVROC finances being managed through an outsourced provider.
11. Council Expenses – Travel and Accommodation has an allocation to cover the cost of delegates' accommodation in attending a "regional" meeting during the year.
12. This allocation meets that cost of an annual audit of the books of account. An allocation for the completion of acquittals of grant programs is also included.
13. An allocation to enable the GVROC to undertake special projects or consultancies. This line item is particularly relevant to progress the implementation of the recently adopted Strategic Plan.
14. The expenditure associated with the Digital Action Plan project. Given that this project has been with the GVROC for a number of years and the funds have not been expended or any project developed the funds have been incorporated for action to be undertaken during the 2017/2018 financial year.
15. Contribution to the Goldfields District Display which has been retained at a contribution of \$24,000 and is matched by the separate income line item.
16. The final expenditure on the DLGC Asset Management Project which is scheduled to be fully expended by the 30 June 2017 and reimbursed to the City of Kalgoorlie-Boulder in the early part of 2017/2018. The allocation includes accumulated interest.
17. A new line item has been included for GVROC to undertake advocacy which may be required as part of the implementation of the Strategic Plan.

**RECOMMENDATION:**

That the GVROC Council adopt the Draft Budget for the year ending 30 June 2018, as circulated, with the following contributions:

1. The general annual contribution for each Member Council be set at \$5,500 (excluding GST);
2. A contribution of \$2,400 (excl GST) from each of the Shires of Coolgardie, Dundas, Laverton, Leonora, Menzies, Ngaanyatjarraku and Wiluna and \$6,500 (excl GST) from the City of Kalgoorlie-Boulder for sponsorship of the Royal Show Goldfields District Display; and
3. A contribution of \$2,500 (excl GST) from each Member Council be set for GVROC general projects.

**RESOLUTION:**

**Moved: Mr Epis**

**Seconded: Cr Harris**

1. That the GVROC Budget be amended to include a new line item of \$20,000 to fund the operation of the Law and Order Working Party;
2. That the GVROC Council adopt the Draft Budget for the year ending 30 June 2018, as circulated and amended, with the following contributions:
  - a) The general annual contribution for each Member Council be set at \$5,500 (excluding GST);
  - b) A contribution of \$2,400 (excl GST) from each of the Shires of Coolgardie, Dundas, Laverton, Leonora, Menzies, Ngaanyatjarraku and Wiluna and \$6,500 (excl GST) from the City of Kalgoorlie-Boulder for sponsorship of the Royal Show Goldfields District Display; and
  - c) A contribution of \$2,500 (excl GST) from each Member Council be set for GVROC general projects.

**CARRIED 9/1**

The Shire of Esperance voted against the resolution on the basis that it disagreed with the inclusion of Part 1 of the above resolution.

<b>7. GOLDFIELDS RECORDS STORAGE FACILITY - FINANCE AND OTHER MATTERS</b>
---

Reports on the Goldfields Records Storage Facility (GRS) were not available at the time of completing the GVROC Council meeting agenda.

**John Walker, CEO City of Kalgoorlie, provided a brief report on the operation of the GRS, explaining that the GRS' Manager, Yvette Hargreaves would not be returning to work in April as first anticipated but would remain on workers compensation until mid-July.**

## 8. GVROC BUSINESS

### 8.1 Country Local Government Fund – 2012/2013 Regional Group Projects Applications – GVROC Solar PV Project and the GVROC LED Streetlight Project

**Reporting Officer:** Ric Halse, Manager Planning, Development and Regulatory Services  
City of Kalgoorlie-Boulder  
Steven Deckert, CEO Shire of Laverton  
Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 21 March 2017

**Attachments:** Nil

#### **Background:**

The need to develop renewable energy and energy efficient projects was recognised by Member Councils as early as 2012. At the GVROC Council Meeting held on Wednesday 1 August 2012 Member Councils resolved as follows:

*RESOLUTION: Moved: Cr Cullen Seconded: Cr Petz*

*That for the 2012/2013 round of regional CLGF funding, the Goldfields Voluntary Regional Organisation of Councils:*

- 1. Submit an alternate energy project for the region with the pool of funding for the project to be determined by Member Councils, with Member Councils notifying the Executive Officer of their intention to participate in the project no later than Friday 31 August 2012;*
- 2. That the City of Kalgoorlie-Boulder be given delegate authority to commence preparation of a business case for the alternate energy project, with the business case to look at participating Member Councils using funds from both the 2012/2013 and 2013/2014 allocations of regional CLGF funds;*
- 3. Request the Goldfields Esperance Development Commission provide funding for the preparation of a business cases for GVROC Member Councils for the following projects in the 2012/2013 regional CLGF round of funding:*
  - a) Retro-fitting of lighting and renewable energy power generation;*
  - b) Regional waste management;*
  - c) Norseman gateway project; and*
  - d) A project for the Shires of Laverton and Ngaanyatjarraku (still to be determined); and*
- 4. Give delegated authority to the GVROC Technical Officers Working Group to prepare and submit business cases for projects, other than the alternate energy project, agreed to for the 2012/2013 round of regional CLGF funds.*

**CARRIED**

The City of Kalgoorlie-Boulder has been the Lead Council for the projects developed, providing regular reports on the projects and undertaking the work associated with the projects' implementation.

With the LED street lighting all but completed the focus has been on the completion of the solar PV project.

At the GVROC Council Meeting held in Warburton on Friday 4 November 2016 the City of Kalgoorlie-Boulder provided a project update, with the meeting resolving as shown below:

RESOLUTION: Moved: Ms Evans Seconded: Cr Dwyer

That GVROC:

1. Note both the Shire of Laverton and the City of Kalgoorlie-Boulder, as lead agency for the Country Local Government Fund – 2012/2013 Regional Group Projects Applications – GVROC Solar PV Project and the GVROC LED Streetlight Project, efforts in seeking a further variation to the project's Financial Assistance Agreement (FAA) between the Department of Regional Development and GVROC, as it relates to the solar PV component of the project.
2. In conjunction with Part 1, the City of Kalgoorlie-Boulder, as lead agency for the Country Local Government Fund – 2012/2013 Regional Group Projects Applications – GVROC Solar PV Project and the GVROC LED Streetlight Project, seek support from the Minister of Lands to expedite the land tenure transfer for the ground mount component of the solar panel project in Laverton; and
3. In conjunction with Part 1 GVROC investigate the potential for any remaining funding from the project to be used for installation of solar panels to other GVROC facilities that are "shovel ready", noting that such work is contingent on funds being available to meet the cost of installing solar panels in Laverton as per the project business case.

CARRIED

Since that time the Shire of Laverton has been working with the City of Kalgoorlie-Boulder to resolve the Shire's issue of land transfer for the ground mound component of its solar panel project.

The most recent update on the project was provided at a meeting of the GVROC Council on Friday 24 February 2017 at which time it was resolved as shown below:

RESOLUTION: Moved: Cr Rathbone Seconded: Cr Hill

That:

1. The Goldfields Voluntary Regional Organisation of Councils (GVROC) supports an alternative proposal for Shire of Laverton to install a 50kw system on the Shire of Laverton Administration Building, in addition to the already proposed installation on the Laverton Tourist Centre;
2. Upon completion of the tendering and procurement process for the Shire of Laverton project the City of Kalgoorlie-Boulder, as lead agency for the Country Local Government Fund – 2012/2013 Regional Group Projects Applications – GVROC Solar PV Project and the GVROC LED Streetlight Project, undertake investigations to cost out projects for a Shire of Coolgardie 30kW system and a City of Kalgoorlie-Boulder 30kW system, and report back to GVROC on the investigation findings; and
3. Subject to surplus funds available after the completion of Shire of Laverton project, and the possible addition of projects at Coolgardie and Kalgoorlie-Boulder, commission Perdaman Advanced Energy to prepare specifications, costings and design documentation for Solar PV projects in remote Indigenous Communities in the Goldfields Region. The completed documentation will be used to form an application for funding from Royalties for Regions, or a similar funding source.

CARRIED

#### **Executive Officer Comment:**

Since the GVROC Council Meeting held Friday 24 February 2017 efforts have been underway to ensure the completion of the solar PV project in Laverton.

On Tuesday 21 March 2017 the City of Kalgoorlie-Boulder advised that it had received notification from the Department of Regional Development that it approved the following with respect to the GVROC Solar PV project:

- A change in project scope for Laverton to drop the ground mount solar PV system, and replace it with a 50kw roof mounted solar PV system to be installed at the Shire of Laverton Administration Building. This would be in addition to the already agreed 50kw roof mounted solar PV system on the Laverton Tourist Centre;
- Allow for investigations into expending surplus funds post the Laverton project on either, or both, Coolgardie Recreation Centre 30kw solar PV roof mount system, and Kalgoorlie-Boulder Animal Management Facility 30kw solar PV roof mount system; and
- Allow an extension of the funding acquittal date to 31 December 2017.

The Department of Regional Development, however, did not approve of surplus funds being spent on design documentation and costing for solar PV installations in remote Indigenous communities. The funding must be spent on capital projects only.

Notwithstanding the above, the City of Kalgoorlie-Boulder is exploring options with the Department of Housing for the Department to fund the design documentation and costing for these installations.

The Shire of Laverton may wish to provide a further update.

**Consultation:** City of Kalgoorlie-Boulder

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

That the update on completion of the solar PV project in Laverton be noted.

**RESOLUTION:** **Moved: Cr Hill** **Seconded: Cr Harris**

---

**That the update on completion of the solar PV project in Laverton be noted.**

**CARRIED**

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

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

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

**Date:** 13 April 2017

**Attachments:** Nil

### **Background:**

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

This request was agreed to.

Following discussion of the issue GVROC Council resolved as shown below:

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

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

**CARRIED**

### **Executive Officer Comment:**

GVROC has written to the City of Kalgoorlie-Boulder regarding the establishment of a working party.

At a Council meeting held Monday 27 March 2017 the City of Kalgoorlie-Boulder acknowledged GVROC's request to establish a working party.

Actions 3 and 4 of the above resolution are yet to be completed as they rely on the establishment of a working party by the City of Kalgoorlie-Boulder and any other consequent actions that GVROC may determine are required to progress the issue of law and order throughout the region.

In correspondence from the City's Mayor to the GVROC Chair commitment is given by the City to establish the working group on the assurance that administrative support is provided by the GVROC Executive Officer.

The Executive Officer would suggest that if GVROC is to provide administrative support to the working group then GVROC, rather than the City of Kalgoorlie-Boulder, may be better placed to initiate the working group's establishment.

Since receiving the City's response the GVROC Chair requested that an informal meeting of GVROC's Member Councils be held the evening before the GVROC Council Meeting on Friday 21 April to discuss informally the formulation of a strategy to address ways to improve law and order across the region, including the establishment of the working party.

An informal meeting has been arranged for the evening of Thursday 20 April.

Discussion on any of the outcomes arising from this meeting would be useful in determining any formal decisions by GVROC on this matter.

**Consultation:** City of Kalgoorlie-Boulder

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

That:

1. GVROC establish a Working Party to develop a strategy to address ways to improve law and order across the region;
2. Membership to the working party include representation from the Shire/City of \_\_\_\_\_;
3. Support to the working party by provided by the GVROC Executive Officer; and
4. The first meeting of the working party be held on \_\_\_\_\_.

**RESOLUTION:**

**Moved: Cr Hill**

**Seconded: Cr Stewart**

**That:**

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

**CARRIED**



### **8.3 Introduction of the “welfare card” across Communities in the Goldfields Esperance Region**

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

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

**Date:** 13 April 2017

**Attachments:** Nil

**Background:**

The introduction of the “welfare card” across the Goldfields Esperance Region was discussed at the GVROC Council Meeting held in Esperance on Friday 3 February 2017, with the meeting resolving as shown below:

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

*That the matter of the introduction of the “welfare card” across communities in the Goldfields Esperance Region be included in the consideration of the resolution related to Item 8.12 - Law and Order – Alcohol Sales in Laverton.*

**CARRIED**

**Executive Officer Comment:**

Since the February GVROC Council meeting an invitation to Dougall Ethell from Minderoo Foundation has been extended to discuss with GVROC’s Member Councils the cashless debit card and its trialling here in WA and South Australia.

Member Councils might wish to further discuss issues raised during the presentation.

**Consultation:** Shire of Coolgardie

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

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

**That the GVROC support the City of Kalgoorlie-Boulder and the Shires of Coolgardie, Dundas, Laverton and Leonora and other Member Councils who may advise of their desire to be involved in their efforts to have the cashless debit card trialled within their communities.**

**CARRIED**

## 8.4 GVROC Regional Equipment Pool

**Reporting Officer:** John Walker, CEO City of Kalgoorlie-Boulder  
Tanya Gartner, Team Leader- Community Development Unit, City of Kalgoorlie-Boulder  
Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 6 April 2017

**Attachments:** Nil

### **Background:**

A summary report for usage of equipment from the GVROC Regional Equipment Pool for the period January to December 2016 was tabled at the GVROC Council Meeting held in Esperance on Friday 3 February 2017. Following consideration of the report, GVROC Council resolved as shown below:

**RESOLUTION:** *Moved: Cr Harris* *Seconded: Cr Craig*

*That:*

- 1. The report on the usage of equipment from the regional equipment pool for the period January to December 2016 inclusive be noted; and*
- 2. GVROC seek advice from the City of Kalgoorlie-Boulder as manager of the GVROC Regional Equipment Pool whether it wishes Member Councils to contribute towards the costs associated with the maintenance of equipment during 2016.*

**CARRIED**

The Executive Officer sought advice from the City of Kalgoorlie-Boulder as to whether it wished Member Councils to contribute towards the costs associated with the maintenance of equipment during 2016. The City advised that for 2016 it wished to recoup the costs associated with maintenance undertaken on the equipment within the pool.

The GVROC CEOs Group considered the matter when it met on Friday 24 March 2017.

A status report on the portable stage purchased through the regional equipment pool was also considered at this time, with the meeting resolving as shown below:

**RESOLUTION:** *Moved: John Walker* *Seconded: James Trail*

*The GVROC CEOs Group recommend to GVROC Council that:*

- 1. All costs associated with maintenance to equipment within the GVROC Equipment Pool be met by GVROC;*
- 2. An item with the heading "GVROC regional equipment pool maintenance" be included in the GVROC 2017/2018 budget;*
- 3. The Executive Officer develop an Expression of Interest for the sale of the portable stage with a view to selling the stage as soon as practicable; and*
- 4. All funds raised from the sale of the portable stage be used enhance/maintain the GVROC regional equipment pool.*

**CARRIED**

### **Executive Officer Comment:**

No further comment.

**Consultation:** City of Kalgoorlie-Boulder

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

That:

1. All costs associated with maintenance to equipment within the GVROC Equipment Pool be met by GVROC;
2. An item with the heading "GVROC regional equipment pool maintenance" be included in the GVROC 2017/2018 budget;
3. The Executive Officer develop an Expression of Interest for the sale of the portable stage with a view to selling the stage as soon as practicable; and
4. All funds raised from the sale of the portable stage be used enhance/maintain the GVROC regional equipment pool.

**RESOLUTION:**

**Moved: Cr Hill**

**Seconded: Cr Best**

That:

1. **All costs associated with maintenance to equipment within the GVROC Equipment Pool be met by GVROC;**
2. **An item with the heading "GVROC regional equipment pool maintenance" be included in the GVROC 2017/2018 budget;**
3. **The Executive Officer develop an Expression of Interest for the sale of the portable stage with a view to selling the stage as soon as practicable; and**
4. **All funds raised from the sale of the portable stage be used enhance/maintain the GVROC regional equipment pool.**

**CARRIED**

## **8.5 Review of the GVROC Technical Officers Working Group's Terms of Reference**

<b>Reporting Officer:</b>	James Trail, A/CEO Shire of Coolgardie and GVROC CEO Helen Westcott, Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	18 April 2017
<b>Attachments:</b>	Draft Terms of Reference for the GVROC Chief Executive Officers Group

### **Background:**

Some years ago GVROC developed a draft Terms of Reference (ToR) for its Technical Officers Working Group. The Executive Officer advised that she was unaware whether the ToR were ever adopted.

Given GVROC's recent adoption of its first Strategic Plan the Executive Officer believes that a review of the functions of the GVROC Chief Executive Officers Group (a decision to rename the group was taken last year) should be undertaken.

The matter was considered at the meeting of the GVROC Chief Executive Officers Group (GVROC CEOs Group) held Friday 24 March 2017 at which time it was resolved as shown below:

**RESOLUTION:** *Moved: Matthew Scott* *Seconded: Ian Fitzgerald*

*That the Executive Officer:*

- 1. Review the current Terms of Reference for the GVROC Technical Officers Working Group preparing a draft report with recommendations on possible changes for comment by the Member Councils;*
- 2. Prepare a final report once all comments have been received, with the final report and recommendations to be tabled as soon as possible.*

**CARRIED**

### **Executive Officer Comment:**

In arriving at the above recommendation, the GVROC CEOs and GVROC Executive Officer reviewed the current terms of reference.

As part of the review discussion centred around the role of the working group and how it can best serve the Council. The consensus view was that in order to best assist and support the GVROC Council, the terms of reference for the GVROC CEOs Group be more akin to the role and functions the CEOs have with their individual Councils. That is to:

- Ensure that advice and information is available to the council so that informed decisions can be made; and
- Cause Council decisions to be implemented.

The GVROC CEOs Group presents the draft terms of reference for consideration by GVROC Council.

**Consultation:** GVROC CEOs Group

**Voting Requirement:** Simple majority

### **RECOMMENDATION:**

That the Draft Terms of Reference for the Goldfields Voluntary Regional Organisation of Councils Chief Executive Officers Group as attached be endorsed.

**RESOLUTION:** *Moved: Cr Hill* *Seconded: Mr Fitzgerald*

**That the Draft Terms of Reference for the Goldfields Voluntary Regional Organisation of Councils Chief Executive Officers Group as attached be endorsed.**

**CARRIED**

## 8.6 Asset Management Improvement Project Report

**Reporting Officer:** John O'Sullivan, Manager Assets and Procurement City of Kalgoorlie-Boulder  
Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 13 April 2017

**Attachments:** Asset Management Software Report  
GERCG Implementation Project – Quarter 3 Report 2016-2017

### **Background:**

As Member Councils are aware, the Department of Local Government and Communities (DLGC) wrote to GVROC in late May 2016 regarding the GERCG asset management project. The letter, with a report prepared by the City of Kalgoorlie-Boulder as lead agency for the project was considered by the GVROC Council when it met on Friday 1 July 2016. At this time GVROC resolved as shown below:

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

*That:*

1. *GVROC seeks a commitment from its Member Councils to successfully complete the asset management project funded by the Department of Local Government and Communities through the Royalties for Regions Program;*
2. *The Executive Officer write to the Department of Local Government and Communities to seek a further extension of time for completion of the GVROC asset management project, with a request that the extension be until 30 November 2016; and*
3. *Subject to the granting of a further extension of time for the GVROC asset management project, GVROC consider engaging additional support to assist in the completion of the asset management project.*

**CARRIED**

The matter was again considered at the GVROC Council Meeting held Wednesday 3 August 2016 at which time GVROC further resolved:

**RESOLUTION:** *Moved: Mr Epis* *Seconded: Mr Fitzgerald*

*That GVROC write to the Department of Local Government and Communities confirming the commitment of all Member Councils to fulfil their obligations in completing the objectives of the asset management project funded through Royalties for Regions.*

**CARRIED**

The City's Manager Assets and Procurement, John O'Sullivan, has provided a number of reports for this meeting. Each forms an attachment to the meeting agenda. Whilst the 2016 NAF assessment report and the project's Quarter 3 Report for 2016/2017 are provided for Member Councils' information the attached software report provides some figures and recommendations that require GVROC's consideration and decision.

To quote directly from the report (Part 6 Recommendation):

*It is clear based on the pricing structure that Asset Finda or similar full Asset Management systems are not suitable or cost effective for the smaller Shires. Esperance and Coolgardie have already implemented Asset Finder and it has been quite effective. The total cost of implementation of Asset Finda across the group exceeds the budget for software and Consultants in this project and will require significant additional investment from participant shires. It is likely that Kalgoorlie will implement an AM system such as Asset Finda in the near future however that will be separate to this current project.*

*The cost of providing a Pocket Ramm system and training to each shire is within the budget available to the project. The system will not provide the full range of capabilities of*

*the Asset Finda software but will allow improved management of each shires roads asset's which is approximately 70% of the overall asset base in the region. The system can be expanded at a later date if required.*

*In order to maximise the benefit to the smaller shires it is recommended to review the Pocket Ramm system further. A visit to Kalgoorlie will be arranged with a representative from RAMM during November or early December subject to their availability. The GVROC asset management group will hold their quarterly meeting to coincide with this visit.*

Following discussions with the DLGC in relation to an extension of time for completion of the project the City of Kalgoorlie-Boulder, on behalf of Member Councils, signed the variation to the FAA providing for a 12 month extension for the asset management project, which must now be completed by 30 September 2017.

The issue was further considered at the GVROC Council Meeting on Friday 4 November 2016 when it resolved as follows:

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

*That GVROC:*

- 1. Acknowledge the work undertaken by the City of Kalgoorlie-Boulder to gain an extension for the GVROC Asset Management Project; and*
- 2. Receive the report prepared by the City of Kalgoorlie-Boulder's Manager Assets and Procurement on the GVROC Asset Management Project, noting that a further review of the Pocket Ramm asset management system will be further investigated by the GVROC Asset Management Group.*

*CARRIED*

**Executive Officer Comment:**

Since the November 2016 GVROC Council Meeting, the City of Kalgoorlie-Boulder's Manager Assets and Procurement and delegates from a number of GVROC Member Councils undertook a review of the Pocket Ramm system during several training sessions.

The general conclusion of the review was that Pocket Ramm was a suitable product and a recommendation should be made to proceed with the purchase which will be fully funded by the DLGC Grant.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

*That GVROC:*

- 1. Receive the GERCG Implementation Project – Quarter 3 Report 2016-2017; and*
- 2. Noting the evaluation undertaken by GVROC Member Councils, approve the expenditure on the Pocket Ramm asset management system.*

**RESOLUTION:** *Moved: Ms Evans* *Seconded: Mr Epis*

*That GVROC:*

- 1. Receive the GERCG Implementation Project – Quarter 3 Report 2016-2017; and*
- 2. Noting the evaluation undertaken by GVROC Member Councils, approve the expenditure on the Pocket Ramm asset management system.*

*CARRIED*

## 8.7 Restricted and Prohibited Burning Periods

**Reporting Officer:** Glenn Bone, Project Officer Shire of Laverton  
Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 11 April 2017

**Attachments:** Nil

### **Background:**

In late June 2012 the Shire of Menzies emailed the Executive Officer regarding the matter of restricted and prohibited burning periods across the region. At this time GVROC's Member Councils began to investigate the potential to align the dates for the restricted and prohibited burning periods for local governments across the region.

At the GVROC Council Meeting held in Esperance On Friday 1 February 2014 Member Councils resolved as shown below:

**MOTION:** Moved: Cr Dwyer Seconded: Ms Browning

That the GVROC works with FESA to align restricted and prohibited burning periods for the City of Kalgoorlie-Boulder and the Shires of Coolgardie, Dundas, Laverton, Leonora, Menzies, Ngaanyatjaraku and Wiluna so that the restricted and prohibited burning periods will be as follows:

1 October	Restricted burning period commences
31 October	Restricted burning period ends
1 November	Prohibited burning period commences
31 March	Prohibited burning period ends
1 April	Restricted burning period commences
30 April	Restricted burning period ends

### **AMENDMENT**

**MOTION:** Moved: Mr Doust Seconded: Cr Dwyer

That the GVROC works with FESA to align restricted and prohibited burning periods for the City of Kalgoorlie-Boulder and the Shires of Coolgardie, Dundas, Laverton, Leonora, Menzies and Ngaanyatjaraku so that the restricted and prohibited burning periods will be as follows:

1 October	Restricted burning period commences
31 October	Restricted burning period ends
1 November	Prohibited burning period commences
31 March	Prohibited burning period ends
1 April	Restricted burning period commences
30 April	Restricted burning period ends

**CARRIED**

*The amended motion became the substantive motion which put and carried.*

It should be noted that the decision did not cover all the local governments in the GVROC region as it was intended that Shires of Esperance, Ravensthorpe and Wiluna restricted and prohibited burning periods remain unchanged.

Since that time it would appear that only the Shires of Laverton and Leonora have had their times altered as per the 2012 intentions.

### **Executive Officer Comment:**

The Shire of Laverton, through its Project Officer, Glenn Bone, has requested that the matter be listed for discussion in order to seek an update from the City of Kalgoorlie-Boulder and the Shires of

Coolgardie, Dundas, Menzies and Ngaanyatjaraku as to whether they were ever going to action the 2012 GVRCC accord on Restricted and Prohibited Burning Times.

**Consultation:** Nil

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

**RESOLUTION:** \_\_\_\_\_ **Moved: Cr Hill** **Seconded: Cr Williams**

**That the report be noted.**

**CARRIED**



## **9. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS**

Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council

### **9.1 State Councillor / Goldfields Esperance Zone President's Report**

Cr Mal Cullen (President, Shire of Coolgardie)

### **9.2 WALGA Status Report (Attachment)**

From Executive Officer

#### **BACKGROUND:**

Presenting the Status Report for April 2017 which contains WALGA's responses to the resolutions of previous Meetings

#### **ZONE COMMENT:**

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Meeting.

#### **RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils notes the WALGA Status Report.

**RESOLUTION:** Moved: Cr Williams Seconded: Cr Smith

**That the Goldfields Voluntary Regional Organisation of Councils notes the WALGA Status Report.**

**CARRIED**

### **9.3 Review of WALGA State Council Agenda - Matters for Decision**

From Executive Officer

#### **Background:**

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

#### **5.1 Review of the Emergency Services Levy (05-24-02-0001 MP)**

##### **WALGA Recommendation**

That the interim submission to the Economic Regulatory Authority (ERA) on the Review of the Emergency Services Levy (ESL) be endorsed.

##### **Executive Officer Comment:**

As the interim submission notes, due to the short timeframe provided for comment on the ERA's review of the ESL, WALGA has not been able to consult with all parts of the sector.

It also notes that whilst it provides feedback on the Local Government sector's views on the current ESL arrangements and areas where it could be improved, due to the diverse nature of views across the sector, the interim submission does not intend to provide a united sector position on the ESL.

Rather, it aims to ensure that the ERA is aware of the diverse range of issues and challenges facing the sector in relation to funding emergency management activities.  
Unless there are aspects of the interim submission Member Councils are opposed to, the Executive Officer believes the WALGA recommendation should be supported.

GVROC support the WALGA Recommendation.

**ZONE COMMENT:**

**5.2 Interim submission to the Department of Planning on the Government Sewerage Policy (05-026-03-0041 CG)**

**WALGA Recommendation**

That the interim submission to the Department of Planning regarding the draft Government Sewerage Policy be endorsed.

**ZONE COMMENT:**

GVROC support the WALGA Recommendation.

**5.3 Productivity Commission Study into Transitioning Regional Economies (05-001-03-0006 DM)**

**WALGA Recommendation**

That the interim submission to the Productivity Commission study into Transitioning Regional Economies be endorsed.

**ZONE COMMENT:**

GVROC support the WALGA Recommendation.

**RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

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

**That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.**

**CARRIED**

**9.4 Review of WALGA State Council Agenda - Matters for Noting/Information**

- 6.1 National Disability Insurance Scheme roll out (05-021-01-0002/1 NH)
- 6.2 Discussion Paper - Third Party Appeal Rights in Planning (06-03-01-0001 GC)
- 6.3 Control of Off-Road Vehicles (05-053-03-008 NH)
- 6.4 2016-17 Energy Efficient Street Lighting (05-028-04-0001 DM)
- 6.5 Local Government Strategic Purpose Permit (05 095 03-0001 RZ)
- 6.6 Online Voting in Local Government Elections (05-034-01-0013 TL)
- 6.7 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)

## **9.5 Review of WALGA State Council Agenda - Organisational Reports**

### **7.1 Key Activity Reports**

- 7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)
- 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)
- 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
- 7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 WC)

## **9.6 Review of WALGA State Council Agenda - Policy Forum Reports**

### **7.2 Policy Forum Reports**

- 7.2.1 Mayors/Presidents Policy Forum
- 7.2.2 Mining Community Policy Forum

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

**That the Goldfields Voluntary Regional Organisation of Councils request that a meeting of the WALGA Mining Communities Policy Forum be held in Kalgoorlie as part of a GVROC Council Meeting .**

**CARRIED**

- 7.2.3 Container Deposit Legislation Policy Forum
- 7.2.4 Freight Policy Forum

## **9.7 WALGA President's Report (Attachment)**

Presenting the WALGA President's Report

**12.00noon Cr Cullen left the meeting**

**Mayor Bowler assumed the chair**

### **RECOMMENDATION:**

That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:

- Matters for Noting/Information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

**RESOLUTION:**                      **Moved: Cr Harris**                      **Seconded: Cr Williams**

**That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:**

- **Matters for Noting/Information;**
- **Organisational reports;**
- **Policy Forum reports; and**
- **WALGA President's Report.**

**CARRIED**

## **10. Agency Reports**

### **10.1 Department of Local Government and Communities**

No report

## **11. Members of Parliament**

Nil

12.02pm Cr Cullen returned to the meeting and assumed the Chair

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

### **12.1 Chamber of Minerals and Energy – Advertising Campaign during the State Government Elections**

Cr Quadrio raised the matter of the Chamber and Minerals' advertising campaign against the National Party's proposed "mining tax" during the recent State Government elections, expressing concern about any future campaign the Chamber may mount on local government over differential rates and airport charges. In raising this matter he referred to a recent article in one of the Chamber's publications.

In discussing this matter a number of possible actions were considered.

**RESOLUTION:**                      **Moved: Cr Williams**                      **Seconded: Mr Epis**

**That the Goldfields Voluntary Organisation of Council release a media statement in support of its FIFO policy.**

**CARRIED**

## **13. FUTURE MEETINGS**

Friday 26 May 2017 – an in-person meeting of the GVROC CEOs Group to be hosted by the Shire of Coolgardie

Friday 30 June 2017 – an in-person meeting of the GVROC Council at which the WALGA State Council Agenda for the State Council meeting to be held Wednesday 5 July 2017 will also be considered (in Kalgoorlie unless otherwise determined)

## **CLOSURE OF MEETING**

There being no further business the Chair declared the meeting closed at 12.14pm

### DECLARATION

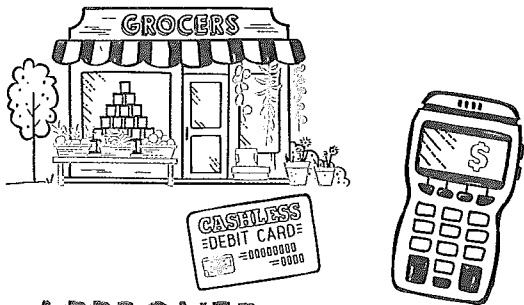
These minutes were confirmed by the Goldfields Voluntary Regional Organisation of Councils at the meeting held on Friday 30 June 2017

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed

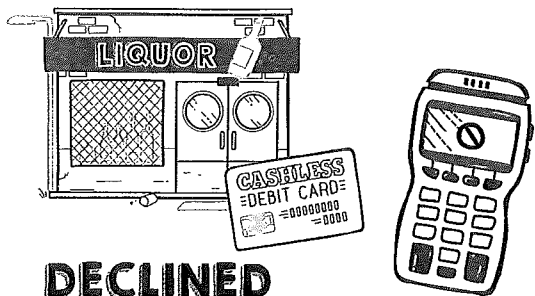
## How does it work?

The CDC works just like any other credit or debit card that most Australians already have.



**APPROVED**


The Card can be used for everyday purchases at any store. The only change is that many transactions will become electronic and it cannot be used to buy alcohol or gambling products.



**DECLINED**

For more information visit:

[creatingparity.org.au](http://creatingparity.org.au)

 Cashless-Debit-Card



The new age  
of welfare payments



## What is the Cashless Debit Card?

**A card to help build healthy people, families and communities.**

The Cashless Debit Card (CDC) works as an effective tool in helping to minimise the social harm caused by excessive alcohol consumption, illegal drug use and gambling.

Card holders receive 80% of their benefit on a debit card. The other 20% is deposited into a standard bank account and is available to be withdrawn as cash.

The benefit amount remains the same and the CDC only applies to those on working aged benefits, not aged or veteran pensions.

**80% CARD  
20% CASH**



**IS WORKING**

### Why should we care?

**Cash is the currency of the drug trade and gambling industry.**

Alcohol abuse, drug taking, and excessive gambling is harmful to individuals and their families. We want our communities to thrive.

The CDC strikes a balance between allowing welfare recipients to make independent decisions about what they wish to buy, and helping to create safe communities.

We know that the CDC plays a critical role as a circuit breaker.

### Prove it!

**Independent evaluation of the trials in Ceduna SA, and the East Kimberley WA show that:**

**66%** of trial participants reported drinking, gambling or taking drugs before the trial;

**33%** of the above reported a reduction in at least one of these behaviours;

**31%** said they were able to save more money, and take better care of their kids;

**46%** not on the trial said life was better in the community; less than 19% said it was worse;

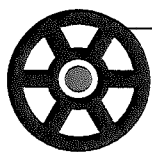
**94%** did not express shame or embarrassment as an issue.

ORIMA: Wave 1 Interim Evaluation Report - Feb 2017

“

...the Trial has been effective in reducing alcohol consumption, illegal drug use and gambling - establishing a clear 'proof-of-concept'...

”



**Creating  
Parity**



**minderoo**  
FOUNDATION

## CREATING PARITY<sup>1</sup>

Mr Forrest was commissioned by the Prime Minister to provide the Government with advice on how to eliminate the disparity between Indigenous and non-Indigenous Australians. Andrew Forrest handed down the Forrest 'Creating Parity' Review on 30 July 2014.

Creating Parity calls for seismic, not incremental, change and the time for action is now. Parity is completely achievable with the strength of will from all Australians.

Creating Parity contains 27 recommendations. Two of the recommendations are summarised below.

## HEALTHY WELFARE CARD<sup>2</sup>

The recommendation for a cashless welfare debit card, referred to as the Healthy Welfare Card in Creating Parity, aims to reduce the harm caused by illicit drug use, gambling and the excessive consumption of alcohol among welfare recipients on working aged payments. While the card can be used for all everyday purchases, the card limits the recipient's capacity to use welfare payments to acquire restricted items by blocking purchases at liquor and gambling outlets and preventing the withdrawal of cash at ATMs and EFTPOS terminals.

The Australian Government, with the support of the respective State Governments, have implemented a trial of the Cashless Welfare Debit Card in Ceduna SA and the East Kimberly WA.

Under the trial, 80% of the welfare recipient's payments are transferred onto the cashless debit card. The remaining balance is transferred into an ordinary bank account and can be withdrawn as cash and be used for purchases with any merchant.

Early indicators from the trial areas have been encouraging (summary of Progress Report attached).

Minderoo calls upon the Government to expand the implementation to across all Australia for other vulnerable groups including all under 18 year-old welfare recipients.

## NO SCHOOL NO PAY<sup>3</sup>

The Family Tax Benefit (FTB) is a payment designed to help parents with the cost of raising children. There are no mutual obligation requirements placed upon the payment and as such parents are not obliged upon receipt of the payment to ensure their children attend school.

Among other details, Creating Parity recommends amending the application form for FTB to ensure that parents understand their obligations extend to ensuring their children go to school and that a reduction of payment will occur if unexplained school absences occur.

Application of this recommendation requires both Commonwealth and respective State Government support (the Commonwealth administers the payments, and the states administer schools and hold attendance data).

Minderoo is strongly encouraging the Government to roll out a trial of 'No School No Pay' – linking Family Tax Benefit to School Attendance, in at least 10 regions across Australia.

<sup>1</sup> Forrest Review: 2014 <http://webarchive.nla.gov.au/gov/20160330081543/https://indigenousjobsandtrainingreview.dpmc.gov.au/forrest-review>

<sup>2</sup> Forrest Review: 2014 p100 <http://webarchive.nla.gov.au/gov/20160315155645/https://indigenousjobsandtrainingreview.dpmc.gov.au/chapter-2-healthy-welfare-card>

<sup>3</sup> Forrest Review: 2014 p96 <http://webarchive.nla.gov.au/gov/20160315155553/https://indigenousjobsandtrainingreview.dpmc.gov.au/recommendation-2-school-attendance>



## RESULTS FROM CASHLESS DEBIT CARD – DSS TRIAL PROGRESS REPORT (OCT 2016)<sup>4</sup>

### CEDUNA – KEY POINTS

- Poker machine revenue in the Ceduna region between April 2016 and August 2016 was 15.1% lower than for the equivalent period in 2015.
- Monthly apprehensions under the Public Intoxication Act 1984 (SA) were 54% lower between March 2016 and June 2016 compared to the same period in 2015.
- Compared to February 2016, the proportion of people discharged from the Ceduna Sobering-Up Unit while still at risk fell from 14% at trial commencement to 2% in June 2016 (most recent data available).
- There has been a strong uptake of financial counselling and capability services in the Ceduna region. Since the start of the trial, approximately 300+ people have sought financial counselling services in Ceduna.
- The number of people supported by specialist homelessness services in Ceduna has decreased by 42% in the quarter since trial implementation in March 2016
- The community leaders are strongly supportive of the trial and are noticing a difference in their communities.
  - » Mayor Allan Suter has said, “this is the best thing that we’ve ever had.”
  - » Representatives from the Koonibba Community Aboriginal Corporation have observed noticeable improvements in the community, including more children walking around with cleaner newer clothes and a significant decline in individuals requesting basic supplies (like milk and sugar) from the Koonibba Community Shopfront.
  - » Local police based in Yalata have noticed a reduction in cash and alcohol coming into community, and a perceived reduction in violence as a result.

### EAST KIMBERLEY – KEY POINTS

- Admissions to the Wyndham Sobering-Up Unit in September 2016 were 69% lower than before the trial began in April 2016.
- The number of domestic violence incidence reports received in July 2016 was 13% lower compared to April 2016 (latest data available).
- There has been a 28% decrease in call-outs to St John Ambulance in Kununurra in September 2016 compared to September 2015.
- There has been a strong uptake of financial counselling and capability services in the East Kimberley region. As at the end August 2016, there were 616 occasions where East Kimberley trial participants have been seen.
- Community leaders are supportive of the trial and are noticing a difference in their communities:
  - » The senior medical officer in the East Kimberley has reported a, “dramatic reduction in alcohol related presentations to the emergency department”
  - » Jean O’Reeri, the Director of the Ngnowar Aerwah Aboriginal Corporation, has stated, “since the card came in, there has been a big reduction in alcohol and domestic violence. People are starting to save and the kids are coming to school.”
  - » Ian Trust has said “unlike other reform efforts undertaken by government, it has been the Indigenous leaders of the East Kimberley who have led this reform”.
  - » Feedback from various service providers, participants of local services and community members indicates that people are better able to save money and budget, there are fewer drunk people and less fighting in the street, less gambling is occurring in town, more purchases of food and essentials, an increase in school attendance.

---

<sup>4</sup> <https://www.mhs.gov.au/sites/g/files/net1006/f/cashless-debit-card-trial-data.pdf>

# Goldfields NRM and Biosecurity Workshop

**Date:** Friday, 21 April 2017  
**Time:** 12.30pm – 3.30pm (Registration from 12.00pm)  
**Venue:** City of Kalgoorlie-Boulder Administration Building, 577 Hannan Street, Kalgoorlie

## ABOUT THE WORKSHOP

Please join us for this fantastic opportunity to hear from organisations and land managers involved in natural resource management and biosecurity control in the Goldfields Region. Presentations will focus on the key projects, challenges, opportunities and barriers to improved NRM outcomes in the region, and how these relate to the regions Local Governments.

The workshop is hosted by the Goldfields Voluntary Region of Councils (GVROC), and facilitated by Mark Batty, Executive Manager Environment and Waste at WALGA.

## PROGRAM

12.00pm	Registration and lunch
12.30pm	Welcome and introduction <i>Mark Batty, Executive Manager Environment and Waste, WALGA</i>
12.40pm	Biosecurity groups – an opportunity to manage priority pests <i>Glenice Batchelor, Biosecurity Officer, DAFWA</i>
1.00pm	The Goldfields Nullarbor Rangelands Biosecurity Association’s proposed interaction model with the GVROC <i>Ross Wood, CEO, Goldfields Nullarbor Rangelands Biosecurity Association</i>
1.20pm	Supporting sustainable and productive land management in the Western Australian Rangelands <i>Kieran Massie, Program Manager, Rangelands NRM</i>
1.40pm	Kalgoorlie-Boulder Urban Landcare Group’s biosecurity efforts <i>Kim Eckert, CEO, Kalgoorlie-Boulder Urban Landcare Centre</i>
2.00 pm	The Goldfields Land and Sea Council ranger program <i>Barry Hooper, Ranger Coordinator, and Trevor Donaldson jnr, Ranger Superintendent, Goldfields Land and Sea Council</i>
2.20 pm	Afternoon tea
2.35pm	Facilitated workshop session, focussing on two questions: - What do GVROC see as their future role in post-border security? - How should their involvement be structured and resourced?
3.30 pm	Close of workshop

## OVERVIEW OF PRESENTATIONS

### **Biosecurity groups – an opportunity to manage priority pests**

Glenice Batchelor, Biosecurity Officer at the Department of Agriculture and Food WA, will discuss the community coordinated approach for declared pest management, what the *Biosecurity and Agriculture Management Act* enables and how community and industry can come together to prioritise and manage a range of pest species.

### **The Goldfields Nullarbor Rangelands Biosecurity Association's proposed interaction model with the GVROC**

Ross Wood, Chief Executive Officer at the Goldfields Nullarbor Rangelands Biosecurity Association (GNRBA), will discuss how the GNRBA negotiates yearly financial agreements with individual shires in the Goldfields region, which it then attempts to leverage with NRM organisations to manage biosecurity issues in towns and across various land tenures. Ross will discuss a proposed funding model to enable GNRBA to be in a better position to collaborate with NRM organisations to enhance biosecurity program outcomes.

### **Supporting sustainable and productive land management in the Western Australian Rangelands**

Kieran Massie, Program Manager at Rangelands NRM will discuss the organisations work to support communities to look after their own patch of land. He will provide an overview of the regional priorities, key initiatives and partnerships across the southern rangelands. He will also discuss the opportunities for aligning natural resource management, biosecurity and pastoral production to deliver a more sustainable future in the region.

### **Kalgoorlie-Boulder Urban Landcare Group's Biosecurity Efforts**

Kim Eckert, Chief Executive Officer at the Kalgoorlie-Boulder Urban Landcare Centre, will explain who the group is and what they have completed in terms of biosecurity projects.

### **The Goldfields Land and Sea Council ranger program**

Barry Hooper, Ranger Coordinator and Trevor Donaldson jnr, Ranger Superintendent, from the Goldfields Land and Sea Council (GLSC), will discuss present and future opportunities for the ranger teams operating in the region.

**10 PETITIONS / DEPUTATIONS / PRESENTATIONS**

**11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**11.1 PRESIDENTS REPORT**

*(To be tabled at the Council Meeting)*

## 12. REPORTS OF OFFICERS

### 12.1 HEALTH BUILDING AND TOWN PLANNING

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

<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	ADM384
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest to disclose
<b>DATE:</b>	10 May 2017
<b>AUTHOR:</b>	David Hadden, Environmental Health Officer
<b>ATTACHMENTS</b>	Nil

#### RECOMMENDATION:

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

**VOTING REQUIREMENTS:** Simple Majority

#### IN BRIEF:

##### Health

Completed a Health Department questionnaire on Septage Disposal Options.

Completed application for annual licence renewal of Councils waste water ponds.

Completed an asbestos survey requested by the University of Technology (Sydney).

Contacted Tony Jones regarding the flooding issue at the water park and ongoing PH issue.

Investigated dilapidated caravans and building materials recently moved to Lot 209 Jowlett Street Menzies.

##### Building/Planning

Dealt with various enquiries.

#### RELEVANT TO STRATEGIC PLAN:

Active Civic Leadership Achieved

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

#### STATUTORY AUTHORITY:

*Building Act 2011*

*Public Health Act 2016*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS :** Nil

**RISK ASSESSMENTS :**

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

**BACKGROUND:**

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

**COMMENT:**

**Health**

Completed a Health Department questionnaire on Septage Disposal Options in Menzies.

Provided comment to the Health Department as a member of the Public Health Reference Group of EHO's on the possible implications of the repeal of sections of Part IX of the Health (Miscellaneous Provisions) Act 1911. Sections 260, 261 & 270 relating to powers to control infectious disease issues are likely to be repealed and not replaced. The Department has asked for the reference group to provide local government EHO comment on any concerns around the repeal of those.

Completed application for annual licence renewal of Councils waste water ponds on the DER website.

Completed an asbestos survey requested by the University of Technology Sydneys Centre for Local Government to explore the role of local governments in asbestos safety and management across Australia.

Made some inquiries to Department of Environmental Regulation regarding the Shire Disposal Ponds listing on the Waste Tracking website.

Contacted Tony Jones regarding the flooding issue at the water park and ongoing ph issue through last season. Tony advised he would be happy to attend Menzies for a meeting with staff to work on resolving both issues.

Investigated dilapidated caravans and building materials recently moved to Lot 209 Jowlett Street Menzies. Works Manager will approach land owner regarding the materials stored to determine ownership and removal.

Dealt with various other enquiries.

**Building/Planning**

Dealt with various enquiries.

## 12.2 FINANCE AND ADMINISTRATION

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

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	9 May 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.1 Monthly Financial Reports April 2017

#### **OFFICER RECOMMENDATION:**

That Council receive the Statement of Financial Activity for the month ending 30 April 2017 included as attachment 12.2.1 as presented, and note any material variances.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 30 April 2017.

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

Active civic leadership achieved

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

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.4*

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

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

As detailed within the attachments.

#### **RISK ASSESSMENTS:**

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

**OP16** Council's statutory reports provide inaccurate financial information

**BACKGROUND:**

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

- The annual budget estimates,
- The operating revenue, operating income and all other operating income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activity is not in accordance with budget estimates for the relevant reporting period,
- Include an operating statement, and
- Any other relevant supporting notes.

**COMMENT:**

This report contains annual budget estimates, actual amounts of expenditure and income to the end of the month. It shows the material differences between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council informed of the current financial position. The material variances reported at 30 April 2017 are from timing differences and expenditure being less than budgeted.

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

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

There are eleven outstanding Debtors as at 30 April 2017 is \$278,094.88 comprised of the following:

Current	\$1,171.00 – three debtors
30 Days	\$0.00
60 Days	\$0.00
90 Days	\$276,923.88 – eight debtors



## **MONTHLY FINANCIAL REPORT**

**For the Period ended  
30 April 2017**



### **TABLE OF CONTENTS**

Statement of Comprehensive Income by Nature or Type

Statement of Comprehensive Income by Program

Statement of Financial Activity

Net Current Assets

Cash at Bank

Notes

Revenues and Expenses

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

Supplementary Reports - Note General Ledger is currently being reorganised

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

**Shire of Menzies**

**STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
For the Period ended  
30 April 2017**

	Note	2016/2017 Budget \$	2016/2017 Actual \$
<b>REVENUE</b>			
Rates	5	2,635,869	2,853,117
Operating Grants, Subsidies and Contributions		2,866,607	2,334,194
Fees and Charges	6	125,174	95,527
Interest Earnings	3	202,539	188,640
Other Revenue		<u>185,072</u>	<u>116,974</u>
		6,015,261	5,588,451
<b>EXPENSES</b>			
Employee Costs		(1,816,821)	(1,255,671)
Materials and Contracts		(3,322,369)	(1,717,713)
Utility Charges		(102,450)	(25,287)
Depreciation	2	(2,532,920)	(1,732,009)
Insurance Expenses		(157,844)	(115,167)
Allocation to Capital		(1)	771,872
Other Expenditure		<u>(167,844)</u>	<u>(99,793)</u>
		<u>(8,100,249)</u>	<u>(4,173,767)</u>
		(2,084,987)	1,414,684
Non-Operating Grants, Subsidies and Contributions		1,554,637	358,622
Profit on Asset Disposals		0	791
<b>NET RESULT</b>		<b>(530,350)</b>	<b>1,774,097</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>(530,349)</u></b>	<b><u>1,774,097</u></b>

**Shire of Menzies**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**For the Period ended**  
**30 April 2017**

	Note	2016/2017 Budget \$	2016/2017 Actual \$
<b>REVENUE</b>			
Governance		16,959	91
General Purpose Funding		5,440,969	5,337,067
Law, Order, Public Safety		18,090	5,935
Housing		57,000	52,488
Community Amenities		7,220	8,145
Recreation and Culture		10,550	232
Transport		196,921	67
Economic Services		161,501	122,510
Other Property and Services		141,272	62,708
		6,050,483	5,589,242
<b>EXPENSES EXCLUDING FINANCE COSTS</b>			
Governance		(1,010,064)	(447,570)
General Purpose Funding		(285,352)	(21,261)
Law, Order, Public Safety		(182,881)	(28,827)
Health		(96,249)	(34,198)
Education and Welfare		(11,500)	(6,468)
Housing		(237,903)	(153,277)
Community Amenities		(240,456)	(105,340)
Recreation & Culture		(530,889)	(193,428)
Transport		(3,547,250)	(2,024,084)
Economic Services		(1,458,499)	(648,188)
Other Property and Services		(499,205)	(511,916)
		(8,100,249)	(4,174,558)
<b>FINANCE COSTS (Refer Notes 2 &amp; 5)</b>			
Housing		0	0
		0	0
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Transport		1,414,875	335,895
Economic Services		0	22,727
Other Property and Services		139,762	0
		1,554,637	358,622
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Community Amenities		0	791
Transport		(35,221)	0
		(35,221)	791
<b>NET RESULT</b>		<b>(530,349)</b>	<b>1,774,097</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets		0	0
<b>Total Other Comprehensive Income</b>		<b>0</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>(530,349)</b>	<b>1,774,097</b>

**Shire of Menzies**

**STATEMENT OF FINANCIAL ACTIVITY**

**For the Period ended**

**30 April 2017**

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<b>REVENUES</b>	1,2					
Governance		16,959	14,132	91	99%	14,041
General Purpose Funding		2,805,100	2,337,584	2,483,950	-6%	(146,367)
Law, Order, Public Safety		18,090	15,075	5,935	61%	9,140
Housing		57,000	47,500	52,488	-11%	(4,988)
Community Amenities		7,220	6,017	8,145	-35%	(2,129)
Recreation and Culture		10,550	8,792	232	97%	8,560
Transport		1,576,575	1,313,813	335,961	74%	977,851
Economic Services		161,501	134,585	145,237	-8%	(10,652)
Other Property and Services		281,034	234,195	62,708	73%	171,487
		<u>4,934,030</u>	<u>4,111,691</u>	<u>3,094,748</u>		
<b>EXPENSES</b>	1,2					
Governance		(1,010,064)	(841,720)	(447,570)	47%	(394,150)
General Purpose Funding		(285,352)	(237,794)	(21,261)	91%	(216,532)
Law, Order, Public Safety		(182,881)	(152,401)	(28,827)	81%	(123,574)
Health		(96,249)	(80,208)	(34,198)	57%	(46,010)
Education and Welfare		(11,500)	(9,583)	(6,468)	33%	(3,115)
Housing		(237,903)	(198,253)	(153,277)	23%	(44,975)
Community Amenities		(240,456)	(200,380)	(104,549)	48%	(95,831)
Recreation & Culture		(530,889)	(442,407)	(193,428)	56%	(248,979)
Transport		(3,582,455)	(2,985,379)	(2,024,084)	32%	(961,296)
Economic Services		(1,458,499)	(1,215,416)	(648,188)	47%	(567,227)
Other Property and Services		(463,999)	(386,666)	(511,916)	-32%	125,250
		<u>(8,100,248)</u>	<u>(6,750,206)</u>	<u>(4,173,767)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(3,166,218)</u>	<u>(2,638,515)</u>	<u>(1,079,020)</u>		
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4	35,221	0	(791)		
Depreciation on Assets	2(a)	2,532,920	0	1,732,009		
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	3	0	0	0	No budget	0
Purchase Land and Buildings	3	(1,060,000)	(15,000)	(22,242)	48%	7,242
Purchase Infrastructure Assets - Roads	3	(2,450,249)	(300,000)	(288,793)	-4%	(11,207)
Purchase Infrastructure Assets - Parks	3	(455,012)	(40,000)	(46,032)	15%	6,032
Purchase Infrastructure Assets - Footpaths	3	(115,000)	(350)	(880)	151%	530
Purchase Plant and Equipment	3	(292,235)	(135,000)	(136,178)	1%	1,178
Purchase Furniture and Equipment	3	(50,000)	(4,500)	8,937	199%	8,937
Proceeds from Disposal of Assets	4	87,500	35,000	909	-3%	909
Transfers to Reserves (Restricted Assets)	6	(500,000)	(35,000)	(1,338,999)	3726%	1,303,999
Transfers from Reserves (Restricted Assets)	6	482,235	0	0	-100%	0
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,350,190	2,350,190	3,811,415		
Amount Raised from General Rates		2,635,869	2,635,869	2,853,117		
<b>Net Current Assets - Surplus (Deficit)</b>	8	<u>35,221</u>	<u>1,852,695</u>	<u>5,504,261</u>		

**Shire of Menzies**

**STATEMENT OF COMPREHENSIVE INCOME**

**NET CURRENT ASSETS**

For the Period ended

30 April 2017

	Brought Forward Actual \$	Movement Actual \$	YTD Actual \$
<b>Surplus Deficit Brought Forward</b>	3,811,415	1,692,846	5,504,261
 <b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	2,630,085	1,653,524	4,283,610
-Restricted Cash - Reserves	2,666,393	1,338,999	4,005,392
Receivables		0	0
-Rates Outstanding	630,998	471,561	1,102,559
-Sundry Debtors	1,059,993	(762,071)	297,922
-Provision For Doubtful Debts	(99,540)	0	(99,540)
-Gst Receivable	212,314	(198,796)	13,518
-Accrued Income/Payments In Advance	0	24,386	24,386
Inventories			0
-Fuel, Oil & Materials on Hand	7,203	5,286	12,489
	7,107,446	2,532,889	9,640,335
 <b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(512,182)	408,794	(103,389)
-Accrued Salaries & Wages	(30,293)	30,293	0
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(10,293)	8,897	(1,397)
-Payroll Creditors	(44,302)	44,726	424
-Accrued Expenses	(6,247)	6,247	0
Provisions			0
-Provision For Annual Leave	(59,740)	0	(59,740)
-Provision For Long Service Leave (Current)	(18,535)	(4,071)	(22,605)
	(707,913)	494,885	(213,028)
<b>Unadjusted Net Current Assets</b>	<b>6,399,533</b>	<b>3,027,775</b>	<b>9,427,307</b>
Less Reserves - restricted Cash	(2,666,393)	(1,338,999)	(4,005,392)
Add back Cash Backed Provision for Leave	78,275	4,071	82,346
Adjustment for Trust	0	0	0
<b>Adjusted net current assets</b>	<b>3,811,415</b>	<b>1,692,846</b>	<b>5,504,261</b>

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

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

This document has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

Except for the statement of Financial Activity information, the document has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

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

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears at Note 16 to this document.

**(c) Rounding Off Figures**

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

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

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

**(e) Goods and Services Tax**

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

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

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

**(f) Superannuation**

The Council contributes to a number of superannuation funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

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

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

**(g) Cash and Cash Equivalents**

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

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

**(h) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for

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

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

**(i) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

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

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

**(j) Fixed Assets**

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

***Mandatory Requirement to Revalue Non-Current Assets***

Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at fair value became mandatory.

The amendments allow for a phasing in of fair value in relation to fixed assets over three years as follows:

(a) for the financial year ending on 30 June 2016, the fair value of all of the assets of the local government that are plant and equipment; and

(b) for the financial year ending on 30 June 2017, the fair value of all of the assets of the local government -

(i) that are plant and equipment; and

(ii) that are -

(I) land and buildings; or

(II) infrastructure;

and

(c) for a financial year ending on or after 30 June 2018, the fair value of all of the assets of the local government.

Council has adopted the process of adopting Fair Value in accordance with the Regulations.

***Land Under Control***

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

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

Whilst they were initially recorded at cost, fair value at the date of acquisition was deemed cost as per AASB 116.

Consequently, these assets were initially recognised at cost but revalued along with other items of Land and Buildings at 30 June 2013.



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

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

**(j) Fixed Assets (Continued)**

**Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

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

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

**Capitalisation Threshold**

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

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

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

**(k) Impairment**

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

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

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

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

**(l) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(m) Employee Benefits**

Provision is made for the Council's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to the employee wage increases and the probability the employee may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity matching the expected timing of cash flows.

**(n) Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(o) Provisions**

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result; and
- c) that outflow can be reliably measured.

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

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

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

**(p) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

**(q) Comparative Figures**

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

**(r) Budget Comparative Figures**

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

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

	<b>2016/17 Budget \$</b>	<b>2016/17 Actual \$</b>
<b>REVENUES AND EXPENSES</b>		
<b>Net Result from Ordinary Activities was arrived at after:</b>		
(i) Charging as Expenses:		
 <b>2 Depreciation</b>		
<b><u>By Class</u></b>		
Land and Buildings	249,260	306,193
Furniture and Equipment	5,802	9,357
Plant and Equipment	421,287	237,165
Roads	1,773,871	1,136,756
Footpaths	3,940	3,379
Parks and Ovals	4,440	29,319
Infrastructure Other	74,320	9,840
	2,532,920	1,732,009
(ii) Crediting as Revenues:		
 <b>3 Interest Earnings</b>		
Investments		
- Reserve Funds	80,000	57,773
- Other Funds	10,000	52,544
Other Interest Revenue ( <i>refer note 13</i> )	112,539	78,323
	202,539	188,640

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

**REVENUES AND EXPENSES (Continued)**

**Statement of Objective**

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

**COMMUNITY VISION**

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

Council operations as disclosed in this budget encompass the following service orientated activities/programs:

**GOVERNANCE**

Administration and operation of facilities and services to members of council. Other costs that relate to the task of assisting elected members and electors on matters which do not concern specific council services.

**GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of various local laws . Fire prevention and animal control.

**HEALTH**

Monitor and control health standards within the community, provide support and assistance for Emergency Services. Analytical services.

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

Maintain refuse sites and Menzies and Kookynie. Provision of public toilets to both townsites.

**RECREATION AND CULTURE**

Provide a library and museum. Maintenance and operations of Town Hall, sports oval and other recreation facilities.

**TRANSPORT**

Construction and maintenance of roads, drainage works and traffic signs. Maintenance of airstrips at Menzies and Kookynie.

**ECONOMIC SERVICES**

Building Control, provision of power and water supplies. Supply and maintenance of television re-broadcast installation. Provision of radio communication. Maintenance of aerodrome park. Vermin

**OTHER PROPERTY & SERVICES**

Public works operations, plant repairs and operation costs. Cost of Administration.

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

<b>4 ACQUISITION OF ASSETS</b>	<b>2016/17 Budget \$</b>	<b>30-Apr-17 Actual \$</b>
The following assets are budgeted to be acquired during the year:		
<b><u>By Program</u></b>		
<b>Governance</b>	45,000	0
<b>General Purpose Funding</b>	0	0
<b>Law, Order, Public Safety</b>	10,000	2,009
<b>Health</b>	0	0
<b>Education and Welfare</b>	406,000	0
<b>Housing</b>	144,000	0
<b>Community Amenities</b>	65,000	0
<b>Recreation and Culture</b>	273,000	0
<b>Transport</b>	2,697,705	545,543
<b>Economic Services</b>	275,000	44,023
<b>Other Property and Services</b>	52,000	13,437
	<b><u>3,967,705</u></b>	<b><u>605,011</u></b>
<b><u>By Class</u></b>		
Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,040,000	22,242
Purchase Infrastructure Assets - Roads	2,300,249	386,243
Purchase Infrastructure Assets - Parks	273,499	46,032
Purchase Infrastructure Assets - Footpaths	25,000	880
Purchase Plant and Equipment	278,957	136,178
Purchase Furniture and Equipment	50,000	13,437
	<b><u>3,967,705</u></b>	<b><u>605,011</u></b>

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

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

**5. RATING INFORMATION - 2016/17 FINANCIAL YEAR**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Actual Rate Revenue \$	2016/17 Actual Interim Rates \$	2016/17 Actual Back Rates \$	2016/17 Actual Total Revenue \$	2016/17 Budget \$
Differential Rates								
01 GRV Vacant	8.2000	3	878	1,070			1,070	1,070
02 GRV General	8.1800	29	90,187	110,253			110,253	110,253
09 UV Mining Lease	15.7000	230	2,968,889	1,891,012	167,246		2,058,258	1,891,012
13 UV Exploration Lease	14.4750	206	471,131	325,479			325,479	325,479
14 UV Prospecting	14.2600	230	101,670	71,297			71,297	71,297
12 UV Pastoral	8.0000	18	46,986	58,732			58,732	58,732
13 UV Other	8.0000	118	36,624	45,780			45,780	45,780
<b>Sub-Totals</b>		834	3,716,365	2,503,624	0	0	2,670,871	2,503,623
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	306	213	58,293	65,178			65,178	65,178
02 GRV General	306	10	1,266,904	3,060			3,060	3,060
09 UV Mining Lease	306	68	9,124,186	20,808			20,808	20,808
13 UV Exploration Lease	270	161	1,926,911	43,470			43,470	43,470
14 UV Prospecting	240	191	574,295	45,840			45,840	45,840
12 UV Pastoral	306	8	704,009	2,448			2,448	2,448
13 UV Other	206	7	543,776	1,442			1,442	1,442
<b>Sub-Totals</b>		658	14,198,374	182,246	0	0	182,246	182,246
Discounts							0	(50,000)
<b>Total Amount of General Rates</b>							2,853,117	2,635,869
Specified Area Rates							0	
<b>Total Rates</b>							2,853,117	2,635,869

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

<b>6. FEES &amp; CHARGES REVENUE</b>	<b>2016/17 Budget \$</b>	<b>2016/17 Actual \$</b>
Governance	0	0
General Purpose Funding	5,544	7,523
Law, Order, Public Safety	200	168
Health	0	0
Education and Welfare	0	0
Housing	57,000	52,488
Community Amenities	6,480	8,095
Recreation & Culture	550	232
Transport	0	0
Economic Services	54,900	25,124
Other Property & Services	500	1,898
	<u>125,174</u>	<u>95,527</u>



**SHIRE OF MENZIES  
For the Period ended  
30 April 2017**

**7. RESERVES - CASH BACKED**

	Actual 2017 Opening Balance \$	Actual 2017 Transfer to \$	Actual 2017 Transfer (from) \$	Actual 2017 Closing Balance \$	Budget 2017 Opening Balance \$	Budget 2017 Transfer to \$	Budget 2017 Transfer (from) \$	Budget 2017 Closing Balance \$	Actual 2016 Opening Balance \$	Actual 2016 Transfer to \$	Actual 2016 Transfer (from) \$	Actual 2016 Closing Balance \$
Leave reserve	187,871	4,071	0	191,942	187,872	0	0	187,872	182,552	5,319	0	187,871
Plant reserve	558,156	512,094	0	1,070,249	558,156	0	(147,235)	410,921	476,743	16,772	0	493,515
Building reserve	684,086	396,048	0	1,080,134	684,086	0	(270,000)	414,086	730,328	18,396	0	748,724
TV reserve	16,388	355	0	16,743	16,388	0	0	16,388	14,912	1,477	0	16,389
Main street reserve	193,331	4,189	0	197,520	193,331	0	(65,000)	128,331	187,859	0	0	193,332
Staff amenities reserve	69,225	1,500	0	70,724	69,225	0	0	69,225	67,265	1,960	0	69,225
Roads reserve	164,020	303,554	0	467,573	164,020	0	0	164,020	160,395	3,625	0	164,020
Caravan park reserve	309,195	6,699	0	315,894	309,195	0	0	309,195	300,436	8,759	0	309,195
Rates future claims reserve	46,442	1,006	0	47,448	203,607	0	0	203,607	43,916	2,526	0	46,442
Bitumen resealing reserve	203,607	4,412	0	208,018	46,442	0	0	46,442	199,055	4,553	0	203,608
Niagara Dam reserve	123,062	102,666	0	225,728	123,062	500,000	(10,000)	613,062	119,577	3,484	0	123,061
Waterpark reserve	111,011	2,405	0	113,416	111,011	0	0	111,011	107,867	3,143	0	111,010
	<u>2,666,393</u>	<u>1,338,999</u>	<u>0</u>	<u>4,005,392</u>	<u>2,666,395</u>	<u>500,000</u>	<u>(492,235)</u>	<u>2,674,160</u>	<u>2,556,161</u>	<u>399,383</u>	<u>(364,639)</u>	<u>2,590,905</u>

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

**SHIRE OF MENZIES  
For the Period ended  
30 April 2017**

**7. RESERVES - CASH BACKED**

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

<b>Name of Reseve</b>	<b>Anticipat ed date of use</b>	<b>Purpose of the reserve</b>
Leave reserve	Perpetual	To be used to fund annual and long service leave requirements.
Plant reserve	Perpetual	To be used for the purchase of major plant.
Building reserve	Perpetual	To be used for the acquisition of future buildings and renovation of existing buildings.
TV reserve	Perpetual	To be used to fund upgrades to the rebroadcasting equipment.
Main street reserve	Perpetual	To be used to fund major road works.
Staff amendities reserve	Perpetual	Established for the beautification of the main street.
Roads reserve	Perpetual	Established for the purpose of providing staff housing and amenities.
Caravan park reserve	Perpetual	Established for the purpose of providing of upgrading the caravan park.
Rates future claims reserve	Perpetual	Established for future rates claims.
Bitumen resealing reserve	Perpetual	Established to fund future resealing of roads.
Niagara Dam reserve	Perpetual	Established for ongoing upgrade of Niagara Dam valve workings and other maintenance.
Waterpark reserve	Perpetual	Established to provide a waterpark.

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

**8. TRUST FUNDS**

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

<b>Detail</b>	<b>Balance 1-Jul-16 \$</b>	<b>Amounts Received \$</b>	<b>Amounts Paid (\$)</b>	<b>Balance 30-Apr-17 \$</b>
Unidentified Deposits	0	0		0
Housing Bonds	1,500	0		1,500
				0
				0
				0
				0
	<u>1,500</u>			<u>1,500</u>



**Shire of Menzies  
Operating Report  
by Program  
for the period ending  
30 April 2017**

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>General Purpose Funding</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Rates	2,635,869	2,853,117
Operating Grants, Subsidies And Contributions	2,597,017	2,287,607
Fees & Charges	5,544	7,523
Interest Earnings	202,539	188,640
Other Revenue	-	180
<b>Subtotal</b>	<b>5,440,969</b>	<b>5,337,067</b>
<b>Operating Expense</b>		
Employee Costs	(90,985)	-
Materials & Contracts	(31,048)	40,136
Other Expenditure	-	(959)
Reallocation Codes Expenditure	(2,879,732)	(60,438)
Reallocation Codes Income	2,716,413	-
<b>Subtotal</b>	<b>(285,352)</b>	<b>(21,261)</b>
<b>Total - Cost of General Purpose Funding</b>	<b>5,155,617</b>	<b>5,315,806</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	91
Other Revenue	16,959	-
<b>Subtotal</b>	<b>16,959</b>	<b>91</b>
<b>Operating Expense</b>		
Employee Costs	(264,374)	(624)
Materials & Contracts	(152,600)	(369,183)
Insurance Expenses	(18,789)	-
Other Expenditure	(166,000)	(39,918)
Reallocation Codes Expenditure	(408,301)	(37,845)
<b>Subtotal</b>	<b>(1,010,064)</b>	<b>(447,570)</b>
<b>Total - Cost of Governance</b>	<b>(993,105)</b>	<b>(447,480)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Law, Order &amp; Public Safety</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	17,890	5,768
Fees & Charges	200	168
<b>Subtotal</b>	<b>18,090</b>	<b>5,935</b>
<b>Operating Expense</b>		
Employee Costs	(4,426)	(1,958)
Materials & Contracts	(94,750)	(15,433)
Utilities	(400)	(185)
Depreciation On Non-Current Assets	(48,842)	(3,274)
Insurance Expenses	(3,129)	(2,669)
Reallocation Codes Expenditure	(31,335)	(5,309)
<b>Subtotal</b>	<b>(182,881)</b>	<b>(28,827)</b>
<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(164,791)</b>	<b>(22,892)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Health</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Expense</b>		
Employee Costs	-	(106)
Materials & Contracts	(84,000)	(30,781)
Other Expenditure	-	(1,841)
Reallocation Codes Expenditure	(12,249)	(1,469)
<b>Subtotal</b>	<b>(96,249)</b>	<b>(34,198)</b>
<hr/> <b>Total - Cost of Health</b> <hr/>	<b>(96,249)</b>	<b>(34,198)</b>



**Shire of Menzies  
Operating Report for the period ending  
30 April 2017**

<b>Education &amp; Welfare</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Expense</b>		
Materials & Contracts	(11,500)	(155)
Other Expenditure	-	(6,313)
<b>Subtotal</b>	<b>(11,500)</b>	<b>(6,468)</b>
<b>Total - Cost of Education &amp; Welfare</b>	<b>(11,500)</b>	<b>(6,468)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Housing</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Fees & Charges	57,000	52,488
<b>Subtotal</b>	<b>57,000</b>	<b>52,488</b>
<b>Operating Expense</b>		
Employee Costs	(26,771)	(15,446)
Materials & Contracts	(180,000)	(35,314)
Utilities	(16,500)	(6,190)
Depreciation On Non-Current Assets	(99,004)	(111,305)
Insurance Expenses	-	(8,316)
Reallocation Codes Expenditure	84,372	23,294
<b>Subtotal</b>	<b>(237,903)</b>	<b>(153,277)</b>
<b>Total - Cost of Housing</b>	<b>(180,903)</b>	<b>(100,790)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Community Amenities</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Profit On Asset Disposal	-	791
Fees & Charges	6,480	8,095
Other Revenue	740	(740)
<b>Subtotal</b>	<b>7,220</b>	<b>8,145</b>
<b>Operating Expense</b>		
Employee Costs	(36,356)	(27,180)
Materials & Contracts	(73,008)	(14,652)
Depreciation On Non-Current Assets	(6,059)	(7,443)
Insurance Expenses	-	(356)
Other Expenditure	(1,788)	-
Reallocation Codes Expenditure	(129,726)	(54,919)
Reallocation Codes Income	6,480	-
<b>Subtotal</b>	<b>(240,456)</b>	<b>(104,549)</b>
<b>Total - Cost of Community Amenities</b>	<b>(233,236)</b>	<b>(96,404)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	-
Fees & Charges	550	232
<b>Subtotal</b>	<b>10,550</b>	<b>232</b>
<b>Operating Expense</b>		
Employee Costs	(44,744)	(40,545)
Materials & Contracts	(299,779)	(33,603)
Utilities	(6,850)	(3,747)
Depreciation On Non-Current Assets	(19,660)	(21,329)
Insurance Expenses	-	(1,504)
Reallocation Codes Expenditure	(159,856)	(92,700)
<b>Subtotal</b>	<b>(530,889)</b>	<b>(193,428)</b>
<hr/> <b>Total - Cost of Recreation &amp; Culture</b> <hr/>	<b>(520,339)</b>	<b>(193,197)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Transport</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	161,700	-
Other Revenue	-	67
Non-Operating Grants, Subsidies And Contributions	-	335,895
<b>Subtotal</b>	<b>161,700</b>	<b>335,961</b>
<b>Operating Expense</b>		
Employee Costs	(203,152)	(167,457)
Materials & Contracts	(715,931)	(56,343)
Utilities	(7,000)	(6,830)
Depreciation On Non-Current Assets	(1,806,081)	(1,162,073)
Reallocation Codes Expenditure	(905,085)	(631,380)
<b>Subtotal</b>	<b>(3,637,250)</b>	<b>(2,024,084)</b>
<b>Total - Cost of Transport</b>	<b>(3,475,550)</b>	<b>(1,688,122)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	40,602
Fees & Charges	54,900	25,124
Other Revenue	26,601	56,783
Non-Operating Grants, Subsidies And Contributions	-	22,727
<b>Subtotal</b>	<b>161,501</b>	<b>145,237</b>
<b>Operating Expense</b>		
Employee Costs	(173,474)	(112,383)
Materials & Contracts	(529,635)	(258,369)
Utilities	(41,200)	(2,348)
Depreciation On Non-Current Assets	(78,398)	(120,957)
Insurance Expenses	-	(13,276)
Other Expenditure	(40,000)	(34,722)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(635,792)	(106,133)
<b>Subtotal</b>	<b>(1,498,499)</b>	<b>(648,188)</b>
<b>Total - Cost of Economic Services</b>	<b>(1,336,997)</b>	<b>(502,951)</b>

---

**Shire of Menzies**  
**Operating Report for the period ending**  
**30 April 2017**

<b>Other Property &amp; Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	126
Fees & Charges	500	1,898
Other Revenue	140,772	60,684
Non-Operating Grants, Subsidies And Contributions	139,762	-
<b>Subtotal</b>	<b>281,034</b>	<b>62,708</b>
<b>Operating Expense</b>		
Employee Costs	(969,991)	(889,970)
Materials & Contracts	(1,242,666)	(944,014)
Utilities	(30,500)	(5,988)
Depreciation On Non-Current Assets	(474,876)	(305,628)
Insurance Expenses	(135,926)	(89,047)
Other Expenditure	(56)	(16,039)
Reallocation Codes Expenditure	2,354,810	1,738,771
<b>Subtotal</b>	<b>(499,205)</b>	<b>(511,916)</b>
<hr/> <b>Total - Cost of Other Property &amp; Services</b> <hr/>	<b>(218,170)</b>	<b>(449,207)</b>
 TOTAL - Balance to Schedule by Program	 (2,075,224)	 1,774,097



**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**



**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**General Purpose Funding**

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**General Purpose Funding**

**Other General Purpose Funding**

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

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Governance**

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Governance**

**Governance - General**

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

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Law, Order & Public Safety**

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Law, Order & Public Safety**

**Animal Control**

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

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Education & Welfare**

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Education & Welfare**

**Other Welfare**

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



**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Housing**

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Housing**

**Staff Housing**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
09162 Buildings (Capital)	(115,000)	-
09193 Installation Landscaping New Houses	(12,000)	-
09199 Water Tanks for 4 staff houses	(5,000)	-
	<u>(132,000)</u>	<u>-</u>
<b>Subtotal - Cost of Staff Housing</b>	<u>(132,000)</u>	<u>-</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Housing**

**Other Housing**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
09262 Buildings (Capital) - Other Housing	(12,000)	-
	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Housing</b>	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Housing</b>	<u>(144,000)</u>	<u>-</u>

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Community Amenities**

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Community Amenities**

**Sanitation - Household Refuse**

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

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Community Amenities**

**Sanitation - Other**

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

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Recreation & Culture**

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Recreation & Culture**

**Public Halls & Civic Centres**

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



**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Recreation & Culture**

**Other Recreation & Sport**

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

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Recreation & Culture**

**Other Culture**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11650 Upgrade of Old Church Menzies	-	-
11651 Stone Restoration & Repairs Historic Buildings	-	-
11652 Minor building renewals	(10,000)	-
	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Culture</b>	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Recreation &amp; Culture</b>	<u>(273,000)</u>	<u>-</u>

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Transport**

## Shire of Menzies Capital Report for the period ending 30 April 2017

### Transport

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

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
12104	Roads to Recovery Construction (Jobs)	850,685	97,450
12105	Blackspot funding Construction (Jobs)	9,500	-
12106	Road Construction Muni (Jobs)	104,700	-
12109	Road Construction RRG (Jobs)	449,990	-
12232	Grant - RRG	-	-
		<u><b>1,414,875</b></u>	<u><b>97,450</b></u>
<b>Operating Expense</b>			
12101	Road Construction CRSF (Jobs)	-	(1,239)
12104	Roads to Recovery Construction (Jobs)	(900,685)	(271,435)
12105	Blackspot funding Construction (Jobs)	(46,614)	(39,171)
12106	Road Construction Muni (Jobs)	(541,302)	(52,048)
12108	Footpath Construction (Jobs)	(25,000)	(320)
12109	Road Construction RRG (Jobs)	(766,648)	(4,833)
12110	Shire House - Crossover Construction	-	-
12112	Bicycle Path Construction	-	-
12120	Depot Extension -Asset Upgrade	(50,000)	(22,242)
12140	Bores to Support Road Works (Jobs)	(50,000)	-
12145	WANDRRA Funded Road Works (Jobs)	-	(3,120)
		<u><b>(2,380,249)</b></u>	<u><b>(394,408)</b></u>
<b>Allocation</b>			
12104	Roads to Recovery Construction (Jobs)	-	(6,073)
12106	Road Construction Muni (Jobs)	-	(8,323)
12108	Footpath Construction (Jobs)	-	(560)
		<u><b>-</b></u>	<u><b>(14,956)</b></u>
	<b>Subtotal - Cost of Streets, Roads, Bridges &amp; De</b>	<u><b>(965,374)</b></u>	<u><b>(311,915)</b></u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Transport**

**Plant & Equipement Purchases**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>		
12351 Proceeds on Disposal of Assets - Road Plant	6,008	-
	<u>6,008</u>	<u>-</u>
<b>Operating Expense</b>		
12310 Minor Plant Purchases	(10,000)	-
12313 Purchase Rubbish Truck	(147,235)	-
12325 Minor Plant & Equipment (not capitalised) (Jobs)	-	(1,780)
12345 Purchase Light Vehicles	(125,000)	-
12346 Purchase of Heavy Vehicles	-	(134,398)
12351 Proceeds on Disposal of Assets - Road Plant	(35,221)	-
	<u>(317,456)</u>	<u>(136,178)</u>
<b>Subtotal - Cost of Plant &amp; Equipement Purchas</b>	<u>(311,448)</u>	<u>(136,178)</u>
<b>Subtotal - Cost of Transport</b>	<u>(1,276,822)</u>	<u>(448,093)</u>

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Economic Services**

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Economic Services**

**Tourism & Area Promotion**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
13266 Tourism Capital Jobs	(195,000)	(24,556)
13270 Tourism Signage & events Board	(15,000)	-
13280 Town Street Trees Planting & Care Program	(65,000)	(315)
	<u>(275,000)</u>	<u>(24,871)</u>
<b>Allocation</b>		
13266 Tourism Capital Jobs	-	(19,152)
	<u>-</u>	<u>(19,152)</u>
<b>Subtotal - Cost of Tourism &amp; Area Promotion</b>	<u>(275,000)</u>	<u>(44,023)</u>
<b>Subtotal - Cost of Economic Services</b>	<u>(275,000)</u>	<u>(44,023)</u>

**Shire of Menzies  
Capital Report for the period ending  
30 April 2017**

**Other Property & Services**



**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Other Property & Services**

**Administration**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>		
14580 Proceeds on Disposal of Assets - Administration	1,008	-
	<u>1,008</u>	<u>-</u>
<b>Operating Expense</b>		
14576 Electrical Upgrades to Admin	(52,000)	-
14595 Purchase of Furniture and Equipment (not capitalised) (Jobs)	-	(13,437)
	<u>(52,000)</u>	<u>(13,437)</u>
<b>Subtotal - Cost of Administration</b>	<u>(50,992)</u>	<u>(13,437)</u>

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 April 2017**

**Other Property & Services**

**Unclassified**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
14710 Purchase of land lots for town development	-	-
	-	-
	-	-
<b>Subtotal - Cost of Unclassified</b>	-	-
<b>Subtotal - Cost of Other Property &amp; Services</b>	<b>(50,992)</b>	<b>(13,437)</b>
Balance to Capital Schedule	(2,545,814)	(565,334)

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

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM017
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	9 May 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2 Payment Listings for April 2017

#### **OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of April 2017 totalling \$192,801.41 being:

- 1) Cheques totalling \$1,300.00
- 2) Electronic Fund Transfer EFT2042-EFT2101 payments in the Municipal Fund totalling \$233,821.95.
- 3) Direct Debit payments from the Municipal Fund totalling \$39,433.47.
- 4) Credit card payments for the statement period 29 February 2017 to 28 March 2017 (included in direct debits) totalling \$6,466.04.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

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

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

Active civic leadership achieved

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

#### **STATUTORY AUTHORITY:**

*Local Government (Financial Management) Regulations 1996 Section 13.*

#### **POLICY IMPLICATIONS:**

Policy 4.7 – Creditors – Preparation for Payment

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

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

**BACKGROUND:**

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

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

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

**COMMENT:**

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

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

After payment, the balance of creditors will be \$36,798.43.

ATTACHMENT 12.2.2-1

**Shire of Menzies  
Payments for the Month of April 2017**

**Cheques**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
10463	11/04/2017	Cash	Cash Funds for prickles collected	\$1,300.00

Cheques	\$1,300.00
EFT	\$233,821.95
Direct Debit	\$39,433.47
<b>Total Payments</b>	<b><u>\$274,555.42</u></b>
Credit Card Payments (included in Direct Debit)	\$6,466.04

**Shire of Menzies  
Payments for the Month of April 2017**

**EFT**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT2042	07/04/2017	Canine Control	Ranger Service March 2017	1,600.50
EFT2043	07/04/2017	Emerge Technologies	4 x cordless keyboard and mouse sets -	176.00
EFT2044	07/04/2017	Salazar Gold	Rates refund for assessment A4410	329.62
			E31/00954 MINING TENEMENT	
EFT2045	07/04/2017	ACH Exploration Pty Ltd	Rates refund for assessment A5228	473.86
			E40/00352 MINING TENEMENT	
EFT2046	07/04/2017	Maincoast Pty Ltd	Rates refund for assessment A5058	73.35
			E29/00919 MINING TENEMENT	
EFT2047	07/04/2017	Cheric Leonora	37 Reid Street - 9000 ltr rainwater tank	3,575.00
EFT2048	07/04/2017	Toll Ipec Pty Ltd	Freight	475.70
EFT2049	07/04/2017	Jillian Dwyer	January Travel 2017	2,750.49
EFT2050	07/04/2017	Goldline Distributors	Costsaver Toilet Tissue	501.37
EFT2051	07/04/2017	Menzies Hotel	Civic Reception	906.00
EFT2052	07/04/2017	Landgate	Mining Tenement Chargeable Schedule No M2016/8 dated 7/7/16-9/8/2016	115.55
EFT2053	07/04/2017	Keith Mader	Travel March 2017	316.84
EFT2054	07/04/2017	Shire of Menzies Social Club	Payroll deductions	140.00
EFT2055	07/04/2017	Netlogic Information Technology	Fix Accounts email password prompt	112.50
EFT2056	07/04/2017	Saracen Gold Mines Pty Ltd	Rates refund for assessment A3321 P31/01764 MINING TENEMENT	390.33
EFT2057	07/04/2017	WML Consultants	Amended invoice Tax Invoice 23581	429.00
EFT2058	24/04/2017	Mining Rehabilitation Service (wa) Pty	Hire of 633 scraper	9,680.00
EFT2059	24/04/2017	Howson Management	Update 2016/17 works program data base asw per quote 14 March 2017	3,135.00
EFT2060	24/04/2017	Air Liquide WA Pty Ltd	Rental 1/3-31/3/2017	89.23
EFT2061	24/04/2017	Aquarius Technologies Pty Ltd	Peristaltic pump	552.20
EFT2062	24/04/2017	Atom	Dremel 4000 multi tool kit	705.24
EFT2063	24/04/2017	Baileys	Test soil on oval	247.50
EFT2064	24/04/2017	Bunnings	1830*2010 shelving	3,022.05
EFT2065	24/04/2017	Cabcharge Australia Limited	Taxis	176.20
EFT2066	24/04/2017	Canning Pool & Pump Centre Pty	6 x 20ltr chlorine	270.00
EFT2067	24/04/2017	C Direct	Recharge cards - 1 Pack x \$30	1,282.40
EFT2068	24/04/2017	Chubb Fire & Security	Check fire extinguisher and fire hoses	996.44
EFT2069	24/04/2017	Cockburn Cement Ltd	Rapidset	435.60
EFT2070	24/04/2017	Cooper Fluid Systems	Receiver dryer for commpresor line in	191.40
EFT2071	24/04/2017	Toll Ipec Pty Ltd	Freight	12.14
EFT2072	24/04/2017	Coyles Mower & Chainsaw Centre	1 cutter bar and chain	196.00
EFT2073	24/04/2017	Cybersecure	Back up service March 2017	129.00
EFT2074	24/04/2017	Digitalrez Australia	RezExpert Monthly Access Fee March	76.94
EFT2075	24/04/2017	Eagle Petroleum (W.A) Pty Ltd	Deliver 8000 ltrs of diesel to bulk tank	10,374.99
EFT2076	24/04/2017	Flex Industries	Powercon jump pack	1,319.26
EFT2077	24/04/2017	Freerange Supplies	Oztrail velour airmat single	3,250.94
EFT2078	24/04/2017	Goldline Distributors	Caravan Park cleaning items	1,008.16
EFT2079	24/04/2017	Goldfields Toyota	50,000klm service for 1MN	334.18
EFT2080	24/04/2017	Menzies Hotel	Newspapers for March 2017	118.00
EFT2081	24/04/2017	Jason Signmakers	Grader ahead signs on quad stands	355.08
EFT2082	24/04/2017	JR & A Hersey	2 amber becons	1,465.11
EFT2083	24/04/2017	Komatsu Australia Pty Ltd	1 cylinder and freight	308.24
EFT2084	24/04/2017	Kooda Contracting Pty Ltd	Grade washouts on menzies north west rd	18,863.99
EFT2085	24/04/2017	Grand Hotel Kookynie	Room and meals for employee grader	1,992.00
EFT2086	24/04/2017	Landgate	Mining Tenements Chargable Schedule	250.80
EFT2087	24/04/2017	Marlou Contracting	Fix washouts on Kookynie Yarri Rd	11,558.25
EFT2088	24/04/2017	Shire of Menzies Social Club	Payroll deductions	140.00
EFT2089	24/04/2017	Mobile Pest Weed Control	Butcher Shop and Tea Rooms - Temite	4,985.20
EFT2090	24/04/2017	Michael Westbrook	Reimburse for Light bar & Harness	1,074.35
EFT2091	24/04/2017	Netlogic Information Technology	Set up leave calendar sharing	187.50

**Shire of Menzies  
Payments for the Month of April 2017**

**EFT**

EFT2092	24/04/2017	Titan Australia Pty Ltd	2 teck king17.5r25 grader tyres	2,509.71
EFT2093	24/04/2017	Office National	7053043 Rapid Span Electric Height Adjustable corner workstation 1800 x	6,787.29
EFT2094	24/04/2017	Penns Cartage	Deliver i 400 ltr spay unit	215.60
EFT2095	24/04/2017	Pila Nguru Aboriginal Corporation	Recoup expenses for Desert Stars & Site to	6,991.02
EFT2096	24/04/2017	Paupiyala Tjarutja Aboriginal	School hoilday program 5/1-25/1/2017	26,661.44
EFT2097	24/04/2017	RSM Bird Cameron	Audit fee CLGF 2012-13 Final report	1,598.30
EFT2098	24/04/2017	T-quip	Starter motor	288.00
EFT2099	24/04/2017	Tyreplus Kalgoorlie	Tyres for 1MN toyota 200 series includes	2,088.00
EFT2100	24/04/2017	WML Consultants	Menzies NW Road 16.6 - claim 6 tony	16,680.42
EFT2101	24/04/2017	WesTrac Pty Ltd	1 208ltr TDTO 30	3,936.54
Payroll	11/4/107	Payroll	Payroll	\$39,752.23
Payroll	25/4/107	Payroll	Payroll	\$35,163.90
				<b>\$233,821.95</b>

**Shire of Menzies  
Payments for the Month of April 2017  
Direct Debit**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1145.1	03/04/2017	WESTNET	CRC Computer March 2017	\$90.45
DD1156.1	10/04/2017	Telstra	330 7495 295 March 2017	\$710.04
DD1161.1	11/04/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,047.42
DD1161.2	11/04/2017	Kinetic Superannuation	Superannuation contributions	\$1,093.69
DD1161.3	11/04/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,361.38
DD1161.4	11/04/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$481.62
DD1161.5	11/04/2017	Catholic Super	Superannuation contributions	\$714.38
DD1161.6	11/04/2017	Australian Super	Superannuation contributions	\$246.25
DD1161.7	11/04/2017	Commonwealth Essential Super	Superannuation contributions	\$469.46
DD1166.1	20/04/2017	Horizon Power	Street Lighting 1/3-31/3/2017	\$624.27
DD1178.1	25/04/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$3,954.03
DD1178.2	25/04/2017	Kinetic Superannuation	Superannuation contributions	\$1,055.99
DD1178.3	25/04/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,353.56
DD1178.4	25/04/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$499.72
DD1178.5	25/04/2017	Catholic Super	Superannuation contributions	\$714.39
DD1178.6	25/04/2017	Australian Super	Superannuation contributions	\$343.44
DD1178.7	25/04/2017	Commonwealth Essential Super	Superannuation contributions	\$287.37
DD1181.1	11/04/2017	Telstra	367 1243 388 Mobiles March 2017	\$1,252.32
DD1183.1	18/04/2017	Toyota Finance	Golden Quest Vehicle Lease March 2017	\$1,103.39
DD1183.2	18/04/2017	BOQ Finance	Copier charges April 2017	\$1,503.62
DD1185.1	24/04/2017	Water Corporation	Water Consumption 1/3-30/4/2017	\$1,123.51
DD1185.2	20/04/2017	Water Corporation	Water Consumption 1/3-30/4/2017	\$93.40
DD1185.3	24/04/2017	BOQ Finance	Copier Charges April 2017	\$389.40
DD1185.4	24/04/2017	Australia Post	Post Office March 2017	\$138.49
DD1187.1	27/04/2017	Water Corporation	Water Consumption 1/3-30/4/2017	\$928.34
DD1192.1	26/04/2017	Jillian Dwyer	April meeting 2017	\$2,562.08
DD1192.2	26/04/2017	Ian Baird	April meeting 2017	\$1,091.08
DD1192.3	26/04/2017	Jamie Mazza	April meeting 2017	\$872.50
DD1192.4	26/04/2017	Keith Mader	April meeting 2017	\$872.50
DD1192.5	26/04/2017	Tucker, Ian Cr	April meeting 2017	\$872.50
DD1192.6	26/04/2017	Debbie Hansen	April meeting 2017	\$872.50
DD1192.7	26/04/2017	Justin Lee	April meeting 2017	\$872.50
1617-10.02	03/04/2017	NAB	Credit Card payment	\$6,466.04
1617-10.01	06/04/2017	NAB	Account fees	\$47.24
1617-10.21	28/04/2017	NAB	Merchant Fee	\$172.90
1617-10.21	28/04/2017	NAB	Merchant Fee	\$51.80
1617-10.21	28/04/2017	NAB	Merchant Fee	\$38.90
1617-10.21	28/04/2017	NAB	Merchant Fee	\$20.00
1617-10.21	28/04/2017	NAB	Account Fees	\$41.00

**\$39,433.47**



**Shire of Menzies  
Payments for the Month of April 2017  
Credit Card**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
01/03/2017	Office Works	Packing bags	\$32.97
01/03/2017	Apple Store	Iphone 7 plus	\$1,702.90
02/03/2017	Holiday Inn	Councillor accommodation	\$511.56
02/03/2017	London Court Cobbler	Engraving	\$110.00
03/03/2017	Holiday Inn	Employee accomodation	\$958.16
03/03/2017	Atlas Linen	Table linen	\$145.85
6/03/2017	Woolworths	Cordial for civic function	\$16.50
6/03/2017	Woolworths	Beverages for civic function	\$76.50
8/03/2017	Everetts Butchers	Sausages	\$35.29
08/03/2017	Hot Bread Shop	Dinner rolls	\$30.00
9/03/2017	Tower Hotel	Beer & wine	\$175.87
10/03/2017	In Bloom Floral Design	Flowers for ANZAC day	\$130.00
13/03/2017	Ikea	Spotlights and storage boxes	\$145.00
16/03/2017	Atlas Linen	Drycleaning	\$64.65
27/03/2017	Black Crow Studios	Artwork	\$238.47
28/03/2017	Woolworths	Ingredients for council lunch	\$17.50
28/03/2017	NAB	Card Fee	\$9.00
1/03/2017	Water Corporation	90 07529 98 7 - No 2 Dam Pump	\$58.76
1/03/2017	Water Corporation	90 07529 96 0 - Caravan Park	\$199.77
1/03/2017	Water Corporation	90 07530 01 3 - Old Posat Office	\$105.96
1/03/2017	Water Corporation	90 17644 61 2 - CRC	\$172.95
1/03/2017	Water Corporation	90 07530 04 8 - Administration	\$386.38
1/03/2017	Water Corporation	90 16555 22 0 - 29A Shenton Street	\$55.90
1/03/2017	Water Corporation	90 16689 38 4 - 36 Reid Street	\$97.32
1/03/2017	Water Corporation	90 07530 35 5 - 14B Walsh Street	\$43.15
1/03/2017	Water Corporation	90 07530 33 9 - 14A Walsh Street	\$49.52
1/03/2017	Water Corporation	90 13365 87 8 - 53B Walsh Street	\$38.36
1/03/2017	Water Corporation	90 13365 88 6 - 53A Walsh Street	\$38.36
1/03/2017	Water Corporation	90 07530 05 6 - 52-54 Shenton Street	\$38.36
1/03/2017	Water Corporation	90 07530 36 3 - 57 Walsh street	\$168.03
1/03/2017	Water Corporation	90 17145 74 1 - 40 Wilson Street	\$79.80
1/03/2017	Water Corporation	90 16555 23 9 - 29B Shenton Street	\$86.17
1/03/2017	Water Corporation	90 19918 35 7 - 39 Mercer Street	\$65.45
1/03/2017	Water Corporation	90 18481 73 9 - 25 Onslow Street	\$62.27
1/03/2017	Water Corporation	90 19446 63 6 - Sports Oval	\$167.74
1/03/2017	Water Corporation	90 20378 29 8 - 36 Mercer Street	\$137.17
1/03/2017	Water Corporation	90 19918 36 5 - 41 Mercer Street	\$92.54
1/03/2017	Water Corporation	90 07530 06 4 - 50 Shenton Street	\$38.36
06/03/2017	Crown Perth	Conference Expenses	\$4.50
28/03/2017	NAB	Card Fee	\$9.00
09/03/2017	LGMA	Refund of overcharge for conference	\$(130.00)
		Direct Debit	<u>\$6,466.04</u>

### 12.2.3 Debtors Write Off

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM387
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	10 May 2017
<b>AUTHOR:</b>	Carol McAllan, Rates / Debtors Officer
<b>ATTACHMENT:</b>	Nil

#### **OFFICER RECOMMENDATION:**

That Council write off the sum of \$2,365.38 owed by three debtors as listed below.

- \$1,100.00 owed by CRB Contracting – Debtor 40741.
- \$489.70 owed by Stanley Vincent – Debtor 40013.
- \$775.68 owed by Tralina Tucker – Debtor 40012.

**VOTING REQUIREMENTS:** Absolute Majority

#### **IN BRIEF:**

These debts have been pursued for a long time without success. The debts are years old and there seems to be no chance of recovery.

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

Active Civic Leadership

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

#### **STATUTORY AUTHORITY:**

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

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

Reduction of \$2,365.38 from Councils Revenue.

#### **RISK ASSESSMENTS:**

**OP 18** Debtors are either not collected in a timely basis or not collected at all.

#### **BACKGROUND:**

Shire staff constantly pursue outstanding debts and use all means available including legal action before requesting a write off.

**COMMENT:**

CRB Contracting: The original invoice for this is dated 21 December 2015. The accompanying paperwork with this debt is quite vague and staff involved in this have resigned. Exact details are unclear. Invoices and statements have been sent regularly but the only contact details are a post office box number.

Stanley Vincent: The original invoice for this is dated 14 May 2009. This is for the recoup of gas and electricity charges incurred when Mr. Vincent was a Shire employee. Statements, invoices and letters have been sent to the address given to us and also to a more current address obtained.

Tralina Tucker: The original invoice for this is dated 28 November 2013. This is for the recoup of electricity and phone charges incurred when Ms. Tucker was a Shire employee. Statements, Invoices and letters have been sent to various addresses obtained including a private letter to clients place of work. Dunn and Bradstreet have also been unable to collect.

Shire employees are now required to have utilities changed to their own name when renting a Shire house.

#### 12.2.4 Disposal of Plant and Asset

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	EDM 179
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	17 May 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager of Finance
<b>ATTACHMENT:</b>	12.2.4-1 List of items for disposal

#### **OFFICER RECOMMENDATION:**

That Council approve the disposal of the attached list of Plant & Equipment through Pickles Auctions at a date to be advised and advertised locally.

**VOTING REQUIREMENTS:** Absolute Majority

#### **IN BRIEF:**

To dispose of surplus/redundant plant & equipment no longer required by the Shire through Pickles Auctions.

**RELEVANT TO STRATEGIC PLAN:** Nil

#### **STATUTORY AUTHORITY:**

*Local Government (Financial Management) Regulations 1996, regulation 4(1)*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### **RISK ASSESSMENTS:**

**OP21** Fixed assets acquisitions, disposals and write-offs are fictitious, inaccurately recorded or not recorded at all.

#### **BACKGROUND:**

Clean up and dispose of excess and unserviceable plant from the Shire of Menzies Depot. The Local Government Accounting Manual, Section 9.1.11 refers to the de-recognition of a non-current asset.

#### **9.1.11 De-recognition of assets**

The carrying amount of a non-current asset is removed from the statement of financial position under the following conditions:

- It is disposed (eg. on sale, trade or gifted or lost), or
- There is no further economic benefit expected from its use or disposal (eg. technical obsolescence or exhaustion of capacity).

**COMMENT:**

The Shire of Menzies Work Supervisor has identified the attached plant list as being surplus to the Shire's needs and/or unserviceable. Pickles Auctions are to visit the Shire and recommend actions to be taken to dispose of these plant items in the most efficient way to benefit the Shire.

**List of Plant Recommended for Disposal**

<b>Plant Number</b>	<b>Asset Number</b>	<b>Description</b>	<b>Book Value</b>	<b>Condition</b>
P0122	8	Husqvana Ride on Mower	\$ 1,583.36	Poor
P0135	492	Plate Compactor - Hand Operated	\$ 395.86	Good
P0139	496	Custom Made Grass Slasher	\$ 131.26	Seviceable
P0163	490	Vacuum Tank	\$ 4,375.02	Good
P0184	392	Two Axle Dog Trailer 1TO1574	\$ 13,125.02	Seviceable
P0119	172	Honda Transfer Pump	\$ 2,375.00	Seviceable
P0144	12	Multi Tyred Roller MN 572	\$ 437.00	Unserviceable
-	-	4 Round Tables	*	
-	-	Shelving	*	
-	-	Fencing Iron	*	
-	-	Map Reading Tables	*	
-	-	Petrol Bowser	*	
-	-	Old Pumps	*	
-	-	Old Push Roller	*	
-	-	Old Diesel Pumps	*	
-	-	2 Door Fridge	*	
-	-	Trailer Axles, Frames & Tyres	*	
-	-	Old Filters	*	
-	-	Miscellaneous Spare Parts	*	
-	-	Codan Radio	*	
-	-	Laser Level	*	

\* *Written off/expensed in prior years*

### **12.2.5 Amendment of Fees and Charges**

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	1911
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	16 May 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.5-1 Fees & Charges proposed for the year ending 30 June 2018

#### **OFFICER'S RECOMMENDATION:**

That Council

1. Adopt the amended fees and charges as attached (Attachment 1)
2. Advertise the amended fees and charges in accordance with the Local Government Act 1995 with the adoption date of 1 July 2017

**VOTING REQUIREMENTS:** Absolute majority

#### **IN BRIEF:**

For Council to adopt the proposed amended Fees and Charges to be effective from 1 July 2017 and accept for advertising.

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

Active civic leadership achieved

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

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995 (as amended) Section 6.16 (3) Imposition of Fees and Charges  
Local Government Act 1995 (as amended) Section 6.19 Notice of Fees and Charges*

#### **POLICY IMPLICATIONS:**

Policy 5.10 Employees Housing Allowances

#### **FINANCIAL IMPLICATIONS:**

Fees and Charges as amended will be reflected in the Annual Budget for the year ending 30 June 2018.

**RISK ASSESSMENTS:**

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

**OP16** Council's statutory reports provide inaccurate financial information

**BACKGROUND:**

Fees and Charges for the year ending 30 June 2018 have been reviewed and updated to include relevant Statutory Charges for Dogs, Cats, Building and Planning (previously not included).

It is proposed to adopt amended Fees and Charges for the year ending 30 June 2018 prior to the adoption of the Budget for the year ending 30 June 2018 to ensure that the new schedule can take effect 1 July 2017.

**COMMENT:**

All fees and charges are inclusive of goods and services tax (GST) where GST is applicable.

**Charges Amended**

- |   |                      |                |
|---|----------------------|----------------|
| • Council Meeting Agenda - hard copy      | \$11.00              | (from \$6.00)  |
| • Electoral Rolls – per roll              | Set by Electoral Act | (from \$15.00) |
| • Water from standpipe – per 1,000 litres | \$15.00              | (from \$10.00) |

**Charges to be deleted**

- Sand & gravel
- Sewerage pump truck
- Furniture from hall
- Duplicate charges of printing
- Duplicate charges of faxes
- Room Hire
- Hall hire – movies
- Hall hire – discos
- Hall hire – games nights
- Hall hire – Menzies School
- Hall hire has been renamed room hire

**Charges added**

- Dog Fees & Charges
- Cat Fees & Charges
- Health Fees & Charges
- Town Planning Fees & Charges
- Building Fees & Charges

All other charges are to remain the same, but may be amended during the adoption of the Annual Budget.





### 2017/2018 FEES AND CHARGES

GENERAL			
Photocopying - per A4 sheet	\$	0.60	inc GST
Photocopying - per A3 sheet	\$	0.85	inc GST
Council Meeting Agenda - hard copy. (Free when attending Council Meeting or on website)	\$	11.00	inc GST
Council Minutes - hard copy. (Free on website)	\$	11.00	inc GST
Electoral Rolls - per roll - set by the Electoral Act			GST Free
Faxes Sent - minimum charge	\$	2.20	inc GST
Faxes Received - per sheet	\$	0.30	inc GST
Rate Refund Admin Fee - per assessment	\$	25.00	inc GST
Laminating - A4 colour per sheet	\$	2.90	inc GST
Laminating - A3 colour per sheet	\$	4.40	inc GST
Orders & Requisitions - per assessment	\$	60.00	inc GST
Rate Enquiry Fee - per assessment (1-3 enquiries)	\$	12.50	inc GST
Rate Enquiry Fee - per half hour - bulk enquiries (minimum charge)	\$	30.00	inc GST
Water from Standpipe - per 1,000 litres	\$	15.00	inc GST
Domestic Refuse Removal - first bin, per annum (issued with rates notice)	\$	135.00	GST Free
Domestic Refuse Removal - second bin or non rateable properties	\$	135.00	plus GST
Room Hire - per day - alcohol consumed - \$250 bond	\$	80.00	inc GST
Room Hire - per day - no alcohol consumed - \$100 bond	\$	80.00	inc GST
Room Hire - per day - Community purpose - \$100 bond	\$	-	inc GST
- or amenity fee \$1.50 per person per day	\$	1.50	inc GST
PRIVATE WORKS (MUST BE APPROVED BY CEO)			
Grader Hire - per hour	\$	224.00	inc GST
Mercedes Truck & Trailer Hire - per hour	\$	194.00	inc GST
Mack Truck & Trailer Hire - per hour	\$	244.00	inc GST
Light Truck - Hino - per hour	\$	124.00	inc GST
Backhoe - per hour	\$	120.00	inc GST
Loader - John Deere - per hour	\$	129.00	inc GST
Float Trailer + 6 Wheel Truck - per hour	\$	244.00	inc GST
Skid Steer (Caterpillar) - per hour	\$	99.00	inc GST
Labour hire - per hour	\$	55.00	inc GST
Whipper Snipper - per hour	\$	70.00	inc GST
Lawn Mower - per hour	\$	64.00	inc GST
Grid Moulds - per day	\$	150.00	inc GST
<i>Please Note - no dry hire of machinery</i>			
SULLAGE/WASTE REMOVAL			
Petrol and Oil - no charges if delivered to Menzies Shire Depot	\$	-	
Sewerage deposited in Sewer Ponds - per litre	\$	0.03	inc GST



## 2017/2018 FEES AND CHARGES

### CARAVAN PARK

\* Family is defined as "a group of UP TO seven related people (two of whom may be over 18 years of age) i.e. One adult and up to six minors or two adults and up to five minors."

Non-Powered Site - Day Rate*	\$	22.00	inc GST
Non-Powered Site - Weekly Rate*	\$	100.00	inc GST
Powered Site - Day Rate*	\$	30.00	inc GST
Powered Site - Weekly Rate*	\$	165.00	inc GST
Chalet - 1 bedroom	\$	100.00	inc GST
Chalet - additional days	\$	50.00	inc GST
Chalet - 2 bedrooms	\$	125.00	inc GST
Chalet - additional days	\$	50.00	inc GST
Showers - per person	\$	5.00	inc GST
Washing Machine - per load	\$	3.00	inc GST
Dryer - pe rload	\$	3.00	inc GST

### STAFF HOUSING RENTAL

Housing Rental - per week	\$	45.00	GST Free
---------------------------	----	-------	----------

### INTERNET USE (for use of computers at Community Resource Centre)

15 Minutes	\$	3.00	inc GST
30 Minutes	\$	5.00	inc GST
45 Minutes	\$	8.00	inc GST
60 Minutes	\$	10.00	inc GST
8 Hours	\$	20.00	inc GST

Internet access is free for 15 minutes per session - users will require a Voucher with access code.

### ADVERTISING IN MENZIES MATTERS

Quarter Page - per issue	\$	5.00	inc GST
Half Page - per issue	\$	10.00	inc GST
Whole Page - per issue	\$	20.00	inc GST

### COMMUNITY POST BOX LEASE

Small Box - per annum	\$	25.00	inc GST
Large Box - per annum	\$	50.00	inc GST



## 2017/2018 FEES AND CHARGES

### 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	\$	-	
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
Microchipping		At Cost	inc GST

*\* Must sight certificate signed by a Registered Vet, a Statutory Declaration or sight ear tattoo for Sterilisation Concession*

*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.*

*In respect of every first registration made after 31 May, in any year, only one half of the registration fee shall be payable. Renewals are to take effect from 1 November in any year, within the preceding period period of 21 days from and including 11 October*

### 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	\$	225.00	GST Free
Lodging House New Registration	\$	125.00	GST Free
Eating House Application	\$	120.00	GST Free
Notification of New Food Business	\$	55.00	GST Free
Registration Fee of New Food Business	\$	150.00	GST Free
Low Risk Food Business Registration Renewal - Annual	\$	120.00	GST Free
Medium Risk Food Business Registration Renewal - Annual	\$	235.00	GST Free
Request for Inspection/Service/Advise - Per Hour	\$	130.00	inc GST

### 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



## 2017/2018 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	\$ 1,320.00	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
	0.32% of the	
	estimated cost of	
- More than \$50,000 but less than \$500,000	development	GST Free
	\$1,700 + 0.257%	
	for every \$1 in	
- More than \$500,000 but not more than \$2.5 Million	excess of \$0.5m	GST Free
	\$7,161 + 0.206%	
	for every \$1 in	
- More than \$2.5 Million but not more than \$5 Million	excess of \$2.5m	GST Free
	\$12,633 + .123%	
	for every \$1 in	
- More than \$5 Million but not more than \$21.5 Million	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	\$ 215.00	GST Free
Home Occupation - Annual Fee	\$ 70.00	GST Free
Zoning & Other Information Enquiry (Non Resident), or provide Zoning Certificate	\$ 73.00	GST Free



**BUILDING**

**Certified Application - Building Permit**

		<b>Fee</b>	
Class 1 or 10 (houses, sheds, etc)	Application Fee	0.19% of building value inc GST. Min \$96	GST Free
	BCITF Levy	0.2% of value over \$20,000 inc GST	GST Free
	Building Levy	0.137% of building value inc GST. Min \$61.65	GST Free
Class 2-9 building or incidental structure	Application Fee	0.19% of building value inc GST. Min \$96	GST Free
	BCITF Levy	0.09% of building value inc GST. Min \$96	GST Free
	Building Levy	0.137% of building value inc GST. Min \$61.65	GST Free

**Uncertified Application - Building Permit**

Class 1 or 10 only (houses, sheds, etc)	Application Fee	0.32% of building value inc GST. Min \$96	GST Free
	BCITF Levy	0.2% of value over \$20,000 inc GST	GST Free
	Building Levy	0.137% of building value inc GST. Min \$61.65	GST Free

**Demolition Permit**

Class 1 or 10 (houses, sheds, etc)	Application Fee	\$96	GST Free
	Building Levy	0.137% of building value inc GST. Min \$61.65	GST Free
Class 2-9 building or incidental structure	Application Fee	\$96	GST Free
	Building Levy	0.137% of building value inc GST. Min \$61.65	GST Free

**Occupancy Permit**

(s46,47,48,49,52) - completed building, temporary occupation for an incomplete building, change of use or class of building, additional temporary use, registration of strata scheme or subdivision	Application Fee	\$96	GST Free
	Building Levy	\$61.65 (N/A for section 46 & 48)	GST Free
Class 2-9 Unlawful works - s51	Application Fee	0.18% of (current)building value. Min \$96	GST Free
	Building Levy	0.274 % of (current)building value. Min \$123.30	GST Free

**Strata Registration s50**

Strata - s50 only	\$10.60 per unit, min \$105.80	GST Free
-------------------	--------------------------------	----------

**Building Approval Certificate**

Class 1 or 10, unlawful works	Application Fee	0.38% of (current)building value. Min \$96	GST Free
	Building Levy	0.274 % of (current)building value. Min \$123.30	GST Free

**Extension of Time**

All Applications	Application Fee	\$96	GST Free
------------------	-----------------	------	----------

### 12.2.6 Differential Rating

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 262
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	17 May 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager of Finance & Administration
<b>ATTACHMENT:</b>	12.2.6-1 Rate Modelling May 2017 12.2.6-2 Objects and Reasons for Rating in the Shire of Menzies 2017/2018

### RECOMMENDATION:

#### That Council

1. **Adopt for advertising, differential rates for the year ending 30 June 2018**
  - a. **Gross Rental Value (GRV)**
    - i. **GRV Vacant Land**            **8.49c in dollar**            **minimum \$200**
    - ii. **GRV Improved**            **8.47c in dollar**            **minimum \$317**
  - b. **Unimproved Value (UV)**
    - i. **UV Mining Lease**            **16.25c in dollar**            **minimum \$317**
    - ii. **UV Prospecting Lease**            **14.76c in dollar**            **minimum \$249**
    - iii. **UV Exploration Lease**            **14.98c in dollar**            **minimum \$280**
    - iv. **UV Pastoral and Other**            **8.28c in dollar**            **minimum \$317**
2. **Endorse the Objects of Rating and Reasons (as attached)**
3. **Consider objections received at the June 2017 meeting of Council.**

**VOTING REQUIREMENTS:**      Simple Majority

### IN BRIEF:

The rate modelling May 2017 (attached) has been calculated using four different scenarios;

- Model 1 Same rate in the dollar set for 2016/17
- Model 2 Forecast CPI increase of 1.75% overall, but reduce GRV Vacant Minimum to \$200
- Model 3 3.5% increase overall, but reduce GRV Vacant Minimum to \$200
- Model 4 4% increase overall, but reduce the GRV Vacant Minimum to \$200

Model 1 – Using the same rate in dollar set for 2016/17 results in an increase in rate funding of \$24,463.45 (0.86%). This model reflects the natural growth in property and Gross Rental valuations but does not reflect the forecast CPI of 1.75% for the 2017/18 year as published by WALGA in the Local Government Briefing 22 February 2017.

Model 2 – Using the forecast CPI increase of 1.75% overall, but reduce the GRV Vacant minimum to \$200 results in an increase in rate funding of \$70,994.87 (2.49%). This model reflects the natural growth in property and Gross Rental valuations and takes into account the forecast CPI for the 2017/18 year as published by WALGA in the Local Government Briefing 22 February 2017. This allows for council to meet the anticipated rise in the cost of operations of 1.75% and allows 0.74% economic growth in the shire.

Model 3 – Using 3.5% increase overall, but reduce the GRV Vacant minimum to \$200 results in an increase in rate funding of \$121,450.87 (4.26%). This model reflects the natural growth in property and Gross Rental valuations and takes into account the forecast CPI for the 2017/18 year as published by WALGA in the Local Government Briefing 22 February 2017 plus an additional 2.51% to allow for economic growth in the Shire. This allows for council to meet the anticipated rise in the cost of operations and allow for economic growth in the shire.

Model 4 – Using 4% increase overall, but reduce the GRV Vacant Minimum to \$200 results in an increase in rate funding of \$159,925.60 (5.61%). This model reflects the natural growth in property and Gross Rental valuations and also takes into account the forecast CPI for the 2017/18 year as published by WALGA in the Local Government Briefing 22 February 2017 plus an additional 3.86% to allow for economic growth in the Shire. This allows for council to meet the anticipated rise in the cost of operations and allow economic growth in the shire.

**RELEVANT TO STRATEGIC PLAN:**

Active civic leadership achieved

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

**STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.36*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

Financial Management standards in relation to the delivery of Council services.

**RISK ASSESSMENTS:**

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

**OP32** Lack of working capital to meet Council's financial commitments

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

**BACKGROUND:**

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

At the briefing session held prior to the Ordinary Council Meeting 27 April 2017, Council considered the needs for the forthcoming financial year, and that indicated that a rate increase of no less than 3.5% would be required to enable the program for the year ending 30 June 2018.

The intent to differentially rate must be advertised in a state wide circulating newspaper no earlier than 1 May, and must be advertised with a period for objections to be received of no less than twenty-one days.

**COMMENT:**

The valuations that form the rate base are set by the Valuer General. Council must determine the rate in the dollar to set to return sufficient income to ensure the effective operations of Council for the forthcoming year.

Differential rates as proposed meets the requirements of the Act. State wide advertising will be undertaken.



**Shire of Menzies Rates Modelling May 2017**

**MODEL 1**

**Rate in Dollar as set for 2016/17**

Line Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY	
1 00	8.00	-	516.00				-		-	-			Non rateable
2 01	216.00	-	59,301.00	306.00		8.2000	4,862.74	213.00	-	66,461.46	1266.74	0.00	GRV Vacant
3 02	38.00	-	2,505,965.00	306.00		8.1800	204,987.90	8.00	-	206,715.00	0.84	0.16	GRV
4 09	282.00	11,691,137.00	-	306.00	15.7000		1,835,508.63	62.00	-	1,846,936.74	0.62	2.69	UV Mining Operational
5 10	27.00	750,995.00	-	306.00	8.0000		60,079.60	8.00	-	61,180.16	1.83	2.34	UV Pastoral
6 12	66.00	317,200.00	-	306.00	8.0000		25,376.00	3.00	-	25,758.00	1.50	0.00	UV Other
7 13	389.00	3,780,176.00	-	270.00	14.4750		547,180.63	167.00	-	570,541.63	4.26	14.95	UV Mining Exploration
8 14	357.00	575,682.00	-	240.00	14.2600		82,092.37	164.00	-	99,987.46	21.79	4.47	UV Mining Prospecting
9 99							-		-	0			
	1,383.00	17,115,190.00	2,565,782.00				2,760,087.87	625.00	-	2,877,580.45			
							Rates Return with no change in RID			2,877,580.45			
							Rates raised in 2016/17			2,853,117.00			
							Increase between 16/17 and 17/18			24,463.45	0.86%		

**MODEL 2**

**Forecast CPI increase of 1.75% (as published in Local Government Economic Briefing 22 February 2017) - reduce GRV Vacant min to \$200**

Line Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY	
1.00 00	8.00	-	516.00				-		-	-			Non rateable
2.00 01	216.00	-	59,301.00	200.00		8.34	4,946.30	213.00	-	43,905.38	787.64	33.94	GRV Vacant
3.00 02	38.00	-	2,505,965.00	311.00		8.32	208,496.33	8.00	-	210,251.08	0.84	1.88	GRV
4.00 09	283.00	11,713,164.00	-	311.00	15.97		1,870,592.35	62.00	-	1,882,200.76	0.62	4.58	UV Mining Operational
5.00 10	27.00	750,995.00	-	311.00	8.14		61,131.00	8.00	-	62,247.97	1.82	4.13	UV Pastoral
6.00 12	66.00	317,200.00	-	311.00	8.14		25,820.08	3.00	-	26,207.70	1.50	1.74	UV Other
7.00 13	391.00	3,898,408.00	-	275.00	14.73		574,235.54	166.00	-	597,884.80	4.11	19.57	UV Mining Exploration
8.00 14	355.00	584,790.00	-	244.00	14.51		84,853.19	158.00	-	101,414.18	19.51	8.34	UV Mining Prospecting
9.00 99							-		-	-			
	1,384.00	17,264,557.00	2,565,782.00				2,830,074.79	618.00	-	2,924,111.87			
							Rates Return with CPI 1.75%, GRV Vacant Min \$200			2,924,111.87			
							Rates raised in 2016/17			2,853,117.00			
							Increase between 16/17 and 17/18			70,994.87	2.49%		

**Shire of Menzies Rates Modelling May 2017**

**MODEL 3**

**3.5% increase - reduce GRV Vacant min to \$200**

Line Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY	
1 00	8.00	-	516.00				-		-	-			Non rateable
2 01	216.00	-	59,301.00	200.00		8.4900	5,034.22	213.00	-	43,928.86	772.60	-33.91	GRV Vacant
3 02	38.00	-	2,505,965.00	317.00		8.4700	212,255.26	8.00	-	214,044.79	0.84	3.71	GRV
4 09	283.00	11,713,164.00	-	317.00	16.2500		1,903,389.44	62.00	-	1,915,235.28	0.62	6.42	UV Mining Operational
5 10	27.00	750,995.00	-	317.00	8.2800		62,182.40	8.00	-	63,323.80	1.83	5.93	UV Pastoral
6 12	66.00	317,200.00	-	317.00	8.2800		26,264.16	3.00	-	26,660.40	1.50	3.50	UV Other
7 13	391.00	3,898,408.00	-	280.00	14.9800		583,981.53	166.00	-	608,087.48	4.12	21.61	UV Mining Exploration
8 14	355.00	584,790.00	-	249.00	14.7600		86,315.16	158.00	-	103,287.26	19.66	10.34	UV Mining Prospecting
9 99							-		-	-			
	1,384.00	17,264,557.00	2,565,782.00				2,879,422.17	618.00	-	2,974,567.87			
							Rates Return 3.5% increase, GRV Vacant Min \$200			2,974,567.87			
							Rates raised in 2016/17			2,853,117.00			
							Increase between 16/17 and 17/18			121,450.87	4.26%		

**MODEL 4**

**4% increase - reduce GRV Vacant min to \$200**

Line Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY	
1 00	8.00	-	516.00				-		-	-			Non rateable
2 01	216.00	-	59,301.00	318.00		8.5300	5,058.15	213.00	-	69,069.11	1265.50	3.92	GRV Vacant
3 02	38.00	-	2,505,965.00	200.00		8.5100	213,257.59	6.00	-	214,305.00	0.49	3.84	GRV
4 09	283.00	11,713,164.00	-	318.00	16.3300		1,912,759.75	62.00	-	1,924,629.19	0.62	6.94	UV Mining Operational
5 10	27.00	750,995.00	-	318.00	8.3200		62,482.78	8.00	-	63,625.44	1.82	6.44	UV Pastoral
6 12	66.00	317,200.00	-	318.00	8.3200		26,391.04	3.00	-	26,787.60	1.50	3.99	UV Other
7 13	391.00	3,898,408.00	-	281.00	15.0500		586,710.81	166.00	-	610,877.90	4.11	22.16	UV Mining Exploration
8 14	355.00	584,790.00	-	250.00	14.8300		86,724.18	158.00	-	103,748.36	19.63	10.83	UV Mining Prospecting
9 99							-		-	-			
	1,384.00	17,264,557.00	2,565,782.00				2,893,384.30	616.00	-	3,013,042.60			
							Rates Return 3.5% increase, GRV Vacant Min \$200			3,013,042.60			
							Rates raised in 2016/17			2,853,117.00			
							Increase between 16/17 and 17/18			159,925.60	5.61%		

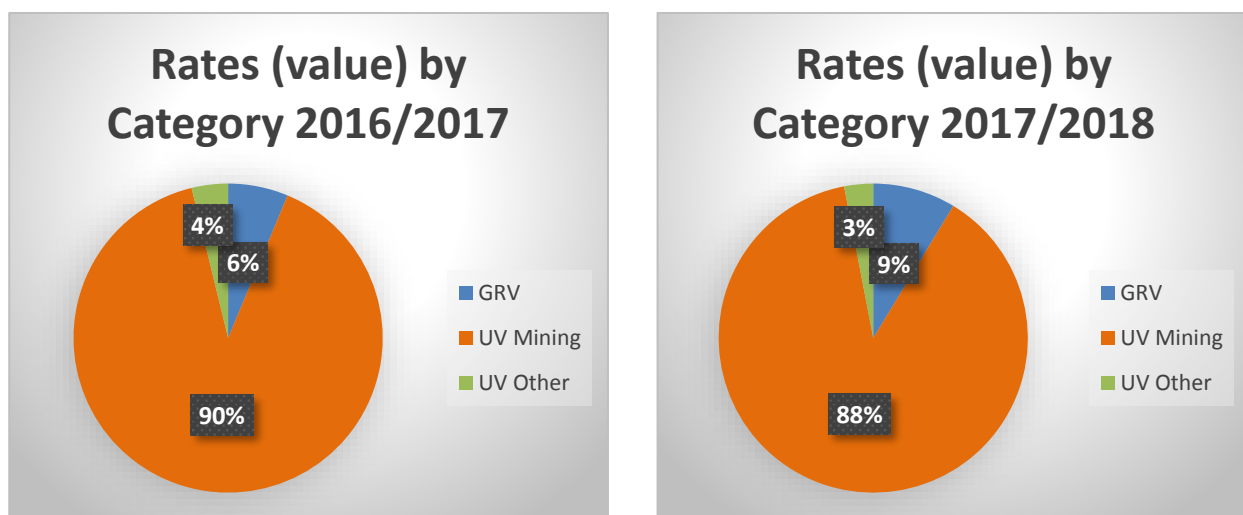


## Objects and Reasons for Rating in the Shire of Menzies 2017/2018

The objective for all Council's rates is to meet the shortfall between planned expenditures and expected revenues in order to achieve a balanced budget.

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

The balance and contribution by each of the categories of ratepayers is materially the same. The reduced Minimum for GRV Other is to encourage owners of vacant lots in town to retain ownership and not hand the blocks back to the shire. The increase in all sectors reflects the changes to the rate in the dollar of this sector.



### Rates Increase for 2017/2018.

For the 2017/2018 Council has agreed to increase the overall rate yield by at least 3.5% (1.75% on top of forecast CPI growth of 1.75%) with the exception of Minimum Rates for GRV Vacant which will reduce to \$200.

### Basis of Rating

The basis for calculating property rates are the Gross Rental Value (GRV) and Unimproved Value (UV) provided for individual properties by Landgate's Property and Valuations area. A property's GRV represents the amount of the gross rental the land might obtain if it is let on a tenancy from year to year. A property's UV means the amount the land may reasonably be expected to obtain if it was sold and assuming no improvements to the land.

### Updated Valuations

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

Council's approach for 2017/2018 is to apply a 3.5% increase to the rate in the dollar for the following categories, with the exception of Minimum Rates for GRV Vacant which will reduce to \$200.

GRV Vacant Land	from 8.20 c to 8.49c	minimum from \$306 to \$200
GRV improved Land	from 8.18c to 8.47c	minimum from \$306 to \$317
UV Mining Lease	from 15.70c to 16.25c	minimum from \$306 to \$317
UV Prospecting Lease	from 14.26c to 14.76c	minimum from \$240 to \$249
UV Exploration Lease	from 14.475c to 14.98c	minimum from \$270 to \$280
UV Other (includes Pastoral and Kookynie Townsite)	from 8.00c to 8.28c	minimum from \$306 to \$317

### **Objects and Reasons for Differential Rates.**

#### **GROSS RENTAL VALUE (GRV).**

Covers properties within the Townsite of Menzies and one mining camp. The average Townsite non vacant property rate is \$555. Of the 38 properties in this category, only six attract rates in excess of \$500. Four of the six are commercial premises, and two are multi residential.

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

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

Were the Council to resolve to apply a minimum of \$200 per property to the 216 properties rated as GRV Vacant to recognize the difficulty of developing land in Menzies, the loss of income to the Shire is \$22,896. A more onerous rating position may result in properties being surrendered to the shire.

#### **UNIMPROVED VALUATIONS (UV)**

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

Also considered is the higher traffic volumes and subsequent higher road infrastructure maintenance costs to the shire once production commences. Exploration, prospecting and operations have different levels of impact on the Shire's road infrastructure, although, there remains the need to fund the maintenance and renewal of this vital community while recognising the Shire's goal to encourage mining in the district.

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

### **Objects and Reasons for Minimum Rates**

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

### 12.3 WORKS AND SERVICES

#### 12.3.1 Tender 03-2017 Construct and Seal Menzies NW Road (Confidential until 1pm 25 May 2017)

<b>LOCATION:</b>	Menzies NW Road – Menzies to Sandstone
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 127
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	17 May 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.1.1 Tender Assessment Report ( <i>Confidential</i> ) 12.3.1.2 Assessment against Criteria ( <i>Confidential</i> )

**CONFIDENTIAL UNTIL PRESENTED AT COUNCIL 1PM ON THURSDAY 25 MAY 2017:**

CONFIDENTIAL

## 12.4 COMMUNITY DEVELOPMENT

### 12.4.1 Report Lady Shenton Building for the Month of April 2017

<b>LOCATION:</b>	Lady Shenton Building
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	ADM281
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	17 May 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	N/A

#### RECOMMENDATION:

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

**VOTING REQUIREMENTS:** Simple Majority

#### IN BRIEF:

The Menzies Community Resource Centre, Visitor Centre, Community Postal Agency and Caravan Park operate from the Lady Shenton Building on the corner of Brown and Shenton Street.

Visitor Centre Sales	Year to Date	<b>\$22,989</b>	Year to Date Prior Year	<b>\$26,344</b>
----------------------	--------------	-----------------	-------------------------	-----------------

Caravan Park income	Year to Date	<b>\$49,407</b>	Year to Date Prior Year	<b>\$38,027</b>
---------------------	--------------	-----------------	-------------------------	-----------------

#### RELEVANT TO STRATEGIC PLAN:

Sustainable local economy encouraged

- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

Strong sense of community maintained

- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

Active civic leadership achieved

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

No Risk Assessment has been undertaken relating to this item.

**BACKGROUND:**

The Lady Shenton building operates the CRC and Menzies Visitor Centre and administers the Menzies Caravan Park. The statistics are compiled each month by the operator for recording purposes.

**COMMENT:**

**Community Resource Centre (CRC)**

This month has seen 104 patrons at the CRC and a total of 100 copies of the Menzies Matters were printed in April 2017.

**Visitor Centre**

April saw 551 visitors to The Visitor Centre. We continue to encourage customer feedback by way of the Lake Ballard Surveys. The Facebook continues to convey information to people online.

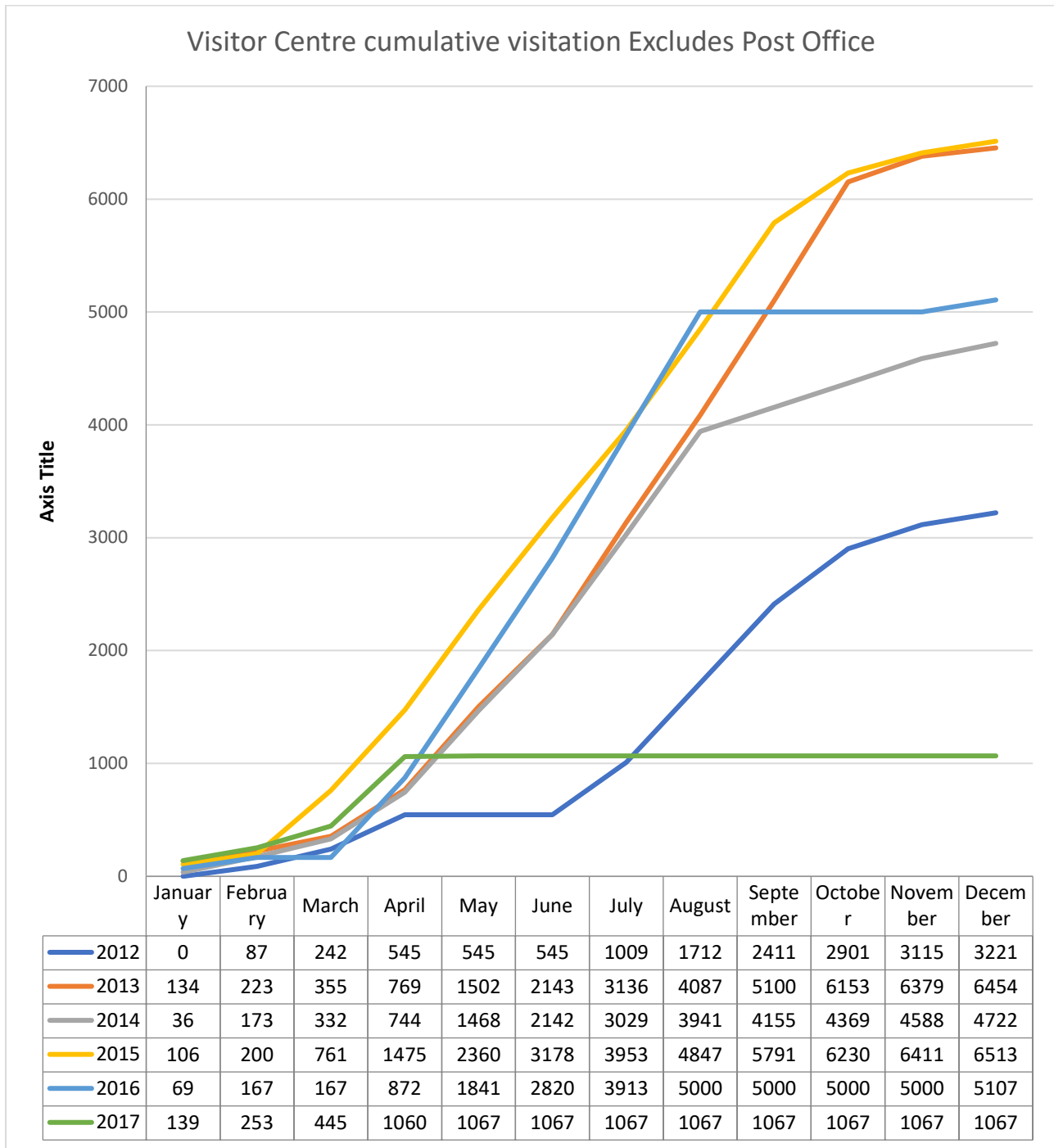
**Community Postal Agency**

We had a total of 162 Postal Customers for April 2017.

**Caravan Park**

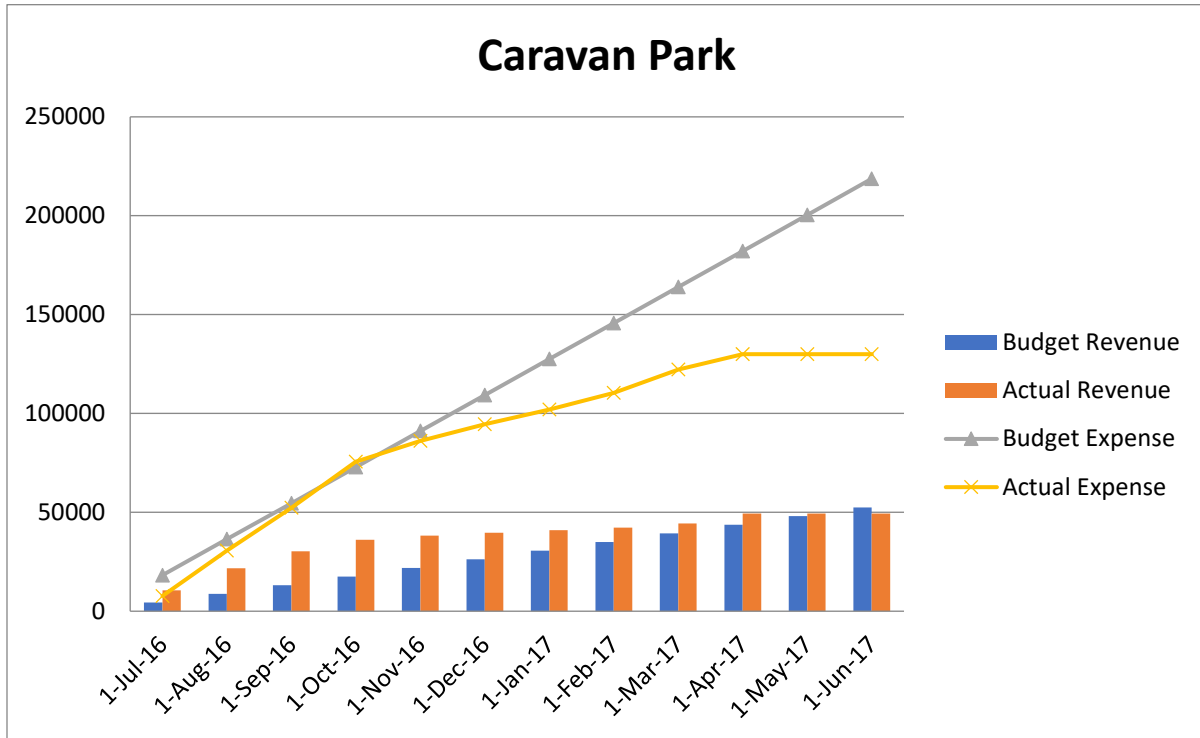
A total of \$5,023.64 was taken for the month of April 2017.

**Lady Shenton – Client Statistics**

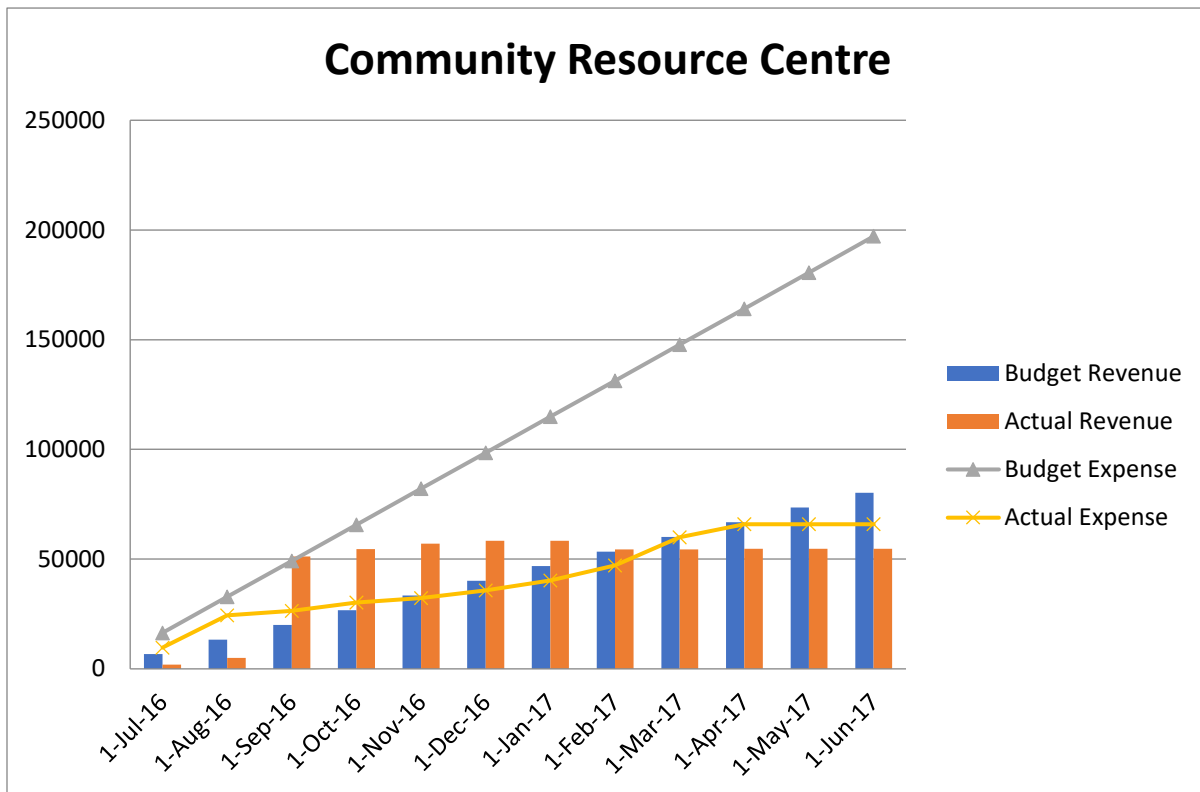




**Caravan Park – Revenue and Expense**



**Community Resource Centre – Revenue and Expense**



## 12.5 MANAGEMENT AND POLICY

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

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	10 May 2017
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil

#### RECOMMENDATION:

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

**VOTING REQUIREMENTS:** Simple Majority

#### IN BRIEF:

To report back to Council actions performed under delegated authority from the period 1 April 2017 to 30 April 2017.

#### RELEVANT TO STRATEGIC PLAN:

Active civic leadership achieved

- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### RISK ASSESSMENTS:

**OP13** Governance – Council does not comply with statutory requirements

#### BACKGROUND:

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:-

- Bushfire
- Common Seal
- Planning Approvals
- Building Permits
- Health Approvals
- Ranger related Dog Issues

The following tables outline the actions performed within the organisation relative to delegated authority from the period 1 April 2017 to 30 April 2017.

***Bushfire***

No delegated decisions were undertaken by the Shire of Menzies pursuant to bushfire matters from the period 1 April 2017 to 30 April 2017.

***Common Seal***

<i>Date of decision</i>	<i>Decision ref:</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
10/4/2017	N/A	Transfer of Land Lot 124/DP222801 from Shire of Menzies to State of WA. Lot 999/DP408375 from State of WA to Shire of Menzies	Department of Lands	N/A
13/4/2017	N/A	Application for Temporary Closure of Road – Cyclastic 3 June 2017	Deb Miles	N/A

***Planning Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals from the period 1 April 2017 to 30 April 2017.

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

No delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits from the period 1 April 2017 to 30 April 2017.

***Health Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals from the period 1 April 2017 to 30 April 2017.

***Ranger Related Dog Issues***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog from the period 1 April 2017 to 30 April 2017.

### **12.5.2 Reserve 5064 – Management Order**

<b>LOCATION:</b>	Reserve 5064
<b>DOCUMENT REF:</b>	EDM359
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	18 May 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.4-1 Email from Lands Department 12.5.4-2 Site Map of Reserve 5064 12.5.4-3 Correspondence relating to Reserve 5064 12.5.4-4 Aerial Map of Reserve 5064 12.5.4-5 Reserve Diagram referred in Recommendation

#### **RECOMMENDATION:**

That Council endorse the acceptance of the Management Order for Reserve 5064 by the Shire of Menzies with the following conditions:

1. The 34.6ha portion of Reserve 5064 (as indicated on attachment 5) is to be excised and transferred to the Shire of Menzies on an “as-is” basis, and includes Dame No. 2, all pipes, pumps and other infrastructure that already exists on the land.
2. All future responsibility for the transferred portion of land (including all associated infrastructure) is passed onto the Shire and the Water Authority is removed as both Responsible Agency and Management Body for the excised portion of the reserve.
3. A 5 metre easement is granted in favour of the Water Corporation to protect the water main located South West of Dam No.2 (as indicated on attachment 5).
4. Water Corporation is to remain as the Responsible Agency and retain Management Order status for the balance of Reserve 5064.
5. All costs associated with the subdivision (including surveying and establishment of the easement) are to be borne by the Shire of Menzies and confirmation of the boundary and areas is required.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

In July 2014, the Shire of Menzies initiated action to take control and management of Dam No.2 on Reserve 5064. The matter has now progressed to the final stages.

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

Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.

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

Strong sense of community maintained

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

Active civic leadership achieved

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

Heritage & Natural assets conserved

- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.

**STATUTORY AUTHORITY:** N/A

**POLICY IMPLICATIONS:** N/A

**FINANCIAL IMPLICATIONS:**

Adequate allocation for consultancy is allowed for in the 2016/2017 Annual Budget.

**RISK ASSESSMENTS:**

The is not Risk assessment related to this item

**BACKGROUND:**

In July 2014 Council commenced the process to take management control over the portion of Reserve 5064. This Reserve includes Dam No.2, a Water Authority Dam that has provided water for municipal purposes for a number of years.

**COMMENT:**

This is an important water source for the Shire, as it allows the watering of the town oval. Once the Shire has management and control of the asset and it's important water supply, future use can be considered in its strategic plan.

Rhonda Evans

**From:** Marino, Nathan <Nathan.Marino@lands.wa.gov.au>  
**Sent:** Friday, March 24, 2017 11:12 AM  
**To:** Kaylene Tucker  
**Subject:** Water Corporation Dam No. 2 on Reserve 5064 - Your Reference ADM260 : Our Reference Job 170291

Good Morning,

I have a few queries regarding the proposed excision of a portion of Reserve 5064 from the Water Corporation to the Shire of Menzies and was hoping this email could be forwarded on to the responsible officer.

The Department of Lands (DoL) requires the Shire of Menzies nominated surveyor and agreement (in writing) to cover all costs associated with the creation and lodgement of any Deposited Plans required for this proposal.

Furthermore would the Shire need a council resolution to accept the Management Orders over the newly created reserve? If so, what would be the time frame that DoL can expect one by?

DoL will also require a letter signed by an appropriate officer from the Shire stating they are willing to accept the land on an "As is" basis from the Water Corporation.

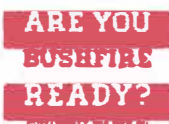
If you have an queries please feel free to contact me.

Kind Regards

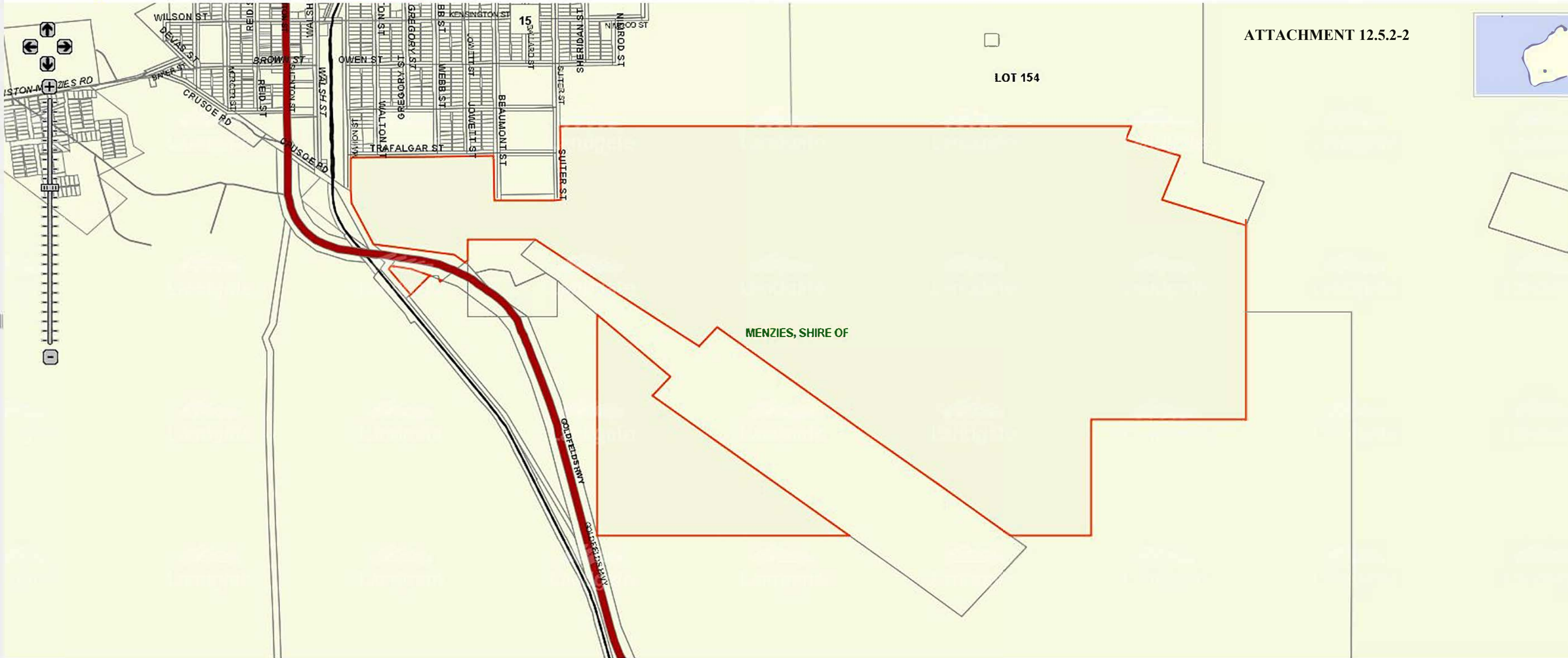
**Nathan Marino** | Assistant State Land Officer | Case Management  
Department of Lands | Level 2, 140 William Street | Perth WA 6000  
T (08) 6552 4444 | F (08) 6552 4417  
E [nathan.marino@lands.wa.gov.au](mailto:nathan.marino@lands.wa.gov.au) | W [www.lands.wa.gov.au](http://www.lands.wa.gov.au)



Government of Western Australia  
Department of Lands



The Department of Lands has a new Post Office Box. PO Box 1221 West Perth WA 6872. Please update your records accordingly. Thank you



ATTACHMENT 12.5.2-3

629 Newcastle Street PO Box 100 T (08) 9420 2420  
Leederville WA 6007 Leederville WA 6902 F (08) 9420 3626



Our Ref: JT1 2001 05851 V02  
Enquiries: Riya Willis  
Telephone: (08) 9420 2366

16 January 2017

Mr Matthew Brewer  
State Land Officer  
Department of Lands  
PO Box 1143  
WEST PERTH WA 6872

Dear Mr Brewer

**PORPOSED EXCISION OF PART RESERVE 5064 (LOT 125) SUITER ST, MENZIES -  
WATER CORPORATION TO THE SHIRE OF MENZIES**

In July 2014, the CEO of Shire of Menzies contacted the Water Corporation expressing an interest in acquiring management over part Reserve 5064 (containing Menzies Dam No.2). Reserve 5064 is vested with the Water Corporation for the purpose of 'Water Supply' and comprises of two lots (124 & 125).

The Shire has been utilising Dam No.2 for several years (under a License Agreement) to facilitate irrigation of the town oval. The agreement entitles the Shire to transfer non-potable water stored in Dam No.1 to Dam No.2 via a pump. This pump arrangement and pipework is wholly operated and maintained by the Shire.

The Water Corporation advises that it has no objection to the transfer of part of Reserve 5064 to the Shire of Menzies, subject to the following requirements:

- 1) The 34.6ha portion of Reserve 5064 (as indicated on the attached plan) is to be excised and transferred to the Shire of Menzies on an "as-is" basis, and includes Dam No.2, all pipes, pumps and other infrastructure that already exists on the land.
- 2) All future responsibility for the transferred portion of land (including all associated infrastructure) is passed onto the Shire and the Water Corporation is removed as both Responsible Agency and Management body for the excised portion of the reserve.
- 3) A 5 metre easement is granted in favour of the Water Corporation to protect the water main located South West of Dam No.2 (as indicated on the attached plan).
- 4) WC is to remain as the Responsible Agency and retain Management Order status for the balance of Reserve 5064.
- 5) All costs associated with the subdivision (including surveying and establishment of the easement) are to be borne by the Shire of Menzies and confirmation of the boundary and areas is required.

The Water Corporation requests that the draft Deed of Easement and Deposited Plan be confirmed by Water Corporation prior to lodgement with Landgate.

Should the Department of Lands agree to this proposal, confirmation would be appreciated upon completion of the process.



I trust this letter has provided you with sufficient information for the Department of Lands to give early consideration to the proposal described above.

Please contact Riya Willis on 9420 2366 if you have any queries.

Kind regards



Brian Handcock  
Manager

**PROPERTY PORTFOLIO**

cc: CEO – Shire of Menzies

**Attachments.**

1. Shire of Menzies Proposal
2. Shire of Menzies Letter to DOL
3. Reserve Diagram
4. Statutory Declaration
5. Duplicate Management Order (I444898)

**Attachment 1 – Shire of Menzies Proposal**



*Take a look around!*

30<sup>th</sup> July 2014

Our ref: ADM260  
Your ref: JTI 2001 05851 V02

Ms Anne O'Hern  
Procurement and Property  
Water Corporation  
PO Box 100  
Leederville WA 6007

Dear Anne

**RE: DAM 2 ON RESERVE 5064**

I refer to our previous correspondence regarding the acquisition of Dam No. 2 and some surrounding land being part of Reserve 5064 in the Shire of Menzies. The map you have supplied, showing which part of this reserve that the Water Corporation may be willing to re-vest with the Shire of Menzies is acceptable to us.

We would be eager to acquire this portion of land from you. I enclose a copy of the letter sent to the Department of Lands asking for the excision of this portion of the Reserve to us and a change to the purpose.

We understand that occasionally non potable water from Dam No: 1 is discharged to Dam No. 2 via a connecting pipe. The Shire of Menzies guarantee an indemnity in regards to this pipework.

**The Shire of Menzies will also be responsible for all costs involved in this change of ownership.**

Please contact me if you require any additional information.

Yours sincerely,

**PETER CRAWFORD**  
Chief Executive Officer

Lot 124 Shenton Street, Menzies WA  
Phone: 08 9024 2041  
Fax: 08 9024 2110  
Email: [admin@menzies.wa.gov.au](mailto:admin@menzies.wa.gov.au)

Please address all correspondence to the Chief Executive Officer, PO Box 4 Menzies WA 6436 SHIRE OF MENZIES



Attachment 2 – Shire of Menzies Letter to DOL



*Take a look around!*

30<sup>th</sup> July 2014

Our ref: ADM260  
Your ref:

Mr George Poppas  
Acting Team Leader  
Goldfields Esperance and Wheatbelt Area  
Department of Lands  
Level 11, 140 William Street  
Perth WA 6000

Dear George,

**RE: WATER CORPORATION DAM NO. 2 ON RESERVE 5064**

The Shire of Menzies has been corresponding with Anne O'Hern from the Property and Procurement branch of the Water Corporation with a view to acquiring what the Water Corporation refer to as Dam No: 2 and some surrounding land which is a portion of Reserve 5064.

Should this be acceptable to the Water Corporation, the Shire of Menzies would like this portion of the reserve to be excised from Reserve 5064 and vested with the Shire of Menzies and the purpose be changed to Municipal Purposes.

I have enclosed some maps of the area which were supplied to us by the Water Corporation.

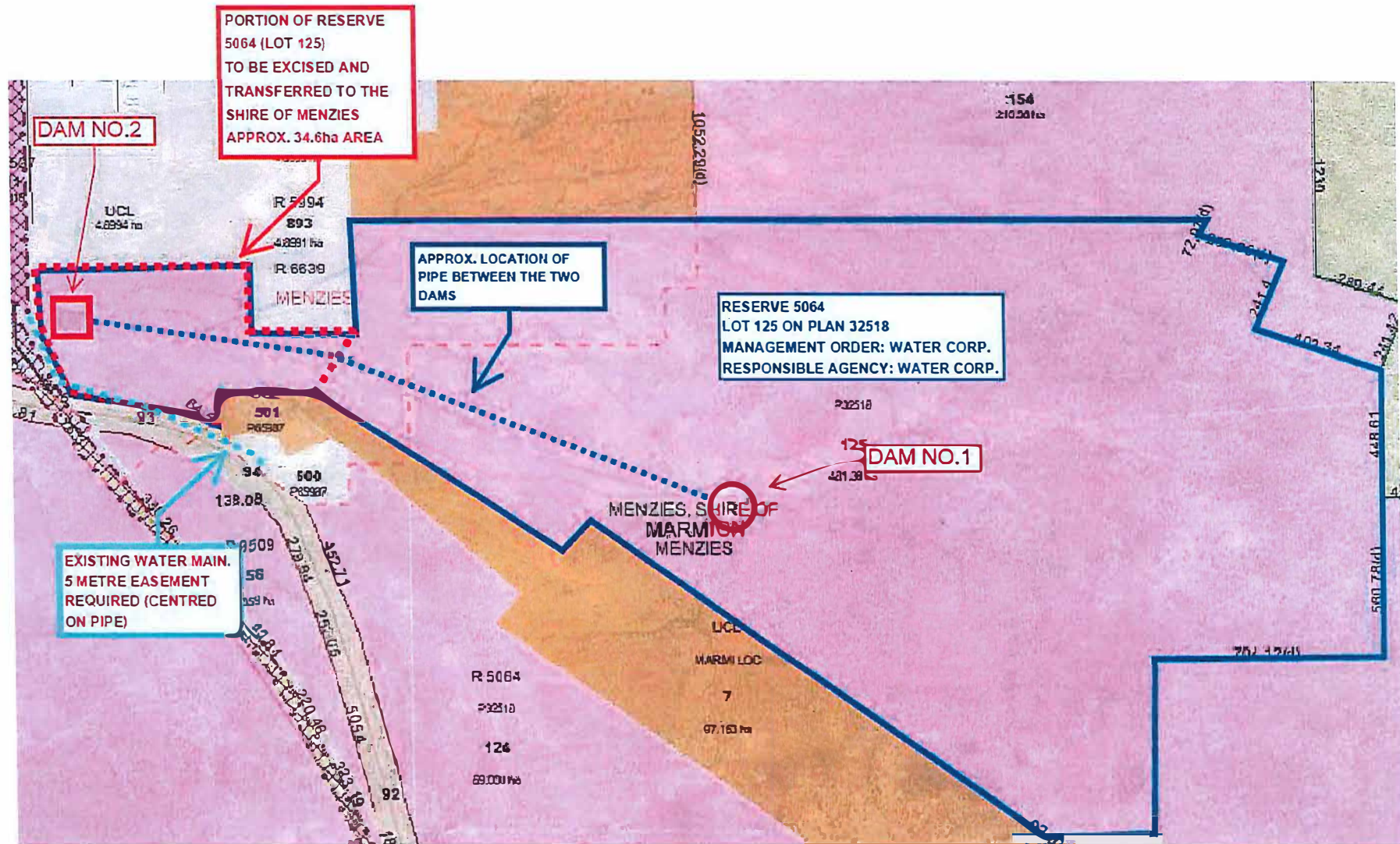
The Shire of Menzies will be responsible for all costs associated with this excision.

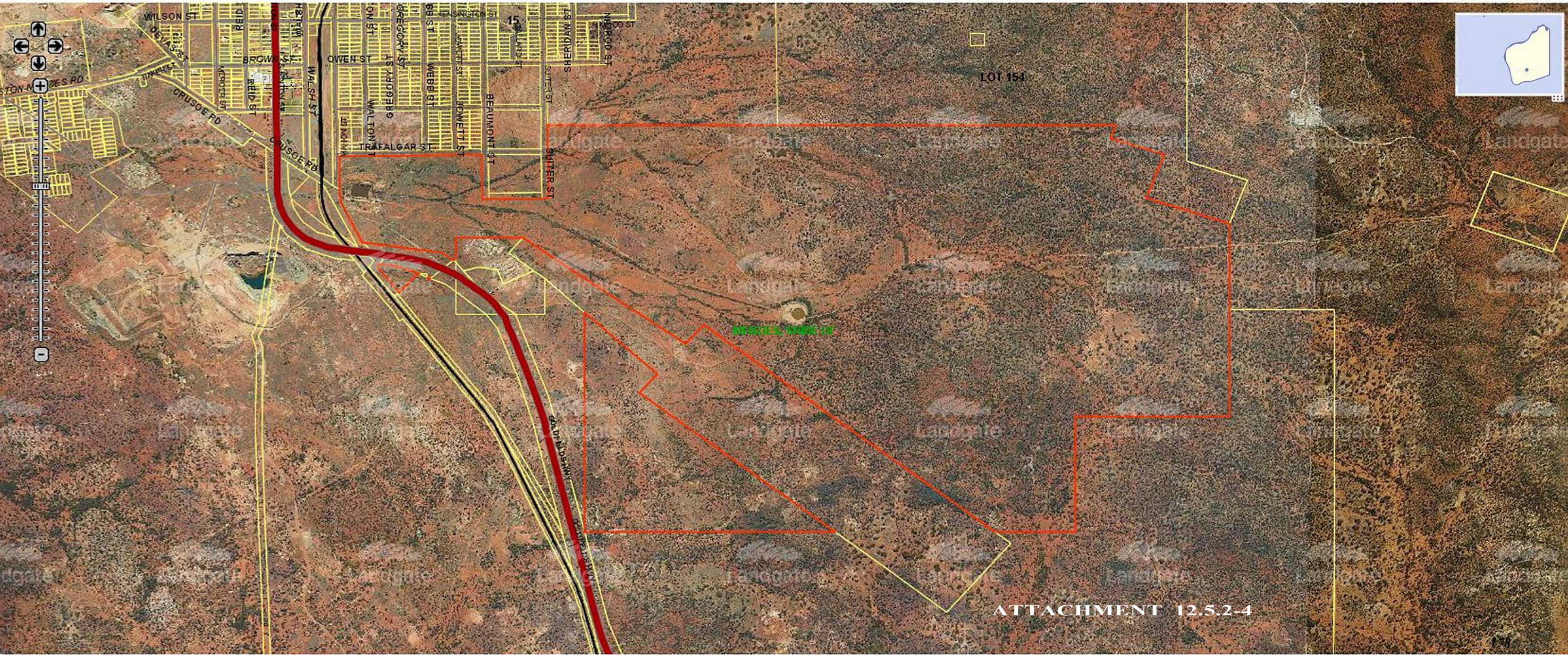
Please don't hesitate to contact Mrs Carol McAllan if you require any additional information.

Yours sincerely,

**PETER CRAWFORD**  
Chief Executive Officer

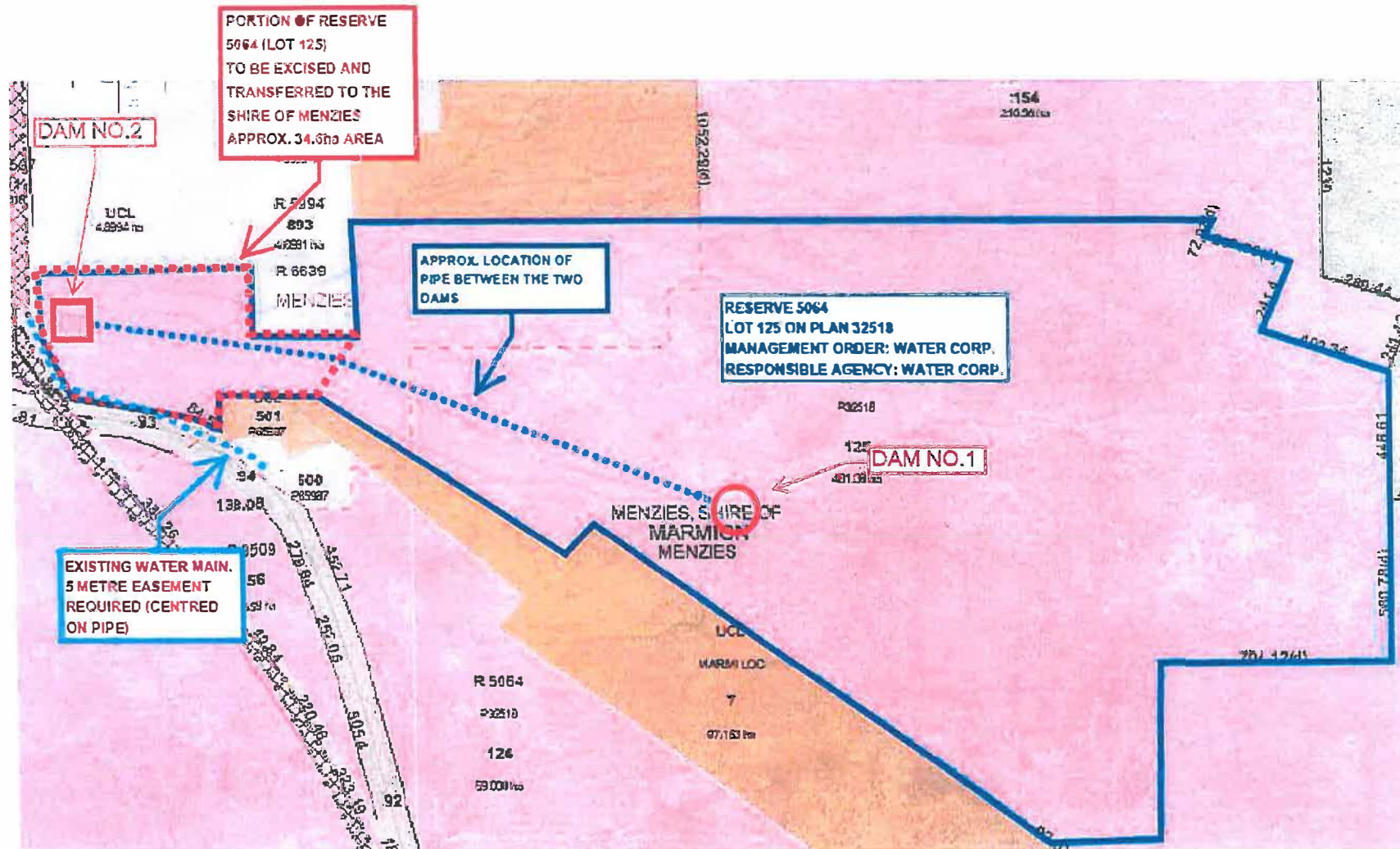
Attachment 3 - Reserve Diagram





ATTACHMENT 12.5.2-4

**Attachment 3 - Reserve Diagram**



### **12.5.3 Western Australian Local Government Convention 2017**

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	10 May 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.2-1 Information Brochure 12.5.2-2 Registration Form

#### **RECOMMENDATION:**

That Council:

- 1 Approve the attendance of Cr Dwyer, Cr Mazza, Cr Tucker, Cr Mader, Cr Lee, Cr Baird, Cr Hansen and the Chief Executive Officer and their partners at the 2017 WA Local Government Convention from Wednesday 2 August 2017 to Friday 4 August 2017;
- 2 Authorise the Chief Executive Officer to approve of the travel arrangements for the attendees and their partners to attend the WA Local Government Convention;
- 3 Approve accommodation arrangements for the attendees and partners attending the WA Local Government Convention;
- 4 Nominates Cr \_\_\_\_\_ as voting delegate to the WALGA Annual General meeting and Cr \_\_\_\_\_ be nominated as second voting delegate to the WALGA Annual General Meeting with Cr \_\_\_\_\_ as their proxy delegate.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

For Council to consider the attendance of Members at the WA Local Government Convention in August 2017.

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

Active civic leadership achieved

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Continue to participate in regional activities to the benefit of our community.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

**STATUTORY AUTHORITY:**

*Local Government Act 1995*

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

**POLICY IMPLICATIONS:**

Policy 3.2 – Conferences, Meetings and Trainings applies in this instance

**FINANCIAL IMPLICATIONS:**

Provision for attendance at such meetings have been allowed in the Annual Budget

**RISK ASSESSMENTS:** N/A

**BACKGROUND:**

Each year, the Western Australian Local Government Association (WALGA) holds a convention at which most local governments in WA have representatives attend on their behalf.

This year, the convention is being held from Wednesday 2 August to Friday 4 August inclusive. Council is being asked to nominate Members to attend this convention and to also appoint voting delegates and proxies amongst those attending Members to vote at the WALGA Annual General Meeting.

**COMMENT:**

The program for this year's convention is themed "Members First" and the opening Keynote speaker is Dr Ernesto Sirolli one of the world's leading authorities on local economic development. The major benefits from attending the convention is the information and experience gained from networking with Members from other local governments.

Accommodation will be reserved. Airfares will be provided by the Shire or the Member may take their own vehicle and receive reimbursement for mileage.

There is a program for Members' partners to participate in whilst the Member is at the convention. There is also the opportunity for Councillors to attend professional development sessions (*see programme attached*).



# 2017 WA Local Government Convention

Wednesday 2 - Friday 4  
August 2017

Perth Convention and Exhibition Centre  
21 Mounts Bay Road, Perth



Information  
and Registration

# Members *first*

PRESENTED BY



WALGA

WORKING FOR LOCAL GOVERNMENT

FOUNDING CORPORATE PARTNER



182<sup>TH</sup>

# Event partners



WALGA

WORKING FOR LOCAL GOVERNMENT



## Founding Corporate Partner

LGIS is proud to partner with WALGA at the WA Local Government Convention. We understand the importance of this major annual event and the exceptional opportunities it delivers for the WA Local Government sector.

LGIS ensures the long term protection of Western Australian Local Government through a member-owned industry based self-insurance scheme. Local Governments across WA combine their resources to self-insure their property, civil liability exposures, bushfire volunteer personal accident, workers compensation, and bulk purchase external insurance for excess coverage. With this, risk management underpins the success of the Scheme, good governance as well as ensuring a safer workplace and community. A comprehensive risk management support program tailored to the individual needs of the sector is provided as a complimentary benefit of LGIS membership.

The local LGIS team look forward to meeting with you at the Convention to talk about how we might be able to support the WA Local Government sector in delivering services and protecting communities; with a range of protection solutions that go beyond insurance.



CIVIC LEGAL

## Principal Sponsor

Civic Legal is pleased to be the Principal Sponsor of the WALGA Convention once again, continuing our commitment to the WA Local Government sector. When you work with us, you will receive clear advice and strong representation. We are responsive and easy to work with. Our lawyers regularly deal with the latest and most confusing issues that face Local Governments, so they are equipped to assist you with whatever legal problem your Local Government may face. Whether you need to comply with the disclosure regime on gifts and travel contributions, determine which industrial relations scheme your Local Government fits into or simply manage day-to-day issues, we have the capability to assist. Come past our booth during Convention to ask us any of your burning questions, or just to say hello!

## Supporting Sponsors



For the better



## Convention Supporter



CITY of PERTH



# An invitation

It is again my pleasure to invite all Elected Members, CEOs and Senior Managers to attend the 2017 WA Local Government Convention, scheduled for Wednesday, 2 to Friday, 4 August at the Perth Convention & Exhibition Centre (PCEC).

Themed *Members First*, the program reflects WALGA's fresh perspective on how to better understand and respond to the needs of Local Government by focusing on improving Member engagement and service. We have a renewed emphasis on practical sessions and this year's program incorporates three concurrent sessions covering topics such as Emergency Management, community engagement, waste and recycling, and implications of the new NDIS, to name a few. There is also an opportunity to participate in field trips to view the new Perth Stadium and visit the Cockburn ARC, the City of Cockburn's new major recreation and aquatic centre, as well as the City of Stirling's Balcatta Recycling Centre.

WALGA's annual Convention provides an outstanding opportunity to explore Local Government issues, share experiences, and exchange views and ideas to take back to your Council. The event gets underway with WALGA's AGM, followed by two days of plenary and concurrent sessions. Known as a community iron man and one of the world's leading authorities on local economic development, Ernesto Sirolli will open the conference and also lead one of our many concurrent sessions. Other keynote speakers include Stephen Yarwood, former Lord Mayor of the City of Adelaide and Urban Futurist at city2050, and Idris Mootee, a highly acclaimed strategic innovation expert who provides counsel to CEOs and management boards on critical matters in strategy and innovation. The conference will close with the annual Gala Dinner and I'm thrilled to announce Australian comedian Dave Hughes as the After-Dinner Entertainment.



A significant contingent of industry suppliers will make up the trade exhibition to show off their latest offerings to the Local Government sector. I encourage you to take this once a year opportunity to meet with these valuable suppliers and be updated on what is currently available.

I would like to express appreciation for the valuable support provided by the Convention Founding Partner LGIS and Principal Sponsor Civic Legal. I also wish to thank our Supporting Sponsors, RAC and Synergy, as well as the City of Perth for their continuing support for the popular Banners in the Terrace competition.

I look forward to seeing you in August.

A handwritten signature in black ink that reads "Lynne Craigie".

Cr Lynne Craigie

President



# About the event

## Who should attend?

The WA Local Government Convention and Trade Exhibition is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by General Managers, Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

## Optional breakfasts

### Thursday, 3 August

Australian Local Government Women's Association (ALGWA)  
AGM and Breakfast (\$55pp)

### Friday, 4 August

Convention Breakfast with Matthew Pavlich (\$88pp)

## Social activities

The Partner Program offers an interesting range of options for accompanying guests, including a full day tour of the Ferguson Valley post-Convention. Social networking functions include the Opening Welcome Reception, Sundowner and the closing Gala Dinner on Friday evening.

## Elected Member training

To facilitate progress with the Elected Member Development Program, a number of modules are again being offered prior to the Convention, as well as after the Convention. Full details are enclosed in a separate flyer – enquiries to [training@walga.asn.au](mailto:training@walga.asn.au)



## Banners in the terrace

### 2016 Overall Winner – Shire of Coolgardie

Take some time to view the outstanding display of this year's creative entries in the Banners in the Terrace competition – flying high along St Georges and Adelaide Terraces between Sunday, 23 July and Saturday 5, August.



# The program

## Tuesday, 1 August

3.30pm – 5.30pm Mayors and Presidents' Forum (PCEC)

5.30pm – 7.00pm Mayors and Presidents' Reception

## Wednesday, 2 August

10.00am Delegate Service Desk open for Convention Registration (PCEC Level 2)

12.00pm – 1.00pm Luncheon for 2017 WALGA Honours Recipients

1.30pm – 5.30pm **WALGA Annual General Meeting**  
(includes presentation of Honours Awards)

5.30pm – 7.00pm **Convention Opening Welcome Reception**

A welcoming space to network your way through an evening of food, beverages, music and friendly conversation. Included in Full Delegate Registration.

## Thursday, 3 August

7.00am Delegate Service Desk open for Registration (PCEC Level 2)

7.00am – 8.30am **ALGWA (WA) AGM and Breakfast.**

Register online via Delegate Registration. Other enquiries to Cr Janet Davidson OAM JP, City of Perth – M: 0417 974 936 or janetdavidsonjp@hotmail.com

8.00am – 8.45am **Light Breakfast in the Trade Pavilions for Delegates**

An opportunity to catch up with Exhibitors and each other over a croissant and glass of orange juice.

9.00am **There is no geography to intelligence and there is no geography to passion - Opening Keynote Address from Dr Ernesto Sirolli**

*"The future of every community lies in capturing the passion, energy and imagination of its own people."* – Dr Ernesto Sirolli

Dr Ernesto Sirolli is a community iron man and one of the world's leading authorities on local economic development. He began working in International Aid in Africa in 1971 and has since worked globally in projects to promote local entrepreneurship and local self-determination. One of Ernesto's early projects was in Esperance in 1985, where he pioneered a unique economic development approach based on harnessing the passion, determination, intelligence, and resourcefulness of the local people. This locally managed resource has been in operation for over 30 years.

Ernesto will explore how to transform economic fortunes in communities through a person-centered approach to economic development. That is, how can positive change be affected in communities through harnessing the power and innovation of entrepreneurs already living in those very communities.

*Ernesto Sirolli, Founder of the Sirolli Institute*



## 10.30am – 11.15am Refreshments

### 11.15am Session 2 Concurrent sessions

All delegates will be asked to indicate session preference when registering to assist with venue planning.

#### Community Enterprise Facilitation®

Enterprise Facilitation® aims to promote local economic growth by providing support to local entrepreneurs from within a community by nurturing the resourcefulness of its people. Convinced that the future of every community lies in capturing the passion, intelligence, imagination and resources of its people, Ernesto Sirolli developed Enterprise Facilitation® as a person-centered approach to local economic development.

This session will explore how Enterprise Facilitation® applies to your community by demonstrating that the provision of caring, competent, dedicated advice and support to entrepreneurs is as important as the development of physical infrastructures to the development of a stable and prosperous economy.

---

#### Engaging Young People in Local Communities

Engaging with youth goes beyond giving young people a voice, it is about ensuring young people are valued and that their contribution is respected, considered and acted upon. Meaningful youth engagement is a partnership where together, a genuine sense of ownership of decision-making and vision sharing is built.

Technology is changing the way we communicate. This session explores contemporary options and opportunities for involving young people in the affairs of Local Government and their community.

---

#### Innovation in Local Government

Local Government is increasingly being tasked with solving very complex problems. RDA Perth has hosted a unique forum to start the conversation around innovation in Local Government and what technologies might be utilised to assist with many of the day to day activities that Local Government undertakes for their communities. Following the forum the ideas identified are being developed by a group of entrepreneurs, innovators and technologists to develop 'outside-the-box' solutions. These approaches will be presented at this concurrent session.

---

#### Field Trip: Cockburn ARC

Cockburn ARC is the City of Cockburn's major recreation and aquatic centre at Cockburn Central West. It is one of the largest developments of its kind in Australia, providing state-of-the-art aquatic and recreation facilities and the new home of the Fremantle Football Club.

## 1.00pm - 2.00pm Lunch

2.00pm

### Session 3 Concurrent sessions

All delegates will be asked to indicate session preference when registering to assist with venue planning.

#### A Taste of Waste

Waste management is one of the most important and highly rated services that Local Government provides. To whet your appetite for waste, this session will provide you with a 'taste' of each of the different service types, from kerbside recycling, to verge collections, all the way to rural landfills. You will have the opportunity to hear about some of the funding available and Better Practice approaches being put in place by the Waste Authority, and the Department of Environment Regulation will provide an update on their Regulatory Reform process, including the highly anticipated Environmental Standard: Rural landfills.

The session will conclude with the opportunity to ask questions and discuss the different services, funding and regulatory developments with our engaging and knowledgeable speakers.

#### Engaged and Empowered Citizens

Engaged and empowered citizens generate optimism about the future. They produce good decisions to meet tough community challenges and contribute to economic and cultural vitality. This session will explore how a civic engagement approach to decision making can lead to innovation and deliver better results to your communities. It will also outline how to improve engagement with your community and highlight community participatory models that are being used across Australia and overseas to improve the inclusiveness and liveability of local communities.

#### Innovative Infrastructure

Local Government roads and infrastructure assets may look very different in the future. Emerging technologies are offering innovative opportunities to assist Local Governments and their communities realise significant benefits and efficiencies when it comes to planning, building, operating and maintaining key infrastructure.

This session will provide an insight into the ways ground-breaking technologies can be applied to roads, bridges, street lighting and other infrastructure. It will encourage different thinking as to how a Local Government can meet the demands of modern communities.

#### Field Trip: Perth Stadium I

An exclusive opportunity for twenty (20) Full Delegates to enjoy a behind the scenes tour of the Stadium structure including a sneak peek of the team facilities and premium product areas plus a close-up view of the surrounding Stadium Park.

Tour attendees will hear about the fan-first initiatives, including the state-of-the-art Stadium technology being installed in the venue, have the opportunity to sit in seats, view the artwork surrounding the Stadium and in the surrounding Park, plus see the latest progress on the new Swan River Pedestrian Bridge and Perth Stadium Station.

*Please refer to the end of the Program for more information on this Field Trip.*

3.45pm - 4.30pm

#### Refreshments



4.30pm

### Session 4 What The Future Holds



How many times have you thought you were in control and then something new hits the scene and turns everything on its head? All the rules you thought you had learned about the world are no longer true and you struggle to understand where you fit. Urban Futurist and former Mayor of Adelaide Stephen Yarwood understands disruption and will help you to recognise it and use it to your advantage. It's not a new thing – you've lived with it all your life. Stephen will present examples of disruption at work in the recent past, reveal what technologies are currently unfolding that will change the way we live and work, and point to the things that will shape the long term future of our communities and society at large.

*Stephen Yarwood, Urban Futurist at city2050 & Former Lord Mayor of the City of Adelaide*

*Stephen Yarwood appears by arrangement with ICMI*

5.30pm – 7.00pm

### Sundowner in the Trade Pavilions

Relax and meet your fellow delegates while enjoying a selection of beer, wine, soft drinks and a variety of finger food. The Sundowner is included in your Full Delegate Registration or Day Delegate Registration.

*\* Please be aware that the Mayors and Presidents' Reception usually held on Thursday evening will now be held on Tuesday, 1 August at the PCEC, following the Mayors and Presidents' Forum.*

## FRIDAY, 4 AUGUST

7.00am

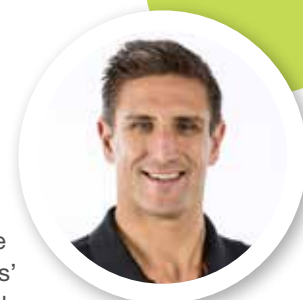
### Delegate Service Desk open

7.30am – 8.45am

### Convention Breakfast with Matthew Pavlich

A super athlete and Fremantle's most decorated player in its 18-year history, Matthew Pavlich was Captain of the Fremantle Dockers for nine years and six time All Australian. Retiring in 2016, Pavlich is the Dockers' career leader in games played and goals scored, and led Fremantle to the club's first Grand Final appearance. Pavlich speaks about the game of AFL with insightful stories demonstrating what it means to him to put 'Members First'.

*Matthew Pavlich appears by arrangement with TLA Australia*



9.00am

### Banners in the Terrace Awards

9.15am

### Session 5 The State Of Play

A conversation around the inside of Australian politics – both Federal and State - from two master commentators exploring what it all means for the many and varied issues facing Australians today.

Liam Bartlett, 60 Minutes reporter, award winning broadcaster and journalist

Paul Murray, Former Editor of The West Australian, broadcaster, award winning journalist

*Liam Bartlett and Paul Murray appear by arrangement with Cheri Gardiner & Associates*



10.15am – 11.00am Refreshments



11.00am

## Session 6 Concurrent sessions

All delegates will be asked to indicate session preference when registering to assist with venue planning.

### Funding, More Funding and a Fire Service

The Special Inquiry into the Waroona Fire made a number of recommendations that have the potential to change the Emergency Management landscape. The previous State Government had accepted all of the recommendations and in 2017, the Local Government sector has been engaged on a number of fronts: in the development of a submission to the independent review of the Emergency Services Levy (ESL); as a member of an interagency working group to tackle the long standing issues associated with the Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA); and as a stakeholder with a vested interest in the possible creation of a rural fire service. This year is all about funding, more funding and a possible new fire service.

These three bodies of work are fundamental to the way in which the Emergency Management arrangements operate and have implications on the current roles and responsibilities of Local Government. This session will provide an opportunity for you to hear from some of those leading these projects. You will be provided with an update on the status of the projects, likely impacts on the sector and opportunities for engagement. A panel discussion based on your questions from the floor will allow you to ask those burning questions on these critical issues.

### Delivering Change with the NDIS

The Federal Government is introducing the National Disability Insurance Scheme (NDIS) in July 2017. The \$22 billion scheme is the biggest social policy program since Medicare but unlike other states and territories, which will operate under a centralised system, the WA NDIS will be locally-administered and run by the State Government through the Disability Services Commission. There is an expectation that Local Government will understand, respond to and support the new self-service system being introduced.

Local Government has a responsibility under the *WA Disability Services Act 2003* to make provision for services and infrastructure that support people with disabilities to participate Disability Access and Inclusion plans (DAIPs). This session will explore the new scheme, the role of Local Government and what it means for your communities.

### Welcome to the Community

Did you know nearly 30 per cent of Western Australians are born overseas? Today, WA is the state with the highest proportion of migrants in its resident population, with around one in three people born overseas. And did you also know, WA also has the fastest growing population of all the States and Territories?

Thriving communities which support the diversity of people's different backgrounds and their circumstances are appreciated and positively valued. In this context Local Government needs to be adaptive and ready to deliver policy and services which support community cohesion and promote trust. This session will explore how Local Government can encourage and foster welcoming communities.



## Field Trip: Perth Stadium II

An exclusive opportunity for twenty (20) Full Delegates to enjoy a behind the scenes tour of the Stadium structure including a sneak peek of the team facilities and premium product areas plus a close-up view of the surrounding Stadium Park.

Tour attendees will hear about the fan-first initiatives, including the state-of-the-art Stadium technology being installed in the venue, have the opportunity to sit in seats, view the artwork surrounding the Stadium and in the surrounding Park, plus see the latest progress on the new Swan River Pedestrian Bridge and Perth Stadium Station.

*Please refer to the end of the Program for more information on this Field Trip.*

## Field Trip: Balcatta Recycling Centre

This is your opportunity to join an exclusive tour of the newly refurbished City of Stirling Balcatta Recycling Centre. The Recycling Centre is home to a fantastic 'Tip Shop' which, after extensive renovations, now boasts an on-site café. The Tip Shop is operated in partnership with Workpower, who offer employment for people with and without disabilities. The Recycling Centre also hosts a Household Hazardous Waste Facility, a free recycled materials and goods drop off and a modern transfer station.

12.45pm – 1.45pm **Lunch**

1.45pm

## Session 7 Design Thinking



Idris Mootee is a highly acclaimed strategic innovation expert with a long history of working as an advisor to top executives of Fortune 500 companies. Recognising that many organisations understand the importance of innovation but fall short when it comes to execution, Idris partners with global clients across sectors to identify and implement strategic innovation processes, address critical challenges in innovation program design, and develop new-game strategies.

Idris Mootee, CEO, Idea Couture

*Idris Mootee appears by arrangement with Saxton Speakers Bureau*

## Official Close of the 2017 Local Government Convention

3.00pm - 3.30pm **Refreshments**

7.00pm – 11.30pm **Pre-Dinner Drinks and Gala Dinner,  
PCEC BelleVue Ballroom**

Put aside business for the night and enjoy a three-course meal, beverages, dancing, and an after-dinner laugh by Australian comedian, Dave Hughes.

## Perth Stadium Field Trip - Important Information

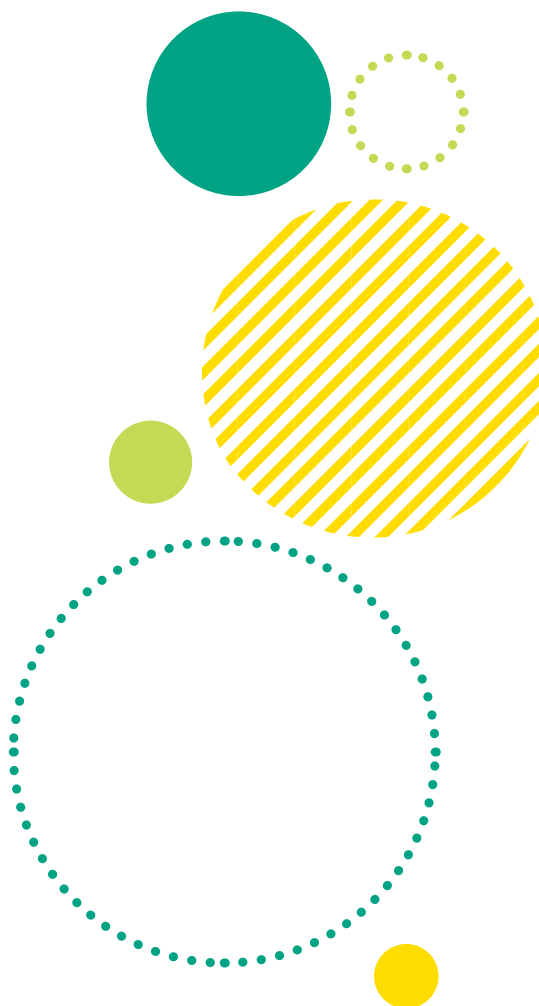
Due to the considerable interest anticipated and limited space, registration on this tour will be conducted using a ballot system.

Following the close of registration on **Tuesday, 4 July**, all Councils with at least one Full Delegate who have registered interest in attending one of the two offered Perth Stadium Field Trips, will be placed into a draw. The first forty (40) Councils drawn will be notified and asked to nominate one representative to participate in the tour. It will be up to individual Councils on how they decide on the representative.

If you're interested in participating in this tour, please consider the below conditions before submitting your registration.

- To allow enough time for the tour, attendees may be required to depart during the preceding refreshment break
- The Perth Stadium is a construction site and for safety reasons wheelchairs or prams are not permitted. All tour attendees must be of reasonable fitness and able to walk around the site unaided.
- Attendees must attend a site safety induction, complete the Multiplex Site Induction Form and wear the supplied Personal Protective Equipment (PPE) before the tour takes place.
- All attendees are required to wear long sleeves and long pants. Hard hats, high visibility vests and steel capped safety boots can be provided.
- Attendees of each site tour will not be permitted to take photos or video whilst on the tour.

Please note that those interested in joining this tour will be asked to indicate a second preference when registering as a Delegate, should they not be successful during the ballot process.



# Partner activities

Registration required for all activities – prices include GST

## Wednesday, 2 August

**Opening Welcome Reception**  
\$60

5.30pm – 7.00pm

## Thursday, 3 August

**Light Breakfast in the Trade Exhibition**  
\$30

8.00am – 8.45am

---

**Channel 9 Studios**  
10.00am – 12.30pm

Take advantage of this opportunity to get a behind-the-scenes look of the most advanced news studio in the Southern Hemisphere. This Nine News Perth tour will give you a greater understanding of how live television is brought to life from start to finish. It includes a peek into the director's control room, edit suites, news room, makeup and wardrobe and the two studios. There may even be chance to get behind the desk and read the latest breaking news!

Channel Nine has given permission for participants to video and take photos whilst on this tour.

**Includes:** Channel 9 tour and morning tea  
\$60 (minimum 10 – maximum 20)

---

**Ten Pin Bowling**  
11.15am – 2.30pm

Let the good times roll at an authentic retro ten pin bowling alley where the sixties come alive. Here is a chance to show off all those fancy moves.

**Includes:** Two games, shoe hire, lunch and transfers  
\$95 (minimum 10 – maximum 20)

---

**High Tea at Elizabeth Quay**  
1.30pm – 4.00pm

Join us for us for a walk of discovery around Perth's Elizabeth Quay together with the stories behind the history of the area and the works of art. A delectable high tea will follow at an iconic restaurant overlooking the city waters.

**Includes:** High Tea (including loose leaf tea and a glass of bubbles) and a guided tour of Elizabeth Quay  
\$95 (minimum 10 – maximum 20)

**Sundowner in the Trade Exhibition**  
\$60

5.30pm – 7.00pm

\* Please be aware that the Mayors and Presidents' Reception usually held on Thursday evening will now be held on Tuesday, 1 August at the PCEC, following the Mayors and Presidents' Forum.

## Friday, 4 August

**Breakfast with Matthew Pavlich**  
(at the PCEC)  
\$88

7.30am – 8.45am

---

**Photography Walking Tour**  
8.00am – 12.00pm

Do you know the Rule of Thirds? Discover the answer on this snapshot photo walking tour. Professional photographer Rob Miller will teach you how to capture the right photo on your smart phones and digital cameras.

Please remember to bring your smart phone, digital camera and walking shoes.

**Includes:** Photographer and morning tea  
\$120 (minimum 10 – maximum 20)

---

**Guildford Walk**  
9.00am – 3.00pm

Step back in time on this trip to Guildford, the third settlement of the Swan River Colony. The first stop is a visit to Guildford Grammar School, including a guided tour of the historic Guildford Grammar chapel, a look at the "half safe vehicle" and morning tea in the school Dining Hall. It's then on to the National Heritage Precinct of Guildford where a member of the Guildford Historical Society will be our guide.

Weather permitting a leisurely picnic lunch will be held down by the river at Fisherman's Wharf, and there will be some free time at the end of the tour to wander along the James Street precinct to check out the quirky shops.

**Includes:** Coach transport, morning tea, lunch, Guildford Grammar guide, Guildford Historical Society guide  
\$150 (minimum 10 – maximum 22)

## Pucker Up: The Lip Lab

9.30am – 1.00pm

Create your own signature lipstick. Do this by selecting your base, colour, flavour, and additive (lip plumper, spf or anti-oxidant). This is a fun workshop for the ladies and to be able to wear their signature lipstick to the Gala Dinner and be able to say "I made it".

**Includes:** Lipstick workshop and morning tea  
**\$110** (minimum 10 – maximum 30)

## Foraging for Food in Kings Park

1.30pm – 3.30pm

The bush was the Noongar people's supermarket. It provided everything they needed, including edible bush tucker plants and important bush medicines for healing minor ailments. On this tour you will see bush tucker and medicinal plants in their natural environment, and gain a full understanding about the Noongar Six Seasons. A delicious afternoon tea infused with traditional herbs and spices is provided to add further to your cultural experience.

**Includes:** Bush Tucker walk and talk, and afternoon tea  
**\$65** (minimum 15 – maximum 25)

## Convention Gala Dinner (at the PCEC)

7.00pm – 11.30pm

**\$120** for partners of Full Delegates and Life Members  
**\$190** for all other guests

## Saturday, 5 August

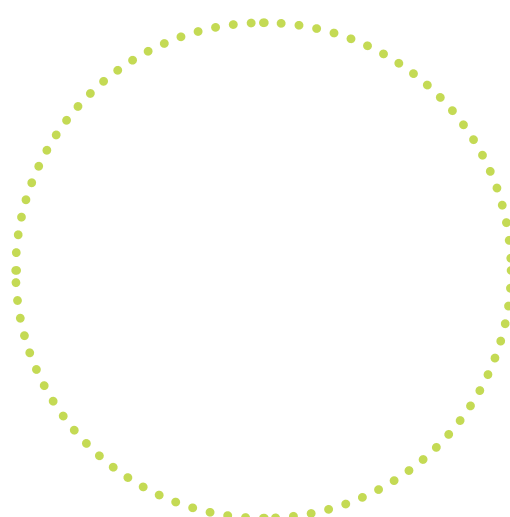
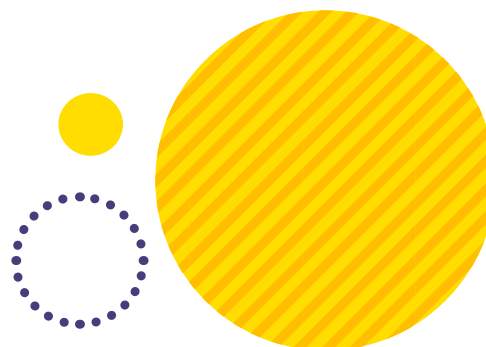
An additional option for Delegates and Partners.

### Ferguson Valley Tour

8.15am – 4.30pm

Shhh... this is the one to discover a little known destination within a couple of hours of Perth. After leaving the Convention Centre it's all aboard the Australind Train to Brunswick Junction where we will be met by a local coach company for the scenic drive around the Ferguson Valley. This is a hidden valley nestled in the lush rolling countryside with some funky wineries and breweries, one of which will be our lunch stop. If we are lucky we might see a gnome or two before heading back to the city by coach.

**Includes:** Australind train and comfortable coach transport, morning tea, lunch, middy size cider/beer tasting, and accompanying guide  
**\$210** (minimum 15 – maximum 32)



# General information

## ONLINE CONVENTION REGISTRATIONS – a simple process.

Visit [www.walga.asn.au/LGC17](http://www.walga.asn.au/LGC17) - then go to the Registration tab to complete your registration online.

Full Delegate fees cover the daily conference program, lunches and refreshments – the Opening Reception on Wednesday, 2 August and the Sundowner on Thursday, 3 August.

The Convention Breakfast on Friday morning and Convention Gala Dinner on Friday evening are optional, and a ticket fee applies.

## Convention fees

Prices are per person and are all inclusive of GST.

Deadline for all Registrations is **Tuesday, 4 July 2017**

### Convention Registration

Full Delegate	\$1,475
WALGA Life Members	Complimentary

### Day Delegate Registration

Day: Thursday, 4 August	\$780 (includes Sundowner)
Day: Friday, 5 August	\$725

### Optional Extras

#### Gala Dinner

Full Delegate & Partner	\$120 each
WALGA Life Member & Partner	\$120 each
Gala Dinner Only	\$190 each

#### Breakfast

ALGWA Breakfast (Thursday)	\$55
Convention Breakfast with Matthew Pavlich (Friday)	\$88

#### Partners/Guests

Opening Reception (Wednesday)	\$60
Sundowner (Thursday)	\$60
Lunch (Thursday)	\$50
Lunch (Friday)	\$50
Partner Tours	Individual tour fees as listed

*Please contact WALGA for more information should your partner like to attend a particular conference session.*

#### Elected Member Professional Development

– see enclosed leaflet for details.

## Changes to your registration

You can modify your online booking at any time before the close of registrations by using the link provided in your confirmation email. Once you have completed your registration, a tax invoice with a confirmation number will be emailed to you. Click on the link and enter your Confirmation Number to make any changes or additions to your reservation.

Registration cancellations must be advised in writing prior to the deadline date of **Tuesday, 4 July 2017**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

## Special requirements

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

## Accommodation

Hotel information and booking forms are available at [www.walga.asn.au](http://www.walga.asn.au). Reservations are to be made direct with hotel. Please note that city hotels have limited guest parking so clarify these arrangements when booking.

## Inter-venue transfers

A limited service will be provided between CBD hotels and the PCEC for the Gala Dinner on Friday evening. The limited transfer schedule will be displayed at the Delegate Service Desk.

The convenient, **free and frequent bus services** operating within the CBD are recommended for transfers between city hotels and the PCEC – for detailed information on these services go to [www.transperth.wa.gov.au](http://www.transperth.wa.gov.au) - and hotel staff can offer some local advice to guests.

## PCEC parking

For those requiring daily parking, WALGA can arrange for a multi-entry (24 hour access) parking space in the underground car park at the PCEC at a daily cost of \$39. Parking space requests must be indicated on the registration form – please note the non-extendable deadline for these requests is **Tuesday, 4 July 2017**.



### Enquiries

Ulla Wolter, WALGA Marketing and Events Officer

T 08 9213 2043

F 08 9213 2077

E [registration@walga.asn.au](mailto:registration@walga.asn.au)

Information in this brochure is correct at time of printing but may be subject to change



# Members *first*

For further information, please contact:

Ulla Wolter, Marketing and Events Officer

ONE70 LV1, 170 Railway Parade, West Leederville WA 6007

T (08) 9213 2043 | F (08) 9213 2077 | E [registration@walga.asn.au](mailto:registration@walga.asn.au)

[www.walga.asn.au](http://www.walga.asn.au)

PRESENTED BY



WALGA

WORKING FOR LOCAL GOVERNMENT

FOUNDING CORPORATE PARTNER



GREEN + CLEAN ENERGY PRINT

ISO 14001, FSC® & Green Stamp  
level 3 certified, 130kw of solar  
power, 99% of waste recycled  
& environmentally friendly inks.





## 2017 WA Local Government Convention CONVENTION REGISTRATION

Title \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position \_\_\_\_\_ Council/Organisation \_\_\_\_\_

Telephone \_\_\_\_\_ Email for Convention communications \_\_\_\_\_

Dietary/other special requirements \_\_\_\_\_

Preferred name/title for name badge (if different from above) \_\_\_\_\_

### Accompanying Partner/Guest

Title \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Dietary/other special requirements \_\_\_\_\_

Please reserve a 24-hour multi-entry **parking ticket at Perth Convention & Exhibition Centre** a day at \$39 a day (if required)

Tuesday  Wednesday  Thursday  Friday  Saturday Parking Sub-total: \_\_\_\_\_

### DELEGATE REGISTRATION (deadline Tuesday, 4 July 2017)

- |   |               |
|---|---------------|
| <input type="checkbox"/> Full Delegate Registration         | \$1,475       |
| <input type="checkbox"/> Life Member/WALGA Guest            | Complimentary |
| <input type="checkbox"/> Thursday Day Delegate Registration | \$780         |
| <input type="checkbox"/> Friday Day Delegate Registration   | \$725         |

### WEDNESDAY, 2 AUGUST

YES  NO Attending Annual General Meeting

**OPENING WELCOME RECEPTION** (Included for Full Delegates/Life Members)

Partner joining the Convention Delegates \$60

AGM Delegate only but will attend Opening Welcome Reception \$60

Wednesday Sub-total \$ \_\_\_\_\_ \$ \_\_\_\_\_

### THURSDAY, 3 AUGUST

ALGWA (WA) Breakfast/AGM \$55 \$55

Light Breakfast in the Trade Exhibition \$30

### CONCURRENT SESSIONS (11.15AM-1.00PM)

**ALL** Delegates to **SELECT** one preferred Concurrent Session

- Community Enterprise Facilitation
- Engaging Young People in Local Communities
- Innovation in Local Government
- Field Trip: Cockburn ARC

**LUNCH** (Included for Delegates)

Partner joining the Convention Delegates \$50

**CONCURRENT SESSIONS (2.00pm-3.45pm)**

**Delegate**

**Partner/Guest**

**ALL** Delegates to **SELECT** one preferred Concurrent Session

- A Taste of Waste
- Building Community Inclusion
- Innovative Infrastructure

*Please indicate below if you are interested in attending the fieldtrip to the new Perth Stadium. Due to the considerable interest anticipated and limited space, registration on this tour will be conducted using a ballot system. Detailed information is outlined in the Registration Brochure on page 9.*

*Please indicate a **second preference** above, should you not be successful during the ballot process.*

- Field Trip: Perth Stadium 1\*

**SUNDOWNER** (Included for Delegates/Life Members)

- Partner/other Guest \$60

**PARTNER PROGRAM** (Please select from the following)

- Channel 9 Studios \$60
- Ten Pin Bowling \$95
- High Tea at Elizabeth Quay \$95

Thursday Sub-total \$ \_\_\_\_\_ \$ \_\_\_\_\_

**FRIDAY, 4 AUGUST**

**Delegate**

**Partner/Guest**

**CONVENTION BREAKFAST WITH MATTHEW PAVLICH**

**\$88** **\$88**

**LUNCH** (Included for Delegates/Life Members)

- Partner joining a Convention Delegate \$50

**CONCURRENT SESSION**

**ALL** Delegates to **SELECT** one preferred Concurrent Session

- Funding, More Funding and a Fire Service
- Delivering Change with the NDIS
- Welcome to the Community
- Field Trip: Balcatta Recycling Centre

*Please indicate below if you are interested in attending the fieldtrip to the new Perth Stadium. Due to the considerable interest anticipated and limited space, registration on this tour will be conducted using a ballot system. Detailed information is outlined in the Registration Brochure on page 9.*

*Please indicate a **second preference** above, should you not be successful during the ballot process.*

- Field Trip: Perth Stadium II\*

**CONVENTION GALA DINNER**

- Delegate  Life Member  Partner \$120 \$120

Number of tickets \_\_\_\_\_ @ \$120

Guest name/s: \_\_\_\_\_

Guest special dietary/other requirements: \_\_\_\_\_

- Other Guests (Those who are not Full Delegates, Life Members or Partners of Full Delegates/ Life Members)

Number of tickets \_\_\_\_\_ @ \$190

Guest name: \_\_\_\_\_

Guest name: \_\_\_\_\_

Guest special dietary/other requirements: \_\_\_\_\_

Please indicate seating preference:  Random  Same Council  Other \_\_\_\_\_

**PARTNER PROGRAM**

<input type="checkbox"/> Photography Walking Tour		\$120
<input type="checkbox"/> Guildford Walk		\$150
<input type="checkbox"/> Pucker Up: The Lip Lab		\$110
<input type="checkbox"/> Foraging for Food in Kings Park		\$65
Friday Sub-total	\$ _____	\$ _____

**SATURDAY, 5 AUGUST**

**POST-CONVENTION SOCIAL OPTION FOR DELEGATES AND PARTNERS**

	Delegate	Partner/Guest
<input type="checkbox"/> Ferguson Valley Tour	\$210	\$210
Saturday Sub-total	\$ _____	\$ _____

**REGISTRATION PAYMENT** (Please subtotal each day)

		Delegate	Partner
Parking	Sub-total	\$	\$
Wednesday, 2 August	Sub-total	\$	\$
Thursday, 3 August	Sub-total	\$	\$
Friday, 4 August	Sub-total	\$	\$
Saturday, 5 August	Sub-total	\$	\$
Total Payable (all prices include GST)		\$ _____	\$ _____

**This is NOT a tax invoice.** Invoices will be issued once registration has been confirmed.

Please invoice my Council for \$\_\_\_\_\_ and quote the following Purchase Order Number/Reference: \_\_\_\_\_

Note: This information must be provided for Registration processing.

**Registration deadline is Tuesday, 4 July 2017**

Cancellation Policy (by submitting your registration you agree to the following terms and conditions):

- Cancellations accepted until close of Registration (Tuesday, 4 July 2017) - thereafter full charges will apply.
- Registrations may be transferred to another member of Council but must be advised in writing.

#### 12.5.4 Appointment of Consultant – CEO Annual Performance Review

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 392
<b>DISCLOSURE OF INTEREST:</b>	The Author is the Chief Executive Officer
<b>DATE:</b>	18 May 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.4.1 – Policy – Annual Performance Review

#### RECOMMENDATION:

That Council:

1. Appoint a consultant to facilitate the Chief Executive Officer Performance Review
2. Adopt the Policy 3.12 Annual Performance Review – Chief Executive Officer (*as attached*).

**VOTING REQUIREMENTS:** Simple Majority

#### IN BRIEF:

Section 5.38 of the Local Government Act 1995 requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of the employment.

It is proposed that a Consultant be appointed to assist the Council with this matter.

It is proposed that a policy be adopted to ensure appropriate actions are taken each year.

#### RELEVANT TO STRATEGIC PLAN:

Active civic leadership achieved

- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

#### STATUTORY AUTHORITY:

*Local Government Act 1995 Section 5.38*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal determination for Local Government CEO's will be reflected in the adopted budget.

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

The performance of the Chief Executive Officer must be reviewed annually. The author is not aware of any policy or direction relating to this matter.

**COMMENT:**

The responsibility for an assessment of the performance of the Chief Executive Officer lies with the Council. While the majority of Councillors attended training on undertaking Performance Reviews in February 2017, it is proposed that the assistance of a consultant be sought to undertake the process.

The author believes that the size and structure of the Shire would make the use of internal resources inappropriate.

Policy Schedule 3.12 – Annual Performance Review - Chief Executive Officer

Objective: To ensure the Shire of Menzies (the Shire) complies with section 5.38 of the *Local Government Act 1995* which requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of employment.

History: New Policy 24 May 2017

Policy Statement:

The performance of the Chief Executive Officer (CEO) will be reviewed annually by Council and responsibility for this task shall sit with the full council. To ensure that the review is conducted with the required transparency and independence, Council will engage the services of an appropriate independent consultant.

Administrative responsibility for the review will be allocated to a consultant.

The performance of the CEO will be assessed each financial year against the following criteria:

1. Successful completion of key performance indicators previously set by Council.
2. Achievements which do not relate to set Key Performance Indicators but are of significant benefit to the Shire.
3. Prudent financial management.
4. Delivery of objectives set in the Shire's Strategic and Corporate Plans.
5. Implementation of appropriate risk management strategies.
6. The CEO's advocacy on behalf of the Shire
7. Management of the organisational culture and the recognition of the Shire as an employer of choice.

All matters in relation to the CEO's performance and remuneration will be dealt with as confidential items by Council.

The CEO will ensure the following process is implemented:

1. Expressions of interest to conduct the review, in line with Council's purchasing policy will be sought from appropriately qualified and experienced consultants by March each year.
2. Following consultation with Council and the CEO, the Council will appoint an independent consultant to conduct the review.
3. A formal report on the Shire's achievements for the year is provided by the CEO against the criteria listed (1-7 above).

4. The consultant shall seek feedback from Elected Members and the Leadership Team in relation to the criteria determined above. The CEO and Council may agree on the appropriateness of feedback being sought from other people. Whilst nominated people are requested to provide feedback, they are not required to do so.
  5. The Council will consider the report provided by the consultant in sufficient time to allow recommendations to be considered by Council at its July meeting each year.
  6. The Council will consider a recommendation that includes:
    - a. Endorsement of the CEO's performance for the period under review.
    - b. The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal for Local Government CEO's.
    - c. If required, the extension or renewal of the CEO's contract.
    - d. Determination of appropriate Key Performance Indicators for the next 12 months.
- End of Policy

- 13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**
- 14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**
- 15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**
- 16 NEXT MEETING**
- 17 CLOSURE OF MEETING**