



SHIRE OF MENZIES

Ordinary Agenda

Notice is hereby given that an ORDINARY Meeting of the Council will be held:

DATE : 25 MAY 2023

TIME : 1:00 pm

**VENUE : Council Chambers,
124 Shenton Street, Menzies**

A handwritten signature in blue ink, appearing to read "Rob Stewart".

**Rob Stewart
Acting Chief Executive Officer**

DISCLAIMER

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

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

DISCLOSURES OF INTEREST

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

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

Councillor Meeting Information

Shire of Menzies Council Meetings

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

Attending meetings

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

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

Voting at meetings

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

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

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1 DECLARATION OF OPENING

The Shire President declared the meeting open at _____.

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

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

Staff: Mr R Stewart, Acting Chief Executive Officer
 Ms K Van Kuyl, Chief Financial Officer
 Mr G Marland, Manager of Works
 Ms M Mertyn, Executive Officer (Minutes)

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Asked by: Ms C Poole (Member of the Public)

The community notes that there is an expenditure for Quality Design Drafting for the church lot. It states the expenditure of \$2,772 where the company provided concept drawings for the proposed relocated church site. Community is asking if we will have the opportunity to view that and if so when?

The Acting CEO confirmed a letter of response was sent to Ms C Poole on 12 May 2023. That letter is circulated to Councillors.

Asked by: Ms C Poole (Member of the Public)

I have a second question that relates to an expenditure of the signage at the cafe. I am just wondering whether the sign is justifiable expense from the Council given that it is personalised? I can understand a generic sign like a cafe or diner.

The Acting CEO confirmed a letter of response was sent to Ms C Poole on 12 May 2023. That letter is circulated to Councillors.

5 PUBLIC QUESTION TIME

6 APPROVED LEAVE OF ABSENCE

7 DISCLOSURES OF INTEREST

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

9 CONFIRMATION/RECEIVAL OF MINUTES

9.1 Confirmation of Minutes - Ordinary Meeting 27 April 2023 (Provided under Separate Cover)

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 27 April 2023 be confirmed as a true and correct record.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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9.2 Confirmation of Minutes – Special Council Meeting 12 May 2023 (Provided under Separate Cover)

OFFICER RECOMMENDATION

That the Minutes of the Special Council Meeting held on 12 May 2023 be confirmed as a true and correct record.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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9.3 Receiving of Notes – Briefing Session 18 May 2023
(Provided under Separate Cover)

OFFICER RECOMMENDATION

That the Notes of the Briefing Session held on 18 May 2023 be received.

COUNCIL DECISION:

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

11 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

OFFICER RECOMMENDATION

That the President’s Report for the month of May be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF OFFICERS

13.1 Finance Reports

13.1.1	Finance Report - April 2023
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1094
DATE OF REPORT	12 April 2023
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	<ol style="list-style-type: none">1. Statement of Financial Activity - Menzies - April 2023 [13.1.1.1 - 26 pages]2. Financial Information Statement - March 2023 [13.1.1.2 - 9 pages]

SUMMARY:

Statutory Financial Reports are submitted to the Council as a record of financial activity for the year to 31 April 2023

BACKGROUND:

Regulation 34 of the *Local Government (Financial Management) Regulations*, requires Local Government entities to prepare each month a Statement of Financial Activity reporting on the sources and application of funds, as set out in the Annual Budget, including:

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

COMMENT:

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

CONSULTATION:

Bob Waddell and Associates

STATUTORY AUTHORITY:

Local Government Act 1995 s6.4

Local Government (Financial Management) Regulations 1996, r34

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

As detailed in the Attachment

RISK ASSESSMENT:

Nil

STRATEGIC IMPLICATIONS:

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

Outcome

4.2 An efficient and effective organisation.

Strategy

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the Statement of Financial Activity for the period ending 30 April 2023 as attached be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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SHIRE OF MENZIES

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 April 2023**

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

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**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2023**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire for the 2022/23 year is \$25,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

	% Collected / Completed	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Significant Projects					
Arts Centre	2%	69,369	69,365	1,320	68,045
Community Shed	Unbudgeted	0	0	0	0
New 2x1 Staff House - Building (Capital)	3%	226,691	75,563	7,000	68,563
New 2x1 Staff House (21-22)	1%	520,000	173,333	7,000	166,333
Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	4%	932,746	310,914	38,185	272,729
PLAN - Building (Capital)	Unbudgeted	0	0	0	0
Town Hall (Hall) - Building (Capital)	5%	106,825	89,020	5,000	84,020
Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	12%	568,563	568,563	68,286	500,277
Goongarrie Cottage South - Building (Capital)	Unbudgeted	0	0	0	0
Goongarrie Cottage North - Building (Capital)	Unbudgeted	0	0	0	0
Mercer Street Caravan Park Infrastructure	0%	818,827	272,941	0	272,941
Town Hall (Admin) - Building (Capital)	14%	175,000	174,521	24,418	150,103
Software and IT Systems	Unbudgeted	0	0	0	0
ERP (Accounts/Records maintenance system upgrade)	Unbudgeted	0	0	0	0
LRCI Menzies CCTV Expenditure	0%	90,000	67,500	0	67,500
Rubbish Truck with Compactor	Unbudgeted	0	0	0	0
Program Reseal	0%	200,000	166,660	0	166,660
Niagara Dam Rd (Capital)	0%	330,000	110,000	0	110,000
Kookynie Malcom Rd (Capital)	0%	300,000	300,000	0	300,000
Lake Ballard Entrance Rd/Carpark	100%	200,000	199,998	200,000	(2)
Tjuntjuntjara Internal Roads Program (20-21)	0%	100,000	99,999	0	99,999
Davyhurst Road Resheet/upgrade 5klm	0%	250,000	249,999	0	249,999
Tjuntjuntjara Access Road (R2R 22-23)	0%	190,000	158,330	0	158,330
Evanston Menzies Rd (R2R)	94%	510,628	382,971	477,793	(94,822)
Yarri Road (RRG 21-22)	0%	95,000	31,666	0	31,666
Menzies North West Resurfacing SLK 5 - 10 (RRG 22/23)	81%	480,000	480,000	389,740	90,260
Menzies North West 6 Klm to Lake Ballard turn-off (RRG 22/	35%	1,332,000	1,332,000	464,660	867,340
Evanston Menzies Road (RRG 21-22)	71%	283,312	283,311	200,000	83,311
Tjuntjuntjara Access Road (Indigenous Community Access F	0%	240,000	240,000	0	240,000
LRCI Kookynie road sealing 3 KLM (Dust suppression) Expenc	0%	484,890	363,666	0	363,666
Footpath Construction General (Budgeting Only)	0%	50,000	41,660	0	41,660
Marmion Village Reserve Improvements	100%	41,245	34,370	41,244	(6,874)
LRCI Rodeo Site Development Expenditure	0%	50,000	37,500	0	37,500
LRCI Meeting Structure Tjuntjuntjara Expenditure	91%	70,000	52,500	64,048	(11,548)
LRCI Sealing of Parking Menzies Public Toilets Expenditure	0%	100,000	76,972	0	76,972
Total - Community Amenities	38%	170,000	129,472	65,003	64,469
Water Park Infrastructure Expenditure	0%	50,000	50,000	0	50,000
Kookynie Fencing	0%	484,750	161,583	298	161,286
Bores to Support Road Works	Unbudgeted	0	0	0	0
Main Street (Shenton) Streetscaping	0%	50,000	49,998	0	49,998
Grids Capital	0%	50,000	41,650	0	41,650
Niagara Dam Capital Works	9%	936,374	312,124	83,812	228,312
LRCI Tourism Signage (district wide) Expenditure	0%	200,000	150,000	0	150,000
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	39%	2,831,502	2,771,857	1,116,721	(1,655,136)
Non-operating Grants, Subsidies and Contributions	19%	4,223,830	3,625,108	821,184	(2,803,924)
	27%	7,055,332	6,396,965	1,937,906	(4,459,059)
Rates Levied	102%	4,100,270	4,100,270	4,181,342	81,071

% Compares current ytd actuals to annual budget

Financial Position		Prior Year	Current Year
		30 April 2022	30 April 2023
Adjusted Net Current Assets	121%	\$ 3,509,565	\$ 4,243,489
Cash and Equivalent - Unrestricted	110%	\$ 4,404,374	\$ 4,848,126
Cash and Equivalent - Restricted	98%	\$ 11,764,242	\$ 11,543,380
Receivables - Rates	79%	\$ 671,277	\$ 533,194
Receivables - Other	22%	\$ 192,908	\$ 42,701
Payables	20%	\$ 677,501	\$ 133,536

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

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2023**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 April 2023
Prepared by: Kristy Van Kuyl (Chief Financial Officer)
Reviewed by: CEO

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 14.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

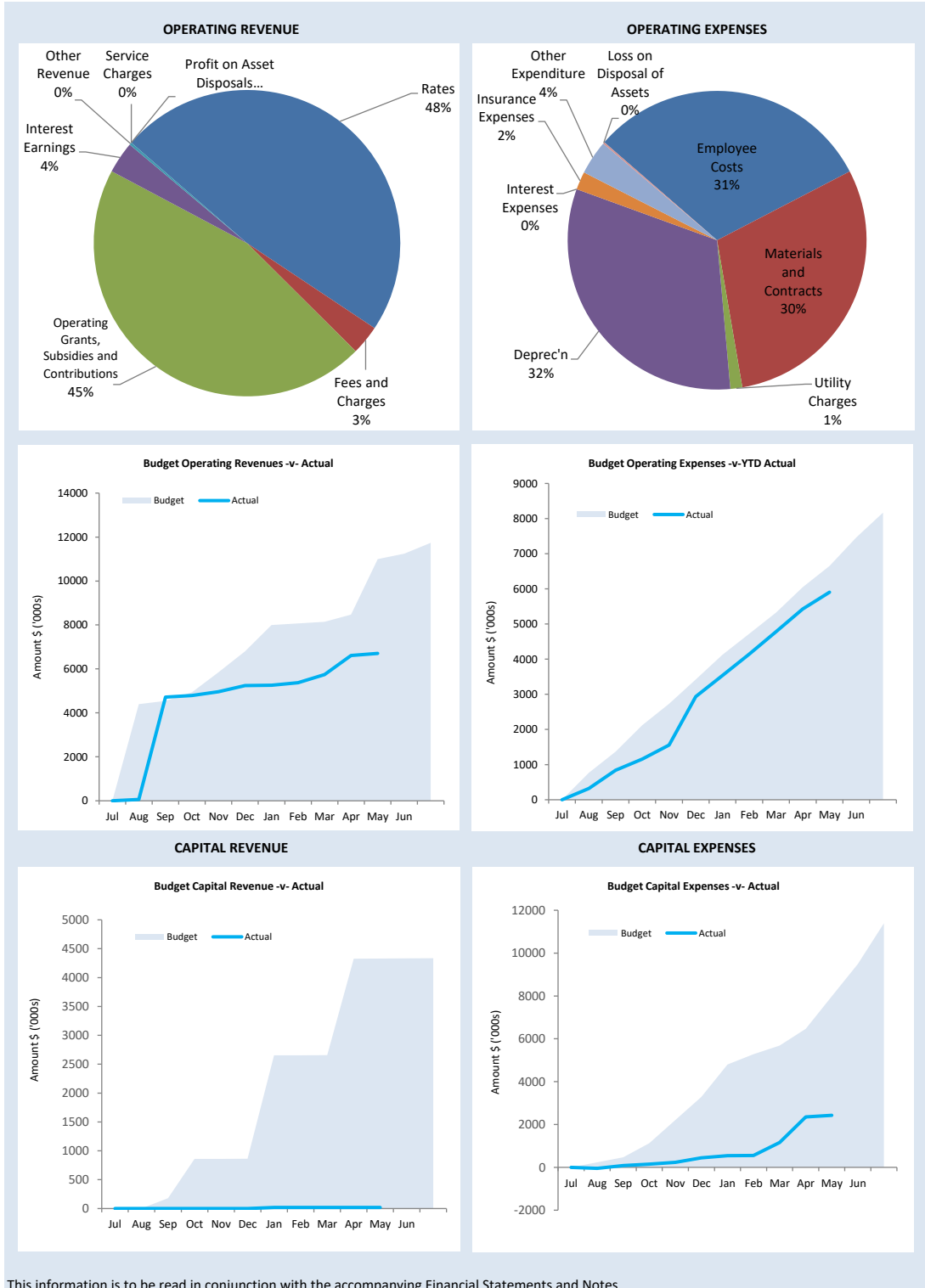
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2023**

SUMMARY GRAPHS



SHIRE OF MENZIES
KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2023

STATUTORY REPORTING PROGRAMS

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

<p>GOVERNANCE</p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>ACTIVITIES</p> <p>Includes the members of council and the administrative support available to the council for the provision of the governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.</p>
<p>GENERAL PURPOSE FUNDING</p> <p>To collect revenue to allow for the provision of services.</p>	<p>The reporting of the Shire's general rating income and the recognition of the Western Australian Grants Commission payment together with interest on investments and costs associated with the collection of funds.</p>
<p>LAW, ORDER, PUBLIC SAFETY</p> <p>To provide services to help ensure a safer and environmentally conscious community.</p>	<p>Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.</p>
<p>HEALTH</p> <p>To provide an operational framework for environmental and community health.</p>	<p>Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.</p>
<p>EDUCATION AND WELFARE</p> <p>To provide services to disadvantaged persons, the elderly, children and youth.</p>	<p>Expenditure to assist in the education of the children and youth within the Shire.</p>
<p>HOUSING</p> <p>To provide and maintain housing.</p>	<p>Income and expenditure associated with the provision of housing to staff and others.</p>
<p>COMMUNITY AMENITIES</p> <p>To provide services required by the community.</p>	<p>Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.</p>
<p>RECREATION AND CULTURE</p> <p>To establish and effectively manage infrastructure and resources that help the social wellbeing of the community.</p>	<p>The reporting of income and expenditure associated with the Town Hall, library and recreation area, oval and reserves operated by Council.</p>
<p>TRANSPORT</p> <p>To provide effective and efficient transport services to the community.</p>	<p>Construction and maintenance of roads, grids, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting and the maintenance of the Council's airstrips.</p>
<p>ECONOMIC SERVICES</p> <p>To help promote the Shire and improve its economic wellbeing.</p>	<p>The reporting of income and expenditure including the operation of Council's caravan park and administration of the Building Code of Australia.</p>
<p>OTHER PROPERTY AND SERVICES</p> <p>To monitor and control overheads and operating accounts.</p>	<p>Involves the expenditure and allocation of employee overheads and plant costs. Also included is the accounting for private works, salary and wages reconciliation and other incomes and expenditure not included elsewhere.</p>

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

STATUTORY REPORTING PROGRAMS

Note	Amended			YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	Adopted Annual Budget	Annual Budget (d)	Amended YTD Budget (a)					
	\$	\$	\$	\$	\$	%		
Opening Funding Surplus(Deficit)	1	4,059,160	3,950,217	3,950,217	3,950,217	0	0%	
Revenue from operating activities								
Governance		0	6,000	6,000	(6,055)	(12,055)	(201%)	▼
General Purpose Funding - Rates	6	4,100,270	4,100,270	4,100,270	4,181,342	81,071	2%	▲
General Purpose Funding - Other		2,385,694	2,555,194	2,517,619	1,071,933	(1,445,686)	(57%)	▼
Law, Order and Public Safety		16,150	16,150	14,110	21,012	6,902	49%	▲
Health		100,300	100,300	100,250	76,643	(23,607)	(24%)	▼
Education and Welfare		0	0	0	0	0		
Housing		45,380	45,380	37,810	54,342	16,532	44%	▲
Community Amenities		17,200	17,200	14,310	13,056	(1,254)	(9%)	▼
Recreation and Culture		38,700	38,700	35,218	10,807	(24,411)	(69%)	▼
Transport		296,444	296,444	247,730	222,984	(24,746)	(10%)	▼
Economic Services		284,650	306,650	268,840	220,872	(47,968)	(18%)	▼
Other Property and Services		25,250	30,250	25,200	16,820	(8,380)	(33%)	▼
		7,310,038	7,512,538	7,367,357	5,883,755			
Expenditure from operating activities								
Governance		(1,148,904)	(1,179,904)	(978,940)	(883,061)	95,879	10%	▲
General Purpose Funding		(427,643)	(450,143)	(349,383)	(266,465)	82,918	24%	▲
Law, Order and Public Safety		(119,439)	(119,439)	(99,306)	(107,206)	(7,900)	(8%)	▼
Health		(154,990)	(184,990)	(150,810)	(97,980)	52,830	35%	▲
Education and Welfare		(54,514)	(24,514)	(20,420)	(7,949)	12,471	61%	▲
Housing		(203,165)	(228,165)	(190,117)	(194,310)	(4,193)	(2%)	▼
Community Amenities		(441,837)	(433,837)	(359,249)	(319,559)	39,690	11%	▲
Recreation and Culture		(1,119,974)	(1,029,974)	(874,269)	(657,848)	216,421	25%	▲
Transport		(2,662,235)	(2,797,235)	(2,295,316)	(1,840,004)	455,312	20%	▲
Economic Services		(1,683,084)	(1,837,422)	(1,460,128)	(1,040,770)	419,358	29%	▲
Other Property and Services		(3,935)	116,497	125,092	(489,946)	(615,038)	492%	▼
		(8,019,719)	(8,169,125)	(6,652,846)	(5,905,098)			
Operating activities excluded from budget								
Add back Depreciation		1,961,063	1,973,063	1,644,150	1,888,107	243,957	15%	▲
Adjust (Profit)/Loss on Asset Disposal	7	16,596	16,596	16,596	10,910	(5,686)	(34%)	▼
Movement in Leave Reserve (Added Back)		0	0	0	3,778	3,778		▲
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Movement Due to Changes in Accounting Standards		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
Amount attributable to operating activities		1,267,979	1,333,072	2,375,257	1,881,452			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	13	4,223,830	4,223,830	3,625,108	821,184	(2,803,924)	(77%)	▼
Proceeds from Disposal of Assets	7	40,000	40,000	40,000	19,090	(20,910)	(52%)	▼
Land Held for Resale	8	0	0	0	0	0		
Land and Buildings	8	(4,778,021)	(3,703,021)	(1,995,873)	(257,795)	1,738,078	87%	▲
Plant and Equipment	8	(655,000)	(215,000)	(183,830)	(40,576)	143,254	78%	▲
Infrastructure Assets - Roads	8	(4,995,830)	(4,995,830)	(4,398,600)	(1,732,193)	2,666,407	61%	▲
Infrastructure Assets - Footpaths	8	(50,000)	(50,000)	(41,660)	0	41,660	100%	▲
Infrastructure Assets - Parks and Ovals	8	(70,000)	(91,245)	(71,870)	(41,244)	30,626	43%	▲
Infrastructure Assets - Other	8	(2,021,124)	(1,971,124)	(924,617)	(149,112)	775,505	84%	▲
Amount attributable to investing activities		(8,306,145)	(6,762,390)	(3,951,342)	(1,380,645)			
Financing Activities								
Proceeds from New Debentures	9	0	0	0	0	0		
Repayment of Debentures	9	0	0	0	0	0		
Repayment of Lease Financing	9	0	0	0	0	0		
Advances to Community Groups		0	0	0	0	0		
Transfer from Reserves	10	4,294,927	4,294,927	4,289,927	0	(4,289,927)	(100%)	▼
Transfer to Reserves	10	(1,315,921)	(363,221)	(363,056)	(207,535)	155,521	43%	▲
Amount attributable to financing activities		2,979,006	3,931,706	3,926,871	(207,535)			
Closing Funding Surplus(Deficit)	1	(0)	2,452,605	6,301,004	4,243,489			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022/23 year is \$25,000 and 10%.

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

SHIRE OF MENZIES**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 APRIL 2023****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

BY NATURE OR TYPE

Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	1	4,059,160	3,950,217	3,950,217	0	0%		
Revenue from operating activities								
Rates	6	4,100,270	4,100,270	4,100,270	81,071	2%	▲	
Operating Grants, Subsidies and Contributions	12	2,831,502	2,831,502	2,771,857	(1,655,136)	(60%)	▼	\$
Fees and Charges		242,085	267,085	223,650	47,222	21%	▲	\$
Service Charges		0	0	0	0			
Interest Earnings		101,500	271,000	234,340	57,693	25%	▲	\$
Other Revenue		30,450	38,450	33,010	(10,224)	(31%)	▼	
Profit on Disposal of Assets	7	4,231	4,231	4,230	(4,230)	(100%)	▼	
Gain FV Valuation of Assets		0	0	0	0			
		7,310,038	7,512,538	7,367,357	5,883,755			
Expenditure from operating activities								
Employee Costs		(2,562,798)	(2,651,574)	(2,142,496)	312,461	15%	▲	\$
Materials and Contracts		(2,770,434)	(2,812,021)	(2,263,100)	496,650	22%	▲	\$
Utility Charges		(114,910)	(114,910)	(95,580)	19,629	21%	▲	
Depreciation on Non-Current Assets		(1,961,063)	(1,973,063)	(1,644,150)	(1,888,107)	(15%)	▼	\$
Interest Expenses		0	0	0	0			
Insurance Expenses		(135,278)	(137,321)	(114,244)	(919)	(1%)	▼	
Other Expenditure		(454,410)	(459,410)	(372,450)	153,967	41%	▲	\$
Loss on Disposal of Assets	7	(20,827)	(20,827)	(20,826)	9,916	48%	▲	
Loss FV Valuation of Assets		0	0	0	0			
		(8,019,719)	(8,169,125)	(6,652,846)	(5,905,098)			
Operating activities excluded from budget								
Add back Depreciation		1,961,063	1,973,063	1,644,150	243,957	15%	▲	\$
Adjust (Profit)/Loss on Asset Disposal	7	16,596	16,596	16,596	(5,686)	(34%)	▼	
Movement in Leave Reserve (Added Back)		0	0	0	3,778		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0			
Rounding Adjustments		0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0			
Loss on Asset Revaluation		0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0			
Amount attributable to operating activities		1,267,979	1,333,072	2,375,257	1,881,452			
Investing activities								
Non-Operating Grants, Subsidies and Contributions	13	4,223,830	4,223,830	3,625,108	(2,803,924)	(77%)	▼	\$
Proceeds from Disposal of Assets	7	40,000	40,000	40,000	(20,910)	(52%)	▼	
Land Held for Resale	8	0	0	0	0			
Land and Buildings	8	(4,778,021)	(3,703,021)	(1,995,873)	1,738,078	87%	▲	\$
Plant and Equipment	8	(655,000)	(215,000)	(183,830)	143,254	78%	▲	\$
Infrastructure Assets - Roads	8	(4,995,830)	(4,995,830)	(4,398,600)	2,666,407	61%	▲	\$
Infrastructure Assets - Footpaths	8	(50,000)	(50,000)	(41,660)	41,660	100%	▲	\$
Infrastructure Assets - Parks and Ovals	8	(70,000)	(91,245)	(71,870)	30,626	43%	▲	\$
Infrastructure Assets - Other	8	(2,021,124)	(1,971,124)	(924,617)	775,505	84%	▲	\$
Amount attributable to investing activities		(8,306,145)	(6,762,390)	(3,951,342)	(1,380,645)			
Financing Activities								
Proceeds from New Debentures		0	0	0	0			
Repayment of Debentures	9	0	0	0	0			
Repayment of Lease Financing	9	0	0	0	0			
Transfer from Reserves	10	4,294,927	4,294,927	4,289,927	(4,289,927)	(100%)	▼	\$
Transfer to Reserves	10	(1,315,921)	(363,221)	(363,056)	155,521	43%	▲	\$
Amount attributable to financing activities		2,979,006	3,931,706	3,926,871	(207,535)			
Closing Funding Surplus (Deficit)	1	(0)	2,452,605	6,301,004	4,243,489			

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022/23 year is \$25,000 and 10%.

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

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES

NOTE 1

ADJUSTED NET CURRENT ASSETS

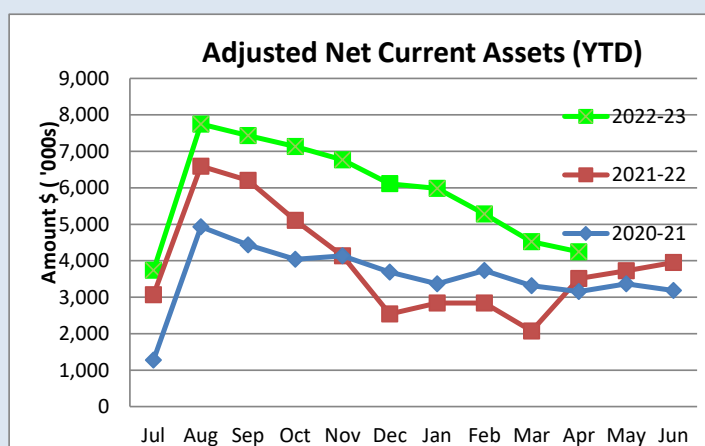
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2022	This Time Last Year 30/04/2022	Year to Date Actual 30/04/2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	4,124,409	4,404,374	4,848,126
Cash Restricted - Reserves	2	11,335,845	11,764,242	11,543,380
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	594,451	671,277	533,194
Receivables - Other	3	594,287	192,908	42,701
Impairment of Receivables	3	(377,062)	(320,812)	(377,062)
Other Assets Other Than Inventories	4	273,723	57,622	273,723
Inventories	4	16,438	15,211	16,438
		16,562,091	16,784,822	16,880,499
Less: Current Liabilities				
Payables	5	(406,516)	(677,501)	(133,536)
Contract Liabilities	11	(858,255)	(838,944)	(946,989)
Bonds & Deposits	14	(9,541)	(8,417)	(15,167)
Loan and Lease Liability	9	0	0	0
Provisions	11	(207,824)	(192,238)	(207,824)
		(1,482,136)	(1,717,098)	(1,303,516)
Less: Cash Reserves	10	(11,335,845)	(11,764,242)	(11,543,380)
Add Back: Component of Leave Liability not Required to be funded		206,107	206,084	209,886
Add Back: Loan and Lease Liability		0	0	0
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		3,950,217	3,509,565	4,243,489

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

\$4.24 M

Last Year YTD

Surplus(Deficit)

\$3.51 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

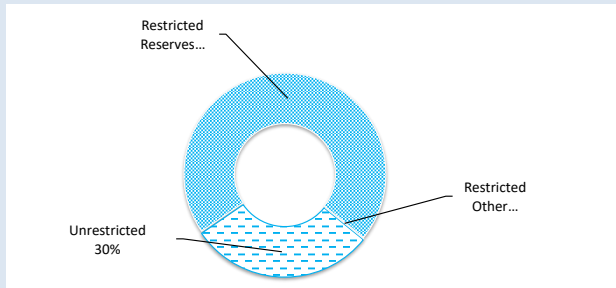
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash On Hand - Admin	830			830	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Bank Account	1,109,295			1,109,295	NAB	0.20%	Ongoing
Reserve Bank Account		11,543,380		11,543,380	NAB	0.95%	Ongoing
Trust Cash at Bank			0	0	NAB		
Term Deposits							
Municipal Maximiser Investment Account	3,738,001			3,738,001	NAB	0.95%	Ongoing
Investments							
Total	4,848,126	11,543,380	0	16,391,506			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Unrestricted
\$16.39 M	\$11.54 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Receivables - Rates & Rubbish	30 June 2022	30 Apr 23
	\$	\$
Opening Arrears Previous Years	663,136	594,451
Levied this year	3,641,762	4,193,014
Less Collections to date	(3,710,447)	(4,254,271)
Equals Current Outstanding	594,451	533,194
Net Rates Collectable	594,451	533,194
% Collected	86.19%	88.86%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	3,569	2,432	2,386	(50)	8,337
Percentage	43%	29%	29%	-1%	
Balance per Trial Balance					
Sundry Debtors					8,337
Impairment of Receivables					(377,062)
Receivables - Other					34,365
Total Receivables General Outstanding					(334,361)

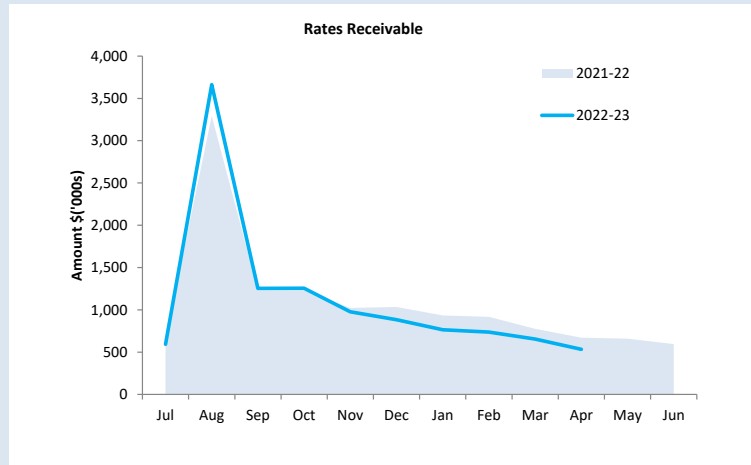
Amounts shown above include GST (where applicable)

KEY INFORMATION

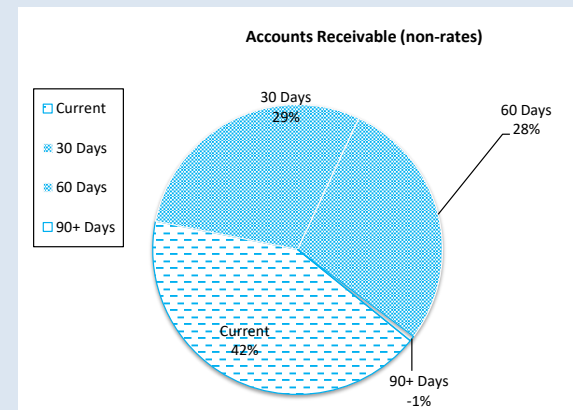
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Collected	Rates Due
89%	\$533,194



Debtors Due
-\$334,361
Over 30 Days
57%
Over 90 Days
-1%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 Jul 2022	Asset Increase	Asset Reduction	Closing Balance 30 Apr 2023
Other Current Assets	\$	\$	\$	\$
Inventory				
Fuel, Oil & Materials on hand	16,438	0	0	16,438
Contract assets				
Contract assets	273,723	0	0	273,723
Total Other Current assets				290,161
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

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

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

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

CONTRACT ASSETS

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

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

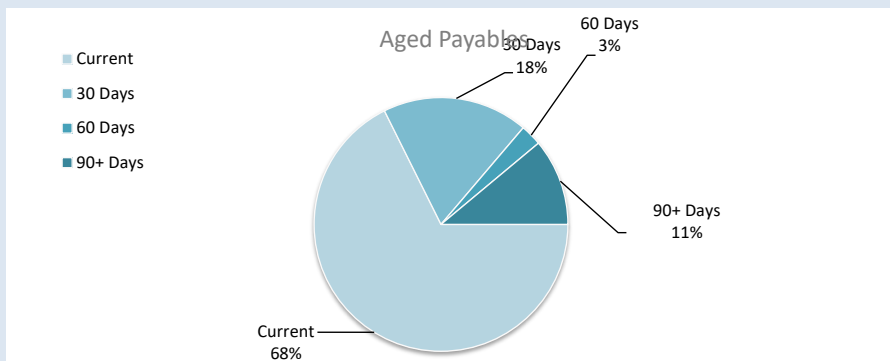
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	37,200	10,214	1,496	6,083	54,993
Percentage	67.6%	18.6%	2.7%	11.1%	
Balance per Trial Balance					
Sundry creditors - General					54,993
ATO liabilities					44,691
Other accruals/payables					2,510
Prepaid rates					29,433
Total Payables General Outstanding					133,536

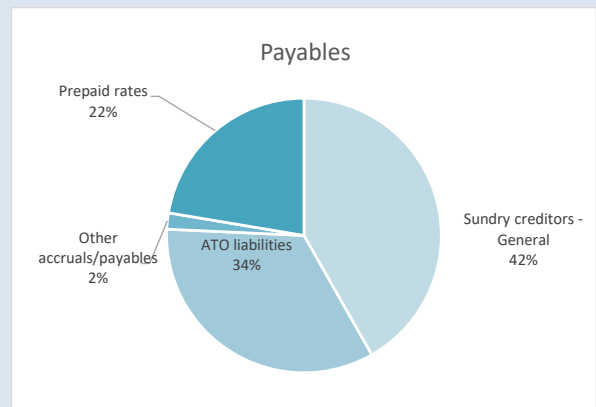
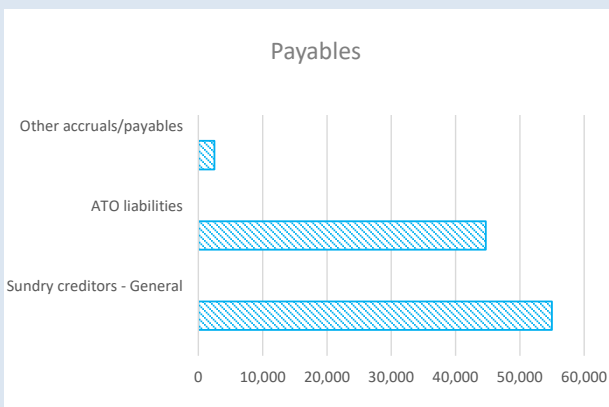
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$133,536
Over 30 Days
32%
Over 90 Days
11.1%



SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

RATE TYPE	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross rental valuations											
Vacant	0.089400	2	10,712	958	0	0	958	958	192	0	1,150
Residential	0.089200	31	1,696,196	151,301	0	0	151,301	151,301	0	0	151,301
Unimproved valuations											
Mining lease	0.171300	230	17,306,859	2,964,665	0	0	2,964,665	2,964,665	(1,367)	0	2,963,298
Exploration lease	0.155300	342	4,256,136	643,896	0	0	643,896	660,978	56,704	1,809	719,492
Prospecting lease	0.152900	240	659,607	96,960	0	0	96,960	100,854	1,160	597	102,611
Pastoral lease	0.085800	20	665,453	57,096	0	0	57,096	57,096	0	0	57,096
Other	0.085800	68	333,500	28,614	0	0	28,614	28,614	0	0	28,614
Non-Rateable							0	0	484	(31)	453
Sub-Totals		933	24,928,463	3,943,490	0	0	3,943,490	3,964,466	57,174	2,375	4,024,015
Minimum Payment											
Gross rental valuations											
Vacant	200	200	41,663	40,000	0	0	40,000	40,000	0	0	40,000
Residential	328	11	15,863	3,608	0	0	3,608	3,608	0	0	3,608
Unimproved valuations											
Mining lease	328	60	19,680	19,680	0	0	19,680	19,680	0	0	19,680
Exploration lease	290	227	244,357	65,540	0	0	65,540	65,830	0	0	65,830
Prospecting lease	257	97	67,473	24,672	0	0	24,672	24,929	0	0	24,929
Pastoral lease	328	7	12,265	2,296	0	0	2,296	2,296	0	0	2,296
Other	328	3	6,700	984	0	0	984	984	0	0	984
Sub-Totals		605	408,001	156,780	0	0	156,780	157,327	0	0	157,327
		1,538	25,336,464	4,100,270	0	0	4,100,270	4,121,793	57,174	2,375	4,181,342
Amount from General Rates											
Ex-Gratia Rates							0				0
Total Rates							4,100,270				4,181,342

SHIRE OF MENZIES

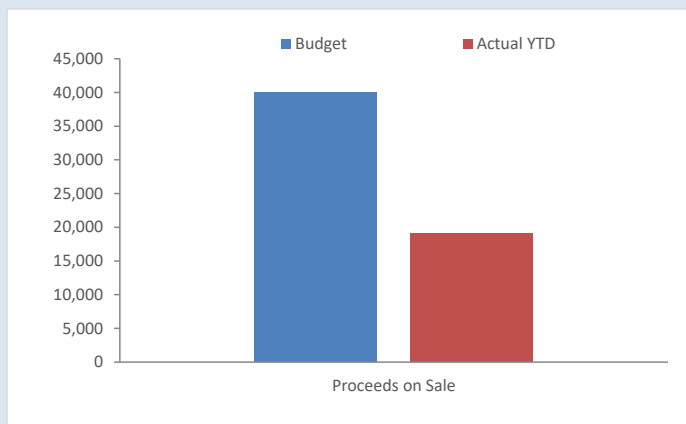
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land - Vacant Freehold (Level 2)								
399	Menzies Lot 81 (21 Reid St)	0	0		15,000	9,545		(5,455)	
400	Menzies Lot 82 (23 Reid St)	0	0		15,000	9,545		(5,455)	
	Plant and Equipment								
53	Diesel Transfer Pump 4" Varisco P0222	5,769	10,000	4,231	0	0			
515	P0207 Hino 300 Series 816 Medium Auto Rubb	50,827	30,000	(20,827)	0	0			
		56,596	40,000	4,231	(20,827)	30,000	19,090	0	(10,910)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$40,000	\$19,090	48%

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

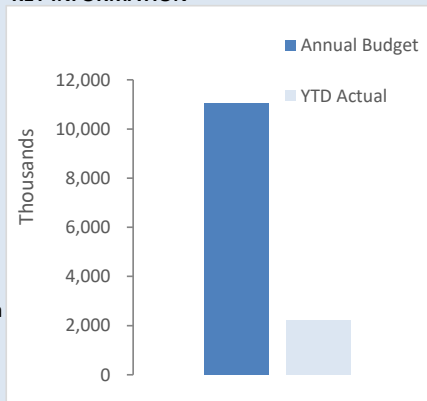
FOR THE PERIOD ENDED 30 APRIL 2023

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	4,778,021	1,995,873	3,703,021	257,795	(1,738,078)
Plant and Equipment	655,000	183,830	215,000	40,576	(143,254)
Furniture and Equipment	0	0	0	0	0
Infrastructure Assets - Roads	4,995,830	4,398,600	4,995,830	1,732,193	(2,666,407)
Infrastructure Assets - Footpaths	50,000	41,660	50,000	0	(41,660)
Infrastructure Assets - Parks and Ovals	70,000	71,870	91,245	41,244	(30,626)
Infrastructure Assets - Other	2,021,124	924,617	1,971,124	149,112	(775,505)
Capital Expenditure Totals	12,569,975	7,616,450	11,026,220	2,220,919	(5,395,531)
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	4,223,830	3,625,108	4,223,830	821,184	(2,803,924)
Borrowings	0	0	0	0	0
Other (Disposals & C/Fwd)	40,000	40,000	40,000	19,090	(20,910)
Council contribution - Cash Backed Reserves					
Various Reserves	4,294,927	4,289,927	4,294,927	0	(4,289,927)
Council contribution - operations	4,011,218	-338,585	2,467,463	1,380,645	1,719,230
Capital Funding Total	12,569,975	7,616,450	11,026,220	2,220,919	(5,395,531)

SIGNIFICANT ACCOUNTING POLICIES

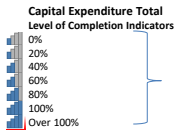
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION

Acquisitions	Annual Budget	YTD Actual	% Spent
	\$11.03 M	\$2.22 M	20%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$4.22 M	\$0.82 M	19%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

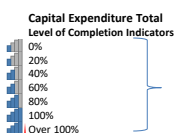


Percentage YTD Actual to Annual Budget Expenditure over budget highlighted in red.

Assets	Account Number	Balance Sheet Category	Job Number	Adopted		Amended		Variance (Under)/Over	
				Annual Budget	Annual Budget	YTD Budget	Total YTD		
				\$	\$	\$	\$	\$	
Buildings									
Education & Welfare									
0.02	Arts Centre	4080410	510	BC060	(269,369)	(69,369)	(69,365)	(1,320)	68,045
1.00	Community Shed	4080410	510	BC060A	(300,000)	0	0	0	0
	Total - Education & Welfare				(569,369)	(69,369)	(69,365)	(1,320)	68,045
Housing									
0.00	Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	4090110	510	BC007	(20,000)	(35,000)	(35,000)	0	35,000
0.14	Duplex Lot 12b Walsh St (South Unit) - Building (Capital)	4090110	510	BC008	(35,000)	(40,000)	(39,997)	(5,500)	34,497
0.03	New 2x1 Staff House - Building (Capital)	4090110	510	BC010	(226,691)	(226,691)	(75,563)	(7,000)	68,563
0.01	New 2x1 Staff House (21-22)	4090110	510	BC011	(520,000)	(520,000)	(173,333)	(7,000)	166,333
0.13	Lot 1089 (57) Walsh St Rental - Building (Capital)	4090210	510	BC019	(35,000)	(40,000)	(33,330)	(5,000)	28,330
0.04	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	4090210	510	BC020	(932,746)	(932,746)	(310,914)	(38,185)	272,729
	Total - Housing				(1,769,437)	(1,794,437)	(668,137)	(62,685)	605,452
Community Amenities									
1.00	PLAN - Building (Capital)	4100610	510		(760,371)	0	0	0	0
	Total - Community Amenities				(760,371)	0	0	0	0
Recreation And Culture									
0.05	Town Hall (Hall) - Building (Capital)	4110110	510	BC026	(106,825)	(106,825)	(89,020)	(5,000)	84,020
1.08	Old Butcher Shop Lot 1094 (53) Shenton St - Building (Capital)	4110610	510	BC029	(15,000)	(15,000)	(15,000)	(16,275)	(1,275)
	Total - Recreation And Culture				(121,825)	(121,825)	(104,020)	(21,275)	82,745
Transport									
0.96	Depot Office (Capital)	4120110	510	BC037B	(55,000)	(55,000)	(54,996)	(52,684)	2,312
	Total - Transport				(55,000)	(55,000)	(54,996)	(52,684)	2,312
Economic Services									
0.25	Building not specified	4130210	510	BC000	(100,000)	(100,000)	(83,330)	(24,607)	58,723
0.12	Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	4130210	510	BC028	(308,192)	(568,563)	(568,563)	(68,286)	500,277
1.00	Goongarrie Cottage South - Building (Capital)	4130210	510	BC032	(50,000)	0	0	0	0
1.00	Goongarrie Cottage North - Building (Capital)	4130210	510	BC033	(50,000)	0	0	0	0
1.00	Mercer Street Caravan Park Infrastructure	4130210	510	BC050	(818,827)	(818,827)	(272,941)	0	272,941
1.00	Church Hall Lot 8 (50) Shenton St - Building (Capital)	4130210	510	BC030	0	0	0	(2,520)	(2,520)
	Total - Economic Services				(1,327,019)	(1,487,390)	(924,834)	(95,413)	829,421
Other Property & Services									
0.14	Town Hall (Admin) - Building (Capital)	4140210	510	BC027	(175,000)	(175,000)	(174,521)	(24,418)	150,103
	Total - Other Property & Services				(175,000)	(175,000)	(174,521)	(24,418)	150,103
0.07	Total - Buildings				(4,778,021)	(3,703,021)	(1,995,873)	(257,795)	1,738,078
Plant & Equipment									
Governance									
0.28	Administration Communications Equipment	4040230	530	C0141	(10,000)	(10,000)	(8,330)	(2,827)	5,503
1.00	Software and IT Systems	4040230	530	C0142	(100,000)	0	0	0	0
1.00	ERP (Accounts/Records maintenance system upgrade)	4040230	530	C0143	(100,000)	0	0	0	0
0.00	Vehicle Replacement CEO	4040230	530	CP001	(30,000)	(80,000)	(80,000)	0	80,000
	Total - Governance				(240,000)	(90,000)	(88,330)	(2,827)	85,503
Other Law, Order & Public Safety									
0.00	LRCI Menzies CCTV Expenditure	4050330	530	LRC0118	(90,000)	(90,000)	(67,500)	0	67,500
	Total - Other Law, Order & Public Safety				(90,000)	(90,000)	(67,500)	0	67,500
Transport									
0.73	Minor Plant Purchases	4120330	530	C0127	(20,000)	(20,000)	(16,000)	(14,500)	1,500
0.00	Banners and Signage	4120330	530	C0128	(15,000)	(15,000)	(12,000)	0	12,000
1.00	Rubbish Truck with Compactor	4120330	530	CP006	(290,000)	0	0	0	0
1.00	Emulsion Sprayer	4120330	530	PA162	0	0	0	(23,249)	(23,249)
	Total - Transport				(325,000)	(35,000)	(28,000)	(37,749)	(9,749)
0.19	Total - Plant & Equipment				(655,000)	(215,000)	(183,830)	(40,576)	143,254
Infrastructure - Roads									
Transport									
0.00	Program Reseal	4120140	540	C1213	(200,000)	(200,000)	(166,660)	0	166,660
0.00	Niagara Dam Rd (Capital)	4120141	540	RC059	(330,000)	(330,000)	(110,000)	0	110,000
0.00	Kookynie Malcom Rd (Capital)	4120142	540	RC038	(300,000)	(300,000)	(300,000)	0	300,000
1.00	Lake Ballard Entrance Rd/Carpark	4120142	540	RC075	(200,000)	(200,000)	(199,998)	(200,000)	(2)
0.00	Tjuntjuntjara Internal Roads Program (20-21)	4120142	540	RC249	(100,000)	(100,000)	(99,999)	0	99,999
0.00	Davyhurst Road Resheet/upgrade 5klm	4120143	540	RC010	(250,000)	(250,000)	(249,999)	0	249,999
0.00	Tjuntjuntjara Access Road (R2R 22-23)	4120146	540	R2R049C	(190,000)	(190,000)	(158,330)	0	158,330
0.94	Evanston Menzies Rd (R2R)	4120147	540	R2R008	(510,628)	(510,628)	(382,971)	(477,793)	(94,822)
0.00	Yarri Road (RRG 21-22)	4120150	540	RRG039A	(95,000)	(95,000)	(31,666)	0	31,666
0.81	Menzies North West Resurfacing SLK 5 - 10 (RRG 22/23)	4120151	540	RRG007D	(480,000)	(480,000)	(480,000)	(389,740)	90,260
0.35	Menzies North West 6 Km to Lake Ballard turn-off (RRG 22/23)	4120151	540	RRG007E	(1,332,000)	(1,332,000)	(1,332,000)	(464,660)	867,340
0.71	Evanston Menzies Road (RRG 21-22)	4120151	540	RRG008A	(283,312)	(283,312)	(283,311)	(200,000)	83,311
0.00	Tjuntjuntjara Access Road (Indigenous Community Access Rd)	4120164	540	ICA049	(240,000)	(240,000)	(240,000)	0	240,000
0.00	LRCI Kookynie road sealing 3 KLM (Dust suppression) Expendit	4120164	540	LRC0119	(484,890)	(484,890)	(363,666)	0	363,666
	Total - Transport				(4,995,830)	(4,995,830)	(4,398,600)	(1,732,193)	2,666,407
0.35	Total - Infrastructure - Roads				(4,995,830)	(4,995,830)	(4,398,600)	(1,732,193)	2,666,407

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS



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

% of Completion	Level of completion indicator, please see table at the top of this note for further detail.	Assets	Account Number	Balance Sheet Category	Job Number	Adopted		Amended		Variance (Under)/Over
						Annual Budget	Annual Budget	YTD Budget	Total YTD	
						\$	\$	\$	\$	\$
		Infrastructure - Footpaths								
		Transport								
0.00										
			4120170	560	FC000	(50,000)	(50,000)	(41,660)	0	41,660
					Total - Transport	(50,000)	(50,000)	(41,660)	0	41,660
0.00					Total - Infrastructure - Footpaths	(50,000)	(50,000)	(41,660)	0	41,660
		Infrastructure - Parks & Ovals								
		Recreation And Culture								
1.00			4110370	570	PC005	0	(41,245)	(34,370)	(41,244)	(6,874)
0.00			4110370	570	LRC0113	(50,000)	(50,000)	(37,500)	0	37,500
1.00			4110370	570	PC036	(10,000)	0	0	0	0
1.00			4110370	570	PC112	(10,000)	0	0	0	0
					Total - Recreation And Culture	(70,000)	(91,245)	(71,870)	(41,244)	30,626
0.45					Total - Infrastructure - Parks & Ovals	(70,000)	(91,245)	(71,870)	(41,244)	30,626
		Infrastructure - Other								
		Community Amenities								
0.91			4100790	590	LRC0114	(70,000)	(70,000)	(52,500)	(64,048)	(11,548)
0.00			4100790	590	LRC0116	(100,000)	(100,000)	(76,972)	0	76,972
1.00			4100790	590	C0103	0	0	0	(955)	(955)
					Total - Community Amenities	(170,000)	(170,000)	(129,472)	(65,003)	64,469
		Recreation And Culture								
0.00			4110390	590	PC002	(50,000)	(50,000)	(50,000)	0	50,000
0.00			4110390	590	IO040	(484,750)	(484,750)	(161,583)	(298)	161,286
					Total - Recreation And Culture	(534,750)	(534,750)	(211,583)	(298)	211,286
		Transport								
1.00			4120190	590	C0123	(50,000)	0	0	0	0
0.00			4120190	590	C100	(50,000)	(50,000)	(49,998)	0	49,998
0.00			4120190	590	C1211	(10,000)	(10,000)	(9,792)	0	9,792
0.00			4120190	590	GRIDCAP	(50,000)	(50,000)	(41,650)	0	41,650
0.00			4120790	590	C0121	(20,000)	(20,000)	(19,998)	0	19,998
					Total - Transport	(180,000)	(130,000)	(121,438)	0	121,438
		Economic Services								
0.09			4130290	590	C0131	(936,374)	(936,374)	(312,124)	(83,812)	228,312
0.00			4130290	590	LRC0117	(200,000)	(200,000)	(150,000)	0	150,000
					Total - Economic Services	(1,136,374)	(1,136,374)	(462,124)	(83,812)	378,312
0.08					Total - Infrastructure - Other	(2,021,124)	(1,971,124)	(924,617)	(149,112)	775,505
0.20					Grand Total	(12,569,975)	(11,026,220)	(7,616,450)	(2,220,919)	5,395,531

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

The Shire of Menzies do not have any loan debenture borrowings to be reported.

All debenture repayments were financed by general purpose revenue.

(b) Information on Financing

The Shire of Menzies do not have any lease financing to be reported.

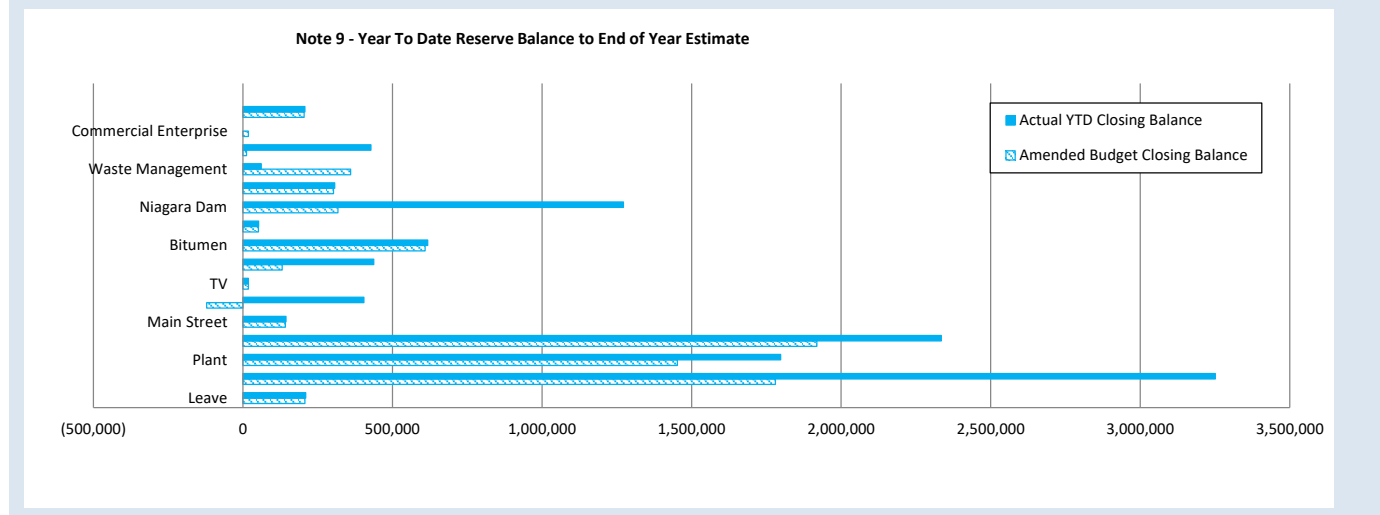
SHIRE OF MENZIES
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
 NOTE 10
 CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Leave	\$ 206,107	\$ 822	\$ 3,778	\$ 0	\$ 0	\$ 0	\$ 0	\$ 206,929	\$ 209,886
Building	3,192,928	12,735	58,440	0	0	(1,425,241)	0	1,780,422	3,251,368
Plant	1,765,297	7,041	32,313	0	0	(320,000)	0	1,452,338	1,797,610
Road	2,293,174	9,146	41,986	0	0	(383,312)	0	1,919,008	2,335,160
Main Street	141,160	563	2,595	0	0	0	0	141,723	143,755
Staff Amenities	397,322	1,585	7,284	0	0	(520,000)	0	(121,093)	404,606
TV	17,979	72	332	0	0	0	0	18,051	18,311
Caravan Park	429,588	1,713	7,864	0	0	(300,000)	0	131,301	437,452
Bitumen	606,885	2,421	11,103	0	0	0	0	609,306	617,988
Rates Creditors	51,401	205	934	0	0	0	0	51,606	52,335
Niagara Dam	1,248,915	4,981	22,871	0	0	(936,374)	0	317,522	1,271,786
Water Park	301,323	1,202	5,519	0	0	0	0	302,525	306,841
Waste Management	59,814	239	1,101	300,000	0	0	0	360,053	60,914
Former Post Office	420,512	1,677	7,700	0	0	(410,000)	0	12,189	428,211
Commercial Enterprise	0	4,787	0	13,221	0	0	0	18,008	0
Land Purchase	203,441	811	3,716	0	0	0	0	204,252	207,156
	11,335,845	50,000	207,535	313,221	0	(4,294,927)	0	7,404,139	11,543,380

KEY INFORMATION



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2022	Liability Increase	Liability Reduction	Closing Balance 30 Apr 2023
		\$	\$	\$	\$
Contract Liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	215,463	91,750	(110,090)	216,839
- non-operating	13	642,792	918,400	(821,184)	740,008
Total unspent grants, contributions and reimbursements		858,255	1,010,150	(931,274)	956,847
Provisions					
Annual leave		125,744	0	0	125,744
Long service leave		82,080	0	0	82,080
Total Provisions		207,824	0	0	207,824
Total Other Current Liabilities					1,164,671
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 12
OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2023	Current Liability 30 Apr 2023	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies									
General purpose funding									
Grants Commission - General (WALGGC)	0	0	0	0	0	1,544,728	1,544,728	1,544,728	431,584
Grants Commission - Roads (WALGGC)	0	0	0	0	0	731,061	731,061	731,061	333,142
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	0	21,456	(14,077)	7,379	7,379	8,000	8,000	6,660	14,077
Health									
WAPHA - LGA Suicide Prevention Grant	75,560	0	(75,560)	0	0	100,000	100,000	100,000	75,560
Recreation and culture									
Regional Library Services Grant	0	0	0	0	0	10,000	10,000	10,000	0
Menzies Discovery Day Grant	6,904	0	(6,904)	0	0	8,000	8,000	7,998	6,904
Transport									
Direct Grant (MRWA)	0	0	0	0	0	190,000	190,000	158,330	206,730
Street Lighting Subsidy (MRWA)	0	0	0	0	0	1,713	1,713	1,420	2,785
LRCIP Grant - Menzies Town Greening	50,000	0	(3,540)	46,460	46,460	100,000	100,000	83,340	3,540
Economic services									
WACRN Community Resource Centre Grant	83,000	80,000	0	163,000	163,000	80,000	80,000	80,000	0
	215,463	101,456	(100,080)	216,839	216,839	2,773,502	2,773,502	2,723,537	1,074,321
Operating Contributions									
Recreation and culture									
Menzies Discovery Day Contributions	0	0	0	0	0	20,000	20,000	16,660	2,818
Economic services									
INDUE Cashless Debit Card Contribution	0	(9,706)	(10,009)	0	(9,858)	38,000	38,000	31,660	39,582
	0	(9,706)	(10,009)	0	(9,858)	58,000	58,000	48,320	42,401
TOTALS	215,463	91,750	(110,090)	216,839	206,981	2,831,502	2,831,502	2,771,857	1,116,721

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2023	Current Liability 30 Apr 2023	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies									
Law, order, public safety									
LRCIP Grant - Menzies CCTV	45,000	0	0	45,000	45,000	90,000	90,000	67,500	0
Community amenities									
LRCIP Grant - Meeting Structure Tjuntjuntjara	35,000	0	(35,000)	0	0	70,000	70,000	52,500	35,000
LRCIP Grant - Sealing of Parking Menzies Public Toilets	50,000	0	0	50,000	50,000	100,000	100,000	75,000	0
LRCIP Grant - Rodeo site development	25,000	0	0	25,000	25,000	50,000	50,000	37,500	0
LRCIP Grant - Marmion Village Reserve Improvements	55,848	0	(41,244)	14,604	14,604	0	0	0	41,244
Transport									
RTR Grant Funded - Tjunjuntjara Access Road	0	0	0	0	0	190,000	190,000	63,333	0
RTR Grant Funded - Evanston Menzies Rd	0	0	0	0	0	510,628	510,628	510,628	0
RRG Grant Funded -Menzies North West Road Improvements (RRG 21-22)	9,500	0	0	9,500	9,500	0	0	0	0
RRG Grant Funded -Menzies North West Road Improvements (RRG 21-22)	0	0	0	0	0	198,000	198,000	198,000	0
RRG Grant Funded -Menzies North West Road Resurfacing SLK 5 - 10 (RRG 22-23)	0	483,200	(389,740)	93,460	93,460	480,000	480,000	480,000	389,740
RRG Grant Funded -Menzies North West Road 6 Km to Lake Ballard (RRG 22-23)	0	355,200	(355,200)	0	0	1,332,000	1,332,000	1,332,000	355,200
RRG Grant Funded -Evanston Menzies Road (RRG 21-22)	0	0	0	0	0	183,312	183,312	183,312	0
RRG Grant Funded -Tjuntjunjarra Access Rd	79,999	0	0	79,999	79,999	0	0	0	0
RRG Grant Funded -Yarri Road (RRG 21-22)	0	0	0	0	0	95,000	95,000	31,666	0
WALGGC Special Road Grant - Tjuntjuntjarra Access Road	0	0	0	0	0	240,000	240,000	80,000	0
LRCIP Grant - Kookynie road sealing 3 KLM (Dust suppression)	242,445	0	0	242,445	242,445	484,890	484,890	363,669	0
Economic services									
LRCIP Grant - Tourism Signage (district wide)	100,000	0	0	100,000	100,000	200,000	200,000	150,000	0
	642,792	918,400	(821,184)	740,008	740,008	4,223,830	4,223,830	3,625,108	821,184
Total Non-operating grants, subsidies and contributions	642,792	918,400	(821,184)	740,008	740,008	4,223,830	4,223,830	3,625,108	821,184

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023NOTE 14
BONDS & DEPOSITS AND TRUST FUNDS

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

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

Description	Opening Balance 01 Jul 2022	Amount Received	Amount Paid	Closing Balance 30 Apr 2023
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Pet Bonds	200.00	102.50	(102.50)	200.00
Staff Housing Bonds	3,520.00	697.00	(320.00)	3,897.00
BCITF	(608.25)	2,140.19	(2,123.69)	(591.75)
Building Levy	(15.00)	24,158.09	(24,161.79)	(18.70)
Nomination Fees	0.00	0.00	0.00	0.00
Unclaimed Moines	400.00	0.00	0.00	400.00
Hall Hire Bond	100.00	0.00	0.00	100.00
Other Housing Bond	0.00	0.00	0.00	0.00
Community Bus Bond	200.00	0.00	0.00	200.00
Retention Bonds & Liabilities	5,744.25	0.00	0.00	5,744.25
Sub-Total	9,541.00	27,097.78	(26,707.98)	9,930.80
Trust Funds				
Nil				
Sub-Total	0.00	0.00	0.00	0.00
	9,541.00	27,097.78	(26,707.98)	9,930.80

KEY INFORMATION

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2023

NOTE 15

EXPLANATION OF SIGNIFICANT VARIANCES

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

The material variance adopted by Council for the 2022/23 year is \$25,000 and 10%.

Reporting Program	Var. \$	Var. %	Var. ▲▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$	%				
General Purpose Funding - Other	(1,445,686)	(57%)	▼	S	Permanent	Permanent - Financial Assistance Grants in advance budgeted in error.
Economic Services	(47,968)	(18%)	▼	S	Timing	Timing - allocation budget FY 22/23
Expenditure from operating activities						
General Purpose Funding	82,918	24%	▲	S	Timing	Positive variance due to Rates Write Offs tracking lower the budgeted.
Health	52,830	35%	▲	S	Timing	Positive variance due to Wapha - Lga Suicide Prevention, Contract EHO and Pest Control Program expenditure tracking lower the budgeted.
Community Amenities	39,690	11%	▲	S	Timing	Positive variance due to expenditure tracking lower than budgeted across all programs with the exception of Other Community Amenities which is tracking higher than budgeted for both Operational and Maintenance Expenditure.
Recreation and Culture	216,421	25%	▲	S	Timing	Positive variance due to expenditure tracking lower than budgeted across all programs
Transport	455,312	20%	▲	S	Timing	Positive variance due to Transport Maintenance expenditure tracking lower than budgeted, however Consultants cost have exceeded budgeted amount by \$26,000.
Economic Services	419,358	29%	▲	S	Timing	Positive variance due to both Tourism & Area Promotion and Other Economic Services tracking lower than budgeted with cost yet to be incurred for subscription & membership and NGWG. However Maintenance/Operational cost at the Caravan Park are substantially exceeding budget.
Investing Activities						
Non-operating Grants, Subsidies and Contributions	(2,803,924)	(77%)	▼	S	Timing	Budget Allocations for completed projects which are grant related in this FY are ahead of actuals.
Land and Buildings	1,738,078	87%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Plant and Equipment	143,254	78%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Roads	2,666,407	61%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Footpaths	41,660	100%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Parks and Ovals	30,626	43%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Other	775,505	84%	▲	S	Timing	Capital works - Refer to Note 8 Capital details
Financing Activities						
Transfer from Reserves	(4,289,927)	(100%)	▼	S	Timing	Most allocations occur at year-end
Transfer to Reserves	155,521	43%	▲	S	Timing	Most allocations occur at year-end

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		General Purpose Funding				
		Rates				
		Operating Income				
	3030120	RATES - Instalment Admin Fee Received	-\$7,000.00	-\$7,000.00	-\$5,890.00	\$1,110.00
	3030121	RATES - Account Enquiry Charges	-\$100.00	-\$80.00	\$0.00	\$80.00
	3030122	RATES - Reimbursement of Debt Collection Costs	-\$5,000.00	-\$4,160.00	-\$1,187.88	\$2,972.12
	3030130	RATES - Rates Levied - Synergy	-\$4,100,270.33	-\$4,100,270.33	-\$4,181,341.58	-\$81,071.25
	3030145	RATES - Penalty Interest Received	-\$40,000.00	-\$40,000.00	-\$29,084.64	\$10,915.36
	3030146	RATES - Instalment Interest Received	-\$7,000.00	-\$7,000.00	-\$8,874.68	-\$1,874.68
		Operating IncomeCheck	-\$4,159,370.33	-\$4,158,510.33	-\$4,226,378.78	-\$67,868.45
		Other General Purpose Funding				
		Operating Income				
	3030201	GEN PUR - Reimbursements	-\$100.00	-\$80.00	\$0.00	\$80.00
	3030210	GEN PUR - Financial Assistance Grant - General	-\$1,544,728.00	-\$1,544,728.00	-\$431,584.00	\$1,113,144.00
	3030211	GEN PUR - Financial Assistance Grant - Roads	-\$731,061.00	-\$731,061.00	-\$333,141.50	\$397,919.50
	3030214	GEN PUR - Grant Funding	\$0.00	\$0.00	-\$41,243.90	-\$41,243.90
	3030220	GEN PUR - Charges - Photocopying / Faxing	-\$205.00	-\$170.00	\$0.00	\$170.00
	3030235	GEN PUR - Other Income	\$0.00	\$0.00	-\$10,828.66	-\$10,828.66
	3030245	GEN PUR - Interest Earned - Reserve Funds	-\$200,000.00	-\$166,670.00	-\$207,534.66	-\$40,864.66
	3030246	GEN PUR - Interest Earned - Municipal Funds	-\$20,000.00	-\$16,670.00	-\$43,806.76	-\$27,136.76
		Operating IncomeCheck	-\$2,496,094.00	-\$2,459,379.00	-\$1,068,139.48	\$1,391,239.52
		Rates				
		Operating Expenditure				
	2030100	RATES - Employee Costs	\$73,130.66	\$59,053.00	\$63,329.75	\$4,276.75
	2030104	RATES - Training & Development	\$4,000.00	\$3,200.00	\$2,240.00	-\$960.00
	2030105	RATES - Recruitment	\$3,000.00	\$3,000.00	\$2,250.80	-\$749.20
	2030108	RATES - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2030112	RATES - Valuation Expenses	\$10,000.00	\$8,330.00	\$1,456.06	-\$6,873.94
	2030113	RATES - Title/Company Searches	\$100.00	\$80.00	\$0.00	-\$80.00
	2030114	RATES - Debt Collection Expenses	\$22,000.00	\$18,330.00	\$16,750.89	-\$1,579.11
	2030115	RATES - Printing and Stationery	\$500.00	\$410.00	\$0.00	-\$410.00
	2030116	RATES - Postage and Freight	\$1,000.00	\$830.00	\$1,065.57	\$235.57
	2030118	RATES - Rates Write Off	\$220,000.00	\$176,000.00	\$103,989.01	-\$72,010.99
	2030119	RATES - Seizure of Land	\$5,000.00	\$4,000.00	\$311.28	-\$3,688.72
	2030152	RATES - Consultants	\$20,000.00	\$0.00	\$11,004.00	\$11,004.00
	2030187	RATES - Other Expenses Relating To Rates	\$500.00	\$410.00	\$50.78	-\$359.22
	2030199	RATES - Administration Allocated	\$51,541.00	\$42,950.00	\$34,267.58	-\$8,682.42
		Operating ExpenditureCheck	\$410,771.66	\$316,593.00	\$236,715.72	-\$79,877.28
		Other General Purpose Funding				
		Operating Expenditure				
	2030211	GEN PUR - Bank Fees & Charges	\$5,000.00	\$4,160.00	\$6,902.44	\$2,742.44
	2030214	GEN PUR - Rounding	\$10.00	\$0.00	\$1.35	\$1.35
	2030299	GEN PUR - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$39,371.00	\$32,790.00	\$29,748.91	-\$3,041.09
		General Purpose Funding Total Income	-\$6,655,464.33	-\$6,617,889.33	-\$5,294,518.26	\$1,323,371.07
		General Purpose Funding Total Expenditure	\$450,142.66	\$349,383.00	\$266,464.63	-\$82,918.37
		Governance				
		Members Of Council				
		Operating Income				
	3040101	MEMBERS - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00
		Operating IncomeCheck	\$0.00	\$0.00	\$0.00	\$0.00
		Other Governance				
		Operating Income				
	3040201	OTH GOV - Reimbursements	-\$6,000.00	-\$6,000.00	\$6,055.11	\$12,055.11
		Operating IncomeCheck	-\$6,000.00	-\$6,000.00	\$6,055.11	\$12,055.11
		Members Of Council				
		Operating Expenditure				
	2040104	MEMBERS - Training & Development	\$45,000.00	\$37,427.00	\$12,422.73	-\$25,004.27
	2040109	MEMBERS - Members Travel and Accommodation	\$40,000.00	\$33,330.00	\$38,723.70	\$5,393.70
	2040111	MEMBERS - Mayors/Presidents Allowance	\$19,864.00	\$16,550.00	\$16,553.30	\$3.30
	2040112	MEMBERS - Deputy Mayors/Presidents Allowance	\$4,966.00	\$4,130.00	\$4,138.30	\$8.30
	2040113	MEMBERS - Members Sitting Fees	\$75,870.00	\$63,220.00	\$63,225.16	\$5.16
	2040114	MEMBERS - Communications Allowance	\$7,700.00	\$6,410.00	\$6,416.64	\$6.64
	2040115	MEMBERS - Printing and Stationery	\$400.00	\$330.00	\$0.00	-\$330.00
	2040116	MEMBERS - Election Expenses	\$4,000.00	\$0.00	\$0.00	\$0.00
	2040120	MEMBERS - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2040121	MEMBERS - Information Systems	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00
	2040129	MEMBERS - Donations to Community Groups	\$30,000.00	\$24,000.00	\$5,136.58	-\$18,863.42
	2040130	MEMBERS - Insurance Expenses	\$10,058.00	\$8,380.00	\$7,543.50	-\$836.50
	2040186	MEMBERS - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00
	2040187	MEMBERS - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2040199	MEMBERS - Administration Allocated	\$343,606.00	\$286,330.00	\$228,450.40	-\$57,879.60
		Operating ExpenditureCheck	\$589,464.00	\$486,767.00	\$382,610.31	-\$104,156.69

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Other Governance				
		Operating Expenditure				
	2040200	OTH GOV - Employee Costs	\$337,783.98	\$272,811.00	\$317,114.83	\$44,303.83
	2040204	OTH GOV - Training & Development	\$15,000.00	\$12,000.00	\$1,701.43	-\$10,298.57
	2040205	OTH GOV - Recruitment	\$25,000.00	\$20,000.00	\$5,547.33	-\$14,452.67
	2040206	OTH GOV - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00
	2040208	OTH GOV - Other Employee Expenses	\$0.00	\$0.00	\$399.02	\$399.02
	2040209	OTH GOV - Travel and Accommodation	\$6,000.00	\$4,000.00	\$5,426.19	\$1,426.19
	2040210	OTH GOV - Motor Vehicle Expenses	\$15,857.00	\$13,210.00	\$18,692.66	\$5,482.66
	2040211	OTH GOV - Civic Functions, Refreshments & Receptions	\$4,000.00	\$3,330.00	\$3,649.06	\$319.06
	2040215	OTH GOV - Printing and Stationery	\$0.00	\$0.00	\$222.00	\$222.00
	2040216	OTH GOV - Postage and Freight	\$0.00	\$0.00	\$270.55	\$270.55
	2040220	OTH GOV - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2040221	OTH GOV - Information Systems	\$4,080.00	\$3,400.00	\$0.00	-\$3,400.00
	2040240	OTH GOV - Advertising & Promotion	\$2,000.00	\$1,660.00	\$358.91	-\$1,301.09
	2040241	OTH GOV - Subscriptions & Memberships	\$74,452.00	\$74,452.00	\$50,437.99	-\$24,014.01
	2040250	OTH GOV - Consultancy - Statutory	\$11,000.00	\$8,800.00	\$0.00	-\$8,800.00
	2040251	OTH GOV - Consultancy - Strategic	\$26,000.00	\$20,800.00	\$19,250.00	-\$1,550.00
	2040252	OTH GOV - Other Consultancy	\$5,000.00	\$4,170.00	\$6,681.36	\$2,511.36
	2040285	OTH GOV - Legal Expenses	\$15,000.00	\$12,500.00	\$4,808.17	-\$7,691.83
	2040286	OTH GOV - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$6,955.41	\$2,795.41
	2040298	OTH GOV - Staff Housing Allocated	\$9,906.00	\$8,250.00	\$36,090.34	\$27,840.34
	2040299	OTH GOV - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$590,439.98	\$492,173.00	\$500,450.37	\$8,277.37
		Governance Total Income	-\$6,000.00	-\$6,000.00	\$6,055.11	\$12,055.11
		Governance Total Expenditure	\$1,179,903.98	\$978,940.00	\$883,060.68	-\$95,879.32
		Law, Order & Public Safety				
		Animal Control				
		Operating Income				
	3050110	FIRE - Grants	\$0.00	\$0.00	\$0.00	\$0.00
		Operating IncomeCheck	\$0.00	\$0.00	\$0.00	\$0.00
		Animal Control				
		Operating Income				
	3050220	ANIMAL - Pound Fees	-\$50.00	-\$40.00	\$0.00	\$40.00
	3050221	ANIMAL - Animal Registration Fees	-\$100.00	-\$80.00	-\$202.50	-\$122.50
		Operating IncomeCheck	-\$150.00	-\$120.00	-\$202.50	-\$82.50
		Emergency Services Levy - Bush Fire Brigade				
		Operating Income				
	3050502	ESL BFB - Admin Fee/Commission	-\$4,000.00	-\$3,330.00	-\$4,000.00	-\$670.00
	3050510	ESL BFB - Operating Grant	-\$8,000.00	-\$6,660.00	-\$14,076.99	-\$7,416.99
	3050545	ESL BFB - Non-Payment Penalty Interest	-\$4,000.00	-\$4,000.00	-\$2,732.23	\$1,267.77
		Operating IncomeCheck	-\$16,000.00	-\$13,990.00	-\$20,809.22	-\$6,819.22
		Fire Prevention				
		Operating Expenditure				
	2050110	FIRE - Motor Vehicle Expenses	\$7.00	\$7.00	\$4.74	-\$2.26
	2050113	FIRE - Fire Prevention and Planning	\$500.00	\$410.00	\$0.00	-\$410.00
	2050115	FIRE - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00
	2050188	FIRE - Building Operations	\$795.00	\$650.00	\$2,817.53	\$2,167.53
	2050189	FIRE - Building Maintenance	\$961.00	\$790.00	\$181.82	-\$608.18
	2050192	FIRE - Depreciation	\$3,268.00	\$2,720.00	\$2,708.31	-\$11.69
		Operating ExpenditureCheck	\$5,531.00	\$4,577.00	\$5,712.40	\$1,135.40
		Animal Control				
		Operating Expenditure				
	2050252	ANIMAL - Consultants	\$0.00	\$0.00	\$0.00	\$0.00
	2050253	ANIMAL - Contract Services	\$30,000.00	\$25,000.00	\$25,060.00	\$60.00
	2050265	ANIMAL - Animal Care Day Menzies	\$5,000.00	\$4,160.00	\$3,250.40	-\$909.60
	2050288	ANIMAL - Animal Pound Operations	\$100.00	\$80.00	\$0.00	-\$80.00
	2050289	ANIMAL - Animal Pound Maintenance	\$100.00	\$80.00	\$0.00	-\$80.00
	2050292	ANIMAL - Depreciation	\$1,259.00	\$1,040.00	\$1,043.70	\$3.70
	2050299	ANIMAL - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$70,820.00	\$58,990.00	\$52,199.22	-\$6,790.78
		Other Law, Order & Public Safety				
		Operating Expenditure				
	2050312	OLOPS - LEMC Support	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2050313	OLOPS - Community Emergency Services	\$8,975.00	\$7,396.00	\$0.00	-\$7,396.00
	2050392	OLOPS - Depreciation	\$0.00	\$0.00	\$22,160.11	\$22,160.11
	2050399	OLOPS - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$18,565.00	\$15,376.00	\$27,871.42	\$12,495.42

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Emergency Services Levy - Bush Fire Brigade				
		Operating Expenditure				
	2050530	ESL BFB - Insurance Expenses	\$1,500.00	\$1,250.00	\$2,209.50	\$959.50
	2050565	ESL BFB - Maintenance Plant & Equipment	\$7,209.50	\$6,000.00	\$13,502.26	\$7,502.26
	2050589	ESL BFB - Maintenance Land & Buildings	\$7,223.00	\$5,963.00	\$0.00	-\$5,963.00
	2050599	ESL BFB - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$24,522.50	\$20,363.00	\$21,423.07	\$1,060.07
		Law, Order & Public Safety Total Income	-\$16,150.00	-\$14,110.00	-\$21,011.72	-\$6,901.72
		Law, Order & Public Safety Total Expenditure	\$119,438.50	\$99,306.00	\$107,206.11	\$7,900.11
		Health				
		Preventative Services - Inspection/Admin				
		Operating Income				
	3070410	HEALTH - Grants	-\$100,000.00	-\$100,000.00	-\$75,559.79	\$24,440.21
	3070420	HEALTH - Health Regulatory Fees & Charges	-\$300.00	-\$250.00	-\$1,083.25	-\$833.25
		Operating IncomeCheck	-\$100,300.00	-\$100,250.00	-\$76,643.04	\$23,606.96
		Preventative Services - Inspection/Admin				
		Operating Expenditure				
	2070411	HEALTH - Contract EHO	\$40,000.00	\$33,330.00	\$26,882.19	-\$6,447.81
	2070412	HEALTH - Analytical Expenses	\$400.00	\$330.00	\$360.00	\$30.00
	2070485	HEALTH - Legal Expenses	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00
	2070487	HEALTH - Other Expenses	\$100,000.00	\$80,000.00	\$65,026.06	-\$14,973.94
	2070499	HEALTH - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$151,990.00	\$123,310.00	\$97,979.56	-\$25,330.44
		Other Health				
		Operating Expenditure				
	2070750	OTH HEALTH - Nurse Expenses	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00
		Operating ExpenditureCheck	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00
		Health Total Income	-\$100,300.00	-\$100,250.00	-\$76,643.04	\$23,606.96
		Health Total Expenditure	\$154,990.00	\$125,810.00	\$97,979.56	-\$27,830.44
		Education & Welfare				
		Other Welfare				
		Operating Expenditure				
	2080700	WELFARE - Employee Costs	\$20,513.69	\$17,100.00	\$6,784.07	-\$10,315.93
	2080712	WELFARE - Youth Services	\$4,000.00	\$3,320.00	\$1,164.46	-\$2,155.54
		Operating Expenditure Total	\$24,513.69	\$20,420.00	\$7,948.53	-\$2,155.54
		Education & Welfare Total Expenditure	\$24,513.69	\$20,420.00	\$7,948.53	-\$2,155.54
		Housing				
		Staff Housing				
		Operating Income				
	3090101	STF HOUSE - Staff Rental Reimbursements	-\$21,000.00	-\$17,500.00	-\$25,440.00	-\$7,940.00
	3090120	STF HOUSE - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00
		Operating IncomeCheck	-\$21,000.00	-\$17,500.00	-\$25,440.00	-\$7,940.00
		Other Housing				
		Operating Income				
	3090220	OTH HOUSE - Fees & Charges	-\$24,180.00	-\$20,150.00	-\$28,901.69	-\$8,751.69
	3090235	OTH HOUSE - Other Income	-\$200.00	-\$160.00	\$0.00	\$160.00
		Operating IncomeCheck	-\$24,380.00	-\$20,310.00	-\$28,901.69	-\$8,591.69
		Staff Housing				
		Operating Expenditure				
	2090186	STF HOUSE - Expensed Minor Asset Purchases	\$5,000.00	\$5,000.00	\$2,220.91	-\$2,779.09
	2090188	STF HOUSE - Staff Housing Building Operations	\$19,767.00	\$16,370.00	\$19,102.58	\$2,732.58
	2090189	STF HOUSE - Staff Housing Building Maintenance	\$75,079.00	\$62,180.00	\$76,724.97	\$14,544.97
	2090192	STF HOUSE - Depreciation	\$57,462.00	\$47,880.00	\$54,898.49	\$7,018.49
	2090198	STF HOUSE - Staff Housing Costs Recovered	-\$62,676.00	-\$52,230.00	-\$57,569.94	-\$5,339.94
		Operating ExpenditureCheck	\$94,632.00	\$79,200.00	\$95,377.01	\$16,177.01
		Other Housing				
		Operating Expenditure				
	2090285	OTH HOUSE - Legal Expenses	\$4,000.00	\$3,330.00	\$0.00	-\$3,330.00
	2090288	OTH HOUSE - Building Operations	\$14,213.00	\$11,760.00	\$17,577.49	\$5,817.49
	2090289	OTH HOUSE - Building Maintenance	\$31,194.00	\$25,727.00	\$43,351.68	\$17,624.68
	2090292	OTH HOUSE - Depreciation	\$35,694.00	\$29,740.00	\$30,774.38	\$1,034.38
	2090298	OTH HOUSE - Staff Housing Costs Recovered	-\$20,290.00	-\$16,900.00	-\$38,460.66	-\$21,560.66
	2090299	OTH HOUSE - Administration Allocated	\$34,361.00	\$28,630.00	\$45,690.03	\$17,060.03
		Operating ExpenditureCheck	\$99,172.00	\$82,287.00	\$98,932.92	\$16,645.92
		Housing Total Income	-\$45,380.00	-\$37,810.00	-\$54,341.69	-\$16,531.69
		Housing Total Expenditure	\$193,804.00	\$161,487.00	\$194,309.93	\$32,822.93

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Community Amenities				
		Sanitation - General				
		Operating Income				
	3100120	SAN - Domestic Refuse Collection Charges	-\$10,000.00	-\$8,330.00	-\$11,672.54	-\$3,342.54
		Operating IncomeCheck	-\$10,000.00	-\$8,330.00	-\$11,672.54	-\$3,342.54
		Sanitation - Other				
		Operating Income				
	3100200	SAN OTH - Commercial Collection Charge	-\$5,000.00	-\$4,160.00	\$0.00	\$4,160.00
		Operating IncomeCheck	-\$5,000.00	-\$4,160.00	\$0.00	\$4,160.00
		Sewerage				
		Operating Income				
	3100321	SEW - Septic Tank Inspection Fees	-\$700.00	-\$580.00	\$0.00	\$580.00
	3100335	SEW - Other Income	-\$1,000.00	-\$830.00	-\$472.00	\$358.00
		Operating IncomeCheck	-\$1,700.00	-\$1,410.00	-\$472.00	\$938.00
		Town Planning & Regional Development				
		Operating Income				
	3100620	PLAN - Planning Application Fees	-\$500.00	-\$410.00	-\$911.00	-\$501.00
		Operating IncomeCheck	-\$500.00	-\$410.00	-\$911.00	-\$501.00
		Other Community Amenities				
		Operating Income				
	3100710	COM AMEN - Grants	-\$170,000.00	-\$127,500.00	-\$35,000.00	\$92,500.00
	3100735	COM AMEN - Other Income	\$0.00	\$0.00	\$0.00	\$0.00
		Operating IncomeCheck	-\$170,000.00	-\$127,500.00	-\$35,000.00	\$92,500.00
		Sanitation - General				
		Operating Expenditure				
	2100111	SAN - Waste Collection	\$94,464.00	\$78,178.00	\$61,668.52	-\$16,509.48
	2100117	SAN - General Tip Maintenance	\$63,568.00	\$52,690.00	\$38,805.62	-\$13,884.38
	2100118	SAN - Purchase of Bins (Sulo and Other)	\$2,000.00	\$1,660.00	\$0.00	-\$1,660.00
	2100119	SAN - Landfill Closure	\$26,000.00	\$21,000.00	\$22,450.00	\$1,450.00
	2100192	SAN - Depreciation	\$8,672.00	\$7,220.00	\$7,187.33	-\$32.67
	2100199	SAN - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$229,065.00	\$189,378.00	\$152,956.59	-\$36,421.41
		Sanitation - Other				
		Operating Expenditure				
	2100211	SAN OTH - Waste Collection	\$0.00	\$0.00	\$0.00	\$0.00
	2100212	SAN OTH - Waste Disposal	\$1,300.00	\$1,300.00	\$1,303.50	\$3.50
	2100214	SAN OTH - Purchase of Street Bins	\$500.00	\$500.00	\$0.00	-\$500.00
		Operating ExpenditureCheck	\$1,800.00	\$1,800.00	\$1,303.50	-\$496.50
		Sewerage				
		Operating Expenditure				
	2100365	SEW - Maintenance/Operations	\$6,340.00	\$5,218.00	\$0.00	-\$5,218.00
	2100399	SEW - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$40,701.00	\$33,848.00	\$22,845.12	-\$11,002.88
		Town Planning & Regional Development				
		Operating Expenditure				
	2100615	PLAN - Printing and Stationery	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2100640	PLAN - Advertising & Promotion	\$5,000.00	\$4,160.00	\$2,201.82	-\$1,958.18
	2100650	PLAN - Contract Town Planning	\$2,880.00	\$2,400.00	\$0.00	-\$2,400.00
	2100652	PLAN - Consultants	\$25,000.00	\$20,830.00	\$30,602.50	\$9,772.50
	2100653	PLAN - Scheme Amendments	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2100699	PLAN - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$43,470.00	\$36,200.00	\$38,515.63	\$2,315.63
		Other Community Amenities				
		Operating Expenditure				
	2100711	COM AMEN - Cemetery Maintenance/Operations	\$6,961.00	\$5,716.00	\$1,821.77	-\$3,894.23
	2100788	COM AMEN - Public Conveniences Operations	\$72,120.00	\$59,431.00	\$73,329.86	\$13,898.86
	2100789	COM AMEN - Public Conveniences Maintenance	\$19,130.00	\$15,726.00	\$11,508.43	-\$4,217.57
	2100792	COM AMEN - Depreciation	\$12,000.00	\$10,000.00	\$11,566.48	\$1,566.48
	2100799	COM AMEN - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$118,801.00	\$98,023.00	\$103,937.85	\$5,914.85
		Community Amenities Total Income	-\$187,200.00	-\$141,810.00	-\$48,055.54	\$93,754.46
		Community Amenities Total Expenditure	\$433,837.00	\$359,249.00	\$319,558.69	-\$39,690.31

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Recreation & Culture				
		Public Halls And Civic Centres				
		Operating Income				
	3110120	HALLS - Town Hall Hire	-\$200.00	-\$160.00	-\$147.28	\$12.72
	3110135	HALLS - Other Income	-\$100.00	-\$80.00	\$0.00	\$80.00
		Operating IncomeCheck	-\$300.00	-\$240.00	-\$147.28	\$92.72
		Other Recreation And Sport				
		Operating Income				
	3110320	REC - Fees & Charges	-\$100.00	-\$80.00	\$0.00	\$80.00
	3110335	REC - Other Income	-\$100.00	-\$80.00	\$0.00	\$80.00
		Operating IncomeCheck	-\$200.00	-\$160.00	\$0.00	\$160.00
		Libraries				
		Operating Income				
	3110501	LIBRARY - Reimbursements Lost Books	\$100.00	\$80.00	\$0.00	-\$80.00
	3110540	LIBRARY - Fines & Penalties	-\$100.00	-\$80.00	\$0.00	\$80.00
		Operating IncomeCheck	\$0.00	\$0.00	\$0.00	\$0.00
		Other Culture				
		Operating Income				
	3110700	OTH CUL - Contributions & Donations - Other Culture	-\$20,000.00	-\$16,660.00	-\$2,818.18	\$13,841.82
	3110710	OTH CUL - Grants - Other Culture	-\$8,000.00	-\$7,998.00	-\$6,903.56	\$1,094.44
	3110720	OTH CUL - Fees & Charges	-\$100.00	-\$80.00	\$0.00	\$80.00
	3110735	OTH CUL - Other Income	-\$100.00	-\$80.00	-\$938.18	-\$858.18
		Operating IncomeCheck	-\$28,200.00	-\$24,818.00	-\$10,659.92	\$14,158.08
		Public Halls And Civic Centres				
		Operating Expenditure				
	2110186	HALLS - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00
	2110188	HALLS - Town Halls and Public Bldg Operations	\$9,792.00	\$8,149.00	\$6,748.55	-\$1,400.45
	2110189	HALLS - Town Halls and Public Bldg Maintenance	\$3,538.00	\$2,907.00	\$4,158.21	\$1,251.21
	2110199	HALLS - Administration Allocated	\$85,902.00	\$71,580.00	\$57,112.60	-\$14,467.40
		Operating ExpenditureCheck	\$104,232.00	\$86,796.00	\$68,019.36	-\$18,776.64
		Other Recreation And Sport				
		Operating Expenditure				
	2110300	REC - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00
	2110353	REC - Sports Courts Maintenance/Operations	\$9,684.00	\$8,011.00	\$11,587.65	\$3,576.65
	2110355	REC - Water Park Maintenance/Operations	\$64,563.00	\$53,419.00	\$50,784.35	-\$2,634.65
	2110365	REC - Parks & Gardens Maintenance/Operations	\$187,472.00	\$155,183.00	\$120,841.23	-\$34,341.77
	2110366	REC - Town Sports Oval Maintenance/Operations	\$10,000.00	\$10,000.00	\$5,191.49	-\$4,808.51
	2110367	REC - Rodeo Grounds Maintenance/Operations	\$13,050.00	\$11,143.00	\$1,061.05	-\$10,081.95
	2110368	REC - Playground Equipment Mtce	\$6,869.00	\$5,663.00	\$3,381.52	-\$2,281.48
	2110386	REC - Expensed Minor Asset Purchases	\$20,000.00	\$20,000.00	\$0.00	-\$20,000.00
	2110388	REC - Youth Centre Building Operations	\$15,631.00	\$12,896.00	\$4,172.03	-\$8,723.97
	2110389	REC - Youth Centre Building Maintenance	\$6,020.00	\$4,961.00	\$7,619.31	\$2,658.31
	2110392	REC - Depreciation	\$39,226.00	\$32,680.00	\$60,519.00	\$27,839.00
	2110399	REC - Administration Allocated	\$137,443.00	\$114,530.00	\$91,380.16	-\$23,149.84
		Operating ExpenditureCheck	\$509,958.00	\$428,486.00	\$356,537.79	-\$71,948.21
		Tv And Radio Re-Broadcasting				
		Operating Expenditure				
	2110465	TV RADIO - Re-Broadcasting Maintenance/Operations	\$12,566.00	\$10,300.00	\$5,970.41	-\$4,329.59
	2110492	TV RADIO - Depreciation	\$42,732.00	\$35,610.00	\$35,416.65	-\$193.35
	2110499	TV RADIO - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$89,659.00	\$74,540.00	\$64,232.18	-\$10,307.82
		Libraries				
		Operating Expenditure				
	2110512	LIBRARY - Book Purchases	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2110515	LIBRARY - Printing and Stationery	\$200.00	\$160.00	\$0.00	-\$160.00
	2110516	LIBRARY - Postage and Freight	\$200.00	\$160.00	\$350.64	\$190.64
	2110541	LIBRARY - Subscriptions & Memberships	\$1,460.00	\$1,210.00	\$150.00	-\$1,060.00
	2110586	LIBRARY - Expensed Minor Asset Purchases	\$2,000.00	\$2,000.00	\$0.00	-\$2,000.00
	2110588	LIBRARY - Library Building Operations	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2110599	LIBRARY - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$14,450.00	\$12,340.00	\$6,211.95	-\$6,128.05
		Heritage				
		Operating Expenditure				
	2110688	HERITAGE - Building Operations	\$3,719.00	\$3,073.00	\$1,544.19	-\$1,528.81
	2110689	HERITAGE - Building Maintenance	\$12,848.00	\$10,581.00	\$9,275.19	-\$1,305.81
		Operating ExpenditureCheck	\$16,567.00	\$13,654.00	\$10,819.38	-\$2,834.62
		Other Culture				
		Operating Expenditure				
	2110711	OTH CUL - Australia Day	\$1,857.00	\$1,523.00	\$657.90	-\$865.10
	2110712	OTH CUL - ANZAC Day	\$1,000.00	\$830.00	\$591.55	-\$238.45
	2110714	OTH CUL - Christmas Events	\$5,000.00	\$4,160.00	\$6,121.00	\$1,961.00

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
	2110716	OTH CUL - Postage and Freight	\$50.00	\$40.00	\$0.00	-\$40.00
	2110718	OTH CUL - Community Grants Scheme	\$9,500.00	\$7,910.00	\$0.00	-\$7,910.00
	2110719	OTH CUL - Menzies School Programs	\$50,000.00	\$41,660.00	\$50,000.00	\$8,340.00
	2110723	OTH CUL - Outback Graves	\$25,000.00	\$20,830.00	\$25,000.00	\$4,170.00
	2110725	OTH CUL - Festival & Events	\$46,340.00	\$45,220.00	\$31,234.58	-\$13,985.42
	2110743	OTH CUL - Other Festival Events	\$20,000.00	\$16,000.00	\$535.00	-\$15,465.00
	2110760	OTH CUL - Tjuntjnjara Community Programs & Events	\$62,000.00	\$51,650.00	\$15,042.57	-\$36,607.43
	2110799	OTH CUL - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$255,108.00	\$218,453.00	\$152,027.72	-\$66,425.28
		Recreation & Culture Total Income	-\$28,700.00	-\$25,218.00	-\$10,807.20	\$14,410.80
		Recreation & Culture Total Expenditure	\$989,974.00	\$834,269.00	\$657,848.38	-\$176,420.62
		Transport				
		Construction - Streets, Roads, Bridges & Depots				
		Operating Income				
	3120110	ROADC - Regional Road Group Grants (MRWA)	-\$2,288,312.00	-\$2,224,978.00	-\$744,940.46	\$1,480,037.54
	3120111	ROADC - Roads to Recovery Grant	-\$700,628.00	-\$573,961.00	\$0.00	\$573,961.00
	3120117	ROADC - Other Grants - Aboriginal Roads	-\$240,000.00	-\$80,000.00	\$0.00	\$80,000.00
		Operating IncomeCheck	-\$3,228,940.00	-\$2,878,939.00	-\$744,940.46	\$2,133,998.54
		Maintenance - Streets, Roads, Bridges & Depots				
		Operating Income				
	3120200	ROADM - Street Lighting Subsidy	-\$1,713.00	-\$1,420.00	-\$2,784.80	-\$1,364.80
	3120210	ROADM - Direct Road Grant (MRWA)	-\$190,000.00	-\$158,330.00	-\$206,730.00	-\$48,400.00
	3120211	ROADM - Other Grants	-\$100,000.00	-\$83,340.00	-\$3,540.00	\$79,800.00
	3120235	ROADM - Other Income	-\$500.00	-\$410.00	-\$9,929.09	-\$9,519.09
		Operating IncomeCheck	-\$292,213.00	-\$243,500.00	-\$222,983.89	\$20,516.11
		Maintenance - Streets, Roads, Bridges & Depots				
		Operating Expenditure				
	2120211	ROADM - Road Maintenance - Built Up Areas	\$88,182.00	\$73,459.00	\$73,667.70	\$208.70
	2120212	ROADM - Road Maintenance - Sealed Outside BUA	\$12,445.00	\$10,268.00	\$0.00	-\$10,268.00
	2120213	ROADM - Road Maintenance - Gravel Outside BUA	\$326,120.00	\$271,109.00	\$95,641.00	-\$175,468.00
	2120214	ROADM - Road Maintenance - Formed Outside BUA	\$452,278.00	\$374,023.00	\$262,517.02	-\$111,505.98
	2120217	ROADM - Ancillary Maintenance - Built Up Areas	\$327,859.00	\$238,231.00	\$86,575.41	-\$151,655.59
	2120232	ROADM - Crossover Council Contribution	\$18,975.00	\$15,790.00	\$0.00	-\$15,790.00
	2120234	ROADM - Street Lighting	\$10,200.00	\$8,500.00	\$9,017.81	\$517.81
	2120235	ROADM - Traffic Signs/Equipment (Safety)	\$500.00	\$410.00	\$310.55	-\$99.45
	2120236	ROADM - Bores for Roadworks Maintenance/Operations	\$1,321.00	\$1,086.00	\$0.00	-\$1,086.00
	2120237	ROADM - Road Grids Maintenance	\$6,880.00	\$5,709.00	\$0.00	-\$5,709.00
	2120252	ROADM - Consultants	\$150,000.00	\$125,000.00	\$153,036.89	\$26,036.89
	2120285	ROADM - Legal Expenses	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00
	2120286	ROADM - Workshop/Depot Expensed Equipment	\$15,000.00	\$12,500.00	\$578.33	-\$11,921.67
	2120287	ROADM - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2120288	ROADM - Depot Building Operations	\$16,284.00	\$13,481.00	\$15,439.72	\$1,958.72
	2120289	ROADM - Depot Building Maintenance	\$31,551.00	\$26,062.00	\$29,367.27	\$3,305.27
	2120292	ROADM - Depreciation	\$1,215,439.00	\$1,012,860.00	\$1,050,026.47	\$37,166.47
	2120299	ROADM - Administration Allocated	\$68,721.00	\$57,260.00	\$45,690.03	-\$11,569.97
		Operating ExpenditureCheck	\$2,746,755.00	\$2,249,908.00	\$1,819,868.20	-\$430,039.80
		Road Plant Purchases				
		Operating Expenditure				
	2120391	PLANT - Loss on Disposal of Assets	\$20,826.80	\$20,826.00	\$0.00	-\$20,826.00
		Operating ExpenditureCheck	\$20,826.80	\$20,826.00	\$0.00	-\$20,826.00
		Aerodromes				
		Operating Expenditure				
	2120665	AERO - Airstrip & Grounds Maintenance/Operations	\$12,020.00	\$9,969.00	\$15,567.94	\$5,598.94
		Operating ExpenditureCheck	\$12,020.00	\$9,969.00	\$15,567.94	\$5,598.94
		Water Transport Facilities				
		Operating Expenditure				
	2120765	WATER - Town Dam Maintenance/Operations	\$17,633.00	\$14,613.00	\$4,568.29	-\$10,044.71
		Operating ExpenditureCheck	\$17,633.00	\$14,613.00	\$4,568.29	-\$10,044.71
		Transport Total Income	-\$3,521,153.00	-\$3,122,439.00	-\$967,924.35	\$2,154,514.65
		Transport Total Expenditure	\$2,797,234.80	\$2,295,316.00	\$1,840,004.43	-\$455,311.57
		Economic Services				
		Tourism And Area Promotion				
		Operating Income				
	3130202	TOUR - Commission	-\$500.00	-\$410.00	\$0.00	\$410.00
	3130221	TOUR - Caravan Park Fees	-\$100,000.00	-\$83,330.00	-\$114,662.14	-\$31,332.14
	3130222	TOUR - Caravan Park Laundry Fees	-\$4,500.00	-\$3,750.00	-\$3,880.91	-\$130.91
	3130225	TOUR - Visitors Centre Lady Shenton Income	-\$25,000.00	-\$20,830.00	-\$20,346.67	\$483.33
	3130235	TOUR - Other Income Relating to Tourism & Area Promotion	-\$500.00	-\$410.00	-\$220.91	\$189.09
		Operating IncomeCheck	-\$130,500.00	-\$108,730.00	-\$139,110.63	-\$30,380.63

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Building Control				
		Operating Income				
	3130302	BUILD - Commission - BSL & CTF	-\$150.00	-\$120.00	-\$25.00	\$95.00
	3130320	BUILD - Fees & Charges (including Licences)	-\$40,000.00	-\$33,330.00	-\$35,003.21	-\$1,673.21
		Operating IncomeCheck	-\$40,150.00	-\$33,450.00	-\$35,028.21	-\$1,578.21
		Other Economic Services				
		Operating Income				
	3130821	OTH ECON - Standpipe Income	-\$9,000.00	-\$7,500.00	-\$1,453.76	\$6,046.24
	3130823	OTH ECON - Community Resource Centre Contributions	-\$38,000.00	-\$31,660.00	-\$39,582.34	-\$7,922.34
	3130824	OTH ECON - Community Resource Centre Grants	-\$80,000.00	-\$80,000.00	\$0.00	\$80,000.00
	3130825	OTH ECON - Community Resource Centre Other Income	\$0.00	\$0.00	-\$200.00	-\$200.00
	3130826	OTH ECON - Post Office Income	-\$9,000.00	-\$7,500.00	-\$5,497.37	\$2,002.63
		Operating IncomeCheck	-\$136,000.00	-\$126,660.00	-\$46,733.47	\$79,926.53
		Rural Services				
		Operating Expenditure				
	2130111	RURAL - Noxious Weed Control	\$15,000.00	\$7,671.00	\$8,106.72	\$435.72
	2130160	RURAL - Dog Health Program Tjuntjunjara	\$20,000.00	\$16,660.00	\$0.00	-\$16,660.00
		Operating ExpenditureCheck	\$35,000.00	\$24,331.00	\$8,106.72	-\$16,224.28
		Tourism And Area Promotion				
		Operating Expenditure				
	2130200	TOUR - Employee Costs	\$94,588.35	\$76,765.00	\$54,537.36	-\$22,227.64
	2130205	TOUR - Recruitment	\$0.00	\$0.00	\$779.32	\$779.32
	2130211	TOUR - Visitor Centre Operations	\$80,430.90	\$65,628.00	\$55,697.67	-\$9,930.33
	2130215	TOUR - Printing and Stationery	\$1,000.00	\$830.00	\$520.30	-\$309.70
	2130216	TOUR - Postage and Freight	\$0.00	\$0.00	\$33.45	\$33.45
	2130230	TOUR - Insurance Expenses	\$47.00	\$30.00	\$35.25	\$5.25
	2130235	TOUR - Signage	\$10,000.00	\$8,330.00	\$1,438.00	-\$6,892.00
	2130236	TOUR - Tour Guide	\$100.00	\$80.00	\$0.00	-\$80.00
	2130240	TOUR - Public Relations & Area Promotion	\$10,000.00	\$8,330.00	\$8,087.18	-\$242.82
	2130241	TOUR - Subscriptions & Memberships	\$14,145.00	\$13,923.00	\$12,020.80	-\$1,902.20
	2130242	TOUR - Events Other	\$17,000.00	\$12,160.00	\$0.00	-\$12,160.00
	2130243	TOUR - Cyclclassic Event	\$90,000.00	\$0.00	\$1,320.70	\$1,320.70
	2130244	TOUR - Rodeo Event	\$90,000.00	\$90,000.00	\$0.00	-\$90,000.00
	2130245	TOUR - Astrotourism & Black Sky Projects	\$20,000.00	\$16,660.00	\$0.00	-\$16,660.00
	2130258	TOUR - Kookynie Townsite and Info Bay Maintenance/Operations	\$5,143.00	\$4,264.00	\$2,097.31	-\$2,166.69
	2130259	TOUR - Goongarrie Cottages Maintenance/Operations	\$13,419.00	\$11,075.00	\$8,735.50	-\$2,339.50
	2130260	TOUR - Niagra Dam Maintenance/Operations	\$19,558.00	\$16,211.00	\$366.28	-\$15,844.72
	2130261	TOUR - Golden Quest Trail Maintenance/Operations	\$11,869.00	\$9,823.00	\$5,000.00	-\$4,823.00
	2130265	TOUR - Lake Ballard Maintenance/Operations	\$20,648.00	\$17,220.00	\$837.75	-\$16,382.25
	2130266	TOUR - Caravan Park General Maintenance/Operations	\$433,421.82	\$360,185.00	\$325,343.54	-\$34,841.46
	2130286	TOUR - Expensed Minor Asset Purchases	\$5,000.00	\$4,170.00	\$338.80	-\$3,831.20
	2130288	TOUR - Building Operations	\$64,597.00	\$53,433.00	\$34,991.26	-\$18,441.74
	2130289	TOUR - Building Maintenance	\$119,474.00	\$98,882.00	\$7,522.82	-\$91,359.18
	2130292	TOUR - Depreciation	\$167,997.00	\$139,990.00	\$159,220.44	\$19,230.44
	2130299	TOUR - Administration Allocated	\$163,213.00	\$136,010.00	\$108,513.94	-\$27,496.06
		Operating ExpenditureCheck	\$1,451,651.07	\$1,143,999.00	\$787,437.67	-\$356,561.33
		Building Control				
		Operating Expenditure				
	2130350	BUILD - Contract Building Services	\$18,000.00	\$15,000.00	\$10,777.50	-\$4,222.50
	2130385	BUILD - Legal Expenses	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00
	2130391	BUILD - Loss on Disposal of Assets	\$0.00	\$0.00	\$10,910.00	\$10,910.00
	2130399	BUILD - Administration Allocated	\$34,361.00	\$28,630.00	\$22,845.12	-\$5,784.88
		Operating ExpenditureCheck	\$57,361.00	\$47,790.00	\$44,532.62	-\$3,257.38
		Economic Development				
		Operating Expenditure				
	2130630	ECON DEV - Insurance Expenses	\$1,213.00	\$1,010.00	\$909.75	-\$100.25
	2130651	ECON DEV - NGWG	\$0.00	\$0.00	\$0.00	\$0.00
		Operating ExpenditureCheck	\$1,213.00	\$1,010.00	\$909.75	-\$100.25
		Other Economic Services				
		Operating Expenditure				
	2130855	OTH ECON - Community Bus	\$5,680.50	\$4,730.00	\$10,805.29	\$6,075.29
	2130860	OTH ECON - Community Resource Centre Operations	\$227,114.46	\$183,652.00	\$168,562.00	-\$15,090.00
	2130863	OTH ECON - Post Office Operations	\$9,202.31	\$7,494.00	\$3,947.73	-\$3,546.27
	2130886	OTH ECON - Expensed Minor Asset Purchases	\$4,000.00	\$3,330.00	\$0.00	-\$3,330.00
	2130887	OTH ECON - Other Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
	2130888	OTH ECON - Building Operations	\$1,738.00	\$1,440.00	\$1,696.79	\$256.79
	2130889	OTH ECON - Building Maintenance	\$3,872.00	\$3,204.00	\$9,060.59	\$5,856.59
	2130899	OTH ECON - Administration Allocated	\$8,590.00	\$7,150.00	\$5,711.31	-\$1,438.69
		Operating ExpenditureCheck	\$260,197.27	\$211,000.00	\$199,783.71	-\$11,216.29
		Economic Services Total Income	-\$306,650.00	-\$268,840.00	-\$220,872.31	\$47,967.69
		Economic Services Total Expenditure	\$1,805,422.34	\$1,428,130.00	\$1,040,770.47	-\$387,359.53

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
		Other Property & Services				
		Private Works				
		Operating Income				
	3140120	PRIVATE - Private Works Income	-\$3,000.00	-\$2,500.00	-\$3,616.43	-\$1,116.43
		Operating IncomeCheck	-\$3,000.00	-\$2,500.00	-\$3,616.43	-\$1,116.43
		General Administration Overheads				
		Operating Income				
	3140201	ADMIN - Reimbursements	-\$2,000.00	-\$1,670.00	-\$1,392.72	\$277.28
	3140220	ADMIN - Fees & Charges	-\$250.00	-\$200.00	\$0.00	\$200.00
	3140235	ADMIN - Other Income Relating to Administration	\$0.00	\$0.00	\$0.00	\$0.00
		Operating IncomeCheck	-\$2,250.00	-\$1,870.00	-\$1,392.72	\$477.28
		Plant Operating Costs				
		Operating Income				
	3140410	POC - Fuel Tax Credits Grant Scheme	-\$25,000.00	-\$20,830.00	-\$11,242.00	\$9,588.00
	3140420	POC - Fees & Charges	\$0.00	\$0.00	-\$568.73	-\$568.73
		Operating IncomeCheck	-\$25,000.00	-\$20,830.00	-\$11,810.73	\$9,019.27
		Private Works				
		Operating Expenditure				
	2140187	PRIVATE - Private Works Expenses	\$3,935.00	\$3,241.00	\$0.00	-\$3,241.00
		Operating ExpenditureCheck	\$3,935.00	\$3,241.00	\$0.00	-\$3,241.00
		General Administration Overheads				
		Operating Expenditure				
	2140200	ADMIN - Employee Costs	\$545,145.46	\$440,873.00	\$389,775.10	-\$51,097.90
	2140203	ADMIN - Uniforms	\$6,750.00	\$5,620.00	\$2,304.86	-\$3,315.14
	2140204	ADMIN - Training & Development	\$22,000.00	\$18,330.00	\$16,624.06	-\$1,705.94
	2140205	ADMIN - Recruitment	\$14,200.00	\$11,564.00	\$5,348.87	-\$6,215.13
	2140206	ADMIN - Fringe Benefits Tax (FBT)	\$9,656.00	\$7,792.00	\$6,658.96	-\$1,133.04
	2140207	ADMIN - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00
	2140208	ADMIN - Other Employee Expenses	\$5,000.00	\$4,129.00	\$2,672.52	-\$1,456.48
	2140209	ADMIN - Travel & Accommodation	\$12,000.00	\$9,600.00	\$9,313.90	-\$286.10
	2140210	ADMIN - Motor Vehicle Expenses	\$29,296.00	\$24,410.00	\$16,641.41	-\$7,768.59
	2140215	ADMIN - Printing and Stationery	\$50,000.00	\$41,660.00	\$36,503.74	-\$5,156.26
	2140216	ADMIN - Postage and Freight	\$2,500.00	\$2,080.00	\$754.21	-\$1,325.79
	2140220	ADMIN - Communication Expenses	\$70,000.00	\$58,330.00	\$37,103.09	-\$21,226.91
	2140221	ADMIN - Information Technology	\$60,700.00	\$50,580.00	\$41,052.62	-\$9,527.38
	2140226	ADMIN - Office Equipment Mtce	\$1,000.00	\$830.00	\$300.00	-\$530.00
	2140227	ADMIN - Records Management	\$2,600.00	\$2,160.00	\$0.00	-\$2,160.00
	2140228	ADMIN - Title Searches	\$100.00	\$80.00	\$0.00	-\$80.00
	2140230	ADMIN - Insurance Expenses (Other than Bld and W/Comp)	\$34,748.64	\$28,950.00	\$31,937.03	\$2,987.03
	2140240	ADMIN - Advertising and Promotion	\$12,400.00	\$10,330.00	\$10,029.23	-\$300.77
	2140241	ADMIN - Subscriptions and Memberships	\$7,000.00	\$5,830.00	\$4,567.55	-\$1,262.45
	2140252	ADMIN - Consultants	\$200,000.00	\$166,660.00	\$135,260.65	-\$31,399.35
	2140265	ADMIN - Software Licences/Upgrades	\$100,000.00	\$83,330.00	\$71,699.18	-\$11,630.82
	2140271	ADMIN - Lease Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00
	2140284	ADMIN - Audit Fees	\$65,000.00	\$54,160.00	\$67,700.00	\$13,540.00
	2140285	ADMIN - Legal Expenses	\$45,000.00	\$37,500.00	\$11,488.62	-\$26,011.38
	2140286	ADMIN - Expensed Minor Asset Purchases	\$15,000.00	\$12,500.00	\$13,913.53	\$1,413.53
	2140287	ADMIN - Other Expenses	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2140288	ADMIN - Building Operations	\$101,809.00	\$84,272.00	\$37,727.84	-\$46,544.16
	2140289	ADMIN - Building Maintenance	\$30,853.00	\$25,688.00	\$21,618.91	-\$4,069.09
	2140292	ADMIN - Depreciation	\$147,935.00	\$123,270.00	\$123,039.62	-\$230.38
	2140298	ADMIN - Admin Staff Housing Costs Allocated	\$62,343.00	\$51,950.00	\$52,563.03	\$613.03
	2140299	ADMIN - Administration Overheads Recovered	-\$1,718,036.00	-\$1,431,690.00	-\$1,142,252.06	\$289,437.94
		Operating ExpenditureCheck	-\$63,999.90	-\$68,382.00	\$4,346.47	\$72,728.47
		Public Works Overheads				
		Operating Expenditure				
	2140300	PWO - Employee Costs	\$468,297.00	\$382,918.00	\$502,347.44	\$119,429.44
	2140303	PWO - Uniforms	\$7,500.00	\$6,250.00	\$1,483.53	-\$4,766.47
	2140304	PWO - Training & Development	\$20,000.00	\$16,660.00	\$1,046.70	-\$15,613.30
	2140305	PWO - Recruitment	\$4,000.00	\$3,330.00	\$516.26	-\$2,813.74
	2140307	PWO - Protective Clothing	\$2,000.00	\$1,660.00	\$0.00	-\$1,660.00
	2140308	PWO - Other Employee Expenses	\$750.00	\$599.00	\$0.00	-\$599.00
	2140310	PWO - Motor Vehicle Expenses	\$84,996.50	\$70,830.00	\$37,251.10	-\$33,578.90
	2140316	PWO - Postage and Freight	\$2,000.00	\$1,660.00	\$163.92	-\$1,496.08
	2140320	PWO - Communication Expenses	\$8,000.00	\$6,660.00	\$3,623.93	-\$3,036.07
	2140321	PWO - Information Technology	\$8,000.00	\$6,660.00	\$9,529.64	\$2,869.64
	2140323	PWO - Sick Pay	\$23,376.00	\$18,879.00	\$26,827.78	\$7,948.78
	2140324	PWO - Annual Leave	\$46,753.00	\$37,758.00	\$29,871.01	-\$7,886.99
	2140325	PWO - Public Holidays	\$31,206.00	\$25,200.00	\$0.00	-\$25,200.00
	2140326	PWO - Long Service Leave	\$0.00	\$0.00	-\$538.58	-\$538.58
	2140329	PWO - Insurance Expenses (Except Workers Comp)	\$16,212.00	\$13,510.00	\$12,159.00	-\$1,351.00
	2140330	PWO - OHS and Toolbox Meetings	\$35,820.00	\$29,694.00	\$12,975.79	-\$16,718.21
	2140341	PWO - Subscriptions & Memberships	\$9,000.00	\$7,500.00	\$0.00	-\$7,500.00
	2140352	PWO - Consultants	\$10,000.00	\$8,330.00	\$581.82	-\$7,748.18
	2140365	PWO - Maintenance/Operations	\$120,162.00	\$98,518.00	\$73,450.27	-\$25,067.73
	2140371	PWO Bldg Mtce - Employee Costs	\$40,422.00	\$32,635.00	\$55,313.85	\$22,678.85

30/04/2023	COA	Description	Current Budget FY 22/23	YTD Budget 31/03/2023	YTD Actual 31/03/2023	Variance (\$)
	2140372	PWO Bldg Mtce - Uniforms	\$500.00	\$399.00	\$0.00	-\$399.00
	2140373	PWO Bldg Mtce - Training & Development	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2140374	PWO Bldg Mtce - Recruitment	\$0.00	\$0.00	\$315.00	\$315.00
	2140376	PWO Bldg Mtce - Protective Clothing	\$1,000.00	\$799.00	\$0.00	-\$799.00
	2140380	PWO Bldg Mtce - Expendable Tools	\$1,000.00	\$830.00	\$0.00	-\$830.00
	2140381	PWO Bldg Mtce - Minor Expenses	\$500.00	\$410.00	\$0.00	-\$410.00
	2140386	PWO - Expensed Minor Asset Purchases	\$20,000.00	\$16,660.00	\$10,847.51	-\$5,812.49
	2140387	PWO - Other Expenses	\$0.00	\$0.00	\$15.78	\$15.78
	2140392	PWO - Depreciation	\$16,101.00	\$13,410.00	\$18,368.97	\$4,958.97
	2140393	PWO - LESS Allocated to Works (PWO's)	-\$1,270,306.00	-\$1,058,580.00	-\$867,985.95	\$190,594.05
	2140398	PWO - Staff Housing Costs Allocated	\$10,717.00	\$8,930.00	\$7,377.23	-\$1,552.77
	2140399	PWO - Administration Allocated	\$463,870.00	\$386,550.00	\$308,407.19	-\$78,142.81
		Operating ExpenditureCheck	\$182,876.50	\$139,489.00	\$243,949.19	\$104,460.19
		Plant Operating Costs				
		Operating Expenditure				
	2140400	POC - Internal Plant Repairs - Wages & O/Head	\$50,000.00	\$41,660.00	\$100,819.23	\$59,159.23
	2140411	POC - External Parts & Repairs	\$71,400.00	\$59,500.00	\$37,792.15	-\$21,707.85
	2140412	POC - Fuels and Oils	\$100,000.00	\$83,330.00	\$64,291.02	-\$19,038.98
	2140413	POC - Tyres and Tubes	\$28,140.00	\$23,450.00	\$2,640.00	-\$20,810.00
	2140416	POC - Licences/Registrations	\$6,929.00	\$5,770.00	\$6,558.79	\$788.79
	2140417	POC - Insurance Expenses	\$18,224.00	\$15,180.00	\$14,272.64	-\$907.36
	2140492	POC - Depreciation	\$225,278.00	\$187,730.00	\$311,176.59	\$123,446.59
	2140494	POC - LESS Plant Operation Costs Allocated to Works	-\$739,279.25	-\$616,060.00	-\$295,899.76	\$320,160.24
		Operating ExpenditureCheck	-\$239,308.25	-\$199,440.00	\$241,650.66	\$441,090.66
		Salaries And Wages				
		Operating Expenditure				
	2140500	SAL - Gross Salary and Wages	\$2,245,082.74	\$1,813,330.00	\$1,546,935.81	-\$266,394.19
	2140501	SAL - LESS Salaries & Wages Allocated	-\$2,245,082.74	-\$1,813,330.00	-\$1,546,935.81	\$266,394.19
		Operating ExpenditureCheck	\$0.00	\$0.00	\$0.00	\$0.00
		Other Property & Services Total Income	-\$30,250.00	-\$25,200.00	-\$16,819.88	\$8,380.12
		Other Property & Services Total Expenditure	-\$116,496.65	-\$125,092.00	\$489,946.32	\$615,038.32
		Total Income	-\$10,897,247.33	-\$10,359,566.33	-\$6,704,938.88	\$3,654,627.45
		Total Expenditure	\$8,008,250.63	\$6,506,798.00	\$5,905,097.73	-\$609,648.80

13.1.2	List of Monthly Payments - April 2023
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1095
DATE OF REPORT	12 April 2023
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	1. List of Payments - Month of April 2023 [13.1.2.1 - 7 pages]

SUMMARY:

To recommend the list of payments made for the month of April 2023 be received by the Council.

BACKGROUND:

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

COMMENT:

The EFT, Direct Debit, Credit Card and Payroll payments that have been made for the month of April 2023 are attached.

CONSULTATION:

Nil

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 r13

POLICY IMPLICATIONS:

Policy 4.7 – Creditors Preparation for Payment

FINANCIAL IMPLICATIONS:

\$284,548.78 withdrawn from Municipal Bank Account.

RISK ASSESSMENT:

Nil

STRATEGIC IMPLICATIONS:

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

Outcome

4.2 An efficient and effective organisation.

Strategy

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the list of payments for the month of April 2023 totalling \$284,584.78 being:

1. Electronic Funds Transfer from EFT 8000 to EFT 8058, payments from Municipal Fund totalling \$132,143.76
2. Direct Debit payments from the Municipal Fund totalling \$39,352.86
3. Payroll payments from the Municipal Fund totalling \$111,057.60
4. Credit Card payments for the Statement Month of March 2023 from the Municipal Fund totalling \$2,030.56

be received.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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Shire of Menzies
Payments for the Month of April 2023

Date	Name	Description	Amount
		Cheque	-
		EFT	132,143.76
		Direct Debit	39,352.86
		Credit Card Payment	2,030.56
		Payroll	111,057.60
		<u>Total Payments</u>	<u>\$ 284,584.78</u>

Shire of Menzies
Payments for the Month of April 2023

EFT	Date	Name	Description	Amount
EFT8000	06/04/2023	CHILD SUPPORT	PAYROLL DEDUCTIONS - LEIGH JOHNSTON PPE 04/04/2023	\$ 123.88
EFT8001	06/04/2023	URBIS PTY LTD	FY 22/23 TO CONDUCT PLANNING REVIEW FOR SHIRE OF MENZIES	\$ 9,768.00
EFT8002	06/04/2023	CORSIGN	ADMIN - SNAP LOCK FRAME FOR MAPS	\$ 374.00
EFT8003	06/04/2023	KRISTY VAN KUYL	REIMBURSEMENT FOR CAROL'S RETIREMENT (BUNNINGS GIFT CARDS) - POLICY 5.8 GRATUITOUS PAYMENTS TO EMPLOYEES	\$ 1,460.00
EFT8004	06/04/2023	LAMBRON CONTRACTING PTY LTD	RFT 03/2021 - UNSEALED ROAD MAINTENANCE GRADING (COUNCIL RESOLUTION CM-54) - MOUNT IDA ROAD AND YARRI ROAD	\$ 891.00
EFT8005	06/04/2023	A&K BUILDING AND PROPEY MAINTENANCE	LABOUR HIRE TO PRESSURE CLEAN TOWN FOOTPATH	\$ 880.00
EFT8006	06/04/2023	FIESTA CANVAS	SUPPLY AND REINSTALL SHADE SAIL NEXT TO THE PUB - 75 SQUARE METRES COVERAGE. TRANSPORT COST FOR 2 PEOPLE FROM KALGOORLIE TO MENZIES ALSO INCLUDED.	\$ 3,894.00
EFT8007	06/04/2023	AXON, STEPHEN JACK T/AS REMOTE CONSTRUCTION & MAINTENANCE	TOWN HALL - INSTALLATION OF FIRE RATED DOOR INCLUDING PRIME 4X EDGES. SUPPLY AND INSTALLATION OF ADDITIONAL FLASHING TO NORTH FACING ENTRANCE OF SHIRE ADMIN BUILDING.	\$ 1,736.63
EFT8008	06/04/2023	ROBERT JOHN STEWART	REIMBURSEMENT FOR RETURN FLIGHTS TO PERTH - TO WITNESS THE OPENING OF TENDER RFT01/23 GOVERNMENT REGIONAL OFFICER HOUSING (GROH)	\$ 401.32
EFT8009	06/04/2023	COMMERCIAL NETMAKERS P/L	OHS MATERIALS - EGRESS NETS FOR THE DAM	\$ 3,344.00
EFT8010	06/04/2023	CSSTECH	PHONE MOBILE ACCESSORIES FOR COMMUNITY DEVELOPMENT MANAGER - GLASS SCREEN PROTECTOR, SAMSUNG WALL ADAPTER, APPLE USBC POWER ADAPTER & FREIGHT	\$ 174.00
EFT8011	06/04/2023	GIBB RIVER DIAMONDS LIMITED	RATES REFUND FOR ASSESSMENT A5761 E31/01179 MINING TENEMENT	\$ 617.47
EFT8012	06/04/2023	WESTFARMERS LTD T/AS BUNNINGS	DEPOT CONSUMABLES - STEP LADDER, HEDGE SHEARS WALL ACHORS, POWER SCRUBBER, CABLE COAXIAL CLICK, DRILL BIT SET, SHEAR HEDGE FISKARS	\$ 461.19
EFT8013	06/04/2023	COMFORT STYLE	14A WALSH STREET - DINING SUITE (TABLE AND 4 CHAIRS), MATTRESS AND BASE	\$ 1,848.00
EFT8014	06/04/2023	TOLL TRANSPORT PTY LTD	DEPOT CAT TRAPS - FREIGHT CHARGE AND ADMIN STAMPS POSTAGE	\$ 138.72
EFT8015	06/04/2023	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	FY 22/23 RENEWAL OF LICENCE FOR MENZIES LIQUID WASTE FACILITY	\$ 1,303.50
EFT8016	06/04/2023	ROVAR PTY LTD T/AS GOLDLINE DISTRIBUTORS	ANZAC DAY BREAKFAST, CARAVAN PARK CLEANING MATERIALS AND CIVIC FUNCTIONS CONSUMABLES	\$ 663.49
EFT8017	06/04/2023	HORIZON POWER	ELECTRICITY - 36 MERCER STREET ACCOUNT NUMBER 396791 - POWER USAGE FROM 21/03/2023 TO 22/03/2023	\$ 59.72

Shire of Menzies
Payments for the Month of April 2023

EFT8018	06/04/2023	LANDGATE	MINING TENEMENT SCHEDULES NO. M2023/03 FROM 08/02/2023 TO 09/03/2023	\$	51.00
EFT8019	06/04/2023	MCLEODS BARRISTERS & SOLICITORS	LEGAL SUPPORT SERVICE - TO REVIEW OF STOCK GRIDS POLICY	\$	1,123.59
EFT8020	06/04/2023	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 04/04/2023	\$	160.00
EFT8021	06/04/2023	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 04/04/2023	\$	360.00
EFT8022	06/04/2023	SHIRE OF LEONORA	HEALTH/BUILDING SERVICES - FEBRUARY 2023	\$	3,285.60
EFT8023	06/04/2023	MOORE STEPHENS T/AS MOORE AUSTRALIA	COMPLIANCE AUDIT RETURN/REGISTERS AND RECORDS/RISK MANAGEMENT SUPPORT SERVICES FOR 31/03/2023	\$	23,939.22
EFT8024	13/04/2023	LEONORA PHARMACY	PHARMACY ITEMS SOLD ON CONSIGNMENT FOR MONTH OF MARCH 2023	\$	593.20
EFT8026	13/04/2023	MARKET CREATIONS	MARKETING AND SOCIAL MEDIA ADVERTISING - PUBLIC RELATIONS 07/03/2023	\$	1,078.00
EFT8027	13/04/2023	XSTRA GLOBAL IT AND COMMUNICATION SOLUTIONS	FY 22/23 MONTHLY PBX RENTAL AND SERVICES FOR MARCH 2023	\$	331.28
EFT8028	13/04/2023	COUNCIL DIRECT	FY22/23 ANNUAL RENEWAL FOR ONLINE ADVERTISEMENT - UNLIMITED QUANTITY	\$	880.00
EFT8029	13/04/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTANCY MARCH 2023 - ASSISTANCE WITH MARCH MONTHLY FINANCIAL STATEMENTS AND ASSET ADDITIONS, DEPRECIATION	\$	1,732.50
EFT8030	13/04/2023	LAMBRON CONTRACTING PTY LTD	RFT 03/2021 - UNSEALED ROAD MAINTENANCE GRADING (COUNCIL RESOLUTION CM-54) - RM039, RM026 & RM019	\$	32,016.60
EFT8031	13/04/2023	MAUREEN MERTYN	MAUREEN MERTYN - REIMBURSEMENT TRAVEL CLAIM FOR WALGA TRAINING 01/04/2023	\$	26.14
EFT8032	13/04/2023	AXON, STEPHEN JACK T/AS REMOTE CONSTRUCTION & MAINTENANCE	BM002 39 MERCER ST. - LAUNDRY - BACK DOOR AND FLUSH WALL. READY TO HANG DRYER. PAINT WALL AND HANG DRYER. REMOVE, RE TAPE AND FLUSH BATHROOM JOINS AS REQUIRED. PAINT WALLS AS REQUIRED	\$	2,006.24
EFT8033	13/04/2023	WBS MODULAR PTY LTD T/AS EVOKE LIVING HOMES	PPA STAGE 2 - RFQ 01/22 DESIGN AND CONSTRUCT STAFF ACCOMMODATION CM-324 - 29A REID STREET AND 29B REID STREET	\$	7,700.00
EFT8034	13/04/2023	LEGEND LAND T/AS HOLIDAY INN PERTH CITY CENTRE	TRAINING ACCOMMODATION STANDARD ROOM - MAUREEN MERTYN	\$	516.00
EFT8035	13/04/2023	HARVEY NORMAN AVIT	DEPOT ACCOMMODATION - WASHING MACHINE & DRYER	\$	1,044.00
EFT8036	13/04/2023	AIR LIQUIDE AUSTRALIA LTD	RENTAL OF OXYGEN CYLINDERS FOR MARCH 2023	\$	28.16
EFT8037	13/04/2023	WESTFARMERS LTD T/AS BUNNINGS	PARKS AND GARDEN MATERIALS CONSUMABLES - STRUCTURAL PINE, PLANTS, POTS, SHOVEL, RAKE	\$	758.51
EFT8038	13/04/2023	SKYBLUE ENTERPRISES PTY LTD T/AS COMFORT INN BAY OF ISLES	GVROC MEETING ACCOMMODATION WITH BREAKFAST - ROBERT STEWART, PAUL WARNER, JILL DWYER 30/3/2023	\$	1,133.00

Shire of Menzies
Payments for the Month of April 2023

EFT8039	13/04/2023	CYBERSECURE	CLOUD STORAGE, BACKUP SUBSCRIPTION FOR MARCH 2023	\$	1,123.39
EFT8040	13/04/2023	ROVAR PTY LTD T/AS GOLDLINE DISTRIBUTORS	CLEANING SUPPLIES AND BUTTER FOR ANZAC DAY BREAKFAST	\$	211.49
EFT8041	13/04/2023	GOLDFIELDS IMAGE WORKS	GRATUITY GIFT FOR CAROL MCALLAN - PRINT AND FRAME PRESENTATION PHOTOGRAPH	\$	240.00
EFT8042	13/04/2023	GOLDFIELDS TOYOTA	TO SERVICE 3MN 30,000KMS SERVICE	\$	814.78
EFT8043	13/04/2023	MARKETFORCE	RFT 1/23 ADVERT FOR THE WEST AUSTRALIAN 04/03/23	\$	1,707.86
EFT8044	13/04/2023	NETLOGIC INFORMATION TECHNOLOGY	IT CONSULTING LABOUR FROM 28/03/2023 TO 02/04/2023	\$	741.50
EFT8045	13/04/2023	OFFICE NATIONAL	ADMIN STATIONERY - PEN REFILL	\$	7.96
EFT8046	13/04/2023	SHIRE OF LEONORA	HEALTH/BUILDING SERVICE - MARCH 2023	\$	3,285.60
EFT8047	19/04/2023	CHILD SUPPORT	PAYROLL DEDUCTIONS PPE 18/04/2023	\$	123.88
EFT8048	19/04/2023	TRADELINK PTY LIMITED	DEPOT OFFICE - PILLAR COCK TIMED FLOW BUTTON ENWARE TFC745P 7 SEC 6STAR C/P	\$	473.48
EFT8049	19/04/2023	ZENITH AUSTRALIA GROUP PTY LTD	RATES REFUND FOR ASSESSMENT A5373 MELITA STATION	\$	607.80
EFT8050	19/04/2023	BOB WADDELL & ASSOCIATES PTY LTD	FY 22/23 FINANCIAL CONSULTANCY MARCH 2023 - ASSISTANCE WITH MARCH MONTHLY FINANCIAL STATEMENTS	\$	907.50
EFT8051	19/04/2023	LINDA SIGSWORTH	RATES REFUND FOR ASSESSMENT A2060 43 MERCER STREET MENZIES WA 6436	\$	80.50
EFT8052	19/04/2023	WESTFARMERS LTD T/AS BUNNINGS	23 ONSLOW ST. - DOOR LOCK SET	\$	51.98
EFT8053	19/04/2023	IT VISION	STAFF TRAINING - SYNERGYSOFT RECORDS, RECEIPTING, EXCEL INTEGRATION, INTRODUCTORY RATES AND PROPERTY ESSENTIALS, DEBTORS AND CREDITORS, DATABASE PREPARATION FOR TRAINING. COMPLETION OF GRV SCHEDULE, SYNERGYSOFT UPGRADE FOR STP PHASE 2	\$	10,266.85
EFT8054	19/04/2023	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 18/04/2023	\$	150.00
EFT8055	19/04/2023	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 18/04/2023	\$	360.00
EFT8056	19/04/2023	OFFICE NATIONAL	ADMIN - CRYSTALFILE DOUBLE CAPACITY - FOOLSCAP SUSPENSION FILE	\$	290.86
EFT8057	19/04/2023	MOORE STEPHENS T/AS MOORE AUSTRALIA	2022-23 WA LOCAL GOVERNMENT RATES COMPARISON REPORT	\$	550.00
EFT8058	19/04/2023	WATER CORPORATION	WATER - 9007530048 - LOT 102, 124, 866 - 31 SHENTON STREET - USAGE FROM 08/02/2023 TO 05/04/2023	\$	3,246.37
TOTAL EFT PAYMENT				\$	132,143.76

Shire of Menzies
Payments for the Month of April 2023

Direct Debit	Date	Name	Description	Amount
DD5478.1	03/04/2023	WESTNET	CRC PUBLIC INTERNET MARCH 2023	\$ 54.99
DD5480.1	04/04/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 04/04/2023	\$ 8,877.39
	04/04/2023		SUPERANNUATION CONTRIBUTIONS PPE	\$ 1,525.10
DD5480.2		AUSTRALIAN SUPER	04/04/2023	
DD5480.3	04/04/2023	HESTA	SUPERANNUATION CONTRIBUTIONS PPE 04/04/2023	\$ 33.50
DD5480.4	04/04/2023	RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS PPE 04/04/2023	\$ 538.12
DD5480.5	04/04/2023	SUPERANNUATION FUND T/AS TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 04/04/2023	\$ 559.45
DD5480.6	04/04/2023	SUPERANNUATION FUND SERIES2 - SIMPLE CHOICE	SUPERANNUATION CONTRIBUTIONS PPE 04/04/2023	\$ 328.32
DD5484.1	11/04/2023	POWER ICT PTY LTD	MESSAGES ON HOLD - APRIL 2023	\$ 75.90
DD5486.1	11/04/2023	TELSTRA	OFFICE PHONE AND INTERNET 17 MARCH - 16 APRIL 2023	\$ 3,161.29
DD5488.1	11/04/2023	TELSTRA	OFFICE INTERNET AND PHONE USAGE 23 MARCH - 22 APRIL 2023	\$ 622.60
DD5490.1	11/04/2023	TELSTRA	PHONE USAGE 20 MARCH - 19 APRIL 2023	\$ 190.80
DD5500.1	18/04/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 18/04/2023	\$ 8,353.68
DD5500.2	18/04/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 18/04/2023	\$ 1,517.03
DD5500.3	18/04/2023	HESTA	SUPERANNUATION CONTRIBUTIONS PPE 18/04/2023	\$ 683.73
	18/04/2023		SUPERANNUATION CONTRIBUTIONS PPE	\$ 538.12
DD5500.4		RETIREMENT TRUST	18/04/2023	
DD5500.5	18/04/2023	SUPERANNUATION FUND T/AS TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 18/04/2023	\$ 567.44
DD5500.6	18/04/2023	SUPERANNUATION FUND SERIES2 - SIMPLE CHOICE	SUPERANNUATION CONTRIBUTIONS PPE 18/04/2023	\$ 328.32
DD5504.1	19/04/2023	PIVOTEL SATELLITE PTY LTD	TRAK SPOT TRACKING CHARGE ACCOUNT 40063522 - APRIL 2023	\$ 31.00
DD5506.1	20/04/2023	HORIZON POWER	ELECTRICITY - 161515 - STREET LIGHT - USAGE FOR MARCH 2023	\$ 1,020.78
DD5508.1	26/04/2023	GREGORY DWYER	PRESIDENT ALLOWANCE - APRIL 2023	\$ 3,364.49
DD5510.1	26/04/2023	IAN BAIRD	MEMBERS SITTING FEES - APRIL 2023	\$ 1,289.67
DD5512.1	26/04/2023	ANDREW TUCKER	MEMBERS SITTING FEES - APRIL 2023	\$ 875.84
DD5514.1	26/04/2023	PAUL WARNER	MEMBERS SITTING FEES - APRIL 2023	\$ 875.84
DD5516.1	26/04/2023	SUDHIR	MEMBERS SITTING FEES - APRIL 2023	\$ 875.84
DD5518.1	26/04/2023	ROHAN S BAIRD	MEMBERS SITTING FEES - APRIL 2023	\$ 875.83
DD5520.1	26/04/2023	JILLIAN DWYER	MEMBERS SITTING FEES - APRIL 2023	\$ 875.83
DD5522.1	26/04/2023	THE WEST AUSTRALIAN	SUBSCRIPTION TO NEWSPAPERS ON LINE APRIL 2023	\$ 28.00
DD5524.1	27/04/2023	WATER CORPORATION	WATER - 9007529987 - STANDPIPE AT NO.2 SAM PUMP LINE - LOT STANDPIPE - USAGE FROM 8/02/2023 TO 5/04/2023	\$ 573.41
DD5527.1	28/04/2023	NAB	MERCHANT FEES 6854150 - EFTPOS MACHINE - APRIL 2023	\$ 594.68

**Shire of Menzies
Payments for the Month of April 2023**

DD5530.1	28/04/2023	NAB	BPAY FEES APRIL 2023	\$	66.88
DD5532.1	28/04/2023	NAB	NAB CONNECT FEE APRIL 2023	\$	35.99
DD5534.1	28/04/2023	NAB	ACCOUNT FEES AKF APRIL 2023	\$	13.00
TOTAL DIRECT DEBIT PAYMENT				\$	39,352.86

**Shire of Menzies
Payments for the Month of April 2023**

Date	Name	Description	Amount
		CEO CARD NO: **** * 2547	
3/03/2023	QANTAS	RETURN FLIGHT FROM KALGOORLIE TO PERTH - ROBERT STEWART	401.92
15/03/2023	VISITOR CENTRE	STAMPS, PHONE CHARGER, PHONE CREDIT	774.90
31/03/2023	NAB	BANK FEES AND CHARGES	18.00
		TOTAL CEO CREDIT CARD	\$ 1,194.82
		CFO CARD NO: **** * 8564	
02/03/2023	VIRGIN	RETURN FLIGHT FROM KALGOORLIE TO PERTH - KRISTY VAN KUYL - BUDGET WORKSHOP	401.86
		09/03/2023	
10/03/2023	OFFICE WORKS	LAPTOP CORD CONNECTION	79.98
17/03/2023	VISITOR CENTRE	PAYMENT AT CRC FOR SHIRE OF MENZIES	20.00
		REMAINING ACCOUNT BALANCE	
23/03/2023	ADOBE	MONTHLY SUBSCRIPTION	324.90
31/03/2023	NAB	BANK FEES AND CHARGES	9.00
		TOTAL CFO CREDIT CARD	\$ 835.74
		TOTAL CREDIT CARD PAYMENT	2,030.56
04/04/2023		PAYROLL PAYMENT PPE 04/04/2023	47,604.85
18/04/2023		PAYROLL PAYMENT PPE 18/04/2023	63,452.75
		TOTAL PAYROLL	\$ 111,057.60

13.2 Administration Reports

13.2.1	Policy Review Report
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1091
DATE OF REPORT	8 May 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Draft Review Schedule [13.2.1.1 - 4 pages]

SUMMARY:

To review the method by which policies adopted by the Council are reviewed such that policy review is undertaken annually on a proportional monthly rolling basis.

BACKGROUND:

The Council has a total of 90 adopted policies. The workload for both staff and Councillors to review this number of policies at one time is potentially unmanageable, leading to less than optimum outcomes.

Policies have also previously been reviewed only at such time as a matter is coming before the Council that relates to the policy.

COMMENT:

It will be recommended that, as far as possible, one eleventh of the total number of policies be reviewed at each ordinary meeting of the Council. In this way, the workload is divided up into manageable portions and policy consideration becomes a regular matter for Council consideration. Further, after one year, the longest period that would have elapsed since policy review would be twelve months, with policies reviewed 12 months earlier, now due for review. Policies would always be 'current'.

As policies are the main mechanism to advise the CEO as to how the Council interprets legislation and applies that legislation, currency is vitally important in allowing the CEO to make timely decisions without necessarily referring the matter to the Council.

A draft review schedule is attached for the information of Councillors.

CONSULTATION:

No external consultation has taken place with regard to this report.

STATUTORY AUTHORITY:

Local Government Act 1995: Section 2.7 of the Act provides that a role of the Council is to:

‘determine the local government’s policies.’

POLICY IMPLICATIONS:

This report will recommend the adoption of new policy.

FINANCIAL IMPLICATIONS:

There are no financial implications with the adoption of the recommendation contained in this report.

RISK ASSESSMENT:

Should policies not be reviewed on a regular basis there is a medium risk that those policies may not be current.

There is a medium risk that if the whole policy manual is reviewed at one sitting, those policies reviewed may not be adequately assessed.

STRATEGIC IMPLICATIONS:

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

Outcome:

4.2 An efficient and effective organisation.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That new Policy 1.13 Policy Review Schedule as follows:

‘Objective

To adopt an ongoing process whereby, a sufficient number of Council adopted policies will be reviewed at each Ordinary Meeting of the Council so that all such policies will be reviewed annually.

Policy Statement

The CEO shall cause to be presented to the Council monthly and over the course of one year, on a rolling basis, sufficient policy review reports such that all policies of the Council shall be reviewed at least once.’

be endorsed.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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POLICY REVIEW			
Section	Policy No	Policy Name	Policy Review schedule
Council / Governance	1.1.1	Code of Conduct for Council Members, Committee Members and Candidates	June
	1.1.2	Code of Conduct for Employees	June
	1.1.3	Volunteer Code of Conduct	August
	1.2	Disclaimer	June
	1.3	Shire Logos	July
	1.4	Elected Members Records – Capture and Management	July
	1.5	External Organisations – Council Representatives and Expenses	July
	1.6	Recognition of Service – Elected Members	August
	1.7	Enterprise Risk Management	August
	1.8	Official Communication	September
	1.9	Internal Control	September
	1.10	Legislative Compliance	October
	1.11	Attendance at Events	October
	1.12	Elected Members Ongoing Professional Development	October
	1.14	Universal Training - Elected Members and Candidates	November
	1.15	Public Interest Disclosure (Whistle-blower)	November
1.16	Fraud Risk Identification and Prevention	November	
Accounting / Audit	2.1	Valuation of Non-Current Assets	June
	2.2	Capitalisation of Assets	June
	2.3	Annual Stocktake of Assets	July
	2.4	Goods and Services Tax	August
	2.5	Land under Roads	August
	2.6	Depreciation of Non-current Assets	September
	3.1	Policy Manual – Changes to be Authorised	September
	3.2	Conferences, Meetings & Training – Attendance and Expenses	October
	3.3	Legal Representation Costs Indemnification	October

Administration / Organisation	3.4	Complaints – Administrative	December
	3.5	Professional Advice	December
	3.6	Information Technology – Access and Use	November
	3.7	Staff Recruitment – Permanent, Part and Fulltime	December
	3.8	Ordinary Council Meetings	December
	3.9	Meeting Venue	February
	3.10	Agenda Format / Officer's Reports	February
	3.11	Council Forums / Briefing Sessions	February
	3.12	Annual Performance – Chief Executive Officer	July
Financial Management	4.1	Budget Preparation Timetable	November
	4.2	Purchasing and Tenders	November
	4.3	Regional Price Preference	December
	4.4	Donations, Sponsorship and Contributions	December
	4.5	Credit Card Facilities	December
	4.6	Debt Recovery – Outstanding Rates and Sundry Debtors	December
	4.7	Creditors – Preparation for Payment	February
	4.8	Petty Cash and Till Floats	February
	4.9	Investments	February
	4.10	Financial Management – Payments of Accounts & Purchasing Authority Lim	March
	4.11	Rating Strategy	March
	4.12	Financial Hardship Policy	March
	4.13	Asset Management	March
	4.14	Contract Management	April
	4.15	Tender Evaluation Policy	April
	5.1	Acting Chief Executive Officer	May
	5.2	Designated Staff	May
	5.3	Staff – Pre-employment requirements	March
	5.4	Equal Employment Opportunity	March
	5.5	Emergency Services – Call Outs Affecting Work Hours	April

Personnel	5.6	Staff – Salary Sacrifice	May
	5.7	Superannuation	May
	5.8	Gratuitous Payments to Employees	May
	5.9	Leave Accruals –RDO's, Annual and Long Service	May
	5.10	Employees – Housing Allowance	May
	5.11	Employees – Loyalty Pay	May
	5.12	Local Government Industry Award	March
	5.13	Relocation Expenses	July
	5.14	Social Media	August
	5.15	Use of Mobile Phones and GPS Satellite Devices	September
	5.16	CEO Recruitment and Selection, Performance Review and Termination	September
Work Health and Safety	6.1	Work Health and Safety	June
	6.2	Harassment and Grievances - Renamed Discrimination, Harassment and Bullying	June
	6.3	Personal Protection Equipment and Uniforms	July
	6.4	Fitness for Work	July
Law, Order and Public Safety	7.1	Dog Act – Enforcement	July
	7.2	Bush Fires Act – Enforcement	August
	7.3	Impounded Goods	August
	7.4	Closed Circuit Television System	September
Environmental Health	8.1	Compulsory Waste Collection Service	September
Housing	9.1	Shire Accommodation – Rental Charges	April
	9.2	Shire Housing – Tenancy Conditions	April
	9.3	Shire Housing – Inspections	October
Natural Resource Management	10.1	Collection of Native Flora and Fauna	June
	10.2	Tree Policy	June

Public Facilities	11.1	Council Facilities – Alcohol Consumption	October
Works, Plant and Equipment	12.1	Plant Replacement	October
	12.2	Shire Plant, Vehicles and Equipment	November
	12.3	Stock Grids	April
	12.4	Road Train Permits	November
	12.5	Private Works	February
	12.6	Retention of Stock Grids	April
	12.7	Bus Hire	February
Building/ Development	13	No Policy in this Section	
Unclassified	14.1	Flying of Australian Flag	March
	14.2	Political and Elections Roadside Advertising	April

13.2.2	Policy Review Acting Chief Executive Officer
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1089
DATE OF REPORT	19 April 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Policy 5.1 Acting Chief Executive Officer - Adopted 27.05.2021 [13.2.2.1 - 2 pages]

SUMMARY:

To review Policy 5.1 Acting Chief Executive Officer in order to comply with Section 5.39C of the Local Government Act 1995.

BACKGROUND:

Although the Council has adopted a policy relating to the appointment of an Acting Chief Executive Officer, this policy relates to the appointment of an Acting Chief Executive Officer during periods of leave rather than when the substantive position of Chief Executive Officer is vacant.

COMMENT:

An Acting CEO can be appointed for a period not exceeding one year. Such an appointment must be covered by a council policy adopted by absolute majority.

This report will recommend that the Council's current policy relating to the appointment of an Acting Chief Executive Officer be repealed and replaced with a new policy. The major difference with the new policy will be to provide for the appointment of an Acting Chief Executive Officer when there is a substantive vacancy of the Chief Executive Officer. Further, the new policy will refer to current positions within the organisation's adopted Organisation Chart, such as Chief Financial Officer rather than Deputy Chief Executive Officer.

Finally, the draft policy for consideration will authorise the Chief Executive Officer to make appointments of Chief Financial Officer to the position of Acting Chief Executive Officer for periods not exceeding five weeks.

Council Policy 5.2 Designated Staff is also affected as it refers to the position of Deputy Chief Executive Officer.

CONSULTATION:

There has been no external consultation regarding the preparation of this report.

STATUTORY AUTHORITY:

Local Government Act 1995

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

Local Government (Administration Regulation 1996)

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

POLICY IMPLICATIONS:

Current Policy 5.1 was adopted only with reference to Section 5.36 of the Act, which relates to 'local government employees' and the Chief Executive Officer.

FINANCIAL IMPLICATIONS:

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

RISK ASSESSMENT:

There is a high risk that the Council will be in breach of the Local Government Act if the provisions of Section 5.39C are not complied with.

STRATEGIC IMPLICATIONS:

Outcome 4.2 (An efficient and effective organisation) provides at Strategy 4.2.1:

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

Accordingly, the officer's recommendation aligns with the adopted Strategic Community Plan 2021 – 2031.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That:

1. Policy 5.1 Acting Chief Executive Officer be repealed
2. That new Policy 5.1 Acting CEO or Temporary Employment of CEO, as follows:

'Objective

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

Policy Statement

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

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

Chief Financial Officer

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

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

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

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

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

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

Appointment of Acting Chief Executive Officer – Substantive Vacancy

In the event that the substantive Chief Executive Officer’s employment is ending, the Council, when determining to appoint a Temporary Chief Executive Officer may either:

by resolution appoint the Chief Financial Officer as the temporary Chief Executive Officer for the period of time until the substantive Chief Executive Officer has been recruited and commences their employment: or

by resolution, appoint the Chief Financial Officer as the interim temporary Chief Executive Officer for the period of time until an external recruitment process for a temporary Chief Executive Officer can be completed: or

following an external recruitment in accordance with the principles of merit and equity prescribed in Section 5.40 of the Local Government Act 1995, appoint a temporary Chief Executive Officer for the period of time until the substantive Chief Executive Officer has been recruited and commences employment.’

be endorsed.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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POLICY – 5.1 – Acting Chief Executive Officer

Relevant Delegation

N/A

Objective

To guide the taking of leave by the Chief Executive Officer and arrangements for the appointment of an Acting Chief Executive Officer in the absence of the Chief Executive Officer due to annual leave, long service leave, extended personal leave or other circumstances.

Policy Statement

The Chief Executive Officer is eligible to annual leave, long service leave and personal leave (including carer's leave, sick leave, and compassionate leave) as provided in the contract of employment. The Shire should:

- Manage annual and long service leave to reduce its leave liability and ensure leave accruals do not accumulate; and
- Ensure regular breaks from work are taken for employee wellbeing.

To facilitate those arrangements and to ensure the continuous operations of the Shire, the following guidelines are provided:

1. For periods of leave less than five working days:

- 1.1 The Chief Executive Officer will provide notification to the President and Councillors of planned leave of less than five days one week in advance, or as soon as practicable if the leave is unplanned, for approval by the President. Such approval should not be unreasonably withheld.
- 1.2 Staff will manage issues relevant to their area of responsibility.
- 1.3 For governance matters or issues that would be dealt with by the Chief Executive Officer, the Chief Financial Officer will assume responsibility.
- 1.4 The Chief Executive Officer will monitor communications and be contactable for urgent matters.

2. For periods of leave of more than five consecutive working days:

- 2.1 Councillors will be informed of periods of planned leave for the Chief Executive Officer.
- 2.2 The Chief Executive Officer will submit a report to Council for planned leave of more than five working days for approval at least one month prior to the leave commencing.
- 2.3 An Acting Chief Executive Officer will be appointed by Council.
- 2.4 Appointments by Council to act as Chief Executive Officer will have delegations in accordance with the Council resolution.
- 2.5 Officers acting in the role of Chief Executive Officer, for periods longer than 5 working days, will be eligible to be paid higher duties for the period of acting.

2.6 The following employees are eligible to be appointed to the role of Acting Chief Executive Officer:

- (a) any employee deemed suitably qualified and experienced by Council.

3. Other Matters:

3.1 Where possible, the Chief Executive Officer will manage leave to avoid being absent from ordinary Council meetings.

– End of Policy

COMMENT

Formerly	Policy 5.15 Replaced 29 November 2012	Policy 5.1 Amended 31 August 2017 Policy 5.1 Amended 27 May 2021
Last Reviewed	May 2021	
Next Review Date	May 2022	
Amended	May 2021	
Adopted	31 October 2019 27 May 2021 (Amended)	25 March 2021
Version	V3	

13.2.3	Policy Review Designated Staff
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1090
DATE OF REPORT	19 April 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Policy 5.2 Designated Staff - Adopted 25.02.2021 [13.2.3.1 - 3 pages]

SUMMARY:

To review Policy 5.2 Designated Staff in order to effect Section 5.37 of the Local Government Act 1995 relating to Senior Employees.

BACKGROUND:

Policy 5.2 Designated Staff was adopted by the Council to record those positions classified as Senior Staff pursuant to Section 5.37 of the Local Government Act. The Policy now needs review as it refers to a position that does not exist in the Council's Organisation Chart. Further it refers to the position of Chief Executive Officer, where such position is already classified as one where only the local government can make that appointment.

COMMENT:

It will be recommended that the existing policy be repealed and replaced with a new policy to refer to Senior Positions of Chief Financial Officer and Environmental Health Officer.

The policy can be simplified as much of the existing policy has been transferred to new policy 5.1 relating to the appointment of Acting Chief Executive Officer.

CONSULTATION:

There has been no external consultation regarding the preparation of this report.

STATUTORY AUTHORITY:

Local Government Act 1995

Specifically, Section 5.37 provides that a local government may designate employees or persons to be senior employees.

POLICY IMPLICATIONS:

This report is recommending that a current policy be repealed and replaced with a new policy.

FINANCIAL IMPLICATIONS:

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

RISK ASSESSMENT:

The risk is considered low. At the very least, the existing council policy needs to be changed to reflect current officer designations.

STRATEGIC IMPLICATIONS:

Outcome 4.2 (An efficient and effective organisation) provides at Strategy 4.2.1:

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

Accordingly, the officer's recommendation aligns with the adopted Strategic Community Plan 2021 – 2031.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That

- 1. Policy 5.2 Designated Staff be repealed and
- 2. New Policy 5.2 Designated Senior Employees as follows:

'Objective

To designate, pursuant to Section 5.37 of the Local Government Act 1995 employees or persons belonging to a class of employee to be senior employees.

Policy Statement

Pursuant to Section 5.37 of the Local Government Act 1995 the following persons or class of employee are designated as Senior employees:

- a. Chief Financial Officer
- b. Environmental Health Officer'

be endorsed.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried	
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POLICY – 5.2 – Designated Staff

Relevant Delegation

N/A

Objective

To ensure continuity of authority in the unexpected absence of Chief Executive Officer.

Policy Statement

The Local Government Act provides that Council may designate a position, thereby reserving the right to have some input into any appointment to that position.

- i) Chief Executive Officer, as required,
- ii) Deputy Chief Executive
- iii) Environmental Health Officer

– End of Policy

COMMENT

This Policy is required to ensure validity of the Policy for Acting Chief Executive Officer by the Deputy Chief Executive Officer.

The Local Government Act requires that the Chief Executive Officer be appointed by Council, clearly requiring that Council also have some input into appointment of Acting Chief Executive Officer, when the Chief Executive Officer is on leave, or their employment concluded.

Legislative implications of the Local Government Act include –

s.5.37 –

- (3) Council may designate a particular employee or class of employees to be senior employees.
- (4) Council is to approve the employment or dismissal of designated employees

s.5.39 –

- (2) Designated employees must be under contract
- (1a) Separate contract not required for an employee acting as Chief Executive Officer, ie: the Chief Executive Officer cannot authorise a person to take on the duty to use the delegations made to Chief Executive Officer in the Delegations Register.

In summary, Council must have a say in the appointment of Chief Executive Officer, whether permanent or acting, not just which position steps up, but the specific person. The Chief Executive Officer does not have the authority to make the decision.

The Department of Local Government & Communities advised–

The Act requires that Council cannot employ a person in the position of Chief Executive Officer unless they believe the person is suitably qualified. Therefore the DLGC is of the view that Council has a say in who acts in place of the Chief Executive Officer for periods of leave both short and long. This can be done via a policy document that details who steps into the role or via resolution for each time the Chief Executive Officer goes on leave.

The policy you are planning would adequately address the issue. You may wish to consider, if you have a reasonably new deputy, to restrict the acting to planned or unplanned short periods of leave (of sick) and perhaps long periods of leave, let Council make the appointment by resolution.

To cover unexpected situations and comply with the Act and Regulations, two policies are needed –

- stipulating Designated Officers
- authority to function as Chief Executive Officer in an acting capacity under certain conditions

The Policy for Acting Chief Executive Officer needs to be made by absolute majority, since it is authorisation for Deputy Chief Executive Officer to be Acting Chief Executive Officer. To avoid the need to advertise the vacancy and terms of appointment of an Acting Chief Executive Officer, as well as a separate contract of employment, the policy should nominate a designated employee.

There are a range of factors in relation to designated staff or otherwise–

Employee class	Council involvement	Committee involvement	Chief Executive Officer involvement
Chief Executive Officer	<u>Required</u> to appoint, but may delegate selection and interview to a Committee.	<u>Permitted</u> to interview and recommend to Council. <u>Not permitted</u> to appoint, manage or direct.	As directed by Council, but usually none or very limited (process, research, reporting).
Designated staff LG Act s.3.57	<u>Required</u> to consent to appointment or dismissal.	<u>Permitted</u> to interview and comment on recommendation of Chief Executive Officer to Council <i>(view not supported by DLGC)</i>	<u>Required</u> to recommend appointment or dismissal.
	<u>Not permitted</u> to manage or direct.	<u>Not permitted</u> to appoint, manage or direct.	<u>Statutory</u> function to manage and direct.
	Interview & recommendation can be done by Chief Executive Officer alone or with Council/or input. DLGC recommends no Councillor involvement, other than consent to appointment/dismissal.		
Environmental Health Officer	<u>If designated senior officer</u> – as above and Commissioner’s approval <u>In all cases</u> – approval of Commissioner for Health required for appointment or dismissal.		
Other (non-designated) staff	<u>Prohibited</u> – no involvement permitted in appointment, management or direction.	<u>Prohibited</u> – no involvement permitted in appointment, management or direction.	<u>Statutory</u> function to appoint, manage, direct etc.

-End of Policy

COMMENT

Formerly	Policy 5.7 Amended	Amended 29 November 2012
New Policy		
Last Reviewed	30 August 2018	
Next Review Date	February 2021	
Amended		
Adopted	30 August 2018	25 June 2015
Version	1	

13.2.4	Road Closure Mt Ida Diversion
LOCATION	Mt Ida Road
APPLICANT	External
DOCUMENT REF	NAM1092
DATE OF REPORT	12 May 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. 11112- C 1- D G- R D-0001- A [13.2.4.1 - 1 page]

SUMMARY:

To consider a request from Red Dirt Metals for the closure of portion of Mt Ida Road and the creation of a permanent diversion road around mining tenements.

BACKGROUND:

At its meeting held on 30 March 2023, the Council resolved:

That

1. The proposal to close portion of Mt Ida Road as shown on the attached Plan 11112-C1-DG-001A be advertised in accordance with Section 58 of the Land Administration Act 1997.
2. The matter be brought back to the Council no later than the Council meeting scheduled for 25 May 2023 for decision.

The applicants note that Mt Ida Road currently passes directly through the planned Mt Ida mining area and the applicant's mining tenements. The applicant proposes to divert the road around the eastern side of the project. This will involve intersection modification works.

The proposal is shown on the attached plan 11112-C1-DG-001A.

COMMENT:

The Manager of Works has discussed the proposal with the proponents and undertook a site inspection. Further, the then Acting CEO and the current Acting CEO met with the proponents in Perth in December 2022.

The proposal was advertised as follows:

- | | | |
|---|------------------------------------|--------------------------|
| 1 | Kalgoorlie Miner | 6 April 2023 publication |
| 2 | The West Australian | 6 April 2023 publication |
| 3 | The Shire of Menzies website | 5 April 2023 |
| 4 | The Shire of Menzies notice boards | 5 April 2023 |
| 5 | The Shire of Menzies Facebook page | 5 April 2023 |

The advertising period concluded on 12 May 2023.

At the conclusion of consultation, no submissions had been received.

CONSULTATION:

Consultation has occurred with the proponents.

External consultation occurred as set out above with the wider community.

STATUTORY AUTHORITY:

Land Administration Act 1997

Section 58 of that Act precludes a local government from asking the Minister to close a road permanently until a period of 35 days has elapsed after advertising and consideration of any submissions.

Further, when lodging the request to the Minister, the Local Authority is required to provide:

- a. Written confirmation that the local authority has resolved to make the request which details the date the resolution was passed, and any other information relating to the resolution that the Minister may require
- b. Sketch plans showing the location of the road and the proposed disposition of land after the closure (i.e. how the land will be used after the road is closed)
- c. Copies of any submissions and objections to the advertisements as well as the local authority's comments which address any submission or objections
- d. A copy of the advertisement to close the road
- e. Any other information the local authority considers relevant
- f. Written confirmation that the local authority has complied with section 58(2) and (3) of the *Land Administration Act*.

POLICY IMPLICATIONS:

No council policy relates to the permanent closure of roads.

FINANCIAL IMPLICATIONS:

All costs associated with the proposal will be met by the proponent, including advertising, which has been invoiced.

RISK ASSESSMENT:

No particular risk is identified.

If the road isn't closed there will be an impact on the proponent who will be unable to extend mining operations.

If the road is closed there will be some minor inconvenience to road users who will be required to use the diversion road to be constructed to the east of the operations.

STRATEGIC IMPLICATIONS:

The Council's Strategic Community Plan 2021 – 2031 provides at Outcome 3.1 (A well maintained attractive built environment servicing the needs of the community) the following strategy:

3.1.1 Maintain and enhance our roads, built infrastructure, parks and reserves.

Accordingly, the officer's recommendation aligns with the adopted Strategic Community Plan 2021 – 2031.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That:

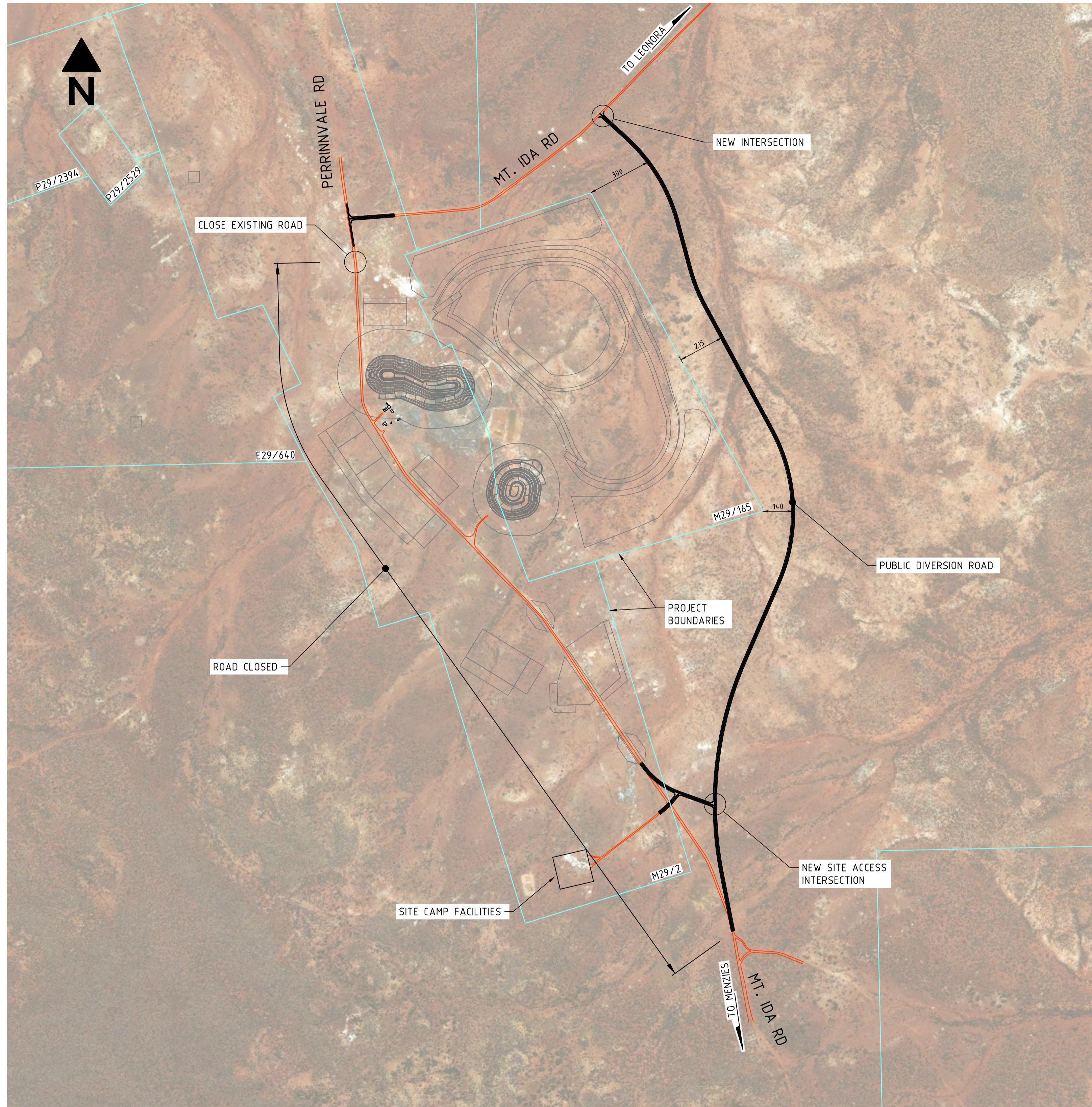
- 1. The Minister for Lands be requested to close portion of Mt Ida Road as shown on the attached Plan 11112-C1-DG-001A pursuant to Section 58 of the Land Administration Act 1997.
- 2. The Minister for Lands be further requested to dedicate the required bypass road as road reserve.
- 3. The Minister for Lands be advised that in accordance with Section 56(4) of the Land Administration Act, the Shire indemnifies the Minister against any claims for compensation in an amount equal to all costs and expenses reasonably incurred by the Minister in considering and granting the request.
- 4. All costs associated with the road closure and road dedication process be met by Delta Lithium Limited.

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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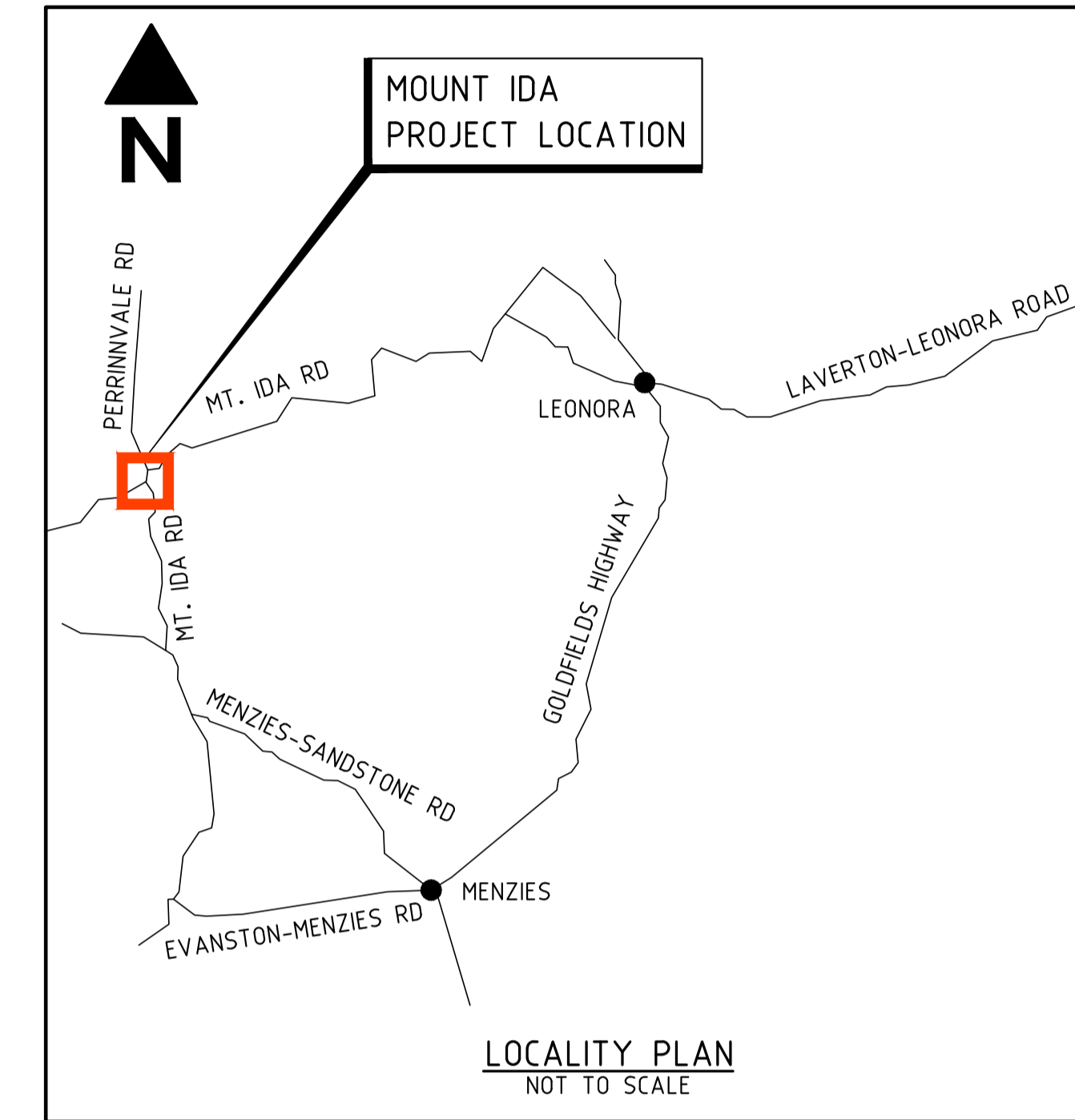
Carried	
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PLAN
1:10000

GENERAL NOTES

1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE NOTED.
2. ALL CO-ORDINATES AND LEVELS ARE IN METRES, UNLESS OTHERWISE NOTED.



LOCALITY PLAN
NOT TO SCALE

SCALE 1:10000
0 100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500

INFORMATION ONLY

A1

WML

BUNBURY
PO BOX 3023
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WML.COM.AU

REVISIONS				
N°	DESCRIPTION	APPROVED	DATE	DRAWN
A	ISSUED FOR INFORMATION	G. TOMASINI	07/03/23	C. HICK

RedDirt METALS

NOTE: * INDICATES SIGNATURES ON ORIGINAL ISSUE OF DRAWING OR LAST REVISION OF DRAWING

NAMES PRINTED IN FULL		DATE	CLIENT
DESIGNED	G. TOMASINI	MAR' 23	RED DIRT METALS PTY LTD
DRAWN	C. HICK	MAR' 23	
VERIFIED			
APPROVED			

PROJECT	
MOUNT IDA PROJECT	PUBLIC DIVERSION ROAD

DRAWING TITLE
**MOUNT IDA PROJECT
CONCEPT ALIGNMENT PLAN**

THIS DRAWING SHALL BE TREATED AS PRELIMINARY AND IS NOT TO BE USED FOR CONSTRUCTION PURPOSES UNLESS SIGNED AS APPROVED.

DRAWING NUMBER
11112-C1-DG-001A

REVISION

13.2.5	Chief Executive Officer Recruitment
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1093
DATE OF REPORT	6 April 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	<ol style="list-style-type: none"> 1. CONFIDENTIAL - CEO Job Description and Selection Criteria [13.2.5.1 - 6 pages] 2. CONFIDENTIAL - CEO Remuneration Package [13.2.5.2 - 3 pages] 3. Terms of Reference [13.2.5.3 - 2 pages]

SUMMARY:

The purpose of this report is to revisit the initiation of the recruitment process to appoint a Chief Executive Officer (CEO) which was adjourned at the Ordinary Meeting of the Council held on 27 April 2023.

BACKGROUND:

The Shire's previous permanent CEO, Mr Brian Joiner, resigned on 18 May 2022, effective from 28 July 2022.

At an Ordinary Meeting of the Council held on 26 May 2022, Mr Joiner's resignation was accepted and noted. An external consultant was engaged to undertake the CEO selection process.

At its Ordinary Meeting held on 30 June 2022, the Council appointed Mr Pascoe Durtanovich as Acting CEO commencing on 22 July 2022. Subsequently, at its Ordinary Meeting held on 24 November 2022, the Council appointed Mr Robert Stewart as Acting CEO upon the resignation of Mr Durtanovich.

The appointment of either an Acting CEO or substantive CEO is governed by the *Local Government Act 1995 and the Local Government (Administration) Regulations 1996*. The adoption of the recommendations in this report will ensure the Council meets its statutory obligations and manages the process professionally while ensuring Elected Members have a thorough understanding of their roles and responsibilities.

The appointments of Mr Durtanovich and Mr Stewart complied with the Act and Regulations.

Further, a local government must recruit a CEO in accordance with the principles of merit, equity and transparency. A local government must not exercise nepotism, bias or patronage in exercising its powers. Additionally, a local government must not unlawfully discriminate against applicants.

Section 5.40 of the *Local Government Act 1995* lists these principles:

- a. employees are to be selected and promoted in accordance with the principles of merit and equity; and
- b. no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and
- c. employees are treated fairly and consistently; and
- d. there is to be no unlawful discrimination against employees or persons seeking employment by a local government on a ground referred to in the *Equal Opportunity Act 1984* or on any other ground; and
- e. employees are to be provided with safe and healthy working conditions in accordance with the *Occupational Safety and Health Act 1984*; and
- f. such other principles, not inconsistent with this Division, as may be prescribed.

A report was considered by the Council at its meeting held on 27 April 2023. At that meeting the motion to initiate the recruitment process was adjourned until the meeting of the Council scheduled for 25 May 2023. The reason for adjournment was that poor internet connections for those Councillors attending the meeting remotely was causing difficulty with communications.

COMMENT:

In accordance with the *Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*, the minimum standard for recruitment and selection will be met if:

- a. The Council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.
- b. The Council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.
- c. The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.
- d. The local government attracts applicants through a transparent, open and competitive process. The local government must advertise a vacancy for the position of CEO in the manner prescribed.
- e. The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.
- f. The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.

- g. The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

Recruitment Consultant

A recruitment consultant with experience in the recruitment of senior executive positions for local government may be appointed to provide professional services related to the selection process.

The appointment of a recruitment consultant is not compulsory. The Council could also resolve to run the appointment process.

Should the Council resolve to appoint a recruitment consultant, the cost would be in the vicinity of \$10,000.00 to \$15,000.00 plus advertising, travel and potentially accommodation and out of pocket costs for the consultant and candidates.

The following Recruitment Consultants, with proven experience with the recruitment of CEOs in Local Government, have been contacted and are listed in alphabetical order.

- a. Beilby Downing Teal
- b. FitzGerald Strategies
- c. LO-GO Appointments
- d. Persolkelly
- e. Price Consulting

The Recruitment Consultants noted at (a), (b) and (c) have submitted proposals at the time this report was prepared.

CEO Job Description Form, Selection and Performance Criteria

The Council must be satisfied with the provisions of the employment contract prior to advertising the position. Therefore, the Job Description Form (JDF), selection criteria and performance criteria are to be endorsed by the Council prior to the position being advertised.

Selection Panel

In accordance with the *Local Government (Administration) Regulations 1996*, local governments are required to establish a selection panel to conduct and facilitate the recruitment and selection process.

Terms of Reference (TOR) for the selection panel have been developed that incorporate the standards for recruitment as defined in Schedule 2, Division 2 of the *Local Government (Administration) Regulations 1996*. These TOR are attached to this report.

The selection panel is responsible for the recruitment and selection process for the CEO, to make recommendations to the whole Council on the candidate (or

candidates) suitable to be employed as CEO based on each applicant's knowledge, experience, qualifications and skills assessed against the adopted selection criteria for the position.

It is essential that prior to a person's appointment to the selection panel they are informed of the duties and responsibilities of their role and that of the panel.

It is recommended that the selection panel consist of:

1. The Shire President, as this person has a key legislative relationship with the CEO under the Act;
2. The Deputy Shire President, as this person acts in the capacity of Shire President when required and also has a key legislative relationship with the CEO; and
3. One other Councillor.

As mentioned earlier, the selection panel comprises elected members and must also include at least one independent person who cannot be a current elected member, human resources consultant, or employee of the local government. The Selection Panel does not need to be appointed as a committee of the Council but could be appointed if so desired pursuant to Section 5.9(2) (d) of the Act.

Should the Council prefer the Selection Panel not to be a committee appointed pursuant to the applicable section of the Act, it is suggested that each of the members of the Panel be prepared to sign a Non-disclosure/Confidentiality agreement in relation to the matters which would inevitably be discussed relating to applicants.

After discussion with the Shire President, it was agreed that former City of Kalgoorlie-Boulder Mayor Ron Yuryevich be recommended to the Council to be invited to join as an independent member on the selection panel. Mr Yuryevich has extensive local government experience and is well respected. He brings an informed local government financial and governance perspective to the selection panel which will assist Councillors in the decision-making process. He has agreed to sit on the panel if appointed by Council.

CONSULTATION:

No external consultation has occurred during the preparation of this report.

STATUTORY AUTHORITY:

The *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* prescribe the requirements for the recruitment and selection of Local Government CEOs.

Councillors should also be aware of major amendments to the Local Government Act now before parliament. These amendments impact the position of the CEO and the incumbent's relationship with the Council.

For example, the proposed amendments include new provisions relating to the performance review of the CEO.

The amendments are such that it will be difficult for any Council to undertake the CEO's performance review without external assistance. That is, a report of the CEO's performance review will be required to be made public (in accordance with regulations).

Further the amendments will require the Council to have a written communications agreement between the Council and the CEO. This agreement relates to access of information by Council members.

The CEO must agree to the adoption of the communications agreement and any amendments to it.

POLICY IMPLICATIONS:

Policy 5.16 CEO Recruitment and Selection, Performance Review and Termination

FINANCIAL IMPLICATIONS:

The remuneration package for the CEO is already an inclusion in the annual budget, however provision will need to be made for the recruitment costs which, if a recruitment consultant is not engaged, will be advertising and relocation costs. Overnight accommodation may be required if a candidate needs to travel long distances to attend an interview.

Further, the Salaries and Allowances Tribunal (Local Government CEOs and Elected Members) has determined increases in the remuneration of CEOs. A Band 4 Council such as Menzies, from 1 July 2023, has a total reward package of \$136,023 - \$213,356. Also, the Isolation Allowance has risen to \$38,600.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to manage Human Resources matters in accordance with legislative requirements	Medium	Policies and procedures developed to address gaps.

STRATEGIC IMPLICATIONS:

The Shire of Menzies Strategic Community Plan 2021-2031 includes the following Strategies and Outcomes:

Outcome

4.1 A strategically focused Council, leading our community.

Strategy

4.1.1 Provide strategic leadership and governance.

Outcome

4.2 An efficient and effective organisation.

Strategy

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

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

VOTING REQUIREMENTS:

Absolute Majority

Councillors should note that the first Officer Recommendation was moved and seconded prior to being adjourned. Therefore, that recommendation then became a motion which needs to be dealt with. It can either be carried, defeated, amended or further dealt with through a procedural motion as set out in the Shire of Menzies Meeting Procedures Local Law 2021 in Part 11.

The second recommendation was not moved and is still therefore an Officer Recommendation. Therefore, it need not be moved, as a different proposal by a Councillor could be put forward as a motion. A reason for change would need to be recorded in the minutes.

COUNCIL MOTION:

Moved Cr S Sudhir

Seconded Cr J Dwyer

That:

1. The recruitment process to appoint a Chief Executive Officer be initiated;
2. The process to recruit for the role of Chief Executive Officer be undertaken internally;
3. The remuneration package attached that offers salary, superannuation, motor vehicle, housing and other benefits as set by the Salaries and Allowances Tribunal (SAT), within the range of SAT level 4 banding, for the position of Chief Executive Officer with a contract term of three to five years be approved;
4. Pursuant to Schedule 2 clauses 5(1) and 5(2) of the *Local Government (Administration) Regulations 1996*, approve the Job Description and Selection Criteria for the recruitment of a CEO as detailed in Attachment 1.

OFFICER RECOMMENDATION:

That a Chief Executive Officer Selection Panel be established as a committee of the Council pursuant to Section 5.9(2)(d) of the *Local Government Act 1995* as follows:

1. The Committee shall be known as the CEO Selection Committee and is formed to satisfy Clause 8 of Schedule 2 of the *Local Government (Administration) Regulations 1996* relating to the establishment of a Selection Panel for the employment of a CEO
2. The duties of the Committee shall be to recommend to the Council a person to be appointed as CEO of the Shire of Menzies pursuant to Section 5.36 of the *Local Government Act 1996* and the *Local Government (Administration) Regulations 1996*
3. The Committee's Terms of Reference, as attached be endorsed.
4. The members of the Committee shall number four being Shire President Cr G Dwyer, Deputy Shire President Cr I Baird, Cr _____ and Mr Ron Yuryevich as an Independent Person as defined by Clause 8(1) of Schedule 2 of the *Local Government (Administration) Regulations 1996*
5. The committee shall disband upon the signing by both parties of a suitable contract of employment with the selected candidate unless disbanded earlier (Absolute Majority Required)

COUNCIL DECISION:

Council Resolution Number	
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Moved		Seconded	
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Carried by Absolute Majority	
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Terms of Reference (TOR)
Shire of Menzies
Chief Executive Officer Selection Panel

Establishment of the Selection Panel

The Council of the Shire of Menzies establishes the Chief Executive Officer (CEO) Selection Panel to undertake the recruitment and selection process for the position of CEO of the Shire of Menzies in accordance with the *Local Government Act 1995*.

Purpose

The purpose of the CEO Selection Panel is to be responsible for the recruitment and selection process for the Chief Executive Officer, to make recommendations to the whole Council on the most meritorious candidate for the position and to ensure that the recruitment and selection process is fair and robust.

The CEO Selection Panel will conduct an assessment process which ensures the candidate's suitability is based on merit selection principles, taking into account knowledge, skills, qualifications and experience, which is considered against the specific requirements of the vacancy as set out in the selection criteria.

Membership

Membership of the CEO Selection Panel shall consist of:

- The Shire President, Cr Greg Dwyer
- The Deputy Shire President, Cr Ian Baird
- Cr (to be appointed)
- 1 x Independent Member (to be appointed by Council)

In addition to the above, a Council may choose to appoint an independent recruitment consultant who will provide professional services to ensure the recruitment and selection process complies with best practice and relevant legislation.

Terms of Reference

The Terms of Reference for the CEO Selection Panel are as follows:

- To be an advisory committee for the duration of the CEO recruitment and selection process;
- To coordinate the recruitment process in an appropriately confidential manner, including working with the appointed independent recruitment consultant to attract and select appropriate candidates;
- To coordinate the advertising, search for candidates, short listing, interview process, conducting interviews, screening, assessing, conducting second round interviews, referee checks, writing reports and contract preparation;
- To report back to the Council throughout the process and provide the Council with sufficient advice to permit a determining decision to be made at an Ordinary Meeting of the Council regarding the final selection, appointment and contracting of the CEO.



Tenure

The CEO Selection Panel which is established for the purpose of assisting the Council in taking steps to fill the vacancy of Chief Executive Officer for the Shire of Menzies will be wound up upon the signing by both parties of a suitable contract of employment with the selected candidate unless disbanded earlier by the Council by Absolute Majority.

14 ELECTED MEMBER MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

15 NEW BUSINESS OF AN URGENT NATURE

16 BEHIND CLOSED DOORS - CONFIDENTIAL REPORTS

17 NEXT MEETING

The next meeting is to be held on 29 June 2023 at the Shire Offices in Menzies commencing at 1.00pm.

18 CLOSURE OF MEETING

The Shire President declared the meeting closed at _____.