



SHIRE OF MENZIES

Minutes

**OF THE ORDINARY MEETING OF THE COUNCIL
HELD ON**

26 OCTOBER 2023

Commencing at 1.00 pm

**At the Council Chambers,
124 Shenton Street, Menzies**

**Glenda Teede
Chief Executive Officer**

Resolution Numbers 157/23 to 184/23

DISCLAIMER

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

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

DISCLOSURES OF INTEREST

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

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

Councillor Meeting Information

Shire of Menzies Council Meetings

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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Record of Attendance (26 October 2023)

Councillors: Cr Greg Dwyer
Cr Ian Baird
Cr Jill Dwyer

Staff: Ms Glenda Teede, Chief Executive Officer
Mr R Stewart, Assistant CEO
Ms K Van Kuyl, Chief Financial Officer
Mr G Marland, Manager of Works
Mr S McGay, Community Development Manager
Ms M Mertyn, Executive Officer (Minutes)

Apologies: Cr Paul Warner
Cr Andrew Tucker
Cr Sudhir Sudhir
Cr Kristie-Lee Tucker

Members of the Public Present: There were two members of the public present

At the expiration of 30 minutes of the scheduled commencement time of Thursday 26 October 2023 at 1.00pm, the CEO adjourned the meeting at 1.30pm due to the absence of a quorum.

The CEO reconvened the Ordinary Meeting of the Council on Friday 3 November 2023 at 1.00pm in the Council Chambers, 124 Shenton Street Menzies

1 DECLARATION OF OPENING RESUMPTION OF MEETING - 3 NOVEMBER 2023

The CEO, as the Presiding Officer, pursuant to Schedule 2.3 (3) of the Local Government Act 1995 declared the meeting open at 1pm.

2 ANNOUNCEMENT OF VISITORS

Nil

3 MEMBERS OF THE PUBLIC PRESENT

There were three members of the public present.

4 RECORD OF ATTENDANCE

Councillors: Cr P Warner, Shire President
Cr S Sudhir, Deputy Shire President
Cr G Dwyer
Cr J Dwyer
Cr A Tucker
Cr I Baird (joined electronically at 1.05pm)
Cr K Tucker

Staff: Ms G Teede, Chief Executive Officer
Mr R Stewart, Assistant CEO
Ms K Van Kuyl, Chief Financial Officer
Mr G Marland, Manager of Works
Mr S McGay, Community Development Manager
Ms M Mertyn, Executive Officer (Minutes)

5.1 ELECTION OF SHIRE PRESIDENT

Chief Executive Officer Ms Glenda Teede advised that she had received one written nomination for the position of Shire President, being Cr Paul Warner.

Ms Teede invited further nominations for the position of Shire President. There were no further nominations.

Pursuant to Schedule 2.3 of the Local Government Act 1995, Ms Teede declared Cr Paul Warner as the Shire President, elected unopposed.

Cr P Warner then took the Declaration of Office before Mr Rob Stewart JP and assumed the Chair.

Cr Ian Baird requested permission to participate in the meeting by electronic means from 232 Puckridge Road, Wangary SA 5607.

Cr I Baird confirmed that he was in a secure and private location.

The Shire President was satisfied that Cr I Baird was in a secure site and allowed his participation in the meeting.

5.2 ELECTION OF DEPUTY SHIRE PRESIDENT

The Shire President advised that he had received one written nomination for the position of Deputy Shire President, being Cr Sudhir Sudhir.

The Shire President invited further nominations for the position of Deputy Shire President. There were no further nominations.

Pursuant to Schedule 2.3 of the Local Government Act 1995, the Shire President declared Cr Sudhir Sudhir as the Deputy Shire President, elected unopposed.

Cr S Sudhir then took the Declaration of Office before Mr Rob Stewart JP.

5.3 ALLOTMENT OF SEATING PROVISIONS

In accordance with Clause 8.1(1) Part 8 of the Meeting Procedures Local Law 2021, at the first meeting held after each election day, the Council will, by consensus, determine a position at the Council table for each member.

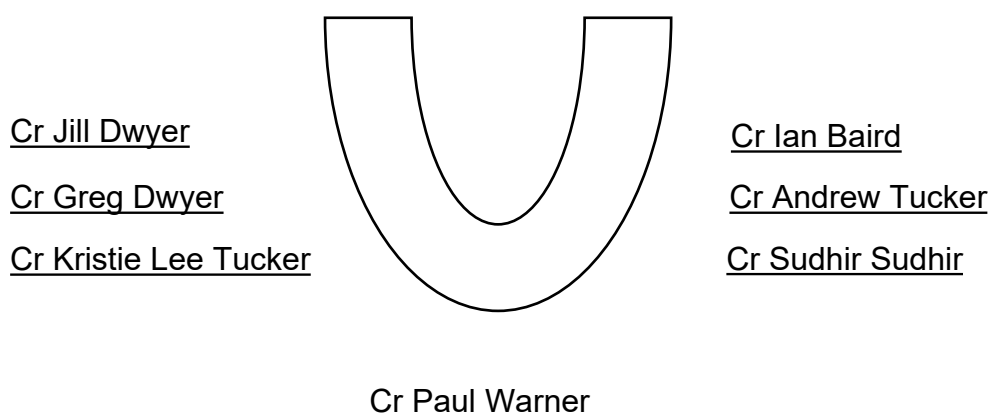
OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	157/23
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Moved: Cr S Sudhir

Seconded: Cr K Tucker

That pursuant to Clause 8.1(1) Part 8 of the Meeting Procedures Local Law 2021, the seating positions of Councillors as set out in the following diagram be allotted such that Councillors are to occupy those positions until otherwise agreed by the Council.



Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird and Cr K Tucker
Against: Nil

6.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Asked by: Mr R Parfitt (Member of the Public) at the Ordinary Meeting of the Council held on 28 September 2023

The question is related to a Community Bus to service the community for shopping, medical appointments and similar.

The Acting CEO confirmed a letter of response was sent to Mr R Parfitt on 20 October 2023. That letter is circulated to Councillors.

6.2 PUBLIC QUESTION TIME

Nil

7 APPROVED LEAVE OF ABSENCE

Nil

8 DISCLOSURES OF INTEREST

Name	Item No	Interest	Nature
Cr P Warner	Item 14.2.8 Professional Development Request - LGA50220 Diploma of Local Government	Financial	Cr P Warner is the applicant

9 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

10 CONFIRMATION/RECEIVAL OF MINUTES

10.1 Confirmation of Minutes - Ordinary Meeting 28 September 2023
(*Provided under Separate Cover*)

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	158/23
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Moved: Cr S Sudhir **Seconded:** Cr A Tucker

That the Minutes of the Ordinary Council Meeting held on 28 September 2023 be confirmed as a true and correct record.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird and Cr K Tucker

Against: Nil

10.2 Confirmation of Minutes - Special Meeting 12 October 2023
(Provided under Separate Cover)

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	159/23
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Moved: Cr S Sudhir **Seconded:** Cr K Tucker

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

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird and Cr K Tucker

Against: Nil

11 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

12 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

PRESIDENT'S REPORT OCTOBER 2023

The second year of the annual Discovery Day was held on 14 October with a start at noon and an Acknowledgment to Country by Jason Dimer, the band Nickel N Dimer once again performed for three hours, doing a sterling job, like in October 2022. The entertainment continued throughout the remainder of the day, along with the bouncy castles, face painting, scavenger hunts, photo booth, kids' games for families and visitors. The Helicopter flights over the town and Lake Ballard were very popular as is the giant lantern that the children of the Menzies School and artist Lewis Horne unveiled, now the giant ram is on public display on the stage in the Town Hall. Visitors to the event were treated to a free ice cream, with other food and beverage stalls and vans selling their products.

The day ended with local band Desert Stars performing with a community sausage sizzle to wrap up the event for 2023.

On Friday 20 October along with the Shires Works Manager, Garth Marland, we attended the Regional Road Group meeting in Kalgoorlie. The main point of business was to review and discuss Local Government Authorities Recoup and Project Status spreadsheet and to approve of the 2024/2025 Road Project Applications. Rich Bain, Heavy Vehicles Main Road WA, spoke to the assembled group about his role in approving efficient road train access on the road network followed with a Q and A period. Main Roads WA Goldfields, WA Manager, Shane Power provided an update on the in-house maintenance transition regards staff and the acquisition of new plant and equipment.

The 2023 Local Government Elections were conducted on Saturday 21 October with the results being a return of two Councillors, Cr Ian Baird and Cr Sudhir Sudhir and new, Kristie-Lee Tucker. Congratulations to all three and in particular to Cr Tucker being her first active role on Council. The voter turnout of 48.92% is a great result for a voluntary voting election.

I take this opportunity, on behalf of the Council, to thank, the Acting CEO Rob Stewart who has been the Acting Chief Executive Officer for Menzies Shire since the departure of Acting Chief Executive Officer Pascoe Durtanovich on 16 January of this year. Rob has been instrumental in bringing before the Council a various and long list of Policies from May to October, inclusive, which will provide good governance for the Shire of Menzies and take pressure off the incoming CEO Glenda Teede to allow her to concentrate on other matters when she takes over as CEO on the 26 October 2023. Rob has progressed the smooth running of business at the Shire and visited the Community of Tjuntjuntjara by travelling the roads to have an understanding of the logistics and challenges faced by a Goldfields Shire. On behalf of the Council and the Community we thank Rob for your time in Menzies and wish you well with your possible future Acting CEO endeavours. We trust you have enjoyed your time in Menzies.

I take this opportunity to welcome our new CEO Glenda Teede to Menzies and look forward to a community meet and greet in the near future to enable to Community to meet Glenda.

OFFICER RECOMMENDATION/ COUNCIL DECISION:

Council Resolution Number:	160/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

That the President's Report for the month of October 2023 be received.

Carried	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird
and Cr K Tucker**

Against: Nil

13 REPORTS OF COMMITTEES

Nil

14 REPORTS OF OFFICERS

14.1 Finance Reports

14.1.1	Finance Report - September 2023
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1193
DATE OF REPORT	16 October 2023
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	<ol style="list-style-type: none">1. Statement of Financial Activity - Menzies - September 23 [14.1.1.1 - 27 pages]2. Financial Information Statement (FIS) - September 2023 [14.1.1.2 - 8 pages]

SUMMARY:

To receive the Statement of Financial Activity for the period ended 30 September 2023

BACKGROUND:

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

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

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

COMMENT:

This report contains the annual budget, actual amounts of expenditure and income to the end of the month. It shows the material variances between the budget and actual amounts where they are not associated 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 (Financial Management) Regulations (1996)

Section 34 of the Act provides the requirement of the local government to prepare and provides the information a statement financial activity as at the end of the relevant month.

Section 35 of the Act provides the requirement of the local government to prepare and provides the information a statement financial position as at the end of the relevant month.

POLICY IMPLICATIONS:

There is no policy related to the subject matter.

FINANCIAL IMPLICATIONS:

There are no financial implications for this report.

RISK ASSESSMENT:

Nil

STRATEGIC IMPLICATIONS:

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

Outcome
4.2 An efficient and effective organisation.

Strategy

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

COUNCIL DECISION:

Council Resolution Number:	161/23
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Moved: Cr K Tucker

Seconded: Cr A Tucker

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

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird and Cr K Tucker

Against: Nil



SHIRE OF MENZIES

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

KEY INFORMATION

Items of Significance

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

	% Collected / Completed	Annual Budget	YTD Budget (a)	YTD Actual (b)	Variance (Under)/Over (a-b)
New 2x1 Staff House - Building (Capital)	88%	326,691	81,672	287,969	(206,297)
New 2x1 Staff House (21-22)	51%	570,000	142,500	288,339	(145,839)
Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	17%	496,486	248,241	84,571	163,670
Town Hall (Admin) - Building (Capital)	1%	100,000	95,775	1,178	94,597
Tjunjuntjara Access Road (R2R 23-24)	100%	510,627	127,656	510,627	(382,971)
Tjuntjuntjara Access Road (Indigenous Community Access Rd)	60%	320,000	79,998	192,222	(112,224)
Tjuntjuntjara Access Road (NoRA Supplementary Funding 22/23)					
Expenditure	91%	700,000	174,999	640,264	(465,265)
LRCI Sealing of Parking Menzies Public Toilets Expenditure	6%	143,350	35,837	8,695	27,142
LRCI Tourism Signage (district wide) Expenditure	1%	205,952	51,486	2,400	49,086
		Prior Year	Current Year		
		30 September	30 September		
		2022	2023		
Financial Position					
Adjusted Net Current Assets	113%	\$ 7,432,590	\$ 8,396,052		
Cash and Equivalent - Unrestricted	118%	\$ 6,665,937	\$ 7,864,053		
Cash and Equivalent - Restricted	96%	\$ 12,341,382	\$ 11,814,511		
Receivables - Rates	147%	\$ 1,253,531	\$ 1,838,802		
Receivables - Other	182%	\$ 165,435	\$ 300,730		
Payables	395%	\$ 311,770	\$ 1,233,013		

% 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 SEPTEMBER 2023

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 September 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

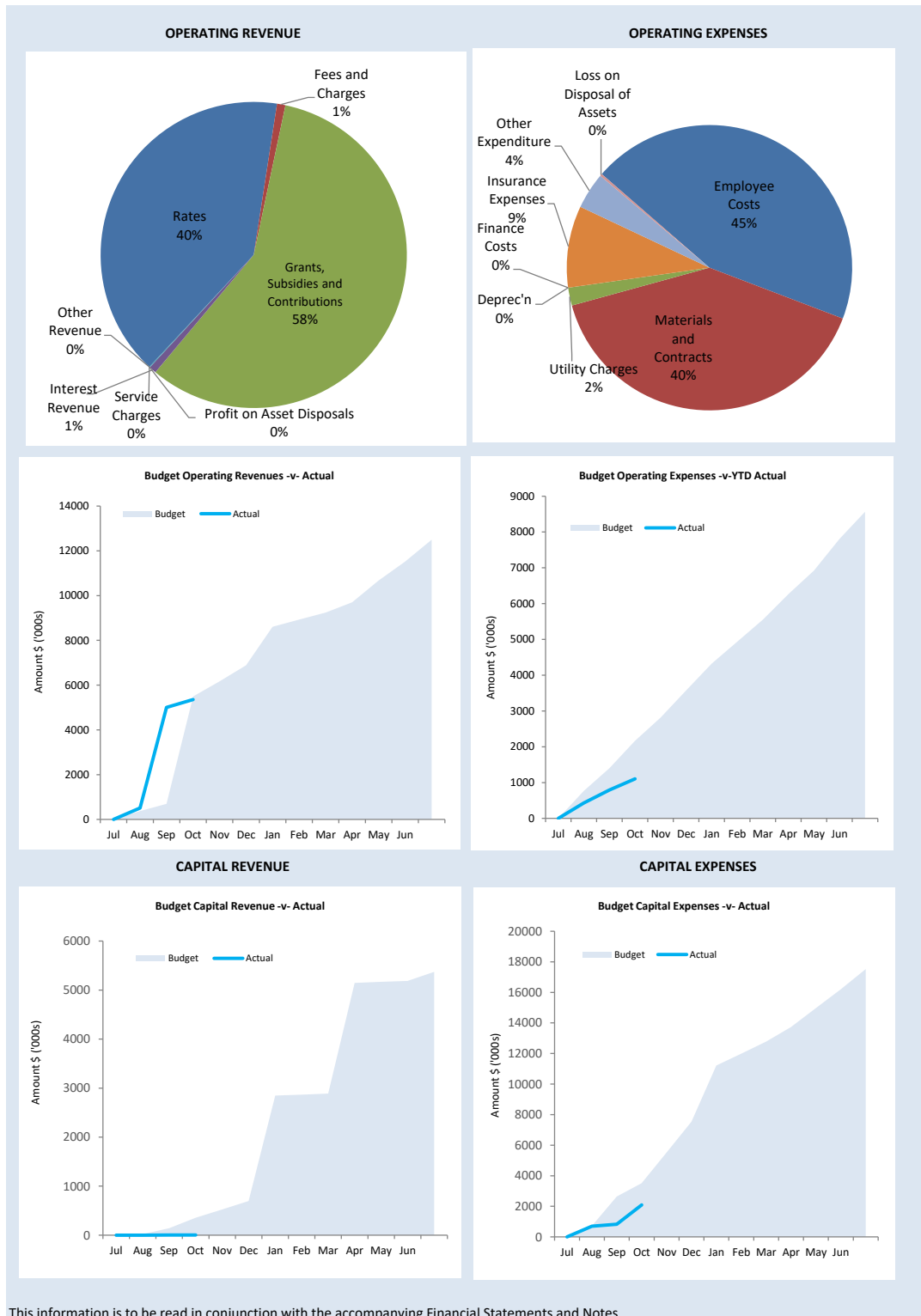
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 SEPTEMBER 2023

SUMMARY GRAPHS



SHIRE OF MENZIES**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 SEPTEMBER 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.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND 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 REVENUE

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

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

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

BY NATURE

Note	Adopted Annual Budget \$	Amended Annual Budget \$	Amended YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates	6	4,335,810	4,335,810	4,335,809	4,365,329	29,520	1%	▲
Grants, Subsidies and Contributions	12	558,417	558,417	131,969	287,567	155,598	118%	▲
Fees and Charges		240,205	240,205	65,275	96,156	30,881	47%	▲
Service Charges		0	0	0	0	0		▲
Interest Revenue		301,000	301,000	66,499	82,382	15,883	24%	▲
Other Revenue		30,450	30,450	7,602	8,282	680	9%	▲
Profit on Disposal of Assets	7	43,894	43,894	16,434	0	(16,434)	(100%)	▼
Gain FV Valuation of Assets		0	0	0	0	0		
		5,509,776	5,509,776	4,623,588	4,839,715			
Expenditure from operating activities								
Employee Costs		(2,896,464)	(2,896,464)	(664,440)	(489,912.56)	174,527	26%	▲
Materials and Contracts		(2,627,425)	(2,627,425)	(697,648)	(440,397.56)	257,250	37%	▲
Utility Charges		(110,200)	(110,200)	(27,492)	(22,361)	5,131	19%	▲
Depreciation		(2,140,427)	(2,140,427)	(535,086)	0	535,086	100%	▲
Finance Costs		(26,085)	(26,085)	(10,432)	0	10,432	100%	▲
Insurance Expenses		(163,583)	(163,583)	(40,815)	(102,157)	(61,342)	(150%)	▼
Other Expenditure		(601,711)	(601,711)	(189,414)	(45,495)	143,919	76%	▲
Loss on Disposal of Assets	7	0	0	0	(2,730)	(2,730)		▼
Loss FV Valuation of Assets		0	0	0	0	0		
		(8,565,893)	(8,565,893)	(2,165,327)	(1,103,054)			
Non-cash amounts excluded from operating activities								
Add back Depreciation		2,140,427	2,140,427	535,086	0	(535,086)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	7	(43,894)	(43,894)	(16,434)	2,730	19,164	(117%)	▲
Movement in Leave Reserve (Added Back)		(2,544)	(2,544)	0	710	710		▲
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		
		2,093,989	2,093,989	518,652	3,441			
Amount attributable to operating activities		(962,129)	(962,129)	2,976,913	3,740,102			
INVESTING ACTIVITIES								
Inflows from investing activities								
Capital Grants, Subsidies and Contributions	13	6,986,077	6,986,077	869,738	515,316	(354,422)	(41%)	▼
Proceeds from Disposal of Assets	7	80,000	80,000	12,498	3,500	(8,998)	(72%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	0	0	0	0	0		
		7,066,077	7,066,077	882,236	518,816			
Outflows from investing activities								
Land Held for Resale	8	0	0	0	0	0		
Land and Buildings	8	(4,213,177)	(4,213,177)	(694,185)	(697,689)	(3,504)	(1%)	▼
Plant and Equipment	8	(800,000)	(800,000)	(112,250)	0	112,250	100%	▲
Furniture and Equipment	8	0	0	0	0	0		
		(14,961,005)	(14,961,005)	(2,243,719)	(2,051,896)			
Amount attributable to investing activities		(7,894,928)	(7,894,928)	(1,361,483)	(1,533,080)			
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new borrowings		650,000	650,000	162,500	0	(162,500)	(100%)	▼
Transfer from Reserves	10	4,640,924	4,640,924	179,998	0	(179,998)	(100%)	▼
Transfer from Restricted Cash - Other		0	0	0	0	0		
		5,290,924	5,290,924	342,498	0			
Outflows from financing activities								
Repayment of borrowings	9	(53,627)	(53,627)	(13,406)	0	13,406	100%	▲
Payments for principal portion of lease liabilities	9	0	0	0	0	0		
Transfer to Reserves	10	(2,510,699)	(2,510,699)	(1,254,999)	(39,676)	1,215,323	97%	▲
Transfer to Restricted Cash - Other		0	0	0	0	0		
		(2,564,326)	(2,564,326)	(1,268,405)	(39,676)			
Amount attributable to financing activities		2,726,598	2,726,598	(925,907)	(39,676)			
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	6,130,460	6,228,705	6,228,705	6,228,705	0	0%	
Amount attributable to operating activities		(962,129)	(962,129)	2,976,913	3,740,102			
Amount attributable to investing activities		(7,894,928)	(7,894,928)	(1,361,483)	(1,533,080)			
Amount attributable to financing activities		2,726,598	2,726,598	(925,907)	(39,676)			
Surplus or deficit at the end of the financial year	1	1	98,246	6,918,228	8,396,052			

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

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

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

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

	30 June 2023	30 September 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	17,795,820	19,678,564
Trade and other receivables	488,087	1,835,404
Inventories	17,234	17,234
Contract assets	813,398	813,398
TOTAL CURRENT ASSETS	19,114,539	22,344,600
NON-CURRENT ASSETS		
Trade and other receivables	506	506
Other financial assets	19,451	19,451
Property, plant and equipment	12,077,928	12,769,386
Infrastructure	173,846,812	175,201,020
TOTAL NON-CURRENT ASSETS	185,944,697	187,990,363
TOTAL ASSETS	205,059,236	210,334,963
CURRENT LIABILITIES		
Trade and other payables	291,691	1,253,925
Other liabilities	868,495	930,010
Employee related provisions	161,180	161,180
TOTAL CURRENT LIABILITIES	1,321,366	2,345,115
NON-CURRENT LIABILITIES		
Employee related provisions	50,641	50,641
TOTAL NON-CURRENT LIABILITIES	50,641	50,641
TOTAL LIABILITIES	1,372,007	2,395,756
NET ASSETS	203,687,229	207,939,207
EQUITY		
Retained surplus	27,086,972	31,299,274
Reserve accounts	11,774,836	11,814,511
Revaluation surplus	164,825,422	164,825,422
TOTAL EQUITY	203,687,229	207,939,207

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

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

NOTE 1

ADJUSTED NET CURRENT ASSETS

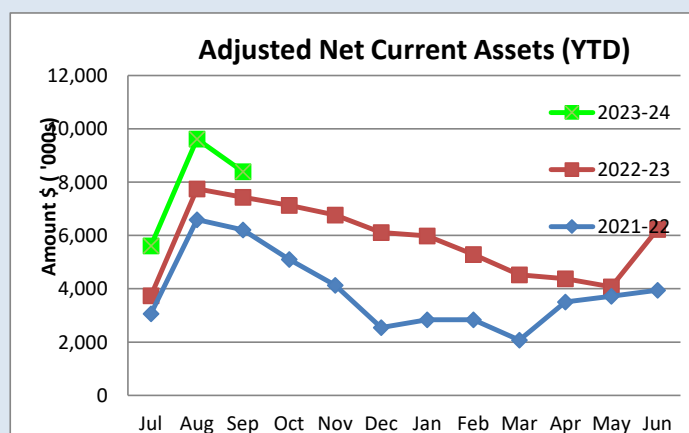
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 30/09/2022	Year to Date Actual 30/09/2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	6,020,984	6,665,937	7,864,053
Cash Restricted - Reserves	2	11,774,836	12,341,382	11,814,511
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	518,992	1,253,531	1,838,802
Receivables - Other	3	273,224	165,435	300,730
Impairment of Receivables	3	(304,129)	(377,062)	(304,129)
Other Assets Other Than Inventories	4	813,398	336,340	813,398
Inventories	4	17,234	16,438	17,234
		19,114,539	20,402,000	22,344,600
Less: Current Liabilities				
Payables	5	(276,645)	(311,770)	(1,233,013)
Contract Liabilities	11	(868,495)	(1,299,803)	(930,010)
Bonds & Deposits	14	(15,046)	(14,838)	(20,913)
Loan and Lease Liability	9	0	0	0
Provisions	11	(161,180)	(207,824)	(161,180)
		(1,321,366)	(1,834,236)	(2,345,115)
Less: Cash Reserves	10	(11,774,836)	(11,341,382)	(11,814,511)
Add Back: Component of Leave Liability not Required to be funded		210,368	206,208	211,078
Add Back: Loan and Lease Liability		0	0	0
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		6,228,705	7,432,590	8,396,052

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)

\$8.4 M

Last Year YTD

Surplus(Deficit)

\$7.43 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

NOTE 2

CASH AND FINANCIAL ASSETS

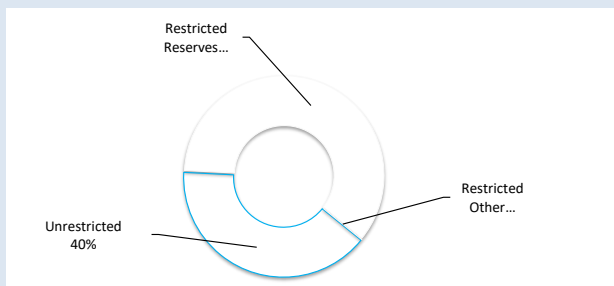
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash On Hand - Admin	830	0	0	830	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Bank Account	4,812,109	0	0	4,812,109	NAB	1.350%	Ongoing
Reserve Bank Account		11,814,511		11,814,511	NAB	1.350%	Ongoing
Trust Cash at Bank			0	0	NAB		
Term Deposits							
Municipal Maximiser Investment Account	3,051,114	0	0	3,051,114	NAB	1.350%	Ongoing
Investments							
Total	7,864,053	11,814,511	0	19,678,564			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Unrestricted
\$19.68 M	\$11.81 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

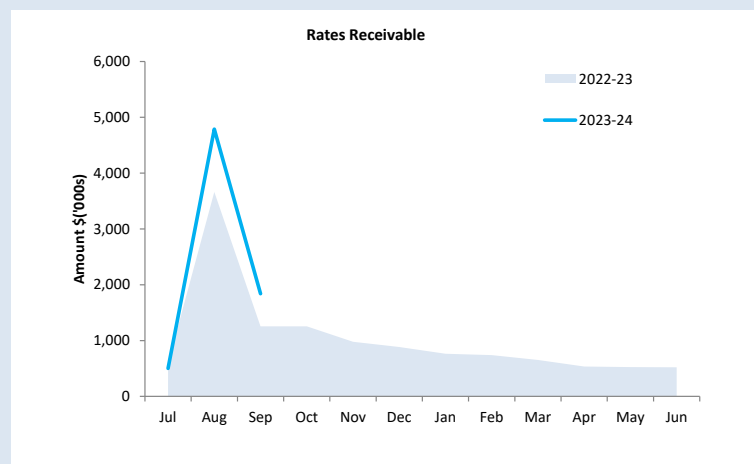
NOTE 3

RECEIVABLES

Receivables - Rates & Rubbish	30 June 2023	30 Sep 23
	\$	\$
Opening Arrears Previous Years	594,451	519,498
Levied this year	4,191,359	4,375,444
Less Collections to date	(4,266,313)	(3,055,633)
Equals Current Outstanding	519,498	1,839,308
Net Rates Collectable	519,498	1,839,308
% Collected	89.15%	62.42%

KEY INFORMATION

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

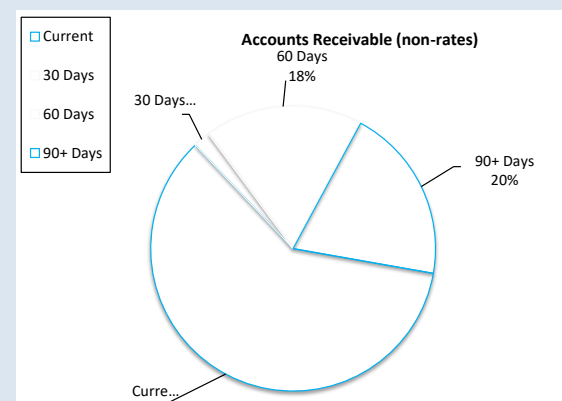


Collected	Rates Due
62%	\$1,839,308

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	9,268	300	2,772	3,067	15,407
Percentage	60%	2%	18%	20%	
Balance per Trial Balance					
Sundry Debtors					15,407
Impairment of Receivables					(304,129)
Receivables - Other					285,323
Total Receivables General Outstanding					(3,399)
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

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



Debtors Due

-\$3,399

Over 30 Days

40%

Over 90 Days

20%

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

NOTE 4

OTHER CURRENT ASSETS

	Opening Balance 1 Jul 2023	Asset Increase	Asset Reduction	Closing Balance 30 Sep 2023
Other Current Assets	\$	\$	\$	\$
Inventory				
Fuel, Oil & Materials on hand	17,234	0	0	17,234
Contract assets				
Contract assets	813,398	0	0	813,398
Total Other Current assets				830,632
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 SEPTEMBER 2023

OPERATING ACTIVITIES

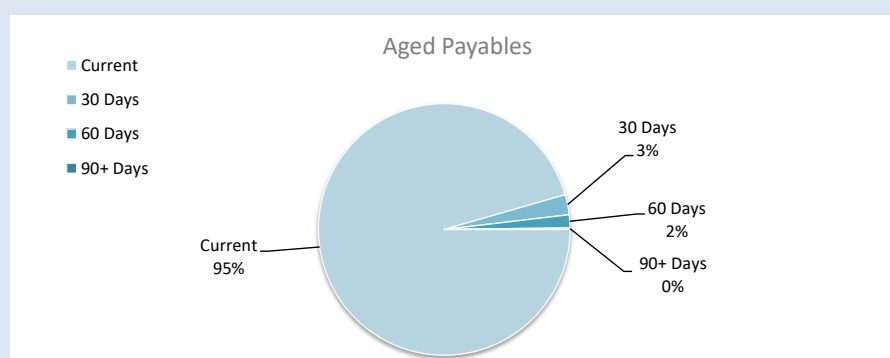
NOTE 5

Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	1,029,311	27,848	18,084	2,090	1,077,333
Percentage	95.5%	2.6%	1.7%	0.2%	
Balance per Trial Balance					
Sundry creditors - General					1,077,333
ATO liabilities					79,011
Other accruals/payables					46,124
Prepaid rates					18,837
Total Payables General Outstanding					1,233,013
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.



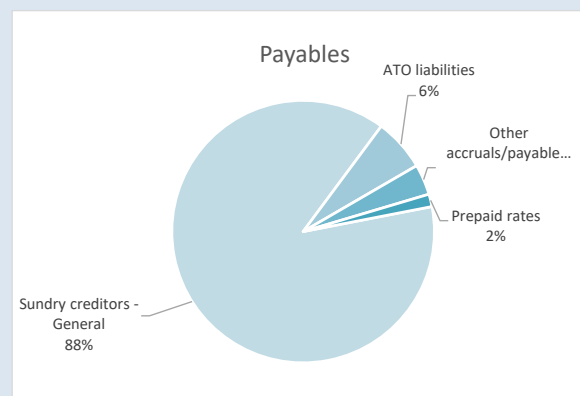
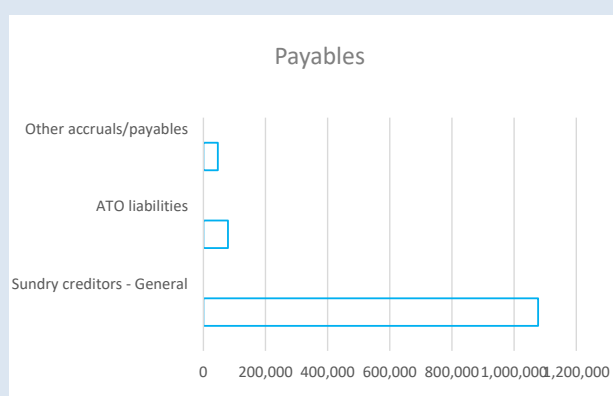
Creditors Due

\$1,233,013

Over 30 Days

5%

Over 90 Days

0.2%

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

RATE TYPE	Budget							YTD Actual			
	Rate in	Number of	Rateable	Rate	Interim	Back	Total	Rate	Interim	Back	Total
	\$	Properties	Value	Revenue	Rate	Rate	Revenue	Revenue	Rates	Rates	Revenue
				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross rental valuations											
Vacant and improved	0.089400	36	1,716,320.00	153,439.00	0.00	0.00	153,439	153,439.00	5,006.40	4,995.20	163,440.60
Non Rateable	0.000000	38	2,781.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
Unimproved valuations											
Mining	0.163934	231	18,903,738.00	3,098,965.00	0.00	0.00	3,098,965	3,098,965.39	27,095.54	2,826.76	3,128,887.69
Exploration and Prospecting	0.147548	557	5,449,383.00	804,046.00	0.00	0.00	804,046	804,045.58	(4,181.56)	0.00	799,864.02
Pastoral and Other	0.085300	88	999,953.00	85,296.00	0.00	0.00	85,296	85,295.99	(5,991.49)	0.00	79,304.50
Non-Rateable			63,326.00				0	0.00	624.75	(643.42)	(18.67)
Sub-Totals		950	27,135,501.00	4,141,746.00	0.00	0.00	4,141,746	4,141,745.96	22,553.64	7,178.54	4,171,478.14
Minimum Payment											
	Minimum										
	\$										
Gross rental valuations											
Vacant and improved	200	211	48,774.00	42,200.00	0.00	0.00	42,200	42,200.00	0.00	0.00	42,200.00
					0.00	0.00	0		0.00	0.00	0.00
Unimproved valuations											
Mining	328	59	56,615.00	19,352.00	0.00	0.00	19,352	19,352.00	0.00	721.78	20,073.78
Exploration and Prospecting	328	394	465,000.00	129,232.00	0.00	0.00	129,232	129,232.00	0.00	(935.41)	128,296.59
Pastoral and Other	328	10	18,965.00	3,280.00	0.00	0.00	3,280	3,280.00	0.00	0.00	3,280.00
				0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0	0.00	0.00	0.00	0.00
Sub-Totals		674	589,354.00	194,064.00	0.00	0.00	194,064	194,064.00	0.00	(213.63)	193,850.37
		1,624	27,724,855.00	4,335,810.00	0.00	0.00	4,335,810	4,335,809.96	22,553.64	6,964.91	4,365,328.51
Discounts							0				0.00
Concession							0				0.00
Amount from General Rates							4,335,810				4,365,328.51
Ex-Gratia Rates							0				0.00
Movement in Excess Rates							0				0.00
Specified Area Rates							0				0.00
Total Rates							4,335,810				4,365,328.51

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

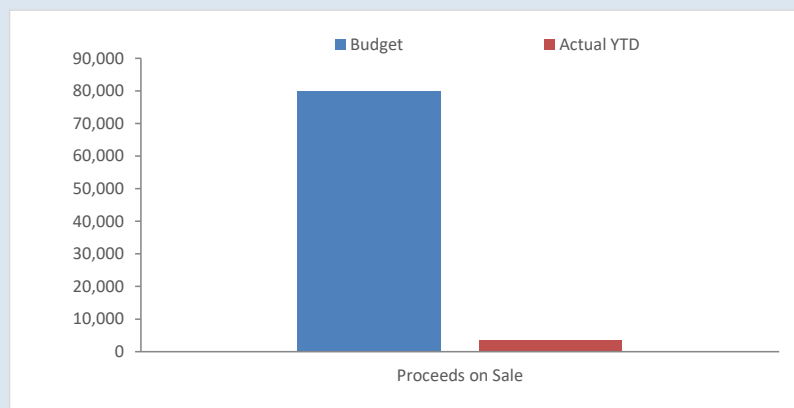
OPERATING ACTIVITIES

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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
83	Toyota Prado Dsl Wagon 1Mn, P0230	8,912	50,000	41,088		0	0		
	P0207 Hino 300 Series 816 Medium Auto Rubbish								
515	Truck - Mn963	27,194	30,000	2,806		0	0		
541	Auto Tyre Changer	0	0			6,230	3,500		(2,730)
		36,106	80,000	43,894	0	6,230	3,500	0	(2,730)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$80,000	\$3,500	4%

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


INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Annual	Amended Budget		Total	Variance
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	4,213,177	694,185	4,213,177	697,689	3,504
Equipment on Reserves	0	0	0	0	0
Plant and Equipment	800,000	112,250	800,000	0	(112,250)
Motor Vehicles	0	0	0	0	0
Furniture and Equipment	0	0	0	0	0
Infrastructure Assets - Roads	7,574,541	1,323,399	7,574,541	1,343,112	19,713
Infrastructure Assets - Footpaths	50,000	12,498	50,000	0	(12,498)
Infrastructure Assets - Parks and Ovals	0	0	0	0	0
Infrastructure Assets - Other	2,323,287	101,387	2,323,287	11,095	(90,292)
Capital Expenditure Totals	14,961,005	2,243,719	14,961,005	2,051,896	(191,823)
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	6,986,077	869,738	6,986,077	515,316	(354,422)
Borrowings	650,000	162,500	650,000	0	(162,500)
Other (Disposals & C/Fwd)	80,000	12,498	80,000	3,500	(8,998)
Council contribution - Cash Backed Reserves					
Various Reserves	4,640,924	179,998	4,640,924	0	(179,998)
Council contribution - operations	2,604,004	1,018,985	2,604,004	1,533,080	514,095
Capital Funding Total	14,961,005	2,243,719	14,961,005	2,051,896	(191,823)

SIGNIFICANT ACCOUNTING POLICIES

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

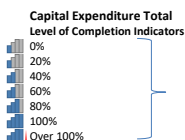
KEY INFORMATION


 ■ Annual Budget

Acquisitions	Annual Budget	YTD Actual	% Spent
	\$14.96 M	\$2.05 M	14%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.99 M	\$0.52 M	7%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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.

Level of completion indicator, please see table at the top of this note for further detail.					Adopted		Amended				
Assets		Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over		
					\$	\$	\$	\$	\$		
Land											
Economic Services											
0.00	<div></div>	Lot 500-502 (56)	Wilson St - Land (Capital)	4130809	508	LC001	(64,000)	(64,000)	(63,999)	0	63,999
0.00	<div></div>	Lot 9 (54)	Shenton Street - Land (Capital)	4130809	508	LC002	(12,000)	(12,000)	(12,000)	0	12,000
Total - Economic Services							(76,000)	(76,000)	(75,999)	0	75,999
0.00	<div></div>	Total - Land					(76,000)	(76,000)	(75,999)	0	75,999
Buildings											
1.00	<div></div>	Total - Health					0	0	0	0	0
Education & Welfare											
0.00	<div></div>	Community Shed		4080410	510	BC060A	(300,000)	(300,000)	0	0	0
0.88	<div></div>	New 2x1 Staff House - Building (Capital)		4090110	510	BC010	(326,691)	(326,691)	(81,672)	(287,969)	(206,297)
0.51	<div></div>	New 2x1 Staff House (21-22)		4090110	510	BC011	(570,000)	(570,000)	(142,500)	(288,339)	(145,839)
0.00	<div></div>	Old Post Office House Lot 102 (33)	Walsh St - Building (Capital)	4090210	510	BC020	(894,000)	(894,000)	0	0	0
0.03	<div></div>	GROH House 4x2		4090210	510	BC023	(700,000)	(700,000)	0	(17,815)	(17,815)
0.03	<div></div>	GROH House 2x1		4090210	510	BC024	(550,000)	(550,000)	0	(17,815)	(17,815)
Total - Housing							(3,040,691)	(3,040,691)	(224,172)	(611,939)	(387,767)
Recreation And Culture											
0.00	<div></div>	Town Hall (Hall) - Building (Capital)		4110110	510	BC026	(100,000)	(100,000)	(24,999)	0	24,999
Total - Recreation And Culture							(100,000)	(100,000)	(24,999)	0	24,999
Economic Services											
0.00	<div></div>	Building not specified		4130210	510	BC000	(100,000)	(100,000)	(24,999)	0	24,999
0.17	<div></div>	Lady Shenton/CRC Lot 41 (37)	Shenton St - Building (Capital)	4130210	510	BC028	(496,486)	(496,486)	(248,241)	(84,571)	163,670
Total - Economic Services							(596,486)	(596,486)	(273,240)	(84,571)	188,669
Other Property & Services											
0.01	<div></div>	Town Hall (Admin) - Building (Capital)		4140210	510	BC027	(100,000)	(100,000)	(95,775)	(1,178)	94,597
0.01	<div></div>	Total - Other Property & Services					(100,000)	(100,000)	(95,775)	(1,178)	94,597
0.17	<div></div>	Total - Buildings					(4,137,177)	(4,137,177)	(618,186)	(697,689)	(79,503)
Plant & Equipment											
Governance											
0.00	<div></div>	Administration Communications Equipment		4040230	530	C0141	(15,000)	(15,000)	(3,750)	0	3,750
0.00	<div></div>	Software and IT Systems		4040230	530	C0142	(100,000)	(100,000)	0	0	0
0.00	<div></div>	Vehicle Replacement CEO		4040230	530	CP001	(80,000)	(80,000)	(80,000)	0	80,000
Total - Governance							(195,000)	(195,000)	(83,750)	0	83,750
Other Law, Order & Public Safety											
0.00	<div></div>	LRCI Menzies CCTV Expenditure		4050330	530	LRC0118	(90,000)	(90,000)	(22,500)	0	22,500
Total - Other Law, Order & Public Safety							(90,000)	(90,000)	(22,500)	0	22,500
Transport											
0.00	<div></div>	Minor Plant Purchases		4120330	530	C0127	(15,000)	(15,000)	(6,000)	0	6,000
0.00	<div></div>	Rubbish Truck with Compactor		4120330	530	CP006	(340,000)	(340,000)	0	0	0
0.00	<div></div>	Trailer for Accomodation (23/24)		4120330	530	C1220	(160,000)	(160,000)	0	0	0
Total - Transport							(515,000)	(515,000)	(6,000)	0	6,000
0.00	<div></div>	Total - Plant & Equipment					(800,000)	(800,000)	(112,250)	0	112,250
Infrastructure - Roads											
Transport											
0.00	<div></div>	Program Reseal		4120140	540	C1213	(250,000)	(250,000)	(62,499)	0	62,499
0.00	<div></div>	Grids Capital		4120140	540	GRIDCAP	(100,000)	(100,000)	(24,999)	0	24,999
0.00	<div></div>	Niagara Dam Rd (Capital)		4120141	540	RC059	(200,000)	(200,000)	0	0	0
0.00	<div></div>	Kookynie Malcom Rd (Capital)		4120142	540	RC038	(300,000)	(300,000)	0	0	0
0.00	<div></div>	Tjuntjunjarra Access Rd (Capital)		4120142	540	RC049	(300,000)	(300,000)	(75,000)	0	75,000
0.00	<div></div>	Tjuntjunjarra Internal Roads Program (20-21)		4120142	540	RC249	(250,000)	(250,000)	0	0	0
1.00	<div></div>	Tjuntjunjarra Access Road (R2R 23-24)		4120146	540	R2R049D	(510,627)	(510,627)	(127,656)	(510,627)	(382,971)
0.00	<div></div>	Yarri Road (RRG 21-22)		4120150	540	RRG039A	(38,000)	(38,000)	0	0	0
0.00	<div></div>	Tjuntjunjarra Access Rd (RRG)		4120150	540	RRG049	(80,000)	(80,000)	(19,998)	0	19,998
0.00	<div></div>	Menzies North West (RRG 23/24)		4120151	540	RRG007F	(624,000)	(624,000)	0	0	0
0.00	<div></div>	Evanston - Menzies Road (RRG 23/24)		4120151	540	RRG008B	(81,000)	(81,000)	0	0	0
0.00	<div></div>	Riverina - Snake Hill Road (RRG 23/24)		4120151	540	RRG013A	(490,000)	(490,000)	0	0	0
0.00	<div></div>	Kookynie - Malcolm Road (RRG 23/24)		4120151	540	RRG038A	(297,914)	(297,914)	0	0	0
0.60	<div></div>	Tjuntjunjarra Access Road (Indigenous Community Access Rd)		4120164	540	ICA049	(320,000)	(320,000)	(79,998)	(192,222)	(112,224)
0.00	<div></div>	Cutline Road Expenditure CKB		4120164	540	ICA050	(3,033,000)	(3,033,000)	(758,250)	0	758,250
0.91	<div></div>	Tjuntjunjarra Access Road (NoRA Supplementary Funding 22/23) E		4120164	540	NORA049	(700,000)	(700,000)	(174,999)	(640,264)	(465,265)
Total - Transport							(7,574,541)	(7,574,541)	(1,323,399)	(1,343,112)	(19,713)
0.18	<div></div>	Total - Infrastructure - Roads					(7,574,541)	(7,574,541)	(1,323,399)	(1,343,112)	(19,713)

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Capital Expenditure Total
Level of Completion Indicators

0%
20%
40%
60%
80%
100%
Over 100%

% of
Comp

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

Level of completion indicator, please see table at the top of this note for further detail.					Adopted		Amended			
Assets	Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over		
				\$	\$	\$	\$	\$		
Infrastructure - Footpaths										
Transport										
0.00		Footpath Construction General (Budgeting Only)	4120170	560	FC000	(50,000)	(50,000)	(12,498)	0	12,498
Total - Transport						(50,000)	(50,000)	(12,498)	0	12,498
0.00		Total - Infrastructure - Footpaths				(50,000)	(50,000)	(12,498)	0	12,498
Infrastructure - Other										
Community Amenities										
0.06		LRCI Sealing of Parking Menzies Public Toilets Expenditure	4100790	590	LRC0116	(143,350)	(143,350)	(35,837)	(8,695)	27,142
Total - Community Amenities						(143,350)	(143,350)	(35,837)	(8,695)	27,142
Recreation And Culture										
0.00		Tjuntjuntjara Water Park Expenditure	4110390	590	PC114	(150,000)	(150,000)	0	0	0
0.00		LRCI Phase 4 (Budget Only)	4110390	590	LRC000B	(863,223)	(863,223)	0	0	0
Total - Recreation And Culture						(1,013,223)	(1,013,223)	0	0	0
Transport										
0.00		Bores to Support Road Works	4120190	590	C0123	(50,000)	(50,000)	(12,498)	0	12,498
0.00		Main Street (Shenton) Streetscaping	4120190	590	C100	(50,000)	(50,000)	0	0	0
0.00		Truck Bay Wilson and Shenton	4120190	590	C1211	(10,000)	(10,000)	(1,566)	0	1,566
Total - Transport						(110,000)	(110,000)	(14,064)	0	14,064
Economic Services										
0.00		Niagara Dam Capital Works	4130290	590	C0131	(850,762)	(850,762)	0	0	0
0.01		LRCI Tourism Signage (district wide) Expenditure	4130290	590	LRC0117	(205,952)	(205,952)	(51,486)	(2,400)	49,086
Total - Economic Services						(1,056,714)	(1,056,714)	(51,486)	(2,400)	49,086
Total - Infrastructure - Other						(2,323,287)	(2,323,287)	(101,387)	(11,095)	90,292
0.14		Grand Total				(14,961,005)	(14,961,005)	(2,243,719)	(2,051,896)	191,823

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

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

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

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

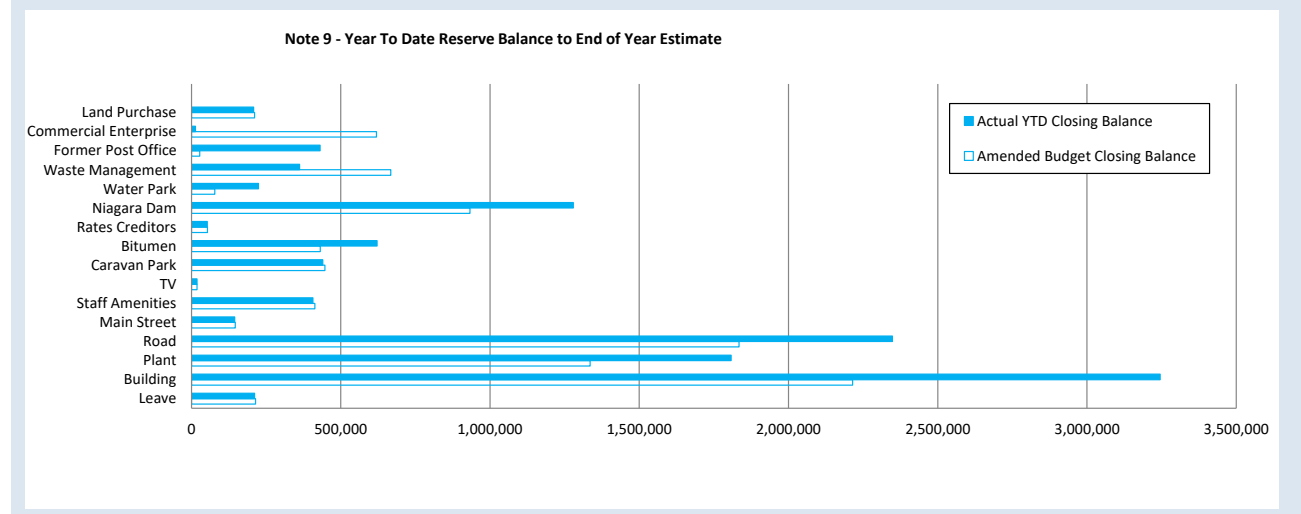
SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

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	210,368	3,930	710	0	0	0	0	214,298	211,078
Building	3,234,402	60,431	10,895	900,000	0	(1,980,162)	0	2,214,671	3,245,297
Plant	1,801,730	33,663	6,070	0	0	(500,000)	0	1,335,393	1,807,800
Road	2,340,514	43,730	7,888	0	0	(550,000)	0	1,834,244	2,348,402
Main Street	144,086	2,692	484	0	0	0	0	146,778	144,570
Staff Amenities	405,535	7,577	1,365	0	0	0	0	413,112	406,900
TV	18,354	343	63	0	0	0	0	18,697	18,418
Caravan Park	438,455	8,192	1,476	0	0	0	0	446,647	439,931
Bitumen	619,404	11,573	2,087	0	0	(200,000)	0	430,977	621,491
Rates Creditors	52,454	980	179	0	0	0	0	53,434	52,632
Niagara Dam	1,274,702	23,816	4,297	484,750	0	(850,762)	0	932,506	1,278,999
Water Park	223,733	4,180	754	0	0	(150,000)	0	77,913	224,487
Waste Management	361,054	6,746	1,218	300,000	0	0	0	667,800	362,272
Former Post Office	429,193	8,019	1,448	0	0	(410,000)	0	27,212	430,642
Commercial Enterprise	13,221	247	44	605,949	0	0	0	619,417	13,265
Land Purchase	207,630	3,881	698	0	0	0	0	211,511	208,328
	11,774,836	220,000	39,676	2,290,699	0	(4,640,924)	0	9,644,611	11,814,511

KEY INFORMATION



SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

NOTE 11

OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2023	Liability Increase	Liability Reduction	Closing Balance 30 Sep 2023
		\$	\$	\$	\$
Other Liabilities					
- Contract liabilities	12	75,501	39,734	(5,538)	109,697
- Capital grant/contribution liabilities	13	792,994	542,635	(515,316)	820,313
Total other liabilities		868,495	582,369	(520,855)	930,010
Employee Related Provisions					
Annual leave		124,637	0	0	124,637
Long service leave		36,543	0	0	36,543
Total Provisions		161,180	0	0	161,180
Total Other Current Liabilities					1,091,190
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE RELATED PROVISIONS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

CAPITAL GRANT/CONTRIBUTION LIABILITIES

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

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 12

GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent Grant, Subsidies and Contributions Liability					Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2023	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2023	Current Liability 30 Sep 2023	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and Subsidies									
General purpose funding									
Grants Commission - General (WALGGC)	0	0	0	0	0	87,722	87,722	0	18,494
Grants Commission - Roads (WALGGC)	0	0	0	0	0	46,788	46,788	0	12,542
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	3,369	0	(2,522)	847	847	8,000	8,000	1,998	2,522
Transport									
Direct Grant (MRWA)	0	0	0	0	0	190,000	190,000	47,499	230,243
Street Lighting Subsidy (MRWA)	0	0	0	0	0	1,713	1,713	426	0
LRCIP Grant - Menzies Town Greening	46,460	0	0	46,460	46,460	96,460	96,460	24,115	0
Economic services									
WACRN Community Resource Centre Grant	0	0	0	0	0	80,000	80,000	40,000	0
DSS Community Hub Grant	4,376	39,734	(3,016)	41,093	41,093	39,734	39,734	9,933	3,016
	54,205	39,734	(5,538)	88,401	88,401	550,417	550,417	123,971	266,817
Contributions									
Recreation and culture									
Menzies Discovery Day Contributions	0	0	0	0	0	8,000	8,000	7,998	20,750
Economic services									
INDUE Cashless Debit Card Contribution	21,296	0	0	21,296	21,296	0	0	0	0
	21,296	0	0	21,296	21,296	8,000	8,000	7,998	20,750
TOTALS	75,501	39,734	(5,538)	109,697	109,697	558,417	558,417	131,969	287,567

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

NOTE 13
CAPITAL GRANTS AND CONTRIBUTIONS

Provider	Unspent Capital Grants, Subsidies and Contributions Liability					Capital Grants, Subsidies and Contributions Revenue			
	Liability	Increase	Liability	Liability	Current	Adopted	Amended	Amended	YTD
	1 Jul 2023	in	Reduction	30 Sep 2023	Liability	Budget	Annual	YTD	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$	\$
Capital Grants and Subsidies									
General purpose funding									
LRCIP Grant - Phase 4 - Budgeting Purposes Only	0	0	0	0	0	863,223	863,223	0	0
Law, order, public safety									
LRCIP Grant - Menzies CCTV	38,988	0	0	38,988	38,988	90,000	90,000	22,500	0
Community amenities									
LRCIP Grant - Sealing of Parking Menzies Public Toilets	68,350	0	(8,695)	59,655	59,655	150,000	150,000	37,500	8,695
LRCIP Grant - Marmion Village Reserve Improvements	14,604	0	0	14,604	14,604	0	0	0	0
Transport									
RTR Grant Funded - Tjunjuntjara Access Road	0	0	0	0	0	510,627	510,627	0	0
RRG Grant Funded -Menzies North West Road	227,048	0	0	227,048	227,048	0	0	0	0
RRG Grant Funded -Menzies North West Road - 23/24	0	0	0	0	0	416,000	416,000	0	0
RRG Grant Funded -Evanston Menzies Road (RRG 23-	0	0	0	0	0	54,000	54,000	0	0
RRG Grant Funded -Riverina - Snake Hill Road (RRG	0	0	0	0	0	326,666	326,666	0	0
RRG Grant Funded 20/21 -Tjuntjunjarra Access Rd	32,000	0	(32,000)	0	0	80,000	80,000	0	32,000
RRG Grant Funded -Kookynie - Malcolm Road (RRG	0	0	0	0	0	198,609	198,609	0	0
RRG Grant Funded -Yarri Road (RRG 21-22)	0	0	0	0	0	38,000	38,000	0	0
WALGGC Special Road Grant - Tjuntjunjarra Access	160,000	342,635	(192,222)	310,414	310,414	320,000	320,000	0	192,222
NORA Supplementry Funding Grant - Tjuntjunjarra	80,000	200,000	(280,000)	0	0	700,000	700,000	0	280,000
City Kalgoorlie Boulder Cutline Road Expenditure	72,004	0	0	72,004	72,004	3,033,000	3,033,000	758,250	0
Economic services									
LRCIP Grant - Tourism Signage (district wide)	100,000	0	(2,400)	97,600	97,600	205,952	205,952	51,488	2,400
	792,994	542,635	(515,316)	820,313	820,313	6,986,077	6,986,077	869,738	515,316
Total Capital grants, subsidies and contributions	792,994	542,635	(515,316)	820,313	820,313	6,986,077	6,986,077	869,738	515,316

SHIRE OF MENZIES

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

NOTE 14

BONDS & DEPOSITS AND TRUST FUNDS

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

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

Description	Opening Balance 01 Jul 2023	Amount Received	Amount Paid	Closing Balance 30 Sep 2023
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Pet Bonds	302.50	100.00	0.00	402.50
Staff Housing Bonds	3,617.00	336.00	0.00	3,953.00
BCITF	(591.75)	1,245.95	(1,245.94)	(591.74)
Building Levy	37.95	2,058.90	(2,058.90)	37.95
Nomination Fees	0.00	700.00	0.00	700.00
Unclaimed Moines	400.00	502.42	0.00	902.42
Hall Hire Bond	100.00	200.00	(200.00)	100.00
Other Housing Bond	0.00	0.00	0.00	0.00
Community Bus Bond	200.00	205.00	(205.00)	200.00
Retention Bonds & Liabilities	10,979.98	4,228.55	0.00	15,208.53
Sub-Total	15,045.68	9,576.82	(3,709.84)	20,912.66
Trust Funds				
Nil				
Sub-Total	0.00	0.00	0.00	0.00
	15,045.68	9,576.82	(3,709.84)	20,912.66

KEY INFORMATION

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 15



FOR THE PERIOD ENDED 30 SEPTEMBER 2023

EXPLANATION OF SIGNIFICANT VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or

revenue varies from the year to date budget materially.

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

Reporting Program	Var. \$	Var. %	Var.  	Var.  	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
	\$	%				
Governance	(16,434)	(100%)			Timing	Variance is expected profit from disposal of vehicle, vehicle is yet to be disposed
General Purpose Funding - Other	50,157	71%			Timing	Phasing for FAGS Grant Income budget differs from actuals.
Recreation and Culture	12,584	154%			Timing	Positive variance due to Various Sponsorships, Grants and Donations received, budget phased over twelve months.
Transport	158,080	219%			Timing	Positive variance due to Main Roads WA Direct Grant higher than budgeted and budget phased over 12 months.
Economic Services	(25,791)	(29%)			Timing	Negative variance due to WACRN CRC Grant phased for July 23 & December 23 Grant not yet received.
Expenditure from operating activities						
Governance	74,794	20%			Timing	Positive variance being timing - allocation of expenditure tracking lower than budget FY 23/24
General Purpose Funding	120,837	69%			Timing	Positive variance due to phasing of Rates Write Off expenditure tracking lower than budget FY 23/24.
Law, Order and Public Safety	14,937	41%			Timing	Positive variance due expenditure tracking lower than budget and the fact that depreciation has not been run in FY 23/24.
Health	10,692	68%			Timing	Positive variance due to all expenditure tracking lower than budgeted, with Health - Contract EHO standing out.
Education and Welfare	12,142	98%			Timing	Positive variance due to Other Welfare Employment Cost tracking lower than budgeted.
Housing	40,637	62%			Timing	Positive variance on both Staff and Other Housing maintenance expenditure tracking lower than budgeted, mainly due to depreciation not being run in FY 23/24.
Community Amenities	46,139	36%			Timing	Positive variance due to expenditure tracking lower than budgeted across all programs, mainly due to depreciation not being run in FY 22/23.
Recreation and Culture	128,561	51%			Timing	Positive variance due to allocation of expenditure tracking lower than budgeted, especially in Other Culture where event expenditure is significantly lower.
Transport	473,190	69%			Timing	Positive variance due Depreciation not being processed in 23-24, this is a large portion of transport expenditure.
Economic Services	185,344	44%			Timing	Positive variance due Depreciation not being processed in 23-24, Admin Allocations and expenditure in general tracking lower than budgeted.
Other Property and Services	(45,000)	341%			Timing	Negative Variance due to allocation of expenditure budget FY 23/24, this will be linked to depreciation.

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTE 15

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

EXPLANATION OF SIGNIFICANT VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Var. ▲▼	Var. \$	Timing/ Permanent	Explanation of Variance
INVESTING ACTIVITIES						
Capital Grants, Subsidies and Contributions	(354,422)	(41%)	▼	\$	Timing	Budget Allocations for completed projects which are grant related in this FY are ahead of actuals.
Plant and Equipment	112,250	100%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Footpaths	12,498	100%	▲		Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Other	90,292	89%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
FINANCING ACTIVITIES						
Proceeds from new borrowings	(162,500)	(100%)	▼	\$	Timing	Not yet received.
Repayment of borrowings	13,406	100%	▲		Timing	As above.
Transfer from Reserves	(179,998)	(100%)	▼	\$	Timing	Most allocations occur at year-end
Transfer to Reserves	1,215,323	97%	▲	\$	Timing	Most allocations occur at year-end

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

NOTE 16
 BUDGET AMENDMENTS

GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		Budget Adoption		Closing Surplus/(Deficit)	\$	\$	\$ 0	\$ 0
		Opening surplus adjustment		Opening Surplus(Deficit)			98,245	98,245
								98,245
								98,245
								98,245
								98,245
								98,245
								98,245
					0	0	98,245	98,245

SHIRE OF MENZIES FINANCIAL INFORMATION SCHEDULE AS AT 30 SEPTEMBER 2023



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

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		General Purpose Funding					
		Rates					
		Operating Income					
	3030120	RATES - Instalment Admin Fee Received	\$-7,000.00	\$-7,000.00	\$-4,620.00	\$2,380.00	-34.00%
	3030121	RATES - Account Enquiry Charges	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3030122	RATES - Reimbursement of Debt Collection Costs	\$-3,000.00	\$-750.00	\$-100.00	\$650.00	-86.67%
	3030130	RATES - Rates Levied - Synergy	\$-4,335,809.96	\$-4,335,809.00	\$-4,365,328.51	\$-29,519.51	0.68%
	3030145	RATES - Penalty Interest Received	\$-40,000.00	\$0.00	\$-9,363.92	\$-9,363.92	
	3030146	RATES - Instalment Interest Received	\$-7,000.00	\$0.00	\$-12,239.43	\$-12,239.43	
		Total Operating Income	\$-4,392,909.96	\$-4,343,583.00	\$-4,391,651.86	-\$48,068.86	1.11%
		Other General Purpose Funding					
		Operating Income					
	3030201	GEN PUR - Reimbursements	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3030210	GEN PUR - Financial Assistance Grant - General	\$-87,722.00	\$0.00	\$-18,493.75	\$-18,493.75	
	3030211	GEN PUR - Financial Assistance Grant - Roads	\$-46,788.00	\$0.00	\$-12,541.50	\$-12,541.50	
	3030214	GEN PUR - Grant Funding	\$-863,223.00	\$0.00	\$0.00	\$0.00	
	3030220	GEN PUR - Charges - Photocopying / Faxing	\$-205.00	\$-51.00	\$0.00	\$51.00	-100.00%
	3030235	GEN PUR - Other Income	\$0.00	\$0.00	\$-3,772.29	\$-3,772.29	
	3030245	GEN PUR - Interest Earned - Reserve Funds	\$-220,000.00	\$-54,999.00	\$-39,675.63	\$15,323.37	-27.86%
	3030246	GEN PUR - Interest Earned - Municipal Funds	\$-30,000.00	\$-7,500.00	\$-19,698.52	\$-12,198.52	162.65%
		Total Operating Income	\$-1,248,038.00	\$-62,574.00	\$-94,181.69	-\$31,607.69	50.51%
		Rates					
		Operating Expenditure					
	2030100	RATES - Employee Costs	\$146,133.90	\$33,717.00	\$18,691.68	\$-15,025.32	-44.56%
	2030104	RATES - Training & Development	\$2,500.00	\$1,000.00	\$1,125.43	\$125.43	12.54%
	2030109	RATES - Travel & Accommodation	\$2,000.00	\$498.00	\$712.16	\$214.16	43.00%
	2030112	RATES - Valuation Expenses	\$15,000.00	\$3,750.00	\$652.25	\$-3,097.75	-82.61%
	2030113	RATES - Title/Company Searches	\$500.00	\$200.00	\$0.00	\$-200.00	-100.00%
	2030114	RATES - Debt Collection Expenses	\$17,000.00	\$4,248.00	\$0.00	\$-4,248.00	-100.00%
	2030116	RATES - Postage and Freight	\$2,000.00	\$498.00	\$705.34	\$207.34	41.63%
	2030118	RATES - Rates Write Off	\$240,000.00	\$96,000.00	\$37.72	\$-95,962.28	-99.96%
	2030119	RATES - Seizure of Land	\$10,000.00	\$4,000.00	\$429.00	\$-3,571.00	-89.28%
	2030152	RATES - Consultants	\$20,000.00	\$8,000.00	\$12,499.50	\$4,499.50	56.24%
	2030187	RATES - Other Expenses Relating To Rates	\$500.00	\$123.00	\$335.00	\$212.00	172.36%
	2030199	RATES - Administration Allocated	\$50,347.00	\$12,585.00	\$9,934.04	\$-2,650.96	-21.06%
		Total Operating Expenditure	\$505,980.90	\$164,619.00	\$45,122.12	-\$119,496.88	-72.59%
		Other General Purpose Funding					
		Operating Expenditure					
	2030211	GEN PUR - Bank Fees & Charges	\$7,000.00	\$1,749.00	\$2,177.52	\$428.52	24.50%
	2030214	GEN PUR - Rounding	\$10.00	\$0.00	\$0.00	\$0.00	
	2030299	GEN PUR - Administration Allocated	\$33,564.00	\$8,391.00	\$6,622.69	\$-1,768.31	-21.07%
		Total Operating Expenditure	\$40,574.00	\$10,140.00	\$8,800.21	-\$1,339.79	-13.21%
		Total Operating Income	-\$5,640,947.96	-\$4,406,157.00	-\$4,485,833.55	-\$79,676.55	1.81%
		Total Operating Expenditure	\$546,554.90	\$174,759.00	\$53,922.33	-\$120,836.67	-69.14%
		Governance					
		Other Governance					
		Operating Income					
	3040290	OTH GOV - Profit on Disposal of Assets	\$-41,088.00	\$-16,434.00	\$0.00	\$16,434.00	-100.00%
		Total Operating Income	-\$41,088.00	-\$16,434.00	\$0.00	\$16,434.00	-100.00%
		Members Of Council					
		Operating Expenditure					
	2040104	MEMBERS - Training & Development	\$30,000.00	\$7,500.00	\$-741.36	-\$8,241.36	-109.88%
	2040109	MEMBERS - Members Travel and Accommodation	\$70,000.00	\$17,499.00	\$20,509.36	\$3,010.36	17.20%
	2040111	MEMBERS - Mayors/Presidents Allowance	\$20,666.00	\$5,166.00	\$5,166.51	\$0.51	0.01%
	2040112	MEMBERS - Deputy Mayors/Presidents Allowance	\$5,167.00	\$1,290.00	\$1,291.74	\$1.74	0.13%
	2040113	MEMBERS - Members Sitting Fees	\$78,868.00	\$19,716.00	\$19,716.87	\$0.87	0.00%
	2040114	MEMBERS - Communications Allowance	\$7,700.00	\$1,923.00	\$1,925.07	\$2.07	0.11%
	2040115	MEMBERS - Printing and Stationery	\$400.00	\$99.00	\$0.00	-\$99.00	-100.00%
	2040116	MEMBERS - Election Expenses	\$22,000.00	\$0.00	\$0.00	\$0.00	
	2040121	MEMBERS - Information Systems	\$3,000.00	\$750.00	\$0.00	-\$750.00	-100.00%
	2040129	MEMBERS - Donations to Community Groups	\$30,000.00	\$12,000.00	\$0.00	-\$12,000.00	-100.00%
	2040130	MEMBERS - Insurance Expenses	\$11,959.00	\$2,988.00	\$5,979.49	\$2,991.49	100.12%
	2040186	MEMBERS - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$969.00	-\$279.00	-22.36%
	2040199	MEMBERS - Administration Allocated	\$335,648.00	\$83,910.00	\$66,226.80	-\$17,683.20	-21.07%
		Total Operating Expenditure	\$620,408.00	\$154,089.00	\$121,043.48	-\$33,045.52	-21.45%
		Other Governance					
		Operating Expenditure					
	2040200	OTH GOV - Employee Costs	\$513,607.53	\$118,521.00	\$94,887.65	-\$23,633.35	-19.94%
	2040204	OTH GOV - Training & Development	\$15,000.00	\$6,000.00	\$1,262.99	-\$4,737.01	-78.95%
	2040205	OTH GOV - Recruitment	\$25,000.00	\$25,000.00	\$10,370.89	-\$14,629.11	-58.52%
	2040209	OTH GOV - Travel and Accommodation	\$10,000.00	\$2,499.00	\$2,176.19	-\$322.81	-12.92%
	2040210	OTH GOV - Motor Vehicle Expenses	\$17,103.00	\$4,272.00	\$1,239.19	-\$3,032.81	-70.99%
	2040211	OTH GOV - Civic Functions, Refreshments & Receptions	\$5,000.00	\$1,248.00	\$1,279.99	\$31.99	2.56%
	2040215	OTH GOV - Printing and Stationery	\$500.00	\$123.00	\$0.00	-\$123.00	-100.00%
	2040216	OTH GOV - Postage and Freight	\$500.00	\$123.00	\$0.00	-\$123.00	-100.00%
	2040221	OTH GOV - Information Systems	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
	2040240	OTH GOV - Advertising & Promotion	\$2,000.00	\$498.00	\$1,224.16	\$726.16	145.82%
	2040241	OTH GOV - Subscriptions & Memberships	\$90,000.00	\$36,000.00	\$63,393.69	\$27,393.69	76.09%
	2040250	OTH GOV - Consultancy - Statutory	\$11,000.00	\$4,400.00	\$0.00	-\$4,400.00	-100.00%
	2040251	OTH GOV - Consultancy - Strategic	\$26,000.00	\$10,400.00	\$0.00	-\$10,400.00	-100.00%
	2040252	OTH GOV - Other Consultancy	\$8,000.00	\$1,998.00	\$0.00	-\$1,998.00	-100.00%
	2040285	OTH GOV - Legal Expenses	\$15,000.00	\$3,750.00	\$1,513.00	-\$2,237.00	-59.65%
	2040286	OTH GOV - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
	2040298	OTH GOV - Staff Housing Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
	2040299	OTH GOV - Administration Allocated	\$33,564.00	\$8,391.00	\$6,622.69	-\$1,768.31	-21.07%
		Total Operating Expenditure	\$782,274.53	\$225,719.00	\$183,970.44	-\$41,748.56	-18.50%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		Total Operating Income	-\$41,088.00	-\$16,434.00	\$0.00	\$16,434.00	-100.00%
		Total Operating Expenditure	\$1,402,682.53	\$379,808.00	\$305,013.92	-\$74,794.08	-19.69%
		Law, Order & Public Safety					
		Animal Control, Law, Order & Public Safety					
		Operating Income					
	3050220	ANIMAL - Pound Fees	-\$50.00	-\$12.00	\$0.00	\$12.00	-100.00%
	3050221	ANIMAL - Animal Registration Fees	-\$100.00	-\$24.00	\$0.00	\$24.00	-100.00%
	3050310	OLOPS - Grants	-\$90,000.00	-\$22,500.00	\$0.00	\$22,500.00	-100.00%
		Total Operating Income	-\$90,150.00	-\$22,536.00	\$0.00	\$22,536.00	-100.00%
		Emergency Services Levy - Bush Fire Brigade					
		Operating Income					
	3050502	ESL BFB - Admin Fee/Commission	-\$4,000.00	-\$999.00	\$0.00	\$999.00	-100.00%
	3050510	ESL BFB - Operating Grant	-\$8,000.00	-\$1,998.00	-\$2,521.91	-\$523.91	26.22%
	3050545	ESL BFB - Non-Payment Penalty Interest	-\$4,000.00	-\$4,000.00	-\$1,404.16	\$2,595.84	-64.90%
		Total Operating Income	-\$16,000.00	-\$6,997.00	-\$3,926.07	\$3,070.93	-43.89%
		Fire Prevention					
		Operating Expenditure					
	2050110	FIRE - Motor Vehicle Expenses	\$0.00	\$0.00	\$105.46	\$105.46	
	2050113	FIRE - Fire Prevention and Planning	\$500.00	\$123.00	\$0.00	-\$123.00	-100.00%
	2050188	FIRE - Building Operations	\$3,665.00	\$858.00	\$240.18	-\$617.82	-72.01%
	2050189	FIRE - Building Maintenance	\$998.00	\$243.00	\$0.00	-\$243.00	-100.00%
	2050192	FIRE - Depreciation	\$3,250.00	\$810.00	\$0.00	-\$810.00	-100.00%
		Total Operating Expenditure	\$8,413.00	\$2,034.00	\$345.64	-\$1,688.36	-83.01%
		Animal Control					
		Operating Expenditure					
	2050253	ANIMAL - Contract Services	\$30,000.00	\$7,500.00	\$8,250.00	\$750.00	10.00%
	2050265	ANIMAL - Animal Care Day Menzies	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
	2050288	ANIMAL - Animal Pound Operations	\$100.00	\$24.00	\$188.70	\$164.70	686.25%
	2050289	ANIMAL - Animal Pound Maintenance	\$100.00	\$24.00	\$0.00	-\$24.00	-100.00%
	2050292	ANIMAL - Depreciation	\$1,252.00	\$312.00	\$0.00	-\$312.00	-100.00%
	2050299	ANIMAL - Administration Allocated	\$33,564.00	\$8,391.00	\$6,622.69	-\$1,768.31	-21.07%
		Total Operating Expenditure	\$70,016.00	\$17,499.00	\$15,061.39	-\$2,437.61	-13.93%
		Other Law, Order & Public Safety					
		Operating Expenditure					
	2050311	OLOPS - CCTV Maintenance	\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
	2050312	OLOPS - LEMC Support	\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
	2050313	OLOPS - Community Emergency Services	\$4,000.00	\$978.00	\$0.00	-\$978.00	-100.00%
	2050392	OLOPS - Depreciation	\$26,592.00	\$6,648.00	\$0.00	-\$6,648.00	-100.00%
	2050399	OLOPS - Administration Allocated	\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
		Total Operating Expenditure	\$40,983.00	\$10,221.00	\$1,655.67	-\$8,565.33	-83.80%
		Emergency Services Levy - Bush Fire Brigade					
		Operating Expenditure					
	2050530	ESL BFB - Insurance Expenses	\$3,250.00	\$810.00	\$1,625.00	\$815.00	100.62%
	2050565	ESL BFB - Maintenance Plant & Equipment	\$8,671.50	\$2,166.00	\$896.91	-\$1,269.09	-58.59%
	2050589	ESL BFB - Maintenance Land & Buildings	\$5,545.00	\$1,350.00	\$0.00	-\$1,350.00	-100.00%
	2050599	ESL BFB - Administration Allocated	\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
		Total Operating Expenditure	\$25,857.50	\$6,423.00	\$4,177.58	-\$2,245.42	-34.96%
		Total Operating Income	-\$106,150.00	-\$29,533.00	-\$3,926.07	\$25,606.93	-86.71%
		Total Operating Expenditure	\$145,269.50	\$36,177.00	\$21,240.28	-\$14,936.72	-41.29%
		Health					
		Preventative Services - Inspection/Admin					
		Operating Income					
	3070420	HEALTH - Health Regulatory Fees & Charges	-\$300.00	-\$75.00	-\$159.50	-\$84.50	112.67%
		Total Operating Income	-\$300.00	-\$75.00	-\$159.50	-\$84.50	112.67%
		Preventative Services - Inspection/Admin					
		Operating Expenditure					
	2070411	HEALTH - Contract EHO	\$40,000.00	\$9,999.00	\$2,986.91	-\$7,012.09	-70.13%
	2070412	HEALTH - Analytical Expenses	\$400.00	\$99.00	\$360.00	\$261.00	263.64%
	2070485	HEALTH - Legal Expenses	\$3,000.00	\$750.00	\$0.00	-\$750.00	-100.00%
	2070499	HEALTH - Administration Allocated	\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
	2070553	PEST - Pest Control Programs	\$5,000.00	\$2,000.00	\$0.00	-\$2,000.00	-100.00%
		Total Operating Expenditure	\$56,791.00	\$14,945.00	\$5,002.58	-\$9,942.42	-66.53%
		Other Health					
		Operating Expenditure					
	2070750	OTH HEALTH - Nurse Expenses	\$3,000.00	\$750.00	\$0.00	-\$750.00	-100.00%
		Total Operating Expenditure	\$3,000.00	\$750.00	\$0.00	-\$750.00	-100.00%
		Total Operating Income	-\$300.00	-\$75.00	-\$159.50	-\$84.50	112.67%
		Total Operating Expenditure	\$59,791.00	\$15,695.00	\$5,002.58	-\$10,692.42	-68.13%
		Community Amenities					
		Other Welfare					
		Operating Expenditure					
	2080700	WELFARE - Employee Costs	\$49,437.89	\$11,403.00	\$256.84	-\$11,146.16	-97.75%
	2080712	WELFARE - Youth Services	\$4,000.00	\$996.00	\$0.00	-\$996.00	-100.00%
		Total Operating Expenditure	\$53,437.89	\$12,399.00	\$256.84	-\$12,142.16	-97.93%
		Total Operating Expenditure	\$53,437.89	\$12,399.00	\$256.84	-\$12,142.16	-97.93%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		Housing					
		Staff and Other Housing					
		Operating Income					
3090101	STF HOUSE - Staff Rental Reimbursements		-\$25,000.00	-\$6,249.00	-\$7,215.00	-\$966.00	15.46%
3090220	OTH HOUSE - Fees & Charges		-\$24,300.00	-\$6,075.00	-\$7,454.84	-\$1,379.84	22.71%
3090235	OTH HOUSE - Other Income		-\$200.00	-\$48.00	\$0.00	\$48.00	-100.00%
	Total Operating Income		-\$49,500.00	-\$12,372.00	-\$14,669.84	-\$2,297.84	18.57%
		Staff Housing					
		Operating Expenditure					
2090186	STF HOUSE - Expensed Minor Asset Purchases		\$10,000.00	\$2,499.00	\$0.00	-\$2,499.00	-100.00%
2090188	STF HOUSE - Staff Housing Building Operations		\$24,451.00	\$6,084.00	\$10,523.82	\$4,439.82	72.98%
2090189	STF HOUSE - Staff Housing Building Maintenance		\$104,670.00	\$25,947.00	\$5,958.50	-\$19,988.50	-77.04%
2090192	STF HOUSE - Depreciation		\$65,878.00	\$16,467.00	\$0.00	-\$16,467.00	-100.00%
2090198	STF HOUSE - Staff Housing Costs Recovered		-\$129,121.00	-\$32,280.00	-\$16,342.86	\$15,937.14	-49.37%
2090199	STF HOUSE - Administration Allocated		\$33,564.00	\$8,391.00	\$0.00	-\$8,391.00	-100.00%
	Total Operating Expenditure		\$109,442.00	\$27,108.00	\$139.46		-99.49%
		Other Housing					
		Operating Expenditure					
2090270	OTH HOUSE - Loan Interest Repayments		\$26,084.59	\$10,432.00	\$0.00	-\$10,432.00	-100.00%
2090285	OTH HOUSE - Legal Expenses		\$4,000.00	\$999.00	\$0.00	-\$999.00	-100.00%
2090288	OTH HOUSE - Building Operations		\$16,630.00	\$4,131.00	\$4,505.66	\$374.66	9.07%
2090289	OTH HOUSE - Building Maintenance		\$65,942.00	\$16,338.00	\$9,248.54	-\$7,089.46	-43.39%
2090292	OTH HOUSE - Depreciation		\$36,929.00	\$9,231.00	\$0.00	-\$9,231.00	-100.00%
2090298	OTH HOUSE - Staff Housing Costs Recovered		-\$44,313.00	-\$11,076.00	-\$2,221.91	\$8,854.09	-79.94%
2090299	OTH HOUSE - Administration Allocated		\$33,564.00	\$8,391.00	\$13,245.35	\$4,854.35	57.85%
	Total Operating Expenditure		\$138,836.59	\$38,446.00	\$24,777.64	-\$13,668.36	-35.55%
	Total Operating Income		-\$49,500.00	-\$12,372.00	-\$14,669.84	-\$2,297.84	18.57%
	Total Operating Expenditure		\$248,278.59	\$65,554.00	\$24,917.10	-\$13,668.36	-61.99%
		Community Amenities					
		Community Amenities					
		Operating Income					
3100120	SAN - Domestic Refuse Collection Charges		-\$10,000.00	-\$2,499.00	-\$10,115.00	-\$7,616.00	304.76%
3100200	SAN OTH - Commercial Collection Charge		-\$5,000.00	-\$1,248.00	\$0.00	\$1,248.00	-100.00%
3100321	SEW - Septic Tank Inspection Fees		-\$700.00	-\$174.00	\$0.00	\$174.00	-100.00%
3100335	SEW - Other Income		-\$1,000.00	-\$249.00	-\$675.81	-\$426.81	171.41%
3100620	PLAN - Planning Application Fees		-\$500.00	-\$123.00	\$0.00	\$123.00	-100.00%
3100710	COM AMEN - Grants		-\$150,000.00	-\$37,500.00	-\$8,695.00	\$28,805.00	-76.81%
3100735	COM AMEN - Other Income		\$0.00	\$0.00	-\$275.73	-\$275.73	
	Total Operating Income		-\$167,200.00	-\$41,793.00	-\$19,761.54	\$22,031.46	-52.72%
		Sanitation - General					
		Operating Expenditure					
2100111	SAN - Waste Collection		\$99,023.00	\$24,366.00	\$17,777.55	-\$6,588.45	-27.04%
2100117	SAN - General Tip Maintenance		\$78,934.00	\$19,566.00	\$9,213.09	-\$10,352.91	-52.91%
2100118	SAN - Purchase of Bins (Sulo and Other)		\$2,000.00	\$498.00	\$1,875.00	\$1,377.00	276.51%
2100119	SAN - Landfill Closure		\$0.00	\$0.00	\$0.00	\$0.00	
2100192	SAN - Depreciation		\$8,625.00	\$2,154.00	\$0.00	-\$2,154.00	-100.00%
2100199	SAN - Administration Allocated		\$33,564.00	\$8,391.00	\$6,622.69	-\$1,768.31	-21.07%
	Total Operating Expenditure		\$222,146.00	\$54,975.00	\$35,488.33	-\$19,486.67	-35.45%
		Sanitation - Other					
		Operating Expenditure					
2100212	SAN OTH - Waste Disposal		\$1,300.00	\$1,300.00	\$0.00	-\$1,300.00	-100.00%
2100214	SAN OTH - Purchase of Street Bins		\$500.00	\$500.00	\$0.00	-\$500.00	-100.00%
	Total Operating Expenditure		\$1,800.00	\$1,800.00	\$0.00	-\$1,800.00	-100.00%
		Sewerage					
		Operating Expenditure					
2100365	SEW - Maintenance/Operations		\$7,142.00	\$1,740.00	\$0.00	-\$1,740.00	-100.00%
2100399	SEW - Administration Allocated		\$33,564.00	\$8,391.00	\$6,622.69	-\$1,768.31	-21.07%
	Total Operating Expenditure		\$40,706.00	\$10,131.00	\$6,622.69	-\$3,508.31	-34.63%
		Town Planning & Regional Development					
		Operating Expenditure					
2100615	PLAN - Printing and Stationery		\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
2100640	PLAN - Advertising & Promotion		\$5,000.00	\$1,248.00	\$903.43	-\$344.57	-27.61%
2100650	PLAN - Contract Town Planning		\$2,880.00	\$720.00	\$0.00	-\$720.00	-100.00%
2100652	PLAN - Consultants		\$40,000.00	\$9,999.00	\$0.00	-\$9,999.00	-100.00%
2100653	PLAN - Scheme Amendments		\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
2100699	PLAN - Administration Allocated		\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
	Total Operating Expenditure		\$58,271.00	\$14,562.00	\$2,559.10	-\$12,002.90	-82.43%
		Other Community Amenities					
		Operating Expenditure					
2100711	COM AMEN - Cemetery Maintenance/Operations		\$12,695.00	\$3,141.00	\$7,174.11	\$4,033.11	128.40%
2100788	COM AMEN - Public Conveniences Operations		\$95,056.00	\$23,163.00	\$23,661.41	\$498.41	2.15%
2100789	COM AMEN - Public Conveniences Maintenance		\$55,142.00	\$13,593.00	\$3,630.14	-\$9,962.86	-73.29%
2100792	COM AMEN - Depreciation		\$13,880.00	\$3,468.00	\$0.00	-\$3,468.00	-100.00%
2100799	COM AMEN - Administration Allocated		\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
	Total Operating Expenditure		\$185,164.00	\$45,462.00	\$36,121.33	-\$9,340.67	-20.53%
	Total Operating Income		-\$167,200.00	-\$41,793.00	-\$19,761.54	\$22,031.46	-52.72%
	Total Operating Expenditure		\$508,087.00	\$126,930.00	\$80,791.45	-\$46,138.55	-36.35%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		Recreation & Culture					
		Recreation & Culture					
		Operating Income					
	3110120	HALLS - Town Hall Hire	\$-200.00	\$-48.00	\$0.00	\$48.00	-100.00%
	3110135	HALLS - Other Income	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3110320	REC - Fees & Charges	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3110335	REC - Other Income	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3110501	LIBRARY - Reimbursements Lost Books	\$100.00	\$24.00	\$0.00	\$-24.00	-100.00%
	3110540	LIBRARY - Fines & Penalties	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3110700	OTH CUL - Contributions & Donations - Other Culture	\$-8,000.00	\$-7,998.00	\$-20,750.00	\$-12,752.00	159.44%
	3110720	OTH CUL - Fees & Charges	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
	3110735	OTH CUL - Other Income	\$-100.00	\$-24.00	\$0.00	\$24.00	-100.00%
		Total Operating Income	\$-8,700.00	\$-8,166.00	\$-20,750.00	\$-12,584.00	154.10%
		Public Halls And Civic Centres					
		Operating Expenditure					
	2110186	HALLS - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$0.00	\$-1,248.00	-100.00%
	2110188	HALLS - Town Halls and Public Bldg Operations	\$10,000.00	\$2,499.00	\$3,008.12	\$509.12	20.37%
	2110189	HALLS - Town Halls and Public Bldg Maintenance	\$10,305.00	\$2,538.00	\$0.00	\$-2,538.00	-100.00%
	2110199	HALLS - Administration Allocated	\$50,347.00	\$12,585.00	\$16,556.74	\$3,971.74	31.56%
		Total Operating Expenditure	\$75,652.00	\$18,870.00	\$19,564.86	\$694.86	3.68%
		Other Recreation And Sport					
		Operating Expenditure					
	2110353	REC - Sports Courts Maintenance/Operations	\$16,349.00	\$3,879.00	\$1,410.01	\$-2,468.99	-63.65%
	2110355	REC - Water Park Maintenance/Operations	\$55,403.00	\$12,906.00	\$19,728.30	\$6,822.30	52.86%
	2110365	REC - Parks & Gardens Maintenance/Operations	\$162,636.00	\$39,141.00	\$25,737.16	\$-13,403.84	-34.25%
	2110366	REC - Town Sports Oval Maintenance/Operations	\$16,799.00	\$3,915.00	\$532.26	\$-3,382.74	-86.40%
	2110367	REC - Rodeo Grounds Maintenance/Operations	\$1,396.00	\$318.00	\$1,590.55	\$1,272.55	400.17%
	2110368	REC - Playground Equipment Mtce	\$7,261.00	\$1,674.00	\$788.76	\$-885.24	-52.88%
	2110386	REC - Expensed Minor Asset Purchases	\$10,000.00	\$2,499.00	\$0.00	\$-2,499.00	-100.00%
	2110388	REC - Youth Centre Building Operations	\$7,299.00	\$1,785.00	\$789.52	\$-995.48	-55.77%
	2110389	REC - Youth Centre Building Maintenance	\$8,261.00	\$2,019.00	\$9.34	\$-2,009.66	-99.54%
	2110392	REC - Depreciation	\$69,796.00	\$17,448.00	\$0.00	\$-17,448.00	-100.00%
	2110399	REC - Administration Allocated	\$83,911.00	\$20,976.00	\$26,490.75	\$5,514.75	26.29%
		Total Operating Expenditure	\$439,111.00	\$106,560.00	\$77,076.65	\$-29,483.35	-27.67%
		Tv And Radio Re-Broadcasting					
		Operating Expenditure					
	2110465	TV RADIO - Re-Broadcasting Maintenance/Operations	\$8,074.00	\$2,016.00	\$216.89	\$-1,799.11	-89.24%
	2110492	TV RADIO - Depreciation	\$42,500.00	\$10,623.00	\$0.00	\$-10,623.00	-100.00%
	2110499	TV RADIO - Administration Allocated	\$33,564.00	\$8,391.00	\$6,622.69	\$-1,768.31	-21.07%
		Total Operating Expenditure	\$84,138.00	\$21,030.00	\$6,839.58	\$-14,190.42	-67.48%
		Libraries					
		Operating Expenditure					
	2110512	LIBRARY - Book Purchases	\$1,000.00	\$249.00	\$77.95	\$-171.05	-68.69%
	2110516	LIBRARY - Postage and Freight	\$400.00	\$96.00	\$0.00	\$-96.00	-100.00%
	2110541	LIBRARY - Subscriptions & Memberships	\$1,460.00	\$363.00	\$10.00	\$-533.00	-97.25%
	2110586	LIBRARY - Expensed Minor Asset Purchases	\$2,000.00	\$498.00	\$0.00	\$-498.00	-100.00%
	2110588	LIBRARY - Library Building Operations	\$1,000.00	\$249.00	\$0.00	\$-249.00	-100.00%
	2110599	LIBRARY - Administration Allocated	\$8,391.00	\$2,097.00	\$1,655.67	\$-441.33	-21.05%
		Total Operating Expenditure	\$14,251.00	\$3,552.00	\$1,743.62	\$-1,808.38	-50.91%
		Heritage					
		Operating Expenditure					
	2110688	HERITAGE - Building Operations	\$3,470.00	\$864.00	\$1,090.65	\$226.65	26.23%
	2110689	HERITAGE - Building Maintenance	\$17,723.00	\$4,320.00	\$264.07	\$-4,055.93	-93.89%
		Total Operating Expenditure	\$21,193.00	\$5,184.00	\$1,354.72	\$-3,829.28	-73.87%
		Other Culture					
		Operating Expenditure					
	2110711	OTH CUL - Australia Day	\$2,117.00	\$519.00	\$0.00	\$-519.00	-100.00%
	2110712	OTH CUL - ANZAC Day	\$1,000.00	\$249.00	\$0.00	\$-249.00	-100.00%
	2110714	OTH CUL - Christmas Events	\$7,000.00	\$1,749.00	\$0.00	\$-1,749.00	-100.00%
	2110716	OTH CUL - Postage and Freight	\$50.00	\$12.00	\$0.00	\$-12.00	-100.00%
	2110717	OTH CUL - Community Arts	\$20,000.00	\$20,000.00	\$0.00	\$-20,000.00	-100.00%
	2110719	OTH CUL - Menzies School Programs	\$20,000.00	\$4,998.00	\$0.00	\$-4,998.00	-100.00%
	2110723	OTH CUL - Outback Graves	\$25,000.00	\$6,249.00	\$0.00	\$-6,249.00	-100.00%
	2110725	OTH CUL - Festival & Events	\$22,959.00	\$20,724.00	\$7,064.55	\$-13,659.45	-65.91%
	2110743	OTH CUL - Other Festival Events	\$5,000.00	\$2,000.00	\$4,829.31	\$2,829.31	141.47%
	2110760	OTH CUL - Tjuntjuna Community Programs & Events	\$134,300.00	\$33,570.00	\$0.00	\$-33,570.00	-100.00%
	2110799	OTH CUL - Administration Allocated	\$33,564.00	\$8,391.00	\$6,622.69	\$-1,768.31	-21.07%
		Total Operating Expenditure	\$270,990.00	\$98,461.00	\$18,516.55	\$-79,944.45	-81.19%
		Total Operating Income	\$-8,700.00	\$-8,166.00	\$-20,750.00	\$-12,584.00	154.10%
		Total Operating Expenditure	\$905,335.00	\$253,657.00	\$125,095.98	\$-128,561.02	-50.68%
		Transport					
		Transport					
		Operating Income					
	3120110	ROADC - Regional Road Group Grants (MRWA)	\$-1,113,275.00	\$0.00	\$-31,999.80	\$-31,999.80	
	3120111	ROADC - Roads to Recovery Grant	\$-510,627.00	\$0.00	\$0.00	\$0.00	
	3120117	ROADC - Other Grants - Aboriginal Roads	\$-1,020,000.00	\$0.00	\$-472,221.64	\$-472,221.64	
	3120133	ROADC - Other Contrib & Donations - Roads/Streets	\$-3,033,000.00	\$-758,250.00	\$0.00	\$758,250.00	-100.00%
	3120200	ROADM - Street Lighting Subsidy	\$-1,713.00	\$-426.00	\$0.00	\$426.00	-100.00%
	3120210	ROADM - Direct Road Grant (MRWA)	\$-190,000.00	\$-47,499.00	\$-230,243.00	\$-182,744.00	384.73%
	3120211	ROADM - Other Grants	\$-996,460.00	\$-24,115.00	\$0.00	\$24,115.00	-100.00%
	3120235	ROADM - Other Income	\$-500.00	\$-123.00	\$0.00	\$123.00	-100.00%
	3120390	PLANT - Profit on Disposal of Assets	\$-2,806.00	\$0.00	\$0.00	\$0.00	
		Total Operating Income	\$-5,968,381.00	\$-830,413.00	\$-734,464.44	\$95,948.56	-11.55%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		Maintenance - Streets, Roads, Bridges & Depots					
		Operating Expenditure					
2120211	ROADM - Road Maintenance - Built Up Areas		\$179,191.00	\$44,781.00	\$16,512.31	-\$28,268.69	-63.13%
2120212	ROADM - Road Maintenance - Sealed Outside BUA		\$12,535.00	\$3,132.00	\$1,829.19	-\$1,302.81	-41.60%
2120213	ROADM - Road Maintenance - Gravel Outside BUA		\$406,074.00	\$100,434.00	\$2,537.35	-\$97,896.65	-97.47%
2120214	ROADM - Road Maintenance - Formed Outside BUA		\$423,180.00	\$104,157.00	\$135,330.13	\$31,173.13	29.93%
2120217	ROADM - Ancillary Maintenance - Built Up Areas		\$331,358.00	\$32,913.00	\$33,018.46	\$105.46	0.32%
2120232	ROADM - Crossover Council Contribution		\$2,896.00	\$720.00	\$0.00	-\$720.00	-100.00%
2120234	ROADM - Street Lighting		\$10,200.00	\$2,550.00	\$2,863.54	\$313.54	12.30%
2120235	ROADM - Traffic Signs/Equipment (Safety)		\$500.00	\$123.00	\$0.00	-\$123.00	-100.00%
2120236	ROADM - Bores for Roadworks Maintenance/Operations		\$1,396.00	\$336.00	\$0.00	-\$336.00	-100.00%
2120237	ROADM - Road Grids Maintenance		\$22,924.00	\$5,625.00	\$0.00	-\$5,625.00	-100.00%
2120252	ROADM - Consultants		\$100,000.00	\$24,999.00	\$0.00	-\$24,999.00	-100.00%
2120285	ROADM - Legal Expenses		\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
2120286	ROADM - Workshop/Depot Expensed Equipment		\$15,000.00	\$3,750.00	\$0.00	-\$3,750.00	-100.00%
2120288	ROADM - Depot Building Operations		\$60,254.00	\$14,730.00	\$4,947.56	-\$9,782.44	-66.41%
2120289	ROADM - Depot Building Maintenance		\$29,713.00	\$7,269.00	\$0.00	-\$7,269.00	-100.00%
2120292	ROADM - Depreciation		\$1,254,629.00	\$313,656.00	\$0.00	-\$313,656.00	-100.00%
2120299	ROADM - Administration Allocated		\$67,129.00	\$16,782.00	\$13,245.35	-\$3,536.65	-21.07%
2120391	PLANT - Loss on Disposal of Assets		\$0.00	\$0.00	\$2,730.38	\$2,730.38	
	Total Operating Expenditure		\$2,921,979.00	\$677,205.00	\$213,014.27	-\$464,190.73	-68.55%
		Aerodromes					
		Operating Expenditure					
2120665	AERO - Airstrip & Grounds Maintenance/Operations		\$16,440.00	\$4,083.00	\$0.00	-\$4,083.00	-100.00%
2120765	WATER - Town Dam Maintenance/Operations		\$26,812.00	\$6,675.00	\$1,758.34	-\$4,916.66	-73.66%
	Total Operating Expenditure		\$43,252.00	\$10,758.00	\$1,758.34	-\$8,999.66	-83.66%
	Total Operating Income		-\$5,968,381.00	-\$830,413.00	-\$734,464.44	\$95,948.56	-11.55%
	Total Operating Expenditure		\$2,965,231.00	\$687,963.00	\$214,772.61	-\$473,190.39	-68.78%
		Economic Services					
		Economic Services					
		Operating Income					
3130202	TOUR - Commission		-\$500.00	-\$123.00	\$0.00	\$123.00	-100.00%
3130210	TOUR - Grants		-\$205,952.00	-\$51,488.00	-\$2,400.00	\$49,088.00	-95.34%
3130221	TOUR - Caravan Park Fees		-\$100,000.00	-\$24,999.00	-\$44,008.81	-\$19,009.81	76.04%
3130222	TOUR - Caravan Park Laundry Fees		-\$4,500.00	-\$1,125.00	-\$1,915.46	-\$790.46	70.26%
3130225	TOUR - Visitors Centre Lady Shenton Income		-\$25,000.00	-\$6,249.00	-\$7,883.68	-\$1,634.68	26.16%
3130235	TOUR - Other Income Relating to Tourism & Area Promotion		-\$500.00	-\$123.00	-\$130.92	-\$7.92	6.44%
3130302	BUILD - Commission - BSL & CTF		-\$150.00	-\$36.00	-\$10.00	\$26.00	-72.22%
3130320	BUILD - Fees & Charges (including Licences)		-\$18,000.00	-\$4,500.00	-\$3,649.28	\$850.72	-18.90%
3130821	OTH ECON - Standpipe Income		-\$2,000.00	-\$498.00	-\$452.76	\$45.24	-9.08%
3130824	OTH ECON - Community Resource Centre Grants		-\$119,734.02	-\$49,933.00	-\$3,016.45	\$46,916.55	-93.96%
3130826	OTH ECON - Post Office Income		-\$9,000.00	-\$2,250.00	-\$2,977.32	-\$727.32	32.33%
	Total Operating Income		-\$485,336.02	-\$141,324.00	-\$66,444.68	\$74,879.32	-52.98%
		Rural Services					
		Operating Expenditure					
2130111	RURAL - Noxious Weed Control		\$42,589.00	\$3,930.00	\$0.00	-\$3,930.00	-100.00%
2130160	RURAL - Dog Health Program Tjuntjunjara		\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00	-100.00%
2130165	RURAL - Maintenance/Operations		\$30,000.00	\$7,500.00	\$0.00	-\$7,500.00	-100.00%
	Total Operating Expenditure		\$92,589.00	\$16,428.00	\$0.00	-\$16,428.00	-100.00%
		Tourism And Area Promotion					
		Operating Expenditure					
2130200	TOUR - Employee Costs		\$70,120.81	\$16,398.00	\$15,339.30	-\$1,058.70	-6.46%
2130205	TOUR - Recruitment		\$0.00	\$0.00	\$0.00	\$0.00	
2130211	TOUR - Visitor Centre Operations		\$86,130.08	\$20,379.00	\$17,681.19	-\$2,697.81	-13.24%
2130215	TOUR - Printing and Stationery		\$1,000.00	\$249.00	\$150.34	-\$98.66	-39.62%
2130230	TOUR - Insurance Expenses		\$52.00	\$12.00	\$25.96	\$13.96	116.33%
2130235	TOUR - Signage		\$7,000.00	\$1,749.00	\$0.00	-\$1,749.00	-100.00%
2130236	TOUR - Tour Guide		\$100.00	\$24.00	\$7.99	-\$16.01	-66.71%
2130240	TOUR - Public Relations & Area Promotion		\$8,500.00	\$2,121.00	\$60.96	-\$2,060.04	-97.13%
2130241	TOUR - Subscriptions & Memberships		\$12,900.00	\$12,900.00	\$863.18	-\$12,036.82	-93.31%
2130242	TOUR - Events Other		\$6,000.00	\$0.00	\$0.00	\$0.00	
2130243	TOUR - Cyclical Event		\$90,000.00	\$0.00	\$0.00	\$0.00	
2130258	TOUR - Kookynie Townsite and Info Bay Maintenance/Operations		\$3,094.00	\$756.00	\$1,286.37	\$530.37	70.15%
2130259	TOUR - Goongarrie Cottages Maintenance/Operations		\$29,938.00	\$7,326.00	\$2,267.25	-\$5,058.75	-69.05%
2130260	TOUR - Niagra Dam Maintenance/Operations		\$7,776.00	\$1,905.00	\$3,470.47	\$1,565.47	82.18%
2130261	TOUR - Golden Quest Trail Maintenance/Operations		\$6,396.00	\$1,584.00	\$0.00	-\$1,584.00	-100.00%
2130265	TOUR - Lake Ballard Maintenance/Operations		\$7,912.00	\$1,944.00	\$1,494.00	-\$450.00	-23.15%
2130266	TOUR - Caravan Park General Maintenance/Operations		\$375,538.03	\$91,026.00	\$63,897.98	-\$27,128.02	-29.80%
2130286	TOUR - Expensed Minor Asset Purchases		\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
2130288	TOUR - Building Operations		\$55,322.00	\$13,611.00	\$18,016.13	\$4,405.13	32.36%
2130289	TOUR - Building Maintenance		\$67,708.00	\$16,698.00	\$876.22	-\$15,821.78	-94.75%
2130292	TOUR - Depreciation		\$191,065.00	\$47,766.00	\$0.00	-\$47,766.00	-100.00%
2130299	TOUR - Administration Allocated		\$243,342.00	\$60,834.00	\$31,457.75	-\$29,376.25	-48.29%
	Total Operating Expenditure		\$1,274,893.92	\$298,530.00	\$156,895.09	-\$141,634.91	-47.44%
		Building Control					
		Operating Expenditure					
2130350	BUILD - Contract Building Services		\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00	-100.00%
2130385	BUILD - Legal Expenses		\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00	-100.00%
2130399	BUILD - Administration Allocated		\$33,564.00	\$8,391.00	\$6,622.69	-\$1,768.31	-21.07%
	Total Operating Expenditure		\$58,564.00	\$14,637.00	\$6,622.69	-\$8,014.31	-54.75%
		Economic Development					
		Operating Expenditure					
2130630	ECON DEV - Insurance Expenses		\$1,476.00	\$369.00	\$738.00	\$369.00	100.00%
2130641	ECON DEV - Subscriptions & Memberships		\$33,000.00	\$33,000.00	\$32,314.00	-\$686.00	-2.08%
	Total Operating Expenditure		\$34,476.00	\$33,369.00	\$33,052.00	-\$317.00	-0.95%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
		Other Economic Services					
		Operating Expenditure					
	2130855	OTH ECON - Community Bus	\$5,759.00	\$1,437.00	\$632.71	-\$804.29	-55.97%
	2130860	OTH ECON - Community Resource Centre Operations	\$224,384.89	\$52,719.00	\$35,641.51	-\$17,077.49	-32.39%
	2130863	OTH ECON - Post Office Operations	\$10,340.43	\$2,412.00	\$1,779.70	-\$632.30	-26.21%
	2130886	OTH ECON - Expensed Minor Asset Purchases	\$4,000.00	\$999.00	\$0.00	-\$999.00	-100.00%
	2130888	OTH ECON - Building Operations	\$3,432.00	\$855.00	\$3,479.03	\$2,624.03	306.90%
	2130889	OTH ECON - Building Maintenance	\$8,584.00	\$2,109.00	\$489.54	-\$1,619.46	-76.79%
	2130899	OTH ECON - Administration Allocated	\$8,391.00	\$2,097.00	\$1,655.67	-\$441.33	-21.05%
		Total Operating Expenditure	\$264,891.32	\$62,628.00	\$43,678.16	-\$18,949.84	-30.26%
		Total Operating Income	-\$485,336.02	-\$141,324.00	-\$66,444.68	\$74,879.32	-52.98%
		Total Operating Expenditure	\$1,725,414.24	\$425,592.00	\$240,247.94	-\$185,344.06	-43.55%
		Other Property & Services					
		Other Property & Services					
		Operating Income					
	3140120	PRIVATE - Private Works Income	-\$3,000.00	-\$750.00	-\$3,019.40	-\$2,269.40	302.59%
	3140220	ADMIN - Fees & Charges	-\$250.00	-\$60.00	-\$232.36	-\$172.36	287.27%
	3140410	POC - Fuel Tax Credits Grant Scheme	-\$25,000.00	-\$6,249.00	-\$5,770.00	\$479.00	-7.67%
		Total Operating Income	-\$28,250.00	-\$7,059.00	-\$9,021.76	-\$1,962.76	27.81%
		Private Works and General Administration Overheads					
		Operating Expenditure					
	2140187	PRIVATE - Private Works Expenses	\$5,805.00	\$1,413.00	\$0.00	-\$1,413.00	-100.00%
	2140200	ADMIN - Employee Costs	\$596,726.38	\$138,141.00	\$93,288.57	-\$44,852.43	-32.47%
	2140203	ADMIN - Uniforms	\$6,800.00	\$1,698.00	\$119.95	-\$1,578.05	-92.94%
	2140204	ADMIN - Training & Development	\$17,100.00	\$4,275.00	\$8,102.36	\$3,827.36	89.53%
	2140205	ADMIN - Recruitment	\$9,000.00	\$2,151.00	\$1,410.00	-\$741.00	-34.45%
	2140206	ADMIN - Fringe Benefits Tax (FBT)	\$9,656.00	\$2,226.00	\$1,511.00	-\$715.00	-32.12%
	2140208	ADMIN - Other Employee Expenses	\$5,000.00	\$1,227.00	\$152.86	-\$1,074.14	-87.54%
	2140209	ADMIN - Travel & Accommodation	\$12,000.00	\$4,800.00	\$0.00	-\$4,800.00	-100.00%
	2140210	ADMIN - Motor Vehicle Expenses	\$29,308.00	\$7,326.00	\$3,264.15	-\$4,061.85	-55.44%
	2140215	ADMIN - Printing and Stationery	\$50,000.00	\$12,498.00	\$11,311.20	-\$1,186.80	-9.50%
	2140216	ADMIN - Postage and Freight	\$2,500.00	\$624.00	\$164.08	-\$459.92	-73.71%
	2140220	ADMIN - Communication Expenses	\$48,000.00	\$12,000.00	\$10,623.95	-\$1,376.05	-11.47%
	2140221	ADMIN - Information Technology	\$50,000.00	\$12,498.00	\$5,093.66	-\$7,404.34	-59.24%
	2140226	ADMIN - Office Equipment Mtce	\$1,000.00	\$249.00	\$60.00	-\$189.00	-75.90%
	2140227	ADMIN - Records Management	\$2,600.00	\$648.00	\$0.00	-\$648.00	-100.00%
	2140230	ADMIN - Insurance Expenses (Other than Bld and W/Comp)	\$45,801.16	\$11,448.00	\$38,645.63	\$27,197.63	237.58%
	2140240	ADMIN - Advertising and Promotion	\$15,000.00	\$3,750.00	\$1,538.96	-\$2,211.04	-58.96%
	2140241	ADMIN - Subscriptions and Memberships	\$7,000.00	\$1,749.00	\$1,866.00	\$117.00	6.69%
	2140252	ADMIN - Consultants	\$150,000.00	\$37,500.00	\$60,403.90	\$22,903.90	61.08%
	2140265	ADMIN - Software Licences/Upgrades	\$100,000.00	\$24,999.00	\$51,685.36	\$26,686.36	106.75%
	2140284	ADMIN - Audit Fees	\$70,000.00	\$17,499.00	\$0.00	-\$17,499.00	-100.00%
	2140285	ADMIN - Legal Expenses	\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00	-100.00%
	2140286	ADMIN - Expensed Minor Asset Purchases	\$15,000.00	\$3,750.00	\$3,017.70	-\$732.30	-19.53%
	2140287	ADMIN - Other Expenses	\$1,000.00	\$249.00	\$362.73	\$113.73	45.67%
	2140288	ADMIN - Building Operations	\$94,185.00	\$23,088.00	\$14,336.64	-\$8,751.36	-37.90%
	2140289	ADMIN - Building Maintenance	\$24,309.00	\$6,000.00	\$10,088.55	\$4,088.55	68.14%
	2140292	ADMIN - Depreciation	\$148,737.00	\$37,182.00	\$0.00	-\$37,182.00	-100.00%
	2140298	ADMIN - Admin Staff Housing Costs Allocated	\$147,498.00	\$36,873.00	\$14,484.32	-\$22,388.68	-60.72%
	2140299	ADMIN - Administration Overheads Recovered	-\$1,678,221.00	-\$419,553.00	-\$331,134.12	\$88,418.88	-21.07%
		Total Operating Expenditure	\$5,804.54	-\$8,694.00	\$397.45	\$9,091.45	-104.57%
		Public Works Overheads					
		Operating Expenditure					
	2140300	PWO - Employee Costs	\$267,164.75	\$61,650.00	\$153,297.56	\$91,647.56	148.66%
	2140303	PWO - Uniforms	\$7,500.00	\$1,875.00	\$1,251.96	-\$623.04	-33.23%
	2140304	PWO - Training & Development	\$10,000.00	\$2,499.00	\$2,069.09	-\$429.91	-17.20%
	2140305	PWO - Recruitment	\$5,000.00	\$1,248.00	\$44.50	-\$1,203.50	-96.43%
	2140307	PWO - Protective Clothing	\$2,000.00	\$498.00	\$0.00	-\$498.00	-100.00%
	2140308	PWO - Other Employee Expenses	\$750.00	\$171.00	\$0.00	-\$171.00	-100.00%
	2140310	PWO - Motor Vehicle Expenses	\$77,595.50	\$19,398.00	\$7,642.22	-\$11,755.78	-60.60%
	2140316	PWO - Postage and Freight	\$2,000.00	\$498.00	\$1,022.95	\$524.95	105.41%
	2140320	PWO - Communication Expenses	\$8,000.00	\$1,998.00	\$1,406.04	-\$591.96	-29.63%
	2140321	PWO - Information Technology	\$8,000.00	\$1,998.00	\$0.00	-\$1,998.00	-100.00%
	2140323	PWO - Sick Pay	\$28,059.00	\$6,474.00	\$5,267.48	-\$1,206.52	-18.64%
	2140324	PWO - Annual Leave	\$65,936.00	\$15,216.00	\$18,495.37	\$3,279.37	21.55%
	2140325	PWO - Public Holidays	\$37,003.00	\$8,538.00	\$0.00	-\$8,538.00	-100.00%
	2140329	PWO - Insurance Expenses (Except Workers Comp)	\$19,566.00	\$4,890.00	\$9,782.73	\$4,892.73	100.06%
	2140330	PWO - OHS and Toolbox Meetings	\$45,337.00	\$12,999.00	\$31,008.94	\$18,009.94	138.55%
	2140352	PWO - Consultants	\$10,000.00	\$2,499.00	\$0.00	-\$2,499.00	-100.00%
	2140361	PWO - Engineering & Technical Support	\$50,000.00	\$12,498.00	\$1,000.00	-\$11,498.00	-92.00%
	2140365	PWO - Maintenance/Operations	\$117,960.00	\$28,122.00	\$26,355.21	-\$1,766.79	-6.28%
	2140371	PWO Bldg Mtce - Employee Costs	\$47,772.00	\$11,022.00	\$3,692.19	-\$7,329.81	-66.50%
	2140372	PWO Bldg Mtce - Uniforms	\$500.00	\$114.00	\$0.00	-\$114.00	-100.00%
	2140373	PWO Bldg Mtce - Training & Development	\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
	2140374	PWO Bldg Mtce - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
	2140376	PWO Bldg Mtce - Protective Clothing	\$1,000.00	\$228.00	\$0.00	-\$228.00	-100.00%
	2140380	PWO Bldg Mtce - Expendable Tools	\$1,000.00	\$249.00	\$0.00	-\$249.00	-100.00%
	2140381	PWO Bldg Mtce - Minor Expenses	\$500.00	\$123.00	\$0.00	-\$123.00	-100.00%
	2140386	PWO - Expensed Minor Asset Purchases	\$20,000.00	\$4,998.00	\$982.00	-\$4,016.00	-80.35%
	2140392	PWO - Depreciation	\$16,013.00	\$4,002.00	\$0.00	-\$4,002.00	-100.00%
	2140393	PWO - LESS Allocated to Works (PWO's)	-\$1,328,705.00	-\$332,175.00	-\$288,884.41	\$43,290.59	-13.03%
	2140398	PWO - Staff Housing Costs Allocated	\$25,936.00	\$6,483.00	\$4,080.45	-\$2,402.55	-37.06%
	2140399	PWO - Administration Allocated	\$453,120.00	\$113,280.00	\$89,406.13	-\$23,873.87	-21.08%
	2140400	POC - Internal Plant Repairs - Wages & O/Head	\$217,106.00	\$52,926.00	\$16,204.43	-\$36,721.57	-69.38%
	2140411	POC - External Parts & Repairs	\$78,960.00	\$19,740.00	\$9,512.54	-\$10,227.46	-51.81%
	2140412	POC - Fuels and Oils	\$163,181.25	\$40,794.00	\$17,559.07	-\$23,234.93	-56.96%
	2140413	POC - Tyres and Tubes	\$29,400.00	\$7,350.00	\$507.50	-\$6,842.50	-93.10%
	2140416	POC - Licences/Registrations	\$6,929.00	\$6,929.00	\$6,700.97	-\$228.03	-3.29%
	2140417	POC - Insurance Expenses	\$21,366.00	\$5,340.00	\$10,682.00	\$5,342.00	100.04%
	2140492	POC - Depreciation	\$261,280.50	\$65,319.00	\$0.00	-\$65,319.00	-100.00%

30/09/2023	COA	Description	Budget 23/24	YTD Budget 30/09/2023	YTD Actual 30/09/2023	Variance (\$)	Variance (%)
	2140494	POC - LESS Plant Operation Costs Allocated to Works	-\$778,222.75	-\$194,553.00	-\$97,691.76	\$96,861.24	-49.79%
		Total Operating Expenditure	\$7.25	-\$4,513.00	\$31,395.16	\$35,908.16	-795.66%
		Salaries And Wages					
		Operating Expenditure					
	2140500	SAL - Gross Salary and Wages	\$2,441,406.57	\$563,400.00	\$430,967.07	-\$132,432.93	-23.51%
	2140501	SAL - LESS Salaries & Wages Allocated	-\$2,441,406.57	-\$563,400.00	-\$430,967.07	\$132,432.93	-23.51%
		Total Operating Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	
		Total Operating Income	-\$28,250.00	-\$7,059.00	-\$9,021.76	-\$1,962.76	27.81%
		Total Operating Expenditure	\$5,811.79	-\$13,207.00	\$31,792.61	\$44,999.61	-340.73%
		Total Operating Income	-\$12,495,852.98	-\$5,493,326.00	-\$5,355,031.38	\$112,687.69	-2.52%
		Total Operating Expenditure	\$8,565,893.44	\$2,165,327.00	\$1,103,053.64	-\$1,035,304.82	-49.06%

14.1.2	List of Monthly Payments - September 2023
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1194
DATE OF REPORT	16 October 2023
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. List of Payments - September 2023 [14.1.2.1 - 6 pages]

SUMMARY:

To receive the list of payments made for the month of September 2023

BACKGROUND:

Payments have been made by cheque, 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 Cheque, EFT, Direct Debit, Credit Card, Payroll, Fuel Card payments that have been made for the month of September 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:

A total of \$744,526.91 has been withdrawn from Municipal Bank Account.

RISK ASSESSMENT:

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

STRATEGIC IMPLICATIONS:

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

Outcome

4.2 An efficient and effective organisation.

Strategy

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	162/23
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Moved: Cr S Sudhir

Seconded: Cr S Baird

That the list of payments for the month of September 2023 totalling \$744,526.91 being:

- 1. Electronic Funds Transfer from EFT8381 to EFT8451, payments from Municipal Fund totalling \$590,303.31**
- 2. Direct Debit payments from the Municipal Fund totalling \$45,506.19**
- 3. Payroll payments from the Municipal Fund totalling \$101,415.07**
- 4. Credit Card payments for the Statement Month of August 2023 from the Municipal Fund totalling \$6,244.33**
- 5. Fuel Card payments from the Municipal Fund totalling \$1,049.01**

be received.

Carried	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird
and Cr K Tucker**

Against: Nil

Shire of Menzies
Payments for the Month of August 2023

Date	Name	Description	Amount
	Cheque		\$0.00
	EFT		590,303.31
	Direct Debit		\$45,506.19
	Credit Card Payment		\$6,253.33
	Payroll Payment		\$101,415.07
	Fuel Card Payment		1,049.01
	<u>Total Payments</u>		\$744,526.91

Shire of Menzies
Payments for the Month of August 2023

Chq/EFT	Date	Name	Description	Amount
EFT8381	1/09/2023	CORE BUSINESS AUSTRALIA PTY LTD	MENZIES TECHNICAL SUPPORT ROAD TENDER/ SUPERVISION AND GROH HOUSING TENDER, KITCHER CUTLINE ROAD SUPERVISION, TJUNTJUNTJARA SUPERVISION	15,812.50
EFT8382	7/09/2023	CANINE CONTROL	RANGER SERVICE FOR 21 AUGUST 2023	1,815.00
EFT8383	7/09/2023	CHILD SUPPORT	PAYROLL DEDUCTIONS PPE 05/09/2023	202.60
EFT8384	7/09/2023	3E ADVANTAGE	ADMIN & CRC PRINTER USAGE FROM AUGUST 2023	3,558.36
EFT8385	7/09/2023	LEANINE DIMER	REIMBURSEMENT OF HALL HIRE BOND	200.00
EFT8386	7/09/2023	BOB WADDELL & ASSOCIATES PTY LTD	GENERAL FINANCIAL SUPPORT FV REVALUATION, AUGUST MONTHLY, ASSET REVALUATION WORKSHEET	2,351.25
EFT8387	7/09/2023	RARE EARTHS M&C PTY LTD T/A AS MENZIES HOTEL	REFRESHMENT - AUGUST COUNCIL AND COMMITTEE MEETINGS	132.55
EFT8388	7/09/2023	BRADLEY ALAN JOHNSON T/AS LICENCE 2 TRILL	ENTERTAINMENT PROVIDED BY LICENCE 2 THRILL 26 AUGUST 2023	4,590.00
EFT8389	7/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGE FOR STATIONARY FOR CRC AND ADMIN OFFICE	75.39
EFT8390	7/09/2023	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD T/AS MARKETFORCE	ADVERTISEMENT - CLOSE OF ENROLMENTS NOTICE - KAL MINER - 09/08/2023 AND CAFÉ ON 19/08/2023	1,143.63
EFT8391	7/09/2023	NARNOO MINING PTY LTD	RATES REFUND FOR ASSESSMENT A5627 P39/05844 MINING TENEMENT	70.41
EFT8392	7/09/2023	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	PROCUREMENT IN LOCAL GOVERNMENT TRAINING	242.00
EFT8393	7/09/2023	ALU GLASS	REPAIRS VANDALISM TO OFFICE WINDOWS	1,320.00
EFT8394	7/09/2023	DEREK MORRISON	TOWN HALL CLOCK ANNUAL MAINTENANCE JULY 2023 TO JUNE 2024	1,150.00
EFT8395	7/09/2023	WESTFARMERS LTD T/AS BUNNINGS	BUILDING MAINTENANCE SUPPLIES, GARDENING TOOLS, LANTERN SUPPLIES	746.24
EFT8396	7/09/2023	DEBRA KAY PIANO	REIMBURSEMENT DINNER FOR PERFORMANCE EVENT ON 26/08/2023 - LICENSE TO THRILL	71.50
EFT8397	7/09/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	FY 23/24 ESL QUARTERLY CONTRIBUTION	17,581.20
EFT8398	7/09/2023	HORIZON POWER	ELECTRICITY - VARIOUS PROPERTIES USAGE FROM 22/06/2023 TO 18/08/2023	12,408.31
EFT8399	7/09/2023	IT VISION	ITVISION SERVICES AT YEAR END FY23 PAYROLL, RATES BILLING FY24, RECTIFY ERROR FOR RATES FY23	16,008.30
EFT8400	7/09/2023	KULBARDI HILL CONSULTING	PART PAYMENT FOR LRCI PHASE 3 PROJECT - TOWN ENTRY STATEMENTS	2,640.00
EFT8401	7/09/2023	CAROL MCALLAN	TRAVEL CLAIM SITE VISIT 10-17 AUGUST 2023	476.25
EFT8402	7/09/2023	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 05/09/2023	500.00
EFT8403	7/09/2023	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 05/09/2023	360.00
EFT8404	7/09/2023	NETLOGIC INFORMATION TECHNOLOGY	IT CONSULTING LABOUR FROM 15/08/2023 TO 24/08/2023	487.50
EFT8405	7/09/2023	THE TRUSTEE OF MAJ TRUST T/AS SHERIDAN'S	NAME BADGE FOR FINANCE OFFICER - S MAZZA	42.85
EFT8406	7/09/2023	SHIRE OF MENZIES	PAYROLL DEDUCTIONS PPE 05/09/2023	243.66
EFT8407	7/09/2023	STATE LIBRARY OF W.A.	BETTER BEGINNINGS PROGRAM 2023 - 2024	11.00
EFT8408	7/09/2023	TAPS INDUSTRIES	PUMP OUT DUMP POINT & PUMP OUT SEPTIC TANK	1,080.32
EFT8409	7/09/2023	VERLINDEN'S ELECTRICAL SERVICE	PORTABLE ELECTRICAL POWER BOX	1,760.00
EFT8410	14/09/2023	CARROLL & RICHARDSON FLAGWORLD PTY LTD	FLAGTRAX DIGITAL PRINTED FLAGS MENZIES DISCOVERY DAY	671.00
EFT8411	14/09/2023	CANINE CONTROL	RANGER SERVICE FOR 28 AUGUST 2023	1,815.00
EFT8412	14/09/2023	LEONORA PHARMACY	PHARMACY ITEMS SOLD ON CONSIGNMENT FOR THE MONTH OF AUGUST 2023	712.24
EFT8413	14/09/2023	STRATCO	BUILDING MATERIALS - FENCE PANELS DUPLEX LOT 12A WALSH ST	2,462.01
EFT8414	14/09/2023	XSTRA GLOBAL IT AND COMMUNICATION SOLUTIONS	MONTHLY PBX RENTAL AND SERVICES AUGUST 2023	324.76
EFT8415	14/09/2023	COOLGARDIE TYRE SERVICE	COASTMAC 8X5 GALVANISED TRAILER TYRE	558.25
EFT8416	14/09/2023	LGISWA	WORKER'S COMPENSATION - ACTUAL WAGES ADJUSTMENT FOR PERIOD 22 - 23	2,320.16

Shire of Menzies
Payments for the Month of August 2023

Chq/EFT	Date	Name	Description	Amount
EFT8417	14/09/2023	JOHN WARNER	REIMBURSEMENTS PUBLIC TOILETS CLEANING PRODUCTS	53.12
EFT8418	14/09/2023	EFTSURE PTY LTD	EFTSURE SOFTWARE SERVICE FEE 12 MONTH SUBSCRIPTION FOR PERIOD 01/09/23 - 31/08/24	5,635.48
EFT8419	14/09/2023	SLADE CONTRACTING PTY LTD	REPAIR HOT WATER UNIT OLD POST OFFICE HOUSE	1,035.00
EFT8420	14/09/2023	BOB WADDELL & ASSOCIATES PTY LTD	GENERAL FINANCIAL SUPPORT AUGUST MONTHLY, DISPOSAL ASSET, UPDATE FINANCIAL STATEMENT WITH UPDATE NEW REGULATIONS	2,145.00
EFT8421	14/09/2023	WBS MODULAR PTY LTD T/AS EVOKE LIVING HOMES	PROGRESS PAYMENT - RFQ 01/22 DESIGN AND CONSTRUCT STAFF ACCOMMODATION CM-324 - 29A REID STREET AND 29B REID STREET - CABINETS INSTALLED	384,740.68
EFT8422	14/09/2023	RARE EARTHS M&C PTY LTD T/A AS MENZIES HOTEL	CATERING FOR GOLDEN QUEST DISCOVERY TRAIL MEETING	59.50
EFT8423	14/09/2023	TALIS CONSULTANTS	PRELIMINARY SITE INVESTIGATION - 50 SHENTON STREET - PROVISION OF CONSULTANCY SERVICES	3,676.20
EFT8424	14/09/2023	PROMOTIONAL EXPOSURE	FINAL PAYMENT FOR STAND UP COMEDY WORKSHOP AND GRADUATION PERFORMANCE ON FRIDAY 22ND SEPT IN MENZIES	1,375.00
EFT8425	14/09/2023	AUSTRALIAN TAXATION OFFICE	INCOME ACTIVITY STATEMENT FOR THE MONTH AUGUST 2023	35,744.00
EFT8426	14/09/2023	AUSTRALIA'S GOLDEN OUTBACK (AGO)	ANNUAL CONTRIBUTION TOWARDS THE GOLDFIELDS TOURISM DEVELOPMENT MANAGER PARTNERSHIP INITIATIVE FOR 2023/2024	35,545.40
EFT8427	14/09/2023	CONSTRUCTION TRAINING FUND (BCITF)	CTF LEVY FOR SINGLE TRANSPORTABLE TOILET FOR CAFE - PERMIT 3/23	45.94
EFT8428	14/09/2023	WESTFARMERS LTD T/AS BUNNINGS	PAINT AND PAINTING CONSUMABLES	1,096.99
EFT8429	14/09/2023	CYBERSECURE	CLOUD STORAGE, BACKUP SUBSCRIPTION FOR SEPTEMBER 2023	549.18
EFT8430	14/09/2023	GOLDFIELDS TOYOTA	24 MONTH/40 000 KM SERVICE TO VEHICLE 000MN	847.69
EFT8431	14/09/2023	LANDGATE	IMIGERY EXTRACT FOR SHIRE OF MENZIES MAPPING CONVERT TO SYNERGY	785.85
EFT8432	14/09/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	TRAINING AND DEVELOPMENT KRISTY VAN KUYL LG PROFESSIONALS - REPORT WRITING FROM 20 TO 21 NOVEMBER 2023	945.00
EFT8433	14/09/2023	NETLOGIC INFORMATION TECHNOLOGY	IT CONSULTING SERVICES FROM 29/08/23 TO 10/09/23	525.00
EFT8434	14/09/2023	OFFICE NATIONAL	ADMIN STATIONERY - COPY PAPER,PENS,HIGHLIGHTER,FILLING MATERIALS	561.83
EFT8435	14/09/2023	REFRESH WATER	15L WATER REFILL	150.00
EFT8436	14/09/2023	SHIRE OF MENZIES	BNOND REFUND BUS HIRE OF LEANINE DIMER APPLIED TO DEBTOR INVOICE #2323	205.00
EFT8437	14/09/2023	MOORE STEPHENS T/AS MOORE AUSTRALIA	REVIEW AND LODGE THE QUARTERLY BAS/IAS FROM APRIL - JUNE 2023	935.00
EFT8438	14/09/2023	VERLINDEN'S ELECTRICAL SERVICE	WIRE HWS & INSTALL FLOODLIGHT AD ADMIN TOWNHALL	4,246.00
EFT8439	20/09/2023	TSN GROUP PTY LTD TA TIES N CUFFS	TIES AND SCARVES FOR ELECTED MEMBERS - WITH SHIRE LOGO	1,065.90
EFT8440	20/09/2023	CHILD SUPPORT	PAYROLL DEDUCTIONS PPE 19/09/2023	344.28
EFT8441	20/09/2023	XSTRA GLOBAL IT AND COMMUNICATION SOLUTIONS	PRE OWNED YEALINK T54W WIRELESS AND BLUETOOTH CDM OFFICE	253.00
EFT8442	20/09/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL SUPPORT FOR ASSISTANCE WITH BONDS, DEPOSITS AND ANNUAL FINANCIAL REPORT CORRECTIONS	1,031.25
EFT8443	20/09/2023	KAL ENGINEERING CONSULTANTS	SURVEY AND ENGINEERING DESIGN FOR A PARK ADJACENT TO THE PUBLIC TOILETS SOUTH OF THE TOWN 90% COMPLETE	5,714.50
EFT8444	20/09/2023	MAUREEN MERTYN	REIMBURSEMENT FOR SHOES - STAFF UNIFORM	139.15
EFT8445	20/09/2023	AIR LIQUIDE AUSTRALIA LTD	RENTAL ON OXYGEN CYLINDER FOR JULY 2023	56.32
EFT8446	20/09/2023	TECHNOLOGICA PTY LTD	TELSTRA MOBILE PHONES AND ACCESSORIES	393.19
EFT8447	20/09/2023	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 19/09/2023	170.00
EFT8448	20/09/2023	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 19/09/2023	360.00
EFT8449	20/09/2023	NETLOGIC INFORMATION TECHNOLOGY	FY 23/24 IT SUPPORT - CONSULTING LABOUR FOR 11/09/2023 TO 17/09/2023	3,036.50

Shire of Menzies
Payments for the Month of August 2023

Chq/EFT	Date	Name	Description	Amount
EFT8450	20/09/2023	OFFICE NATIONAL	ADMIN STATIONERY - COPY PAPER,PENS,HIGHLIGHTER,FILLING MATERIALS	676.30
EFT8451	20/09/2023	WESTRAC PTY LTD	REPLACE HYDRAULIC FITTINGS ON GRADER P0234	215.82
TOTAL EFT				\$590,303.31

Shire of Menzies
Payments for the Month of August 2023

Direct Debit	Date	Name	Description	Amount
DD5848.1	1/09/2023	WESTNET	CRC PUBLIC INTERNET SEPTEMBER 2023	54.99
DD5850.1	5/09/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 05/09/2023	10,475.40
DD5850.2	5/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 05/09/2023	1,305.95
DD5850.3	5/09/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS PPE 05/09/2023	563.75
DD5850.4	5/09/2023	TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 05/09/2023	572.13
DD5850.5	5/09/2023	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 05/09/2023	402.17
DD5857.1	7/09/2023	POWER ICT PTY LTD	MESSAGES ON HOLD - SEPTEMBER 2023	75.90
DD5859.1	8/09/2023	TELSTRA	SATELITE PHONE USAGE FROM 20 AUGUST TO 19 SEPTEMBER 2023	256.00
DD5862.1	11/09/2023	TELSTRA	SHIRE OF MENZIES, CRC, INTERNET, SPEED SIGN, MOBILE PHONE USAGE FROM 17 AUGUST TO 16 SEPTEMBER 2023	4,320.66
DD5865.1	12/09/2023	THE WEST AUSTRALIAN	SUBSCRIPTION TO NEWSPAPER ONLINE SEPTEMBER 2023	28.00
DD5870.1	13/09/2023	HORIZON POWER	ELECTRICITY - 510117 - UNIT B/29 SHENTON STREET - USAGE FROM 29/06/2023 TO 25/08/2023	194.23
DD5870.1	13/09/2023	HORIZON POWER	ELECTRICITY - 510117 - 39 MERCER STREET - USAGE FROM 29/06/2023 TO 25/08/2024	216.40
DD5870.1	13/09/2023	HORIZON POWER	ELECTRICITY - 510117 - 25 ONSLOW STREET - USAGE FROM 29/06/2023 TO 25/08/2025	363.87
DD5872.1	14/09/2023	NAB	NAB CONNECT FEE SEPTEMBER 2023	31.99
DD5874.1	15/09/2023	RESONLINE	COMMISSION ON CARAVAN PARK ONLINE BOOKING FEES JULY 2023	484.00
DD5877.1	19/09/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 19/09/2023	10,524.16
DD5877.2	19/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 19/09/2023	1,284.45
DD5877.3	19/09/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS PPE 19/09/2023	563.75
DD5877.4	19/09/2023	TWU SUPER FUND	SUPERANNUATION CONTRIBUTIONS PPE 19/09/2023	569.34
DD5877.5	19/09/2023	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 19/09/2023	402.17
DD5882.1	19/09/2023	HORIZON POWER	ELECTRICITY - 161515 - STREET LIGHT - USAGE FROM 01/08/2023 TO 31/08/2023	1,081.01
DD5884.1	20/09/2023	PIVOTEL SATELLITE PTY LTD	TRAK SPOT TRACKING CHARGE ACCOUNT 40063522 -SEPTEMBER 2023	34.00
DD5886.1	25/09/2023	AUSTRALIA POST	POSTAGE OF ANNUAL RATES FY 23/24	775.88
DD5889.1	26/09/2023	GREGORY DWYER	SITTING FEE FOR CR. GREG DWYER - SEPTEMBER 2023	3,490.67
DD5889.2	26/09/2023	IAN BAIRD	SITTING FEE FOR CR. IAN BAIRD SEPTEMBER 2023	1,338.16
DD5889.3	26/09/2023	JILLIAN DWYER	SITTING FEE FOR CR. JILL DWYER SEPTEMBER 2023	907.58
DD5889.4	26/09/2023	ANDREW TUCKER	SITTING FEE FOR CR. ANDREW TUCKER SEPTEMBER 2023	907.58
DD5889.5	26/09/2023	ROHAN S BAIRD	SITTING FEE FOR CR. ROHAN S BAIRD - SEPTEMBER 2023	907.58
DD5889.6	26/09/2023	PAUL WARNER	SITTING FEE FOR CR. PAUL WARNER - SEPTEMBER 2023	907.58
DD5889.7	26/09/2023	SUDHIR	SITTING FEE FOR CR. SUDHIR - SEPTEMBER 2023	907.58
DD5894.1	28/09/2023	NAB	NAB CONNECT FEE SEPTEMBER 2023	31.74
DD5896.1	29/09/2023	NAB	BPAY FEES FOR THE MONTH OF SEPTEMBER 2023	1,527.52
TOTAL DIRECT DEBIT				\$45,506.19

Shire of Menzies
Payments for the Month of August 2023

Date	Name	Description	Amount
		CEO CARD NO: **** * 2547	
28/07/2023	NAB	MONTHLY CARD FEE - August 2023	9.00
		TOTAL CEO CREDIT CARD	\$9.00
		CFO CARD NO: **** * 6310	
11/08/2023	VIRGIN AUSTRALIA	BALANCE OF RETURN FLIGHT ATTENDING WALGA CONVENTION FOR CR S SUDHIR AND CR A TUCKER	49.11
14/08/2023	LIQUORLAND	DRINK FOR GOLDFIELDS CEO ASSEMBLY	61.00
14/08/2023	QANTAS AIRWAYS	RETURN FLIGHT FOR ATTENDING NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS - CANBERRA FOR CR I BAIRD, CR G DWYER	2,245.14
14/08/2023	QANTAS AIRWAYS	RETURN FLIGHT TO CANBERRA - CR J DWYER (DEBTOR PAYMENT RECEIVED FROM CR J DWYER ON 11/09/2023)	1,116.27
14/08/2023	AUSTRALIAN LOCAL GOV	NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE REGISTRATION - CR G DWYER AND CR I BAIRD	1,790.00
17/08/2023	CANVA	CRC TEAMS SUBSCRIPTION	209.90
18/08/2023	WOOLWORTHS	GOLDFIELDS CEO FUNCTION LUNCH	74.00
23/08/2023	ADOBE	ADOBE SUBSCRIPTION 21/08/2023 TO 20/09/2023	386.65
28/08/2023	COLES	ORDINARY COUNCIL MEETING FOODS AND REFRESHMENTS	225.31
29/08/2023	BOFFINS BOOKSHOP PTY LTD	REFERENCE BOOK - ARID SHRUBLAND PLANTS	77.95
29/08/2023	NAB	MONTHLY BANK FEE	9.00
		TOTAL CFO CREDIT CARD	\$6,244.33
		TOTAL CREDIT CARD	\$6,253.33
09/08/2023		PAYROLL PAYMENT PPE 05/09/2023	50,515.93
23/08/2023		PAYROLL PAYMENT PPE 19/09/2023	50,899.14
		TOTAL PAYROL	\$101,415.07
29/09/2023	MOTORPASS	1MN - FUEL USAGE FOR MONTH OF SEPTEMBER 2023 - CEO	11.55
29/09/2023	MOTORPASS	15MN - FUEL USAGE FOR MONTH OF SEPTEMBER 2023 - CFO	627.24
29/09/2023	MOTORPASS	9MN - FUEL USAGE FOR MONTH OF SEPTEMBER 2023 - WORKS MANAGER	137.10
29/09/2023	MOTORPASS	5MN- FUEL USAGE FOR MONTH OF SEPTEMBER 2023 - COMMUNITY DEVELOPMENT MANAGER	273.12
		TOTAL MOTORPASS	\$1,049.01

14.2 Administration Reports

14.2.1	Committee and Council Representative Appointments
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1195
DATE OF REPORT	7 September 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

To appoint Committee members and Council Representatives.

BACKGROUND:

Local government elections were held on 21 October 2023. Committee appointments must be renewed after an ordinary election.

COMMENT:

The following is a list of all council committees and their membership prior to the election:

Audit and Risk Committee (Section 7.1A [LGA])

Purpose of the committee:

1. Provide guidance and assistance to the local government-
 - a. as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and
 - b. as to the development of a process to be used to select and appoint a person to be an auditor; and
2. May provide guidance and assistance to the local government as to-
 - a. matters to be audited; and
 - b. the scope of audits; and
 - c. its functions under Part 6 of the Act; and
 - d. the carrying out of its functions relating to other audits and other matters related to financial management; and

3. Is to review a report given to it by the CEO under Regulation 17(3) (the CEO's report) and is to-
 - a. report to the Council the results of that review; and
 - b. give a copy of the CEO's report to the Council.

Members:

Cr I Baird, Cr J Dwyer, Cr G Dwyer and Cr S Sudhir

Tourism and Economic Development Advisory Committee (Section 5.9 (2)(a)[LGA])

Purpose of the committee:

1. Advise the Council on the development of tourism in the Shire of Menzies.
2. Advise the Council on economic development/commercial enterprise opportunities for the Shire of Menzies.

Members:

Cr J Dwyer, Cr I Baird and Cr S Sudhir

Lake Ballard Management Advisory Committee (Section 5.9 (2)(b)[LGA])

Purpose of the committee:

To maintain the sculptures and the landscape 'canvas' in an environmentally, culturally, socially and economically sustainable manner.

Members:

Cr G Dwyer, Cr J Dwyer, Cr S Sudhir and Chief Executive Officer

It will be recommended that this committee be disbanded.

Housing and Building Committee (Section 5.9 (2)(a) [LGA])

Members:

Cr G Dwyer, Cr J Dwyer, Cr P Warner, Cr A Tucker and Cr S Sudhir

It will be recommended that this committee be disbanded.

EXTERNAL COMMITTEES AND REPRESENTATION:

Northern Goldfields Working Group (NGWG)

Purpose of the group:

To provide a collaborative and united approach to regional issues outside of the Goldfields Voluntary Regional Organisation of Councils' scope, with a focus on Northern Goldfields projects.

Council Representatives:

Cr G Dwyer and Chief Executive Officer

Lake Ballard Association (Inc)

Purpose of the Association:

Manage the exhibition of sculptures on Lake Ballard.

Council Representatives:

Unknown

Menzies Community School Council

Council Representative:

Cr A Tucker

Goldfields Voluntary Regional Organisation of Councils (GVROC)

Purpose:

- Enhance service delivery and infrastructure for our collective and individual Communities.
- Achieve a sustainable, cost-effective model for sharing of resources.

Council Representatives:

Cr J Dwyer, Cr P Warner and Chief Executive Officer

Regional Road Group (RRG)

Purpose:

The RRGs make recommendations to the State Road Funds to Local Government Advisory Committee (SAC) regarding the Annual Local Government Roads Program for the Region and any other relevant issues.

Council Representatives:

Cr G Dwyer, Cr S Sudhir, Cr I Baird and Chief Executive Officer

Regional Road Technical Group

Purpose:

A subgroup of Regional Road Group (RRG) called Regional Road Technical Group was created to provide technical advice to RRG.

Council Representative:

Unknown

Local Emergency Management Committee
(Section 38 Emergency Management Act)

Purpose of the committee:

To oversee, plan and test the local emergency management arrangements.

Council Representatives:

Cr G Dwyer, Cr P Warner and Chief Executive Officer

Golden Quest Discovery Trail (GQDT)

Purpose:

To manage the on-going promotion, management and maintenance of the Golden Quest Discovery trail as custodians for the future of tourism within the Goldfields Region.

Council Representative:

Cr J Dwyer

CONSULTATION:

None needed

STATUTORY AUTHORITY:

Local Government Act 1995

Sections 5.8 to 5.18 (Subdivision 2) relates to the establishment of committees and their meetings.

Section 7.1A refers to the creation of an audit committee and appointment of members.

Local Government (Administration) Regulations 1996

Regulations 31 and 32 relate to expenses which shall be reimbursed and expenses which may be reimbursed for council members.

POLICY IMPLICATIONS:

No council policy specifically relates to committees. However, Policy 1.1.1 Model Code of Conduct refers to committee members.

Policy 1.5 External Organisations refers to council representatives on outside organisations and expenses.

FINANCIAL IMPLICATIONS:

Budget provision is made annually for expenses that may be reimbursed in accordance with Regulations.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Inaccurate representation of information or reports.	High	Code of Conduct refresher training

STRATEGIC IMPLICATIONS:

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

Outcome

4.1 A strategically focused Council, leading our community.

Strategies:

4.1.1 Provide strategic leadership and governance.

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

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

VOTING REQUIREMENTS:

Absolute Majority for Committee appointments

Absolute Majority to disband a committee

Simple majority for external appointments

OFFICER RECOMMENDATION 1/COUNCIL DECISION:

Council Resolution Number:	163/23
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Moved: Cr S Sudhir Seconded: Cr K Tucker

That Cr Sudhir Sudhir, Cr Paul Warner and Cr Andrew Tucker be appointed as members of the Audit and Risk Committee.

Carried by Absolute Majority	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 2/COUNCIL DECISION:

Council Resolution Number:	164/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

That Cr S Sudhir, Cr K Tucker, and Cr Andrew Tucker be appointed as members of the Tourism and Economic Development Advisory Committee.

Carried by Absolute Majority	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 3/COUNCIL DECISION:

Council Resolution Number:	165/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

That Cr Paul Warner and the Chief Executive Officer be the Council Representatives on the Northern Goldfields Working Group (NGWG).

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 4/COUNCIL DECISION:

Council Resolution Number:	166/23
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Moved: Cr K Tucker Seconded: Cr A Tucker

That Cr Sudhir Sudhir and the Community Development Manager be the Council Representatives on the Lake Ballard Association (Inc).

Carried	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird,
and Cr K Tucker
Against: Nil**

OFFICER RECOMMENDATION 5:

That Cr _____ be the Council Representative on the Menzies Community School Council.

(Simple majority)

COUNCIL DECISION:

Council Resolution Number:	167/23
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Moved: Cr S Sudhir Seconded: Cr A Tucker

That no appointment be made to the Menzies Community School Council.

Carried	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird,
and Cr K Tucker
Against: Nil**

Reason for change in Officer's Recommendation:
No Councillor has volunteered to take on the role.

OFFICER RECOMMENDATION 6/COUNCIL DECISION:

Council Resolution Number:	168/23
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Moved: Cr K Tucker Seconded: Cr A Tucker

That Cr Paul Warner, Cr Sudhir Sudhir and the Chief Executive Officer be the Council Representatives on the Goldfields Voluntary Regional Organisation of Councils (GVROC).

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 7/COUNCIL DECISION:

Council Resolution Number:	169/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

That Cr Andrew Tucker (Voting Member) and Cr Sudhir Sudhir (Deputy), and the Chief Executive Officer be the Council Representatives on the Regional Road Group (RRG).

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 8:

That Cr _____, the Chief Executive Officer and the Manager of Works be the Council Representatives on the Regional Road Technical Group.

COUNCIL DECISION:

Council Resolution Number:	170/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

The Chief Executive Officer and the Manager of Works be the Council Representatives on the Regional Road Technical Group.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

Reason for change in Officer's Recommendation:

It is not required to have a Councillor Representative for Regional Road Technical Group

OFFICER RECOMMENDATION 9/COUNCIL DECISION:

Council Resolution Number:	171/23
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Moved: Cr A Tucker Seconded: Cr K Tucker

That Cr Paul Warner, Cr Sudhir Sudhir, the Chief Executive Officer and the Manager of Works be the Council Representatives on the Local Emergency Management Committee (LEMC).

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 10:

That Cr_____ be the Council Representative on the Golden Quest Discovery Trail (GQDT).

COUNCIL DECISION:

Council Resolution Number:	172/23
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Moved: Cr S Sudhir Seconded: Cr K Tucker

That the Chief Executive Officer be the Council representative on the Golden Quest Discovery Trail.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

Reason for change in Officer's Recommendation:

The Councillors would like the CEO to serve as the representative of the Shire of Menzies.

OFFICER RECOMMENDATION 11/COUNCIL DECISION:

Council Resolution Number:	173/23
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Moved: Cr S Sudhir Seconded: Cr K Tucker

That the Lake Ballard Management Advisory Committee be disbanded.

Carried by Absolute Majority	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker
Against: Nil

OFFICER RECOMMENDATION 12/COUNCIL DECISION:

Council Resolution Number:	174/23
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Moved: Cr K Tucker Seconded: Cr S Sudhir

That the Housing and Building Committee be disbanded.

Carried by Absolute Majority	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird,
and Cr K Tucker**

Against: Nil

14.2.2	Certification of Compliance with the Shire of Menzies Adopted Model Standard for CEO Recruitment and Selection, Performance Review and Termination
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1196
DATE OF REPORT	16 October 2023
AUTHOR	Executive Officer, Maureen Mertyn
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

This report recommends the Council's certification in accordance with the Local Government Act 1995 and Local Government (Administration) Regulations 1996, that the recruitment process for the appointment of a Chief Executive Officer was conducted in accordance with the adopted Model Standards for CEO Recruitment, Performance and Termination.

This process was undertaken between the dates of 27 April 2023, on which date the Council adopted the selection criteria and job description pursuant to Schedule 2 clause 5(2) of the Local Government (Administration) Regulations Act 1996 and 12 October 2023, on which date the contract of employment was executed by the Shire President, Acting CEO and Ms Teede.

BACKGROUND:

On 2 February 2021, changes to the Local Government Act 1995 and Local Government (Administration) Regulations 1996 were promulgated. These changes mandated all local governments to follow a model set of standards when dealing with CEO recruitment, performance management and termination.

At the Ordinary Meeting of the Council held on 29 April 2021, the Council adopted pursuant to section 5.39B (2) of the Local Government Act 1995, the new Model Standards for Chief Executive Officer Recruitment and Selection, Performance Review and Termination (Policy 5.16). At the Ordinary Meeting of the Council held on 25 May 2023 the Council also adopted the process for the appointment of a CEO including provision to enable the appointment of an independent person as required by the Model Standards.

Regulation 18FB (3) of the Local Government (Administration) Regulations 1996 now provides that a local government must certify, by absolute majority resolution, that the

process that was followed in relation to the recruitment of the Chief Executive Officer, was carried out in accordance with the local government's adopted Standards for CEO Recruitment and Selection, Performance Review and Termination.

COMMENT:

Each of the clauses that provide a requirement from the Standards are listed below, with a brief outline of those requirements and what the Shire did to satisfy the requirements of that clause.

Clause 5 – Determination of Selection Criteria and Approval of Job Description Form

Local governments are required to determine the selection criteria for the position of CEO based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to perform the duties of the CEO, as well as adopting (by absolute majority) the job description form.

At the Ordinary Meeting of the Council held on 25 May 2023, the Council adopted the job description and selection criteria pursuant to Schedule 2 clauses 5(1) and 5(2) of the Local Government (Administration) Regulations 1996.

Clause 6 – Advertising requirements

Local governments are required to comply with section 5.36(4) of the Act and regulation 18A of the Local Government (Administration) Regulations 1996, which requires the local government to advertise the position by Statewide public notice, and the notice must contain:

- The details of the remuneration and benefits offered.
- Details of the place where applications for the position are to be submitted.
- The date and time for the closing of applications of the position.
- The duration of the proposed contract.
- A website address where the job description form for the position can be accessed.
- Contact details for a person who can provide further information about the position.
- Any other information the local government considers relevant.

The position was advertised on Friday 7 July 2023 on LinkedIn, SEEK and the Shire's website and in the Local Government section of the Kalgoorlie Miner and the Professional Appointments section of the West Australian on Saturday 8 July 2023. The advertisements and application pack contained all the information as prescribed above.

Clause 7 – Job description form to be made available by local government

Local governments are required to provide a copy of the job description form to anyone who requests it by either referring to the web address listed in the advertisement

(requirement of clause 6 above) or by emailing or posting a copy to the person if unable to access the website.

On all occasions, where a request for the job description form was requested, this request was actioned.

Clause 8 – Establishment of Selection Panel for Employment of CEO

Local governments are required to establish a selection panel to conduct the recruitment of the CEO. This must consist of council members (as determined by the local government) and at least one independent person.

The Council resolved, at its meeting held on 25 May 2023:

‘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 five being Shire President Cr G Dwyer, Deputy Shire President Cr I Baird, Cr J Dwyer, Cr S Sudhir 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. Cr P Warner shall be the Deputy for any Councillor Committee member who cannot attend
6. 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)’

Clause 9 – Recommendation by Selection Panel

Local governments are required to:

- Assess each applicant’s knowledge, experience, qualifications and skills against the selection criteria by or on behalf of the selection panel.
- Provide a summary of the panel’s assessment of each applicant and a recommendation as to which applicant(s) are suitable to be employed as a CEO to the Council.

- If none of the applicants are considered suitable, recommend that a new recruitment process be carried out and any changes that should be made to the duties and responsibilities of the position.

The selection panel must not recommend an applicant to the local government unless the selection panel has:

- assessed the applicant as having demonstrated that their knowledge, experience, qualifications and skills meet the selection criteria; and
- verified any academic or other tertiary level qualifications the applicant claims to hold; and
- whether by contacting referees provided by the applicant or making any other inquiries considered appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.

During the selection committee's deliberations, and through interviews with suitable candidates, the selection committee made assessments based on the adopted criteria and made a recommendation to the Council in accordance with the model standards requirements in a confidential report, which was prepared by the Acting Chief Executive Officer.

The recommendation was made following the candidate undergoing the Shire's selection processes including but not limited to, the candidate's ability to demonstrate that their knowledge, experience, qualifications and skills met the selection criteria, verifying their academic, or other tertiary level, qualifications and contacting referees to verify their character, work history, skills, performance and any other claims made by the candidate.

Clause 10 – Application of Clause 5 where New Process Carried Out

This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3) (a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

This clause does not apply to this recruitment process, as the selection panel recommended an applicant as suitable to be employed in the position of CEO.

Clause 11 – Offer of Employment in Position of CEO

Local governments are to approve by absolute majority the making of an offer of employment to an applicant and the proposed terms of the contract of employment to be entered into with the applicant before making an offer of employment to that applicant.

The Shire did not make an offer of employment to the successful candidate before the Council's resolutions were achieved at both the Ordinary Meeting held on 28 September 2023, where the Presiding Member of the CEO Selection Committee was authorised making an offer of employment, and at the Special Meeting of the Council on 12 October 2023, when the employment contract between the Shire of Menzies and the most suitable candidate was approved.

Clause 12 – Variations to Proposed Terms of Contract of Employment

This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government.

This clause does not apply to this recruitment process, as the terms of the contract that was executed with the preferred candidate did not differ from the terms approved by the Council at the Special Meeting on 12 October 2023.

Clause 13 – Recruitment to be Undertaken on Expiry of Certain CEO Contracts

Where the incumbent CEO will have held the position of CEO for a period of 10 or more consecutive years and the same time period has elapsed since a recruitment and selection process for the position was carried out, and the CEO has notified the local government that they wish to have their contract renewed upon its expiry, then before the expiry of the contract, the local government must carry out a recruitment process in accordance with these standards. Nothing prevents that CEO from being able to be selected as the preferred candidate.

This clause does not apply to this recruitment process, as this process was triggered by the departure of the previous substantive Chief Executive Officer and not the continuation of an incumbent CEO with 10 years or more of continuous service.

Clause 14 – Confidentiality of Information

Local governments must ensure that information relating to a recruitment process is not disclosed or made use of, except for the purpose of, or in connection with, that recruitment or selection process.

No breach of confidentiality occurred during the recruitment process.

Certification process

If the Council adopts the Officer Recommendation to certify that the recruitment process was performed in accordance with the adopted Model Standards of CEO Recruitment and Selection, Performance Review and Termination, the Acting Chief Executive Officer will write to the Department of Local Government, Sport and Cultural Industries to confirm the Council's certification of the process.

CONSULTATION:

The recruitment process was undertaken by Emily Bulloch, Principal Consultant of Beilby Downing Teal.

STATUTORY AUTHORITY:

The processes to be followed when recruiting a Chief Executive Officer are to be in accordance with the terms set by the Local Government Act 1995, Local Government (Administration) Regulations 1996 and the Shire of Menzies' adopted Model Standards for CEO Recruitment and Selection, Performance Review and Termination.

The Shire has complied with these requirements in the performance of its functions and roles in the recruitment process.

Regulation 18FB (3) of the Local Government (Administration) Regulations 1996 provides:

'Certification of compliance with adopted standards for CEO recruitment
(3) As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.

* Absolute majority required.'

POLICY IMPLICATIONS:

Policy 5.16 CEO Recruitment and Selection, Performance Review and Termination

FINANCIAL IMPLICATIONS:

Budget

There are no financial implications if the Officer recommendation is adopted. If it is not adopted the financial implications could be the cost to re-start the recruitment process which would involve consultant, advertising, administration and employee costs.

Long Term

The cost of attracting a suitable candidate may impact on the total reward package required to be offered for a suitable CEO.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The risk implications if the Shire did not follow the adopted Standards for CEO Recruitment and Selection, Performance Review and Termination, is that the process may be challenged and cause negative	Medium	The Council to certify that the Standards were followed in the recruitment of the Chief Executive Officer

outcomes to the Shire, as well as exposing it to reputational risk.		
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STRATEGIC IMPLICATIONS:

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

Outcome:

4.2 An efficient and effective organisation.

Strategy:

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

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

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	175/23
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Moved: Cr K Tucker

Seconded: Cr S Sudhir

That:

- 1. The recruitment of the Chief Executive Officer be certified as performed in accordance with the model Standards for CEO Recruitment and Selection, Performance Review and Termination.**
- 2. The Departmental CEO for the Department of Local Government, Sport and Cultural Industries be advised in terms of (1) above.**

Carried by Absolute Majority	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil

14.2.3	Supply of New Truck with Truck Mounted Waste Compactor Tender
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1197
DATE OF REPORT	11 October 2023
AUTHOR	Jeni Baird (CORE Business Australia)
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. CONFIDENTIAL - Attachment A - Tender Assessment Report [14.2.3.1 - 15 pages]

SUMMARY:

The purpose of this report is for the Council to consider the submissions for Tender 04-23 – Supply of New Truck with Truck Mounted Waste Compactor.

BACKGROUND:

On Saturday 16 September 2023, the Shire of Menzies called tenders from suitably qualified suppliers to provide the Shire with a new dual control truck with an 8m³ capacity truck mounted waste compactor with delivery to Menzies.

COMMENT:

The tender open period was from Saturday 16 September 2023 to 14:00hrs (2pm) WST Thursday 5 October 2023. The tender opening was held on Thursday 5 October 2023 at the offices of CORE Business Australia, attended by Rob Stewart (Acting Chief Executive Officer, Shire of Menzies), Bruce Lorimer (Managing Director, CORE Business Australia, authorised by the Shire of Menzies CEO to open tenders in accordance with Regulation 16 (3) (a) (ii) of the Local government (Functions and General) Regulation 1996), Jeni Baird (Procurement Lead and WHS, CORE Business Australia), and Michelle Roberts (SRM Manager, CORE Business Australia). There were no members of the public present. Two tenders were received (see attached report for detail).

Based on qualitative scores and provided pricing, the tender submitted by Major Motors Pty Ltd was evaluated to provide the best value for the Shire of Menzies.

The Tender Assessment Panel's recommendation is that the Council authorise the CEO to negotiate with Major Motors to agree the final delivery date for the goods and include this in the contract.

CONSULTATION:

Nil

STATUTORY AUTHORITY:

Local Government Act 1995:

1. Section 2.7(2) – Provides that the Council is to oversee the allocation of local government finances and resources and to determine the local government policies;
3. Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district;
4. Section 3.57 – Requires that a local government invite tenders for the supply of goods and services of a prescribed type.

POLICY IMPLICATIONS:

Council Policy 4.2 – Purchasing and Tenders

FINANCIAL IMPLICATIONS:

Current budget impact: The Council has allocated \$310,000.00 in the 2023/24 Budget. Accepting the tendered price from Major Motors will result in budget savings of \$23,853.64.

There is no trade-in as the Council has agreed to sell the current waste compactor truck to Paupiyala Tjarutja Aboriginal Corporation for use at Tjuntjuntjarra community.

Future budget impact: The Shire currently has a waste compactor truck, the running of which is provided for in Council's operating budget. Running costs therefore should be similar or less given that it is a newer, more modern vehicle.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Infrastructure Failure	High	Progress with implementation of asset management plans including renewal plans for assets.

STRATEGIC IMPLICATIONS:

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

Outcome:

3.1 A well maintained, attractive built environment servicing the needs of the community.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	176/23
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Moved: Cr S Sudhir

Seconded: Cr K Tucker

That:

- 1. The Confidential Tender Assessment Report marked as Confidential Attachment A be noted**
- 2. The Tender RFT 04/23 Supply of New truck with Truck Mounted Waste Compactor be awarded to Major Motors Pty Ltd**
- 3. The CEO be authorised to finalise and execute the contract to complete the supply of goods in accordance with Major Motors Pty Ltd Tender**
- 4. The CEO be authorised to determine the final delivery date with Major Motors Pty Ltd and include that date in the contract.**

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil

14.2.4	Menzies Cemetery: Proposal to Re-open
LOCATION	Menzies Cemetery (Reserve 3348)
APPLICANT	Internal
DOCUMENT REF	NAM1198
DATE OF REPORT	12 October 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

To recommend that the Minister for Local Government be requested that the Menzies Cemetery be open for burials.

BACKGROUND:

The Menzies Cemetery, in accordance with the Cemeteries (Menzies and Kookynie Cemeteries) Order 2016 is closed for burials. This means that any administrator of the estate of a deceased person is required to seek approval from the Governor of Western Australia for the deceased person to be buried at the Menzies Cemetery.

The Menzies Cemetery is situated on Reserve 3348 (Lot 170 on DP 254923).

COMMENT:

Evidence of the closure of the Menzies Cemetery is recorded at Clause 3.1 of the Shire of Menzies Cemetery Local Law 2021.

Any burial occurring since closure has involved an approval process through the Department of Local Government, Sport and Cultural Industries. This process is lengthy and will necessarily involve the deceased person's body being stored for several months should the Council not object to the burial in a closed cemetery.

Therefore, if the Council is willing to continue to not raise any objection to burials in a closed cemetery, or create a new cemetery, it could consider seeking approval for the closed cemetery to be re-opened.

CONSULTATION:

No external consultation has occurred.

STATUTORY AUTHORITY:

Cemeteries Act 1986

Local Government Act 1995

Shire of Menzies Cemeteries Local Law 2021

POLICY IMPLICATIONS:

No Council policy references cemeteries.

FINANCIAL IMPLICATIONS:

Grave preparation charges are incorporated into the Shire's adopted 2023/2024 Budget.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Deceased persons who have expressed a wish to be buried in Menzies will not be able to be accommodated.	Low	Allow Burials.

STRATEGIC IMPLICATIONS:

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

Outcome:

4.1 A strategically focused Council, leading our community.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	177/23
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Moved: Cr S Sudhir

Seconded: Cr K Tucker

That the Minister for Ports; Local Government; Road Safety; Minister Assisting the Minister for Transport be requested to open the Menzies Cemetery for burials.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil

14.2.5	Kookynie Cemetery: Proposal to Re-open
LOCATION	Kookynie Cemetery (Reserve 7839)
APPLICANT	Internal
DOCUMENT REF	NAM1199
DATE OF REPORT	12 October 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

To recommend that the Minister for Local Government be requested that the Kookynie Cemetery be open for burials.

BACKGROUND:

The Kookynie Cemetery, in accordance with the Cemeteries (Menzies and Kookynie Cemeteries) Order 2016 is closed for burials. This means that any administrator of the estate of a deceased person is required to seek approval from the Governor of Western Australia for the deceased person to be buried at the Menzies Cemetery.

The Kookynie Cemetery is situated on Reserve 7839 (Lot 129 on DP 104391).

COMMENT:

Evidence of the closure of the Kookynie Cemetery is recorded at Clause 3.1 of the Shire of Menzies Cemetery Local Law 2021.

Any burial occurring since closure has involved an approval process through the Department of Local Government, Sport and Cultural Industries. This process is lengthy and will necessarily involve the deceased person's body being stored for several months should the Council not object to the burial in a closed cemetery.

Therefore, if the Council is willing to continue to not raise any objection to burials in a closed cemetery, or create a new cemetery, it could consider seeking approval for the closed cemetery to be re-opened.

CONSULTATION:

No external consultation has occurred.

STATUTORY AUTHORITY:

Cemeteries Act 1986

Local Government Act 1995

Shire of Menzies Cemeteries Local Law 2021

POLICY IMPLICATIONS:

No Council policy references cemeteries.

FINANCIAL IMPLICATIONS:

Grave preparation charges are incorporated into the Shire's adopted 2023/2024 Budget.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Deceased persons who have expressed a wish to be buried in Kookynie will not be able to be accommodated.	Low	Allow Burials.

STRATEGIC IMPLICATIONS:

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

Outcome:

4.1 A strategically focused Council, leading our community.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	178/23
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Moved: Cr K Tucker Seconded: Cr A Tucker

That the Minister for Ports; Local Government; Road Safety; Minister Assisting the Minister for Transport be requested to open the Kookynie Cemetery for burials.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil

14.2.6	Community Bus
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1200
DATE OF REPORT	16 October 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Submissions (1) [14.2.6.1 - 1 page]

SUMMARY:

To consider the use of the Council owned Toyota 12 seat bus as a community bus for Menzies residents to get to and from Kalgoorlie.

BACKGROUND:

At its meeting held on 28 September 2023, a question from a member of the public asked if the Council's Toyota 12 seat bus could be used to transport residents to and from Kalgoorlie on a regular basis.

This would be for any purpose, including shopping, medical appointments or visiting friends.

On 5 October 2023 a notice was placed in the Menzies Matters and the Council's website seeking comments about the proposal. At the date of writing of this report two submissions were received. One was received from Mr Roy Parfitt and another from Ms Cheryl Poole.

COMMENT:

Without further input a number of assumptions need to be made before any recommendation can be considered.

Assumption 1

The service would be subsidised by the Council.

Assumption 2

Given Assumption 1, any fare charged would do no more than cover the cost of fuel.

Assumption 3

Any resident could use the service, whether that person had access to their own vehicle or not.

Assumption 4

Council staff would not drive the vehicle. This would need to be appropriately trained and insured volunteers.

Assumption 4

The Council would undertake maintenance, repairs, insurance and cleaning.

Assumption 5

The service would be restricted to two return services each week which would have a set route and set times for drop off and pick up. Tuesdays and Thursdays initially. Services would leave and return in daylight.

Assumption 6

The initial service, if consented to by the Council, would be for an initial period of four months to test the need for such a service and the cost to provide such a service.

CONSULTATION:

Public input has been sought via the Menzies Matters newsletter and website.

STATUTORY AUTHORITY:

Road Traffic (Authorisation to Drive) Act 2008

A driver can drive the Council's Toyota 12 seat bus as a volunteer with a normal car licence provided they don't drive for reward.

POLICY IMPLICATIONS:

At the conclusion of the trial period, policy development will be essential based on the experiences during the trial period.

FINANCIAL IMPLICATIONS:

For the purposes of this report and the recommended trial period it is assumed that fuel costs each way will be \$60.00 and the fare set to cover this amount. Other costs for the bus are already being met by the Council although it is assumed that maintenance costs will rise as normal maintenance will be occurring more regularly.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
If commenced, risk to the Council increases	Medium	Ensure the bus is maintained to a high standard and that drivers are suitably trained in operating a vehicle with passengers.

STRATEGIC IMPLICATIONS:

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

Outcome:

1.1 An engaged and inclusive community.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That

1. The concept of a subsidised community bus run to Kalgoorlie from the Menzies townsite twice each week on Tuesdays and Thursdays using the Council's Toyota 12-seater bus be endorsed.
2. The initial trial period will be for four months commencing on Tuesday 30 January 2024 and concluding on Thursday 30 May 2024.
3. The fare to be charged will be Five dollars each way, such amount specifically designed to cover the costs of fuel with all other costs being borne by the Council.
4. The route will be set, departing from the Council Administration Office car park at 9.00am on Tuesdays and Thursdays and stopping at Woolworths, Coles and the Kalgoorlie Health Campus and returning from those locations two hours after drop off for the return trip to Menzies.
5. Fares to be paid prior to embarkation at the Council office.
6. The service will be open to all travellers.

7. No alcohol to be consumed on the bus.
8. Prior to the conclusion of the trial period, an assessment of the success of the service will be undertaken and a further report prepared for the Council's consideration at its Ordinary Meeting of the Council scheduled for May 2024.

COUNCIL DECISION:

Council Resolution Number:	179/23
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Moved: Cr S Sudhir Seconded: Cr K Tucker

That

1. The concept of a subsidised community bus run to Kalgoorlie from the Menzies townsite once a week on Tuesdays using the Council's Toyota 12-seater bus be endorsed.
2. The initial trial period will be for four months commencing on Tuesday 30 January 2024 and concluding on Thursday 30 May 2024.
3. The fare to be charged will be Five dollars each way, such amount specifically designed to cover the costs of fuel with all other costs being borne by the Council.
4. The route will be set, departing from the Council Administration Office car park at 9.00am on Tuesdays and Thursdays and stopping at Woolworths, Coles and the Kalgoorlie Health Campus and returning from those locations two hours after drop off for the return trip to Menzies.
5. Fares to be paid prior to embarkation at the Council office.
6. The service will be open to all travellers.
7. No alcohol to be consumed on the bus.
8. Prior to the conclusion of the trial period, an assessment of the success of the service will be undertaken and a further report prepared for the Council's consideration at its Ordinary Meeting of the Council scheduled for May 2024.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil

Reason for change in Officer's Recommendation:

The Council would like to start the trial period with a schedule of once a week.

SUMMARY OF SUBMISSIONS

- Member of the community use their vehicles to take other community members to and from Kalgoorlie for a fee.
- Possible service could be one day a week, to coincide with the Aged Pension week cycle (Thursdays).
- The service could depart from the Town Hall at 8 am. The route would include stops at the Hospital, the Woolworths shopping complex, and the Coles Centre. The driver could then follow the same return route, after a suitable time.
- Consider other stops as needed.
- Where will shopping go?
- Possibility of grant funding.

14.2.7	2024 Schedule of Ordinary Meetings of the Council
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1201
DATE OF REPORT	17/10/2023
AUTHOR	Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

The purpose of this report is to consider the schedule for the Ordinary Meetings of the Council to be held during 2024.

BACKGROUND:

In accordance with Policy 3.8 Ordinary Council Meeting and Policy 3.9 Meeting Venue, the Ordinary Meetings of the Council are held on the last Thursday of each month, commencing at 1pm, in Menzies Council Chambers. Additionally, two meetings may be held in either Tjuntjuntjara or Kookynie.

COMMENT:

The April meeting coincides with Anzac Day, which falls on Thursday 25 April 2024. It will be recommended that the April Ordinary Meeting of the Council be held on Wednesday 24 April 2024.

This report will propose that the following schedule of the Ordinary Meetings of the Council is held during 2024:

Thursday, 29 February 2024	1PM	Menzies
Thursday, 28 March 2024	1PM	Tjuntjuntjara
Wednesday, 24 April 2024	1PM	Menzies
Thursday, 30 May 2024	1PM	Menzies
Thursday, 27 June 2024	1PM	Menzies
Thursday, 25 July 2024	1PM	Menzies
Thursday, 29 August 2024	1PM	Menzies
Thursday, 26 September 2024	1PM	Tjuntjuntjara

Thursday, 31 October 2024	1PM	Menzies
Thursday, 28 November 2024	1PM	Menzies
Thursday, 19 December 2024	1PM	Menzies

The publication of the Ordinary Meetings of the Council is to be advertised in accordance with Regulation 12(2) of the Local Government (Administration) Regulations 1996.

CONSULTATION:

No external consultation has taken place.

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 5.23. of the Act relates to meetings generally open to the public.

Section 5.25(g) of the Act relates to the giving of public notice of the date and agenda for council and committee meetings.

Local Government (Administration) Regulations 1996:

Section 12(2) of the Act relates to publication of meeting details.

POLICY IMPLICATIONS:

Policy 3.8 – Ordinary Council Meetings

Policy 3.9 – Meeting Venue

FINANCIAL IMPLICATIONS:

There are no financial implications for this report.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to adhere to the legislation can affect public trust and may lead to legal action, including investigations or penalties.	Medium	Endorse the proposed meeting schedules and publish them as required.

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/COUNCIL DECISION:

Council Resolution Number:	180/23
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Moved: Cr G Dwyer

Seconded: Cr J Dwyer

That:

1. The schedule of Ordinary Meetings of the Council for the year 2024, as follows:

Thursday, 29 February 2024	1PM	Menzies
Thursday, 28 March 2024	1PM	Tjuntjuntjara
Wednesday, 24 April 2024	1PM	Menzies
Thursday, 30 May 2024	1PM	Menzies
Thursday, 27 June 2024	1PM	Menzies
Thursday, 25 July 2024	1PM	Menzies
Thursday, 29 August 2024	1PM	Menzies
Thursday, 26 September 2024	1PM	Tjuntjuntjara
Thursday, 31 October 2024	1PM	Menzies
Thursday, 28 November 2024	1PM	Menzies
Thursday, 19 December 2024	1PM	Menzies

be adopted.

2. The agenda reports of the Ordinary Meetings of the Council shall be distributed on the Friday preceding the Ordinary Meeting of the Council, and that this distribution schedule be noted.
3. The schedule of meeting dates be advertised in accordance with Regulation 12(2) of the Local Government (Administration) Regulations 1996.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird,
and Cr K Tucker
Against: Nil

Shire President Paul Warner declared a financial interest on Item 14.2.8 Professional Development Request - LGA50220 Diploma of Local Government.

President Warner left the meeting at 2.13pm

Deputy President Sudhir Sudhir presided the meeting.

14.2.8	Professional Development Request - LGA50220 Diploma of Local Government	
LOCATION	Not applicable	
APPLICANT	Cr Paul Warner	
DOCUMENT REF	NAM1202	
DATE OF REPORT	18 October 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. WALGA Diploma of Local Government brochure [14.2.8.1 - 4 pages]2. WALGA Training e News - October Edition [14.2.8.2 - 2 pages]	

SUMMARY:

To consider a request by Cr Paul Warner to participate in the Western Australian Local Government Association (WALGA) Elected Member professional development course LGA50220 Diploma of Local Government.

BACKGROUND:

Elected Members are encouraged to take part in professional development and training to assist them in their role as community leaders and community representatives, pursuant to Council Policy 1.12 Elected Members Continuing Professional Development.

Cr Warner has indicated an interest in completing the LGA50220 Diploma of Local Government - Elected Member program, which is the highest level of qualification that an Elected Member can obtain through WALGA Training and is nationally recognised.

An increased interest in this specialised training program has developed which enables participants to increase their skills and knowledge to confidently provide leadership and to efficiently and effectively fulfill their role and responsibility, particularly in relation to good decision making in accordance with the Local Government Act 1995 and relevant regulations.

The Diploma explores a wide range of topics such as financial reports and budgets, dealing with conflict, community leadership and advocacy, strategic decision making,

policy development, asset management and understanding land use and local planning schemes. It comprises 10 units of competency. While three of these units are covered by the Council Member Essential training, which Cr Warner has already completed – participants must also complete virtual training and relevant Assessment Tasks for each of these units.

The recommended timeframe to complete the Diploma course is a duration of 12 months. Participants can opt to extend this duration to 18 months or fast track the course to complete earlier. The training program is delivered in practical Face to Face workshops at WALGA's premises in West Leederville, with some workshops available via ZOOM to make training more accessible for regional areas.

The cost of the Diploma program is \$10,170 (GST exempt), which takes into account Cr Warner's prior learning. The cost includes all face-to-face workshops including refreshments, lunches, printed training resources, mentoring sessions via ZOOM, individual student support and assessment fees.

COMMENT:

Council's Policy 1.12 Elected Members Ongoing Professional Development was developed in recognition of the complexity and demands on Elected Members in undertaking their role. It states the Shire is committed to resourcing Elected Members to support them in performing their duties of office and to enable attendance at conferences or to undertake professional development training relevant to their role and as required by legislation.

To ensure Elected Members are provided reasonable opportunity to participate in required, as well as ongoing, professional development, a budget provision is included annually to meet the costs of registration, travel and accommodation. There are funds available in the 2023/24 allocation to meet the costs of the requested training.

In accordance with the policy, if attendance by Elected Member/s for professional development is considered in the best interest of the Shire, and where appropriate budget provision remains to facilitate attendance, the CEO is to prepare an agenda item for the Council to consider.

Upon return from any professional development event as detailed within the policy, where registration and other associated costs are met by the Shire, the attending Elected Member is required to provide a written report on their attendance and the benefits to them and the Shire, to the CEO. The CEO is to record these reports in a register to support the required annual reporting required by legislation.

CONSULTATION:

Western Australian Local Government Association (WALGA)

STATUTORY AUTHORITY:

Nil

POLICY IMPLICATIONS:

Policy 1.12 Elected Members Ongoing Professional Development

FINANCIAL IMPLICATIONS:

LGA50220 Diploma of Local Government - Elected Member program course fee of \$10,170 to be taken from the MEMBERS – Training and Development (120401040.2100) account code while travel and accommodation to be taken from MEMBERS - Travel and Accommodation GEN (120401090.2700) account code. Note that nationally recognised training is GST exempt.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
When Councillors are unable to access professional development opportunities, they may miss out on valuable learning experiences that can assist them in their role as community leaders and community representatives.	Medium	Approve the request to participate in the Elected Member diploma course.

STRATEGIC IMPLICATIONS:

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

Outcome:

4.1 A strategically focused Council, leading our community.

Strategy:

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	181/23
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Moved: Cr K Tucker Seconded: Cr A Tucker

That the request of Cr Paul Warner to participate in LGA50220 Diploma of Local Government - Elected Member program with course fees amounting to \$10,170 to be covered by MEMBERS – Training and Development (120401040.2100) account code and the costs of travel and accommodation associated with the diploma to be covered by MEMBERS - Travel and Accommodation GEN (120401090.2700) account code be approved.

Carried	6 / 0
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**For: Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and
Cr K Tucker
Against: Nil**

One member of the public left the meeting at 2.13pm

President Warner returned to the meeting at 2.17pm

LGA50220

DIPLOMA OF LOCAL GOVERNMENT – ELECTED MEMBER

COURSE INFORMATION

Contact WALGA Training on (08) 9213 2088
or email training@walga.asn.au for more
information.

walga.asn.au/training

WALGA Training (RTO 51992)



LGA50220

DIPLOMA OF LOCAL GOVERNMENT – ELECTED MEMBER



This qualification will give individuals the opportunity to expand their skills and knowledge through developing a deeper understanding of legislative and regulatory requirements and how they apply to the roles and responsibilities of an Elected Member.

The Diploma explores a wide range of topics such as financial reports and budgets, dealing with conflict, community leadership and advocacy, strategic decision making, policy development, asset management and understanding land use and local planning schemes.

The training program will enable Elected Members to increase their competency in order to be a strong leader for their local community and to confidently contribute to informed decision making.

The qualification has been developed according to the requirements of the Local Government Training Package (LGA) and has been approved for delivery by the Training Accreditation Council (TAC).

The Diploma of Local Government – Elected Member is nationally recognised within the Australian Qualification Framework (AQF) and consists of 10 Units of Competency (UoC), six (6) core and four (4) elective units.

The training program is delivered in practical Face to Face workshops at WALGA's premises in West Leederville. To make training more accessible for regional areas, some workshops are available via ZOOM or in some instances, individual organisations may engage a WALGA Trainer to deliver a workshop at your Local Government.

Each participant will be provided with an individualised Training and Assessment Plan outlining all training and assessments requirements for each Unit of Competency.

Entry Requirement

- Completion of the Council Member Essentials Training
- A current or aspiring Elected Member for a Local Government in WA.

Pre-Requisite

Nil

Course Duration

The recommended time frame to complete the Diploma course is a duration of 12 months. Learners can opt to extend this duration to 18 months or fast track the course to complete earlier.

Training and Assessment Plan

Upon receiving a completed enrolment form, the WALGA Training team will email applicants a Letter of Offer with an individual Training and Assessment Plan. The proposed training schedule will take into consideration your time commitments (work, family and Council duties), your location, our workshop schedule and your availability to travel and attend training at WALGA.

The training for each Unit of Competency (UoC) includes 7 topic specific intensive workshops followed by mentoring sessions via ZOOM to deepen your understanding and to prepare you for each individual assessment task.

Each UoC has a set of individual assessment tasks, requiring approximately 15 hours of reading, research and completing each task. Assessments must be submitted at the listed due date in the Training and Assessment Plan, generally within four (4) weeks of completing the relevant face to face workshop.

Training and Assessment Methods

Typically, the training methods used will include presentations, discussions, demonstrations, individual and group activities, case studies and simulated scenarios or research activities. Assessment methods to be used include knowledge assessments, project work, scenarios, case studies, reports and research tasks.

Most assessments tasks relate directly to your Local Government, and you will require access to policies and procedures, meeting minutes and informing strategies. It is recommended to seek support from your CEO.



"For anyone considering completing the Diploma, I highly recommend it. Not only will you gain a greater understanding of your role in Local Government, but also enjoy networking and forming friendships with Elected Members from across WA."

Chontelle Stone – 2021 Graduate
City of Cockburn Councillor



Training and Assessment Overview for each Unit of Competency



Training Program Outline

Unit of Competency (UoC)		
LGAMEM001	Meet elected member responsibilities*	<i>Units labelled with * are foundation units and must be completed prior to attempting any other UoC</i> <i>Individuals who have completed the Council Member Essentials Training must also complete virtual training and relevant Assessment tasks for each UoC.</i>
LGAMEM002	Perform elected member functions*	
LGACOR011	Analyse financial reports and budgets*	
PSPGEN075	Build and maintain community relationships	
LGAMEM003	Contribute to high level strategic decision making	
PSPPCY001	Contribute to policy development	
PSPGEN032	Deal with conflict	
BSBPEF502	Develop and use emotional intelligence	
LGACOR010	Oversee asset management strategy	
LGAPLA003	Assess development applications and implement planning scheme	

Training Program Cost			
LGA50220 Diploma of Local Government - Elected Member <i>Please note that nationally recognised training is GST exempt.</i>	Option 1	Total cost if you have completed the Council Member Essentials Training and would like to complete the Diploma Course.	\$ 10,170.00
	Option 2	Cost per individual Unit of Competency	\$ 1200.00

The cost of the Diploma program includes all face-to-face workshops including refreshments, lunches, printed training resources, mentoring sessions via ZOOM, individual student support and assessment fees.

How to enrol

Complete the WALGA enrolment form and submit to training@walga.asn.au with a Purchase Order from your Local Government or complete payment via a Credit Card.

Certification

On successful completion of this course and if you have been found to be competent in relation to each of the Units of Competency you will be issued with an AQF Qualification LGA50220 Diploma of Local Government – Elected Member.



ONE70
Level 1, 170 Railway Parade
West Leederville WA 6007

08 9213 2088
training@walga.asn.au
walga.asn.au

Maureen Mertyn

From: WALGA Training <training@walga.asn.au>
Sent: Monday, 16 October 2023 11:00 AM
To: Maureen Mertyn
Subject: spam>WALGA Training eNews: October Edition

[View this email in your browser](#)



Training eNews

October 2023

Congratulations to our Diploma graduates



WALGA Training were proud to congratulate eleven Elected Members at the 2023 WALGA Convention for successfully completing the [Diploma of Local Government – Elected Member](#) program.

This is a great achievement for each graduate as they have dedicated their valuable time, balancing work, family commitments and their responsibilities serving on Council, to improve their skills and knowledge to become an effective Councillor.

This qualification is the highest level of qualification that an Elected Member can obtain through WALGA Training and was presented to:

- Cr Ronald Chambers - Shire of Esperance
- Cr Leonie de Haas - Shire of Esperance
- Cr Dawn Jecks - City of Rockingham
- Cr Amber Kearns - City of Mandurah
- Cr Paige McNeil - Shire of Mundaring
- Cr Wendy McWhirter-Brooks - Shire of East Pilbara
- Cr Melissa Northcott - City of Armadale
- Cr Robert Schmidt - City of Rockingham
- Cr Peter Smith - Shire of Quairading
- Cr Sudhir Sudhir - Shire of Menzies
- Cr Georgia Carey – Town of Mosman Park

The next intake will commence on **Monday 20 November**, with enrolment registration closing on Friday, 3 November.

[Click here to learn more](#)

WALGA Training is also proud to continue to support the sector by awarding the prestigious Jacqui Dodd Scholarship to four successful recipients who will undertake the Diploma program.

Congratulations to our 2023 Scholarship recipients, who were announced at this year's WALGA Convention:

- Cr Joanne Cicchini, Shire of Mundaring
- Cr Rebecca Coghlan, City of Nedlands
- Cr Darlene Allston, Shire of Exmouth
- Cr Alana Sullivan, Shire of Ashburton

Council Member Essentials Training

14.2.9	Review of Policy 1.11 Attendance at Events
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1203
DATE OF REPORT	18 October 2023
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Policy 1.11 Attendance at Events [14.2.9.1 - 3 pages]

SUMMARY:

To review Policy 1.11 Attendance at Events in accordance with the Council's rolling review of all policies.

BACKGROUND:

At its meeting held on 25 May 2023, the Council resolved:

'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.'

COMMENT:

This policy is required pursuant to statute. No changes are required.

CONSULTATION:

None required or undertaken.

STATUTORY AUTHORITY:

Local Government Act 1995:

Part 5 Division 6A s5.90A provides the requirement for local government to adopt a policy for attendance at events.

*Absolute majority required

POLICY IMPLICATIONS:

This report recommends the endorsement without amendment of an existing policy.

FINANCIAL IMPLICATIONS:

None

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to adhere to the Local Government Act can affect public trust and may face legal action including investigations or penalties.	Medium	Endorse the updated policy, which is periodically reviewed to ensure statutory compliance.

STRATEGIC IMPLICATIONS:

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

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

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	182/23
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Moved: Cr S Sudhir

Seconded: Cr K Tucker

That Policy 1.11 Attendance at Events be endorsed without amendment.

Carried by Absolute Majority	7 / 0
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**For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird,
and Cr K Tucker**

Against: Nil



POLICY – 1.11 – Attendance at Events

Relevant Delegation

N/A

Objective

This policy addresses attendance at events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of council members and CEOs. This policy should be read in conjunction with section 5.90A of the *Local Government Act 1995*, and any associated prescribed requirements.

Attendance at an event in accordance with this policy will exclude the event attendee from the requirement to disclose an interest if the event ticket is above the prescribed amount and the donor has a matter before council.

Policy Statement

To enable council to actively consider the purpose of and benefits to the community from attendance at events by elected members and the chief executive officer (CEO) of the Shire. Invitations / tickets to an event provided to an individual (rather than the Shire) are to be treated as a gift and disclosed as required.

Entertainment Events

Where there is an event of a commercial nature (i.e. ticketed events where a member of the public is required to pay to attend) such as concerts or sporting events, this policy provides for how invitations to events are to be managed.

If attendance by the CEO or elected member/s at an entertainment event is considered in the best interest of the Shire, the CEO will prepare details for council to consider and make a decision on attendance at that event as detailed within the 'Approval of Attendance' sections of this policy.

Non-Entertainment Events

Where there is an event of a commercial nature (i.e. ticketed events where a member of the public is required to pay to attend) such as conferences or seminars, this policy provides for how invitations to events are to be managed.

If attendance by the CEO or elected member/s at a commercial non-entertainment event is considered in the best interest of the Shire, the CEO will prepare details for council to consider and make a decision on attendance at that event as detailed within the 'Approval of Attendance' sections of this policy.

Community / Local Events

A community / local event is defined as an event held within the district, is open to all members of the general public and where members of the public are not required to pay to attend the event. Invitations received by elected members and / or the CEO to community/local events (including where to attend in an official capacity to perform a civic function) are included as a 'Preauthorised Event' within this policy.

Provision of Tickets to Events

Invitations

- All invitations for a council member or CEO to attend an event shall be in writing and addressed to the Shire.
- Any invitation not provided to the Shire is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.
- A list of preauthorised events and attendees is included under the heading 'Preauthorised Events'.

Approval of Attendance – General

The CEO will prepare an agenda item for council to consider, relating to attendance at events, detailing the following information:

- Who is providing the ticket to the event (the organiser of the event or a third party);
- The location of the event in relation to the local government (within the district or out of the district);
- The role of the council member, CEO when attending the event (participant, observer, presenter);
- Whether the event is sponsored by the local government;
- The benefit to the district of council representation at the event;
- Which elected member and / or officer should be authorised to attend event; and
- The cost to attend the event and availability of funding within adopted annual budget.

Decisions to attend events in accordance with this policy will be made by simple majority.

Approval of Attendance – Short Notice

Where the timing of receipt of an invitation and the event itself does not provide an opportunity for council to consider attendance at an event (such as when received at short notice), the CEO shall:

- a) Prepare an agenda item in accordance with 'Approval of Attendance – General' and circulate to the council via email;
- b) Email correspondence is to set a reasonable period of notice for elected members to respond (not less than 24 hours);
- c) If no objections are raised within the set notice period by an elected member to the CEO, it will be taken by the CEO the elected member agrees with the recommendation;
- d) Decision to attend events at short notice will be made once agreement has been received from a simple majority of all elected members; and
- e) Decision is to be presented for noting at the next ordinary meeting of council.

The council may also delegate attendance to an event to another council member or the CEO or another officer after a decision has been made, by a circular email from the CEO explaining the proposed change. The subsequent process shall be as described at (b), (c) and (d) above.

Payments in Respect of Attendance

For an invitation to attend an event where a ticket is provided with no charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district.

For any events where a member of the public is required to pay, unless listed under heading 'Preauthorised Events', the council will determine whether it is in the best interests of the local government for a council member or the CEO to attend on behalf of the council.

If the council determine that a council member or the CEO should attend a paid event, the local government will pay the cost of the ticket and appropriate expenses, such as travel and accommodation for events outside the district, and the cost of the ticket for events within the district.

Any ticket purchased or additional travel / accommodation costs for the partner or family member of the local government representative is not paid for by the local government.

Preauthorised Events

Event	Date	Attendee	Contribution to cost
Community / Local Event (as defined within policy)	Misc	Misc	N/A

Amendments to this Policy

Amendments to this policy require an absolute majority decision of council, and the amended policy is to be published on the Shire's official website.

– *End of Policy*

ADOPTED: 25 MARCH 2021

LAST REVIEWED: 26 OCTOBER 2023

14.2.10	Review of Policy 1.12 Elected Members Ongoing Professional Development	
LOCATION	Not Applicable	
APPLICANT	Internal	
DOCUMENT REF	NAM1204	
DATE OF REPORT	18 October 2023	
AUTHOR	Acting Chief Executive Officer, Rob Stewart	
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	1. Policy 1.12 Elected Members Ongoing Professional Development with changes shown [14.2.10.1 - 3 pages]	

SUMMARY:

To review Policy 1.12 Elected Members Ongoing Professional Development in accordance with the Council's rolling review of all policies.

BACKGROUND:

At its meeting held on 25 May 2023, the Council resolved:

'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.'

COMMENT:

The current policy is adequate and can remain unchanged except for minor syntax and punctuation changes.

CONSULTATION:

There has been no external consultation

STATUTORY AUTHORITY:

Local Government Act 1995:

Part 5 Division 10 s 5.126 provides that each council member must complete training in accordance with regulations.

Part 5 Division 10 s 5.128 provides that a local government must adopt a policy in relation to the continuing professional development of council members.

*Absolute majority required

POLICY IMPLICATIONS:

This report recommends endorsement of an existing policy.

Part 5 Division 10 s5.128 provides that a local government must adopt a policy in relation to the continuing professional development of council members.

*Absolute majority required

FINANCIAL IMPLICATIONS:

The Council's adopted budget (2023/2024) provides an amount of \$30,000.00 for training and development of members.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to adhere to the Local Government Act can affect public trust and may face legal action including investigations or penalties.	Medium	Endorse the updated policy, which is periodically reviewed to ensure statutory compliance.

STRATEGIC IMPLICATIONS:

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

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

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	183/23
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Moved: Cr S Sudhir Seconded: Cr K Tucker

That Council Policy 1.12 Elected Members Ongoing Professional Development be endorsed without amendment.

Carried by Absolute Majority	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil



POLICY – 1.12 – Elected Members Ongoing Professional Development

Relevant Delegation

N/A

Objective

To ensure equitable access to ongoing professional development and training opportunities to enable elected members to fulfil their function and perform the duties required of them under the *Local Government Act 1995*.

This Policy should be read in conjunction with Policy 1.11 Attendance at Events.

Statement

In recognition of the complexity and demands on elected members in undertaking their role, the Shire is committed to resourcing elected members to support them in performing their duties of office and to enable attendance at conferences or to undertake professional development training relevant to their role and as required by legislation.

To ensure each elected member is provided reasonable opportunity to participate in required, as well as ongoing, professional development, a budget provision will be included annually for each elected member for planning purposes to meet the costs of registration, travel and accommodation for elected member professional development.

Professional development may include (but is not limited to):

- Mandatory elected member training as specified within section 5.126 of the Local Government Act 1995;
- Study tours;
- Western Australian Local Government Association and Australian Local Government Association conferences;
- Special 'one off' conferences called for or sponsored by the Western Australian Local Government Association and/or Australian Local Government Association on important issues;
- Annual conferences of the major professions in local government and other institutions of relevance to local government activities;
- ~~Municipal Training Service's Councillor Induction Program;~~
- West Australian Local Government Association Elected Member Training and Development;
- Training relating to the role of elected members; and
- Other local government-specific training courses, workshops and forums, relating to such things as understanding the roles/responsibilities of elected members, meeting procedures, etc.

Approval of Attendance

If attendance by elected member/s for professional development is considered in the best interest of the Shire, and where appropriate budget provision remains to facilitate attendance, the CEO will prepare details for the Council to consider for the relevant member's attendance at the event as detailed within the 'Approval of Attendance' sections of this policy.

Approval of Attendance – General

The CEO will prepare an agenda item for the Council to consider, relating to attendance at professional development, detailing the following information:

- Who is providing the ticket to the professional development (the Shire, the organiser of the event or a third party);
- The location of the professional development in relation to the local government (within the district or out of the district);
- The role of the Council member, CEO when attending professional development (participant, observer, presenter);
- Whether the professional development is sponsored by the local government;
- The benefit to the district of council representation at the professional development;
- Which elected member and / or officer should be authorised to attend the professional development; and
- The cost to attend the professional development and availability of funding within adopted annual budget.

Decisions to attend events in accordance with this policy will be made by simple majority.

Approval of Attendance – Short Notice

Where the timing of receipt of an invitation and the professional development itself does not provide an opportunity for the Council to consider attendance at professional development (such as when received at short notice), the CEO shall:

- a) Prepare an agenda item in accordance with 'Approval of Attendance – General' and circulate to the Council via email;
- b) Email correspondence is to set a reasonable period of notice for elected members to respond (not less than 24 hours);
- c) If no objections are raised within the set notice period by an elected member to the CEO, it will be taken by the CEO the elected member agrees with the recommendation;
- d) Decision to attend professional development at short notice will be made once agreement has been received from a simple majority of all elected members; and
- e) Decision is to be presented for noting at the next ordinary meeting of the Council.

The council may also delegate attendance to professional development to another council member or the CEO or another officer after a decision has been made, by a circular email from the CEO explaining the proposed change. The subsequent process shall be as described at (b), (c) and (d) above.

Study Tours

A study tour is designed to enable elected members (and staff) to travel intrastate, interstate and/or overseas to research and study specific issues fronting the Council.

Details of study tours are to be arranged in advance so that suitable provision can be included in each year's budget. When no details of study tours have been arranged, or arrangements are incomplete, an appropriate amount may be included in the budget to cover the cost of an annual study tour.

Study tours will be considered with the following guidelines:

- The maximum attendance at any study tour is to be two Elected Members (and two staff);
- Attendance at a study tour shall only take place where there are appropriate funds provided in the annual budget; and
- A detailed report including recommendations on each study tour is to be submitted to the Council for noting.

Special Provision

To provide an opportunity to network with Federal Ministers, Members of Parliament and/or Senior Departmental Officers on issues affecting the Shire, the Shire President (and the Chief Executive Officer), with the prior approval of the Council, are to attend an appropriate interstate conference incorporating a visit to Canberra where possible on an annual basis.

Guidelines for Conference and Training Attendance

Generally, no more than two elected members may attend a particular Conference or Training event outside Western Australia at the same time. The CEO or the Council may, however, approve attendance by more than two elected members if a particular purpose or need arises.

Attendance at Overseas Conferences

An elected member may, with prior Council approval, attend an overseas conference. The Council approval must include a specific Council resolution indicating how the conference attendance will be of benefit to the Shire and the elected member and detailing any conditions applied.

Report

Upon return from any professional development event as detailed within this policy, where registration and other associated costs are met by the Shire, the attending elected member is required to provide a written report on their attendance and the benefits to them and the Shire, to the CEO. The CEO is to record these reports in a register to support required annual reporting required by legislation.

– End of Policy

ADOPTED BY ABSOLUTE MAJORITY: 21 DECEMBER 2021
LAST REVIEWED: 26 OCTOBER 2023

14.2.11	Review of Policy 11.1 - Council Facilities – Alcohol Consumption	
LOCATION	Shire of Menzies – Council Facilities	
APPLICANT	Internal	
DOCUMENT REF	NAM1205	
DATE OF REPORT	12/10/2023	
AUTHOR	Community Development Manager Sean McGay	
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart	
OFFICER DISCLOSURE OF INTEREST	Nil	
ATTACHMENT	1. Policy 11.1 Alcohol Consumption at Council Facilities - track changes [14.2.11.1 - 1 page]	

SUMMARY:

To review the Council's policy Council Facilities – Alcohol Consumption

BACKGROUND:

The Council Facilities – Alcohol Consumption policy was adopted by the Council on 30 August 2018 and has not been reviewed since.

COMMENT:

Associated laws and regulations relating to policies need to be reviewed on a regular basis to ensure accuracy.

Syntax, grammar, readability and spelling will be updated as necessary.

An extra detail will be added regarding a Responsible Person for the hiring party.

CONSULTATION:

No external consultation occurred.

STATUTORY AUTHORITY:

Local Government Act (1995):

Section 2.7 of the Act provides that: 'the council is to determine the local government's policies'.

Liquor Control Act (1998):

Sections 39, 59 and 119.

POLICY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

Possible fines relating to the unlicensed consumption of alcohol on Council premises.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Injury to participants of the hiring party's event.	Low	Ensure the hiring party has adequate alcohol control measures in place. Maintain Council facilities to reduce fall risks.
Damage to Council property.	Low	Ensure the hiring party has adequate alcohol control measures in place.

STRATEGIC IMPLICATIONS:

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

Outcome:

1.1 An engaged and inclusive community.

Strategy:

1.1.3 Provide, maintain and improve community facilities.

Outcome:

4.2 An efficient and effective organisation.

Strategies:

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

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

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

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	184/23
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Moved: Cr S Sudhir

Seconded: Cr K Tucker

That amended Policy 11.1 - Council Facilities – Alcohol Consumption, as follows:

‘Policy Statement

- 1. The Council has no objection to the consumption of liquor at Shire facilities when Shire facilities are hired.**
- 2. Details to be provided for Shire approval are:**
 - a. name of the person or organisation holding the function**
 - b. name and contact details for person to be responsible for the event**
 - c. date and time of commencement and conclusion**
 - d. area of consumption and/or service of alcohol is to be specified, e.g. within a particular building, a delineated outdoor area**
 - e. whether or not alcohol is to be sold**
 - f. a nominated Responsible Person of the hiring party who is to ensure that the alcohol consumption of guests is not excessive (by the standards of a reasonable person)**
- 3. Police approval is also required when alcohol is to be sold.**
- 4. Police are to be provided with a copy of each Shire-issued permit.’**

be endorsed.

Carried	7 / 0
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For: Cr P Warner, Cr S Sudhir, Cr G Dwyer, Cr J Dwyer, Cr A Tucker, Cr I Baird, and Cr K Tucker

Against: Nil



POLICY – 11.1 – Council Facilities – Alcohol Consumption at Shire Facilities

Relevant Delegation

N/A

Policy Statement

1. Council has no objection to the consumption of liquor ~~in Council~~ at Shire facilities, when ~~Council~~ Shire facilities are hired.
2. Details to be provided for Shire approval are—:
 - a) name of the person or organisation holding the function
 - b) name and contact details for person to be responsible for the event
 - c) date and time of commencement and conclusion
 - d) area of consumption and/or service of alcohol is to be specified, e.g. within a particular building, a delineated outdoor area
 - e) whether or not ~~the~~ alcohol is to be sold
 - f) a nominated Responsible Person of the hiring party who is to ensure that the alcohol consumption of guests is not excessive (by the standards of a reasonable person)
3. Police approval is also required ~~where~~when alcohol is to be sold.
4. Police are to be provided with a copy of each ~~Shire-issued~~ permit ~~issued~~.

– End of Policy

COMMENT

Shire-organised functions are also to complete a permit and the Police are to be advised.

Bond for consumption of alcohol to be included in each year's Budget, together with the hire charges/fees applicable.

Liquor Licensing Act S.59 and S.119 apply

Formerly	Delegation 20	Replaced 29 November 2012
Last Reviewed	30 August 2018	
Next Review Date	February 2021	
Amended		28 February 2013
Adopted	25 June 2015	30 August 2018
Version	1	

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 NEW BUSINESS OF AN URGENT NATURE

Nil

17 BEHIND CLOSED DOORS - CONFIDENTIAL REPORTS

Nil

18 NEXT MEETING

The next meeting is to be held on 30 November 2023 at the Shire offices in Menzies commencing at 1.00pm.

19 CLOSURE OF MEETING

The Shire President declared the meeting closed at 2.23pm.